

**TOWN OF HORSEHEADS
TOWN BOARD
January 25, 2023
8:30 A.M.**

The regular monthly meeting of the Town Board of the Town of Horseheads was held on the above date at 8:30 A.M. at the Town Hall, 150 Wygant Road, Horseheads, New York.

Members Present: Donald J. Fischer, Supervisor, Carl R. Lewis, Sr.
Stephen E. Wilber and Donald Zeigler, Councilmen

Members Absent: Gary H. Riopko, Councilman

Others Present: John P. Mustico, Town Attorney; Cathy Wood, Town Clerk; Nathan Nagle, Village of Horseheads Manager; Bill Rapalee, Parks & Recreation; Gretchen DeGlau, Joe Atkinson, residents

Supervisor Fischer called the meeting to order at 8:30 A.M.

Resolution #54 of 2023

RESOLUTION AUTHORIZING 2022 BUDGET TRANSFERS

Resolution by Mr. Zeigler, seconded by Mr. Lewis

BE IT RESOLVED, that the Town Board of the Town of Horseheads hereby authorizes the following budget transfers as submitted:

2022 BUDGET TRANSFERS

	<u>Increase (Dr)</u>	<u>Decrease (Cr)</u>
MUNICIPAL COURT		
Capital Equipment	1,679.89	
Supplies		1,679.89
Contractual	475.96	
Mileage		475.96
New copy machine (JCAP Grant Received)		
AUDITOR		
Contractual	1,000.00	
TOWN SUPERVISOR		
Contractual		1,000.00
Fee increased from prior year		

ASSESSMENT

Contractual	4,462.24	
Equipment Maintenance	1,397.65	
Postage		2,024.59
Travel, Training, Conferences		1,000.00
Overtime		749.05
Subscriptions/Memberships/Dues		1,750.00
Fuel		336.25

Additional commercial appraisal needed for reval and GIS Ortho Flyover

TOWN CLERK

Travel, Training & Conferences	67.58	
Supplies	511.79	
Legals		238.39
Social Security		340.98
Personnel Services	2,929.25	
Contingent Account		2,929.25
Included New PT Clerk, PP1 and 20% PP2 2023		
Contractual	15,633.20	
Contingent Account		15,633.20
New Website		
Equipment Maintenance	1,981.00	
Contingent Account		1,981.00
Microsoft Office Update (6) Computers		

BUILDINGS

Personnel	1,264.80	
Tom N. more hours		
Small Equipment	999.00	
Purchased OWL camera for meetings		
Telephone	329.51	
Several telephones needed to be replaced		
Utilities	869.58	
NYSEG & Direct Energy Charges		
Social Security	96.88	
Janitor Service & Supplies		907.22
Equipment Maintenance		2,652.55
Building Maintenance	4,159.12	
Contingent Account		4,159.12
New door/Counters in Court Room (JCAP Grant Received) and New roof on Animal Shelter		

HIGHWAY ADMINISTRATION

Small Equipment	1,876.32	
No \$ put for small equipment in this acct		

Contractual	194.50	
Champlin Class A Reimbursement		
Equipment Maintenance	1,606.25	
Microsoft Office update, New computer (Deputy), Replaced wifi (Highway)		
Personnel Services		3,677.07

GARAGE

Utilities	3,618.38	
Grounds		3,618.38
NYSEG		

PARKS

Overtime	362.36	
No budget for overtime (Tournaments at HP)		
Telephone	87.00	
Replaced phone at HP		
Supplies	28.81	
Equipment Maintenance	5,417.19	
Micknich Electrical install poles & nets (probably should have been included in Grounds acct)		
Grounds	100,277.84	
Upgrades to BMX Track, Scoreboards, Irrigation System designs, Shed, Sealing of Parking lot, Dugouts, Spraying grass, Netting Fencing--ARPA Funds & Chemung County Grant \$		
Utilities	980.44	
NYSEG		
Janitor Services	118.07	
Fuel	3,388.79	
Social Security	498.01	
Personnel Services		16,180.08
Budget Adjusted from Youth to Parks		
Capital Equipment		11,993.51
Did not purchase Water Wheels or Spigots that had been budgeted		
Travel, Training & Conferences		600.00
Did not use any \$ out of this account		
Contractual		20,763.00
Budget Adjusted from Youth to Parks		
Building Maintenance		7,453.95
\$8k budgeted		
Contingent Account		54,167.97

Youth Programs

Personnel Services	2,199.70	
Keri PP012023 not switched to proper Personnel Acct in New World (Should have gone under Supervisor)		
Contractual		2,199.70
Contractual Account BAL = 32983.26 was budgeted for Youth Court Program		

SAFETY INSPECTION

Supplies	147.17	
Contractual	25,685.04	
Butler Ave house not budgeted for		
Equipment Maintenance	525.34	
Micrsoft Office Update (5)		
Fuel	453.53	
Legals	35.00	
TRAFFIC CONTROL (no longer needed)		4,000.00
This account has been eliminated for 2023 has not been used since prior to 2019		
Personnel Services		11,393.79
Over budgeted for Tom S.		
Small Equipmemnt		240.03
Travel, Training & Conferences		1,350.00
Postage		327.85
Subscriptions, Memberships, Dues		2,460.00
Clothing Allowance		500.00
Social Security		1,061.35
UNALLOCATED INSURANCE		30.00
STREET LIGHTING: Utilities		53.78
ZONING: Travel, Training		100.00
Not used		
ZONING: Contractual		2,150.34
Budgeted for (5) ZBA Members and there were only (4)		
PLANNING: Personnel		1,980.00
Account not used		
PLANNING: Travel, Training		350.00
Account not used		
PLANNING: Contractual		848.94
Only used \$2035.00 of \$4300.00		

ZONING

Legals	34.66	
Will need to take closer look at ZBA PB Legals to see if \$ was put in wrong accts or there are outstanding invoices		
Contractual		34.66

PLANNING

Supplies	46.01	
Only \$ budgeted was for monthly zoom, needed new desk sign and folders		
Contractual		46.01
Legals	15.78	
See Zoning Legals		
Contractual		15.78

EMPLOYEE BENEFITS

State Retirement	4,330.00	
Estimates from NYS were wrong when 2022 Budget was finalized		
Employee Benefits Retirees		4,330.00
Jan 2022 invoice paid in Dec 2021		

DB-HIGHWAY FUND, Outside Village

GEN. REPAIRS: Personnel	56,399.00	
B. Austin comp/vac= \$9,900, Adjusted +Pay (11) employees at \$560 per pay=\$24640, PP012023 + 20% PP0222023 (ARPA)		
GEN. REPAIRS: Signs	17,726.59	
Created acct but no \$ transferred		
GEN. REPAIRS: Seeding Ditches	1,328.81	
Created acct but no \$ transferred		
GEN. REPAIRS: Social Security	1,743.40	
PERM. IMPRV: Small Equipment	119.99	
PERM. IMPRV: Supplies	500.20	
PERM. IMPRV: Fuel	37,788.54	
Increased Fuel Costs (Waiting on check from T&C FD Will cover \$2,681.70)		
PERM. IMPRV: Sluice Pipes	1,571.57	
Should be budgeted in 5110 5435		
PERM IMPRV: Blacktop	51,923.09	
Paving Empire Dr/Valley/Empire Ext		
MACHINERY: Small Equipment	3,293.50	
No budget for Small Equipment Accts		
MACHINERY: Equip. Maint.	64,314.97	
Truck #8 Accident \$19,773.00, New Plow (\$8342) should have been 5201-Capital Equipment, Truck #9 Replaced 8 Tires (\$5700),		
MACHINERY: Unallocated Insurance	3,146.25	
EMP. BENEFITS: State Ret.	13,732.00	
Estimates from NYS were wrong when 2022 Budget was finalized		
EMP. BENEFITS: Medical Ins.	11,084.43	
Jan 2022 in Dec 2021		
GEN. REPAIRS: Overtime		10,425.15
GEN. REPAIRS: Sluice Pipes		18,969.86
GEN. REPAIRS: Coveralls, Cloth.		180.00
GEN REPAIRS: Concrete & Castings		67,234.84
Budgeted for Box Culvert \$70K		
PERM. IMPRV: Capital Equipment		52,600.00
Plow and VMB paid from 5130		
PERM. IMPRV: Equip. Maint.		1,775.00
PERM IMPRV: Stone		21,021.02
BRIDGES: Equipment Maintenance		4,987.41
MACHINERY: Capital Equipment		15,385.34
Budgeted for Back Hoe (\$50K) This acct included plow & spreader from 5130		

MACHINERY: Judgement/Claims		20,000.00
Account not used		
MISC: Coveralls, Clothing		3,399.00
SNOW REMOVAL: Salt & Cinders		48,694.72

WATER DIST/ORCHARD KNOLL

Bond Principal	260.79	
Bond Interest		260.79
	454,716.77	454,716.77

*Note: We did not access the ARPA Funding and that's why many of the accounts are in the red. We were able to cover the overages with what was left in the operational funding.

Resolution #55 of 2023

RESOLUTION APPOINTING TINA M. KLEIN TO THE ZONING BOARD OF APPEALS

Resolution by Mr. Lewis, seconded by Mr. Wilber

BE IT RESOLVED, that the Town Board of the Town of Horseheads hereby appoints Tina M. Klein to the Zoning Board of Appeals through December 31, 2027.

Ayes: Lewis, Wilber, Zeigler and Fischer. Nays: None.

Resolution #56 of 2023

RESOLUTION APPOINTING BRENDA KNOLL TO THE PLANNING BOARD

Resolution by Mr. Wilber, seconded by Mr. Lewis

BE IT RESOLVED, that Brenda Knoll be hereby appointed as Planning Board Member for the Town of Horseheads through December 31, 2023.

Ayes: Lewis, Wilber, Zeigler and Fischer. Nays: None.

At this portion of the meeting item 4 of the agenda, due to weather and school closings, discussion regarding BMX at the Holding Point Recreation Complex, was removed.

At this portion of the meeting, Supervisor Fischer began the discussion regarding the fees for the Holding Point Recreation Complex. Mr. Nathan Nagle joined the discussion. It was decided more information is needed. No action at this time.

At this portion of the meeting, a motion to add an intermunicipal agreement with the Village to provide School Resource Officer services for the middle school to the agenda was made by Mr. Lewis and seconded by Mr. Wilber.

Resolution #57 of 2023

**RESOLUTION AUTHORIZING INTERMUNICIPAL COOPERATION AGREEMENT
POLICE PROTECTION SERVICES BETWEEN VILLAGE OF HORSEHEADS AND
TOWN OF HORSEHEADS**

Resolution by Mr. Wilber, seconded by Mr. Lewis

BE IT RESOLVED, that the Town Board of the Town of Horseheads hereby authorizes the Supervisor to enter into the following intermunicipal cooperation agreement with the Village of Horseheads.:

CONTRACT WILL BE INSERTED HERE

Ayes: Lewis, Wilber, Zeigler and Fischer. Nays: None.

Resolution #58 of 2023

**RESOLUTION AUTHORIZING AGREEMENT FOR SCHOOL RESOURCE OFFICER
SERVICES AT THE MIDDLE SCHOOL**

Resolution by Mr. Wilber, seconded by Mr. Lewis

BE IT RESOLVED, that the Town Board of the Town of Horseheads hereby authorizes the Supervisor to sign agreement a school resource officer at the middle school.:

CONTRACT WILL BE INSERTED HERE

Ayes: Lewis, Wilber, Zeigler and Fischer. Nays: None.

At this portion of the meeting the hours of operation and meal breaks for the Town Hall were discussed. It was decided this topic will be discussed at the Department Head meeting on February 1, 2023.

Mr. Lewis excused himself from the meeting at 8:55 a.m.

At this portion of the meeting, Bill Rapalee joined the discussion regarding 2023 Holding Point Recreational Fees. Much discussion transpired regarding the needs of the park, supply cost to

01/25/23 T.B.

maintain the fields, tournament fees and other cost to maintain the operations of the Holding Point Recreational Complex. More information is needed before determining 2023 fees.

Discussion regarding dug out pricing was also discussed.

Joe Atkinson is the Chemung County Strike Team Leader for New York Citizens Audit. This is a grass roots volunteer group of approximately 1,100 people working toward fair and secure elections. Joe shared his recent experience lobbying in Albany. The Strike Team would like local municipalities to get involved in the process for an Audit of the NYS 2022 General Election. The Town Board determined more information is needed regarding this topic.

At this portion of the meeting, Mr. Wilber brought up the topic of the request from the General Sullivan Masonic Lodge and their request to name a connector road in the honor of General Orman G. Charles. Mr. Zeigler commented his lodge is looking into having a memorial highway sign created in the General's honor.

On a motion by Mr. Wilber and seconded by Mr. Zeigler it was moved to enter executive session at 10:06 A.M., to discuss personnel issues.

Ayes: Wilber, Zeigler and Fischer. Nays: None.

Executive session ended at 10:13 A. M. There was no action taken.

As there was no further business to come before the Board, a motion was made by Mr. Lewis, and seconded by Mr. Riopko to adjourn at 10:13 A.M.

Ayes: Zeigler, Wilber and Fischer. Nays: None.

Respectfully Submitted,

Cathy R. Wood, Town Clerk