

Supervisor Mark Illig called the regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, October 10, 2018, at the Pulteney Town Hall with the Pledge of Allegiance.

Present were: Supervisor Mark Illig; Councilman Mark Goodwin; Councilman Richard Musso; Councilman Michael Yastremski; Councilman Kathleen Burns; Highway Superintendent Terry Gibson; Attorney Jennifer Prossick; Bookkeeper Rebecca Kirch; and Town Clerk Erica Giambra.

Bill Weber took a moment of reflection to speak of the recent passing of Steve Boyetchko. Steve came from the Ukraine in 1948 and worked as a contractor. He lived in Pulteney until he passed at the Homestead in Penn Yan from complications of dementia. While living in the Ukraine, he lived not far from previous Town Supervisor, Myron Baran. Steve was a Veteran of the Ukraine Underground during World War II and was fluent in 5 languages. Bill recalls Steve being a fairly reclusive person who is somewhat known in Town for shooting a trespasser at his home years ago. He will be fondly remembered and sadly missed.

Councilman Musso made motion seconded by Councilman Goodwin to accept the minutes of the September 12, 2018 regular Board meeting. All in favor. Carried.

Before discussing finances, Supervisor Illig wanted to report to the Board a management error. When the new Highway employee, Wade Hilton, was hired it was assumed he did not want health insurance, however in fact he did. To be eligible, the employee and Town must pay 3 months of premiums prior to receiving the insurance, therefore premiums should have been deducted biweekly from June 14<sup>th</sup> to September 20<sup>th</sup>. Since this did not occur, Supervisor Illig recommends the Town pay for the premiums from that time totaling \$2,344.80 (which includes what would have been Wade's portion and the Town portion of deductions). Supervisor Illig apologized for the misunderstanding in procedures and asked the Board if they had any questions or issues. All denied. Wade is now set up to receive insurance and will be eligible October 5<sup>th</sup>.

Councilman Burns made motion seconded by Councilman Goodwin to pay General Bills in the amount of \$12,712.86 being vouchers No. 18-177 to No. 18-195. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried. Supervisor Illig wanted to point out the voucher to the Town of Urbana for \$6,351.22. This was payment for the summer recreational program that 23 Pulteney kids participated in this year. Individually that turns out to be approx. \$280.00 per camper. Supervisor Illig commented it is a great opportunity and worthwhile for the Town to allow the kids the option to participate. On average we have 20-27 kids per year. The remaining vouchers were overall routine.

Councilman Musso made motion seconded by Councilman Burns to pay Highway Bills in the amount of \$27,905.64 being vouchers No. 18-184 to No. 18-208. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried. As mentioned last month, there was a voucher for partial rent for a roller. Supervisor Illig asked Highway Supt. Gibson the total expense to rent the roller for 2018. For 5 months, the total comes to approx. \$16,000.

Councilman Goodwin made motion seconded by Councilman Yastremski to pay Water District #1 Bills in the amount of \$6,247.81 being vouchers No. 18-99 to No. 18-

111. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried. Supervisor Illig reported the main expense in the Water Dept. was for meter replacements which we are losing rapidly.

Supervisor Illig stated there are transfers to be made from each Department.

In the General Account, Councilman Burns made motion seconded by Councilman Musso to transfer a total of \$7,500.00 (Account A1620.51 to Accounts A1110.4, A1355.4, A1620.4, A1620.49, A1670.44, A4050.4, A5010.4, A8810.4, and A8989.4). Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried.

In the Highway Account, Councilman Yastremski made motion seconded by Councilman Goodwin to transfer a total of \$250.00 (Account D5132.4 to Account D5132.46). Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried.

Lastly in the Water Account, Councilman Burns made motion seconded by Councilman Yastremski to transfer a total of \$300.00 (Account SW8340.4 to Account SW8330.41). Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried.

Balance sheets and profit & loss reports were available to view.

The Highway, Water Department, Municipal Services, DCO, and Justice reports were all available to review.

Clerk Giambra mentioned as a reminder, General Elections are Tuesday November 6<sup>th</sup> from 6am-9pm.

Municipal Services Manager Welch stated the Dept. is busy as usual. He had 3 final inspections today alone. He will be in State classes next week from Tuesday-Friday in Montour Falls.

Along with the Water Dept. report, Water Operator Dluzak commented the Dept. is running smooth.

Regarding the DCO report, Supervisor Illig wanted to mention the extra mile the Ballam's went to help a young man reunite with his dogs and thanked them for their efforts.

Highway Superintendent Gibson reported the Dept. hopefully will be able to finish fall grading on Monday. They have continued to gravel roads, ditching, and cutting shoulders. They hauled in stone for next year's projects. Highway Supt. Gibson mentioned before the price increases, they got more salt in at \$49/ton. He contacted E. Stanley Paving for an estimate to resurface the tennis and basketball courts. This will be discussed further under old business.

Supervisor Illig reported the Planning Board had a meeting this past Monday with 2 applications to review. One hearing was scheduled for November. There will not be a need for a ZBA meeting in October.

Under old business, regarding the Ambulance building update, Attorney Prossick stated she is continuing to work on the legal procedures. She contacted surveyors McConnell & Muller and they do not have the originals, therefore the survey should've been filed with the County Clerk. The County Clerk's office is looking into the archives and will report back. Supervisor Illig asked Councilman Musso if he contacted the Commissioners to discuss matters further. Councilman Musso stated he would rather

wait till all details and full disclosure of the property and deed are known before discussing. Future updates to come.

Continuing with old business, at the July meeting it was approved to close the tennis courts for the season due to safety concerns. Supervisor Illig spoke with a representative from Nagle, a company that works with athletic surfaces, and their recommendation is to hire a local contractor to resurface the courts. Once that is completed they can come in to paint the tennis/pickleball lines. As stated earlier, Highway Supt. Gibson contacted E. Stanley paving who gave a quote of \$67,321.00 to resurface the tennis and basketball courts. Attorney Prossick reported the Town would have to put the job out to bid anything over \$35,000.00. Supervisor Illig stated we obviously do not have this amount budgeted, however once the budget is finalized we can look into alternatives for funding. Highway Supt. Gibson spoke with Steuben County Commissioner of Public Works, Vince Spagnoletti, seeking to secure the County's assistance through shared services. Once the County is finished with their projects, Highway Supt. Gibson stated, the County will be able to assist with the resurfacing. Councilman Yastremski recommends we have the County bring in a grinder, take down the fences, and start from scratch with a new court base including grinding the parking lot as well. He stated this overall is what needs to be done. There was question as to if a grinder and other equipment can get into that area now the library building and septic tank is there. Continued discussion at the November meeting.

Rather than enter into the budget workshop, Supervisor Illig advised the Board to continue with the remaining agenda and discuss the budget last. All agreed.

Under new business, Supervisor Illig stated, as in previous years, Steuben County Real Property Tax Service sent a notice regarding water/sewer re-levies and placing on the 2019 tax roll. To be able to do so, the Board needs to authorize within a Resolution.

### **AUTHORIZING TOWN WATER/SEWER RE-LEVY TO BE PLACED ON 2019 TAX ROLL**

**WHEREAS**, certain water account customers may be delinquent in paying their quarterly water bills, it may be necessary to have the arrears added to their Town and County tax bills.

**NOW THEREFORE BE IT RESOLVED**, that the Town of Pulteney hereby authorizes the Steuben County Real Property Tax Office to re-levy the delinquent water charges to the owner of the property and that the Town of Pulteney will provide the necessary information to the County.

Memo from the County Real Property Tax Service attached hereto.

BY: Supervisor Illig

SECOND: Councilman Yastremski

Roll call vote, Attest by Town Clerk

Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried.

Adopted Date: October 10, 2018

Continuing with new business, in September 2016, Steuben County Finance Dept. contracted with a new merchant service/credit card vendor enabling payments via internet

or phone to a service center. After Steuben County Legislature adopted a Resolution in June of 2017, the Commissioner of Finance is authorized to enter into inter-municipal shared service agreements with eligible Towns to allow taxpayers to pay current taxes through this merchant service. Supervisor Illig made motion seconded by Councilman Burns to adopt the following Resolution:

**AUTHORIZING THE TOWN SUPERVISOR TO ENTER INTO AN INTERMUNICIPAL AGREEMENT WITH THE COUNTY OF STEUBEN FOR PAYMENT OF REAL PROPERTY TAXES BY CREDIT CARD**

**WHEREAS**, the County of Steuben has offered for the Town to have their residents pay real property taxes via credit card services offered by the County; and

**WHEREAS**, all costs associated with the payment via credit card will be a cost to the resident that chooses to use such services; and

**WHEREAS**, the Town will continue to accrue all interest on payments made by such credit card services in February and March.

**NOW THEREFORE BE IT RESOLVED**

**RESOLVED**, the Town of Pulteney Supervisor, Mark Illig, is hereby authorized to enter into an Inter-municipal Agreement with the County of Steuben which will allow taxpayers in the Town of Pulteney the additional convenience of paying 2019 Town and County taxes via merchant services (credit card) vendor.

**RESOLVED**, a certified copy of this resolution shall be forwarded to the County Commissioner of Finance and Town of Pulteney Clerk.

Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried.

Adopted Date: October 10, 2018

Supervisor Illig read the following notice to be published, as in previous years, in the Southern Tier Shopper and post on the Town website.

**PUBLIC NOTICE**  
**TOWN OF PULTENEY RESIDENTS**

In order to do an efficient job of plowing snow this winter, there will be **NO PARKING** along the Town Roads or Right-of-Ways in the Town of Pulteney from November 1, 2018 to April 1, 2019.

**All vehicles will be towed away at the owner's expense.**

Please remember that plowing driveways across roadways is dangerous, as well as against the law. Anyone plowing snow across the roadway will be subject to a violation and may be issued an appearance ticket.

By order of Terry Gibson, Highway Superintendent

Councilman Musso questioned allowing this restriction in the winter months due to hunters parking in Town roads and right-of-ways. He stated to avoid a problem the Board should possibly rescind the notice and not publish. Highway Supt. Gibson was adamant to leave the notice as is. He stated there has never been a concern before nor has he ever had to issue a ticket. Supervisor Illig made motion seconded by Councilman Burns to publish the notice. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Burns to publish in the Shopper and post on the Town website the following: TRICK OR TREAT in the Town of Pulteney will be Wednesday, October 31<sup>st</sup> 6:00pm-8:00pm along with an annual Halloween event for Pulteney children sponsored by the Pulteney Firemen's Auxiliary Wednesday, October 31<sup>st</sup> 5:30pm-6:30pm at the Pulteney Ambulance Building with pizza and treats provided. All in favor. Carried.

It was discussed at Monday's Planning Board meeting member Tom Smith goes out of Town half the year to Florida, therefore it was suggested he resign as a full-time member and stay on Board as an Alternate member. He submitted his resignation to Clerk Giambra. Supervisor Illig and Chairman Gibson will seek a new individual to propose to the Town Board for appointment. That individual will need to fill out Tom's term which ends 12/31/22. Typically, membership attendance for Planning Board meetings is not a concern so a temporary vacancy should not be an issue.

At this time, Supervisor Illig opened the 2019 budget workshop continuing discussion from last month, stating the Board has now had time to review the proposed tentative budget. One of the main issues addressed at the September meeting was the proposed 4% salary increase for employees (not contractual union employees). The Board overall was not in agreement a 4% increase to be appropriate. Also, it was discussed there should be an individual performance review. Supervisor Illig as he did last month, is recommending for 2019 to be consistent and use the same system as used in the past as to whatever increase decided for it be across the Board and not individual. Supervisor Illig continued commenting regarding a performance review, employees were never told of any evaluation process and it is too late to inform them now. Managerial wise it is good to be consistent. Supervisor Illig asked the Board for their comments. Councilman Goodwin agreed to maintain a consistent approach and presently wrong to spring on the employees a different system. Councilman Musso questioned if legally the Board needs to include the union employees in an across the Board increase. Supervisor Illig stated regardless of across the Board, the Highway employees are not involved. Contractually their 3-year contract states they receive a 4%-2%-2% increase. Councilman Musso stated he wanted to go into an executive session. Councilman Yastremski stated he is against an across the Board increase and believes it should be individual. Councilman Burns believes an increase should not necessarily be merit based but more equity based so the salaries are more in line with other Towns. She as well would like to go into an executive session.

Councilman Musso made motion seconded by Councilman Burns to recess the regular meeting and enter into an executive session regarding personnel issues. All in favor. Carried.

Once the executive session was completed, Supervisor Illig made motion seconded by Councilman Musso to recess the executive session and resume the regular meeting. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Goodwin to adjust the tentative budget proposing a 2% cost of living increase rather than 4% for employees (Highway Supt., Municipal Services Manager, Water Operator, DCO, Town Clerk, Court Clerk, Bookkeeper) for 2019. Alternative proposals for pay adjustments and possible evaluations can be discussed in the future, however for 2019 there will not be a different procedure developed. Roll call vote: Councilman Yastremski, no; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, yes; Supervisor Illig, yes. Carried.

Continuing with the tentative budget, Supervisor Illig asked the Board comments regarding proposed changes to General, Highway, and Water budgets. General: Councilman Goodwin questioned the budget line item for the library and their 10% increase request. As operating costs increase, they will continue requesting an increase in funding on each yearly ballot in November. This will be up to the voters of Pulteney to decide if the 10% increase will remain on the budget for 2019 or remain as the amount budgeted last year. He asked if the vote is denied, where will that budgeted 10% go? Supervisor Illig stated it would go into the General fund balance. Councilman Musso asked to add a line item for the tennis courts. Supervisor Illig commented it is too hard to budget since we do not have an exact plan nor numbers as to how much to repair/replace the courts. At the beginning of the year the Board can look at the fund balance and decide how to move forward as far as funding. Supervisor Illig is recommending borrowing the funds on a short-term basis. Councilman Burns is requesting, as discussed at the September meeting, to budget for 2 grills at \$150.00 each for the community garden as well as another \$500-\$800 for the garden. It was asked if this can be taken out of the contingency fund or if the community garden needed a restricted line. Attorney Prossick reported it can come out of contingency. She is requesting since there will be a 2% increase budgeted rather than 4%, to have that extra money go toward the tennis courts. Highway: Supervisor Illig stated from selling the 3 older Highway trucks we have approx. \$23,000 in the Highway capital reserve. Councilman Musso firmly believes the Board needs to increase funding for rejuvenation of Town roads. He is requesting a line item in the budget to pay for a long-term bond. Attorney Prossick commented it depends on what improvements you do to the roads determines how long you can bond for. Also, she stated the payments for a bond would not start for a year later. Supervisor Illig stated he is opposed to a long-term bond. He does not feel it is appropriate to borrow money that years from now his children would have to pay for. Councilman Goodwin is in favor of bonding. Councilman Yastremski is opposed, however is interested in looking at the traffic count on Town roads to cycle every 3 years to determine what roads are worked on. Councilman Burns stated she is opposed to bonding for the 2019 budget as it currently seems premature to her, however is interested in looking into a better plan of road improvements for the future. Supervisor Illig reported the majority is opposed at this time to bonding for road improvements in the Highway budget. Councilman Yastremski suggested rather than spending \$44,000 for a Highway truck it should be used for a new roller instead of renting as we currently do. Councilman Goodwin and Councilman Burns are both good with the proposed Highway budget. Water: Supervisor Illig stated the water rates will remain at \$105.00/quarter. Councilman Goodwin, Councilman Yastremski, and Councilman Musso all stated they are good with the proposed Water budget. Councilman Burns asked Water Operator Dluzak if he feels \$20,000 is enough for meter replacements and \$50,000 for emergency

repairs. W.O. Dluzak replied those amounts should be sufficient for 2019. Supervisor Illig asked the Board if they had any further comments regarding the proposed tentative budget. All denied.

Supervisor Illig made motion seconded by Councilman Goodwin to adopt the proposed tentative budget, with changes as discussed, as the 2019 preliminary budget. Roll call vote: Councilman Yastremski, no; Councilman Burns, yes; Councilman Goodwin, yes; Councilman Musso, no; Supervisor Illig, yes. Carried. With the adoption of the preliminary budget, Supervisor Illig made motion seconded by Councilman Burns to schedule a public hearing for the 2019 preliminary budget at the November 14, 2018 meeting at 7:30pm and advertise in the Town legal paper The Corning Leader. All in favor. Carried.

Supervisor Illig asked if there were any public comments or concerns at this time. With nothing heard, and no further Board discussion, Supervisor Illig stated there is not a need for an additional executive session.

Councilman Musso made motion seconded by Councilman Burns to adjourn the meeting. All in favor. Carried.

Meeting adjourned at 8:33 PM.

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Town Clerk