

Town of Albion
Regular Monthly Meeting
October 9, 2018

Present: Supervisor Aaron Walter
Councilman Randy Mattison
Councilman Richard Corlis Sr.
Councilman Richard Mullin
Recording Secretary: Amy J. Ford, Town Clerk
Absent: Councilman Lonny Mattison

Supervisor Walter called the meeting to order at 6:30pm then led in the Pledge of Allegiance to the Flag.

Previous Monthly minutes (9/11/18): **Motion made by Councilman Corlis seconded by Councilman Mullin to accept the minutes as written. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye**

Reports: 1) Oswego County Legislator: Mr. Potter read the list of twenty resolutions the legislature have passed. A copy of said list is available in the Town Clerks office.
2) Hwy Supt.: Mr. Bennett reported on the following: A) there is a problem on Towne Rd with beaver. B) Have a problem on Centerville Rd with speed signs, he has been asked for additional signs. The board agreed to get two more signs. C) All the sand has been hauled; the men have begun hauling millings. D) The 2007 is in the shop; the rear end needs to be fixed by a professional. E) He needs the cancelled checks for the CHIPS paperwork. Supervisor Walter stated that pipes and grates would fall under the usage of the CHIPS money. Councilman Mullin stated that he had talked with Orwell Hwy Supt. Doug Henry; Mr. Henry suggests that Albion get a small excavator. Mr. Bennett stated that would work. Also, Councilman Mullin questioned the repairs on the doors. Mr. Bennett stated that both doors had repairs done to the bottoms. Councilman Mattison stated that the Flag looks good being lit up and the front of the Hwy garage looks good as well. Councilman Mullin then asked about the purchase of kerosene. Mr. Bennett stated that it was used for the pressure washer.
3) Supt. of Cemeteries: Mrs. Walter was absent, but Supervisor Walter stated that her submitted report for August 2018 showed no revenue. There was a question as to the lumber from Whites; Supervisor Walter stated that it could be for forms; he also stated he does not have gas receipts for fuel.
4) CEO/BI: Mr. Mowers reported the following for Sept. 2018: Issued 16 permits (11 renewals, 2 garage, 2 additions & 1 other). Also issued were 6 certificates of completion. Mr. Mowers has issued 1 stop work order and has handled 1 complaint that has been addressed and corrected. Mrs. Ford stated that all fish cleaning permits have been issued. Mr. Mowers then reported that the construction at the Tail Water Lodge would be shutting down for the winter. He stressed that he would not be issuing any certificates until the whole construction project is completed.
5) Town Justice: Judge Allen stated that he and his clerk are looking into networking their computers and maybe get state funding for it. Also Judge Allen stated that the outside lights need to be on a better system.
6) Fire Dept.: Fire Chief Holcomb was absent but did submit his monthly report as well as his quarterly report which Supervisor Walter briefly read. Chief Holcomb also submitted a breakdown of the Fire Depts. 2019 budget. Councilman Corlis stated that the breakdown still doesn't show itemized costs.
7) NOCA: Ms. Pierce reported the following: A) calls are less than last year but fuel costs are up. B) They have done a re-audit to improve procedures. C) There is a problem with the new ambulance. The vent

to the back has melted; the manufacturer refuses to fix it so they are looking for another company to purchase their next ambulance. D) NOCA had a person handle their portfolio and after one hour of review they are going with 45% bonds and 55% stocks using \$220,000. Ms. Pierce also submitted a copy of the portfolio & profit and loss budget VS actual.

8) Town Clerk: For Sept. 2018 as follows: Total take in/disbursed = \$1,715.50 (Town = \$1,670.00; NYS Ag & Markets = \$23.00; NYS Health Dept. = \$22.50). Issued: 17 dog licenses (16 renewals & 1 original); 1 marriage license; 6 certified deaths; 11 fish cleaning station permits Sent out 5 dog renewals for October & 6 late dog notices for Sept. (gave until 10/15/18) Entered 16 building permits & petty cash is at \$25.00 as of 9/28/18. Mrs. Ford then stated she still working out the kinks in the new copier; Mr. Mowers has supplied her with the Ethernet cable so she can scan if needed now. The County Treasurer has sent a refund check of \$2,652.56 which will be on October's report. The new propane boiler has been installed; only needs to be programmed. Also the four propane tanks have been installed behind the building and their bill is on general abstract #10. **Motion made by Councilman Mattison seconded by Councilman Mullin to accept the report as read. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye**

9) Supervisor: For the month of October as follows:

<u>Receipts</u>	<u>Disbursements</u>
General Money Market = \$77,143.37	General Money Market = \$30,530.83
Hwy Money market = \$9.76	Hwy Money Market = \$44,394.52
<u>Account Balances (as of 9/30/18)</u>	
General Money Market = \$870,346.16	Hwy Money Market = \$229,316.24
General Checking Account = \$14,561.85	Hwy Checking Account = \$9,837.37
Trust & Agency = \$26,628.31	Cemetery = \$136,642.81
CDBG = \$35,501.00	
Total = \$1,322,833.74	

Motion made by Councilman Mattison seconded by Councilman Mullin to accept the report as read. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye

Resolution #5 of 2018
Transfer of Funds
Supervisor postage: A1220.42

BE IT RESOLVED, the Town Board of the Town of Albion, Oswego County, New York at a regular meeting of said Board on the 9th day of October 2018 as follows:

WHEREAS, the Town of Albion Town Board has found it necessary for the fiscal accuracy of the town to make a certain transfer of money and raise the amount originally appropriated,

NOW, THEREFORE, the budget appropriated in the following account: A1220.42 – Supervisor postage is to be raised One Hundred Fifty dollars (\$150.00), and said funds are to be transferred from account A1990.4 – Contingency

Dated this 9th day of October 2018

Motion made by Councilman Mattison seconded by Councilman Mullin to accept resolution #5 of 2018 as read. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye

Resolution #6 of 2018
Transfer of Funds

Building Contractual Expense (utilities, maintenance, repair, trash): A1620.41

BE IT RESOLVED, the Town Board of the Town of Albion, Oswego County, New York at a regular meeting of said Board on the 9th day of October 2018 as follows:

WHEREAS, the Town of Albion Town Board has found it necessary for the fiscal accuracy of the town to make a certain transfer of money and raise the amount originally appropriated,

NOW, THEREFORE, the budget appropriated in the following account: A1620.41 – Building CE (utilities, maintenance, repair, trash) is to be raised Four Thousand dollars (\$4,000.00), and said funds are to be transferred from account A1990.4 – Contingency

Dated this 9th day of October 2018

Motion made by Councilman Corlis seconded by Councilman Mullin to accept resolution #6 of 2018 as read. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye

Resolution #7 of 2018
Transfer of Funds

Building Contractual Expense (cleaning, lawn, snow): A1620.42

BE IT RESOLVED, the Town Board of the Town of Albion, Oswego County, New York at a regular meeting of said Board on the 9th day of October 2018 as follows:

WHEREAS, the Town of Albion Town Board has found it necessary for the fiscal accuracy of the town to make a certain transfer of money and raise the amount originally appropriated,

NOW, THEREFORE, the budget appropriated in the following account: A1620.42 – Building CE (cleaning, lawn, snow) is to be raised Two Thousand Five Hundred dollars (\$2,500.00), and said funds are to be transferred from account A8989.2 – Misc. Home and Comm. Service Capital Outlay

Dated this 9th day of October 2018

Motion made by Councilman Mattison seconded by Councilman Corlis to accept resolution #7 of 2018 as read. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye

Resolution # 8 of 2018
Transfer of Funds

Supt. of Hwy Contractual Expense: A5010.4

BE IT RESOLVED, the Town Board of the Town of Albion, Oswego County, New York at a regular meeting of said Board on the 9th day of October 2018 as follows:

WHEREAS, the Town of Albion Town Board has found it necessary for the fiscal accuracy of the town to make a certain transfer of money and raise the amount originally appropriated,

NOW, THEREFORE, the budget appropriated in the following account: A5010.4 – Superintendent of Highways Contractual Expense is to be raised Six Hundred dollars (\$600.00), and said funds are to be transferred from account A8989.2 – Miscellaneous Home and Community Service Capital Outlay

Dated this 9th day of October 2018

Motion made by Councilman Mattison seconded by Councilman Corlis to accept resolution #8 of 2018 as read. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye

Resolution # 9 of 2018
Transfer of Funds

Cemeteries Personal Services (maintenance employees): A8810.12

BE IT RESOLVED, the Town Board of the Town of Albion, Oswego County, New York at a regular meeting of said Board on the 9th day of October 2018 as follows:

WHEREAS, the Town of Albion Town Board has found it necessary for the fiscal accuracy of the town to make a certain transfer of money and raise the amount originally appropriated,

NOW, THEREFORE, the budget appropriated in the following account: A8810.12 – Cemeteries Personal Services (maintenance employees) is to be raised Three Thousand dollars (\$3,000.00), and said funds are to be transferred from account A8989.2 – Miscellaneous Home and Community Service Capital Outlay

Dated this 9th day of October 2018

Motion made by Councilman Mullin seconded by Councilman Corlis to accept resolution #9 of 2018 as read. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye

Audit Bills: General abstract # 10, bills #257 - #278 = \$25,982.49. Councilman Mullin questioned # 262; board agreed to table it until more info was obtained. This bill would be on abstract # 11. Supervisor Walter would also get more info on general bill # 263 and Hwy bill # 119 for next month. General abstract # 10 corrected amount is \$25,926.93; the bill numbers staying as is. **Motion made by Councilman Mattison seconded by Councilman Corlis to accept and pay all general bills for October 2018 except bill # 262, which is tabled until next month. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye** Hwy abstract # 10; bills # 115 - #121 = \$6,499.13. **Motion made by Councilman Corlis seconded by Councilman Mattison to accept and pay all Hwy bills for October 2018 as submitted. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye**

Old Business: 1) Town Properties: nothing new
2) Noise Ordinance: tabled
3) Heavy Rescue: Supervisor Walter stated he is waiting on paperwork from Fire Chief Holcomb.
4) Alarm service for Municipal Building: this would be discussed during the budget process.
5) Status of Dugway voting building: nothing new.

New Business: 1) Budget workshop would be on Friday, October 19th at 5:30pm. If another date is needed then the following Friday, October 26th at 5:30pm would be scheduled.
2) Sexual Harassment and discrimination policy: Supervisor Walter stated that this is a State Mandated policy; all employees need to sign a statement that they were given the policy and agree to abide by it. Training would be sometime in April 2019. **Motion made by Councilman Mattison seconded by Councilman Mullin to accept the Sexual Harassment and discrimination policy as submitted. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye**

Reports continued: 11) Tug Hill Circuit Rider: Mr. Baxter reported on the following: A) He has completed his annual comparisons of Oswego County Towns for this fiscal year. He gave Supervisor Walter a copy to aid in the town's budget process. B) On Thursday, November 8th the Tug Hill Commission would be celebrating their 45th Anniversary at the Grape & Grog in Camden, NY. RSVP is requested no later than Friday, October 26th. C) SUNY Oswego has a presentation regarding Lake Effect Snow online at <http://www.tughill.org/services/training/workshops/>. D) The Tug is in the process of scheduling their 2019 meetings. E) Mr. Baxter then thanked the Board for the use of their meeting room for the Tug Hills' September 2018 meeting.

Public Comment: 1) Mr. James Wheeler questioned resolution # 9 of 2018 as to why the \$3,000 increase. Supervisor Walter stated it was for pay and grave digging. The workers are paid hourly. There was a lengthy discussion on appropriation accounts made.
2) Judge Allen asked if the board would still have Nelson Law Firm as town attorney after the November elections since Ms. Allison Nelson is running for Family Court Judge. The Board would decide at a later date if they would or not.

***Adjournment:* Motion made by Councilman Mattison seconded by Councilman Corlis to adjourn the meeting. Motion carried. Adopted (4-0) Supervisor Walter – aye; Councilman Mattison – aye; Councilman Corlis – aye; Councilman Mullin – aye**

Supervisor Walter called the meeting to a close at 7:47pm.

Respectfully submitted;

Amy J. Ford, RMO
Town Clerk