

Town Board Regular Meeting
Town of Hornellsville
Town Hall - 4 Park Ave, Arkport
Tuesday, August 9, 2022 7:00 PM

Present: Dan Broughton, Supervisor
James Giglio, Councilman
Robert Mauro, Councilman
David Oakes, Councilman
Trisha Yanni, Councilman
Recording Secretary: Jessica LaFrance, Town Clerk
Others Present: Jason Emo, Highway Superintendent

CALL TO ORDER

The Meeting was called to order at 7:05 p.m. by Dan Broughton, Supervisor with the pledge of allegiance.

MINUTES

Motion was made by Mauro, seconded by Yanni to accept the Regular Minutes of July 12, 2022 as submitted by the Town Clerk.

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

AUDIT OF CLAIMS

Motion was made by Oakes, seconded by Mauro that bills contained on Abstract #8 have been reviewed by the Town Board and are authorized for payment in the amount of \$118,825.252 from account A for \$23,798.09, B for \$194.80, DA for \$32,703.92, DB for \$62,093.44 and SW-2 for \$35.

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

TOWN CLERK REPORT

Motion was made by Giglio, seconded by Oakes to accept report with total disbursements for the month of July in the amount of \$14,135.

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

JUSTICE REPORT

Motion was made by Mauro, seconded by Giglio to accept reports read by Yanni. For April, Justice Scavo collected \$4,810.00 and Justice Werner collected \$6,639.00 with distribution to the Town being \$1,915.00. For May, Justice Scavo collected \$4,200.00 and Justice Werner collected \$3,657.00 with distribution to the Town being \$1,591.00. For June, Justice Scavo collected \$1,076.00 and Justice Werner collected \$2,790.00 with distribution to the Town being \$759.00.

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

CODE ENFORCEMENT REPORT

Motion was made by Yanni, seconded by Oakes to accept report read by Mauro with the activities and mileage (333 mi) for the month of July, 2022 by the Codes Officer.

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

HIGHWAY REPORT

Motion was made by Mauro, seconded by Yanni to accept report read by Oakes with activities from the Highway Department for the month of July.

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

PUBLIC SAFETY/FIRE DEPT

Motion was made by Yanni, seconded by Oakes to accept the report dated August 8, 2022 as provided by North Hornell Fire Chief Mike Robbins.

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

SUPERVISOR REPORT

Motion was made by Mauro, seconded by Yanni to accept reports read by Broughton. Supervisors report submitted stated that the balance as of 05/31/22 was \$2,016,700.04. The town had an increase of \$272,926.49 and a decrease of \$235,131.53 leaving a balance as of 06/30/22 of \$2,054,495.00. The balance as of 06/30/22 was \$2,054,495.00. The town had an increase of \$284,846.13 and a decrease of \$229,786.92 leaving a balance as of 07/31/22 of \$2,109,554.21.

Roll Call: Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

RESOLUTIONS

RESOLUTION #9-2022

WHEREAS, Municipalities have a lot of documents and records to keep track of; and

WHEREAS, the Town Board would like to increase the security of and maintain preservation of such Town records;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Hornellsville Town Board that no town officer having the custody of its public records or documents shall loan the same or permit them to be taken from the Town Hall, except when necessary for the discharge of official duty;

FURTHER RESOLVED, that records or documents being removed from the Town Hall used for the discharge of official duty shall be recorded in the office of the Town Clerk upon exit and re-entry.

FURTHER RESOLVED, that records or documents belonging to the Town of Hornellsville shall henceforth be stored at the Town Hall and/or at a location approved of by the Town Board.

Motion Made by: James Giglio

Motion Seconded by: David Oakes

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

RESOLUTION #10-2022

WHEREAS, Municipalities often meet with other Towns, Villages and City officials; and

WHEREAS, the Town Board would like to enhance the protection and integrity of the Town and its officials;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Hornellsville Town Board that no town officer shall attend meetings for the purpose of discussing Town business, contracts, etc. without the accompaniment of another member of the Town Board.

Motion Made by: Robert Mauro

Motion Seconded by: James Giglio

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

RESOLUTION #11-2022

WHEREAS, in Towns of the second class, the Town Board may by resolution authorize the Supervisor of the Town to designate a bookkeeper, confidential secretary, or both as per Town Law Section 29(15); and

WHEREAS, the Town Board would like to ensure that the procedures used to manage and maintain public records be uniform throughout the Town;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Hornellsville Town Board that the financial books of the Town be maintained at the Town Hall.

Motion Made by: David Oakes

Motion Seconded by: Robert Mauro

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

RESOLUTION #12-2022

WHEREAS, under Town Law Section 30(9), the Town Board can require the countersignature of the Town Clerk on all checks that require the signature of the Town Supervisor; and

WHEREAS, the Town Board would like to require all checks for the payment of vouchers to be countersigned;

NOW, THEREFORE, BE IT RESOLVED, by the Town of Hornellsville Town Board that all checks for the payment of vouchers require two (2) valid signatures.

FURTHER RESOLVED, that in the absence of the Supervisor checks will be signed by the Deputy Supervisor.

FURTHER RESOLVED, that in the absence of the Town Clerk checks will be countersigned by the Deputy Town Clerk.

FURTHER RESOLVED, that if no Deputy has been appointed then checks will be signed and/or countersigned by a member of the Town Board.

Motion Made by: Robert Mauro

Motion Seconded by: David Oakes

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

RESOLUTION #13-2022

WHEREAS, it is necessary for the Town of Hornellsville to write and sign checks; and

WHEREAS, the Town has a designated Town bank in which payroll funds are deposited and checks are written; and

WHEREAS, the Town Supervisor usually signs payroll checks for the Town of Hornellsville; and

WHEREAS, the Deputy Town Supervisor is authorized to take over the duties of the Town Supervisor in his/her absence;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hornellsville Town Board delegates the authority to sign payroll checks to the Deputy Town Supervisor in the absence of the Town Supervisor.

Motion Made by: David Oakes

Motion Seconded by: Robert Mauro

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

OTHER BUSINESS

Tom Swift updated the board regarding the Seneca Road water project. He has received verbal approval from Public Health for the submitted plans. He's just waiting on the official paperwork. To move forward with the Bellhaven water project, a meeting is needed with the Village of Canisteo. No action was taken.

Budget workshops have been tentatively scheduled for September 13th at 6:00 p.m., October 11th and November 8th. Times will be provided at a later date. All meeting will take place at the Town of Hornellsville located at 4 Park Avenue in Arkport, NY

CORRESPONDENCE

LaFrance received a quote from Armor Building Supply to replace the back door of the Town Hall. Currently waiting for a second quote from North Main Lumber. No Action was taken.

Emo reminded the board that in the past we have taken out bonds for the purchase of new Freightliners. They have been approximately \$134,000+ per truck, but he has not gotten an updated quote. No action was taken.

ADJOURNMENT

With no further business, on a motion made by Yanni, seconded by Mauro, the meeting was adjourned at 9:00 p.m.

Roll Call: Broughton, Giglio, Mauro, Oakes and Yanni; all ayes. Carried.

Respectfully Submitted,

Jessica L. LaFrance
Town Clerk
August 10, 2022