



Knox Town Board Minutes

March 21, 2023

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The meeting was called to order at 7:00 pm by Supervisor Pokorny, followed by the Pledge of Allegiance.

Present on this date:

- Supervisor Pokorny
- Councilman Cyr
- Councilman Saddlemire
- Councilwoman Springer
- Councilman Pritchard
- Town Clerk Schanz
- Highway Superintendent Schanz

The Supervisor gave the audience members an opportunity to make statements or ask questions before the Board got started with its business.

Mr. Hemstead stated he knew there were issues at the transfer station, but wondered why the smaller couch boxes were not being used as the current set up is creating a backup of traffic. The Supervisor and Councilman Cyr said they would consider that option and look into it.

RESOLUTION 057-2023 A motion was made by Councilman Pritchard seconded by Councilman Saddlemire to approve the minutes from the February 14, 2023 meeting as presented. This motion carried unanimously.

RESOLVED: to approve the minutes from the February 14, 2023 meeting as presented.

Presentations:

MaryEllen Gillis presented the Board with an updated proposal for the swim program. She and the Supervisor attended a meeting at BKW where the PTA asked if the Town of Knox was going to reinstitute the swim program. MaryEllen then reached out to people who were involved in the swim program 4 years ago, gathered information and now has an updated proposal to the preliminary one that was sent approximately a month ago. Proposal bullet points:

- Cindy Mosby will be the point contact person
- The lessons will be at Camp Lovejoy for the rental fee of \$500.00 (same cost as 4 years ago)

- The Town will be responsible for pay the \$500.00 camp rental fee
- Lifeguard costs have increased to approximately \$18/hour
- Town will be responsible to pay the insurance rider in the approximate amount of \$105.00
- A ream and a half of paper would be needed for MaryEllen to make flyers
- Total cost currently would be approximately \$1,040.00
- HFCO would be responsible for advertising, registration and securing volunteers
- The Town of Knox would be responsible for all costs
- The program would serve a total of 75 students from the towns of Berne, Knox and Westerlo

The Supervisor will check with the booker keeper to see how payments to the camp, lifeguards and insurance company can be made.

Councilwoman Springer voiced her concerns that if the Town is paying for all students, she would like to see Knox residents have first opportunity to register for the program. Supervisor Pokorny responded that the Town of Knox has a most satisfactory agreement with the Town of Berne, particularly Berne has been very helpful with our Transfer Station issue, and if Berne wanted to bill us, we would owe them thousands of dollars, so he believes a little good will would be nice. He stated Randy Bashwinger could not have been nicer when helping us out. Councilwoman Springer stated she understood this point of view, but felt strongly that Knox children should be prioritized. MaryEllen voiced her concerns about the difficulty in determining who was a Knox resident during the registration process. She also stated that the Board could ask other towns to chip in as this was not part of what she agreed to do and is not something HFCO does. Councilman Saddlemire stated the good of this program will out way any concerns over which town the child lives in.

RESOLUTION 058-2023 A motion was made by Councilman Saddlemire seconded by Councilman Pritchard to offer the swim program as presented. This motion carried with a 4:1 vote, with Councilwoman Springer voting nay.

RESOLVED: to offer the swim program as presented.

Old Business

There was a brief discussion regarding the changing of the key lock/fab system at the town hall. Supervisor Pokorny spoke with Alarm and Suppression Inc., who quoted \$990.00 for updated software, loading the software and teaching the Clerk how to use the program. The Clerk asked if the Board would hold off on this decision until another company can give a quote as well. The Board agreed to this. The Supervisor will be traveling and will be out of the country at the time of the next Board meeting. The next meeting (for April) will be pushed back a week until April 18th.

The Building Inspector sent an email to the Board and Clerk regarding the necessary permits and process for the 3 projects the town currently has underway. The following updates were provided.

- Solar project update: not much to say, except Sun Common is responsible for the building permit and the Supervisor will follow up on this.
- Park kitchen update: The Building Inspector is still waiting for stamped plans for the kitchen design. Councilman Cyr is frustrated with the process, as he feels the building has been improved and prior to this there was no ADA compliances in place, but now there must be.

Councilman Cyr will reach out to Nolan Engineering regarding the required plans as well as one other contact. Councilman Cyr will update the Board at the next meeting.

- Transfer station update: Upon fear of something dangerous happening with the current building, the decision was made to shut down the building completely. Boxes were pulled out for people to put their garbage in and the job trailer will be pulled out and electrical hooked up. Per the email from our Building Inspector, none of this can take place until a temporary permit is issued. The Supervisor will contact the Building Inspector ASAP tomorrow morning to start this process and see what is required for the permit. Once things are squared away with the Building Inspector, Richard Grant will be connecting the power. A SEQR will need to be completed for this project. The Supervisor states that Betty Ketchum and Amy Pokorny have worked on a SEQR for this project. The Supervisor spoke with someone from Nolan Engineering regarding the redesign of the project, including moving the compactor 30' closer to the road. Superintendent Schanz suggested to be aware and careful of the power lines that run above. Insight Engineering will also be contacted regarding the redesign.

The toxic waste grant has been completed and submitted.

The AUD for 2020 should be submitted next week.

The hockey rink is still showing interest to the Altamont Fair Committee.

Councilman Cyr was a "wing-man" during this last snow storm with our Highway Department and would like them all to know how much they are appreciated. He appreciated them before, but now, seeing it firsthand has a better understanding of what they do.

Councilwoman Springer asked if there was a rift between the highway dept. and the maintenance and transfer station employees. Superintendent Schanz stated that the garage is always available and has told the transfer station driver and maintenance that they can always use the garage. There was a discussion regarding the air brakes and having a certified air brake mechanic to check them. Superintendent Schanz believes that the garbage truck has not been in his shop in approximately a year for maintenance. This discussion continued regarding clarification of what is required to operate trucks and equipment, who is responsible for checking and maintaining trucks and equipment etc.

New Business

There was a brief discussion regarding the possibility of GPS trackers in all of the town vehicles. The representative from the company will come and discuss the options at the next meeting.

There was a discussion regarding the involvement of the town with a bus monitoring bar safety system and the ability to collect 10% of each case won if our lawyers are involved in the process. The Board still needs more information before further discussing it. Supervisor Pokorny had reached out to the town lawyer but had not heard back prior to the meeting. This will be discussed at a future date.

The Supervisor will send out a link for Harassment Training that is required every year.

It is time to renew the health insurance. The best price offered is a 13% increase for the same plan as previously offered, with an increase in medical, but dental remaining the same. A motion was made by the Supervisor and seconded by Councilman Cyr, but upon further discussion regarding the deductible, what the town pays, what the exact changes are in the plan and to give Superintendent Schanz the

opportunity to review the plan, this motion was tabled. Superintendent Schanz will contact the CDPHP representative and clarify the plan and payments.

The town has been without a Senior Service Coordinator this year. Supervisor Pokorny reached out to Alice Gibbs and she has accepted the position.

RESOLUTION 059-2023 A motion was made by Councilwoman Springer seconded by Councilman Cyr to appoint Alice Gibbs to the Senior Service Coordinator position. This motion carried unanimously.

RESOLVED: to appoint Alice Gibbs to the Senior Service Coordinator position.

There was a discussion regarding the need for an experienced Assessor as Justin Maxwell submitted his resignation effective July 1, 2023. An ad has been placed in the county newsletter for assessors. The Clerk will post the position on the town website. The Supervisor and Councilman Saddlemire will conduct interviews as needed and will ask Tim Fredericks (Grievance Committee Chair) to join them.

There was a discussion regarding the need for Transfer Station attendants. There are three applicants at this time, and they will be interviewed. The discussion continued to include procedures that were not followed when Jake quit the transfer station and transitioned to the highway department. The Supervisor received a text from Jake saying he quit and this information was not shared with the Board. This will now be documented that Jake is now a Highway Department employee and no longer a Transfer Station employee. The decision was made to enter into executive session to discuss the applicants.

Tony Miller, Highway Department employee asked the Board if they knew what the maintenance scheduled was for the transfer station truck. He stated that as a CDL driver the truck is a disgrace and the truck has not been maintained as necessary. He also stated the truck used to be serviced every 200 hours and that this has not been the case in the past year or so.

Councilman Saddlemire, Emergency Preparedness Coordinator, informed the Board that even if the town does not declare a State of Emergency, the town is still eligible to receive funds. At a recent meeting he was asked if the town had a warming hut. The town hall and fire department are not manned for this purpose, nor is there food or bedding supplies. The Rock Road Chapel is a designated shelter. Councilman Saddlemire will check with Pastor Jay to see if Knox residents should/can be directed to the Chapel when and if the need arises.

Councilwoman Springer is the Fair Committee Chair and will have an update at the next meeting.

RESOLUTION 060-2023 A motion was made by Councilman Saddlemire seconded by Councilman Cyr to accept the Supervisor's audit of the Court records. This motion carried.

RESOLVED: to accept the Supervisor's audit of the Court records.

RESOLUTION 061-2023 A motion was made by Councilman Cyr seconded by Councilwoman Springer to approve the Trailer Park Permit applications, having received all necessary information for 2023. This motion carried unanimously.

RESOLVED: to approve Trailer Park Permit applications for 2023.

RESOLUTION 062-2023 - A motion was made by Supervisor Pokorny seconded by Councilman Pritchard to make a payment to Big Top Portables in the amount of \$390.00. This motion carried unanimously.

RESOLVED: to make a payment to Big Top Portables in the amount of \$390.00.

RESOLUTION 063-2023 - A motion was made by Councilman Cyr seconded by Councilwoman Springer to pay Gorman Brothers in the amount of \$9,500.00. This motion carried unanimously.

RESOLVED: to pay Gorman Brothers in the amount of \$9,500.00.

RESOLUTION 064-2023 - A motion was made by Supervisor Pokorny seconded by Councilwoman Springer to make a payment to NYS Retirement, pending bookkeeper review, in the amount of \$30,090.00. This motion carried unanimously.

RESOLVED: to make a payment to NYS Retirement, pending bookkeeper review, in the amount of \$30,090.00.

RESOLUTION 065-2023 - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to authorize the Supervisor to pay the bills from Abstract #003 including voucher #'s 33-57 in the General Account, totaling \$11,856.23 and voucher #'s 58-68 in the Highway Fund, totaling \$126,127.39. This motion carried unanimously.

RESOLVED: to authorize the Supervisor to pay the bills from Abstract #003 including voucher #'s 33-57 in the General Account, totaling \$11,856.23 and voucher #'s 58-68 in the Highway Fund, totaling \$126,127.39.

RESOLUTION 066-2023 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to accept the Clerk's report as presented. This motion carried unanimously.

RESOLVED: to accept the Clerk's report as presented.

RESOLUTION 067-2023 - A motion was made by Councilman Saddlemire seconded by Councilman Pritchard to accept the Supervisor's report in the form of bank statements and spreadsheet of accounts as presented. This motion carried unanimously.

RESOLVED: to accept the Supervisor's report in the form of bank statements and spreadsheet of accounts as presented.

RESOLUTION 068-2023 - A motion was made by Councilman Saddlemire seconded by Supervisor Pokorny to enter into executive session pursuant to POL Article 7 §105(1)d, not to reconvene into public session. This motion carried unanimously.

RESOLVED: to enter into executive session pursuant to POL Article 7 §105(1)d, not to reconvene into public session.

Respectfully submitted,

Traci Schanz

Traci Schanz
Knox Town Clerk