

Unadilla Town Board Meeting

Date: January 14, 2025

6:00 PM Audit of Bills

6:30 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
- Don Cole, Councilman
- Jessica Grow, Councilwoman
- Allen Anderson, Councilman
- Larry Crosier, Councilman
- Beth Westfall, Attorney
- Samuel Rivera, Observer
- Vickie Ball, Observer
- Michael Ball, Observer
- Lee Sumner Bossler, Historian
- 2 residents from Hardknocks Road

December 10th Minutes

Councilman Allen Anderson made the motion to accept the minutes as written. The motion was seconded by Councilwoman Jessica Grow and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Audit of Bills

Councilwoman Jessica Grow made the motion to accept and pay the bills. The motion was seconded by Councilman Don Cole and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

End of 2024	
General Fund (A)	\$ 6,646.45
Highway (DA)	\$30,899.66
Highway (DB)	\$ 956.28
Wells Bridge Lighting (SL3)	\$ 228.04
Rockdale Lighting (SL2)	\$ 30.74
Riverside Lighting (SL1)	\$ 187.27
Riverside Sewer District	\$ 65.63

January 2025

General Fund (A)	\$ 5,546.32
Highway (DA)	\$ 5,914.20

Committee Reports

Highway

The roads were sanded and plowed 35 times so far this season. Repairs and service on equipment have been done. A light on Riverside was reported out and fixed.

Hazardous Waste Day

Rodney requested that the Board approve August 15th as the date for Hazardous waste day.

Supervisor George DeNys made the motion to approve August 15th for the Hazardous Waste Day for the Town of Unadilla. The motion was seconded by Councilman Larry Crosier and unanimously carried. Roll Call 5 Ayes, 0 Noes.

Sale of Plow to Town of Oneonta

The Town of Oneonta contacted Rodney regarding their interest in obtaining a used plow through Auctions Sites. Rodney advised them that he just happened to have an extra plow that would be going up for sale sometime in the near future. After agreeing on a price of \$5,500.00, it was understood that the Board would have to approve declaring the plow as surplus first and then could be sold between a municipal-to-municipal purchase agreement.

Councilman Allen Anderson made the motion to list the said plow as surplus then be sold to the Town of Oneonta in the amount of \$5,500.00

Agreement for Expenditure of Highway Money – Highway Law 284

This agreement is between the highway superintendent and the town board of the Town 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:

1. **General Repairs.** The sum of \$200,000.00 shall be set aside to be expended for primary work and general repairs upon 58.76 miles of town highways. The total sum of \$200,000.00 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 sum shall be set aside to be expended for permanent improvements on town highways. A total sum of \$594,100.00 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 14th Day of January, 2025

Supervisor, George DeNys	Aye
Board Member, Larry Crosier	Aye
Board Member, Jessica Grow	Aye
Board Member, Allen Anderson	Aye
Board Member, Don Cole	Aye
Highway Superintendent, Rodney Renwick	Aye

Supervisor George DeNys made the motion to enter in agreement with Highway Superintendent, Rodney Renwick for the Expenditure of Highway Monies. The motion was seconded by Councilman Allen Anderson and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Finance

December Financial Report was submitted with no questions by board.

Building

Replacement of Generator

Councilman Don Cole acquired four different quotes from two local electricians to replace the generator at the Town Hall. JM Electrical Contracting from Bainbridge and Plumbing and Heating of Otego submitted quotes with JM Electrical Contracting coming in with the lowest bids. Though the difference between the two generator models from JM was \$88.00, the Board felt that going with the \$8,985.0 quote instead of the \$8,897.00 quote would be the best value and in the best interest of the town.

Councilman Larry Crosier made the motion to accept JM Electrical Contracting's quote of \$8,985.00 estimate to replace the Town's generator. The motion was seconded by Councilman Allen Anderson and unanimously carried. Roll Call; 5 Ayes. 0 Noes.

Councilwoman Jessica Grow made the motion to accept the committee reports as is. The motion was seconded by Supervisor George DeNys and unanimously carried. Roll Call; 5 Aye, 0 Noes.

Monthly Reports

- Town Clerk's report was submitted with a check totaling \$583.52
- Supervisors Report
- Tax Collectors Monthly Report
- Dog Control Officers Monthly Report
- Assessors Monthly Report

Supervisor George DeNys made the motion to accept the monthly reports. The motion was seconded by Councilman Allen Anderson and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Annual Reports

Town Clerk's Annual Year End Report
Court Clerk's Annual Year End Report
Tax Collector's Annual Year End Report

Supervisor George DeNys made the motion to accept the annually reports. The motion was seconded by Councilman Allen Anderson and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Old Business

Application for Smart Growth Comprehensive Plan Denied

Supervisor George DeNys read the letter from the Department of State informing the Town that our application (CFA #137366) for a Smart Growth Comprehensive Plan Grant was denied due to exceeding the amount of funding available. The Town had applied for this grant hoping to solve the issue for the people on Hardknocks Road with their private road.

New Business

Authorize Request for Housing Funds for CDBG Grant Drawdown #3 # in the amount of \$25,070.00. The motion was seconded by Councilwoman Jessica Grow and unanimously carried. Roll Call; 5 Ayes, 0 Noes

Resolutions for 2025

Towns Official Newspaper, The Daily Star

Supervisor George DeNys made the motion to accept The Daily Star as the Town's Official Newspaper. The motion was seconded by Councilwoman Jessica Grow and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Standard Workday Resolution

RESOLUTION ESTABLISHING STANDARD WORKDAY FOR ELECTED AND APPOINTED OFFICIALS FOR STATE RETIREMENT

“Be it hereby resolved that the Unadilla Town Board be and hereby established 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:

Five-day work week, six-hour day

Supervisor
Town Clerk
Town Councilmen/Councilwomen (4)
Tax Collector
Justices (1)
The Assessors (1)
Bookkeeper (1)
Highway Superintendent; five-day work week, eight-hour day
Five-day work week, six-hour day.

Supervisor George DeNys made the motion to approve the Standard Workday Resolution. The motion was seconded by Councilwoman Jessica Grow and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Designated Depository

Community Bank –Town Supervisor, Town Clerk, Tax Collector & Justice

Supervisor George DeNys made the motion to accept Community Bank as the Towns designated depository. The motion was seconded by Councilman Don Cole and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

IRS Mileage

.70 Cents per mile, to be used as the Towns mileage rate.

Supervisor George DeNys make the motion to accept the IRS mileage rate at .70 for 2025 as the Town’s rate. The motion was seconded by Councilman Larry Crosier and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Hourly Rates for:

Deputy Town Clerk	(\$15.50)
Deputy Tax Collector	(\$15.50)
Court Clerk	(\$18.00)

Supervisor George DeNys made the motion to approve the hourly rates as stated. The motion was seconded by Councilwoman Jessica Grow and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Lawn Care Proposals

Supervisor George DeNys would like to request proposals for the lawn care at the Town Hall and the Wells Bridge Park for the year 2025. Rodney will write up a draft of what is expected to be duties performed at each location to be handed out to potential candidates for the position.

Councilwoman Jessica Grow made the motion to requests estimates to perform lawn care duties at the Town Hall and Wells Bridge Park. The motion was seconded by Councilman Allen Anderson and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Annual Appointments Policies and Procedures Policy:

Review the Investment Policy

Review the Procurement Policy

Review Violence-in-the Workplace Prevention Policy

Review Standards of Conduct for Officers and Employees.

Standards of Conduct Chairman

Supervisor George DeNys made the motion to accept and approve the annual policies. The motion was seconded by Councilwoman Jessica Grow and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Petty Cash Reports

Town Clerk Petty Cash	\$220.00
Town Tax Collector Petty Cash:	\$200.00
Court Clerk Petty Cash:	\$210.25

Supervisor George DeNys made the motion to approve the petty cash amounts as stated. The motion was seconded by Councilman Allen Anderson and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Annual Appointments:

Deputy Supervisor – Larry Crosier
Attorney for Town – Beth Westfall
Deputy Highway Supt. – William Howland
Highway Committee –Don Cole, Jessica Grow
Building Committee – Don Cole, George DeNys
Personnel Rules Policies & Proc. Committee – George DeNys, Allen Anderson
Insurance Committee – Allen Anderson, George DeNys
Finance Committee – Jessica Grow, George DeNys
Code of Ethics Committee –Larry Crosier
Dog Control Officer – Amy Cross (6 month term)
Village Liaison – George DeNys
FEMA Liaison – Allen Anderson
Bookkeeper – Karen Kropp
Historian – Lee Sumner Bossler
Health Officer – Nicole Seymour
Assessor – Penny Haddad
Bailiff – Jeremy Hilton
Court Clerk - Anita Grays
Elections Coordinator – Don Cole
Deputy Tax Collector – Terry Yoder

Deputy Town Clerk – Kirsten Ruling
Deputy Town Clerk-- Sheri Kinsella
Deputy Town Clerk -- Yvonne Cleaver
Registrar of Vital Statistics – Terry Yoder
Deputy Registrar – Sheri Kinsella
Building Custodian – Susan Mott

Supervisor George DeNys made the motion to approve the Annual Appointments. The motion was seconded by Councilman Don Cole and unanimously carried. Roll Call 5 Ayes, 0 Noes.

Annual Audit by Supervisor

Town Clerk submitted annual report
Town Tax Collector submitted annual report
Justice Clerk submitted annual report

An annual audit was conducted by Town Supervisor, George DeNys for the Town Clerk, and the Tax Collector. He still needs to audit the Court Clerk.

Supervisor George DeNys made the motion to accept the Annual audit reports for the Town Clerk and Tax Collector. The motion was seconded by Councilman Larry Crosier and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Correspondence

Association of Towns – Training School

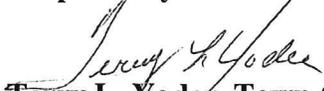
Privilege of the Floor

Councilman Allen Anderson ask that the Board consider having a prayer moment sometime within our board meeting.

Adjournment

With no further business to discuss, Supervisor George DeNys made the motion to adjourn. The motion was seconded by Councilman Larry Crosier and unanimously carried. Roll Call; 5 Ayes, 0 Noes.

Respectfully Submitted,


Terry L. Yoder, Town Clerk

Time of Adjournment: 7:30 PM