

MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF RICHLAND
1 BRIDGE STREET, PULASKI, NY

DATE: January 20, 2022

KIND OF MEETING: Special Town Board Meeting

PLACE: Grand Jury Room, H. Douglas Barclay Courthouse Pulaski, NY

BOARD MEMBERS PRESENT: Supervisor Dan Krupke
Councilman Kern Yerdon
Councilman Allen Goodsell
Councilwoman Sue Haynes (arrived 5:15)
Councilman Robert North

OTHERS IN ATTENDANCE: Water Supervisor, Ron Novak, Judge James Ridgeway, Donna Gilson, and Town Clerk Millie Newcomb

CALL TO ORDER: The meeting was called to order at 4:02 p.m. with Supervisor Krupke leading in the Pledge of Allegiance.

The first item on the agenda is the appointment of a new Court Clerk. A recommendation from the Justices, Supervisor Krupke sent an email to the Board Members about this. Also a hard copy of the email is included. At this time, Judge Ridgeway will tell the Board why they chose this candidate. He advised the board of his reasoning. Although all the candidates had great people experience, one of the candidates has Legal experience that would be a great asset for this position. The Justices would like to hire Stephanie Salisbury for the position of Court Clerk because of her knowledge. The only drawback is that she does live in the Town of Sandy Creek, just over the line. Per the prospective Employee she just moved into this house, her children go to Pulaski schools and will pay Pulaski School Taxes. She is also familiar with civil judgements. Councilman Yerdon advised Judge Ridgeway that according to the Employee Handbook, and with the passage of Local Law # 3-2015, the Town must hire from the Town of Richland first unless another candidate has more or better qualifications.

After a brief discussion, a motion to go into Executive Session to discuss the Court employee was made by Councilman Yerdon and seconded by Councilman Goodsell. In a roll call vote, all were in favor with a vote of "AYE". 4:38pm. A motion to exit the executive session was made

by Councilman Yerdon and seconded by Councilman Goodsell. All members were in agreement with a vote of "AYE". 4:55pm. The results of the Town Boards executives session is as follows:

The Board authorizes the Court to hire Stephanie Salisbury, outside the Local Law #3 Based on #1 Her legal experience that would benefit the Court System . Due to the Corona Pandemic, the court could not take a less experienced clerk. And due to the waiver clause in the Local Law #3 of 2015 is as follows:

(a) The Town Board of said Town if after investigation determines that enforcement of the provisions of this local law works an undue hardship upon any employee or prospective employee, may grant such relief to such employee as said Board in its judgment deems just and proper.

(b) For all appointed officers and employees, the Town Board shall consider qualified applicants from within the corporate limits of the Town of Richland first qualified applicants from the Towns of Sandy Creek, Orwell, Albion and Mexico exist, If no such qualified applicants exist, the Town Board may then consider other applicants

(C) Before considering non resident applicants, the Town Board shall advertise said positions in the official newspaper of the Town, conduct formal interviews of applicants and approve qualified non-resident applicants by majority vote of the Town Board.

(d) The offices of Town Assessor, Code Enforcement Officer, Building Inspector, Zoning Enforcement Officer, Flood Damage Control Officer, Dog Control Officer and Justice Court Clerk are town officer positions for which the Town Board may award to persons who do not meet residency requirements after following subdivisions (b) and (c) above.

Also taken into consideration is that the applicant's children go to Pulaski Schools and pay Pulaski School Taxes. It is also known that this applicant will be terminated if she moves to another town other than back to the Town of Richland. **A motion was made by Councilman North and seconded by Councilman Goodsell to hire Stephanie Salisbury to the position of Court clerk and to follow all the provisions provided in Town of Richland Local Law #3 of 2015, and the Employee Handbook. With no further discussion and in a roll call vote, all members were in favor with a vote of "AYE".**

The Board's attention turned to the Water Department. With the departure of Ron Novak as

Chairperson of the Water Board, it is necessary to appoint another member and Chairperson to that position. ***A motion to appoint Donna Gilson to that position was made by Councilman Yerdon and seconded by Councilman Goodsell. In a roll call vote, all were in favor with a vote of "AYE".***

Next, Water Supervisor Ron Novak. He advised the board of the shortage of materials at the Water Department. First the pipe that is in stock is very minimal. ***A motion to allow the Water Department to purchase pipe was made by Councilman Yerdon and seconded by Councilman Goodsell.*** Supervisor Krupke advised the Board that some of the pipe will be delivered as early as tomorrow. Mr. Novak advised that it is now coming on Tuesday. This is the minimal amount of pipe to have on hand according to Barton and Loguidice and the Town of Sandy Creek. He was told by B&L that there was a plan in place to get 12" pipe and 12 repair bands as part of the District 5 contract. Councilman North questioned why they didn't insist on this a long time ago. Councilman Goodsell explained that the supplies got drained down and they were not getting replenished. When we started out we had mainly 8-10" and over time it diminished. We cannot work this way. They were taking parts off the shelf and it wasn't getting replaced. We are at the point now, that we have just about nothing as far as inventory. The Town Board didn't know that the Town lacked this material until Mr. Novak took over. The 10" main is coming from Pittsburg PA, Not even contractors have these at the moment. It's \$900 for a 20' length so not many will have them laying around. Inventory from the suppliers has also been challenging so this is the reason to try to get the Towns inventory where it should be. ***With the motion on the table, Supervisor Krupke called for the vote which all members, in a roll call vote agreed with a vote of "AYE"***

Next is a need to approve the replacement/upgrade to the heat system at the Central Water Works Building. A quote from Isaac's Heating at \$7460. For the record, the Deputy Superintendent and Building & Grounds Supervisor, Kevin Balcom reached out to some heating contractors for quotes. Sova's Plumbing and Heating refused to provide a quote, or not interested and Bartlett. This is the company that was trying to get parts to fix the existing system, they were too busy.

The only company to give an estimate was Isaac's. ***A motion to approve Isaacs to install the new heat system in the Water Control Building was made by Councilman Goodsell and seconded by Councilman North. Supervisor Krupke proposes that this new heat system be funded by the ARPA money. In a roll call vote, all were in favor with a vote of "AYE".***

Next approval to expend up to \$10,000 to equip and supply the trailer so we have it for the purpose of emergency use. Tools and equipment will be kept in this trailer for that specific use along with a list of other things that Mr Novak feels needs to be in that trailer. ***Councilman Goodsell made the motion that the Town go ahead to equip the trailer with the tools the operators need to do their daily work and to also purchase just basic necessities for the Garage. Supervisor Krupke has checked to see if the ARPA funds could be used for purchases such as this. He informed the board that this type of spending for tools is what the ARPA funds can be used for. This motion was seconded by Councilman North. In a roll call vote, all were in favor with a vote of "AYE".***

Next Water Supervisor Novak advised the Board that the propane supplier has been charging the Town a high rate, not even close to the state rate. Mr Novak checked with Glider Oil and they can sell it to the Town for the rate of \$1.549 and set a new 500 gallon tank that is equipped with an electronic transponder which will tell them when the tank needs to be refilled. E&V Fuel advised Mr. Novak that they did not offer state rate fuel, They offered to go from \$2.759 down to \$2.269. There is a substantial savings in switching to Glider Oil. The Town has been paying non-government rate fuel for the water building. He has also asked Glider about delivering diesel fuel to the emergency generator in Fernwood. We don't have an account and they would have to do a tank inspection before. They are willing to deliver us diesel fuel 25% over rack rate. Rack rate is what you pay at the terminal so that is a considerable savings. Before now, the operators were putting 5 gallons at a time in the tank. There was an issue with the generator in Richland. There was an alarm code so they just had to reset the alarm and everything was fine. Supervisor Krupke will check with John Fox to see what he is paying Mirabito. Maybe smarter if it's cheaper to switch. Water Operator Joe Sikora is thinking about taking another job with the Town of Orwell as the back up Water Operator. Mr Novak doesn't know if there is a conflict of interest for him to work for Orwell as the back up and if it has anything to do with the language in the Contract with the Union. Supervisor Krupke doesn't think it's a conflict so long as it doesn't interfere with his job with the Town. Councilman Yerdon is not for it and would like to do a little research on it before the decision is made. A memorandum of understanding with Orwell may be needed if he does decide to take on this back up position. A bill that dates back to September 2021. The former water supervisor refused to pay for it because it was the wrong one. This part will fit our other generator. Mr. Novak recommends that the Town pays for this part. The cost is \$279.41. The tube for the Chloretic system is in and has been installed. Concerns by Mr. Novak about the amount of plowing that the water mechanics do in the Well fields. It's in the Budget to get Bob Hicks a new truck with a V plow. Mr. Novak is suggesting that another piece of equipment to keep at the well fields to plow around the vaults. Snow removal for the Water Department is substantial. Locks on 2 of the Water buildings have been changed. ***A motion to go into Executive Session to discuss an employee was made by Councilman Yerdon and seconded by Councilwoman Haynes. In a roll call vote, all were in favor with a vote of "AYE". 5:37pm. A motion to come out of Executive session and back into regular session was made by Councilman Yerdon and seconded by Councilman North. In a roll call vote, all members were in agreement with a vote of "AYE". 5:55pm. The result was a motion to proceed with a snapshot audit for up to 5yrs of former employees in the Highway department. This motion was made by councilman Yerdon and seconded by Councilwoman Haynes. In a roll call vote, all were in favor with a vote of "AYE".***
With nothing more to bring before the Board, a motion to adjourn was made by Councilman Yerdon and seconded by Councilman Goodsell. In a roll call vote, all were in favor with a vote of "AYE". 5:56pm.

NEXT TOWN BOARD MEETING: February 8, 2022 6:00pm

MEETING ADJOURNED: 5:57pm

Respectfully submitted by

Millie Newcomb
Town Clerk