

**Eaton Town Council Regular Board Meeting Minutes,
Tuesday, March 12th, 2024 at 6:00 pm**

Town of Eaton Office Building, 35 Cedar Street, Morrisville, New York, there were present:

- Joseph Wicks, Supervisor
- Jeff Golley, Councilmember
- Dave Verne, Councilmember – arrived at 6:09
- Stephen Dickerson, Councilmember
- Jean Hilts, Councilmember
- Dean Curtis, Town Clerk
- Larry Phillips, Highway Superintendent
- Amy Will - Bookkeeper

Also present: Margaret Rashford,

Call to order & Welcome: The Meeting opened at 6:01 pm with the Pledge of Allegiance.

PUBLIC COMMENT (5 min):

Margaret Rashford – asked for updates on the Windmill projects she had some concerns. Supervisor Wicks gave her the information from Liberty Renewables Inc.

REGULAR MONTHLY MEETING:

CODES OFFICER REPORT:

**Town of Eaton
Codes Officer Report
02/01/2024 - 02/29/2024**

| Type | Date | Comment | Name | Fee |
|----------------------|-----------|------------------------------|-----------------------|-------------------|
| Boundary Line Change | 2/27/2024 | #23-137 | Chapin Land Surveyors | \$50.00 |
| Building Permit | 2/1/2024 | #01-24 24'x24' Garage | Gates, Keith | \$316.40 |
| Building Permit | 2/13/2024 | #02-24 Generator | Catania Chiropractic | \$110.00 |
| Building Permit | 2/21/2024 | #48-23 Rt 20, 70 x 36 Office | Erie Enterprise LLC | \$1,594.95 |
| | | Total | | \$2,071.00 |

TOWN CLERKS REPORT:

TOWN CLERK'S MONTHLY REPORT

TOWN OF EATON, NEW YORK

FEBRUARY, 2024

TO THE SUPERVISOR:

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

| | | | |
|-------|--------------|------------------------|------------------|
| A1255 | | | |
| | <u> 3</u> | DECALS | <u> 4.98</u> |
| | <u> 7</u> | LANDFILL TICKETS | <u> 5.25</u> |
| | <u> 3</u> | MARRIAGE CERTIFIED CPY | <u> 30.00</u> |
| | | TOTAL TOWN CLERK FEES | <u> 40.23</u> |
| <hr/> | | | |
| A1550 | | | |
| | <u> 2</u> | DOG REDEMPTION | <u> 30.00</u> |
| | | TOTAL A1550 | <u> 30.00</u> |
| <hr/> | | | |
| A1603 | | | |
| | <u> 24</u> | DEATH CERTIFIED COPIES | <u> 240.00</u> |
| | | TOTAL A1603 | <u> 240.00</u> |
| <hr/> | | | |
| A2544 | | | |
| | <u> 7</u> | DOG LICENSES | <u> 60.00</u> |
| | | TOTAL A2544 | <u> 60.00</u> |
| <hr/> | | | |
| B2110 | | | |
| | <u> 3</u> | VARIANCE | <u> 525.00</u> |
| | | TOTAL B2110 | <u> 525.00</u> |
| <hr/> | | | |
| B2115 | | | |
| | <u> 1</u> | BOUNDRY LINE CHANGE | <u> 50.00</u> |
| | | TOTAL B2115 | <u> 50.00</u> |
| <hr/> | | | |
| B2555 | | | |
| | <u> 3</u> | BUILDING PERMIT | <u> 2,021.35</u> |
| | | TOTAL B2555 | <u> 2,021.35</u> |

TOWN CLERK'S MONTHLY REPORT

FEBRUARY, 2024

DISBURSEMENTS

| | |
|---|----------|
| PAID TO SUPERVISOR FOR GENERAL FUND | 370.23 |
| PAID TO SUPERVISOR FOR PART TOWN FUND | 2,596.35 |
| PAID TO NYS DEC FOR DECALS | 85.02 |
| PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM | 11.00 |
| PAID TO DEPT OF SOLID WASTE & SANITATION FOR LANDFILL | 134.75 |
| <hr/> | |
| TOTAL DISBURSEMENTS | 3,197.35 |

- Total taxes collected \$ 2,689,267.86
- Local Law 1-2024 has been filed and received by DOS
- Notices to Comply for all Dog related issues found on Nextdoor and Facebook
- Sexual Harassment training scheduled for Tuesday March 19th. Reminder for all employees paid or unpaid they must attend or schedule another time
- **DCO Training:** On March 7, Town of Hamilton hosted a Madison County DCO training in collaboration with Wanderers Rest Humane Association. NYS Ag & Markets. 14 people attended, including all of the DCO's in our county but 1. Good review of the basics which lead to discussion on issues that are cropping up. Longtime DCO's have said that they are experiencing more dog complaints, issues, and dog bites.

VETERINARY CARE (See DCO Shelter Guide March 2014- Page 5)

NYCRR, Part 77.2 requires that all dogs seized under AML, Article 7 "...shall be properly cared for, sheltered, fed and watered for the redemption period..." "Properly cared for" includes veterinary care when necessary. Any seized dog suffering from illness or serious injury must receive prompt treatment by a licensed veterinarian. A common sense evaluation of the seized dog by the DCO is necessary to determine when that care is necessary.

For example if a dog appears to have been hit by a car, has lacerations and possible fractures and is in pain, that animal needs to be seen by a veterinarian. The municipality is responsible for stabilizing care for that animal, but not for orthopedic surgery or other major surgery or diagnostics. Stabilization may include intravenous fluids, cleaning of wounds, supportive wraps for fractures; pain control, etc. Other examples would be a dog that is weak, unable to walk, is vomiting, etc., or a dog with porcupine quills. That dog also needs to be seen by a veterinarian.

Due to this requirement, Village Vet in Wampsville, NY was contacted and our arrangement is for any DCO in Madison County they will honor the Town of Eaton for all Vet care as described above with 24/7 care. The Town is financially responsible to pay for this care BUT if an owner is located, then the town can bill the owner for the costs. At the training, Ag and Markets spoke

about comfort care and pain relief as the priorities. Village Vet already works with Wanderers Rest Humane Association (WRHA) so they understand the above

Review minutes of February 13th, 2024 Regular Town Board/Organizational Meeting.

RESOLUTION 2024- 31 : Approval of Minutes – 2/13/2024

On a motion of Councilmember Dickerson, seconded by Councilmember Hilts, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the minutes for February 13th, 2024 have been reviewed and with amendments have been approved.

HIGHWAY REPORT:

BOCES – Brandyn Chapman intern April 10th – May 16th Wednesday – Friday 8:30 am – 11 am

SUPERVISOR REPORT:

Supervisor Wicks addressed the board on updates to the following:

- Quotes on Siding for Town Building
- New Metal detection machine for court
- Adding an additional door to the court for safety concerns
- Land transfer of property for Town Park
- June 5th at 6:00 will be a ribbon cutting ceremony for the new historical rooms at the Morrisville Public Library named after Deb Clark
- Clean Up days for Town of Eaton
- Further approval of Comprehensive Fee Schedule once approved by Town Attorney

RESOLUTION 2024- 32 : Approval Supervisor Report

On a motion of Councilmember Golley, seconded by Councilmember Verne, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Supervisor Report Submitted on March 12th 2024 was accepted and approved

OLD BUSINESS: Nothing to discuss

NEW BUSINESS:

RESOLUTION 2024 - 33 : Town Clerk Dean Curtis to attend NYSTCA Conference in Albany, NY April 21st – 24th

On a motion of Councilmember Golley, seconded by Councilmember Hilts, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Town Board authorizes Dean Curtis attend the NYSCA Conference in Albany April 21st – 24th 2024 with further authorization for the municipal credit card to be utilized for registration and hotel expenditures (registration and info attached for board packet)

RESOLUTION 2024 - 34 : Bookkeeper Amy Will to attend 2024 Town Finance School in Geneva, NY May 7th & 8th

On a motion of Councilmember Verne, seconded by Councilmember Dickerson, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Town Board authorizes Amy Will attend the Town Finance School in Geneva, NY May 7th & 8th 2024 with further authorization for the municipal credit card to be utilized for registration and hotel expenditures (registration and info attached for board packet)

RESOLUTION 2024 - 35 : Advertise/Post Legal Notice for Weight Limits on Town of Eaton Roads

On a motion of Councilmember Hilts, seconded by Councilmember Golley, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that Town Superintendent have authorization from the Town Board to advertise and post Legal Notice for Weight Limits on Town Roads within the Town of Eaton. Posted on Town Bulletin Board, Town website and Oneida Daily Dispatch.

LEGAL NOTICE

Pursuant to Section 1660 of the Vehicle and Traffic Law, any and all Town of Eaton Highways may be closed to any vehicle with a weight in excess of 4 tons per axle. Such closing becomes effective upon posting of signs and terminates when signs are removed per order of the Town Board, Town of Eaton.

Dated: March 12th, 2024

Dean Curtis

Town of Eaton/Town Clerk

RESOLUTION 2024 - 36 : Appoint Dean as the Building Safety Inspector 3/12/2024 – 12/31/2024

On a motion of Councilmember Golley, seconded by Councilmember Verne, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that Dean Curtis has taken the required course set out from Department of State, received the said certification and the Town Board has approved his position as Building Safety Inspector at a rate of \$25.00 per hour for up to 5 hours per week.

RESOLUTION 2024 - XX : Adopting the New Comprehensive Fee Schedule effective Immediately

On a motion of Councilmember _____, seconded by Councilmember _____, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Supervisor Wicks tabled until April 9th, 2024, awaiting approval from Town Attorney

RESOLUTION 2024- 37 : Amend Town of Eaton Holiday Schedule :

On a motion of Councilmember Verne, seconded by Councilmember Golley, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Board amend the Town of Eaton holiday schedule to provide that Lincoln's Birthday when included in the holiday schedule adopted at the annual Organizational Meeting, be a floating holiday for employees of the Highway Department since they did not take Lincolns Birthday off.

RESOLUTION 2024- 38 : March 2024 ARPA Funds Transfers:

On a motion of Councilmember Dickerson, seconded by Councilmember Hilts, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Board grant authority to Supervisor Wicks to move monies from 2024 Budget Resolution to Appropriate ARPA funds

Budget Transfers for March 2024

To allocate American Rescue Plan Act funds

| Account | Subsidiary Account | Debit | Credit |
|---------------------------|--------------------|----------|----------|
| A522 Expenditures | | \$437.00 | |
| A7110.4 Parks Contractual | \$437.00 | | |
| A200 Cash | | | \$437.00 |
| | | | |
| Account | Subsidiary Account | Debit | Credit |
| A688 Other Liabilities | | \$437.00 | |
| A980 Revenues | | | \$437.00 |
| A4089 Federal Aid, Other | \$437.00 | | |
| | | | |

RESOLUTION 2024- 39 : Jean Hilts Standard Work Day Reporting:

On a motion of Councilmember Dickerson, seconded by Councilmember Golley, the following resolution was: ADOPTED: Ayes: 4, Nays: 0, Abstentions: 1

Resolved to establish NYS and Local Employees' Retirement System standard work day and reporting for Jean Hilts by Town Board be approved.

RESOLUTION NO. 2024-39 OF THE TOWN OF EATON COUNCIL

BE IT RESOLVED, that the Town of Eaton, Location code 30083, hereby establishes the following as standard work days for these titles and will report the officials to the New York State and Local Employees’ Retirement System based on their record of activities:

Dated: March 12th, 2024

| Name | Social Security Number | NYSLRS ID | Title | Current Term Begin & End Dates | Standard Work Day | Record of Activities Result | Not Submitted | Pay Frequency | Tier 1 |
|--------------------------|------------------------|-----------|---------------|--------------------------------|-------------------|-----------------------------|---------------|---------------|--------|
| <i>Elected Officials</i> | | | | | | | | | |
| JEAN HILTS | XXX | RXXXXX | COUNCILPERSON | 1/1/2024 – 12/31/2027 | 6 | 0.54 | | BIWEEKLY | |

RESOLUTION 2024- 40 : Key Bank Lease Agreements:

On a motion of Councilmember Golley, seconded by Councilmember Verne, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that Town Board has reviewed and authorize payment in advance of audit for KeyBank lease agreements be approved.

PAY THE BILLS:

RESOLUTION 2024- 41 : Audit of Claims for Abstract 3 for 2024 dates.

On a motion of Councilmember Hilts, seconded by Councilmember Dickerson, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the bills contained on Abstract #3 have been reviewed by the Town Board and are authorized for payment in the following amounts:

Abstract 3 – 2024

| | | | | | |
|---------------------------|-----|----|--------------|----|---------------------|
| General A Fund | No. | 29 | through | 47 | 7,898.20 |
| General B Fund Part Town | No. | 6 | through | 7 | 156.80 |
| Street Lighting SL | No. | 3 | through | 3 | 649.15 |
| Highway Fund Townwide DA | No. | 16 | through | 25 | 6,621.61 |
| Highway Fund Part Town DB | No. | 6 | Through | 6 | 1,067.50 |
| | | | | | |
| | | | Total | | \$ 16,393.26 |

ADJOURNMENT:

With no further business to bring before the Board, on a motion of Councilmember Golley, seconded by Councilmember Dickerson, the meeting was adjourned at 6:42 p.m. Carried unanimously.

Respectfully Submitted, Dean Curtis, Town Clerk/Tax Collector