

Town of LeRay

Town Board Minutes

August 11, 2022

Call to Order

Proceedings of a Town Board Meeting held at the LeRay Town Municipal Office on August 11, 2022. The meeting was called to order by Supervisor Taylor at 4:00 p.m. who led the room in the Pledge of Allegiance.

Open Regular Meeting

Ronald C. Taylor – Supervisor, Melissa L. Verne – Town Clerk, Nathan Toutant – Clerk to Supervisor, Board Members in attendance: Samuel Biondolillo-absent, John Eisenhauer, Michael Gracey-absent, Lee Carpenter, Joseph Russell – Town Attorney, Jessica Jenack – Community Development Coordinator-absent, Lee Shimel – Zoning Enforcement Officer, William Vargulick – Town Assessor, Dan Young – Highway Superintendent, Mike Altieri – Town Engineer, Steve Marshall, Kenny Kizzer, & Brian Nutting – DANC. Additionally present- Larry Covell, Ed Stevens, and Mary Smith

Approval of Minutes

The minutes from the meeting held on July 14, 2022, were reviewed by the Board Members. A motion to approve the minutes as drafted was made by Councilman Carpenter and seconded by Councilman Eisenhauer.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

Comments from the Floor

Mr. Covell spoke on the need for more security for the Town Court room. He said the Court clerks are not feeling safe. He would like to initiate upgrades to security for the court clerks and the whole building. Mr. Covell would like high intensity glass at the windows and tinted glass on windows looking in from parking lot. Next couple months proposal will be coming the boards way. Mr. Covell stated the court will be submitting a grant, which they submit every fall for upgrades to their office, hopefully this grant could help with some costs.

Public Hearing was held at 4:22 p.m. of the proposed Local Law #5-2022 – to hear comments on Sections 158-6, 158-91, 158-94, 158-101 and 158-102 of the Municipal Code of the Town of LeRay.

Mrs. Verne was asked to read the Public Hearing Notice as published in the Watertown Daily Times on August 1, 2022.

Supervisor Taylor asked if there were any comments from the floor. Hearing no comments, Supervisor Taylor asked for a motion to close the hearing.

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter to close the Public Hearing for Local Law #5-2022.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

Part 1 of the Short Environmental Assessment Form had been prepared for the Boards review. Mr. Russell reviewed with the Board Part 2 of the Short Environmental Assessment Form. Based upon the review of the information and analysis, the Board determined that the proposed action would not result in any significant adverse environmental impacts.

A motion was made by Supervisor Taylor and seconded by Councilman Eisenhauer to declare a negative declaration.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

A motion was made Councilman Carpenter and seconded by Councilman Eisenhauer to approve Local Law #5-2022 as drafted.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

Brian Nutting, with Development of the North Country (DANC) discussed the contract proposal for Operation and Maintenance of the Town's water and wastewater facilities. Mr. Nutting also addressed the GIS/IMA hosting agreement. Currently the Town's water and sewer infrastructure cannot be viewed by the public, if the Town wishes to keep the information private there will be an additional yearly fee of \$1,600 for 2022/2023 and \$1,700 for 2024/2025 & 2026.

A motion was made by Supervisor Taylor and seconded by Councilman Eisenhauer to approve the proposed contract with DANC as presented and pay the additional yearly fee to keep the infrastructure information private.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter to have Supervisor Taylor sign the UDIG-NY Exempt Participating Member Agreement.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

Report from Jessica Jenack, Community Development Coordinator

Mrs. Jenack was absent, Mr. Shimel went over her memo she left for the Board. The Planning Board had two (2) public hearings for Preliminary/final review of a minor subdivision. Also, five (5) Sketch review of a Subdivision application. The Comprehensive Planning Board meeting was held Monday, August 15th at 1:00 p.m.

Report from Dan Young, Highway Superintendent

Mr. Young gave his monthly report. Mr. Young brought up adding a 3rd step to five (5) trucks, with an estimate of \$2,000 total. Mr. Young suggested to the Board a possibility of going to 2 shifts in the winter with 1 person per plow and gave his proposal for changing the shifts. A discussion was had, and Mr. Young was asked to bring more information to the Board. A culvert on Joacim Road needs to be addressed. The highway department will have an employee retiring in October and he will be replaced.

A motion was made by Councilman Carpenter and seconded by Councilman Eisenhauer to accept the proposal as presented from Docteur Environmental for Monthly Fuel Systems Inspections and reports, and Annual DEC testing.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

Report from Mike Altieri, Town Engineer

Mr. Altieri updated the Board on all Town projects. Mr. Altieri gave an update on grants that have been applied for on behalf of the Town. Mr. Altieri said it looks like it won't be until next year for either of the new car washes to be online.

Report from Steve Marshall, DANC

Mr. Marshall gave his monthly report. Mr. Marshall informed the Board that pump parts for Casey well have been ordered. The pump station at Eagle Ridge has been vandalized by children throwing rocks at it. Mr. Marshall will purchase a 3" surge-buster in the amount of \$1,881, board gave approval with no motion.

Report from Lee Shimel, Zoning Enforcement Office

Mr. Shimel gave his report for the month. Mr. Shimel discussed how going forward before issuing zoning permits, he will check with highway superintendent and the town clerk to keep communication open for all aspects of projects.

Report from William Vargulick, Town Assessor

Mr. Vargulick gave his monthly report. Mr. Vargulick told the Board he needed to speak on tax challenges in litigation.

A motion was made by Councilman Eisenhower and seconded by Councilman Carpenter to go into Executive Session to discuss tax challenges in litigation at 5:40 p.m.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhower and seconded by Councilman Carpenter to enter back into regular session at 5:53p.m.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhower and seconded by Councilman Carpenter to ask Deborah Sullivan to write a letter of engagement for Tughill Tomorrow.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhower and seconded by Councilman Carpenter to go into Executive Session to discuss negotiations for a property purchase at 5:55p.m.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhower and seconded by Councilman Carpenter to go back into Regular Session at 6:04p.m.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

Report from Melissa L. Verne, Town Clerk

	Cash Balances as of July 31, 2022		Current Month Abstract 8	
General Fund	\$	3,707,153.04	\$	51,024.71
Highway Fund-Town wide	\$	805,233.34	\$	46,933.07
Highway Fund-Town Outside	\$	544,395.60	\$	31,027.29
Expendable Trust	\$	787.42	\$	0.00
Consolidated Water District	\$	1,783,388.73	\$	38,258.04
Water District # 3	\$	14,279.50	\$	185.58
Sewer District # 1	\$	381,851.50	\$	104,980.62
Sewer District # 2	\$	64,366.63	\$	941.30
Sewer District # 3	\$	18,788.75	\$	1,895.28
Sewer District # 4	\$	311,063.66	\$	3,627.40
Capital Project # 1 (Taylor Rd)	\$	11,496.10	\$	182.00
Capital Project # 2 (Water Dist. 4)	\$	0.00	\$	0.00
Capital Project # 3 (Sewer Dist. 1)	\$	119,145.26	\$	0.00
Capital Project # 3A (Sewer Dist. 4)	\$	0.00	\$	0.00
Capital Project # 4W (Water 2 Imp)	\$	-3,679.38	\$	388,562.36
Capital Project # 5 (Highway Fac.)	\$	481.95	\$	50,094.61
Trust & Agency	\$	21,897.00	\$	4,196.86

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter that Abstract #8, vouchers 1063-1188 in the amount of \$721,909.12 be paid from the above accounts.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

Mrs. Verne gave an update on the online water/sewer bill pay service that was approved at the July 2022 meeting. The process will take 4-6 weeks, given the time lapsed, an update should be known in the next few weeks for next steps. Mrs. Verne has also been in contact with Jefferson County to begin training on the County’s tax collection software, to begin the transition from BAS to TCS, as was approved at the last board meeting.

Report from Nathan Toutant, Clerk to the Supervisor

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter to pass the financial resolutions to modify the 2022 Town Budget as follows:

- Increase revenue account 3005.1 State Aid Mortgage Tax in the amount of \$ 60,781 and increase the following appropriation accounts:

14104.1 Town Clerk CE	\$ 9,120
19104.1 Unallocated Insurance	\$ 1,771

19404.1 Purchase of Land CE	\$35,787
19504.1 Taxes on Municipal Property	\$ 2,124
99509.1 Transfer to Capital Projects	\$11,979

2. Appropriate \$ 6,884 from 911.01 Unappropriated Fund Balance General Fund-Townwide to 99509.1 Transfer to Capital Projects.
3. Authorize the Supervisor to transfer \$18,863 from 99509.1 Transfer to Capital Projects into Highway Facility Capital Project Fund 5031.58 Interfund Transfer.
4. Increase revenue account 3501.4 State Aid CHIPS in the amount of \$ 26,787 and increase appropriation account 51104.4 General Repairs CE by the same amount.
5. Appropriate \$ 20,000 from 911.04 Unappropriated Fund Balance to 51104.4 General Repairs CE.
6. Authorize the Supervisor to transfer \$34,408.50 from 233.82 Cash-Consolidated Water District to 233.82.1 Cash Reserve- Consolidated Water District-Debt Reserve Water District 2.
7. Authorize the Supervisor to transfer \$10,207 from 233.82 Cash-Consolidated Water District to 233.82.2 Cash Reserve- Consolidated Water District-Debt Reserve Water District 4.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

The following was presented to the Board for authorization:

To: Town Clerk
 From: Larry G. Covell, Town Justice
 Re: Application for funding from the Justice Court Assistance Program
 Date: 7/21/2022

The Town Court is requesting authorization from the Town Board to apply for funding from the Justice Court Assistance Program during the upcoming grant cycle. One required component of that application is a Resolution from the Town Board authorizing the Town Court to apply for this funding.

The Office of Court Administration will not accept the court's application unless the Resolution incorporates one of the following two options EXACTLY as written below:

Option # 1 (chosen)

“The Board of the Town of LeRay authorizes the LeRay Town Court to apply for a JCAP grant in the 2022-2023 grant cycle up to \$30,000.00.”

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter that the Board of the Town of LeRay authorizes the LeRay Town Court to apply for a JCAP grant in the 2022-2023 grant cycle up to \$30,000.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter to have Supervisor Taylor sign the legal services agreement for Mr. Joseph W. Russell.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

A motion was made by Councilman Carpenter and seconded by Councilman Eisenhauer to have Supervisor Taylor sign the change proposal with Tel, Inc on the LeRay II Water Improvements Project.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

The Town had no responses to the Dog Enumeration RFP, it is deferred to next month.

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter to adjourn the meeting at 7:06p.m.

The vote went as follows:			
Ayes:	3	Nays:	0
The motion passed.			

Respectfully given:

Melissa L. Verne

Melissa L. Verne
LeRay Town Clerk