

TOWN OF WAYNE  
DECEMBER 12, 2023  
Board Meeting Minutes

The December 12, 2023 commenced at 6:00 pm

Present: Councilmember Bauer  
Councilmember Haar  
Councilmember Freeman  
Councilmember Kenyon, Zoom  
Supervisor Mahr  
Clerk SerPhillips

On Zoom: Councilmember Kenyon, Jennelle McMahon, Wayne Hand, Karen Doucette, and Margot Bliven

In Attendance: Doug Howard, Joe SerPhillips, LuAnn Simmons, Ron McIntire, and Bryan Starkweather

**PLEDGE OF ALLEGIANCE**

A moment of silence was held in honor of Bob Wagner

**Guest Speaker:**

Colby Peterson, District manager for Yates County Watershed Inspections  
Mr. Peterson presented a spread sheet on Watershed inspections and explained the meaning of the numbers, including the past due history. He also stated that the information gathered from Yates and Steuben Counties, is going to be put into a new Watershed data base.

**Supervisor's Report:**

Supervisor Mahr discussed the unencumbered balances in the budget through November. He stated that we should spend as much money as possible by the end of the year on invoices received but not due until January, or move money into one of the reserves. He also stated that we have \$8,000.00 in the Water System Reserve. We have \$73,000.00 in the Building and Grounds fund.

He also stated that any changes to funds have to be done by the 3<sup>rd</sup> week in January 2024.

Supervisor Mahr stated that the budget modifications are based on the expenses to be approved tonight.

Supervisor Mahr stated that the Highway numbers are impacted because we moved money out of the Reserve account into the budget for equipment acquisitions. \$49,000 was originally budgeted for healthcare in Highway. We have \$92,000.00 left over in General Repairs, and \$36,000.00 left over in the E. Lake Rd. We also budgeted \$100,000.00 from CHIPS that we did not use. We will be getting \$137,000.00 back from CHIPS for the new truck purchase. We will want to put these funds into both the Highway Equipment and Road Reserves.

We have a balance of \$58,000.00 in the American Rescue Act that we have to spend by the end of 2024, or allocate it, and use it by the end of 2025.

A motion to approve the Supervisor's report was made by Councilmember Haar, seconded by Councilmember Freeman, with all in favor.

**Budget Modifications:** There is a voucher for the picnic tables, in the amount of \$1440.00, that we took out of the Federal aid, that reflects moving the money.

Property insurance went up for the highway due to the purchase of the new truck, and reassessing the replacement value of the other trucks.

A motion to approve **Resolution 22** was made by Councilmember Freeman, seconded by Councilmember Haar. All voted as follows:

Councilmember Haar, yes  
Councilmember Freeman, yes

Councilmember Bauer  
Supervisor Mahr, yes

From: A4089 Federal Aid \$1,440.00  
A3650.4 Demolition of Unsafe Buildings \$2,000.00  
A1410.44 Town Clerk-Ed./Training \$ 90.00  
A1220.44 Supervisor-Ed./Training \$ 225.00  
A1990.4 Special Items- Contingency \$1,824.54

To: A7110.21 Playground Equipment Project \$1,440.00  
A1680.2 Central Data Processing- Equipment \$ 250.00  
A1680.22 Central Data Processing- Sfwe./Licensing \$ 1,348.54  
A1680.25 Central Data Processing- Rent/Lease \$ 100.11  
A1410.42 Town Clerk-Postage \$ 681.61  
A1410.46 Town Clerk-Travel \$ 90.00  
A1220.46 Supervisor-Travel \$ 225.00  
A1910.4 Special Items-NYMIR Property Liability Ins. \$ 1,444.28

A motion to approve **Resolution 23**, to move money from Employee Benefits, to Property Liability insurance, was made by Councilmember Haar, seconded by Councilmember Freeman. All voted as follows:

Councilmember Haar, yes  
Councilmember Freeman, yes

Councilmember Bauer, yes  
Supervisor Mahr, yes

From: DA9060.8 Employee Benefits- Hospital & Medical \$6,190.58

To: DA1910.4 Special Items-NYMIR Property Liability Ins. \$6,190.58

A motion to approve **Resolution 24**, to move money from the Appropriated Fund Balance to Keuka Lighting Contractual, was made by Councilmember Haar, seconded by Councilmember Freeman. All voted as follows:

Councilmember Haar, yes  
Councilmember Freeman, yes

Councilmember Bauer, yes  
Superintendent Mahr, yes

From: SL599 APPROPRIATED FUND BALANCE \$280.00

To: SL5182.4 KEUKA LIGHTING CONTRACTUAL

\$280.00

A motion to approve **Resolution 25**, with name corrections, was made by Councilmember Haar, seconded by Councilmember Freeman. All voted as follows:

Councilmember Haar, yes  
Councilmember Freeman, yes

Councilmember Bauer, yes  
Supervisor Mahr, yes

For the purpose of closing out final expenses incurred in 2023 the Town Board authorizes the Town Supervisor and (1) additional board member to approve all valid invoices collected in Abstract 13 and associated Budget Modifications so they can be paid no later than December 31, 2023.

**Clerk's Report:**

Disbursements: Paid to Supervisor for the General fund, \$1,893.00  
Paid to NYS Animal Population Control Program, \$8.00

A motion to approve the Clerk's report was made by Councilmember Haar, seconded by Councilmember Freeman, with all in favor.

**Justice Report:** No activity this month.

**Assessor's Report:** No activity this month.

**Highway Report:**

Superintendent Howard stated that 311 gallons of fuel oil was used this month. He also stated that the compost is now closed for the season.

Superintendent Howard stated that the Town will be receiving \$137,113.91 from CHIPS, after the 15<sup>th</sup> of the month. A motion to put half of the funds in each Highway Reserve account was made by Councilmember Haar, seconded by Councilmember Bauer, all are in favor.

**Code Officer Report:** The Code officer report was reviewed with no discussion.

**Planning and Zoning Boards Report:**

An advertisement will be put in the paper for anyone interested in serving on the Zoning and Planning Boards.

**Ethics Report:** A letter of an update on the Ethics group summarizing what actions were done this year.

**Watershed Report:** A letter of violation is being put together.

**DCO Report:** No activity this month.

**History Report:** Worked on 2024 goals and received a box of information on Wayne Town residents from the Seattle Genealogical Society as one of their volunteers grew up in Wayne.

**Health Report:** Ms. Beth Mooney gave a report to make sure rabies shots are updated.

### **Old Business**

Short-term rental letters were mailed. The picnic tables arrived at the playground. The Board will pursue a Resolution for the LUR per Mr. Witkowski's recommendation that he spoke on in November Town Board Meeting.

### **New Business**

A motion to approve running December payroll a week earlier for monthly employees was made by Councilmember Haar, seconded by Councilmember Freeman, with all in favor.

A motion to approve spending \$1,200.00 on gift cards, for our volunteers, was made by Councilmember Haar, seconded by Councilmember Freeman, with all in favor.

The Organizational meeting is scheduled for January 16, 2024 at 6:00 pm at the Town Hall.

The next Board meeting is on January 9, 2024, at 6:00 pm at the Town Hall.

There were no Public Comments.

A motion to adjourn was made by Councilmember Bauer, seconded by Councilmember Haar, with all in favor at 7:37 pm.

Respectfully submitted,

Angie Serphillips, Clerk