

Town of DeKalb Board Meeting

At a regular meeting of the Town Board of the Town of DeKalb, St. Lawrence County, New York held on the 15th day of February, 2017, at the Town Hall, DeKalb Junction NY, there were present:

John Frary	Supervisor	Harold Lowery	Councilman
Michael Livingston	Councilman	Rae Ann Davis	Councilwoman
Jody Hamilton	Highway Superintendent	Ed Newcombe	Councilman
Barbara Creazzo	Town Clerk	Wanda Law	Deputy Clerk
Charles Nash	Attorney		

Supervisor Frary called the meeting to order at 7:00 pm

Members of the community: Larry Denesha, St. Lawrence County Legislator

Harold Lowery moved that the minutes of the Organizational meeting of the Town Board, held on the 4th day of January, 2017 as submitted by the Town Clerk be and hereby are approved. Seconded by Ed Newcombe and adopted unanimously.

Michael Livingston moved that the minutes of the meeting of the Town board held on the 18th day of January, 2017 as submitted by the Town Clerk be and hereby are approved. Seconded by Rae Ann Davis and adopted unanimously.

Public Forum:

Larry Denesha

-The County has had several unreconciled accounts, an outside accounting firm was hired to complete the reconciled accounts, in doing so, 1.2 million dollars in funds has been accounted for.

-Resolution was recently passed for an additional \$20,000 for college tuition. The vote was 12 yes and 3 no.

-The Ceremonial Tree Tapping was recently held at Cooperative Extension.

-An offer has been made to an individual for the position of Risk Manager for the County.

Hopefully, the candidate will accept and be starting soon.

-Mr. Denesha, along with Don Chambers, recently met with Kenneth Blankenbush, to discuss Highway Department's wish list for the upcoming year. Later in the week, they will be meeting with Addie Jenne to discuss plans as well.

-Passed resolution to authorize hiring for the Chief Assistant DA, as well as, filling two empty Assistant DA positions.

-Properties with environmental issues; hoping to be signing agreements soon to have the State complete environmental cleaning of the sites. There are 4 properties being looked at in the County that the taxes are in arrears and have been for some time. There are 2 properties in Massena, 1 in Gouverneur and 1 in Morristown. The County has not taken possession due to the expense of the environmental clean-up. Once the clean-ups are completed, the County will be able to sell them and keep 50% of the revenue from the sales, as well as, return the properties to the tax roll.

-The J&L site, in the Town of Clifton, has received another \$500,000 from Restore New York for further clean-up of the site.

-The County Clerk's office will be accepting credit/debit card payments at the office for various fees paid to the County.

-As of April 16th, the New York State Troopers will no longer be dispatching out of the Safety Building in Canton. They will continue to maintain offices, but will not be dispatching, as this will now be done through Clinton County, as part of the sharing of services initiative for New York State.

-The County's Finance Committee will be presenting a resolution March 6th, to recognize the Harold Lowery Family, for the Century Farm Award. A congratulations to the Lowery Family, as it's quite an honor to be working a family farm for such a long time.

-Steve Button, the attorney for the County will be attending the upcoming St. Lawrence County Town Supervisor's meeting, on February 28th at Sergis in Potsdam.

Financials:

A motion was made by Rae Ann Davis and seconded by Ed Newcombe to accept the Justice Clerk Audit as presented. Carried 5 Ayes

A motion was made by Michael Livingston and seconded by Harold Lowery to accept the Town Clerk Audit for Taxes and Clerk's accounts as presented. Carried 5 Ayes

-Board members were presented with a copy of the Profit & Loss Budget vs. Actual for the month of January 2017. There were no questions or concerns as they reviewed it.

Clerk Report:

- A total of \$394.70 in fees was collected by the Clerk for the month of January. NYS DEC received \$59.53, Ag & Market received \$52.00; therefore, the Town received \$283.17.
- The Water District received \$4,512.91 and the Sewer District Received \$4,623.08.
- Taxes collected for January totaled \$958,629.33. Two checks of \$300,000 each were written to the Supervisor. A balance of \$62,663.46 will be paid to the Supervisor in February.
- The Deputy Clerk worked a total of 34.5 hours for January.
- All required Oaths of Office for 2017 year have been completed.

Review of 2016 year-end report was presented to the Board

A motion was made by Harold Lowery and seconded by Michael Livingston to accept the report from the Clerk. Carried 5 Ayes

Water/Sewer:

Water report; a total of 580,600 gallons of water were metered in the month of January, with an average daily flow of 18,729 gallons. A total of 4 gallons of sodium hypochlorite were used in the treatment of the water produced. Daily visual inspections of the water plant were completed, as well as, random distribution samples were taken and submitted for testing. All results were satisfactory.

Sewer report; a total of 964,000 gallons of wastewater were treated during the month of January with an average daily flow of 31,097 gallons. There were no SPDES permit violations. Daily operations tests and visual inspections of the plant and lift station were completed. Weekly and monthly inspections of blowers, pumps, and process equipment were also completed.

There were not chargeable events performed for this billing period for either the Water or Sewer plants.

Assessor Report:

No formal report; however, Supervisor Frary, did receive an email from Mr. Ball, updating him on a meeting that was recently held by Assessor to discuss STAR and Veterans exemptions. Mr. Ball will keep the Board abreast as information becomes available.

Code Enforcement Report: No report for this month.

Highway Department Report:

From 01-19-17 to 02-15-17

- Plowed and sanded 18 rounds plus 4 spot rounds.
- Replaced rear bearing on truck #9 and replaced rear spring on truck #6; both were done in-house, saving approximately \$1,000 in labor cost.
- Replaced hydraulic hose on truck #7.
- Replaced cutting edges on truck #3, #7 and #8.
- Replaced air hose and slack adjuster on truck #6.
- Cut a tree down on town property on Gibbon Street.
- An employee has received an injury and all necessary notifications have been made within the required time frame.

Communications:

-St. Henry update – need to have hazardous material testing completed for possible asbestos abatement. A quote of \$3,335.00 has been received from Adirondack Operations.

Rae Ann Davis motioned to accept the quote for hazardous material, seconded by Michael Livingston. Carried 5 Ayes

-Supervisor Frary shared a recent energy report from Anka.

-Supervisor Frary also shared some basic information he has received from UBMax Systems which provides software for water and sewer billing. He would like the Clerk to review the information, as well as have the opportunity to ask questions regarding the software. A good feature of UBMax is it is able to provide service to a small municipality.

Harold Lowery, motioned for Supervisor Frary, and Clerk Creazzo, to continue exploring UBMax Systems for information, and if found to be what we need; then proceed with purchasing the program, seconded by Rae Ann Davis. Carried 5 Ayes

-Supervisor Frary read Historian, Bryan Thompson's, Annual Report. Highlights of the report include:

-Listings of presentations to local schools, including St. Lawrence University, which he presented a SOAR class on the Civil War Letters of John Whippel. He also gave presentations to the local AARP and Canton ZONTA Club on Helen Hinsdale Rich.

-Arranged for the scanning, duplication, and publishing on the town Historian's Web page of the 1917 Militia roster for the Town of DeKalb. Other items added to the Website include indexes of the 1879 Richville Baptist Church Membership Roster, the Enrollment for Those Liable for Military Service in the town for 1862, as well as, 3 Volumes of DeKalb Chattel Mortgages.

-While regular office hours are kept, Mr. Thompson writes, "The website continues to be the way most people contact the Town Historian's Office".

-Mr. Thompson, with the assistance of Linda Batt, edited "A De Kalb Historical Reader", a history of the Town, consisting of articles that have previously been published in the *Williamstown Gazette*. The book was self-published for the DeKalb Historical Society. This was Mr. Thompson's first experience with E publishing and he reports, "it was quite a learning experience". It is noted, the expectation was that it might take 4 or 5 years of book sales to pay for the publication. To date, all cost of the publishing has been paid. Moving forward, sales will now be realized as profit to the DeKalb Historical Society.

-Mr. Thompson looks forward to serving the Town in 2017.

Supervisor Frary notes the Town of DeKalb, is very fortunate to have Bryan who does an outstanding job as historian.

-Supervisor Frary shared with the Board, information from *Assessor's Manual, Volume 4, Exemption Administration*, Part 1. This pertains to Solar Energy and exemptions.

-Supervisor Frary also shared with the Board, the DeKalb-Hermon Senior Citizens financial Report for 2016.

-Supervisor Frary has received copies of the contract between Gouverneur Volunteer Rescue Squad, INC. and the Town of DeKalb for 2017 Ambulance Services. All copies will be signed, notarized, and two will be returned to the squad, as payment was approved during an earlier meeting.

NYS Comptroller Audit:

Members of the Board were given copies of the Town of DeKalb Financial Management Report of Examination for the Period Covered: January 1, 2015 – June 30, 2016. They also received a copy of Supervisor Frary's written response and reviewed, as well as made comments to the reports. Supervisor Frary will make changes as suggested and remit to the Comptroller's Office for review.

A motion was made by Harold Lowery and seconded by Ed Newcombe to approve payment of the bills as entered on Abstract # 2-2017 Carried 5 Ayes

A motion was made by Michael Livingston and seconded by Rae Ann Davis to adjourn.
Carried 5 Ayes

Meeting adjourned at 9:47 PM

Respectfully submitted by
Barbara A. Creazzo
Town Clerk

Actions

1. Provide a copy of the Solar information packet for Ed Newcombe. **Completed 02/23/17**
2. Supervisor to sign and have notarized, 3 copies of the Gouverneur Rescue Squad contract and return two copies. **Completed 02/16/17**
3. Supervisor to amend audit response and send to Comptroller.