

Approved
2/8/2021

January 11, 2021
Town of Taghkanic
Town Board Meeting

Note all documents in these minutes may be clicked on and enlarged for easier reading

Town Board Members audited and signed vouchers on January 9, 10, and 11 2021 separately, due to the COVID-19 social distancing.

7:18 pm: The Taghkanic Town Board held its Organizational and Regular monthly meeting on the above date with a combination of Supervisor Skoda at the Taghkanic Town Hall, and all other Board Members, Town Clerk and 7 residents attending via Zoom. Supervisor Ryan Skoda opened the meeting with the Pledge of Allegiance and moment of silence.

Present:	Ryan Skoda	Supervisor
	Elizabeth Craig	Board Member
	Kara Gilmore	Board Member
	Linda Swartz	Board Member
	Joyce Thompson	Board Member
	Cheryl Rogers	Clerk

7:18 PM: opened the **Public Hearing for Local Law 1-2021** to abolish the elective office of Superintendent of Highways of the Town of Taghkanic and create the appointive office of Superintendent of Highways.

- + Nancy Rutter: how does one apply for this position? What is the term of the position?
- + Supervisor Ryan Skoda: if this law is approved and passed tonight it will be a referendum with a special election giving the residents of Taghkanic the opportunity to vote on it. If approved by the residents, the Board will start the RFP process and the position is a 2 year appointment.
- + Susan Raymond: is there anything else that will be on the ballot for the special election?
- + Supervisor Ryan Skoda: no
- + Donay Queene: will there be a probation period?
- + Supervisor Ryan Skoda: yes 6 months. Are there any more questions, concerns or comments? As there are none. May I have a motion to close the Public Hearing?

7:22 PM: *Board Member Linda Swartz* motioned to close the Public Hearing for Local Law 1-2020, seconded by *Board Member Kara Gilmore*.

Approved **5 Aye** **(Ryan, Elizabeth, Joyce, Kara, Linda)**
0 Nays
0 Absent

Guest Speaker: Postponed for February 8, 2021 Kelsey Jean West (Cornell), Jo-Anne Humphreys (Trout Unlimited), Audrey Kropp (Cornell) and Tracy Brown (Trout Unlimited) Presentation

Supervisor Ryan Skoda then asked for a motion to approve the following minutes:

December 14, 2020: Town Board meeting minutes were accepted as written with suggested changes, motioned by *Board Member Linda Swartz*, seconded by *Board Member Elizabeth Craig*.

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

December 30, 2020: Town Board Year-End meeting minutes were accepted as written with suggested changes, motioned by *Board Member Linda Swartz*, seconded by *Board Member Elizabeth Craig*.

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

The Correspondence:

1. Laberge Group
2. Penflex Ag and Markets, inspection report
3. State NY Unified Court System
4. Association of Towns, 2021
5. Shepherd's Run Open House Q&A
6. Justin Wood, Nugent & Haeussler, P. C., Certified Public Accountants (RFP LOSAP)
7. Katharine K. Doran, CPA, Shareholder, TBC Teal, Becker & Chiaramonte, Certified Public Accountants & Advisors (RFP LOSAP)
8. Ray Colgrove, Town Hall Maintenance

Reports from the Boards:

Animal Control: Kyle Miller, report submitted as follows

I have no new reports for this past month. Stay warm and well!

ZBA: James Romaine, Chair, no report.

Planning Board: Katherine Bainer, Chair report submitted.

Assessor: Craig Surprise report submitted.

ZEO/CEO/Building Inspector: Dennis Callahan report submitted.

Historian: Nancy Griffith, no report submitted.

Traffic Safety Board: Board Member Linda Swartz, no report no meeting.

Traffic Safety Board is scheduled to meet on January 28. I will have a report for the February Town Board meeting.

Environmental Management Council: Larry Kadish no report submitted:

Zoning Commission: Joyce Thompson, report submitted as follows.

The Zoning Commission met on 7 and 21 December.

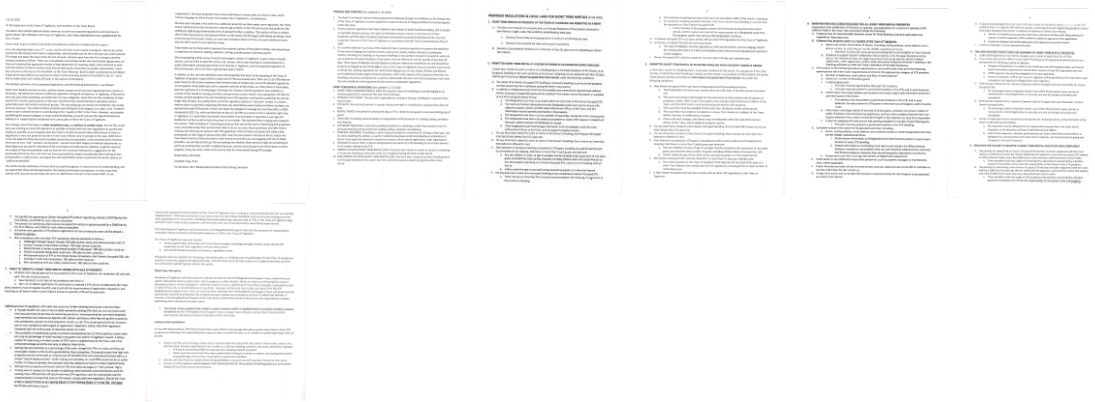
Review of edits and remaining points for discussion raised by Commission Members or Consultant, Ted Fink, continued to be the focus of both December meetings.

The Commission expects to complete this review in January 2021.

All meetings are being held via Zoom from 4:00 to 6:00 P.M. and the public is welcome to request a zoom link by emailing joyce.thompson721@gmail.com before noon on the day of the meeting.

✚ **STR Sub-Committee:** Board Member Elizabeth Craig, Chair, the following reports were submitted at the December 2020 meeting Board Member Elizabeth Craig, Chair of the STR Sub -Committee ask the Town Board members to review the information and send her any feed back for the January 11, 2021 meeting.

Report on STR Subcommittee meetings November 2020; submitted 12.10.2020



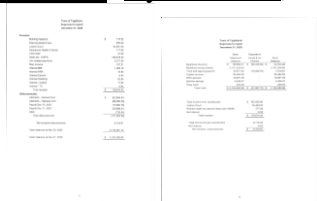
- ❖ **Board Member Linda Swartz:** great work very thought thru.
- ❖ **Board Member Kara Gilmore:** heading in the right direction, the committee has done a ton of work it all looks good to me. Do you want to hear what we feel there is an issue with?
- ❖ **Board Member Elizabeth Craig:** yes
- ❖ **Board Member Kara Gilmore:** as a resident who has been through the process of an application with the ZBA; the 1 mile notification of neighbors vs. the 1,000 feet the ZBA and PB require, I feel 1 mile is excess. Having to notify neighbors within 1,000 feet was very expensive. To keep all requirements equal for all applications I feel 1,000 feet is adequate.
- ❖ **Board Member Elizabeth Craig:** I appreciate Kara's comments and concerns, the committee is meeting tomorrow night at 7 pm via Zoom and we will discuss this further.

Office for the Aging: Joyce Thompson, no meeting to report.

Board Member Joyce Thompson shared information she received from the Office for the Aging as follows: COVID VACCINE UPDATE: There are further developments in this area so it might be a good idea to make a note in the minutes that this information is updated very frequently and the best policy is to check the County Health Department website <https://www.columbiacountynyhealth.com> for them regularly. The rollout from the federal level is currently insufficient to meet the local needs.

Clerk/Collector: Cheryl Rogers, reports were submitted to the Board.

Supervisor: Ryan Skoda, report submitted as attached.



Highway: George Hotaling, report submitted by Acting Highway Superintendent Michael Conn as attached:



Board Member Kara Gilmore: the tow bill for \$750 can we check to see if this is covered under the insurance road side assistance coverage?

Clerk Rogers: yes

Truck bids for a Pickup: **Supervisor Ryan Skoda:** The pickup truck for the Highway Superintendent the transmission went and needs to be replaced. I gave Acting Highway Superintendent Conn permission to have the transmission replaced; with it replaced the resale auction value \$12,000 to \$15,000. I also asked him to get bids for a new replacement which are as follows:



- ❖ **Board Member Joyce Thompson:** we also have truck #7 which is costing a lot of money in repairs, we should be looking to replace that as well and we need a tractor.
- ❖ **The Board** all agreed to table, would like bids for a dump truck to replace Truck #7.

Advisory Board reports:

Financial Advisory Committee Report: **Board Member Joyce Thompson** report submitted as follows:

The Financial Advisory Committee is meeting on January 14, 2021 to audit the December financial reports. We do need to approve Budget Amendment #7 as follows: End of Year adjustments: Personal Service often is short pennies due to rounding. Heavy snow in December required more hours than budgeted.

Budget Amendment #7:

11-Jan-21	2020 Budget Amendment #7	Increase	Decrease
GENERAL FUND			
Justice Clerk	A1110.13	\$1,321.25	
Bookkeeper Pers. Svc.	A1340.10	\$52.50	
Assessor Pers. Svc.	A1355.10	\$0.08	
Town Clerk Pers. Svc.	A1410.10	\$0.04	
Animal Control Pers. Svc.	A3510.10	\$0.08	
CEO/ZEO Pers. Svc.	A3620.10	\$33.50	
Highway Super. Per. Svc.	A5010.10.	\$0.12	
Contingency	A1990.40		\$1,407.57
		\$1,407.57	\$1,407.57
HIGHWAY FUND			
Snow Removal Pers. Svc.	DA5142.1	\$4,400.00	
Healthcare	DA9060.8	\$496.15	
Snow Removal	DA5142.4		\$4,896.15

Contractual

\$4,896.15

\$4,896.15

Board Member Elizabeth Craig motioned to approve Budget Amendment #7 as presented, seconded by *Board Member Kara Gilmore* as follows:

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
0 Nays
0 Absent

Transfer from HRA Med. Account to Money Market Account: Clerk Rogers the HRA Med Account balance as of December 1, 2020 was \$12,207.95 which is the remaining unused HRA for the Health HRA insurance year December 1, 2019 to November 30, 2020. I am suggesting this remaining balance be transferred back into the Money Market Account which will leave \$6,600.00 for the Health HRA insurance year December 1, 2020 to November 30, 2021.

Board Member Joyce Thompson motioned to transfer \$12,207.95 from the HRA Med Account to the Money Market Account to clean up the remaining unused balance for the Health HRA year December 1, 2019 to November 30, 2020, seconded by *Board Member Linda Swartz*.

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
0 Nays
0 Absent

TGazette Newsletter Advisory Committee: *Nadja Palenzuela* no report submitted

Conservation Advisory Committee: *Tony LaSalvia* no meeting to report:

Although the CAC has not met this month, Larry, Anna and I met with the Taghkanic Creek Watershed Committee for the first time. At this meeting we met the other participants in a Zoom meeting. We did not do any of the work on the plan itself but will be meeting on Jan 27 to set up goals and strategies. We will be meeting on the fourth Wednesday of the month for the months leading into summer.

Broadband Advisory Committee: *Arthur McGuire*, no report submitted.

Susan Raymond: announced that the Taghkanic Broadband Advisory Committee has had an editorial published in the Columbia Paper “Taghkanic offers ways to cut broadband costs and one published in the Register Star “Broadband guide for families who may need financial help.

Nancy Rutter: I would like to thank the Town Board Members for providing the Advisory Committee money to be able to publish “The Guide to Broadband Financial Help”. I would also like to thank Joyce for making the copies.

Old Business:

1. County Route 15 Complaint: *Supervisor Ryan Skoda*: Attorney Howard, with Governor Cuomo’s new Executive Order he has locked the door and thrown away the key on any and all evictions until May 1, 2021. *Supervisor Ryan Skoda*: I will keep John Thompson in the loop.

2. **Highway Facility:** *Supervisor Ryan Skoda:* I have been unable to reach Ray Jurkowski nothing new to report, still on hold waiting for DEC's decision on the proposed Soil Management Plan submitted months ago.
3. **Culvert Inventory:** *Board Member Joyce Thompson:* presentation from Kelsey Jean West (Cornell), Jo-Anne Humphreys (Trout Unlimited), Audrey Kropp (Cornell) and Tracy Brown (Trout Unlimited) has been postponed till next month February 8, 2021.
4. **LOSAP Audit RFP:** Clerk Rogers, we received two Proposals from the following:

✚ Justin B. Wood C.P.A., Nugent & Haeussler, P.C

✚ Emily Silengo, CPA Supervisor Teal, Becker & Chiamonte CPAs PC

Board Member Elizabeth Craig motioned to appoint Justin B. Wood C.P.A., Nugent & Haeussler, P.C to perform the audit for the Town of Taghkanic FPD #2 LOSAP financial statements for the fiscal year ending December 31, 2019, seconded *Board Member Joyce Thompson.*

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

5. **Police Reinvention Program - Progress Report:** *Supervisor Rya Skoda:* at the December 30th Special Board of Supervisors meeting a resolution was approved for the Sheriffs office and Columbia County to enter into a (5) five-year agreement to the purchase of Body Worn Cameras and related equipment/storage. To watch recordings or read transcripts of what has been presented to date, go to <https://sites.google.com/columbiacountyny.com/police-reform-panel>.

6. **NYS Public Employer Mandatory Health Emergency Plan:** *Board Member Elizabeth Craig:* I am 99.9% percent done

New Business:

- A. **March 2021 Calendar:** *Board Member Linda Swartz* moved to accept the March 2021 calendar as presented, seconded by *Board Member Elizabeth Craig.*

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

- B. **2021 EMP Plan:** Clerk Rogers all information has been updated for approval. *Board Member Elizabeth Craig* motioned to approve the 2021 EMP Plan as presented, seconded by *Board Member Linda Swartz.*

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

- C. **2021 Resolutions:** *Board Member Linda Swartz* motioned to approve the following Resolutions with suggested changes, seconded by *Board Member Elizabeth Craig.*

1. **Medicare Supplement Health Insurance Benefit:** no changes
2. **Rules of Order:** no changes
3. **Procurement Policy:** no changes
4. **Town of Taghkanic Work Place Violence Policy:** no changes
5. **Code of Ethics:** no changes
6. **Investment Policy:** *Change Bank Name to Community Bank*

Cash Disbursement Procedures and Electronic Banking Resolutions are tabled till next month

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

- D. Local Law 1-2021 Abolishing the Elective Office of Town Highway Superintendent and creating the Appointive Office of Town Highway Superintendent:** *Board Member Kara Gilmore* motioned to approve Local Law #1 – 2021, seconded by *Board Member Joyce Thompson*.

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

- E. Resolution 7-2021 Real Property Tax Law, Senior citizen & Disabled Exemptions:** *Board Member Linda Swartz* motioned to approve Resolution 7-2021, seconded by *Board Member Joyce Thompson*

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

- F. Resolution 8-2021 Retention and Disposition Schedule for New York Local Government Records, LGS-1:** *Board Member Joyce Thompson* motioned to approve Resolution 8-2021, seconded by *Board Member Kara Gilmore*.

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

- G. Kronos wages for PB & ZBA Clerk, Bookkeeper, and Website personal:** *Clerk Rogers* working with the new procedures for the Kronos Time Clock is very frustrating to say the least, with that said our PB/ZBA Clerk, Bookkeeper, and Website are one in the same person who receives two different pay rates. I am suggesting that her hourly rate for all should be the same (PB/ZBA Clerk is \$15.00 plus \$50.00 a meeting and Bookkeeper/Website is \$17.85 an hour) this would help with some of my frustration.

Board Member Joyce Thompson motioned to approve the change of the hourly rate for the PB/ZBA, Bookkeeper and Website, to all being \$17.85 an hour with the PB/ZBA Clerk \$50.00 a meeting seconded by *Board Member Kara Gilmore*.

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

H. Setting a date to Audit CFO, Clerk, Collector and Justices books: *Board Member Joyce Thompson* motioned January 14, 2021 at 12:30 with Kare Gilmore and Joyce Thompson being at Town Hall and All other Board Members via Zoom to audit the CFO, Clerk, Collectors and Justices' books, seconded by **Board Member Kara Gilmore.**

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

The bills were audited and approved for payment as follows:

✦ **January 11, 2021 2020 Payables Abstract:** on a motion by *Board Member Linda Swartz*, was approved for payment, seconded by *Board Member Elizabeth Craig.*

2020 General Fund Vouchers	#	419	-	434	\$	12,632.48
2020 Highway Fund Vouchers	#	201	-	205	\$	1,735.80
2020 Hwy Project Fund vouchers	#		-		\$	

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

✦ **January 11, 2021 Abstract:** on a motion by *Board Member Linda Swartz*, was approved for payment, seconded by *Board Member Elizabeth Craig.*

2020 General Fund Vouchers	#	1	-	23	\$	34,108.31
2020 Highway Fund Vouchers	#	1	-		\$	11,858.80
2020 Hwy Project Fund vouchers	#		-		\$	

Approved 5 Aye (*Ryan, Elizabeth, Joyce, Kara, Linda*)
 0 Nays
 0 Absent

The following people commented during the fifteen minute public comment: none

Executive Session: none

With no further business, on a motion by *Board Member Elizabeth Craig*, seconded by *Board Member Linda Swartz* the meeting was adjourned at **9:18 pm**, carried unanimously by all members present. The next Regular meeting will be **February 8, 2021** at the Taghkanic Town Hall.

Audience at Town Hall: Arthur Griffith

Audience via Zoom: Larry Kadish Anna Kadish Perry Ascher Nadja Palenzuela
Susan Raymond John Roberts Donay Queenan Nancy Rutter