

July 2, 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 –

The Supervisor called the meeting to order, the Town Clerk called the roll Phil Baker led all in the Pledge of Allegiance.

Council

Present: Supervisor Castellucci, Dean Morgan, Craig Jochum, Jonathan Marks and Gary Hellmers

Absent: None

Department Heads:

Present:

Mike Roberts, Highway Superintendent
Phil Baker, Parks Maintenance Supervisor
Peter Gordon, Town Historian
Bill Carrigg, Planning & Zoning Administrator
Irene Graven, Town Attorney
Mary Kennedy, Town Clerk & Tax Receiver

Absent:

Tyson Stiles, Director of Utilities
Rick Pedro, Sole Assessor

B. Minutes of the previous meeting –

Councilmember Marks made a motion to amend the June 18, 2024 minutes by removing “Councilmember Marks” as leading the Pledge of Allegiance. The motion was seconded by Councilmember Hellmers and unanimously carried.

C. Consideration of bids – none

D. Public Hearings – none

E. Reports of Department Heads –

Phil Baker, Parks Maintenance Supervisor – reported that the campsites in Hickories Park have been full every weekend, and almost full during the work week. He also stated that Concerts in the Park begin tomorrow evening with a fireworks show at 9:30 PM. The series will continue each Wednesday for the next 6 weeks.

Bill Carrigg, Planning & Zoning Administrator – reported that his department has had a very busy but good month bringing in \$12,000 in revenue.

Peter Gordon, Town Historian – reported that he is hoping to publish 3 more novels by Apalachin native Eugene Mangrove Rhodes. Although they are fictional works, the books offer flattering historical descriptions of the Marshland Road area.

Mike Roberts, Highway Superintendent – reported that all Tioga Terrace projects for this year have been completed. Crestview Height’s roads have been patched and are awaiting Midland Asphalt to top it in September. Next, he reviewed the qualifications for a new employee. **A motion was made by Councilmember Marks to adopt the following resolution hiring Howard Holcomb as an HEO I. The motion was seconded by Councilmember Jochum and unanimously carried.**

WHEREAS, the approved 2024 budget for the Town of Owego Highway Department has budgeted for and includes a full time HEO I position; and

WHEREAS, this full time position is vacant and it is necessary to fill this position; and

WHEREAS, Howard W. Holcomb has been offered and has accepted such position as of July 8, 2024, at an hourly rate of \$22.66 per hour, 40 hours per week, as a permanent appointment with up to 52 weeks of a probationary period; and

WHEREAS, Howard W. Holcomb has a CDL B and is proficient with operating heaving equipment.

NOW, THEREFORE, BE IT

RESOLVED, such full time position shall be filled by Howard W. Holcomb at an hourly rate of \$22.66 per hour, 40 hours per week, with full time benefits, effective July 8, 2024, with a probationary period of up to 52 weeks from date of hire, subject to satisfactory license/background check and meeting all requirements of pre-employment drug testing.

Lastly, Roberts reported that the Griffin Road problem has been fixed.

Mary Kennedy, Town Clerk and Tax Receiver – reported that the countersigned Spectrum Franchise Agreement has been returned, and is on file in her office.

Councilmember Morgan for Tyson Stiles, Director of Utilities – reported the digester recirculation pump has failed at sewage treatment plant #2. He submitted quotes for repair and replacement, but recommended replacement. **Councilmember Morgan made a motion to approve the purchase of a new digester recirculation pump from Siewert Equipment at \$19,800. The motion was seconded by Councilmember Jochum and unanimously carried.**

Irene Graven, Town Attorney – no report

Supervisor Castellucci – reported that the Town Clerk and Planning & Zoning monthly reports are on file in his office. He also stated that the Request for Qualifications for the Foster

Valley Road culvert replacement project ended with 2 submissions. He recommended choosing Clark Patterson Lee. **A motion was made by Councilmember Morgan to approve the RFQ from CPL, to be paid with grant funding. The motion was seconded by Councilmember Jochum and unanimously carried.**

F. Privilege of the floor –

Will Wilhelm, Pembroke Drive, shared his concerns about the road construction in Crestview Heights.

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

1. 2021 Town Audit

Supervisor Castellucci reviewed the main points of concern which were mainly due to navigating the pandemic restrictions.

2. Requested Traffic Light at Carmichael and Route 96

The Supervisor stated that Route 96 is a State road and therefore the Town has no jurisdiction to act on this request. He will speak to Mr. Wade directly.

H. Abstracts -

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

AO-General Fund	9,663.35
BO-General Fund-Town Outside	3,559.04
DB-Highway-Town Outside	21,296.48
FO-Water Districts	4,498.39
GO-Sewer Districts	24,938.03
GA-Route 38 Sewer	15,092.44
	<u>\$ 79,047.73</u>

I. Unfinished Business – none

J. Reports of Standing Committees –

Councilmember Hellmers – reported a need for Attorney/Client privilege after the meeting.

Councilmember Morgan – no report

Councilmember Jochum – no report

Councilmember Marks – no report

K. Presentation of Resolutions, Motions and New Business

1. Merit raise – Parks

A motion was made by Councilmember Hellmers to adopt the following resolution authorizing a merit raise for Chad Harris. The motion was seconded by Councilmember Morgan and unanimously carried.

WHEREAS the approved 2024 budget for the Town of Owego Park Department has budgeted for and includes merit raises for employees upon recommendation of the Parks Maintenance Supervisor and approval of the Town Board; and

WHEREAS, Chad Harris has shown he is willing to perform above and beyond his job duties as Parks Maintenance Assistant Supervisor for the Town of Owego Parks Department; and

WHEREAS, upon the recommendation of the Town of Owego Parks Maintenance Supervisor, Chad Harris warrants a merit raise of \$1.00 per hour;

NOW, THEREFORE, BE IT

RESOLVED, that Chad Harris, Parks Maintenance Assistance Supervisor at the Town of Owego Parks Department, will receive a merit raise of \$1.00 per hour, effective June 17, 2024.

2. Agreement to Spend Town Funds

Councilmember Hellmers made a motion to approve the following Agreement to Spend Town Funds. The motion was seconded by Councilmember Jochum and unanimously carried.

Fiber Mat repair patch to re-establish base on portions of the following roads at (25,000 square yards at \$2.414 per square yard):

Nottingham
Pembroke
Coventry
Marlboro
Parmerton
Winchester

TOTAL ESTIMATED COST OF PROJECTS: Not to exceed \$60,350.00

A motion was made by Councilmember Marks to approve the following Agreement to Spend Town Funds. The motion was seconded by Councilmember Jochum. There was a discussion about how much money is left in Mike Roberts, Highway Superintendent's budget. He offered to show the Board his project budget spreadsheet, but they declined. **Councilmember Morgan made a motion to table action on the Agreement to Spend (for Cafferty Hill, Dutchtown, E. Campville Roads). The motion was seconded by Councilmember Jochum and unanimously carried.**

3. Adoption of Tioga County Mitigation Plan with Town of Owego Annex

Bill Carrigg, Planning & Zoning Administrator, reviewed his work for this multi-jurisdictional plan and that it is available for review on the Town's website. **A motion was made by Councilmember Morgan to adopt the Tioga County Multi-Jurisdictional Hazard Mitigation Plan Update 2024. The motion was seconded by Councilmember Hellmers and unanimously carried.**

4. Adoption of Town of Owego 2024 Stormwater Management Plan

Bill Carrigg, Planning & Zoning Administrator, stated that this project was very difficult to finish in the amount of time he was given. However, it is complete and available for review at the Town Clerk's Office (and a link to the document will soon be on the Town's website). **Councilmember Morgan made a motion to adopt the Town of Owego 2024 Stormwater Management Plan. The motion was seconded by Councilmember Hellmers and unanimously carried.**

L. Second Privilege of the floor –

Carolyn Wilhelm, Pembroke Drive, asked for more details about the finish time for the paving projects in Crestview Heights, and shared her displeasure with the process.

M. Executive Session – none

N. Adjournment

Motion by Councilmember Morgan, the meeting was adjourned at 7:20 PM.

Respectfully submitted,

Mary Kennedy, Town Clerk

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