



## Minutes

Town of Cairo

Monday Nov. 2<sup>nd</sup>, 2020

Town Board Meeting @ 7:00 pm

Location: Cairo Town Hall (Open to the Public)

**DRAFT**

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday October 5, 2020. Supervisor Coyne called the meeting to order @ 7:01 and asked the attendees to Pledge Allegiance to the Flag.

Attendance: Supervisor Coyne, Council Member Cords, Council Member Kralovich, Council Member Powers, Council Member Watts.

### **Review and Approval of Minutes:**

**October 5<sup>th</sup>, 2020:** Offered by Council Member Powers and seconded by Council Member Kralovich.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – abstain. Motion Carried.*

### **Report of Committees:**

**John Coyne-**

#### Emergency Planning;

- Nothing to report

#### Greene County EMS;

- Nothing to report

#### Water/Sewer;

- There was an increase of gallons per day for the town due to a leak. That leak has been addressed and it should now decrease to the normal 90,000 per day/Well house and Park Project discuss raising the level of the house which caused the last issues with the piping. But everything now is ready for installation, hopefully the 3<sup>rd</sup> week of Nov., Dec. 31<sup>st</sup> with a hopeful completion date/the 3<sup>rd</sup> quarter PFOA's were taken and are a low level.
- Sewer billing will be sent out on Nov. 10<sup>th</sup>/discussion of lowering the EDU bill within the next year due to paying off a large amount of the EDU bill/also discussion about what to do about parcel that don't pay or aren't buildable/continuing work on the septic tank, will have an annual pump out of septic starting next year.

**Stephen Kralovich-**

Court;

- Continuing to clean up the back log of cases and paperwork.

Highway Department;

- Lost 3 employees/hired a few as well/bringing to employees hourly rates up/2 trucks have inspections coming up, to bring them to inspection this will cost about 10-15,000/update the road specifications/addressed Bross Street 2 way, there have been no accidents and no issues so it will stay a 2 way street.

Police Department;

- 139 SJS's/94 calls due to the wind damage/11 criminal calls

**Mary Jo Cords-**

Assessor;

- 35 transfers/25 actual sales/requesting a resolution for education (**Resolution No. 2020-171**)

Insurance/Health Insurance;

- Highway needs to relay what vehicles have been sold or taken off the road to update the insurance.

Library;

- They will be having the election tomorrow Tuesday Nov. 3<sup>rd</sup>, 2020 from 6am-9pm in the library for districts 1-4 like every election year.

**Timothy Powers-**

Ambulance;

- 83 call/61 transports/\$57,810 billed/2 power stretches to be refurbished now and next year/office needed another filing cabinet/new ambulance possibly February.

Animal Control;

- 100 miles put on vehicle/17 calls about deer/dogs/pigs

Festivals/Parades/Youth Fair;

- Christmas Parade on Nov. 28<sup>th</sup>/working with firehouse and chamber/fireworks show

**Jason Watts (Absent)-**

Code/Building/Zoning;

- 24 building inspections/5 C.O.'s/17 municipal searches/ 4 violations/5 current court cases/5 new court cases/50 inspections/237% increase of profits.

Planning Board;

- **Resolution No. 2020-170**

**Existing Business:**

1. Water Project in the Park
  - a. There were a few issues that have recently arose with the project with extra costs, due to the elevation of the property in the park. The Town does not want to take care of these cost as they were not anticipated or budgeted into the project.

### **New Business:**

1. CDE Electric Inc. Invoice
  - a. We have obtained a quote for an annual Generator Maintenance totaling 2,200.00. Jason was wondering if the Highway Dept. can take a look at this to lower costs. Tim would like to have a little more information on if this all that is being for this price.
2. Fireman of the Year
  - a. Address both firemen of the year at a further meeting date.
3. Christmas Parade
  - a. On Saturday November 28<sup>th</sup>, 2020 the Town of Cairo will be holding their annual Parade of lights. They have added Fireworks to the end of the parade that can be found in the Angelo Canna Town Park.
4. County Highway – Request to make VanBuren Drive one way into the Park
  - a. There have been concerns from some residents about VanBuren drive going in to the Park. Discussion of how to avoid accidents and the possibility to making it a one way along with blocking off 1 parking spot on each side so traffic can see on coming into Main Street from the park.
5. Humane Society Contract
  - a. **Resolution No. 2020-168**
6. End of the Year List
  - a. There will be a list at the end of the year to show what board has done throughout the year and what it has done to impact the community.
7. Quick Response Disinfecting
  - a. Quick response will be down at the Angelo Canna Town Park on Saturday Nov. 7<sup>th</sup> to disinfect all emergency vehicles.
8. Discuss EDU Decreasing
  - a. Option of decreasing the EDU quarterly billing. Will discuss more in depth next meeting.
9. Fossil Forest
  - a. Discuss options of the Fossil Forest. We have opportunity to donate property, sell property or use the property correctly at the Town's Discretion.
10. Recycling Center
  - a. After passing a resolution to close the town recycling center, there has been more discussion about if this was the right decision or not. Some would like to bring the topic to the table again.

### **Public Comments:**

- Monica Keff discussed using the HUD Grant for the use on the abandoned building in town.
- Brian Feml spoke on the recycling center about staffing, cameras and other options before closing it.
- Richard Lorenz also touched on the recycling center, wondering what other options can be done as well instead of closing it. He spoke about the Hoover Foundation Grant from the legion and using the money to help with the senior center that the Town would like to build in the park. Including speaking about the Community Center search committee and possible locations.
- Bebe Tobin and Steve Freeman discussed the VanBuren issues and some things that could be done about the street. Having it stay a 2way, making it a 1way or making a 1way when certain events are going on in the town. The possibility of havin no parking on each side of the road and also more lighting for the town.

**Resolution No. 2020 – 164 “Accept Water Billing”**

Offered by Council Member Watts and seconded by Council Member Cords.

**WHEREAS**, it is necessary for the Water Billing to be authorized by the Town Board and documented in the minutes; therefore, be it

**RESOLVED**, the Town Board does hereby accept the Water Billing from the Water Administrator in the amount of \$46,819.03 dated October 7, 2020.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-165 “Water Billing Adjustment”**

Offered Supervisor Coyne and seconded by Council Member Powers.

**WHEREAS**, it is necessary for the Water penalty billing adjustment to be authorized by the Town Board and documented in the minutes; therefore, be it

**RESOLVED**, that the Town Board accepts the adjustments to the Water billing, a credit of \$19.14 be applied to account # 0710, due to an incorrect water reading.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-166 “Resignation of Officer”**

Offered by Supervisor Coyne and seconded by Council Member Kralovich.

**WHEREAS**, a resignation letter has been received from Cairo Police Officer Richard Selner with an effective date of October 15, 2020. Therefore;

**BE IT RESOLVED**, that the resignation submitted by Richard Selner is hereby accepted by the Cairo Town Board.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-167 “Appointment of Part-Time Highway Employees”**

Offered by Council Member Watts and seconded by Council Member Kralovich.

**WHEREAS**, there are openings for part-time employees in the Highway Department. Therefore;

**BE IT RESOLVED** that Jesse Carman and Robert Laird have been hired effective November 4, 2020 at a rate of \$15.00 per hour with the Town of Cairo Highway Department.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-168” Authorize Supervisor to Sign 2021 Columbia-Green Humane Society/SPCA Contract”**

Offered by Council Member Watts and seconded by Council Member Cords.

**WHEREAS**, the Town of Cairo has received the Columbia Greene Humane Society/SPCA contract for January 1, 2021 – December 31, 2021 for approval and the contract covers the fee schedule and housing and care of dogs seized by Animal Control. Therefore;

**BE IT RESOLVED**, that the Town Board does hereby authorize the Town Supervisor to sign the 2021 Columbia-Greene Humane Society/SPCA contract.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Abstain, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-169 “Town of Cairo Fee Schedule”**

Offered by Supervisor Coyne and seconded by Council Member Powers.

**WHEREAS**, The Town Board of the Town of Cairo, has reviewed and updated the current portion of the town fee schedule listing as follows:

<b>Beer Permit</b>	(Applies to Town Property & Not for profit excluded)
<b>Junk Yard/Salvage</b>	\$25 per year
<b>FOIL Deposit for Maps</b>	\$20
<b>Curb Cut/Driveway Upgrade</b>	\$100 for engineering, inspection, repairs & replacement
<b>Board of Appeals Public Hearing Fee</b>	<del>\$25</del> <b>\$75</b>
<b>Fencing (when building permit required)</b>	\$25

**THEREFORE BE IT RESOLVED**, the Town Board does hereby approve the change to the town fee schedule as presented.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers -Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-170 “Appointment of Planning Board Secretary”**

Offered by Council Member Watts and seconded by Council Member Cords.

**WHEREAS**, there is a vacancy and a need for a Planning Board Secretary. Therefore;

**BE IT RESOLVED** that Donna Vollmer has been hired effective November 5, 2020 at a rate of \$15.00 per hour.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers -Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-171 “Assessor Continuing Education”**

Offered by Supervisor Coyne and seconded by Council Member Kralovich.

**WHEREAS**, Janice Hull, Assessor requests approval to attend a one day seminar via WebEx for “Pilot Administration” on November 19, 2020 @ \$110 for (6) credit hours for NYS certification for continuing education. Therefore;

**BE IT RESOLVED**, The Town Board does hereby authorize the Assessor to attend the one day seminar @ \$110 on November 19, 2020 as required for continuing education. NYS will reimburse the Town for the cost.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers -Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-172 “Receipt of Monthly Supervisor’s Report”**

Offered by Council Member Kralovich and seconded by Council Member Powers.

**WHEREAS**, Town Law, Section 125 commands a detailed statement from the Supervisor’s office to be rendered to the Town Board of all money received and disbursed and a copy filed in the office of the Town Clerk; therefore, be it

**RESOLVED**, that the Town Board Members accept the monthly Supervisor’s Report for November.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers -Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-173 “Appointment to the Ethics Board”**

Offered by Council Member Kralovich and seconded by Council Member Powers.

**BE IT RESOLVED**, that the Cairo Town Board does hereby appoint Edward Brandt, John Vandenburg, and Christopher Keff to the Town of Cairo Ethics Board.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers -Aye, Council Member Watts – Abstain. Motion Carried.*

**Resolution No. 2020-174 “Increase Hourly Rate for Existing Part-Time Highway Employees”**

Offered by Council Member Kralovich and seconded by Council Member Watts.

**WHEREAS**, Highway Superintendent, recognizes that in order to recruit and retain full time employees both new hire and existing need to be distinguished by experience/credentials and paid a fair and equitable pay rate.

**WHEREAS**, Highway Superintendent is requesting an increase in pay for two existing part time employees. Walter Harasemovech has sustained employment with the Town of Cairo more than one year, and Joseph Reynolds for a period of seven years.

**THEREFORE BE IT RESOLVED**, the following pay rates would be as follows:

	Current rate	Increased rate
Walter Harasemovech	\$13.01	\$15.50
Joseph Reynolds	\$13.01	\$15.50

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers -Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-175 “Budget Amendments and Payment of Bills on Abstract #311 & Prepays”**

Offered by Council Member Watts and seconded by Council Member Cords.

**WHEREAS**, payment of bills should be properly authorized and documented in the minutes; therefore be it

**RESOLVED**, the Town Board does hereby authorize that Abstract #310 and Prepays, consisting of 2020 Vouchers #106286 through #106363 in the amount of \$291,936.61 is approved for payment;

The total amount to be paid from the:

General Fund -	\$57,733.30	Hydrant -	\$7,500.00
Highway Fund -	\$144,670.19	Capital Water-	\$28,322.26
Street Lighting -	\$ 4,465.77	Sidewalk -	\$0
Sewer Fund -	\$37,085.26	Trust & Agency -	\$0
Water Fund -	\$ 8,123.52	Special Fire -	\$4,036.31

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers -Aye, Council Member Watts – Aye. Motion Carried.*

**Adjourn Board Meeting @ 8:26PM**

Offered by Council Member Kralovich and seconded by Council Member Watts.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

Respectfully Submitted

Kayla L. McAlister  
Town Clerk