

## Town of Scipio August 2020 Board Meeting Minutes

The August meeting of the Town of Scipio, Cayuga County, State of New York was held at the Town Office, 3705 Rt 34, Scipio Center, NY 13147, on August 12, 2020.

Present: Gary Mutchler, supervisor

Susan Allen, Council Member

Mark Ferrari, Council Member

Mark Chamberlain, Highway Superintendent

Vivian Cunningham, Council Member

Gary Whitten, Council Member

Ann Robson, Town Clerk

Excused: J. Patrick Doyle, Code Enforcement Officer, Heather Garner, Assessor

Public: Tom Olenych arrived at 8:02 pm

1. The August 2020 Town of Scipio Board meeting was called to order at 6:58 pm by Supervisor Mutchler with the Pledge of Allegiance to the flag.
2. After review, a motion to approve the agenda for the August 12, 2020 town board meeting was made by Council Member Allen, seconded by Council Member Cunningham. All in favor.
3. No issues were brought before the Town Board from town residents.
4. **Resolution 2020-57 Approve minutes of the June 10, 2020 town board meeting.** On a motion made by Supervisor Mutchler, seconded by Council Member Allen, be it resolved the following resolution was:

Adopted	Ayes	3	Mutchler, Allen, Whitten
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	Nays	0	
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	Abstain	2	Cunningham, Ferrari
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**Resolution 2020-61 Approve minutes of the July 8, 2020 town board meeting.** On a motion made by Council Member Allen, second by Council Member Ferrari, be it resolved, the following resolution was:

Adopted	Ayes	5	Mutchler, Allen, Cunningham, Ferrari, Whitten
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	Nays	0	
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### 5. Officer Reports

a. Assessor – Printed report was reviewed. Town Council Members concurred the town office is set up with safety measures granted the service window and locked entryway are utilized. Everyone is to wear face masks, keep social distance, and use hand sanitizer. Supervisor Mutchler made a motion to approve.

b. CEO – Printed report was reviewed. Discussion was had on Permit 20-11 pertaining to the location of the property. Town Clerk will confirm with CEO. Supervisor Mutchler made a motion to approve.

c. Clerk – Status of the Town of Scipio Comprehensive Plan 2020 Update. The final document has been submitted to the Town Planning Board, Scipio Town Board, and the county GML 239 Review committee. Supervisor Mutchler signed the SEQR Part 1 and made a motion to continue with process.

d. Highway Superintendent– Reported another busy month with mowing, assisting area townships, oil and chipping town roads are 95% complete. Truck #2 should be auctioned for \$18,000. There is local interest in the truck, bids are accepted on Auction International. Supervisor made motion to approve action.

### 6. Board Member Reports

a. Susan Allen – Described the confusion over town addresses and complexity of merging multiple services for internet, phone, and fax with one vendor. Supervisor Mutchler will follow up with Verizon and Spectrum as the town's authorized decision maker.

b. Vivian Cunningham – Clarified that NYS Ag & Market's put a 60 day hold on Ledyard's solar array project. Supervisor Mutchler has contacted town attorney Jeff Eaton for guidance as Duke is a public utility that has submitted proper documentation to NYSEDA and has completed the SEQR application. Council Member Cunningham will meet with Highway Superintendent Chamberlain to review job descriptions, and health policies for highway employees. She encouraged employees to get their flu vaccine in early fall.

c. Mark Ferrari – Indicated the renovation project will have drawing changes concentrating on an entrance barrier and air filtration in the building. Architect Kathleen Connelly is finalizing the public bidding process with pro bono input from Steven Moellen.

d. Gary Whitten – no report

7. Supervisor Report – Highlights: Second quarter sales tax was \$120,527.44. \$1,000 SCAT Van contract was signed, and the Association of Towns membership \$700 renewal was submitted. The 2021 budget process has started.

a. Financial – **Resolution 2020 – 62 Approve the Supervisor’s Financial Report** On a motion made by Council Member Allen, seconded by Council Member Ferrari, be it resolved, the following resolution was:

Adopted        Ayes    5        Mutchler, Allen, Cunningham, Ferrari, Whitten  
                     Nays    0

b. Job Positions - Transfer Station Attendant – Two residents applied for the position. Following interviews and board discussion it was agreed to offer the part time position to Tom Olenych and ask the other applicant to fill in as substitute attendant when needed. After discussion regarding Wednesday Transfer Station hours in September, it was agreed to adjust hours to 5 pm – 7 pm.

Town Office Cleaner – No applications for the position have been received to date.

c. Town Attorney reinstatement – On July 15, 2020, the town received notice that Jeffrey Eaton would be leaving Thurston Law Firm and their office would cease representing the Town of Scipio. After further dialogue it was learned that Mr. Eaton would be able to continue as town attorney through the end of 2020 with his new employer at \$150 per hour. **Resolution 2020 – 63 Approve reinstatement of Jeffery Eaton at town attorney through 2020.** On a motion made by Supervisor Mutchler, seconded by Council Member Cunningham, be it resolved, the following resolution was:

Adopted        Ayes    5        Mutchler, Allen, Cunningham, Ferrari, Whitten  
                     Nays    0

d. Cayuga County Hazard Mitigation Plan Update Authorization – **Resolution 2020 – 64 Approve Cayuga County Hazard Mitigation Plan** On a motion made by Council Member Cunningham, seconded by Council Member Ferrari, be it resolved, the following resolution was:

Adopted        Ayes    5        Mutchler, Allen, Cunningham, Ferrari, Whitten  
                     Nays    0

8. Other Business – Regarding enforcement of Scipio Zoning Code Article XII Section 112-1-C Noise Ordinance; Supervisor Mutchler verified the town’s Zoning Code has Article XVIII section 118-1 to enforce infractions. Plan of action is for the CEO to speak to those in violation. If there are numerous complaints the CEO will contact the Sheriff.

Training on Policy Against Discrimination and Harassment – Webinar was August 11, 2020 with one more training in August. Town Board members have received a list of virtual trainings from the Association of Towns.

9. Review and payment of vouchers

a. General Fund **Resolution 2020 – 65 Vouchers 124-139 totaling \$14,775.88** On a motion made by Council Member Cunningham, seconded by Council Member Allen, be it resolved the following resolution was:

Adopted        Ayes    5        Mutchler, Allen, Cunningham, Ferrari, Whitten  
                     Nays    0

b. Highway Fund **Resolution 2020 – 66 Vouchers 55-64 totaling \$75,787.95** On a motion made by Supervisor Mutchler, seconded by Council Member Ferrari, be it resolved the following resolution was:

Adopted        Ayes    5        Mutchler, Allen, Cunningham, Ferrari, Whitten  
                     Nays    0

10. Adjournment – Motion to adjourn at 9:00 pm was made by Council Member Cunningham. All in favor.

Respectfully submitted,

Ann Robson, Scipio Town Clerk