Proceedings of a regular meeting of the Town Board of the Town of Pamelia held on Monday, January 14, 2019 at the Municipal Building, Route 37; Supervisor Scott Allen called the meeting to order at 7:00 p.m. Council members present were Timothy Kelly, Kenneth Hart, Grace Pruitt and Lisa Brenon. Attorney David Renzi, Highway Superintendent Bruce Call, Zoning and Code Enforcement Officer Walt VanTassel, and Supervisors Clerk Annie Snyder were also present.

Scott Allen observed a moment of silence for Harry Potter who passed away recently. Harry served as Secretary and Chairman of the Planning Board for many years.

Minutes approved

Minutes of the December 10, 2018 regular meeting were approved as submitted on a motion made by Tim Kelly and seconded by Ken Hart. All voted aye; carried.

Public Hearing

Attorney Dave Renzi explained that the Public Hearing for entering into an agreement with the County for assessing cannot be held until he receives the necessary data. The Public Hearing will be moved to the February meeting.

Funds Amended

A motion was made by Tim Kelly and seconded by Ken Hart to amend the December 10, 2018 General Fund total from $58,846.59 to $55,550.75 to include No. 276 + 278 and to remove pre approval amount of $16,666. All voted aye; carried.

Budget Appropriations

Ken Hart made a motion and Lisa Brenon seconded to approve the following 2018 budget appropriations. All voted aye; carried.

Highway Fund
To: DA5130.41 + $61
From: DA9060.8 - 61

Ken Hart made a motion and Grace Pruitt seconded to approve the following 2019 budget appropriations. All voted aye; carried.

To: A1910.4 + $ 2,500
To: A1930.4 + 16,667
From: Unallocated Balance - 19,167

Correspondence

Supervisor Scott Allen stated that the NYS Tug Hill Commission will be holding training sessions at Jefferson Community College on March 28, 2019.

Tim Kelly made a motion and Lisa Brenon seconded to approve the Zoning and Planning Board members who attend may count this as credit for training.

Scott Allen stated that he received notice on December 21st that the Town's Planning Grant has been approved and the Town can go forward with a Sewer study.

The grant could be up to $30,000 from the Wastewater Infrastructure Engineering Planning Grant through the New York State Clean Water Revolving Fund.

A short discussion followed.

Scott Allen explained that NY Leak has went through the water system and evaluated for leaks. There was a leak detected on Liberty Avenue. Also, Hydrants and valves were GIS mapped.

Scott also stated there had been a water main break on Rt 37 near the old Fire station. Another hydrant near the area was hit by a vehicle and has been turned into the Insurance Co.

Executive Session

Tim Kelly made a motion and Ken Hart seconded to enter into executive session at 7:23 pm which included the Board members, Attorney Renzi, Roxanne Burns and an assistant from Jefferson County concerning personnel matters. All voted aye; carried.

The regular meeting resumed at 8:20 pm on a motion made by Tim Kelly and seconded by Ken Hart. All voted aye; carried.

Scott Allen reported that there was no voting during the session.

Tim Kelly offered Resolution #1 seconded by Lisa Brenon to approve the following wages for 2019:

Councilmen: T. Kelly, G. Pruitt K. Hart, L. Brenon	$ 2,349	Quarterly
Town Justices: A. Casselman	19,029	Bi-weekly
S. Kampnich	17,650	Bi-weekly
Court Clerk	31,348	Bi-weekly

Supervisor	21,221	Bi-weekly
Supervisor's Clerk	17,314	Bi-weekly
Town Clerk/Tax Collector	25,544	Bi-weekly
Highway Superintendent	45,256	Bi-weekly
Highway Employees (one)	17.50	Per hr-weekly
(second)	17.00	Per hr-weekly
(third)	16.50	Per hr-weekly
Planning Board: Chairman	4,461	Quarterly
Secretary	2,827	Quarterly
Others members (three)	1,621	Quarterly
Alternate	50	Per meeting Quarterly
Code Enforcement Officer, Assistant Health	9,750	Bi-weekly
Officer, and Zoning Enforcement Officer	9,750	Bi-weekly
Zoning Board of Appeals: Chairman	473	Quarterly
Secretary	50	As needed
Others	237	Quarterly
Board of Assessment Review	55	Per day-yearly
Attorney David Renzi	12,690	Quarterly
Special Districts Clerk	5,197	Bi-weekly
Special Districts Accountant	2,629	Bi-weekly
Special Districts Superintendent	3,515	Bi-weekly
Special Districts Administrator	0	

All voted aye; carried.

Resolution #2

Tim Kelly offered Resolution #2 and Ken Hart seconded to establish a standard work week for members of the NYS Retirement System. The Resolution follows.

Town of Pamelia

BE IT RESOLVED, that the Town Board be and hereby establishes the following as a standard workday for elected and appointed officials for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

All Elected Officials

Supervisor
Councilpersons
Town Clerk
Assessor
Town Justice

Five day work week, six hour day.

Superintendent of Highways

Five day work week, eight hour day.

Appointed Officials

Court Clerk

Four day work week, eight hour day.

Highway Employees

Five day work week, eight hour day.

Other appointed officials

Five day work week, six hour day.

Dated: January 14, 2019

I, Gwen Call, clerk of the Town of Pamelia of the State of New York, certify that the full Board consists of four members, and that four of such members were present at such meeting and that four such members voted in favor of the above resolution.

Resolution #3

Grace Pruitt offered Resolution #3, seconded by Ken Hart, to approve the following appointments, authorizations:

Watertown Daily Times as the official newspaper.

Official Bank as Community Bank, may have over $250,000 deposited.

Regulatory meeting of the Town Board will be held on the second Monday of the month unless otherwise designated to be held at 25859 NYS Rte 37 Watertown, NY at 7:00 pm.

The Town Board to adopt the Town investment policies and procurements policies.

Gwen Call as Record Management Officer, Registrar of Vital Statistics.

Bruce Call as Deputy Registrar of Vital Statistics.

Dori Klaproth as Town Historian.

Sheri Fields as Court Clerk.

Annie Snyder as Supervisor's Clerk.

Brown, Dierdorf and Renzi as Town Attorneys.

Barton & Loguidice as Town Engineers.

Rt 3 Sewer Board member, as Supervisor Scott Allen

Walter VanTassel as Zoning Enforcement Officer.

Walter VanTassel as Code Enforcement Officer.

Bruce Call as Special Districts Superintendent.

Gwen Call as Special Districts Clerk.

Annie Snyder as Special Districts Accountant.

Town of Pamelia Supervisor shall be named investing and budgeting officer for the Town of Pamelia.

Scott Allen is authorized to deposit, sign checks and documents for Community Bank.

Scott Allen is authorized to view online documents and transfer money for banking purposes for the Town of Pamelia.

Council member Tim Kelly is authorized to sign checks in the event the Supervisor is not available or is disabled.

The Health Officer is the Town Board members and Supervisor and Walt VanTassel is the deputy assistant Health Officer.

Supervisor Scott Allen as Special Districts Administrator to oversee the Special Districts, authorizing and signatory duties; to authorize payments in advance: bills for utilities, insurance, postage, phone, internet, and Justice Dept. when it appears that these bills would not be paid on a timely basis if held till the next Town Board meeting. Such advance payments will appear on the next monthly abstract.

Mileage rate - $.40 per mile for use of personal vehicle for Town purposes.
All voted aye; carried.

Resolution #4

Tim Kelly offered Resolution #4 and Ken Hart seconded to increase the hourly wage for the Court Attendant, Grace Pruitt, from $10.40 to $11.10 to be paid monthly. Scott Allen and Lisa Brenon voted aye. Grace Pruitt abstained; carried.

Resolution #5

Tim Kelly offered Resolution #5 authorizing petty cash of $50 for the Town Clerk, $50 for Special Districts, $100 for the Tax Collector and $100 for the Justice Court. Lisa Brenon seconded. All voted aye; carried.

Court Records

Scott Allen stated he has received notice from the Unified Justice Court requesting an audit of the Court records. He will begin working on it.

Tim Kelly made a motion and Ken Hart seconded to allow Court Clerk Sheri Fields to schedule the shredding of outdated court documents which have been approved by the Office of Court Administration and the State Comptrollers office. All voted aye; carried.

Fire Department Contracts

Grace Pruitt made a motion and Ken Hart seconded to approve one year contracts for the Glen Park Fire Department for $47,305, the Pamelia Fire Department for $73,036 and the Northpole Fire Department for $73,036. All voted aye; carried.

Barton & Loguidice

John Condino and Taylor Jennings presented an updated schedule to the Town Board.

John Condino stated that he would like to pass resolutions tonight for the Final Order establishing Water District 5 Extensions, Bond Resolution, and Joint Consolidation Agreement.

Resolution #6

Attorney Dave Renzi offered Resolution #6 to approve the Final Order establishing Extension No. 1 to Water District No. 5. The resolution was adopted by a roll call vote as follows: Scott Allen aye, Tim Kelly aye, Ken Hart aye, Lisa Brenon aye, Grace Pruitt aye; adopted.

There was a discussion on the increased costs to the existing residents. John Condino and Taylor Jennings stated they will provide a fact sheet with the figures.

Resolution #7

Scott Allen offered Resolution #7 and Tim Kelly seconded to pass Bond resolution authorizing the issuance of $11,405,000 in serial bonds for Project Cost of Extension.

The Resolution was adopted by roll call vote as follows: Scott Allen aye, Tim Kelly aye, Ken Hart aye, Lisa Brenon aye, Grace Pruitt aye; adopted.

Resolution #8

Tim Kelly offered Resolution #8 and Ken Hart seconded to Endorse the Draft Joint Consolidation Agreement by and between Water Districts No. 4, 5, 6, 7, 8, 10, 11 and the Town of Pamelia.

The Resolution was adopted by roll call vote as follows: Scott Allen aye, Tim Kelly aye, Ken Hart aye, Lisa Brenon aye, Grace Pruitt aye; adopted.

John Condino stated that the SEQR review will be done at the February meeting.

Code Enforcement

There were no comments.

Highway Superintendent

Bruce Call reported that the new loader and the Gradall have been delivered.

Scott Allen reported that there are two vacancies on the Assessment Review Board. Stan Hajdasz agreed to accept one position.

Scott Allen made a motion and Tim Kelly seconded to appoint Stan Hajdasz to the position on the Assessment Review Board. All voted aye; carried.

Public Comments

There were no public comments.

Payment of the Bills

Tim Kelly made a motion and Lisa Brenon seconded to pay the General Fund bills totaling $28,746.24 No. 1 - 27. All voted aye; carried.

Grace Pruitt made a motion and Lisa Brenon seconded to pay the Highway Fund bills totaling $174,323.83 No. 1 - 16. All voted aye; carried.

Tim Kelly made a motion and Grace Pruitt seconded to pay the Special District Fund bills totaling $69,912.62 No. 1 - 11. All voted aye; carried.

Tim Kelly made a motion and Ken Hart seconded to pay the Capital Fund bills totaling $1,802.77 No. 1. All voted aye; carried.

Adjournment

The meeting adjourned at 9:29 p.m. on a motion made by Tim Kelly, seconded by Ken Hart. All voted aye; carried.

Gwen Call

Gwen Call
Town Clerk
January 14, 2019

Proceedings of a regular meeting of the Town Board of the Town of Pamelia held on Monday, February 11, 2019 at the Municipal Building, Route 37; Supervisor Scott Allen called the meeting to order at 7:00 p.m. Council members present were Timothy Kelly, Kenneth Hart, Grace Pruitt and Lisa Brenon. Attorney David Renzi, Highway Superintendent Bruce Call and Supervisors Clerk Annie Snyder were also present.

Minutes approved

Minutes of the January 14, 2019 regular meeting were approved as submitted on a motion made by Ken Hart and seconded by Lisa Brenon. All voted aye; carried.

Budget Appropriations

Tim Kelly made a motion and Lisa Brenon seconded to approve the following 2019 budget appropriations. All voted aye; carried.

General Fund
Add new line item A1940.4
To: A1940.4 + $1,200
From: A1620.4 - 1,200

Tug Hill Commission

Scott stated that if any Board Members are interested in attending the sessions in March, he will need to know soon so that he can add it to the Budget.

Funds Amended

A motion was made by Tim Kelly and seconded by Ken Hart to amend the January 14, 2019 General Fund total from $28,746.24 to $29,896.24 to include No. 26, to amend the Special Districts Fund total from $ 69,912.62 to $68,762.62 to subtract $1,150.00 which should have been in General Fund, and to amend the Highway Fund total from $174,323.83 to $174,315.69 to subtract $8.14. All voted aye; carried.

Correspondence

Scott Allen stated he has sent a letter to the Governor's Office requesting an extension for Jefferson County tax deadline due to ice emergency and winter weather at the end of January to eliminate the late penalties.