

**REGULAR MEETING
SHELDON TOWN BOARD
February 20, 2019**

The Regular Meeting of the Sheldon Town Board held February 20, 2019 at the Sheldon Town Hall was called to order by Town Supervisor Brian Becker at 7:30 p.m.

Present: Supervisor Brian Becker
Councilmen: Vince Kirsch, Mike Armbrust, Joe Meyer, Jim Fontaine
Recording Secretary: Town Clerk Carol Zittel
Also present: David Ricketson, Highway Superintendent
A signed list of all present is on file in the Town Clerk's office.

Minutes

A motion was made by Joe Meyer and seconded by Mike Armbrust that the minutes from the January 16, 2019 regular meeting be approved.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Communications

The Town Clerk, Carol Zittel, reported on the following:

#5 Sheldon Fire Department

A list of officers and 2018 financial report was received from the Sheldon Volunteer Fire Department.

#6 Strykersville Fire Department

A list of officers and 2018 financial report was received from the Strykersville Volunteer Company Inc.

#7 Response from Board of Elections

The Board of Elections responded to the January 23, 2019 letter sent by Supervisor Becker. In their February 5th letter Mr. Schlick and Mr. Bush confirmed that the Board of Elections will secure the rental of the church hall for a polling site. The letter has been filed in the Town Clerk's office.

Reports

Financial Reports were presented for the month of January 2019 from the Town Supervisor, Town Clerk and the Town Justices.

Highway Superintendent's Report

Highway Superintendent David Ricketson reported on the following:

Equipment

The clutch on the 2009 Peterbilt was shifting hard on downshifts. The 2012 was losing ½ gallon of water a day but seems to have corrected on its own.

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Salt & Sand

The salt and sand budget has been hit harder this year than ever before. There has been a lot of ice this year.

Cuts to Severe Winter Recovery Act Funding

NYS funding of the severe winter recovery act may be eliminated this year (\$19,939.19 Sheldon receives). As of now, this is just a rumor – the Superintendent will report back if true or untrue.

Salt Building Specifications

The specs are about ready but could use another set of eyes to review. Councilman Kirsch and Supt. Ricketson will set up a date for review. Supt. Ricketson noted that there is 67 feet of road frontage well within the minimum of 33 feet.

Supervisor's Report

Supervisor Becker reported on the following:

Community Service Hours – Attica High School Students

Attica High School student, Natalie Schultz attended tonight's meeting for approval to complete community service hours for her National Honor Society application. Student, Colin Perl, who was unable to attend tonight's meeting would also like to complete hours.

A motion was made by Joe Meyer and seconded by Jim Fontaine to approve community service hours for Attica High School students Natalie Schultz and Colin Perl.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Strykersville Fire Company – Request for Reimbursement Cancer Coverage

Supervisor Becker received a letter from Russ Reisdorf, Treasurer of the Strykersville Volunteer Fire Co. Inc. requesting reimbursement for the mandatory cancer coverage legislated by NYS.

Supervisor Becker explained that the Town is unable to use General Fund monies to pay for it.

A motion was made by Mike Armbrust and seconded by Vince Kirsch to deny the Strykersville Fire Company's request for reimbursement for cancer insurance coverage.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Acceptance of Reports

A motion was made by Joe Meyer and seconded by Mike Armbrust to accept all reports as presented.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Garden Property in Strykersville

Nothing new to report. Waiting for spring.

Presentation on Revaluation – Jim Kirsch and Mary Kern

At 7:50 p.m. Town Assessor, Mary Kern and Real Property Tax Director, Jim Kirsch, addressed the Board regarding the upcoming revaluation in the Town. They reported the following:

- The second week of March notices will be sent out to property owners in the Town

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- Any calls that come in should be directed to the Real Property office
- Mary will schedule herself at the town hall for a few days - dates to be determined
- Every property in Sheldon was physically photographed
- If an agreement can't be reached between the assessor and a property owner then there is a grievance process
- The goal is to get the Town at 100% evaluation
- When assessing a property the assessor tries to determine what the property would sell for if it was sold today
- This is the 9-10th revaluation the Office of Real Property has conducted
- Every property owner that requests a meeting will be able to meet with the Real Property office

AJ Dyrbala Presents – Update on Varysburg Water

At 8:00 p.m. AJ Dyrbala, Varysburg Water Operator, addressed the board on the following:

- Tank cleaning – AJ was told about a company in Silver Springs that performs tank cleanings. He will get pricing and details.
- Chlorinator – The Village of Attica lent us a chlorinator for a week because our two were broken. AJ hopes to have ours fixed into one usable backup pump
- Water main break – due to a water main break on February 16th the system lost approximately 80,000 gallons of water which equates to approximately \$240
- In regards to water used/water billed we are running pretty close to perfect
- There are 92 service connections in the system
- All new meters and new supplies are stored in the shed at the town park

Supervisor Becker noted that the pump house is now clean and orderly and he commended AJ on his work. The Board requested an inventory of Varysburg Water equipment and supplies.

Purchase Requests – Varysburg Water

A motion was made by Vince Kirsch and seconded by Joe Meyer to authorize the Varysburg Water District to purchase a color wheel test kit at the cost of \$125.00 and a curb stop/valve finder at the cost of \$895.00.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Approval of Standard Operating Procedures – Varysburg

A motion was made by Jim Fontaine and seconded by Vince Kirsch to approve the Standard Operating Procedures for the Varysburg Water System.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Permission to Obtain Engineer Quote – School Street Water Line

Supervisor Becker stated that a top priority is replacing the 1/10 of a mile of pipe on School Street.

A motion was made by Jim Fontaine and seconded by Mike Armbrust to authorize the Town Supervisor to obtain an engineering quote from MRB Group (formerly Chatfield) for the replacement of existing water pipe on School Street.

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Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Town Cemeteries

The NYS Dept. of State completed the audit for the Strykersville Cemetery Association. Councilman Armbrust delivered a copy of the audit dated January 25, 2019 for file in the Town Clerk's office. Ads will be published soliciting new members for the Association. If the Association cannot be re-established then the cemetery would become the Town's responsibility.

Harassment Investigation & Reporting

A motion was made by Jim Fontaine and seconded by Mike Armbrust to authorize the Town Supervisor to sign the memorandum of agreement between Wyoming County Human Resources and the Town of Sheldon.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Wyoming County Human Resources will serve as the receiver of any harassment complaints and will investigate such claims.

Court Grant

The Town Justice Court received \$2,649 for funding to install a security door for the court office. A motion was made by Mike Armbrust and seconded by Vince Kirsch to accept the court funding for the installation of a security window/door for the court office.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Open Fuel Bids

Only one bid was received for the purchase of unleaded gas and diesel fuels.

A motion was made by Jim Fontaine and seconded by Mike Armbrust to award the bid for the purchase of unleaded gas and diesel fuels to Reisdorf Oil & Propane, PO Box 395, Clinton St., Batavia, NY 14021. The contract is effective March 1, 2019 to February 28, 2020 with an option to extend three years.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

2018 Audit Findings

The Town hired Don Przybyl to audit the Town books. Mr. Przybyl audited the following: Town Supervisor, Town Clerk, Town Tax Collector, Town Justices and Town Water Rents Receiver. A copy of the audit is attached to these minutes.

A motion was made by Joe Meyer and seconded by Mike Armbrust to acknowledge that the financials records of the Town Clerk, Town Tax Collector, Town Justices and Town Water Rents Receiver were duly examined and to accept the 2018 audit findings as prepared by Don Przybyl, Municipal Accountant.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Authorization to Purchase – Skid Steer

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A motion was made by Vince Kirsch and seconded by Mike Armbrust to authorize the purchase of a John Deere Skid Steer 320G under NYS OGS Contract #PC67075 per the January 4, 2019 price quote of \$39,371.12 received from LandPro Equipment in Springville, NY.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Authorization for Fund Transfer – Skid Steer

A motion was made by Vince Kirsch and seconded by Mike Armbrust to authorize the use of \$26,785.92 from DA909 Highway Fund Balance, \$8,000.00 from DA5130.2 Machinery Equipment and \$4,585.20 from A909 General Fund Balance for the purchase of the John Deere Skid Steer.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Authorization to Increase A9060.81

A motion was made by Jim Fontaine and seconded by Vince Kirsch to increase A9060.81 Health & Medical Insurance by \$200.00 to account for the increase in reimbursement to the Highway Superintendent for co-pays.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Harris Corners & Sheldon Fire Department Contract Renewals

The Town Clerk notified the Board that the Harris Corners and Sheldon Fire Department contracts expire at the end of 2019. Public Hearings will need to be scheduled this summer. The Board asked that the hearings be held at the Town Hall during a Town Board meeting. The Town Clerk will reach out to the fire companies to set up dates.

Formation of Right to Farm Committee

The Board tabled the issue until next month. The Town Clerk will confirm that no such committee is currently in place.

Court Security Agreement

A motion was made by Vince Kirsch and seconded by Jim Fontaine to authorize the Town Supervisor to sign the court security agreement with the Wyoming County Sheriff's Office.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Appointment of Jeanne Mest – Town Historian

A motion was made by Joe Meyer and seconded by Vince Kirsch to appoint Jeanne Mest as the Sheldon Historian with a term of February 21, 2019 to the January organizational meeting in 2020 – this position is appointed each year.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Invitation to Senior Citizen Group Reps – March Meeting

The Board requested that the representatives of the two Town senior citizen groups attend the March meeting and deliver a report. The Town Clerk will notify the groups.

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Appointment of Patrick Donohue – Water Laborer

A motion was made by Jim Fontaine and seconded by Joe Meyer to appoint Patrick Donohue as a water laborer for the Varysburg Water System at a pay rate of \$15.00/per hour.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Permission for Attica CSD to Use Town Hall

A motion was made by Joe Meyer and seconded by Mike Armbrust to permit the Attica School District to use the Town Hall on May 21, 2019 from 1pm-9pm for the school budget vote.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

NYS Retirement Training

A motion was made by Jim Fontaine and seconded by Joe Meyer to give permission for the Town Bookkeeper, Katie Chmura, to attend NYS Retirement training at the Castile Government Center on March 28, 2019.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.

Bills

Supervisor Becker confirmed that the Board had a chance to review the bills.

A motion was made by Mike Armbrust and seconded by Vince Kirsch that the General Bills #22 to #46 for a Total of \$22,627.20, the Highway Bills #18 to #42 for a Total of \$55,587.11, the Trust & Agency Bills #4 to #6 for a Total of \$525.28, the Varysburg Water District Bills #7 to #15 for a Total of \$4,600.62 and the Lighting District Bills for a Total of \$993.31 be paid.

Ayes: (5) Becker, Fontaine, Armbrust, Kirsch, Meyer Nays: (0) Motion Carried.

Comments from the Floor

At 9:00 p.m. Supervisor Becker opened the floor to comments.

Solar Panel Sales

Resident and Planning Board member, Jeff Nixon, asked the Board if they were aware of a solar company approaching farmers regarding solar farms. The Town Clerk noted that no solicitor permits had been issued.

Adjournment

At 9:05 p.m. a motion was made by Vince Kirsch and seconded by Jim Fontaine to adjourn the February 20, 2019 meeting of the Sheldon Town Board.

Ayes: (5) Becker, Kirsch, Armbrust, Meyer, Fontaine Nays: (0) Motion Carried.