

TOWN OF WAYNE

BOARD MEETING MINUTES

August 12, 2020

The July monthly meeting commenced at 6:40 PM with the Pledge of Allegiance. The meeting was conducted at the Wayne Town Hall with remote access for residents via Zoom Video Conferencing.

Present: Supervisor Dunbar
 Councilperson Kenyon
 Councilperson Haff
 Councilperson Freeman
 Councilperson Walton
 Town Clerk Mahr

Other identified participants were: Doug & Megan Howard, Chris Curry, Dave Cressock (Harter Secretst), Jeff and Patricia Horton.

Guest Speaker

County Legislator Jeff Horton gave a state of Steuben County update and the impact of the Covid-19 crisis. Mr. Horton made the following points:

- 1- Sales tax presently is down by 6%, The County expected this figure to be closer to 20% but the potential losses have been offset by the inclusion of sales tax on internet sales.
- 2- Steuben County has made a major effort to increase the availability of supplies to address the Covid –19 crisis. Tim Marshall is the point of contact for getting more masks, sanitizers, gloves, gowns (etc.) for the Town. There is no chargeback for the supplies.
- 3- The Steuben County budget is seeing a major impact by the drop in state police coverage in the area. This has led to an increased number of overtime hours. The jail food costs have also increased significantly.
- 4- Any CHIPS reimbursement for road projects should be submitted as soon as possible. There is a potential 20% reduction projected for this funding. As of now unspent CHIPS monies will be rolled over to 2021.
- 5- To offset a potential 20% reduction in revenues Steuben County is looking to implement an early retirement incentive to County staff across all departments to avoid layoffs.
- 6- Steuben County currently has a fund balance of \$73M which has it well positioned for the Covid-19 crisis.

Approval of Minutes

The July 14th Board Minutes were reviewed. Motion to approve the minutes was made by Councilperson Freeman, seconded by Councilperson Haff with all in favor.

Supervisors Report

At 7:00 PM Supervisor Dunbar made a motion to enter an Executive session to discuss the highway labor union contract. The motion was seconded by Councilperson Walton with all in

favor. At 9:00PM Councilperson Kenyon made a motion to come out of Executive Session, seconded by Councilperson Freeman with all in favor. Councilperson Kenyon made an additional motion that the Board take the following action item to approve Harter Secrest to contact the appropriate union representative to continue negotiations on the union on behalf of the board. The motion was seconded by Councilperson Haff with all in favor.

Following the Executive Session Supervisor Dunbar addressed the following topics.

2021 Budget Process- Supervisor Dunbar reviewed the 2021 Budget process guidelines as prepared by the NYS Comptroller's Office. The Department spending heads should return budget worksheets indicating preliminary spending numbers by August 25th. Supervisor Dunbar will prepare a draft budget for distribution to the Town Board by September 1. Initial schedule and feedback will be discussed at the September 8th board meeting. Follow on workshops are to be determined starting the week of September 21st. A tentative budget should be finalized by September 30th and posted for public review. At the October 13th board meeting final revisions to the tentative budget should be made. A public hearing will be scheduled thereafter with a minimum of a (5) day notice. Following the public hearing the Board should make any final revisions and target to adopt the budget at the November 10th board meeting.

Hydro Plant – Supervisor Dunbar stated that NYSEG had an internal meeting discussing the Hydro Plant and expected that they would be reaching out to the Town soon to discuss. Councilperson Walton and Supervisor Dunbar will attend all discussions with NYSEG. Solicitation for interested Town of Wayne landowners and residents to participate in and Advisory Group will be ongoing. NYSEG has released Harter Secrest from any conflicts so they will be able to represent the Town on the project.

A Budget Modification resolution was presented and approved. Debiting A599 Appropriated Fund Balance \$4,804.20 and crediting the following:

A1410.47 Advertising	\$48.12
A3510.13 Dog Admin. Support	\$142.50
A3510.41 Dog Supplies	\$13.98
A1420.4 Attorney	\$4,599.60

Supervisor Dunbar made an announcement that he was appointing Julie Harr as Deputy Supervisor replacing Councilperson Haff.

The Supervisor's Report was reviewed with many open issues. The primary question was why the \$140,000 approved by Board resolution at the July meeting was not moved into the Highway Equipment reserve account. Supervisor Dunbar stated he did not have the opportunity to make the change. With the open issues the Supervisor's Report was not approved.

Clerks Report

The Clerk's monthly report for August was presented with minimal discussion. Motion to approve the Clerk's Report was made by Councilperson Freeman and seconded by Councilperson Kenyon with all in favor.

Abstract 8 Vouchers submitted were broken down by:

• General Account	Vouchers 163 - 182	\$ 6,920.04
• Highway Account	Vouchers 83 - 90	\$ 18,098.19

Clerk Mahr explained Voucher 182 for postage and why the account code for the Town re-evaluation was charged. Councilperson Haff made a motion to approve the vouchers, seconded by Councilperson Kenyon with all in favor.

Justice Report

The monthly report for June was reviewed with no discussion.

Assessor

No report.

Highway Superintendent Report

Highway Superintendent Doug Howard discussed journal activities for the month of July, primarily with regards to regrading of dirt roads and pot hole repair. 935.4 gallons of fuel was used for the month. Gravel deliveries continue to be made for the lower lake road and Coryell roadwork projects. Coryell project has begun with the reconstruction of the road. Superintendent Howard discussed issues at Compost site with construction debris being left on the premises. Superintendent Howard also completed a survey for the Keuka Lighting District which will hopefully straighten out the electric billing.

In addition, the procedures for the Town Clean-Up, scheduled for Saturday September 19th were discussed. Clerk Mahr and Superintendent Howard reviewed 2019 costs for the event. Fees will be put in place this year for tire, appliance and electronics. The Town will send out post cards to the residents and non-resident tax payers describing the rules for the clean-up and limiting number of trips to (3).

Code & Zoning Officer

Review of monthly report was presented with no discussion.

The Zoning Board and Planning Board Meeting minutes for June were reviewed with no discussion.

Watershed

The monthly report for July was reviewed with no discussion.

Dog Control Officer

The monthly license report was reviewed with no discussion. DCO Howard submitted a voucher for gift cards for the people who volunteered at the event. There also needs to be a line item in the 2021 budget for shelter fees. Supervisor Dunbar to follow-up with DCO Howard on the budget requirement.

History

No monthly report.

Web Statistics

Review of monthly report was presented with no discussion.

New Business

The Town has received its first monthly payment of \$1,000 on the cell tower has been received. Payments appear to be in advance.

Public Comments

Mr. Chris Curry asked if the budget monies for the Coryell project that are not spent in 2020 will be rolled over into 2021. Supervisor Dunbar responded they would be.

Announcements

The next Town Board Meeting will be on Tuesday September 8, 2020

Adjourn

A motion to adjourn the Town Board meeting was made by Councilperson Kenyon and seconded by Councilperson Freeman with all in favor.

Meeting adjourned at 9:55PM.

Respectfully Submitted,

William Mahr Town Clerk

August 8, 2020