

**Town of Starkey
Regular Meeting
May 12, 2022**

<u>Council Members Present:</u>	George Lawson, Supervisor Julie Dunkelberger, Councilperson	Caryl Sutterby, Councilperson John Socha, Councilperson
<u>Council Members Absent:</u>	Jeremy Hall, Councilperson	
<u>In-Person Attendees:</u>	Ralph Warren, Highway Superintendent Jim Kroetch, Resident	Anthony DeStephen, Town Assessor Rebecca Scholtisek, DCS Government
<u>Attended Virtually via Zoom:</u>	None	
<u>Recording Secretary:</u>	Candace Iszard, Town Clerk	

The regular Town of Starkey Board meeting was called to order at 7:00 PM by George Lawson, Supervisor.

Approval of Minutes

Minutes of the April 14, 2022, regular meeting of the Town Board, were approved as written.

A motion was made by Caryl Sutterby, councilperson, seconded by Julie Dunkelberger, councilperson.

*All in favor; none opposed- Motion carried.

Virtual Meetings – George Lawson, reviews the email that was received from the attorney regarding the virtual meetings and the process that will need to be followed to allow for the continuation of this practice. The Town will need to begin the process of passing a Local Law.

Town Clerk Audit – George Lawson reviewed with the board the audit findings, stating that all was found to be in order. The audit committee would like to change bank account reconciliation process, stating that the person who is managing the account (Candace Iszard, Town Clerk) should not preforming the reconciliation. George states that either Amy Fleet, Deputy Clerk or Helene Ribble, Bookkeeper will be doing the reconciliation for the Town Clerk/ Tax Collector's accounts.

Town Supervisor Audit – George Lawson reviewed with the board the audit findings, stating that all was found to be in order. George did state that according to the audit form which changes from year to year, the audit committee would like to the bank account reconciliation process, stating that the person who is managing the account (Helene Ribble, bookkeeper) should not preforming the reconciliation. George states that Candace, Town Clerk will be doing the reconciliation for the Supervisor's accounts.

Planning Board Position is Available – George Lawson introduced James "Jim" Kroetch to the board as a potential new planning board member. He reviewed that there is a training requirement annually. Caryl Sutterby stated that Yates County is offering some of the educational for the County Planning board, she will share that information opportunity with the Town for those that are interested.

Dogs in the Workplace – Candace Iszard, Town Clerk reviewed an email sent earlier in the month regarding bringing her recently adopted puppy to work with her, as George Lawson, Supervisor feels that it should be a discussion with the board regarding the liability should an issue arise. NYMIR (Towns' Insurance) states that there should be a hold harmless agreement in place that would hold the Town harmless of any liability regarding the dog, as well as a barrier between the public and the dog, to limit contact to only those who would like to have contact with the dog. The dog owner's (Candace Iszard) homeowner's insurance would be responsible should something happen. Following the discussion, the Board agrees that if the recommendations of NYMIR are met that having a dog in the office is permissible.

Retirement Calendar Resolution – George Lawson tabled this discussion until next month pending Record of Activity review.

Assessor Trainee Position

- George Lawson, Supervisor reviewed that we have had some interest in the position, one person is an Assessor, the other a candidate for the trainee position. Following interviews, the interview committee stated that the Assessor candidate would only be available one day a week here in the office and the trainee withdrew her application stating that the compensation didn't make it viable.
- George Lawson goes on to state that the evaluation piece of the Assessor position is a concern, as currently Anthony DeStephen has been handling this process for the last 20 plus years, and if this is not something that the replacement is capable of, it could be a costly situation, stating that another local township is paying approximately \$200,000.00 for a re-valuation that the Town of Starkey has always done in house.

Wastewater Law Letter

Proposed Wastewater Law is posted on the Town's Website, and the letters have been mailed to the residents. So far there has been very little comment or feedback regarding the current changes that were made.

Highway Report — Ralph Warren

- Ralph Warren asked, "What do we want to do with the old truck?" "If selling it, do we offer it to another township, and at what price?" Following the discussion, the Board feels that selling it at Auctions International will bring the fairest price for the taxpayers of the Township. Ralph will plan to arrange with Auctions International for listing in August.
- The Mulch, it was sold a year ago, do we make it available to residents what has not been removed from the highway barn? Ralph will contact the purchaser and report back next month.

Town Clerk — Candace Iszard

- The Clerk provided the clerk's reports for April.
- Candace has schedule with Niki at Sprague Insurance a meeting to discuss services offered by NYMIR for July 6th at 9:00 am.

Executive Session – A motion was made by George Lawson, Supervisor, seconded by Caryl Sutterby, councilperson to enter executive session at 8:03 PM to discuss employee compensation, due to retirement limitations.

Closed executive session at 8:33 PM.

Resolutions**RESOLUTION 14-2022 Planning Board Appointment**

On a motion by George Lawson, Supervisor, seconded by Caryl Sutterby, councilperson the following resolution was

ADOPTED Ayes 4 George Lawson, Caryl Sutterby, Julie Dunkelberger, John Socha
 Nays 0

RESOLVED to appoint James "Jim" Kroetch to the planning board for the vacant term 3/10/2022-3/9/2029

RESOLUTION 15-2022 Town Clerk Audit

On a motion by John Socha, councilperson, seconded by Julie Dunkelberger, councilmen, the following resolution was

ADOPTED Ayes 4 George Lawson, Caryl Sutterby, Julie Dunkelberger, John Socha
 Nays 0

RESOLVED that the Town Board, Town of Starkey audited the 2021 records of Town Clerk, Candace J. Iszard and found them to be in order.

RESOLUTION 16-2022 Supervisor Audit

On a motion by John Socha, councilperson, seconded by Julie Dunkelberger, councilmen, the following resolution was

ADOPTED Ayes 4 George Lawson, Caryl Sutterby, Julie Dunkelberger, John Socha
 Nays 0

RESOLVED that the Town Board, Town of Starkey audited the 2021 records of the Town Supervisor, George Lawson and found them to be in order.

RESOLUTION 17-2022 Assessor Health Insurance

On a motion by George Lawson, supervisor, seconded by Caryl Sutterby, councilmen, the following resolution was

ADOPTED Ayes 4 George Lawson, Caryl Sutterby, Julie Dunkelberger, John Socha
 Nays 0

RESOLVED that the Town Board, Town of Starkey will pay the standard full time health insurance benefit for the Assessor.

WHEREAS the town assessor has retired from the township and has agreed to continue to serve as assessor
 The town no longer incurs the expense of retirement contributions.

Budget Transfers – On a motion by Caryl Sutterby, councilperson, seconded by Julie Dunkelberger, councilmen, the following budget amendments were approved:

Increase account A1110.2 for the Town Justice Equipment by \$4,895.00

Increase account A1620.2 for the Town Hall Improvements by \$1,350.00

For a Total of \$5,559.00

Increase account A3089 for the Justice Grant Received by \$5,559.00

Increase account B8010.2 for Zoning Equipment by \$12,077.00

Decrease account B8010.4 for the Zoning Contractual Expenses by \$12,077.00

ADOPTED Ayes 4 George Lawson, Caryl Sutterby, Julie Dunkelberger, John Socha
 Nays 0

Audit of Claims

On a motion by Caryl Sutterby councilperson and seconded by, Julie Dunkelberger, councilperson the bills contained in the May 12, 2022, abstracts have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund	Vouchers Number: 106-G through 123 -G	\$3,079.07
Highway Fund	Vouchers Number: 64-H through 73-H	\$112,774.26
Ayes 4	George Lawson, Caryl Sutterby, Julie Dunkelberger, John Socha	Noes: 0

The minutes of this meeting will be offered for approval at the next regular Town Board meeting, June 9th, 2022, at 7:00 PM. The meeting adjourned at 8:36 PM by George Lawson.



Candace J. Iszard, Starkey Town Clerk