

Town of Corning
Organizational Meeting
January 16, 2018
7:00 PM

Supervisor Feehan called the meeting to order.

Roll call of the members present:

Councilman Mike Brenning

Councilman Dave Shafer

Supervisor Kim Feehan

Councilwoman Jennifer Mullen

Absent: Councilman Stuart Sammis

The Pledge of Allegiance was given.

Highway Report

The motion approving the December 2017 Highway report was made by Councilman Brenning and seconded by Councilman Shafer. All were in favor, motion carried.

Town Clerks Report

Councilman Shafer made the motion to approve the Town Clerks report for December 2017. Councilman Brenning seconded, all in favor. Motion carried.

Abstract Approval

The motion to approve abstract 13, 14 and 1 was made by Councilman Brenning and seconded by Councilman Shafer. All in favor. Motion carried.

Highway Shop Damage

Supervisor Feehan explained the damage done to the highway garage door due to a truck backing in with its box up. She asked for a motion for authorization, not to exceed \$30,000.00 to make the necessary repairs. Superintendent DeWert will get a couple quotes. Since it is an emergency situation, it does not require the bid process. Councilman Brenning made the motion to authorize payment for the repairs and Councilman Shafer seconded. All were in favor. Motion carried.

Building Permits

Councilwoman Mullen made the motion to approve the Building Permits report for December. Councilman Shafer seconded with a question. He asked when the signs informing residents of upcoming work in an area were placed. Supervisor Feehan explained that due to the recent cold snap the timing may have been delayed.

Building & Grounds Report

The motion to approve the Building and Grounds report was made by Councilman Brenning and seconded by Councilwoman Mullen. All in favor, motion carried.

Agenda item #10 was tabled as there was no Assessor's report submitted.

Supervisors Report

Councilwoman Mullen made the motion to approve the Supervisor's report for December. Councilman Shafer seconded. All in favor, motion carried.

Supervisors Audit

The motion to approve the audit of the Supervisor's office was made by Councilman Brenning and seconded by Councilman Shafer. All in favor, motion carried.

Fund Roll-Over

Councilwoman Mullen made the motion to approve the roll over of remaining funds in the CHIPS, Pave NY, and Extreme Winter accounts from 2017. Councilman Shafer seconded. All were in favor. The motion was carried. Superintendent believes there could be as much as \$69,000.00 left over.

Clark Tennison Proposal

The motion to approve the proposal from Clark Tennison Lee regarding shared services for water alternatives with the City of Corning, the Village of South Corning, and the Town of Corning was made by Councilman Brenning and seconded by Councilman Shafer. Councilman Shafer asked if all had agreed to meet. Supervisor Feehan explained that she had not heard back as of yet. All in favor, motion carried.

Town wide Garbage Collection

Councilwoman Mullen was asked when gathering signatures for the election process to check into garbage pick-up for the Town residents. She wishes to investigate and come back with a proposal for Town wide brush and garbage collection. Councilman Shafer made a motion approving the investigation. Councilman Brenning seconded. All in favor, motion carried.

Board Meeting Dates

Councilwoman Mullen made the motion approving Resolution #1 of 2018 setting the Monthly Town Board Meeting for the third Tuesday of every month. Councilman Shafer seconded. All in favor, motion carried.

Standard Hour Work Day

Councilwoman Mullen made the motion to approve setting the Standard Hour Workday and reporting resolution for appointed employees, all employees in the Building & Grounds Department, Court & Highway Departments at 8-hour workdays/5 days per week, and all others in the Town Hall at 7-hour workdays/5 days per week. Councilman Brenning seconded. All in favor. Motion carried.

Setting Salaries

The motion to approve setting the salaries for of all elected officials and appointive offices per the 2018 budget was made by Councilwoman Mullen and seconded by Councilman Shafer. All were in favor, motion carried.

Mileage Reimbursement

Councilman Brenning made the motion to approve setting the mileage reimbursement at \$0.45 per mile. Councilwoman Mullen seconded with discussion. She asked what the state mileage reimbursement was. Supervisor Feehan explained that it was \$0.51 per mile. All in favor, motion carried.

Town Newspaper

The motion to approve setting the official newspaper as the Leader was made by Councilwoman Mullen and seconded by Councilman Shafer. All in favor, motion carried.

Town Depository

The motion setting the official repository for the Town of Corning as Chemung Canal Trust Company was made by Councilman Brenning and seconded by Councilwoman Mullen. All in favor, motion carried.

Petty Cash Fund

The motion establishing a petty cash fund for the receiver of taxes in the amount of \$50.00 and the Town Clerk amount of \$50.00 and the Water District at \$30.00 was made by Councilman Brenning. Councilman Shafer seconded with discussion. All were in favor. Motion carried. Councilman Shafer wanted it noted that it should be called a petty change fund since nothing is ever purchased from it. Councilwoman Mullen made the motion to change the name of the fund to petty change instead of petty cash. Councilman Shafer seconded the motion. All in favor. Carried.

Returned Check Fee

The motion to approve setting the returned check charge at \$45.00 was made by Councilman Brenning and seconded by Councilwoman Mullen. All in favor, motion carried.

Bid Openers

Councilwoman Mullen made the motion to authorize the Town Supervisor or the Highway Superintendent to open competitive bids on public works and purchase contracts that are required to be advertised. Councilman Brenning seconded. All in favor, motion carried

Town Insurance Carrier

The motion to approve Sprague Insurance as the insurance company protecting against fire, theft and liability was made by Councilwoman Mullen and seconded by Councilman Shafer. All in favor, motion carried.

Setting Town Policies

The motion approving the town's ethics policy, EOP policy, ADA policy, Workplace policy, and procurement policy was made by Councilman Brenning and seconded by Councilman Shafer. All in favor. Motion carried.

Highway Expenditures w/out Approval

Councilman Shafer made the motion authorizing expenditures of Highway funds without prior board approval. Councilman Brenning seconded. All in favor. Motion carried.

Highway Spending

The motion to approve the agreement to spend highway monies required by Highway Law 284 was made by Councilwoman Mullen and seconded by Councilman Brenning. All in favor. Motion carried.

Birchland Property Development

The motion to discuss Birch Land Development was made by Councilman Brenning and seconded by Councilman Shafer. All in favor, motion carried. Attorney Ferratella was asked what the board should do. He responded by stating that the land is not saleable as there is no clear deed. Utilities can be placed on the property even if the property is designated a park. Supervisor Feehan asked for a motion to investigate the property further. Councilman Brenning made the motion and Councilman Shafer seconded. All in favor, motion carried.

Attorney Approval

Supervisor Feehan brought up the next agenda item stating that a proposal had not been received from Attorney Ferratella. He believes one was mailed. The proposal she did receive was from an attorney that had no municipality experience. Councilman Brenning made the motion to accept Attorney Ferratella's services for another year. Councilman Shafer seconded. Councilwoman Mullen agreed. Supervisor Feehan was a no. Motion carried.

Ethics Board Member

Councilman Shafer made the motion seating Michael Morrongiello as a Board of Ethics committee member. Councilwoman Mullen seconded. All in favor. Motion carried.

Ethics Board Recommendation

The motion to discuss the recommendation from the Ethics Board regarding the definition of recusal and abstention was made by Councilwoman Mullen and seconded by Councilman Brenning. All were in favor to discuss. Motion carried. Councilman Shafer suggested tabling this item as the Ethics board has not yet weighed in on it as a total board. Supervisor Feehan explained her thoughts that recusal meant removing oneself completely from the area where the item is being discussed while abstention means not participating in the process but still remaining present. Supervisor Feehan made a motion approving the definition she explained prior, Councilwoman Mullen seconded. All in favor, motion carried.

Visitors Comments

County Legislator Carol Ferratella discussed the deadline for HEAP requests was fast approaching, and to let people know there is a survey regarding Broad band on the county's web site.

Cheri Crozier asked what purpose the tentative well would serve in the Oakfield area. Supervisor Feehan explained it could possible be a secondary source for the East Corning area.

Adjourn

Councilman Brenning made the motion to adjourn at 7:50 PM. Councilwoman Mullen seconded. All were in favor. Motion carried.

These minutes respectfully submitted by:

Susan Edwards
Town CLerk