

TOWN OF DEPOSIT MONTHLY BOARD MEETING MINUTES

The Town of Deposit held their regular Town Board Meeting on Tuesday, July 9, 2024 at 5:00pm. Councilmen present- Robert Mills, and Ammon Bush, and Lonny Schaefer. Town Supervisor-Rebecca Walley, Highway Superintendent- Ryan Tiffany, Code Enforcement Officer-Peter Hathaway, and Deputy Town Clerk- Elizabeth Polomcean. Absent- Councilman William Morley, and Town Clerk-Beverly Hartz.

1.1 Public Participation- No public participation

1.2 Read letter from concern citizen (re: junk cars)

2.0- Minutes and Reports

2.1 The Town Board Meeting minutes from June 11, 2024 were reviewed. Councilman Bush made a motion to approve the minutes. Councilman Schaefer seconded. Motion carried.

2.2 The Payment of Bills was reviewed. The bills that were paid in General Fund #196-221. Highway Fund- Item #I:27-33, Item #III:50-57, Item #IV:27-28. Councilman Schaefer asked about maybe turning the gas off at the Highway garages during the summer to save a little. Highway superintendent Tiffany stated that the hot water heaters run off natural gas so that is not an option. Councilman Bush asked about the corrected Mirabito invoices. Highway Superintendent Tiffany stated that when Mirabito took over for Warner Gas they were not billing the town correctly and these are the invoices that have been corrected from the end of last year and beginning of this year. Supervisor Walley stated that because the invoices were not correct from last year but Superintendent Tiffany knew about what they would be the money was already set aside from last year's budget. Councilman Bush asked about the Deposit Lawn Care bill. Supervisor Walley stated that the bill is monthly for the cemeteries. Councilman Bush made a motion to accept the payment of bills. Councilman Schaefer seconded. Motion carried.

2.3 The Financial Report- Supervisor Walley gave the financial report. She stated that the 2023 CHIPS money has come in and some has been moved to the high interest account. Councilman Mills had some questions about different parts of the report. Councilman Mills made the motion to accept the Financial Report. Councilman Bush Seconded. Motion carried.

2.4 The Highway Department –Highway Superintendent Tiffany stated that ditching was performed along Lower Hale Eddy Road, Roods Creek Road, and began on Warner Road. Superintendent Tiffany attended the annual Highway

School in Ithaca provided by the Cornell Local Roads Program. The crew assisted the Town of Hancock with trucking for their stone and oil project. A driveway pipe was replaced on Silver Lake Spur Road. Hot asphalt mix was used to correct several settled cross pipes on various roads around the town and Steam Mill Road was shimmed using the hot mix. In house repairs were done to truck #15 to replace the starter. Town & County Bridge and Rail installed the guide rail along Roods Creek Road where the bank failure was repaired. A part-time summer employee was hired through the Delaware County Summer Youth Program to assist the crew. Suit-Kote performed the next phase and paved the bottom half of McCabe Hollow Road. We were provided assistance by the Town of Sanford with their loader and a truck along with the Towns of Hancock, Masonville, and Tompkins who also provided trucks for hauling cold mix asphalt. Mowing was continued town wide as well.

Councilman Schaefer made a motion to accept the Highway report. Councilman Mills seconded. Motion carried.

2.5 Code Enforcement Officer Report- CEO Hathaway stated that he received the paper work from the attorney to file with the Town Court for Catskill Road gate. Two building permits were issued, one for a septic tank replacement on Silver Lake Spur, the other was for a septic tank install on Silver Lake Road. Two inspections were done as well, one for plumbing for a building on Trout Run Road, one for a house that was started on Catkill Road. A letter was responded to from the DOT about a sign on Route 17. A survey from FEMA was filled out about flood permits and mapping. A complaint on Lower Hale Eddy Road was filed about the conditions of the stairs and some leaks in a wall, the landlord was contacted. A complaint about junk vehicles was received and will be looked into and letters will be sent out. Five hours of Code Classes were taken on June 29. No responses have been received about fixing the town building wall.

Councilman Bush made a motion to accept the Code Enforcement Officer's report. Councilman Schaefer seconded. Motion carried.

2.6 Planning Board Meeting Report- The next meeting is this coming Thursday July 11 at 7pm.

2.7 The Dog Control Officer Report- There were five dog calls this past month. All of them were dogs at large. Three calls had tickets issued. One was taken to the shelter, and one had no dog found. Councilman Mills made a motion to accept the Dog Control Officer's report. Councilman Bush seconded. Motion carried.

2.8 Town Clerk Report was reviewed. Town Clerk Hartz was absent from meeting. Supervisor Walley stated that this past month has been slower than previous months.

Councilman Schaefer made a motion to accept the Town Clerk report. Councilman Bush seconded. Motion carried.

3.0- Old Business

3.1- Approve bid notice for snow removal- Some changes were added to the bid notice. Councilman Bush made a motion to approve the notice with changes. Councilman Schaefer seconded. Motion carried.

3.2- Approve Employee Education Handbook- Supervisor Walley stated that she noticed a couple of places that had not been changed or had spelling mistakes that will be fixed. Councilman Bush asked if we should create a list of approved classes or programs before the handbook is approved. It was decided not to create a list so that way if it is decided that more training is need in the future then it is not limited. Councilman Bush asked if we needed the dollar amount in the handbook. Councilman Schaefer stated that the dollar amount can always be changed at a future date when the number in there has become obsolete. Councilman Mills stated that we can always grow and reevaluate each year. Councilman Schaefer asked if there were any issues with waiting till next month to approve the handbook. Superintendent Tiffany stated that the current person this would affect got their CDL permit in December and it will expire this coming December. Supervisor Walley stated that the Town would also like this person on the road before the snow starts. Superintendent Tiffany asked about the timeframe to go to school, he stated the probationary period is one year from date of hire. He stated that a new hire from a few years ago was required to get his CDL within a year of hire, if the town pays for the class for the CDL but waits till the end of the probationary period then this would be after a year of hire. It was decided that it would be changed to completed the first 6 months of their probationary period.

Councilman Schaefer asked if it could be added that the policy will be reevaluated yearly. Supervisor Walley stated that it can be added to the VII. Scope section. Supervisor Walley asked if the two years minimum to remain an employee is a good amount of time. The board agreed. Councilman Schaefer asked if a place for a notary can be added to the contact. Supervisor Walley stated that yes it can be added.

Councilman Bush made a motion to approve the handbook (Education policy) with changes. Councilman Schaefer seconded. Motion carried.

3.3 Discuss increasing Court Clerk Hours (Justice Felber)- Supervisor Walley stated that Justice Felber talked with her earlier in the day and he decided to wait till next year budget time.

3.4-Update Cleanup Day July 27 from 9am to noon- it was decided to have it at the Highway Garage. There will be a bin for tires and Gaylord boxes for electronics. Scape metal will be accepted as well.

3.5- Shared Service contracts- Supervisor Walley stated that they were mailed out with inclusion of required insurance.

4.0- New Business-

4.1-Review and approve intermunicipal agreement for Broome County Sheriff- Councilman Bush asked if it shares the wording as the old one. Supervisor Walley stated that the Town has not signed one in a while but it is similar to the old one. Supervisor Walley stated that this is at no cost to the Town and it allows the Broome County Sheriff to come over to the Delaware County side and enforce the law.

Councilman Bush made a motion to approve the agreement. Councilman Schaefer seconded. Motion carried.

4.2- Accept resignation (with regrets) of Councilmember William Morley. Councilman Mills made a motion to accept the resignation. Councilman Schaefer seconded. Motion carried.

4.3-Meeting (joint) at Village Hall July 23 at 6pm (to discuss Marsite Quote etc.)

5.0-Informational Items-

5.1- Update on Dug Road- The concrete for the abutments on the Stilesville side are ready to be poured and then they will do the Village side. Councilman Mills stated that he went by and the barricades were not in place one day. Superintendent Tiffany stated that he did receive a message from a resident that the barricades were not up. When he went to check the barricades were all over the place, and he put them back up. Mention was also made of reckless driving at the intersection of Dug Road and Beebee Hill Road.

5.2- Supervisor Walley stated that she is in the process of creating a five-year plan to help with the budget going forward.

5.3- Supervisor Walley stated that she would like to start working on the budget in September.

A motion was made by Councilman Mills to go into executive session to discuss possible personal issue at 6:13 pm. Councilman Schaefer seconded. Motion carried.

A motion was made by Councilman Schaefer to end executive session at 6:24 pm. Councilman Bush seconded. Motion carried

A motion was made by Councilman Mills to adjourn open meeting at 6:24 pm. Councilman Bush seconded. Motion carried.

Next meeting will be Tuesday, August 13, 2024 at 5:00pm

Elizabeth Polomcean
Deputy Town Clerk