

Unadilla Town Board Meeting

Date: January 12, 2021

6:30 PM Audit of Bills

7:00 PM Open Meeting

Pledge of Allegiance

Call to Order

Supervisor George DeNys called the meeting to order.

Roll Call

George DeNys, Supervisor
Terry Yoder, Town Clerk
Rodney Renwick, Superintendent
Ronald Reed, Councilman
Donald Cole, Councilman
Jessica Grow, Councilwoman
Beth Westfall, Attorney
Lynn Heim, Bookkeeper
Jack Insigna, Village Mayor
Joe Angelino, Assemblyman
Rich Cunningham, THOMA

Special guest, Assemblyman Jo Angelino stopped in briefly to introduce himself and to see if anyone had any pressing questions that he could answer. He spoke of the divide from within our country at the moment, and the hopes that we can move forward from here out.

December 8th Minutes

Councilman Don Cole made the motion to accept the minutes. The motion was seconded by Councilman Ronald Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Audit of Bills

End of 2020

General Fund (A)	\$ 4,261.42
Highway (DA)	\$12,224.13
Highway (DB)	\$ 1,437.95
Wells Bridge Lighting (SL3)	\$ 156.20
Rockdale Lighting (SL2)	\$ 22.71
Riverside Lighting (SL1)	\$ 127.66
Riverside Sewer District	\$ 49.53

January 2021

General Fund (A)	\$ 3,562.63
Highway (DB)	\$ 2,996.28
Highway (DA)	\$ 4,573.46

Supervisor George DeNys made the motion to accept and pay the bills. The motion was seconded by Councilman Ronald Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

New Business

Resignation of Councilman Michael French

Supervisor George DeNys regrettably made the motion to accept the resignation of Councilman Michael French. The Motion was seconded by Councilman Ronald Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Supervisor DeNys would like to thank Michael for her service as Councilman.

Resolutions for 2021

Official Newspaper

Towns Official Newspaper, The Daily Star

Supervisor George DeNys made the motion to accept the Daily Star as the Towns Official Newspaper. The motion was seconded by Councilman Ronald Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Standard Workday Resolution

Supervisor George DeNys made the motion to approve the Standard Workday Resolution. The motion was seconded by Councilman Ronald Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Resolution to Appoint Marriage Officer

Supervisor George DeNys made the motion to Terry Yoder as a Marriage Officer for the Town of Unadilla for the extent of her position as Town Clerk. The motion was seconded by Councilman Ron Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Designated Depository (s)

Supervisor – NBT

Town Clerk & Tax Collector – Community Bank

Councilman Ronald Reed made the motion to NBT and Community Banks as designated depositories for the Supervisor and Town Clerk and Tax Collector. The motion was seconded by Councilman Don Cole and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

IRS Mileage

\$.56 per mile, to be used as the Town mileage

Supervisor George DeNys made the motion to accept the IRS Mileage Rate for 2021. The motion was seconded by Councilman Ron Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Hourly Rates for :

Deputy Town Clerk (\$12.50)

Deputy Tax Collector	(\$12.50)
Court Clerk	(\$14.00)
Deputy Court Clerk	(\$12.50)
Town Hall Lawn Care	(\$12.50)

Councilman Don Cole made the motion to the hourly rate as stated above for 2021. The motion was seconded by Councilman Ronald Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Review the Investment Policy
Review the Procurement Policy
Review Violence-In-The Workplace Prevention Policy
Review Standards of Conduct for Officers and Employees
Annual Appointments Policies and Procedures Policy:

Procedures:

Audited by Supervisor George DeNys

Town Clerk Petty Cash	\$220.00
Town Tax Collector Petty Cash:	\$100.00
Town Justice Clerk Petty Cash:	\$210.25

Annual Appointments:

Deputy Supervisor – Ronald Reed
Attorney for Town – Beth Westfall
Deputy Highway Supt. – William Howland
Highway Committee – Jessica Grow, Don Cole
Building Committee – Don Cole, George DeNys
Personnel Rules Policies & Proc. Committee – George DeNys, Ronald Reed
Insurance Committee – Don Cole, Jessica Grow
Finance Committee – Don Cole, George DeNys
Code of Ethics Committee – George DeNys, Jessica Grow
Dog Control Officer – Joshua Palmer
Village Liaison – Ronald Reed
FEMA Liaison – Ronald Reed
Recreation Committee – Don Cole, George DeNys
Bookkeeper – Lynn Heim
Historian – Donald Tuttle
Health Officer – Adrienne Hendrick
Chairman of Assessors – Penny Haddad
Special Police Officer/Bailiff – Carl French
Elections Coordinator – Don Cole
Deputy Tax Collector – Terry Yoder
Deputy Town Clerk – Linda Jackson
Registrar of V. Statistics – Terry Yoder
Deputy Registrar – Linda Jackson
Building Custodian – Susan Mott

Supervisor George DeNys made the motion to the annual appointments. The motion was seconded by Councilman Don Cole and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Annual Audit by Supervisor

Town Clerk submitted annual report

Town Tax Collector submitted annual report

Justice Clerk submitted annual report

Councilman Ronald Reed made the motion to the annual Audit. The motion was seconded by Councilman Don Cole and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Otsego County Worker's Compensation Self Insurance Program

Review changes to be made for the year 2021

Committee Reports

Highway

Crew was out 28 times to plow. The 3-foot snow storm on the 17th may be able to be reimbursed through FEMA. Rodney submitted preliminary numbers through Otsego County for around \$24,000. The Christmas Day snow caused the berm of the road to collapse on Buckhorn Lake. The project has been completed with no funding available.

Agreement for The Expenditure of Highway Monies (Highway Law, Section 284)

This agreement is required by New York State to allow Rodney to use money out of the DB fund which is \$180,000 for road repairs and the allocation of CHIP Funds of \$214,666. Rodney said the CHIPS dollar amount could change depending on what the State does.

1. GENERAL REPAIRS. The sum of \$180,000.00 shall be set aside to be expended for primary work and general repairs upon 59.38 miles of Town highways. The total sum of \$180,000 shall be set aside and not exceeded unless this agreement is amended by the Town Board and the Highway Superintendent.
2. PERMANENT IMPROVEMENTS. (CHIPS) the following sums shall be set aside to be expended for permanent improvements on Town Highways. A total sum of \$214,666.00 shall be set aside and not exceeded unless this agreement is amended by the Town Board and the Highway Superintendent.

It is agreed that all guidelines and sections as set forth by the New York State Department of Transportation, The New York State Highway Law, and the New York State Town Law will be adhered to and subjected to by the undersigned. It is further agreed the Town Highway Superintendent will complete and submit in a timely manner all state aid forms and required information to the appropriate agency.

This agreement executed the 12th day of January, 2021.

Supervisor George DeNys

Councilman Don Cole

Aye

Aye

Councilman Ron Reed	Aye
Councilwoman Jessica Grow	Aye
Highway Superintendent, Rodney Renwick	Aye

This agreement is between the highway superintendent and the Town Board of Unadilla, Otsego County, New York, and the undersigned members of the Town Board. Pursuant to the provisions of section 284 of the highway law, we agree that monies levied and collected in the Town for repair and improvement of highways, and received from the State for state aid for repairs and improvement of highways shall be expended as follows:

Councilman Don Cole made the motion to approve the Agreement for Expenditures of Highway Money. The motion was seconded by Councilman Ron Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Transfer of Equipment Reserve

Lynn advised Rodney that this has already been put in the budget for 2021.

Rodney wanted the Board to be aware of a certain resident and the potential situation that could occur. If the Board would like to discuss the issue further, then Rodney feels that it should be done in private.

Due to production dates, the new truck has not been ordered yet.

Recreation

No Report

Finance

Bookkeeper, Lynn Heim is working on end of year Financials

Building

New Cat 6 Cable was run in most of building to increase internet speed by Steve Lawton. Rodney plans on coming in sometime this week to take measurements of the floor due to sinking

Comments from Rich Cunningham of THOMA

Rich explained the process they have taken up to this point for the CDBG Grant. Applicants are based on lowest income and the need for repairs on their homes. Homeowners then pick (3) three contractors that are asked for bids on each project, and then the determination is usually based on lowest bid. A letter goes out to contractor with letter to proceed. Once contractor has submitted his bill it will come to the Town for approval. New York State will then wire money for the Town to pay contractor. Rich said that they have already done all of the eligibility requirements such as going out and inspecting the properties, making sure applicants are eligible and have finished with all of the bid work. Now they are asking for the Board's final approval.

Approval of CDBG Grant Recipients

Sali Dellysse 156 Old Hill Road for \$31,125.00

Henry Gerliz, 485 Kilkenny Rd for \$35,400.00

Betty Winchester, 310 County Hwy 4 for \$22,000.00

Supervisor George DeNys made the motion to approve the Grant Recipients and their amount awarded as stated. The motion was seconded by Councilman Ronald Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Jessica Grow, Councilwoman

Supervisor George DeNys would like to introduce new Councilwoman Jessica Grow and welcome her to the Board.

Monthly Reports

Town Clerk's report was submitted with a check totaling \$401.00
Supervisors Report
Tax Collectors Monthly Report
Assessors Monthly Report
Animal Control Officer's Report

Councilman Ronald Reed made the motion to accept the monthly reports. The motion was seconded by Councilman Don Cole and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Comments from Attorney Beth Westfall

Beth wanted to mention how Penny was on top of the Star Program and the new Legislation that has been passed waiving renewals for Enhanced Star.

Dog Enumeration

George DeNys and Town Clerk Terry Yoder will meet with the Town's DCO, Josh Palmer to work on the enumeration process and delinquent dog licenses.

Correspondence

Association of Town's—Annual Training Information

Privilege of the Floor

Adjournment

With no further discussion, Supervisor George DeNys made the motion to adjourn the meeting. The motion was seconded by Councilman Ronald Reed and unanimously carried. Roll Call; 4 Ayes, 0 Noes.

Respectfully submitted,

Terry L Yoder, Town Clerk
Time of Adjournment: 7:13 PM