



Knox Town Board Minutes

February 18, 2020

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The meeting was called to order by Supervisor Lefkaditis followed by the Pledge of Allegiance.

Present on this date:

- Supervisor Lefkaditis
- Councilman Pritchard
- Councilman Saddlemire
- Highway Superintendent Schanz
- Councilman Cyr
- Councilwoman Springer

Not present on this date:

- Town Clerk Traci Schanz
- Attorney Javid Afzali

RESOLUTION 049-2020 - A motion was made by Councilman Pritchard seconded Supervisor Lefkaditis to suspend the public meeting of 2/18/2020 and reconvene the public hearing on proposed Local Law 2 of 2020 regarding Home Occupation changes to the Knox Zoning Ordinance. The motion carried unanimously.

NO PUBLIC COMMENTS WERE MADE

RESOLVED: to suspend the public meeting of 2/18/2020 and reconvene the public hearing on proposed Local Law 2 of 2020 regarding Home Occupation changes to the Knox Zoning Ordinance.

RESOLUTION 050-2020 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to adjourn the public hearing on proposed Local Law 2 of 2020 and reconvene the public meeting of 2/28/2020. This motion carried unanimously.

RESOLVED: to adjourn the public hearing on proposed Local Law 2 of 2020 and reconvene the public meeting of 2/28/2020.

Public Comment

Brigid McAulliffe – 1641 Berne Altamont Road – Commented on transparent government, 3-minute rule, agendas posted in timely fashion, purchase of a skating rink, highway workers working on the rink, referendum for 4 year terms, the character of the Board, lack of concern by the Board, concerned residents speaking at meetings.

Laura Murphy – 1472 Bozenkill Road – questioned how to get resident questions answered if not answered at Board meetings. She was informed she could email the Board at any time.

Ed Ackroyd – Helderberg Trail – announced applications being accepted for Hometown Hero Program, commented on posting it on Knox website and in the Enterprise.

Amy Pokorny – Beebe Road – asked if she should comment now or later on the energy grant. She was informed she would be involved in the conversation later on in the agenda.

Sean McAuliffe – 1641 Berne Altamont Road – commented on ACPB and how nothing is posted on website, FOIL link doesn't work on website. He was informed he could email the Clerk.

Consent Agenda:

RESOLUTION 051-2020 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to accept the meeting minutes as presented for the January 14, 2020 Board Meeting. This motion carried unanimously.

RESOLVED: to accept the meeting minutes as presented for the January 14, 2020 Board Meeting.

Presentations:

CEC Grant Committee – Amy Pokorny spoke regarding how the committee met on February 4th to get organized with the next required steps of the Grant. The energy audit options were reviewed, and two options were agreed on. One was to explore the option to build a solar array on the old landfill property, the other, to replace the old lights at the ball field with LED's. Supervisor Lefkaditis stated he reached out to two State contracted solar who provided rough estimates and drawings. The committee will meet again on 2/21/20 at 11:00. Mrs. Pokorny also stated the first invoice was submitted for \$1,650.00 and the payment should be coming soon. Supervisor Lefkaditis stated the proposals received were on the back side of the ball field, routes 146 and 156, Street Road. The Town is limited to what it can do, due to single phase power. He also stated he received several estimates for the light at the ball field.

Park Committee – A final decision needs to be made on a location. The committee will be reaching out to local engineers who are willing to work and stamp the plans for free. The next step after this will be begin the grant writing process. The next committee date will be decided via email.

Highway/Transfer Station:

Highway Superintendent Schanz reports that a truck needs to be replaced. It is approximately 14 years old, and he doesn't believe it is worth the money being spent to have Cummins replace the motor. An engine is available from the County for \$1.00 in return for a Shared Agreement between the County and the Town of Knox. Councilman Cyr suggested asking other towns for help with the installation of the engine.

RESOLUTION 052-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilman Pritchard to authorize the Highway Superintendent to purchase a 2021 Western Star 4700 SF 6x4, under the Onondaga County contract #8996 not to exceed \$220,000.00. This motion carried unanimously.

RESOLVED: to authorize the Highway Superintendent to purchase a 2021 Western Star 4700 SF 6x4, under the Onondaga County contract #8996 not to exceed \$220,000.00.

There was a brief discussion regarding the generator at the highway garage and installation of tanks. Long Energy will install tanks purchased by the Town for \$2,600.00.

RESOLUTION 053-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilwoman Springer to authorize the expenditure, not to exceed \$2,600.00 for the installation of three (3) 100-gallon propane tanks and the connectivity to the generator at the Highway garage. This motion carried unanimously.

RESOLVED: to authorize the expenditure, not to exceed \$2,600.00 for the installation of three (3) 100-gallon propane tanks and the connectivity to the generator at the Highway garage.

Old Business:

A discussion was held regarding the changes in the definition of Home Occupation.

Glen Walsh has updated the SDS manuals for the Transfer Station.

The comptroller has completed the preliminary review. The Supervisor reports that he and Cathy sat down with the auditors for the auditory review/recommendations. He stated it has been an absolute pleasure working with the auditors. They have been helpful and polite when answering questions, nice people to work with. He stated he wanted to bring forth oral comments that will not be in the written review. The audit will be of the Clerk's books, but he wanted to point out a few things. He is sharing these of his own free will; prepare an additional monthly report for items paid outside of the voucher system; making policies available at meetings (Cathy is making a binder with policies to have at each meeting); update purchasing and procurement policies; create a voucher policy to include immediate supervisor to sign voucher; reconcile clearing accounts (sometimes difficult to do when account doesn't zero out-he is talking with Cathy to figure out best way to handle this, either accruing it or clearing it out); cash receipt ledgers in triplicate; itemized state contract pricing; have employees maintain and sign timesheets; report leave, (personal, and sick and vacation) to supervisor; tax collector to pay supervisor weekly; IT upgrades (awareness training, complex passwords and disaster recovery).

An update on the job description for proposed FT employee was provided. Approximately 15 hours/week is being spent on the road delivering containers and boxes. Hauling, maintenance on boxes and truck, cleaning up transfer station, coordination with vendors, maintaining receipts of transactions, attending waste/recycling meetings would be some of the responsibilities of this position. Councilman Saddle mire recommends possibly creating 2 positions, one FT at the Transfer Station (recycling coordinator through possible grant money) and the second position would be at the parks, help with plowing in the winter, ball field maintenance, cemeteries, town hall maintenance. This will be added to the March agenda.

New business:

Borrego PILOT -The Town has made money on the PILOT due to errors in the contract. A language dispute in the commencement of the contract resulted in a large first payment. Work is still being done to determine if the Town gets to keep all of the money. This will be moved to March.

Rink purchase – There is an opportunity to purchase a used rink for \$9, 999.00. This would be a back up plan if the community building does not go through. It would also convert 3 basketball courts, roller skating, soccer and other possibilities. It would cost approximately \$45,000.00 to purchase and set up/install.

RESOLUTION 054-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilwoman Springer to purchase a used dasher boards NTE \$9,999.00 to be picked up and delivered by volunteers. A roll call vote was taken:

Councilman Cyr - Nay
Councilwoman Springer – Yea
Councilman Pritchard - Yea
Supervisor Lefkaditis - Yea
Councilman Saddlemire - Yea

This motion carried 4:1.

RESOLVED: to purchase a used dasher boards NTE \$9,999.00 to be picked up and delivered by volunteers.

ZBA and PB training – The PB and ZBA have both completed training

Little league – would like to purchase leftover dirt from the ball field project from approximately a year ago. The initial purchase was for \$67/ton, delivered.

RESOLUTION 055-2020 - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to sell the leftover dirt from the ball field to the Little League for \$67/ton. This motion carried unanimously.

RESOLVED: to sell the leftover dirt from the ball field to the Little League for \$67/ton.

A discussion was held regarding the competitive bidding for the towns propane, heating oil, diesel and kerosene; at a minimum of 1,700 gallons of propane, 3,200 gallons of heating oil and 11,700 gallons diesel/kerosene and to include the usage of the Knox Fire Company and Knox Reformed Church in the bid.

RESOLUTION 056-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilman Cyr to authorize the Supervisor to RFP for propane, heating oil and diesel/kerosene supplies for the Town of Knox. This motion carried unanimously.

RESOLVED: to authorize the Supervisor to RFP for propane, heating oil and diesel/kerosene supplies for the Town of Knox.

LED ball field lights – a discussion was held regarding the lights and mounting hardware. National grid will be digging the holes for free as a shared service.

RESOLUTION 057-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilman Pritchard to authorize the purchase of 12 rugged grade stadium pro series 500 w 40-degree beam LED sports lighting, as well as 6 dual position bull horns for RAD poles and necessary hardware, NTE \$8,700.00 as part of the CEC Grant recommendation # 1. This motion carried unanimously.

RESOLVED: to authorize the purchase of 12 rugged grade stadium pro series 500 w 40-degree beam LED sports lighting, as well as 6 dual position bull horns for RAD poles and necessary hardware, NTE \$8,700.00 as part of the CEC Grant recommendation # 1.

Referendum for 4-year term – The Supervisor recommends 4-year terms for Clerk/Supervisor/Tax Collector /Highway Superintendent due to the huge learning curve of these offices. This does not affect anyone currently running. The Board is interested in pursuing what the process is to include this referendum in November 2020.

Personnel:

Supervisor Lefkaditis has found two Law Firms to possibly replace Attorney Afzali, per his request. Supervisor Lefkaditis will contact each firm and set up in-person interview dates with the Board in executive session.

Assistant Building Inspector training – The Board does not pay for training for Dan Sherman as he receives it as a result of his day job, however Richie Loucks is due to attend training.

RESOLUTION 058-2020 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to authorize the training for Assistant Building Inspector Richard Loucks, NTE \$550.00. This motion carried unanimously.

RESOLVED: to authorize the training for Assistant Building Inspector Richard Loucks, NTE \$550.00

Finance:

NY Class investment program – brought to the Supervisors attention by Attorney Afzali. This is a local government investment pool that allows municipal corporations to pool funds together. The Towns' money would be invested but would be completely liquid. He recommends \$1.2 million be placed into this program with a possible return of approximately \$18,000.00. To clarify the language and get more information this will be placed on the March agenda, possibly with a representative from NY Class to attend the March meeting.

RESOLUTION 059-2020 - A motion was made by Councilman Cyr seconded by Councilwoman Springer to accept the Supervisor and Clerk reports as presented. This motion carried unanimously.

RESOLVED: to accept the Supervisor and Clerk reports as presented.

RESOLUTION 060-2020 - A motion was made by Councilman Pritchard seconded by Councilman Cyr to adjourn the meeting and enter into executive session to discuss litigation and proposed acquisition of real property, not to reconvene into public session. This motion carried unanimously.

RESOLVED: to adjourn the meeting and enter into executive session to discuss litigation and proposed acquisition of real property, not to reconvene into public session.

Respectfully submitted,

Traci Schanz
Knox Town Clerk