

**TOWN OF HORSEHEADS**  
**TOWN BOARD**  
**May 26, 2021**  
**8:00 A.M.**

The second monthly meeting of the Town Board of the Town of Horseheads was held at the above date at the Town Hall, 150 Wygant Road, Horseheads, NY 14845.

Members Present: Donald J. Fischer, Supervisor; Gary H. Riopko, Carl R. Lewis, Sr., Stephen E. Wilber and Donald W. Zeigler, Councilmen.

Others Present: John P. Mustico, Town Attorney, and Margaret Smith, Village of Elmira Heights Mayor.

Supervisor Fischer called the meeting to order at 8:00 A.M. and welcomed everyone to the meeting.

Resolution #80 of 2021

**RESOLUTION CREATING A BUILDING SAFETY INSPECTOR POSITION**

Resolution by Mr. Wilber, seconded by Mr. Riopko

WHEREAS, the Town of Horseheads Code Enforcement Officer has stated the need for a building safety inspector, and

WHEREAS, the Town Board has agreed to this implementation, now therefore be it

RESOLVED, that the Town Board of the Town of Horseheads hereby creates the position of a Building Safety Inspection for the Town of Horseheads and, be it further

RESOLVED, that the position will be filled and all necessary information will be filed with the Chemung County Civil Service Department.

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

Resolution #81 of 2021

**RESOLUTION AUTHORIZING A TOWN WIDE ASSESSMENT UPDATE  
(REVALUATION) AND IMPLEMENT A REASSESSMENT F  
OR THE 2022 ASSESSMENT ROLL**

Resolution by Mr. Wilber, seconded by Mr. Zeigler

WHEREAS, Section 305 of the New York State Real Property Tax Law mandates uniform and equitable assessments, and

WHEREAS, computer-assisted mass appraisal systems, technical advice and financial assistance are available by cooperative agreement with the New York State Office of Real Property Services and the Chemung County Real Property Tax Service agency, and

WHEREAS, the last Town-wide reassessment took place in 2000, and

WHEREAS the Town Board is convinced that a reassessment is necessary to comply with section 305 of the New York State Real Property Tax Law.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF HORSEHEADS, NEW YORK AS FOLLOWS:

- Section 1. That the Assessor of the Town of Horseheads is hereby authorized to undertake and implement a reassessment for the 2022 assessment roll.
- Section 2. That the Town Board does hereby agree, in conjunction with the New York State Office of Real Property Services and the Chemung County Real Property Tax Service Agency, to support the Town's assessment staff in this reassessment.
- Section 3. The Town Board and the assessor are authorized to enter into any necessary agreements to achieve this purpose. Any agreements resulting in expenditures by the Town of Horseheads must first be approved by the Town Board. Any agreement with a private contractor to provide services for this reassessment shall be entered into only upon review by the Town Attorney and Assessor.

This resolution shall take effect immediately.

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

Resolution # 82 of 2021

**RESOLUTION AUTHORIZING CONTRACT WITH CONGDON APPRAISAL, LLC  
REGARDING TOWNWIDE ASSESSMENT UPDATE**

Resolution by Mr. Zeigler, seconded by Mr. Riopko

WHEREAS, the Town has authorized by resolution #81 of 2021 a Townwide assessment update, and

WHEREAS, the Town has received proposals for appraisal of certain commercial properties as determined by the assessor, and

WHEREAS, the Town Board has duly considered the same.

NOW, THEREFORE, BE IT RESOLVED, that the Town Supervisor is hereby authorized to conclude negotiations and execute a contract with Congdon Appraisal, LLC in the amount of \$49,000.00 as attached hereto and made a part hereof.

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

At this portion of the meeting the Board discussed the shared service agreement with the Village of Elmira Heights. The Town is waiting on a new contact and will be acting on this when they receive it.

The discussion regarding possible joint actions with Chemung County regarding the use of American Rescue Plan Funds was tabled to the June 26, 2021 Town Board meeting.

At this portion of the meeting, a motion as made by Mr. Zeigler and seconded by Mr. Lewis to add the following to the agenda:

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

Resolution #82 of 2021

**RESOLUTION AUTHORIZING BUDGET TRANSFERS**

Resolution by Mr. Zeigler, seconded by Mr. Wilber

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

**2021 BUDGET TRANSFERS**

				Increase (Dr)	Decrease (Cr)
ASSESSMENT					
A	1330	5410	Postage	5,500.00	
A	1990	5443	Contingency		5,500.00

\*2 years of postage billed this year from the County.

LAW DEPARTMENT					
A	1420	5411	Contractual	20,000.00	
A	1990	5443	Contingency		20,000.00

\*Koppers Pond invoice that was not budgeted.

BUILDINGS					
A	1620	5411	Contractual	1,500.00	
A	1620	5421	Building Maintenance		1,500.00

\*Clean up invoices between accounts.

HIGHWAY ADMINISTRATION					
A	5010	5413	Subscriptions	50.00	
A	5010	5406	Travel, Training & Conferences		50.00

PARKS & PLAYGROUNDS					
A	7140	5200	Equipment	3,950.00	
A	7140	5420	Grounds		3,950.00

\*Purchase of John Deere tractor & mid-mount side mower under-budgeted.

CODE					
B	8010	5406	Travel, Training & Conferences	50.00	
B	3620	5412	Equipment Maintenance		50.00
B	8020	5408	Supplies	100.00	
B	8020	5406	Travel, Training & Conferences		100.00
B	9010	5860	Medical Ins. Retirees	21,660.00	
DB	9010	5850	Medical Ins. Employees		21,660.00
*T Skebey was budgeted in DB fund and should be B fund.				<hr/>	<hr/>
T				52,810.00	52,810.00

**2020 BUDGET TRANSFERS**

## Final Cleanup Entry

TOWN BOARD				Increase (Dr)	Decrease (Cr)
A	1010	5100	Personnel Services	332.00	
A	1010	5810	Social Security	48.00	
A	1010	5200	Equipment		380.00
TOWN SUPERVISOR					
A	1220	5100	Personnel Services	4,355.00	
A	1990	5443	Contingency		4,355.0
LAW					
A	1420	5409	Books & Transcripts	171.00	
A	1420	5411	Contractual		171.00
BUILDINGS					
A	1620	5412	Equipment Maintenance	12.00	
A	1620	5421	Building Maintenance		12.00
HIGHWAY ADMINISTRATION					
A	5010	5100	Personnel Services	8,116.00	
A	5010	5810	Social Security	348.00	
A	1990	5443	Contingency		8,464.00

## HISTORIAN

A	7510	5411	Contractual	40.00	
A	7510	5408	Supplies		40.00

## CODE

B	3620	5408	Supplies	64.00	
B	3620	5426	Fuel	963.00	
B	3620	5406	Travel, Training & Conferences		1,027.00

## ZONING

B	8010	5429	Legals	16.00	
B	8010	5408	Contractual		16.00

## HIGHWAY

DB	5110	5100	Personnel Services	25,732.00	
DB	5110	5810	Social Security	821.00	
DB	5142	5100	Personnel Services	128.00	
DB	5142	5810	Social Security	14.00	
DB	9785	5600	Bond Principal	48,053.00	
DB	5130	5200	Equipment		74,748.00
Total				89,213.00	89,213.00

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

As there was no further business to come before the board, a motion was made by Mr. Wilber and seconded by Mr. Zeigler to adjourn at 8:50 A.M.

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

Respectfully Submitted,

Nancy C. Rohde, Town Clerk