

**MINUTES OF TOWN BOARD MEETING OF FEBRUARY 08, 2021
HELD AT THE TOWN HALL, 8529 MAIN ST., CAMPBELL, NEW YORK**

PRESENT: Town Board Members: Jeffrey Horton John R. Tschantre; Glenn Vogel, and James F. Drumm; **Town Clerk:** Michelle L. Seeley; and **Code Enforcement Officer:** Thomas Hargrave; **Dog Control Officer:** Randy Akins;

ABSENT: Terry Wheat

GUESTS: Judy Simmons, Joe Seeley, Wayne Crosier, Linda Baird, Jordon Frost, Mickey Sonner, Jeff Thompson

Call To Order/Pledge /Roll Call/ Prior Minutes

Mr. Horton called the regular monthly meeting to order at 7:10 p.m. at the meeting room of the Campbell Town Hall and led the pledge of allegiance. The Town Clerk then took roll call. The minutes of January 4, 2021, regular meeting, and January 4, 2021 Organizational meeting, were noted.

A motion was offered by James Drumm and seconded by John Tschantre to accept the minutes referenced above as written. Adopted by vote: AYE: 4 NAY: 0 Absent: 1

REPORTS

Monthly Reports Filed.

It was noted that monthly reports were received from Wendy Oman, the Town Bookkeeper, Michelle Seeley, monthly report for the Town Clerks Office, William Rosplock, monthly report for Tax Collection, Thomas Hargrave, for Code Enforcement and Randy Akins, Dog Control, Holly Smalt, Assessor Copies were filed with the Town Clerk.

Highway Report

Tom Austin requested that Jeffrey Horton extend his thanks to the town members for being patient with the Highway Department about the snow plowing while some of the guys were out sick. Tom Also wanted to make sure that he recognized Jeffrey Horton, Matt Jessup, Brian Austin, and the Highway Department guys from Hornby for the excellent job that they did on the roads while he was out. Jeffrey Horton stated that he will use some of the funds from the celebration fund to buy the Hornby Highway Department a sub tray to express the Town's gratitude for their help.

John Tschantre took the opportunity to thank Jeff for jumping in and helping plow snow for 30 plus hours immediately after returning from working out of town. He mentioned that it is rare to see a Town Supervisor help under these circumstances, and that Jeffrey Horton should be commended for his dedication to the town.

The State of New York has released 15% of the 20% of the CHIPS fund that they withheld in 2020, totaling \$27, 596.00. In order to receive these funds the Town must submit an invoice for the same amount to receive the funds. To use these funds Tom Austin suggested purchasing a John Deere 1500 Mower/ Snow Blower with a 72" rear discharge mower, for the Town to use in the future to mow parks, cemeteries, and other Town properties. This equipment also has a 4 foot snow blower attachment to help keep the sidewalks clear in the winter. There is an enclosed cab with heat and air conditioning. Land Pro has a floor model with 50 hours on it that would cost the Town \$29,000. In addition to the refund of the CHIPS money \$27,596.00 the town would use \$1,404.00 from the machinery fund for the purchase.

A motion by Glenn Vogel and seconded by James Drumm was made to use the CHIPS money of \$27,596.00 along with \$1,404.00 from the machinery fund to purchase

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the John Deere 1500 Mower from Land Pro. The motion was Adopted by vote: AYE: 4
NAY: 0 Absent: 1

Water Report

A check for the repair of the Salt Barn Canvas roof that was damaged has been issued in the amount of \$22,560, these funds will be deposited into the building fund for the future salt storage barn.

Bookkeeper Report (Wendy Oman)

February 8, 2021 Board Meeting – Bookkeeper Report for January 2021

Revenue Notes: All Bookkeeper accounts settled and Supervisor report given to the Town Supervisor for signature and then given to the Town Clerk. Town Clerk and Court Clerk reports for December 2020 received.

January Revenues Received

<u>GENERAL</u>		<u>HIGHWAY</u>	
*Real Property Tax	\$220,532.00	*Real Property	\$429,200.00
*Lighting District	\$ 10,820.00	Sales Tax	\$
	55,949.07		
*Campbell Fire #1	\$197,925.00		
*E. Campbell Fire	\$ 75,125.42		
Sales Tax	\$ 55,949.00	<u>WATER</u>	
	23,434.09	Water Relevy 2020	\$
Casella Host Fees	\$ 36,089.06		

*2021 Real Property Tax fully funded and deposited by 1-27-2021 (chart on back of report)

Highway Budget Adjustments:

New truck was received – Paid in full \$42,630.00 - Per 9-14-2020 Town Board Meeting Minutes

- \$28,570 – 2020 Appropriated Fund Balance (Sale of old truck)
- \$10,000 – 2021 Reserve Allocation
- \$ 4,060 – 5-Star Reserve

2021 CHIPS Revenue – CHIPS Revenue was increased by \$277.40 (2020 money not spent)

2021 Annual Reports Submitted:

1. 2020 AUD - The detailed AUD document is on the Webpage under the Government Tab, Supervisor Tab. The AUD has also been filed with the Town Clerk.
2. Steuben County 2021 Payroll/Employees Certification.
3. 2020 Safety OSHA Report – no injuries.
4. 2021 PERMA Employee Certification along with 2021 Budget submitted.

New Quarterly Water Billing:

The quarterly water billing seems to be going well with many good comments and just a few complaints. 57 of 317 total accounts have opted to pay the discounted annual amount. This discount is offered until Feb 24, 2021.

Water Extension – working with HUNT to submit the grant application to Community Development Block Grant (CDBG) by end of February. (\$1,250,000.00)

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A motion to approve the Bookkeeper Report was made by Glenn Vogel and seconded by James Drumm.

Adopted by vote: AYE: 4 NAY: 0 Absent: 1

Codes (Thomas Hargrave)

1. There were 2 building permits issued this period
 - 1 Demolition/ removal of existing home
 - 1 Storage building
2. There were (19) permit inspections (28 certificates of completion/occupancy ytd)
2. Investigated 2 complaints. None resolved
3. Attended Planning Board mtg. Dollar General Design change to structure. New build drawings to be sent out for quote this month. Tentative start date is still April 15, 2021.
4. Campbell/Savona School capital project approved at planning board mtg
5. Subdivision for Knowles Rd scheduled for Planning Board mtg this month
6. Assisted residents with following info:
 - a. LOMA request for Meads Creek property
 - b. Subdivision for Stony Ridge property
 - c. Zoning regulations for Elm St subdivision
 - d. Working with Pathways, DSS, on property concerns at 4500 Tannery rd
 - e. Previous property updates for Wendell Circle property (n/a)
7. Fire inspections to be scheduled for Feb, March, April
8. Floodway training scheduled 2/10, 2/17 (virtual)
9. Zombie property info. Is it possible to have Rich review before our meeting for the Zoning Law issues?

Assessor Report (Holly Smalt)

The past month has been busy processing exemptions and I will continue to do so through March 1st, taxable status date as well as continuing to process monthly transfers, escrows, & other misc. administrative duties.

I will sending out 2nd requests on February 23rd for any renewal applications that I have not received as of this date.

I am continuing to work on the revaluation project for 2021. All residential sales have been verified, land schedule has been finalized along with the cost table. I printed the field review documents this past month and am currently reviewing each property. Impact notices are set to be sent out the 1st week in March.

January 13th I attended our monthly assessor's association meeting.

Town Clerk Report (Michelle Seeley)

The Town Clerk would like to initiate a paperless Timber Harvesting Application process for those Companies that are working with Foresters. Because there is no deposit required for companies who have hired a forester to work with them on logging projects, it would save time for these loggers to be able to email the required documents

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to the Town Clerk for assessment and she would be able to issue permits electronically for them to print for display. This would also save time for the clerk when it comes to scanning the documents for her files. Once the process is completed the clerk will still print a copy for the office files as a back up to the electronic file.

A Motion to approve electronic applications for Timber Harvesting Permits for Logging Projects that employ a New York State Certified Forester was made by James Drumm and seconded by John Tschantre. Adopted by vote: AYE: 4 NAY: 0 Absent: 1

The Clerk brought up for future discussion the continuation of the Hometown Hero Project. She would like to discuss this in the spring when Thomas Austin is in attendance due to the continued interest of the public.

Fire District 1 Report (Linda Baird)

Linda Baird of Campbell Fire Dept., reported on fire calls; 36 medical, 2 Fire, 2 MVA, 2 Misc. January total 42. There was no meeting in January, OSHA training will be in March, and there have been 5 new members added to the department.

E. Campbell Fire Department Report (Mickey Sonner)

E. Campbell responded to 3 calls and 1 mutual aid call. Mickey Sonner will be stepping down as chief because he is moving out of town. He will continue to be a part of the department to assist the new Chief with the Budget and some day to day business until the end of 2021. Jordon Frost is First Assistant Chief and will become Chief of the E. Campbell FD Jeff Thompson is currently Second Assistant Chief and will move up to First Assistant.

The BBQ pit is finished and the FD will be holding chicken BBQ's 1 time per month.

The Town Board thanked Mickey for a job well done turning the E. Campbell FD around.

Old Business

Clean up of Zombie properties. Previously there was no way for the Town to recover the cost of cleaning up derelict properties. As of January 25th the NY State Courts have changed the law. Going forward the cost of cleaning up these properties can be added to the taxes of the properties and recouped in a similar fashion as unpaid water bills. The Town will need to have a Local Law drawn up to have these costs added to taxes to make the change enforceable. The cost of clean-up must be stated in the Law.

Update on Water Extension 1 Well Testing

The test well that was drilled on the Town owned property on 415 were not sufficient for the project, this well would only produce about 20 gallons per minute. Hunt Engineering is looking at two new well sites for further testing. A flood plain permit may be needed before the testing can happen based on where these test sites are, based on NY State Floodplain management laws.

Executive Session.

On motion of John Tschantre seconded by James Drumm, the following resolution was adopted: RESOLUTION #3-2021: RESOLVED that this Board move into executive session to discuss items concerning Personnel. Time 7:49 PM. Adopted by roll call Vote: Ayes- 4 Nays-0 Absent-1.

Close Executive Session.

On motion of James Drumm, seconded by Glenn Vogel, the following resolution was adopted: RESOLUTION #4-2021: RESOLVED that the executive session be closed

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and that this Board return to regular meeting. Time 8:07 PM. Adopted by vote: Ayes-4; Nays-0 Absent-1.

Public Comment

Jeffrey Horton explained that this is put into the agenda so that there is a set time for comments. However, since the number of people in attendance was limited, if anyone had a question or did not understand something, they were free to ask questions during the meeting. He stated that if there were a larger crowd this would be more difficult and a set time for public comment would be needed.

Voucher Audit – 8:07 p.m.

Vouchers were submitted and approved as follows:

General Fund Vouchers #30-59 & 62	\$ 56,393.60
And Highway Vouchers #10-24	\$ 101,652.23
Water District 1 SW- Vouchers #3-7	\$ 2,352.54
Water District 2 SW2-Vouchers # 3	\$ 20.00
Water District 3 SW3-Vouchers #3	\$ 35.00
Trust & Agency TA Voucher # 2	\$ 185.00
Street Lighting SL Voucher # 63	\$ 526.33
Fire District 1	\$ 197,925.00
Fire District 2	\$ 75,125.42
For a grand total of	\$ 434,215.12

Adjournment.

There being no further business before the Board, the meeting was, upon motion by Jeffrey Horton and seconded by James Drumm, adjourned at 8:08 p.m.

Respectfully submitted,



MICHELLE L. SEELEY
Campbell Town Clerk

DATED: February 9, 2021

ATTACHMENTS: