

**MINUTES OF TOWN BOARD MEETING OF SEPTEMBER 14, 2020  
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, Terry Wheat; **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:**

**GUESTS:** Linda Baird, Wayne Crosier, Gordon Hakes, Eric Pryzole

**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 August 10, 2020 were noted.

A motion was offered by James Drumm and seconded by Glenn Vogel to accept the minutes referenced above as written. Adopted by vote: AYE: 5 NAY: 0

**REPORTS**

**Monthly Reports Filed.**

It was noted that monthly Town Supervisor's Report dated September 1, 2020 was received from Wendy Oman the Town Bookkeeper, a Copy was filed with the Town Clerk.

**Highway Report (Thomas Austin)**

The 2015 pick-up with plow brought a bid of \$28,600 after \$1,000 worth of repairs for a valve and tires were put on it.

A motion to accept the bid of \$28,600 for the 2015 pick-up with plow was made by Glenn Vogel and seconded by Terry Wheat. Adopted by roll call Vote: Ayes- 5; Nays-0.

Tom researched the purchase of a new pick-up to replace the 2015 pick-up and found a 2021 Chevy 2500 replacement for the cost of \$35,430.00 there are two plow packages option 1 is \$7,314.08 and option 2 would run \$6,786.98. Tom requested that the Board make a motion to approve the purchase of the 2021 Chevy 2500 plus plow package of his choice not to exceed \$42,744.08.

A motion by Terry Wheat and seconded by John Tschantre to approve the purchase of the 2021 Chevy 2500 and plow package not to exceed \$42,744.08 . Adopted by roll call Vote: Ayes- 5; Nays-0.

20% of the CHIPS funding was held back this year. Tom suggests that if the funds totaling \$69,018.37 are returned that the Town purchase a piece of equipment to use the roll over funds so that this does not happen again in the future.

Tom was able to cut the corner on Clark Road to make a 90 degree turn which will make travel safer. He was able to accomplish this without removing trees.

Terry Wheat complemented Thomas Austin and the Highway Department on the Barringer Road clean-up.

**Water Report (Thomas Austin)**

Tom is working with Wendy, Jeffrey Horton, and Hunt Engineering on the plans for the Water District 1 Ext. project. There is some concern about meeting the flow needs for fire response. In plans that were submitted via e-mail there is a drawing that includes the Campbell Campground. The Town does not want to deadhead any of the pipes, and does not want to use pipes owned by DOT which are 6" lines and there is no way of knowing what type of pipe was used. Going through the Campground would cause deadheads so Tom will be talking to the homeowners on the other side of the road. There are 3-4 houses on the North side of 415 going towards Savona that are at an elevation that would require extra sub-pumps to meet standard water pressure requirements. Each sub-station would add an additional \$30,000.00 to the estimated cost of the project. No decision has been made on whether to include those homes, but Hunt will come back with a more surveyed diagram at a later date.

The water pipe will be run on the opposite side of the road as the gas lines on Eckles Road for ease of repair.

Everything is going well with all districts.

**Bookkeeper Report (Wendy Oman)**

**September 14, 2020 Board Meeting – Bookkeeper Report for August 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.

**Additional Revenue Received**

Hometown Hero Project – 19 \$ 3,496.00

**BUDGET TRANSFERS & Highway Budget Modification**

A motion to approve the following 2020 budget modifications was made by Glenn Vogel and seconded by Terry Wheat. . Adopted by Vote: Ayes- 5; Nays-0

<b>FROM</b>	<b>\$\$\$\$</b>	<b>TO</b>	<b>REASON</b>
A1010.4	\$200.00	A8010.4	Zoning Board Leader expenses
A1010.4	\$200.00	A8020.4	Planning Board Leader expenses

**CHIPS Money Budget Modification needed:** Roll over 2019 \$69,013.80 + 20% deduction \$147,175.68 (original figure \$183,692) in 2020 = \$32,498 Budget Modification to CHIPS. DOT letter dated 8/17/2020.

**Water Extension Project:** Jeff, Tom A and Wendy met with HUNT Engineering on September 2nd at 10:30 am for 3 hours. Discussion was had on some elevation issues, different ideas of looping the system, and ideas of combining Water #1 district with the extension vs not combining. Good meeting with follow-up notes taken and a physical review of the district was being done by HUNT after the meeting to get a better handle on elevations discussed. Monthly status meetings will be held in the future and a tentative public meeting to be held in October. Wendy submitted 3 new reports to HUNT on September 3<sup>rd</sup> as per their request. 7 additional reports requested and submitted to Tim September 10<sup>th</sup>.

**Water District #3:** Water District #3 has a fund balance that is in excess of \$100,000. The water districts need to hold a fund balance for emergencies, but the annual fund balance has been growing sufficiently every year in this particular district. I believe this is due to the original bond calculation of the district. We can offer the district reduced rates, but it would individually not be substantial reduction across the district. I recommend making an extra annual principal payment. This would be reviewed annually at Budget time for this district. Letter is drafted to USDA Rural Development for \$35,000 extra principal payment to be made November 2020 and needs approved (basically takes off 1 year of the bond).

A motion to make an extra payment to the Bond principle for 2020 using the excess fund balance was made by Terry Wheat and seconded by John Tschantre. Future extra bond payments will be reviewed annually. Adopted by roll call Vote: Ayes- 5; Nays-0.

**Park Project:** Numerous emails to Tim Steed for an update but did not receive. This is his last email update dated August 19<sup>th</sup>, I believe he is referring to the asbestos situation.

“We are continuing to get the costs as discussed for various alternatives. Luke Grasmeyer, who is our landscape architect involved with the project is back in the office next week, therefore, within 1-2 weeks we should have the alternatives better understood and can give you a report for the recommended approach. Based upon this recommendation it can then be discussed with the office of parks to determine compatibility with original application. Thanks, Tim

**Dog Control (Randy Akins)**

Randy gave a report to the board about dogs that were called in, he followed up on these calls, problems were resolved and additional licenses were issued. Supervisor Horton asked him about the dog numeration. Randy responded with the comment that he was starting to work on it before the Covid issue, and he would like to pick it up in the spring. He stated that he was looking at getting volunteers to help. Supervisor Horton said that he did not believe that we could use volunteers because all volunteers would need to be added to our workman's comp insurance.

**Codes (Thomas Hargrave)**

1. **There were 21 building permits issued this period**
  - (1) **Farm storage building**
  - (1) **Tiny house**
  - (6) **Zoning permit**
  - (1)**Demolition**
  - (5) **Roofs**
  - (1) **Fence**

- (1) Septic
- (1) Mobile home
- (1) Hot tub
- (2) Sheds
- (1) Basement renovation
- 2. There were (17) permit inspections
- 3. Work is progressing on Monroe Tractor addition and Austin Construction rebuild
- 4. Session 4 of my code training complete. Session 5 this week.
- 5. (6) COC issued this month
- 6. (1) Site plan (1) floodplain permit on Planning Board agenda. Thanks Michelle for your help
- 7. Most of my time is spent on property maintenance issues
- 8. (19) new Property violations issued this month
- 9. 4320 Tannery rd. property sold
- 10. 4354 Tannery rd. property sold

The Code Enforcement Officer is mandated to complete 24 hours per year of continuing education. There are other trainings that would benefit this office and would be reviewed as needed.

**Town Clerk Report (Michelle Seeley)**

We have a total of 185 Hometown Hero Banners. At this point we are looking for places to put them and I have discussed ending the project for the time being with the Highway Supervisor. While this project is worthwhile and has improved the aesthetics of the town we simply do not have more room for the banners.

**Fire Department Report (Linda Baird)**

Linda Baird of Campbell Fire Dept., reported on fire calls; 23 medical, 3 Fire, 5 MVA, 6 Misc. August total 37.

The FD is doing presentations through September for the public about the purchase of the old CMA Church to turn it into the future home of the Campbell FD. There will be a public vote on the purchase in October.

**Old Business**

**RETIREMENT STANDARD WORK DAY. RESOLUTION #5 of 2020**

BE IT RESOLVED, that the Town Board be and hereby establishes the following as a standard work day for elected and appointed officials for the purpose of determining days worked reportable to the NYS and Local Employees' Retirement System:

ALL ELECTED OFFICIALS—Supervisor; Councilperson; Town Clerk;  
Tax Collector and Town Justice—Five day work week; six hour  
day.

Superintendent of Highways—Five day work week, eight hour day.

APPOINTED OFFICIALS--- Code Enforcement Officer; Dog Control  
Officer; Assessor.—Five day work week, six hour day.

A motion by James Drumm and seconded by Terry Wheat to adopt the retirement standard workday resolution #5 of 2020 was adopted by Vote: Ayes- 5; Nays-0

**New Business**

**Health Officer Position**

According to NY State there must be a Health Officer for each Town. An ad was placed in the Corning Leader to fill the position but the process was interrupted by the COVID-19 pandemic. The Town received 1 application for the position from Sheri Markell. Sheri works with the Corning Hospital and is qualified to fill the position. A motion to appoint Mrs. Markell for the 2020 Health Officer Position was made by James Drumm and seconded by John Tschantre. Adopted by vote: Ayes- 5; Nays-0

**Halloween**

It was stated that the Town has no opinion and neither supports nor opposes the town member's decisions on whether or not to participate in handing out candy for the holiday. It is up to the Town Members individually how they will handle Trick-or-Treating.

**Budget Review**

Campbell Town Board Minutes for Meeting of September 14, 2020

Wendy Oman gave an overview of the 2020 Tentative Budget. This copy of the budget is not available to the public and will need to be reviewed in executive session before the preliminary budget is released and available for Public review.

**Executive Session.**

On motion of Terry Wheat seconded by Glenn Vogel, the following resolution was adopted: RESOLUTION #6: RESOLVED that this Board move into executive session to discuss items concerning Budget review for Personnel Services. Time 8:41 PM. Adopted by roll call Vote: Ayes- 5; Nays-0.

**Close Executive Session.**

On motion of Terry Wheat, seconded by Glenn Vogel, the following resolution was adopted: RESOLUTION #7: Resolved that the executive session be closed and that this Board return to regular meeting. Time 10:05 PM. Adopted by vote: Ayes-5; Nays-0.

**Voucher Audit – 7:01 p.m.**

Vouchers were submitted and approved as follows:

General Fund Vouchers #255-281 &283	\$ 28,933.02
Highway Vouchers #128-148	\$ 210,587.7
Water District 1 SW- Vouchers #50-56	\$ 3,277.03
Water District 2 SW2-Vouchers # 22-23	\$ 2,478.06
Water District 3 SW3-Vouchers #21-22	\$ 86.75
Trust & Agency TA Voucher # 9	\$ 185.00
Street Lighting SL Voucher #282	\$ 495.62
For a grand total of	\$ 246,043.27

**Adjournment.**

There being no further business before the Board, the meeting was, upon motion by Terry Wheat and seconded by Jeffrey Horton, adjourned at 10:06 p.m.

Respectfully submitted,

MICHELLE L. SEELEY  
Campbell Town Clerk

**DATED:** September 29, 2020

Campbell Town Board Minutes for Meeting of September 14, 2020

Distribution list

[date] \_\_\_\_\_ 2019---- t.b. minutes---

Town Board – 5

Plann Bd-6

Assessor

Hwy.

CEO

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