

January 2, 2024
6:30 p.m.
2354 State Route 434
Apalachin, New York

Organizational Meeting of the Owego Town Board

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

The Supervisor called the meeting to order and led all in the Pledge of Allegiance after the Clerk called the roll.

Present: Supervisor Donald Castellucci, Jr.
Council: Dean Morgan, Craig Jochum, Jonathan Marks and Gary Hellmers
Absent: None

Department Heads

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

Absent: None

B. Minutes of the previous meetings -

The minutes of the December 19, 2023 regular meeting will stand as presented.

C. Consideration of bids - none

D. Public Hearings –

1. Tax Cap override

The Supervisor explained that Board holds this hearing each year. It is not anticipated that an override will be necessary (as the Town has been under the Tax Cap for 6-7 years). Supervisor Castellucci then opened the Public Hearing. There was no one wishing to speak on that topic. **Councilmember Morgan made a motion to close the Public Hearing regarding the possible override of the Tax Cap. The motion was seconded by Councilmember Jochum and unanimously carried.**

2. Zoning Change – East Campville Road

Joann Lindstrom, Planning & Zoning Administrator, reviewed that the parcel is currently zoned as Residential and the owner would like it to be rezoned as Agricultural. She also stated that while the Tioga County Planning Board recommended approval of the request, the Town Planning Board recommended denial. Supervisor Castellucci opened the Public

Hearing. The following residents spoke and formally asked the Board to deny the rezoning request: Paul Rollo, Louis Nappi, and John Kilmarx. *** after the meeting, but before these minutes were written, a written letter was received from Cris and Nancy Sagasti also asking the Board to deny the request.*** The applicant, Teresa Dole, then spoke as to why the request should be approved. After all had an opportunity to speak, **a motion was made by Councilmember Morgan to close the Public Hearing regarding a rezoning request for East Campville Road. The motion was seconded by Councilmember Hellmers and unanimously carried.** The Board will make a decision at another meeting.

E. Reports of Department Heads –

Tyson Stiles, Director of Utilities – reported that NY Rural Water Association would like to hold a ten hour training session in the Shared Services Building in June.

Phil Baker, Parks Maintenance Supervisor – no report

Joann Lindstrom, Planning & Zoning Administrator – reported that the Zoning Board will meet later this week. Next, she stated that the unsafe structure that was bid out for demolition will be coming down next week. Lastly, she reported that she has been working with Tioga County GIS to finalize the Town’s Zoning Map.

Mike Roberts, Highway Superintendent – no report

Rick Pedro, Sole Assessor – no report

Peter Gordon, Town Historian – no report

Mary Kennedy, Town Clerk – reported that the tax bills were delivered to the Apalachin Post Office on the 29th of December. Unfortunately, some of the bills were not sorted properly in Syracuse (according to the Apalachin Post Master), and needed to be resent. However, her office is already receiving many payments.

Irene Graven, Town Attorney – reported that she and Rick Pedro, Sole Assessor, just settled a tax certiorari claim.

Supervisor Castellucci, Jr., Town Supervisor – reported that the monthly reports of the Town Clerk and Planning & Zoning Administrator are on file in his office. He also stated that the State Police would be utilizing the conference room in the Shared Services Building for training later this week.

F. Privilege of the floor –

Rose Howard, Sequoia Lane, asked that the Town consider implementing a voluntary Emergency Contact System for weather events similar to the one the Village uses.

G. Presentation of Petitions, Communications, Notices and Transfers – none

H. Abstracts -

Councilmember Marks 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.

A0 - General Fund	126,174.72
B0 - General Fund-Town Outside	13,819.10
DB - Highway-Town Outside	52,486.97
F0 - Water Districts	21,941.07

FA - Route 38 Water	1,918.91
G0- Sewer Districts	38,580.33
GA – Route 38 Sewer	849.59
HN – Shared Services Building	<u>807.50</u>
	\$256,578.19

I. Unfinished Business – none

J. Reports of Standing Committees

Councilmember Marks – reported that the Utilities Department is doing a lot of water main repairs.

Councilmember Jochum – no report

Councilmember Morgan – reviewed a NYS law that stipulates a municipality may appoint a department rather than an individual to handle multiple residence code enforcement. **A motion was made by Councilmember Morgan to appoint the Planning & Zoning Department to enforce the code for multiple residence buildings. The motion was seconded by Councilmember Jochum and unanimously carried.**

Councilmember Hellmers – no report

K. Presentation of Resolutions, Motions and New Business

1. Employee reclassification

Joann Lindstrom, Planning & Zoning Administrator, reviewed that Brenda Burrell has achieved the qualifications necessary to fill the currently vacant position of Code Enforcement Officer Trainee. **Councilmember Morgan made a motion to adopt the following resolution hiring Brenda Burrell as a Code Enforcement Officer Trainee. 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 Code Enforcement Officer Trainee position which is currently vacant; and

WHEREAS, Brenda Burrell is qualified and able to take this full-time position effective January 3, 2024, at an hourly rate of \$21.00 with benefits; and

NOW, THEREFORE, BE IT

RESOLVED, that effective January 3, 2024, Brenda Burrell is hereby hired to fill the position of Code Enforcement Officer Trainee at \$21.00 per hour with benefits and a promotional probationary period of 26 weeks.

2. Appointments:

- ~ Public Accountants – The Town’s Public Accountants are Mengal Metzger Barr and Company
- ~ Deputy Highway Superintendent – Michael Roberts, Highway Superintendent, is appointing Henry Hines as his Deputy.
- ~ Registrar of Vital Statistics – **Councilmember Morgan made a motion to appoint Mary Kennedy as the Town’s Registrar of Vital Statistics. The motion was seconded by Councilmember Hellmers and unanimously carried.**
- ~ Deputy Registrar and Sub Registrars of Vital Statistics – Mary Kennedy appointed Laura Burt as Deputy Registrar, and Pamela Brown as sub registrar.
- ~ Receiver of Taxes and Assessments – **A motion was made by Councilmember Jochum to appoint Mary Kennedy as the Town’s Receiver of Taxes and Assessments. The motion was seconded by Councilmember Marks and unanimously carried.**
- ~ Deputy Receivers of Taxes and Assessments – Mary Kennedy appointed Laura Burt, Pamela Brown and Shirley Holmes as Deputy Tax Receivers.
- ~ Deputy Town Clerks: Full Time, Part Time and substitute – Mary Kennedy appointed Laura Burt as her Full Time Deputy Clerk, and Pamela Brown as a Part Time Clerk.
- ~ Deputy Town Supervisor - Supervisor Castellucci appointed Councilmember Morgan as the Town’s Deputy Supervisor.
- ~ Historian – **A motion was made by Councilmember Jochum to appoint Peter Gordon as the Town Historian. The motion was seconded by Councilmember Hellmers and unanimously carried.**

3. Salary Resolution

Councilmember Jochum made a motion to adopt the following Salary Resolution for 2024. The motion was seconded by Councilmember Hellmers and unanimously carried.

WHEREAS, Town employees are paid every two weeks on Thursday, the first payday in 2024 being January 4, 2024, and those persons on the Executive Payroll will be paid for services rendered through the preceding Sunday, and

WHEREAS, those persons on the Executive Payroll will be paid the first payday in 2024 being January 5, 2024, for services rendered from December 18, 2023 through December 31, 2023 which represents ten working days, being paid at the 2023 salary, and

WHEREAS, the paychecks issued thereafter during 2024 will cover two full weeks or ten days and will represent 12/250 of the employees’ salary, there being 262 working days and 12 holidays in 2024, now therefore be it

RESOLVED, that annual salaries and hourly wages of the following Town officers and employees be paid from Trust & Agency Fund which serves as a payroll account, with monies transferred to such Fund from appropriations of General Fund, Town Wide at the rate stated above, while such persons are employed by the Town of Owego:

Craig Jochum	Councilman	8,240.00/yr.
Dean Morgan	Councilman	8,240.00/yr.
Jonathan Marks	Councilman	8,240.00/yr.
Gary Hellmers	Councilman	8,240.00/yr.
Patrick Hogan	Town Justice	28,987.00/yr.
Donna Joy Bennett	Town Justice	28,987.00/yr.
Donald Castellucci, Jr.	Supervisor	40,215.00/yr.
Donald Castellucci, Jr.	Budget Officer	11,550.00/yr.
Dean Morgan	Dep. Supervisor	1,000.00/yr.
Mary Kennedy	Town Clerk	62,329.00/yr.
Mary Kennedy	Tax Receiver	16,712.00/yr.
Mike Roberts	Hwy. Superintendent	73,148.00/yr.
Irene Graven	Town Attorney	71,006.00/yr.
Kyle Fleming	Dog Control Off.	19.37/hr.
Angela Woodruff	P/T Dog Control Off.	
Anna Llewellyn	P/T Dog Control Off.	
	On-Call Weekday	13.10/day
	On-Call Weekend/Holiday	24.02/day
	Call-Out Up to 2 hrs	21.84/each
	Kennel Call Up to 2 hrs	16.38/each
	Office	13.73/hr.
Cheryl Adams	Clerk to the Judge	22.10/hr.
Breanna Spires	Clerk to the Judge	19.30/hr.
Laurie Churchman	P/T Court Clerk Office	15.60/hr.
Connie Goodison	Secretary to the Supervisor	20.98/hr.
JulAnn Howrilka	Assessment Clerk	22.46/hr.
Laurie Churchman	PT Assessors Office	14.74/hr.
Richard Pedro	Assessor	57,881.00/yr.
Laura Burt	Dep. Town Clerk/Receiver	19.71/hr.
Pamela Brown	P/T Clerk	15.60/hr.
Shirley Holmes	P/T Clerk	15.08/hr.
Deb Standing	P/T Typist	19.79/hr.
Kelly Olmstead	Account/Clerk Typist	21.59/hr.

And be it further

RESOLVED, that annual salaries and hourly wages of the following Town officers and employees be paid from Trust & Agency Fund which serves as a payroll account, with monies transferred to such Fund from appropriations of General Fund, Town Outside at the rate stated above, while such persons are employed by the Town of Owego:

Mary Kennedy	Registrar	925.00/yr.
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Laura Burt	Assistant Registrar	514.00/yr.
Philip Baker	Park Maintenance Sup'r.	60,320.00/yr.
Joann Lindstrom	Planning/Zoning Adm.	66,541.00/yr.
Chad Harris	Park Mainten. Assistant	19.76/hr.
Glenn Ellis	Laborer	16.90/hr.
Bryan Winters	Laborer	16.90/hr.
Ronald Schmidt	On Call Mainten. Laborer	26.62/hr.
Jessica Warren	School Guard Captain	300.00/yr.
Nancy Poulton	School Guard Captain	300.00/yr.
	School Guards	14.04/hr.
To be Determined	Office Specialist II_	16.50/hr.
To be Determined	Zoning Board of Appeals Sec	50.00/mtg.
To be Determined	Planning Board Secretary	50.00/mtg.
Michael Katchmir	On-Call P/T Code Enforcer Off.	23.08/hr.
Jeffrey Hontz	P/T Code Enforcer Officer	22.88/hr.
William Carrigg	Code Enforcement Officer	27.00/hr.
Brenda Burrell	Code Enforce. Officer Trainee	21.00/hr.

And be it further

RESOLVED, that annual salaries and hourly rates of the following Town Employees be paid from Trust & Agency Fund, which serves as a payroll account, with monies transferred to such Fund from appropriations of various Sewer & Water Districts at the rate stated above while such persons are employed by the Town of Owego:

Keegan, Bulgar	Wastewater Treat Plant Op. Trainee	24.60/hr.
David Coish	Wastewater Treat Plant Op Trainee	30.42/hr.
Robert Fenner	Laborer	22.90/hr.
Maurice Henning	Motor Equipment Op. II	20.09/hr.
Jerrett Thomas	Wastewater Operator Trainee	21.00/hr.
Melissa Root	Accounting Assoc II	17.88/hr.
Fritz Rudin	Wastewater Mait. Supervisor	28.94/hr.
Matt Shofkom	Chief Water Treatment Pl. Op.	30.06/hr.
Tyson Stiles	Director of Utilities	101,920.00/yr.
Kurt, Weed	Laborer	20.17/hr.

And be it further

RESOLVED, that annual salaries and hourly rates of the following Town Employees be paid from Trust & Agency Fund, which serves as a payroll account, with monies transferred to

such Fund from appropriations of Highway Funds at the rate stated above while such persons are employed by the Town of Owego:

Tyler Boland	Heavy Equipment Op. II	23.47/hr.
Luke Bumbalough	Motor Equipment Op. I	18.18/hr.
David Denton, Jr.	Heavy Equipment Op. III	24.30/hr.
Mark, Decker	Heavy Equipment Op. I	22.66/hr.
Jeremy Eno	Heavy Equipment Op. I	22.66/hr.
Thomas Ferguson	Motor Equipment Op. III	20.42/hr.
Eric Frederick	Heavy Equipment Op. III	24.30/hr.
Brian Harders	Working Supervisor	26.80/hr.
Henry Hines	Deputy Highway Superint.	61,152.00/yr.
Ryan Kline	Heavy Equipment Op. II	23.47/hr.
Roger Mcfall	P/T Laborer Highway Dept.	20.70/hr.
Ryan Miller	Heavy Equipment Op. II	23.47/hr.
Charles Olmstead	Heavy Equipment Op. II	23.47/hr.
William Perry	Heavy Equipment Op. I	23.47/hr.
Clifford Shaylor	Motor Equipment Op. I	18.18/hr.
Nathan, Sorber	Mechanic Working Supervisor	29.39/hr.
Jeffery, Trafzer	Mechanic	25.57/hr.
Todd VanRiper	Motor Equipment Op. III	20.42/hr.
Tim Valentine	Heavy Equipment Op. III	24.30/hr.
Shawn Weaver	Heavy Equipment Op II	23.47/hr.

And be it further

RESOLVED, that members of the Planning Board each be paid an annual salary of \$1000.00 to be paid semi-annually and the chairman an annual salary of \$1200.00 to be paid semi-annually and members of the Zoning Board be paid an annual salary of \$800.00 each to be paid semi-annually and the chairman an annual salary of \$1000.00 to be paid semi-annually from General Fund-Town Outside:

Planning Board:
Robert Rieg, Chairman

Lisa Baileys
Lynne Esquivel
Cheri Grenier
James Tofte
Craig Wademan

Zoning Board:
Gary Phelps, Chairman

Janet Brown
David Kresge
Jack Legg
Dan Myers

4. Adopt Standard Workday Resolution for employees

A motion was made by Councilmember Hellmers to adopt the following Standard Workday Resolution for employees. The motion was seconded by Councilmember Marks and unanimously carried.

TITLE	STANDARD WORKDAY
Budget Officer	8
Dep. Supervisor	8
Assessor	8
Deputy Town Clerk	8
Tax Receiver	8
Deputy Tax Receiver	8
Town Attorney	6
P/T Typist	8
Dog Control Off.	8
P/T Dog Control Off.	8
Clerk to the Judge	8
P/T Clerk to the Judge	8
Secretary to Supervisor	8
Temp Sec to the Supervisor	8
Registrar	8
Assistant Registrar	8
Park Maintenance Sup'r.	8
Planning/Zoning Adm.	8
Park Maintenance Asst.	8
Laborer	8
School Guard Captain	6
School Guards	6
Account/Clerk Typist	8
P/T Clerk	8
On-call P/T Clerk	8
Zoning Board of Appeals Sec	6
Planning Board Secretary	6
P/T Ass't Code Enforc. Off.	6
Code Enforcement Officer	8
Temp Code Enforcement Officer	8
Code Enforcement Off.Trainee	8

Laborer	8
Accounting Assoc I	8
Accounting Assoc II	8
Office Specialist II	8
Chief Wastewater Tr. Pl. Op.	8
Heavy Equipment Op. II	8
Wastewater Tr. Pl. Op.	8
Heavy Equipment Op.I	8
Chief Water Treatment Pl.Op.	8
Director of Utilities	8
Water/Sewer Systems Supv.	8

Planning Board Member	6
Zoning Board Member	6

TEAMSTERS	
Mechanic	IN CONTRACT
Motor Equipment Op. I	IN CONTRACT
Motor Equipment Op. II	IN CONTRACT
Motor Equipment Op. III	IN CONTRACT
Heavy Equipment Op. I	IN CONTRACT
Heavy Equipment Op. II	IN CONTRACT
Heavy Equipment Op. III	IN CONTRACT
Deputy Highway Superint.	IN CONTRACT
Working Supervisor	IN CONTRACT
Mechanic Working Supervisor	IN CONTRACT

5. Appoint Standing Committees

Supervisor Castellucci appointed the Councilmembers to the following Standing Committees:

Highway: Donald Castellucci, Jr.

Parks, Grounds & Recreation: Craig Jochum, Chairman, Jonathan Marks, Member

Personnel, Assessments, Finances & Judiciary: Gary Hellmers, Chairman, Craig Jochum, Member

Planning & Zoning: Dean Morgan, Chairman, Gary Hellmers, Member

Sewer & Water: Jonathan Marks, Chairman, Dean Morgan, Member

6. Appoint Special Committees

Supervisor Castellucci reviewed the following Special Committees for 2023:

Buildings:

Bill Carrigg, Chairman, Phil Baker, Vice Chairman with Rick Pedro, Craig Jochum, and Gary Hellmers

Safety:

Jonathan Marks, Chairman, Bill Carrigg, Vice Chairman Phil Baker, Dean Morgan and Craig Jochum

Computer:

Connie Goodison, Chairman, Joann Lindstrom, Vice Chairman with Mary Kennedy, Irene Graven, Patrick Hogan, Phil Baker, and Tyson Stiles

Loss Control:

Gary Hellmers, Chairman, Bill Carrigg, Vice Chairman with Tyson Stiles, Phil Baker, and Joann Lindstrom

Deferred Compensation:

Donald Castellucci, Jr., Chairman with Irene Graven, and Tina DeNigro

Employee Association Negotiating:

Donald Castellucci, Jr, Chairman, and Irene Graven, Vice Chairman

Teamsters Negotiating:

Donald Castellucci, Jr, Chairman, and Irene Graven, Vice Chairman

Dog Control Liaison: Donald Castellucci, Jr.

Town Clerk Liaison: Donald Castellucci, Jr.

Dog Park Liaison: Donald Castellucci, Jr.

Councilmember Jochum made a motion to appoint the aforementioned Special Committees. The motion was seconded by Councilmember Marks and unanimously carried.

7. Authorize Mileage Reimbursements Rate

Councilmember Jochum made a motion to set the mileage reimbursement at 67 cents per mile for the Supervisor and Town Board and 32.5 cents for other Town Officials and employees (when using a personal vehicle). The motion was seconded by Councilmember Marks and unanimously carried.

8. Appoint Representative to Tioga County Council of Governments

A motion was made by Councilmember Jochum to appoint Councilmember Morgan as the representatives to the Tioga County Council of Governments. The motion was seconded by Councilmember Hellmers and unanimously carried.

9. Hickories Park Camping Fees, Pavilion and Bandshell Rental

A motion was made by Councilmember Marks to keep Hickories Park fees the same as last year. The motion was seconded by Councilmember Hellmers and unanimously carried.

10. Appointments to Ethics Committee

After a short discussion, it was decided to make these appointments at the first meeting in February.

11. Set time for Board Meetings

A motion was made by Councilmember Jochum to set the time for Regular Meetings of the Town Board to 6:30 PM on the first and third Tuesdays of each month. The motion was seconded by Councilmember Hellmers and unanimously carried.

12. Appoint Delegate and Alternate Delegate to Association of Towns Annual Business Meeting.

Councilmember Jochum made a motion to appoint Supervisor Castellucci as the Delegate to the Association of Towns Annual Business Meeting and Mary Kennedy as the alternate. The motion was seconded by Councilmember Hellmers and unanimously carried.

13. Set 2021 Per Diem Rate

A motion was made by Councilmember Jochum to keep the Per Diem Rate at \$79/day. The motion was seconded by Councilman Marks and unanimously carried.

14. Emergency Official Media

Supervisor Castellucci stated that while the Town does not designate an official source, but local media will be used in the event of an emergency.

15. Resolution RE: Bidding Policy, Investment Policy, Emergency Policy, Supervisor, Receiver and etc.

Councilmember Jochum made a motion to adopt the following resolution regarding policies/procedures. The motion was seconded by Councilmember Marks and unanimously carried.

WHEREAS the Town Board is required annually to review and adopt or re-adopt certain policies and/or procedures of the Town;
NOW, THEREFORE, BE IT

RESOLVED, that the Receiver of Taxes and Assessments shall deposit, in her name as Receiver of Taxes and Assessments, in the banks which have been designated by the Town Board, within twenty-four hours after receipt thereof, all monies collected by her which are due to the Supervisor; and be it further

RESOLVED, that monies so deposited be paid to the Supervisor by the Receiver of Taxes and Assessments, no later than the 15th day of each month following receipt thereof;

AND BE IT FURTHER

RESOLVED, that in lieu of the Supervisor preparing and filing with the Town Clerk within 30 days after the close of the calendar year of 2022 an annual financial report accounting for all monies received and disbursed by him, containing bank certificates in all banks where Town monies are deposited showing the amount of the Town monies on deposit with the respective banks, that the Supervisor shall submit to the Town Clerk, within 120 days of the closing of the fiscal year, a copy of the report to the State Comptroller required by Section 30 of the General Municipal Law;

AND BE IT FURTHER

RESOLVED, that the Town Board of the Town of Owego does

hereby re-adopt and reaffirm the procurement and bidding policy (Chapter 22 of the Town Code) of the Town of Owego after its annual review thereof;

AND BE IT FURTHER

RESOLVED, that after its annual review, the Town Board of the Town of Owego does hereby re-adopt and reaffirm the Investment Policy for the Town of Owego;

AND BE IT FURTHER

RESOLVED that the Town Board of the Town of Owego does hereby re-adopt and reaffirm the Town of Owego Capital Asset Policy;

AND BE IT FURTHER

RESOLVED, that, whereas Town Law Section 118(2) provides that the Town Board may authorize the payment in advance of audit of claims for public utility services, postage, freight, and express charges, the Town Board of the Town of Owego does hereby authorize the Supervisor to make payments in advance of audit of claims for public utility services, postage, freight, and express charges;

AND BE IT FURTHER

RESOLVED, that the Town Board of the Town of Owego authorizes the Supervisor to sign all yearly maintenance agreements and Library contracts that have been budgeted for the year;

AND BE IT FURTHER

RESOLVED, that the Town Board of the Town of Owego authorizes the Supervisor to hire substitute crossing guards at the same rate of pay as is currently paid to crossing guards;

AND BE IT FURTHER

RESOLVED that the Supervisor is authorized to invest Town funds in accordance with the General Municipal Law;

AND BE IT FURTHER

RESOLVED that all Department Heads are authorized to travel to all necessary local meetings during the year with reasonable expenses paid;

AND BE IT FURTHER

RESOLVED that Emergency Situations shall be followed as outlined in the Employee Handbook, Section 503.

16. Declare 2006 dump truck as surplus – Highway

A motion was made by Councilmember Hellmers to declare a 2006 Sterling Dump Truck as surplus that is no longer serving Town purposes. The motion was seconded by Councilmember Jochum and unanimously carried.

17. Employee reclassifications – Highway

Councilmember Morgan made a motion to adopt the following resolution reclassifying Tyler Boland, William Perry and Ryan Kline as HEO II, and Timothy

Valentine as HEO III. The motion was seconded by Councilmember Hellmers and unanimously carried.

WHEREAS, a review of the Town's New York State civil service job classification list was recently performed; and

WHEREAS, as a result of this review, it was determined that several currently employed highway workers should be officially classified;

NOW, THEREFORE, BE IT

RESOLVED, that Tyler Boland, William Perry, and Ryan Kline are officially classified as Heavy Equipment Operator (HEO) II;

AND BE IT FURTHER,

RESOLVED, that Timothy Valentine is officially classified as Heavy Equipment Operator (HEO) III.

18. Employee upgrade – Highway

The Highway Superintendent reviewed that Shawn Weaver has continually exceeded expectations and can skillfully run 5 different machines. **A motion was made by Councilmember Jochum to adopt the following resolution upgrading Shawn Weaver to HEO III. The motion was seconded by Councilmember Hellmers and unanimously carried.**

WHEREAS the approved 2024 budget for the Town of Owego Highway Department has budgeted for and includes an HEO III position which is currently vacant; and

WHEREAS Shawn Weaver, currently in an HEO II position, is available and willing to be promoted to the HEO III position retroactive to January 1, 2024;

NOW, THEREFORE, BE IT

RESOLVED that Shawn Weaver is appointed to the position of HEO III retroactive to January 1, 2024, at an hourly wage of \$24.30 per hour with a Promotional probationary period of twenty-six weeks.

19. Purchase 2025 HX 520 International tandem axle dump truck

Councilmember Jochum made a motion to adopt the following resolution authorizing the purchase of a 2025 HX 520 International tandem axle dump truck. The motion was seconded by Councilmember Hellmers and unanimously carried.

WHEREAS, the Town of Owego adopted its 2024 budget on November 7, 2023;

and

WHEREAS, funds were budgeted under the Highway Department for the purchase of a 2025 International HX520 SFA 6x4 Chassis with Viking Plow Equipment dump truck from Allegiance Trucks, for a total of \$303,670.09; and

WHEREAS, the Highway Department is in need of said dump truck as it will replace a dump truck that currently needs extensive and costly repairs, but instead will be sent out for surplus.

NOW, THEREFORE, BE IT

RESOLVED, that the Town of Owego Highway Department shall purchase a 2025 International HX520 SFA 6x4 Chassis with Viking Plow Equipment dump truck from Allegiance Trucks, for a total of \$303,670.09.

20. Authorize Supervisor to sign Liability & Vehicle Insurance contract policy

The Supervisor reviewed the policy has not changed since last year. **A motion was made by Councilmember Hellmers to allow the Supervisor to sign the insurance premium policy. The motion was seconded by Councilmember Marks and unanimously carried.**

21. Authorize Supervisor to sign Shared Services Agreement with NYS DOT

The Supervisor explained that this allows for the Town to maintain utility poles with less paperwork from the State. **Councilmember Morgan made a motion to authorize the Supervisor to sign a Shared Services agreement with NYS DOT. The motion was seconded by Councilmember Hellmers and unanimously carried.**

L. Second Privilege of the floor

Kris Marcocci, Sulphur Springs Road, voiced safety concerns about the culvert on Lisle Road. She also thanked the Assessor's Office staff for their help with applying for exemptions. Councilmember Morgan requested Attorney/Client Privilege after the meeting.

M. Executive Session - none

N. Adjournment

Councilman Morgan moved to adjourn the meeting at 7:33 p.m.

Respectfully submitted,

Mary Kennedy, Town Clerk

