

February 22, 2024  
6:30 p.m.  
2354 State Route 434  
Apalachin, New York

Regular Meeting of the Owego Town Board

A. Call to order, roll call and the Pledge of Allegiance -

Deputy Supervisor Morgan called the meeting to order, the Clerk called the Roll and Rick Pedro led all in the Pledge of Allegiance.

Council:

Present: Dean Morgan, Craig Jochum, and Gary Hellmers

Absent: Supervisor Castellucci and Jonathan Marks

Department Heads:

Present: Tyson Stiles, Director of Utilities  
Rick Pedro, Sole Assessor  
Peter Gordon, Town Historian  
Michael Roberts, Highway Superintendent  
Phil Baker, Parks Maintenance Supervisor  
Irene Graven, Town Attorney  
Mary Kennedy, Town Clerk & Tax Receiver

Absent: Joann Lindstrom, Planning and Zoning Administrator

B. Minutes of the previous meetings -

The minutes of the January 16, 2024 and February 6, 2024 Regular Meetings will stand as presented.

C. Consideration of bids –

1. Sewage Pump Station Generators Project

The Deputy Supervisor reviewed the bid results and the recommendation of engineers. **Councilmember Jochum made a motion to award the bid for the Sewage Pump Station Generators Project to Nelcorp Electrical Contracting Corporation at \$406,500.00. The motion was seconded by Councilmember Hellmers and unanimously carried.**

D. Public Hearings – none

E. Reports of Department Heads –

Tyson Stiles, Director of Utilities – reported that his department is in need of a new tractor. **A motion was made by Councilmember Jochum to approve the purchase of a John Deere 5067e tractor for \$49,666.94. The motion was seconded by Councilmember Hellmers and unanimously carried.**

Phil Baker, Parks Maintenance Supervisor – no report

Rick Pedro, Sole Assessor – no report

Mike Roberts, Highway Superintendent – reported that Arold Construction put a camera down the storm drains along Griffin Drive to investigate the cause of sink holes. They plan to “slip-line” the pipe. Next, he stated that he needs to order the budgeted dump truck and pickup truck. There was a short discussion about pricing, but no action was taken.

Peter Gordon, Town Historian – no report

Irene Graven, Town Attorney – reported that she attended the Association of Towns Annual Conference where she was able to earn all of her continuing education credits for the year.

Mary Kennedy, Town Clerk – reported she also attended the Association of Towns Conference and that her classes were very good.

Deputy Supervisor Morgan – reported that the Tioga County Assessors training that was held in the Shared Services Building went very well, and he thanked the Parks Department for their help in setting up the rooms. Lastly, he reported for Joann Lindstrom, Planning & Zoning Administrator, that she would like to send Bill Carrigg and Brenda Burrell, Code Enforcement Officers, to the NYS Building Officials Conference. **Councilmember Hellmers made a motion to allow Bill Carrigg and Brenda Burrell to attend the New York State Building Officials Conference in Syracuse April 10-13, 2024 with all reasonable expenses paid. The motion was seconded by Councilmember Jochum and unanimously carried.**

F. Privilege of the Floor -

Rose Howard, Sequoia Lane, stated she viewed the Emergency Plan on the website, and thanked all for their work on it.

Beth Paro, Debra Lee Drive, asked if Electronic Vehicles are available for municipal needs.

G. Presentation of Petitions, Communications, Notices and Transfers –

1. Donation Request – Tioga County Soil & Water

Deputy Supervisor Morgan reviewed that this is an annual request, and the Town usually donates \$200. **A motion was made by Councilmember Jochum to donate \$200 to Tioga County Soil & Water Conservation District. The motion was seconded by Councilmember Hellmers and unanimously carried.**

2. Utility bill adjustment request – Albrecht  
 Tyson Stiles reviewed the request and stated that the meter seems to be working fine now. It was decided that Supervisor Castellucci will send a letter to the Albrechts.

3. Letter of support for ecological restoration/preservation – Webelos Pack 43  
 No action was needed and the letter is on file in the Town Clerk’s Office.

H. Abstracts-

**Councilmember Jochum made a motion to approve the following abstracts as presented. The motion was seconded by Councilmember Hellmers and unanimously carried on a Roll Call.**

A0 - General Fund	16,501.69
B0 - General Fund-Town Outside	15,930.36
DB - Highway-Town Outside	92,460.90
F0 - Water Districts	30,563.14
FA - Route 38 Water	888.01
G0- Sewer Districts	42,741.40
GA – Route 38 Sewer	151.94
L1 – Lighting District 1	0.00
L2 - Lighting District 2	285.55
L3 – Lighting District 3	151.94
L4 - Lighting District 4B	76.30
L5 – Lighting District 5	99.25
L6 - Lighting District 6	342.39
L7 - Lighting District 7	72.56
L8 - Lighting District 8	60.42
L9 - Lighting District #9	19.32
LA – Lighting District 4A	23.65
LX – Lighting District 10	30.35
	<hr/>
	<b>\$200,399.17</b>

I. Unfinished Business – none

J. Reports of Standing Committees –  
 Councilmember Hellmers – no report  
 Councilmember Jochum – no report

K. Presentation of Resolutions, Motions and New Business –

1. Purchase of F-150 SuperCab – from Dog Control to Utilities  
 Deputy Supervisor Morgan reviewed that this truck was originally ordered for Dog Control. The Town was told that it wouldn’t be available for a long time, so one was purchased

off the car lot. When the original truck came in, it was decided to be transferred to the Utilities Department. **A motion was made by Councilmember Hellmers to adopt the following resolution to purchase a 2023 Ford F-150 SuperCab for the Utilities Department. The motion was seconded by Councilmember Jochum and unanimously carried.**

WHEREAS, the Dog Control Officer previously allocated funds to purchase a vehicle for use in his department; and

WHEREAS, the ordered truck was substantially delayed and Dog Control purchased an alternate truck in its stead; and

WHEREAS, the ordered truck has been delivered and the Director of Utilities has determined a need for said truck; and

WHEREAS, the Town of Owego Director of Utilities is requesting approval from the Owego Town Board to purchase one (1) F150 Ford Pick Up truck for the Utilities Department; funds to be taken from the 2024 utilities budget; and

WHEREAS, one (1) 2023 Ford Model F-150 SuperCab pick-up truck has been located and bid on for \$36,662.83 at VanBortel Ford, 71 Marsh Road, East Rochester, New York; and

WHEREAS, upon approval from the Town Board to purchase the above truck, appropriations will be taken from the following account to pay for said pickup truck:

<u>FO 8340.2000 Water Trans. District - Equipment</u>	\$16,864.90
<u>GO.8120.2000 Sewer Collection System- Equipment</u>	\$ 9,898.97
<u>GO8130.2000 Sewer Treatment - Equipment</u>	\$ 9,898.96

NOW, THEREFORE, BE IT

RESOLVED, that The Owego Town Board upon a vote has approved of the purchase of one (1) 2023 Ford Model F-150 SuperCab pick-up truck; and it is further

RESOLVED that appropriations be made as follows:

<u>FO 8340.2000 Water Trans. District - Equipment</u>	\$16,864.90
<u>GO.8120.2000 Sewer Collection System- Equipment</u>	\$ 9,898.97
<u>GO8130.2000 Sewer Treatment - Equipment</u>	\$ 9,898.96

AND BE IT FURTHER

RESOLVED, that payment for the purchase of one (1) Ford Model F-150 SuperCab pick-up truck be made to VanBortel Ford, 71 Marsh Road, East Rochester, New York, in the amount of \$ 36,662.83.

2. Declare old Dog Control Truck as surplus

**Councilmember Jochum made a motion to declare the old Dog Control truck as surplus and no longer serves Town purposes, and to sell it as is by sealed bids with a base of \$900. The motion was seconded by Councilmember Hellmers and unanimously carried.**

3. Approve purchase of 3 generators – Utilities

**A motion was made by Councilmember Jochum to approve the purchase of 3 Kohler generators for a total price of \$122,395.88. The motion was seconded by Councilmember Hellmers and unanimously carried.**

4. Amendment to Employee Handbook

Deputy Supervisor Morgan stated that this amendment came from the Town's Human Resources group. **Councilmember Jochum made a motion to approve and include an amendment to the Town Employee Handbook prohibiting political advertisements on Town property. The motion was seconded by Councilmember Hellmers and unanimously carried after a short discussion.**

5. New Hire – Planning & Zoning

**A motion was made by Councilmember Hellmers to adopt the following resolution hiring Tina Tammaro as a full time Office Specialist in the Planning & Zoning Department. The motion was seconded by Councilmember Jochum and unanimously carried.**

WHEREAS, the approved 2024 budget for the Town of Owego Planning & Zoning Department has budgeted for and includes a full time Office Specialist II position; and

WHEREAS, due to the promotion of Brenda Burrell, this position remains vacant and it is necessary to fill this position; and

WHEREAS, Tina Tammaro has been interviewed and meets minimum Civil Service qualifications; and

WHEREAS, Tina Tammaro is available and willing to fill such full time position with benefits at \$17.50 per hour, with benefits, contingent upon passing the Office Specialist II Civil Service exam and upon scoring as one of the top three candidates on the Office Specialist II exam, a probationary period of up to 52 weeks and a satisfactory license background check;

NOW, THEREFORE, BE IT

RESOLVED, that effective March 4, 2024, Tina Tammaro is hereby hired to fill the position of full time Office Specialist II at \$17.50 per hour, with benefits, contingent upon passing the Office Specialist II Civil Service exam and upon scoring as one of the

top three candidates on the Office Specialist II exam, a probationary period of up to 52 weeks and a satisfactory license background check.

6. 2024 Annual Used Tire Event announcement

Deputy Supervisor Morgan reviewed the memo from the Planning & Zoning Administrator. **Councilmember Jochum made a motion to approve the 2024 Used Tire Event for April 20<sup>th</sup> from 8 AM – 12 PM. The motion was seconded by Councilmember Hellmers and unanimously carried.**

L. Second Privilege of the floor – none

M. Executive Session - none

N. Adjournment -

**Motion by Councilmember Morgan, the meeting was adjourned at 6:58 PM.**

Respectfully submitted,

Mary Kennedy, Town Clerk

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