

**MINUTES OF TOWN BOARD MEETING OF NOVEMBER 9, 2020  
HELD AT THE TOWN HALL, 8529 MAIN ST., CAMPBELL, NEW YORK**

**PRESENT: Town Board Members:** Jeffrey Horton John R. Tschantre; Terry Wheat and James F. Drumm; **Town Clerk:** Michelle L. Seeley; and **Highway Supt:** Thomas A. Austin; **Code Enforcement Officer:** Thomas Hargrave; **Dog Control Officer:** Randy Akins; **Bookkeeper:** Wendy Oman

**ABSENT:** Glenn Vogel, James Drumm Late 7:07 pm

**GUESTS:** Ron Morse, Linda Baird, Joe Seeley, Wayne Crosier, Bonnie Conaway, Deborah Camann, Gordon Hakes

**Call To Order/Pledge /Roll Call/ Prior Minutes.**

Mr. Horton called the regular monthly meeting to order at 7 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 October 5, and October 26, 2020 were noted.

A motion was offered by Terry Wheat and seconded by John Tschantre to accept the minutes referenced above as written with one minor change. Adopted by vote: AYE: 3 NAY: 0 Absent:2

**REPORTS**

**Monthly Reports Filed.**

It was noted that monthly Town Supervisor's Report dated November 2, 2020 was received from Wendy Oman the Town Bookkeeper, a Copy was filed with the Town Clerk.

**Highway Report (Thomas Austin)**

Thomas Austin reported on the Eagle Scout project at the Campbell Park. The project is complete, the highway department used their equipment to put the highway department used equipment to drill holes for the fence and clean up anything necessary.

Tom sent the Highway crew to Savona with the Bucket Truck to assist with their Hometown Hero's Project as a shared services.

John Tschantre complimented Tom Austin on how the project came out.

**Water Report (Thomas Austin)**

Corning Natural Gas hit one of the water lines not on the drawings for Water District 3, near Shosger's Trailer Court. The line has been fixed.

One magnetic flowmeter on #1 pump melted the component. Tom got two quotes; an original unit from RL Stone, not installed would be \$3,429, a Panalogic unit would be \$4,469.08 not installed. Badger Meter has a cheaper unit for \$2,861.68 that does not include the installation, but has software and will be updated.

A motion to approve the purchase of the Badger mag flowmeter for \$2861.68 was made by John Tschantre and seconded by Terry Wheat. The motion passed with a 4-0 AYE Vote- Glenn Vogel absent.

Tom Austin has put up No Unauthorized Vehicle signs around the water treatment plant.

**Bookkeeper Report (Wendy Oman)**

**November 9, 2020 Board Meeting – Bookkeeper Report for October 2020**

**Revenue Notes:** Regular monthly Revenue received from the Town Clerk and the Court Clerk. All Bookkeeper accounts settled and Supervisor report given to the Town Supervisor for signature and then given to the Town Clerk.

**October Revenues Received: General**

**October Revenues**

**Received: Highway**

Casella 3 <sup>rd</sup> Qtr Host Agreement	\$36,333.74	Sales Tax 3 <sup>rd</sup> Qtr	
\$70,210.44			
Sales Tax 3 <sup>rd</sup> Qtr	\$41,687.63	2020 Budget True up	
\$27,590.64			
		CHIPS	\$149,710.73

**2020 Revenue Review:**

Revenue not received yet from the state but expected by end of 2020:

Mortgage Tax	\$12,445.66
AIM Payment	\$43,771.00

Revenue Deficit – Court Budgeted \$51,000.00 Received in \$28,356.00

Also the Traffic Diversion Program has not yet paid (Our first qualification was 7-31-2020)

**Budget Transfers this month.**

From A1010.4	to A1330.4	\$500.00	Tax	Collector
Contractual				
*****				

A motion to authorize the transfer above was made by John Tschantre, and seconded by James Drumm. Adopted by vote 4 Aye 0 Nay Absent 1

**Park Project:** Email to Tim Friday Oct 3<sup>rd</sup> and Nov. 4<sup>th</sup> for update.

**Dog Control (Randy Akins)**

A report was received from Randy Akins regarding dog calls in October 2020, and has been filed with the Town Clerk.

Randy Akins received several complaints regarding Kapral’s dogs running at large. After several attempts to have the owners of the dogs remedy the issues, Randy picked up the dogs and took them to the shelter. The dogs have been adopted out or fostered. He will be issuing appearance tickets to the owners and will attempt to recover the cost of the shelter fees.

**Codes (Thomas Hargrave)**

1. **There were 18 building permits issued this period ( 141 ytd)**
  - Demolitions 2**
  - Addition 3**
  - Roofs 5**
  - Accessory bldg. 2**
  - Backup generator 1**
  - Pellet stove 1**
  - Fence 1**
  - Decks 2**
  - Zoning 1**
2. **There were (24) permit inspections**
3. **Completed fire inspection Curtis Baptist Church**
4. **Work is progressing on Monroe Tractor addition and Austin Construction rebuild**
5. **Required code training complete. Waiting on certification**
6. **Completed 19 coc/coo for outstanding permits**
7. **Issued (0) violations this period. Property maintenance issues (60 ytd)**
8. **The Town currently does not have a local law to abate violations and recover costs.**
  - Any response from the county?**
9. **Compiling all information regarding CMA church pertaining to current use and tentative future use (OCCUPANCY). Waiting on one reply from Albany to finish the report. This is in response to several inquiries from residents.**
10. **Attachment for zoning issues. Discussion?**

Tom Hargrave discussed serving appearance tickets to people who had not complied with cleanup orders, the Sheriff’s Department and the State Police have refused to assist or accompany him when he delivers the order. Tom also mentioned that he would like to investigate getting a body camera so that he has proof that he has delivered tickets. Jeffrey Horton asked if Tom was interested in getting a body camera for this purpose.

Tom said that he will not be going to homes after dark for complaints as it is not safe. He would need to contact the police to go with him and that could take up to an hour. Tom also mentioned that he would like to investigate getting a body camera so that he has proof that he has delivered tickets.

**Assessor Report (Holly Smalt)**

The following report will bring you up-to-date on the activities of the Assessor's Office.

This month I have been continuing to work on exemption renewals that will be sent out at the end of the month along with processing transfers for my monthly sales transmission to the state. The deadline for updates for Town & County Taxes was October 9<sup>th</sup>. All escrows & address' changes to date have been processed.

I am continuing to work on the revaluation project for 2021. I am in the process of verifying all of the residential sales along with doing field review on outstanding building permits for prior years and the current permits for 2020. This month I will begin working on the land schedule and cost tables.

**Supervisor Report (Jeffrey Horton)**  
**Town Clerk Report (Michelle Seeley)**

Have been taking CC Payments and it is working out well. I have already saved multiple trips to the bank and believe as the public becomes used to having this service available it will become more popular.

**Fire Department Report (Linda Baird)**

Linda Baird of Campbell Fire Dept., reported on fire calls; 35 medical, 3 Fire, 5 MVA, 48 Misc. October total 365 YTD Total.

**NEW Business**

**Adopt Final 2021 Budget**

The Board discussed the suggested revisions to the 2021 Preliminary Budget, Revisions to the 2021 Preliminary Budget - Public Hearing 10-26-2020

Acct #	Preliminary	New Amount	Description	+ / -	Notes
From A1120	Sales Tax	\$1,200	to 8745.4 Flood and Erosion	\$1,200	

There were no revisions at the public hearing. This revision is a suggestion from the Bookkeeper due to the change in Mowing of the Ice Jam prevention area being hired out. This revision does not affect the property tax request to the residents

A motion to accept the revisions to the 2021 Preliminary Budget was made by John Tschantre and seconded by James Drumm  
Adopted by roll call vote: Terry Wheat -Yea; John Tschantre- Yea; Jeffrey Horton- Yea; James Drumm- Yea; Glenn Vogel-Absent

Resolution **12-2020** was offered by James Drumm to adopt the 2020 Preliminary Budget with revisions, and make it the Adopted 2021 Budget, Resolution was seconded by John Tschantre

Adopted by roll call vote: Terry Wheat -Yea; John Tschantre- Yea; Jeffrey Horton- Yea; James Drumm- Yea; Glenn Vogel-Absent

**Fire Districts 1&2 2021 Budgets**

Both fire district budgets have been received. A motion to except the budgets as written was made by John Tschantre and seconded by James Drumm the motion was approved by a roll call vote, Drum (AYE) Tschantre (AYE) Wheat (AYE) Horton (AYE) 4- AYE 0- nay and 1- absent Vogel

**Water Re-levies.**

Jeffrey Horton read a letter from Wendy Oman discussing the 2020 Water Re-levies, he explained that this is a Process that happens yearly and that a resolution would need to be made so that Wendy Oman could send the unpaid bills, including the tentative amounts for Water District 1: \$18,941.88 Water District 2: \$1,775.53, and Water District 3: \$6,458.32 for a total tentative re-levy amount of \$27,175.73.

Attached is a list of properties in the water districts 1, 2 and 3 that are at least 2 months behind in the payment of their water bills as of October 28, 2020, and have a balance of \$100.00 or more. This is the established criteria of the Town of Campbell for unpaid balances to be turned over to the county for tax re-levy. Please note that when submitted to Steuben County the Property owner name will be included in the report to the county.

Therefore you will need to make a Resolution at the November 9, 2020 Board Meeting to submit this list to Steuben County for re-levy.

Campbell Town Board Minutes for Meeting of November 9, 2020

Also note that there may be a few changes to this list before it actually goes to Steuben County, as payments are submitted. I will provide the supervisor with a copy of the final list that I submit to Steuben County on November 27, 2020.

**A Resolution #13-2020** to submit the 2020 water re-levy to Steuben County for water bills that are at least 2 months behind in the payment of their water bills as of October 28, 2020, and have a balance of \$100.00 or more. A copy of the final list will be submitted to Steuben County by November 27, 2020, was offered by James Drumm and seconded by John Tschantre.

Adopted by Roll call vote Wheat: Aye, Tschantre: Aye, Drumm: Aye, Vogel: Absent, Horton: Aye.

**Court Audit**

Each year the Court books must be audited Wendy Oman the Town Bookkeeper will be conducting the 2020 Audit and will report back to the Board once it is completed

We will need to make a resolution to enter into an agreement with the county for the Traffic Diversion Program next meeting in order to receive payment for this program.

**Public Comment**

Bonnie Conaway discussed the possibility of streaming the Town meetings so they would be more accessible during COVID-19. Mr. Horton stated that even before the pandemic the attendance of the meetings by the public was minimal and since none of the meetings had been closed to the public, he did not feel that streaming them would be a good idea. John Tschantre and Terry Wheat suggested that the Clerk look into the possibility and legalities of streaming the meetings. Mrs. Conaway also asked about properties that needed maintenance. Thomas Hargrave stated that he had been working with the Town Lawyer to get the process figured out. He is waiting on his certification to come from the state. Unlike the water bills that can be added to the Tax bill, clean up bills cannot be recovered through the County.

**Voucher Audit – 8:30 p.m.**

Vouchers were submitted and approved as follows:	
General Fund Vouchers #303-305 &307-330	\$ 22,458.31
And Highway Vouchers #160-173	\$ 117,295.23
Water District 1 SW- Vouchers #61-64	\$ 553.52
Water District 2 SW2-Vouchers # 25-26	\$ 61.99
Water District 3 SW3-Vouchers #25-27	\$ 658.79
Trust & Agency TA Voucher # 11	\$ 185.00
Street Lighting SL Voucher # 306 &331	\$ 466.13
For a grand total of	<b>\$ 142,233.38</b>

**Adjournment.**

There being no further business before the Board, the meeting was, upon motion by Jeffrey Horton and seconded by James Drumm, adjourned at 8:07 p.m.

Respectfully submitted,

MICHELLE L. SEELEY  
Campbell Town Clerk

**DATED:** November 23, 2020

ATTACHMENTS: