

TOWN OF WAYNE

BOARD MEETING MINUTES

February 8, 2022

A Board Meeting commenced at 6:00 pm.

Pledge of Allegiance

Roll call:

Present: Councilperson Freeman
Councilperson Bauer
Councilperson Harr
Councilperson Kenyon
Supervisor Mahr
Clerk Angie Serphillips

On Zoom were; Erin McCann, Kody Kenny, Kyle Dencenberg, Steve Butchko, Megan Howard, Chris Curry, Kyle's Galaxy A21

In attendance were Joe Serphillips, Doug Howard, Ron McIntyre, Lu Ann Simmons

Approval of minutes; There are typo changes that need correcting.

Motion to approve minutes, subject to typo changes made by;
Councilperson Freeman, Seconded by Councilperson Harr. All are in favor.

Summary of minutes of the Organizational Meeting were reviewed along with changes in the presentation charts.

Motion to approve the Organizational meeting summery minute changes, made by;
Council person Harr, seconded by Councilperson Kenyon. All are in favor

Supervisor report;

The increase of \$272,000.00 in cash, that in January that we received from the tax account for the Fire Department, Keuka Lighting, and The American Rescue check for \$50,000.00. Next month you will see a decrease of \$217,000.00, because in the vouchers that we will approve tonight is the check that we will give the Fire Department for their 2022 budget. The discrepancy that Supervisor Mahr wanted to point out is in the Trust and Agency balances. The ending balance for 2021, and the beginning balance 2022 didn't match. Possibly a software glitch. Williamson Law is looking into it. There is no Annual Revenue for expenses and revenues because we are only into one month. We had to make two modifications on the General and two in the Highway funds. In the General Fund, when we ran the payroll, Beth Mooney's time as tax collector was incorrectly

charged to the to the Deputy Clerks tax assistance line item. It should have been charged to the Tax Collector line item. Supervisor Mahr would like approval for a budget modification to move money from the Tax Collector account to the Deputy Tax Assistance line item.

We have a question for Williamson Law. Even though revenues have been recorded in the bank, and the appropriate Williamson Law category, we do not have a line item for the American Rescue Act. The money is in the bank and in the Supervisor's report.

Regarding the second budget modification, on the Highway. When the 2022 budget was originally started in the beginning of August there was an incorrect number put in for the insurance account that was not caught. The number that is in the budget is \$8550.00. and it should have been over \$10,000.00. The General budget was fine, but the Highway budget was low. We paid the bill, but we need to put some more money in there to cover that difference. In conjunction with that, there's another bill that we are paying this month for \$60.00, which is Disability, and that also comes out of the same account, so it has been added to the budget modification.

The last two years we've been budgeting \$500.00 for Emergency Services from Corning with no billings. In 2022 we have received an invoice so we need to put \$500.00 into the line item. If we don't use it, then next year we won't contribute.

This week we will be depositing the tax money for the Highway and the General funds.

Motion to approve the Resolution to amend the tax collector payment made by;
Councilperson Freeman, second by Councilperson Kenyon.

Councilperson Freeman, yes
Councilperson Bauer, yes
Councilperson Harr, yes
Councilperson Kenyon, yes
Supervisor Mahr, yes

Motion to approve the Highway modifications made by;
Councilperson Freeman, second by Councilperson Kenyon.

Councilperson Freeman, yes
Councilperson Bauer, yes
Councilperson Harr, yes
Councilperson Kenyen, yes
Supervisor Mahr, yes

Supervisor Mahr presented a Williamson Law comparison. Presently the Town uses both a server and cloud version for different functions. The Server version doesn't interface properly with the Cloud version. The Cloud version is more expensive, based upon access and support. We can save money by using the Server version which has been enhanced. Supervisor Mahr would like to send a letter stating the we would like to move off of the Cloud, back to the Server, and that we would like to move the payroll processing back in house verses being outsourced.

Motion made to implement changes to Williamson Law as discussed made by Councilperson Harr, seconded by Councilperson Freeman.

All are in favor

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Procurement Policy tabled until next month.

Motion to approve the Supervisors report made by;

Councilperson Kenyon, second by Councilperson Bauer.
All are in favor

Clerks report;
We closed out the decals, for the hunting and fishing licenses in January 2022 for 2021. Motion to approve the Clerks report made by;
Councilperson Harr, seconded by Councilperson Kenyon.
All are in favor

Motion to approve the vouchers made by; Councilperson Harr, second by Councilperson Freeman
All are in favor

Supervisor Mahr sent out reviewed tax chart with corrections with no discussion.
Justice report;
Supervisor Mahr stated that we need a Resolution to complete the Justice audit.

No money collected

Assessor report;
Nothing to report

Highway Superintendent;

Fuel used this month was 1163.7 gallons. Highway has done a lot of plowing and sanding of the roads. The International was sold at auction. East Lake Rd repair has been put up for rebid.

Code Enforcement Planning / Zoning

Motion to appoint Jennifer Rouin to the Zoning board of Appeal's as an alternate, made by;
Councilperson Bauer, seconded by Councilperson Harr.
All are in favor

LUR changes regarding site plan review public hearing and expanding the number of members on the Planning Board was brought up That was discussed at the Organizational meeting. Regarding Lawyers, Supervisor Mahr is open for recommendations.

Ethics Board;
Yvonne Erway will join the Ethics Committee.

Watershed report;
Letter will be sent to confirm those who want to be on the list to do septic inspections.

Dog Control Officer;
Shelter passed. Paperwork was needed and supplied in order for the Dog Control Officer to get certified.

History Group;

History group is working with Scott Denning for the new updated website. He is training them on how to use it.

Health Officer Report;

Health Officer Mooney sent out an update via email.

Old Business;

Mengel, Metzger and Barr, are coming here February 14th and 15th, to meet with Supervisor Mahr to go over material that they need. They have been given everything that they have requested

so far. No preliminary feedback has been given on the audit for the 2020,2021books.

On the AUD audit letter, we received from the 2020, Carol Golden resolved 5 of the 6 points, the 6th one is related to getting into the retirement system. We have to get authorized to do that.

Jennelle started that process last week. We are hoping to get access to that. Once we can access that, Carol said that she can help us with that piece, and do the 2021 AUD.

Supervisor Mahr will send out the proposal from Mengel, Metzger and Barr.

Motion to approve to have Carol Golden address the audit questions was made by;
Councilperson Julie Harr. Seconded by Councilperson Kenyon
All were in favor

We did get approval to use the poles for the Hometown Hero's. We have to fill out a letter from NYSEG.

New Business;

Supervisor Mahr received a quote to replace the heating and air conditioning units in the History room. There are tow units, one is in the History room and one is in the storage room.

Resolution not to exceed \$6000.00 for replacement of air conditioning and heating unit in the History and storage area. Motion to do a permission Referendum, made by;
Councilperson Bauer, seconded by Councilperson Kenyon All are in favor.

American Rescue Act;

We received the funds from the American Rescue Act. We need to outline how the funds will be used. There is a form that we must fill out by the end of April. The funds are to be used to benefit the town residents, such as the playground (basketball hoop), History group, road improvements, or the sign on route 230, which we are getting estimates for.

Public Comments;

Meeting times on the website need to be corrected.

Next meeting on March 8, 2022

Motion to Adjourn;

Made by Councilperson Kenyon

Seconded by Councilperson Freeman

Meeting Adjourned at 7:32PM

Respectfully submitted by
Angie Serphillips
Town of Wayne Clerk