

November 21, 2023
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 -

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

Absent: None

B. Minutes of the previous meetings -

The minutes of the November 7, 2023 meeting will stand as presented.

C. Consideration of bids – none

D. Public Hearings – none

E. Reports of Department Heads –

Phil Baker, Parks Maintenance Supervisor – reported that his department is switching into winter mode (equipment maintenance, painting, etc.) and will be setting up the ice rink soon.

Tyson Stiles, Director of Utilities – reported that his crews are preparing for water main repair season.

Joann Lindstrom, Planning & Zoning Administrator – reported that there will not be a Planning Board meeting this month. Next, she stated that she and several other employees have been working with the County on the revised Hazard Mitigation Plan. A draft should be ready in a couple weeks, if anyone is interested in seeing it. Lastly, she reported that the new Part Time employee in her office is doing well.

Rick Pedro, Sole Assessor – reported that he successfully added the water/sewer relevy to the tax roll, and is looking to streamline the process for next year.

Peter Gordon, Town Historian - none

Mike Roberts, Highway Superintendent – reported that 2023 paving projects have been completed just in time. Some of the trucks have had their plows hung, and the leaf vacuum has been delivered.

Mary Kennedy, Town Clerk – reported that her new Part Time Deputy is doing really well.

Irene Graven, Town Attorney – none

Supervisor Castellucci – reported that the reports for the Town Clerk and Planning & Zoning Administrator are on file in his office. Next, he stated that he attended the following meetings: Upstate Association of Towns and Tioga County Shared Services. The Supervisor then shared details from the Owego Police Department’s radar signs. Next, he reviewed that there will be a mandatory meeting for employees on November 28th regarding Aflac benefits. Lastly, he reported a need for Attorney/Client privilege after the meeting.

F. Privilege of the Floor-

1. Tioga County Real Property Director – Steve Palinosky spoke to the Board about some changes in tax exemptions for eligible residents including: EMS/Firefighters and Senior/Aged. There was a short discussion about residency requirements for the EMS/Firefighter exemption.

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

1. Monthly report of the Supervisor

This report is on file in the Town Clerk’s Office.

H. Abstracts-

Councilmember Morgan made a motion to approve the following abstracts as presented. The motion was seconded by Councilmember Marks and unanimously carried on a Roll Call Vote after a short discussion regarding the Hickories Park lift station.

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| A0 - General Fund | 88,113.88 |
| B0 - General Fund-Town Outside | 25,387.83 |

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| DB - Highway-Town Outside | 35,991.69 |
| F0 - Water Districts | 6,118.78 |
| FA - Route 38 Water | 106.05 |
| G0- Sewer Districts | 29,196.25 |
| GA – Route 38 Sewer | 118.25 |
| L1 – Lighting District 1 | 0.00 |
| L2 - Lighting District 2 | 251.45 |
| L3 – Lighting District 3 | 125.67 |
| L4 - Lighting District 4B | 67.47 |
| L5 – Lighting District 5 | 82.14 |
| L6 - Lighting District 6 | 299.34 |
| L7 - Lighting District 7 | 64.83 |
| L8 - Lighting District 8 | 52.73 |
| L9 - Lighting District #9 | 17.62 |
| LA – Lighting District 4A | 21.26 |
| LX – Lighting District 10 | 27.16 |
| | <u>27.16</u> |
| | \$186,042.40 |

I. Unfinished Business – none

J. Reports of Standing Committees –

Councilmember Hellmers – no report

Councilmember Morgan – no report

Councilmember Jochum – no report

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

K. Presentation of Resolutions, Motions and New Business – none

1. Create new position – Planning & Zoning

Joann Lindstrom, Planning & Zoning Administrator, reviewed that the Board approved a second Full Time Code Enforcement Officer for 2024; but the Civil Service list of CEOs does not have enough candidates. She would like to create a new position of Code Enforcement Officer Trainee in order to increase possible candidates. **A motion was made by Councilmember Marks to adopt the following resolution authorizing Civil Service to create a Full Time Code Enforcement Officer Trainee position. The motion was seconded by Councilmember Hellmers and unanimously carried.**

WHEREAS, the approved 2024 budget for the Town of Owego Planning & Zoning Department includes two full time Code Enforcement Officer positions; and

WHEREAS, the Town of Owego currently has one full time and two part time Code Enforcement Officer slots approved by Civil Service; and

WHEREAS, the part time Code Enforcement Officers will be called in on an as-needed basis in 2024 and are not available to assume a full time position; and

WHEREAS, the Town of Owego's Planning & Zoning Department has a need for a second full time Code Enforcement Officer in 2024; and

WHEREAS, the Civil Service list for a Code Enforcement Officer has been exhausted, with an exam scheduled for 2024 at the earliest; and

WHEREAS, to increase the number of qualified Code Enforcement Officer candidates, the town proposes to create a Code Enforcement Officer Trainee position;

NOW, THEREFORE, BE IT

RESOLVED, that the Town of Owego hereby authorizes Civil Service to create a full time Code Enforcement Officer Trainee position for the Planning and Zoning Department.

2. Planning & Zoning Board Appointments

Councilmember Morgan made a motion to reappoint Janet Brown to the Zoning Board of Appeals Board with a term of 1/1/2024 – 12/31/2028. The motion was seconded by Councilmember Hellmers and unanimously carried.

A motion was made by Councilmember Morgan to reappoint James Tofte to the Planning Board with a term of 1/1/2024 – 12/31/2030. The motion was seconded by Councilmember Jochum and unanimously carried.

Councilmember Morgan made a motion to adopt the following resolution appointing Robert Hornick to a one year term as alternate to the Planning Board. The motion was seconded by Councilmember Hellmers and unanimously carried.

WHEREAS the Town Board of the Town of Owego has adopted a local law permitting the appointment of alternate members of the Town of Owego Planning Board; and

WHEREAS the Town Board of the Town of Owego wishes to appoint an alternate member of the Town of Owego Planning Board for a term of one year expiring 12/31/2024;

NOW THEREFORE, BE IT

RESOLVED the Town Board of the Town of Owego appoints Robert Hornick to serve as alternate member of the Town of Owego Planning Board, to serve in the event a regular member of the Planning Board is unable to participate in an application due to a conflict of interest; and it is further

RESOLVED that Robert Hornick shall serve as such alternate member of the Town of Owego Planning Board for a term of one year and be compensated at a rate of \$66.00 per meeting attended.

A motion was made by Councilmember Morgan to adopt the following resolution appointing Edward Harrison as an alternate member to the Planning Board for a one year term. The motion was seconded by Councilmember Hellmers and unanimously carried.

WHEREAS the Town Board of the Town of Owego has adopted a local law permitting the appointment of alternate members of the Town of Owego Planning Board; and

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3. Adopt 2024 Water/Sewer rates

Supervisor Castellucci reviewed the rates from the 2024 Town Budget.

Councilmember Jochum made a motion to adopt the following Water/Sewer rates for 2024. The motion was seconded by Councilmember Hellmers and unanimously carried.

WATER/SEWER DISTRICTS

Water Districts

- \$38.15 for first 6000 gallons Min. Water bill \$81.60
- \$6.25 for each 1000 gallons after Min. sewer bill \$84.48
- \$6.00 billing each reading Min water and sewer
- \$37.45 capital each billing = \$112.35/ year \$498.24/ per 3 billing cycles

- Beginning January 1, 2024, the minimum usage charge increase .57 cents. Water bills will be based on a minimum usage up to six thousand gallons at a rate of \$37.80, plus the \$6.00

billing fee for a total of \$43.80 dollars per cycle. There will be a charge of \$ 6.18 per thousand/gallons for additional usage. An increase of 12 cents per thousand gallons. Capital charges will decrease \$5.45 to \$105.00 per year (\$35.00 per billing cycle). The annual minimal bill will be \$236.40. This rate represents a decrease of \$14.64 per year.

SEWER DISTRICTS

- \$47.55 for first 6000 gallons
 - \$7.00 for each 1000 gallons after
 - \$36.93 Capital charge each billing = \$110.79/ year
 - \$144.95 Flat Rate billing = \$434.85/year
 - \$2,323/ year Marshland Links
 - \$90,000/ year Lockheed Martin
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- Sewer bills will be based on a minimum usage up to six thousand gallons at the rate of \$47.08. This is an increase of .47 cents. There will be a charge of \$ 7.00 per thousand /gallons for additional usage. This is an increase of .11 cents per thousand gallons. The capital charge per unit will decrease to at \$93.99 (\$31.33 per billing cycle). The annual minimum bill will be \$235.23. This rate represents a decrease of \$9.60 cents.
 - Homes that have municipal sewer but do not have municipal water will be charged \$430.52 per year (\$143.51/bill), an annual increase of \$1.42 for sewer use. The sewer capital fee will remain at \$105.00 per year (\$35 per billing cycle). Total annual bill will be \$535.52 an increase of \$4.26 per year.

ROUTE 38 DISTRICT 7

Water

\$40.00 min bill for first 6000 gallons
\$6.00 for each 1000 gallons after
\$3.00 billing each reading = \$12.00/ year
\$3.00 / 1000 gallons capital charge

Sewer

Flat Rate \$350/Billing \$1400/yr
\$30/1000
\$5/1000 gallons capital charge

4. Employee Association agreement

The Supervisor reviewed that an agreement was reached with the Employee Association. It includes either a 4% or 90¢/hour raise (whichever is higher). **A motion was made by Councilmember Jochum to approve the 2024 Employee Association Agreement. The motion was seconded by Councilmember Marks and unanimously carried.** The contract is on file in the Town Attorney's office.

5. Local Highway Inventory amendment

Councilmember Morgan made a motion to table action on an amendment to the Local Highway Inventory list. The motion was seconded by Councilmember Marks and unanimously carried.

6. Wellhead Protection Permit Application – Upstate Shredding

Representatives of Upstate Shredding shared information on how the company is striving to ensure the Town’s water supply is protected throughout their metal recycling processes. After a discussion, **a motion was made by Councilmember Hellmers to approve Wellhead Protection Permit #4 of 2023, contingent upon receipt of a letter of approval from the Village, a signed Industrial Waste Permit, and an agreeable comment from the Director of Utilities. The motion was seconded by Councilmember Marks and unanimously carried.**

L. Second Privilege of the floor –

There was no one wishing to speak at this time.

M. Executive Session - none

N. Adjournment -

Motion by Councilmember Morgan, the meeting was adjourned at 7:50 PM.

Respectfully submitted,

Mary Kennedy, Town Clerk

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Respectfully submitted,

Mary Kennedy, Town Clerk