

The Regular Meeting of The Town of Scriba Board was called to order by Supervisor Robert Ramsey who opened with the Pledge of Allegiance followed by the roll call:

Supervisor Robert Ramsey	(P)	Councilor Kelly Lagoe	(P)
Deputy Supervisor James Sheldon	(P)	Councilor Joe Pasco	(P)
Councilor Brad Kennedy	(P)		

Others Attending the Meeting:

Kevin Caraccioli- Town Attorney
Peggy Michael-SACC/Recreation
Scott Shafer-DCO/Highway
Steve Gosselin-Planning Board Chairman
Residents-8

Jan Davison-Cemetery Superintendent
Michael Barry-Highway Superintendent
Jody Gigon-Water & Facilities

Resolution #18-178

Minutes- Motion made by Councilor Lagoe for a resolution to accept the Minutes from the previous meeting held on October 17, 2018. Seconded by Councilor Kennedy.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried /No Discussion	

Resolution #18-179

Report- Motion made by Councilor Sheldon for a resolution to accept the monthly reports which were received from the Town Supervisor, Town Clerk, Town Justice, Planning board, Building Inspector, Deputy Building Inspector, Dog Control Officer, Recreation, Water, Buildings & Grounds, seconded by Councilor Pasco.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried/No Discussion	

Correspondence- None

Announcements- The Scriba Volunteer Fire Department gave us a check in the amount of \$9,246.00 for their share towards repair costs affiliated with the gas tank replacement.

Open Meeting-

Steve Scott - 37 Carson Drive. Expressed concern with no sidewalks being in the plan for Champlain Commons. Questioned if there would possibly be a grant available from the State to help with the expense.

Tom Weigand - 41 Carson Drive. After reviewing the Grant Application for Champlain Commons he is concerned with a classification stated as Severe Mental Illness. He is concerned with safety in regards to this classification. He feels the description is vague. Therefore, he has asked OCO for a detailed description. He would like someone on duty 24/7 and a fence to separate the properties. He would also like a board member from the Town Board, Planning Board or the OCO to visit him at his house so that he can express his concerns and have questions answered.

Resolution #18-180

Agenda Item #1-Highway - Motion made by Councilor Kennedy for a resolution authorizing Town Clerk Rebecca A. Lavery to advertise for bids for gravel, cutting edges, grader blades, snowplow shoes, corrugated pipe and pipe arches. Bids are to be opened February 5th, 2019 at 10:00am at the Municipal Building. Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried/No Discussion	

Resolution #18- 181

Agenda item #2-Water - Motion made by Councilor Lagoe for a resolution authorizing a water rate increase of 5% as recommended by Jody Gigon, Director of Water & Facilities, for the Towns of Scriba, New Haven and Volney to cover the cost of O&M effective January 1, 2019. Rate increase of 3% was done last June or July. Seconded by Councilor Pasco.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried	

Resolution #18-182

Agenda item #3-Water - Motion made by Councilor Kennedy for a resolution acknowledging Thomas Schrader's completion of his 6 month probationary period as Water Maintenance Worker and based upon Jody Gigon's recommendation, he be considered full-time, permanent. Jody Gigon added Tom has been a valuable employee and expects he continue to be an asset. Seconded by Councilor Lagoe.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried	

Resolution #18-183

Agenda item #4-Fiscal - Motion made by Councilor Sheldon for a resolution authorizing the budget modification from the Highway, General and Water district unappropriated fund balances for costs associated with the replacement of the gas tank. Seconded by Councilor Kennedy.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried/ No Discussion	

Resolution #18-184

Agenda item #5-Water - Motion made by Councilor Lagoe for a resolution authorizing Jody Gigon to adjust the hours of operation with the seasons in the Water & Facilities Department. This has never been done before. Jody explains two employees will alternate Mon-Thurs, Tues- Fri from 6am to 4pm. The water employee will work 7-3:30 Mon-Fri. Seconded by Councilor Pasco.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried/No Discussion	

Resolution #18- 185

Agenda item #6-Water - Motion made by Councilor Kennedy for a resolution authorizing Jody Gigon to adjust the Scriba Sewer customers from the current sewer rate schedule to a flat rate schedule of \$173.00 per unit to begin January 1, 2019. This rate is based on the proposed contracted rate of \$425,000 with the City of Oswego. Seconded by Councilor Pasco.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried	

Resolution #18- 186

Agenda item #7- - Motion made by Councilor Kennedy for a resolution authorizing the Supervisor to sign a "No Objections Letter" from the Mexico Trail Riders Snowmobile Club for the purpose of riding on their trails that are located on Niagara Mohawk's land (Doing business as National Grid) within the Town of Scriba. The Club sends this letter out every year asking if their members can cross our lands but leaves us with no obligation concerning liability. Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried/No Discussion	

Resolution #18- 187

Agenda item #8-Sewer - Motion made by Councilor Lagoe for a resolution authorizing Jody Gigon to add a .32¢ per thousand gallons sewer rate increase for Novelis to begin January 1, 2019. The rate has not been increased since 2005. This increase would bring the price up to .82¢ per thousand gallons and help cover the current price, the price of material and our O&M fees for maintenance. Councilor Lagoe expressed concern with this increase being enough. Jody stated it is a starting point and will reassess at year end. Councilor Pasco questioned Jody on how he came up with 82¢. Jody stated it is a starting point and will look at it again at the end of the year. Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried	

Resolution #18-188

Agenda item #9-water - Motion made by Councilor Lagoe for a resolution authorizing Jody Gigon to purchase 120 Master Meters at the estimated cost of \$27,900.00 with the funds to be paid from the Consolidated Water District 2019 budget. Jody explained he would like to stay with Master Meter to standardize the meters with the three towns. Supervisor Ramsey questioned if the customers are being charged for the Meters. As the Meter upgrades commence customers will be getting charged for the 20 year meters. Seconded by Councilor Kennedy.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried	

Resolution #18- 189

Agenda item #10- - Motion made by Councilor Lagoe for a resolution to adopt a Sexual Harassment Policy for the Town of Scriba. The primary change is that a committee be formed (comprised of three members) to address the complaints of Sexual Harassment. NYMR has suggested that the committee members be designated by the Town Supervisor, Highway Superintendent and Director of Water and Facilities, One each. Town Attorney Kevin Caraccioli explains. Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried	

Resolution #18- 190

Agenda item #11-Water - Motion made by Councilor Kennedy for a resolution authorizing Supervisor Ramsey to sign the application for merchant card processing in order for the Water Department to be able to accept credit card payments. Councilor Lagoe questioned who gets the money from the fee of using the card. Jody answered the processing company does. Seconded by Councilor Pasco.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried	

Resolution #18-191

Agenda Item #12 -Fiscal - Motion made by Councilor Sheldon to correct the Abstract 11 bill amount form \$649,498.82 to \$629,548.82 and pay the bills as presented for Abstract 12 in the amount of \$262,885.19, Seconded by Councilor Pasco.

General (A) # 563-613	\$99,700.80
Technology Fund (HT1) #	\$ 0.00
Highway Fund (DA) #244-270	\$ 124,707.49
Water, Sewer & Lighting (SW, SS, SL) #305-330	\$35,250.95
Trust & Agency (TA) #71-74	\$3,225.95

Total:		\$ 262,885.19	
Councilor Pasco	Aye	Councilor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried/No Discussion	

Resolution #18- 192

Agenda item #13-Executive Session - Motion made by Councilor Kennedy for a resolution to move into executive session for the purpose of discussions regarding proposed, pending or current litigation in accordance with NYS Public Officers Law Section 105(1)(d). Seconded by Councilor Lagoe.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried 6:30pm	

Resolution #18- 193

Executive Session - Motion made by Councilor Lagoe for a resolution to move out of executive session.
Seconded by Councilor Kennedy.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried 7:25pm	

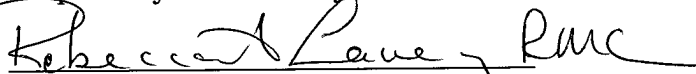
Resolution #18-194

Adjourn - With nothing more to discuss a motion was made by Councilor Kennedy to recess the meeting to January 3rd, 2019 at 5:00pm for the 2018 Year End Meeting and the 2019 Organizational Meeting. Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye	Supervisor Ramsey	Aye
Councilor Kennedy	Aye	Carried 7:25pm	

Adjourned @ 7:25pm

Respectfully Submitted by:



Rebecca A. Lavery / RMC, Town Clerk

Date: 1.3.19

Resolution No. 18-183

January 3rd, 2018

**RESOLUTION AUTHORIZING BUDGET MODIFICATION FROM HIGHWAY,
GENERAL AND WATER DISTRICTS UNAPPROPRIATED FUND BALANCES
FOR COSTS ASSOCIATED WITH REPLACEMENT OF GAS TANK**

By Robert Ramsey Supervisor:

WHEREAS, the Town of Scriba desires to replace a leaky gas tank at the Scriba fuel island, and

WHEREAS, there exists sufficient funds in the Highway, General and Water Districts unappropriated fund balances,

NOW, on recommendation of the Scriba Town Board, be it

RESOLVED, that the Scriba Town Supervisor is hereby authorized to execute a budgetary adjustment to transfer funds per attached budget modification to replace said leaky gas tank from highway, general and water districts unappropriated fund balances.

ROLL CALL

YES: 5 NO: 0 ABSENT: 0

BUDGET MODIFICATION REQUEST

FROM

TO

ACCOUNT NUMBER			ACCOUNT NUMBER			REASON FOR REQUEST	DOLLAR AMOUNT
Fund	Dept.	Sub.	Fund	Dept	Sub.		
DA	599					Unappropriated Fund Balance-Highway	-\$16,963.00
DA	5031					Interfund Transfer from Genral and Water Districts	-\$5,655.00
			DA	5130	2	Highway Equipment	\$22,618.00
A	599					Unappropriated Fund Balance-General	-\$1,583.00
			A	9901	9	Interfund Transfer to Highway	\$1,583.00
SW	599					Unappropriated Fund Balance-Water Districts	-\$4,072.00
			SW	9901	9	Interfund Transfer to Highway(see attached for water breakdown)	\$4,072.00

BOARD SIGNATURES

DATE

[Signature] 12/19/18

[Signature] 12/19/18

[Signature] 12/19/18

[Signature] 12/19/2018

[Signature] 12/19/18

Town of Scriba Water District Split		
Percentage	District	Amount
13.000%	SW-1	\$529
3.000%	SW-2	\$122
16.000%	SW-3	\$652
9.000%	SW-4	\$366
25.500%	SW-5	\$1,038
0.000%	SW-6	\$0
0.000%	SW-7	\$0
0.500%	SW-8	\$20
0.500%	SW-9	\$20
0.000%	SW-10	\$0
3.000%	SW-40	\$122
2.000%	SW-41	\$82
0.000%	SW-42	\$0
0.500%	SW-43	\$20
0.000%	SW-44	\$0
1.500%	SW-45	\$61
1.000%	SW-46	\$41
0.000%	SW-47	\$0
0.500%	SW-51	\$20
0.000%	SW-52	\$0
19.000%	SW-53	\$774
2.000%	SW-54	\$82
1.000%	SW-55	\$41
2.000%	SW-56	\$82
<u>100.000%</u>		<u>\$4,072</u>