

February 23, 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 Town Clerk called the roll and 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
Scott Vasisko, Parks Maintenance Supervisor
Peter Gordon, Town Historian
Joann Lindstrom, Planning and Zoning Administrator
Michael Roberts, Highway Superintendent
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 January 17, 2023 meeting will stand as presented. **Councilmember Morgan made a motion to accept the February 7, 2023 meeting minutes as prepared by Debra Standing. The motion was seconded by Councilmember Marks and unanimously carried.**

C. Consideration of bids – none

D. Public Hearings – none

E. Reports of Department Heads –

Joann Lindstrom, Planning & Zoning Administrator – reported that the new employee, Brenda Burrell passed the Notary test and should get the results of her Civil Service exam by the end of the week. Next, she stated that she attended a BMTS meeting today where she learned

that the DOT will announce the Bridge NY grants winners in the beginning of April. The Planning Board will meet next week to review a site plan for a proposed produce stand on Rt. 434 near Vestal. The Zoning Board will not meet in March as Dunkin Donuts needs more time to address stormwater concerns. Lastly, she requested permission for Bill Carrigg to attend training. **A motion was made by Councilmember Morgan to allow Bill Carrigg to attend the Finger Lakes Building Officials Educational Conference from March 13-15, 2023 in Rochester. The motion was seconded by Councilmember Marks and unanimously carried.**

Scott Vasisko, Parks Maintenance Supervisor – stated that the repairs on Pavillion 5 are complete. Next, he reported working with County IT to update the database with the recently approved camping rates. Seasonal camping letters were mailed today, with thanks to Melissa Root for her help. Lastly, he received quotes for materials from Ron Schmidt for the Hickories Park storage shed, which will be shared with the Parks Committee.

Tyson Stiles, Director of Utilities – submitted several bids for a work truck, and recommended the low bid be accepted. **Councilmember Jochum made a motion to approve the bid for a 2023 Ram 1500 SSV truck at \$39,500. The motion was seconded by Councilmember Hellmers and unanimously carried.**

Peter Gordon, Town Historian – no report

Rick Pedro, Sole Assessor – reported that Taxable Status Day is approaching (3/1/23). He will be adding exemptions that qualify and removing the ones that are no longer eligible.

Mike Roberts, Highway Superintendent – no report

Irene Graven, Town Attorney – no report, but stated a need for Attorney /Client Privilege.

Mary Kennedy, Town Clerk – reported that the software program for Utilities billing and collection (Logics) needs to be upgraded (at no extra cost). However, receipt printers will become obsolete and need replacement, if the Town chooses to stay with Logics. Next, she stated that her office has received over \$16.1 million which is 80% of her warrant. Over a half million has been submitted online. Lastly, she reported that the online payment processing company will be raising their rates slightly on April 1st

Supervisor Castellucci – reported a need for Attorney/Client Privilege after the meeting. He thanked Joann Lindstrom, Planning & Zoning Administrator, for attending the NYSEG meeting. Lastly, he reviewed that the Town Emergency Plan was studied at the Workshop prior to this meeting. **A motion was made by Councilmember Morgan to accept the proposed Town Emergency Plan. The motion was seconded by Councilmember Hellmers and unanimously carried.** It is on file in the Town Clerk's Office.

F. Privilege of the Floor- none

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

H. Abstracts-

The Supervisor explained that the Abstract was updated to remove a Per Diem check for an employee that could not attend the AOT Conference due to illness.

Councilmember Morgan made a motion to approve the following abstracts as updated. The motion was seconded by Councilmember Hellmers and unanimously carried on a Roll Call Vote after a short discussion about the heating problem in the new building.

A0 - General Fund	215,546.10
B0 - General Fund-Town Outside	66,247.92
DB - Highway-Town Outside	176,857.16
F0 - Water Districts	25,600.85
FA - Route 38 Water	939.29
G0- Sewer Districts	124,269.26
GA – Route 38 Sewer	275.50
HN – NY Rising – Shared Services	18,022.65
L1 – Lighting District 1	24.33
L2 - Lighting District 2	244.20
L3 – Lighting District 3	120.05
L4 - Lighting District 4B	65.63
L5 – Lighting District 5	78.33
L6 - Lighting District 6	289.67
L7 - Lighting District 7	63.07
L8 - Lighting District 8	51.10
L9 - Lighting District #9	17.15
LA – Lighting District 4A	20.87
LX – Lighting District 10	26.48
	<u>26.48</u>
	\$628,759.61

I. Unfinished Business –

1. Wellhead Protection Permit #4 of 2022 – Upstate Shredding

Anthony Paniccia, Delta Engineers (representing Adam Weitsman), reviewed the updated Wellhead Protection Permit request. **Councilmember Morgan made a motion to approve Wellhead Protection Permit #4 of 2022. The motion was seconded by Councilmember Hellmers and unanimously carried.**

J. Reports of Standing Committees –

Councilmember Jochum – no report, but asked about the Pedestrian Bridge in Hickories Park. **A motion was made by Councilmember Marks to schedule a workshop regarding the Pedestrian Bridge in Hickories Park at 5:45 PM on March 7, 2023. The motion was seconded by Councilmember Morgan and unanimously carried.**

- Councilmember Marks – no report
- Councilmember Morgan – no report
- Councilmember Hellmers – no report

K. Presentation of Resolutions, Motions and New Business –

1. Amended Salary Resolution

The Supervisor stated that it needed to be updated to reflect the Teamster’s new contract. **Councilmember Morgan made a motion to approve the 2023 Salary Resolution as amended. The motion was seconded by Councilmember Hellmers and unanimously carried.**

WHEREAS, Town employees are paid every two weeks on Thursday, the first payday in 2023 being January 5, 2022, 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 2023 being January 6, 2023, for services rendered from December 20, 2022 through January 2, 2023 which represents ten working days, eight days being paid at the 2023 salary, two days being paid at the 2022 salary, and

WHEREAS, the paychecks issued thereafter during 2022 will cover two full weeks or ten days and will represent 10/260 of the employees’ salary, there being 250 working days and 12 holidays in 2023, 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	27,872.00/yr.
Patrick Hogan (Temporary)	Town Justice	20,904.00/yr.
Donald Castellucci, Jr.	Supervisor	40,215.00/yr.
Donald Castellucci, Jr.	Budget Officer	11,550.00/yr.
Dean Morgan	Dep. Supervisor	1000.00/yr.
Mary Kennedy	Town Clerk	53,329.00/yr.
Mary Kennedy	Tax Receiver	13,185.00/yr.
Mike Roberts	Hwy. Superintendent	76,805.00/yr.
Irene Graven	Town Attorney	68,275.00/yr.
Kyle Fleming	Dog Control Off.	18.62/hr.
Angela Woodruff	P/T Dog Control Off.	
Anna Llewellyn	P/T Dog Control Off.	
	On-Call Weekday	12.60/day
	On-Call Weekend/Holiday	23.10/day
	Call-Out Up to 2 hrs	21.00/each
	Kennel Call Up to 2 hrs	15.75/each

Cheryl Adams	Clerk to the Judge	21.25/hr.
Breanna Spires	Clerk to the Judge	18.56/hr.
Connie Goodison	Secretary to the Supervisor	20.17/hr.
JulAnn Howrilka	Assessment Clerk	19.64/hr.
Cally Fruscello	PT Assessors Office	14.12/hr.
Richard Pedro	Assessor	55,655.00/yr.
Laura Burt	Dep. Town Clerk/Receiver	18.95/hr.
Melinda Gardner	P/T Clerk	14.37/hr.
Shirley Holmes	P/T Clerk	14.25/hr.
Deb Standing	P/T Typist	19.03/hr.
Kelly Olmstead	Account/Clerk Typist	20.69/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	889.00/yr.
Laura Burt	Assistant Registrar	494.00/yr.
Scott Vasisko	Park Maintenance Sup'r.	61,669.00/yr.
Joann Lindstrom	Planning/Zoning Adm.	63,982.00/yr.
Philip Baker	Park Maint. Assistant	19.93/hr.
Glenn Ellis	Laborer	16.00/hr.
Chad Harris	Laborer	16.00/hr.
Bryan Winters	Laborer	16.00/hr.
Renea Kiefer	School Guard Captain	300.00/yr.
	School Guards	13.50/hr.
Brenda Burrell	Office Specialist II	16.00/hr.
Brenda Burrell	Zoning Board of Appeals Sec	50.00/mtg.
Brenda Burrell	Planning Board Secretary	50.00/mtg.
Michael Katchmir	P/T Ass't Code Enforc. Off.	22.19/hr.
Ronald Schmidt	On Call Maintenance Laborer	25.60/hr.
William Carrigg	Code Enforcement Officer	25.00/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	Motor Equipment Op. I	17.50/hr.
Robert Fenner	Laborer	19.54/hr.
Maurice Henning	Motor Equipment Op. II	19.19/hr.
Anthony, Mancini	Wastewater Treat Plant Op Trainee	23.63/hr.
Melissa Root	Accounting Assoc II	16.98/hr.
Fritz Rudin	Wastewater Mait. Supervisor	27.83/hr.
Joseph Schneider	Heavy Equipment Op. I	25.89/hr.
Matt Shofkom	Chief Water Treatment Pl. Op.	28.90/hr.
Tyson Stiles	Director of Utilities	98,000.00/yr.
Kurt, Weed	Laborer	19.27/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. I	21.96/hr.
Michael Campbell	Motor Equipment Op. II	20.41/hr.
David Denton, Jr.	Heavy Equipment Op. III	23.60/hr.
Mark, Decker	Heavy Equipment Op. I	21.96/hr.
Riker, Dieffenbach	Motor Equipment Op. I	17.48/hr.
Jeremy Eno	Motor Equipment Op. I	17.48/hr.
Thomas Ferguson	Motor Equipment Op. II	19.19/hr.
Eric Frederick	Heavy Equipment Op. III	23.60/hr.
Dale Hamm	Heavy Equipment Op. I	21.96/hr.
Brian Harders	Working Supervisor	26.10/hr.
Henry Hines	Deputy Highway Superint.	58,800.00/yr.
Ryan Kline	Heavy Equipment Op. I	21.96/hr.
Ryan Miller	Heavy Equipment Op. II	22.77/hr.
Charles Olmstead	Heavy Equipment Op. II	22.77/hr.
William Perry	Heavy Equipment Op. I	21.96/hr.
Clifford Shaylor	Motor Equipment Op. I	17.48/hr.
Nathan, Sorber	Mechanic Working Supervisor	28.69/hr.

Garret, Stocks	Motor Equipment Op. I	17.48/hr.
Jeffery, Trafzer	Mechanic	24.87/hr.
Todd VanRiper	Motor Equipment Op. II	19.19/hr.
Tim Valentine	Heavy Equipment Op. III	23.60/hr.
Roger Walburn	Heavy Equipment Op. I	21.96/hr.
Shawn Weaver	Heavy Equipment Op II	22.77/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
 David Marsh
 James Tofte
 Craig Wademan
 Cheri Grenier

Zoning Board:

Gary Phelps, Chairman
 Janet Brown
 David Kresge
 Jack Legg
 Daniel Myers

2. Authorize the Supervisor to sign solar PILOT & Decommissioning agreements

Councilmember Morgan made a motion to authorize Supervisor Castellucci to sign the PILOT and Decommissioning Agreements for the solar farm on Day Hollow Road (NY Owego LLC). The motion was seconded by Councilmember Jochum. A short discussion was held regarding the possibility of changing the agreement since the owners made a small change to their plan, and requested a meeting with Peter. **The motion carried with 4 yes votes and 1 no vote (Councilmember Jochum).**

3. Salary increase – Planning & Zoning

The Supervisor reviewed that the conditions for hiring Joann Lindstrom, Planning & Zoning Administrator included a salary increase if/when she passed the Civil Service test. She recently completed that requirement. **A motion was made by Councilmember Morgan to approve the following resolution increasing Joann Lindstrom’s salary. The motion was seconded by Councilmember Hellmers and unanimously carried.**

WHEREAS, the approved 2023 budget for the Town of Owego has budgeted for and includes an Administrator for the Town of Owego Planning & Zoning Department; and

WHEREAS, Joann Lindstrom was appointed to that position effective March 2, 2020; and that that upon passing the Tioga County Civil Service test, her annual salary shall be increased \$2,000.00; and

WHEREAS, Joann Lindstrom has taken and passed the required examination;

NOW, THEREFORE, BE IT

RESOLVED, that Joann Lindstrom's annual salary shall be increased by \$2,000.00, retroactive to January 31, 2023.

L. Second Privilege of the floor – none

M. Executive Session - none

N. Adjournment -

Motion by Councilmember Morgan, the meeting was adjourned at 7:16 PM.

Respectfully submitted,

Mary Kennedy, Town Clerk