

Supervisor Illig called the regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, December 11, 2024, at the Pulteney Town Hall with the Pledge of Allegiance.

Roll call: Supervisor Mark Illig; Councilman Tammy Tones; Councilman Richard Rees; Councilman Jon Beckman; Councilman Kathleen Burns; Highway Superintendent Terry Gibson; Attorney Jennifer Galvan; Bookkeeper Rebecca Welch; and Town Clerk Erica Button.

Fortunately, there were not any recent Town passings for Bill Weber to speak of this month.

Councilman Rees made motion seconded by Councilman Tones to accept the minutes of the November 13, 2024, regular Board meeting. All in favor. Carried.

Beginning with finances, Supervisor Illig noted we have a new QuickBooks accounting system that is being used for the first time. Some documents will look slightly different and is a work in progress getting accustomed to. Councilman Beckman made motion seconded by Councilman Tones to pay General Bills in the amount of \$32,897.54 being vouchers No. 24-218 to No. 24-231. Roll call vote: Councilman Beckman, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Rees, yes; Supervisor Illig, yes. Carried. Supervisor Illig pointed out voucher No. 24-225 to NYS Retirement payment for 2025 that if paid in advance we receive a discount. In addition, voucher No. 24-228 to SCT Computers for maintenance, website, and 4 new computers.

Councilman Burns made motion seconded by Councilman Tones to pay Highway Bills in the amount of \$47,663.39 being vouchers No. 24-218 to No. 24-239. Roll call vote: Councilman Beckman, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Rees, yes; Supervisor Illig, yes. Carried. Again, the main expense being voucher No. 24-231 to NYS Retirement.

Councilman Tones made motion seconded by Councilman Burns to pay Water District #1 Bills in the amount of 21,183.67 being vouchers No. 24-105 to No. 24-115. Roll call vote: Councilman Beckman, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Rees, yes; Supervisor Illig, yes. Carried. Retirement and voucher No. 24-114 to the Village of Penn Yan for the contractual water payment are the main expenses.

The P & L and balance sheets were available to review.

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

Clerk Button reported she has been busy preparing for the upcoming tax season. The NYS Dept of Labor came yesterday for an educational meeting going over information on prevailing rate schedules and the proper guidelines of how to submit and file with the state to ensure the Town is compliant. Also, a reminder the annual Town Christmas luncheon is tomorrow at noon at JB's.

Lauren commented he's been very busy with building permits and inspections. 14 new houses for 2024 are on the books. He has received his 2025 certification from the Dept of State.

As seen in the Water report, Supervisor Illig pointed out, our THM results came back good at 55UGL. Anything over 80 is bad.

Supervisor Illig met with Assessor Cherokee Roe and she has been working on updating and entering building permits into the system to be reflected on the tax roll.

Highway Superintendent Gibson reported the new truck has been delivered and is in service. They are getting the 2007 Sterling ready to sell on Auctions International. The Dept. has cleaned out the leaves in the cemetery, trimmed tree limbs, and been plowing and sanding. They have hauled in sand and Highway Supt. Gibson reported sand prices have increased almost \$2.00 from last year. He noted that the state bid contract for fuel oil has changed companies. Mirabito bought out Superior. When we had Mirabito in the past we ran out of fuel oil 3x one winter and 1x in the summer. He spoke with a representative of the company explaining his dismay and made it known if this happens again, we are done with using their services. He would like to stay with NOCO who we have now. Attorney Galvan will investigate when the current contract expires, if we must go with the state contract bid or if we can continue using NOCO. Lastly, Highway Supt. Gibson mentioned he is interested in hiring a full-time employee in April before they get busy with summer work. He stated 2 days a week with a part-time employee will not be enough looking toward the future. Upcoming further discussion.

Supervisor Illig reported, in addition to the Department of Labor meeting, we had a tax cap audit performed in November that went very well in which they were pleased to find that we are under the tax cap. Also, at the end of November, we had a Teamsters Health and Hospital Fund Audit. We have received the results of the audit, and they are disclosing we violated the union contract when our part-time Highway employee did not take the union insurance, as he was required, when he transitioned to full-time employment. He receives his health insurance from his spouse's plan therefore was not in need of taking the Teamsters insurance. Unaware to Supervisor Illig, the union contract mandates a full-time employee take insurance and have employee/employer contributions taken out. We now are required to pay for those contributions in addition liquidated damages and an audit fee. Supervisor Illig stated he spoke with the auditor, and we can appeal the decision. Supervisor Illig will write a letter asking for relief and explain the unintentional violation.

Regarding the pending litigation, Attorney Galvan submitted our response within the required time frame to the plaintiff's Attorney. She has not heard back and will keep the Board posted of any correspondence in the meantime.

We have received a draft link to our new Town website from SCT Computers. It is quite similar to what we have and is still in the drafting stages at this point. Once completed we will have full access capabilities to update and change information as needed.

There was a Planning Board meeting this past Monday December 9th with 1 public hearing and 4 sub-division applications reviewed that are now scheduled for public hearings on January 13th. There will not be a Zoning Board of Appeals meeting in December. There were 2 ZBA meetings held for the year.

Under old business, the Hometown Heros banner program is up and running. There has been a lot of interest and applications are available at the Town Hall and thru Historian Ray Emery. Supervisor Illig noted we look forward to being able to display the banners and hold a celebration that will tie in with Memorial Day. Stay tuned.

Supervisor Illig spoke with Steuben County Legislator Mike Hanna who met with the Steuben County Public Works Director. Mike presented our proposal of the Town re-acquiring the Nichol's Inn property, once DEC remediation is complete, and ultimately

use for parking for West Lake Road residents. After years of trying, it appears there is some movement in the discussions with more details to come.

Lastly under old business, Supervisor Illig provided an update on replacing the Town Hall front door with a new security/handicap assessable door. The new door is expected to arrive in Penn Yan next week, schedule electrician, and then installation can take place. We are in hopes for install by the end of the year. Town Hall employees will now have fobs rather than keys. The process is going well and look forward to completion.

Under new business, Carol McGill is up for re-appointment on the Zoning Board of Appeals (1/1/25-12/31/29); Dan Radigan and Terry Gibson on the Planning Board (1/1/25-12/31/31); and Nancy Cole on the Ethics Board (1/1/25-12/31/29). Clerk Button has spoken with all members, and they have agreed to be re-appointed for another term. Councilman Burns made motion seconded by Councilman Beckman to re-appoint the above with said terms. All in favor. Carried.

Councilman Burns reported she received a quote from CP Ward who laid down the pickleball courts in Hornell. They provided a quote of \$192,000.00. This would be to rip out what we currently have and build new, which we are finding is quite more expensive than to just build new. This quote would be for 2 permanent pickleball courts that would take away half of the basketball court and 1 permanent tennis court. We had previously received a quote for \$175,000.00. Councilman Burns commented this is an enormous expense to incur and is more apparent we will have to go through alternative methods to search for funding including applying for a NYS Parks and Recreation grant. Councilman Burns reported they give out grants annually and the guidelines and applications come out in May and would be due at the end of July. This will give us limited time, but the first step would be to start surveying Town residents to see what their level of interests are long-term for recreation around the Town Hall and what they envision for Pulteney. Councilman Burns will put together a recreation committee to meet in January, gather ideas, and begin developing a plan and survey for 2025. Stay tuned.

Annually it is the duty of every justice to present court records, at least once a year, to the Town Board for auditing purposes with a Board Resolution and supporting documents to be sent to OCA's Internal Audit Services unit. After a successful audit was performed and signed off on, Supervisor Illig made motion seconded by Councilman Beckman to adopt the following Resolution:

RESOLUTION AUTHORIZING A COURT AUDIT AND REVIEW HAS BEEN CONDUCTED AND ALL NECESSARY DOCUMENTS BE SENT TO THE PROPER AUTHORITY WITHIN THE STATE OF NEW YORK UNIFIED COURT SYSTEM

WHEREAS, at the December 11, 2024, Town of Pulteney regular Board meeting, the Town Justice financial records and dockets, for the calendar year ending 2024 as requested, were duly examined and found to be acceptable within the standards of Municipal accounting procedures. In addition, collected Court fines/fees have been turned over to the proper officials of the Town as required by law.

NOW THEREFORE BE IT RESOLVED, the Town Clerk is hereby authorized to send a copy of this Resolution and any necessary supporting documents to the appropriate authority within the State of New York Unified Court System.

Roll call vote: Councilman Beckman, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Rees, yes; Supervisor Illig, yes. Carried.

Lastly on the agenda, the need to schedule an annual year end Board meeting to pay vouchers from now until year end. Supervisor Illig noted he will be out of Town December 27th to the end of the year. The Board agreed to schedule the meeting for Thursday, December 26th at 9:30AM. Clerk Button will advertise as needed.

Supervisor Illig asked if anyone from the public had any comments/questions? With nothing heard and no need for an executive session, Councilman Rees made motion seconded by Councilman Tones to adjourn the regular meeting. All in favor. Carried. Meeting adjourned at 7:40PM.

Erica Button, Town Clerk