

Town of Howard
Town Board Meeting
Wednesday, March 11, 2020

A regular meeting of the Howard Town Board was called to order by Supervisor Donald Evia at 7:03 pm. Roll was called and Councilmen present were Lowell Smith, Richard Stewart, Gary Rice, and Eric Hosmer. Also present for this meeting was Lee Pyer, Town of Howard (TOH) Highway Superintendent. Code Officer Bradley Laverty was present. In addition, present were the following townspeople: Michael Adams, Luke Reinbold, and Darryl Burdin.

The Pledge to the American Flag was led by Supervisor Donald Evia.

During the agenda's time for public comment, there was none offered.

The minutes of the prior meeting were reviewed by board members. A motion to accept those minutes as presented was made by Councilman Stewart and seconded by Councilman Rice. Carried: Councilman Smith, aye; Councilman Hosmer, aye; Supervisor Evia, aye.

Highway Superintendent Pyer presented information regarding the past month's activity in his department. There was a general report on road upkeep activities. Options were reviewed again regarding the purchase of new Town of Howard Highway trucks. Councilman Rice proposed that the Town should investigate the purchase of three new Highway trucks utilizing a bond at 3.5% rate. Conversation also included information about the purchase of extended warranties with new truck purchases. Superintendent Pyer has two bids currently for new Western Star trucks. During the general discussion, public comment suggested that the Board first focus on the longer term plan before making a decision on truck purchase, citing that this would drive how many would be purchased in what timeline. At the end of the discussion, it was decided that Supervisor Pyer would obtain a variety of new quotes for trucks / boxes / TOH specs that he will present at the April Board meeting with the end result expected that the TOH Board can budget for a new truck in 2020 for delivery June 2021. Further planning for truck purchases going forward will also be discussed next month. Regarding the upkeep on the Town Barn buildings, Code Officer Laverty will provide additional names for roofing contractors, and Superintendent Pyer will secure bids for both roof coating and re-sheeting, to be presented in April. Superintendent Pyer also stated he will seek to hire a worker for summer help.

Supervisor Evia presented his report. The Town received a check for \$689,808.00 from the Clerk as payment for 2020 Town and County Taxes. Full Supervisor's report filed under separate cover.

There was no written Assessor's report presented.

There was no Fire Department report presented.

Code officer Bradley Laverty presented the Building Inspector's report. He has performed two inspections so far this month, with two scheduled. He has fielded multiple phone calls. There was no discussion and a copy of that record is under separate cover.

The Justice report showed revenue of \$1700 for February under separate cover.

Town Clerk Rhonda Burdin presented the Clerk's report. New hours have been posted for the Town Clerk's office. Public hours on Monday 4pm to 6pm, Tuesday 9am to 1pm, Thursday 9am to 1pm. The clerk will check phone messages and mail daily. There will be two Saturday hours for the final weeks of tax collection – Saturday March 21 and Saturday March 28 from 9am to 12noon. There is currently a vacancy on the Board of Assessment Review. The clerk has received notification from Ms. Jordan at Steuben County Real Property that requests the appointment be forwarded, as training will be offered in early April. Following discussion, the Board opted not to fill the vacancy. The Clerk will notify Ms. Jordan as such. Receipts from licenses, permits, etc. are reported under separate cover. Clerk's office is planning for two Rabies Clinics. Currently awaiting response from Doc Hammond (veterinarian) for dates of availability, and then will confirm with Howard Fire Department (site of clinic) and proceed with planning. Sprague Insurance is requesting that TOH format a Cyber Security Policy. Superintendent Evia will follow up on this with the insurer. There needs to be an audit of the Justice Court Records. An ad hoc audit committee was formed of Councilman Stewart, Darryl Burdin, and Michael Adams. The results of the audit to be reported in April. Superintendent Evia is working on the multiple phone line issue. The Clerk mentioned the current concern with the outbreak of Corona Virus, and reminded all of the CDC guidelines for personal care during this public health concern.

The Animal Control Report is under separate cover. (no cases for review)

During regular business, bills were presented for audit:

General	Abstracts #42 - #61	(\$43,970.25)
Lighting	Abstract #44	(\$541.94)
Fire	Abstract #59	(\$97,500.00)
Highway	Abstracts #36 - #53	(\$37,133.75)

Councilman Stewart moved that the bills for the evening be paid with the exception of half of the payment to the Howard Town Library being withheld pending the outcome of the Avoca School District vote for funding the local libraries in the School Taxes and the withholding of the Howard Fire Department check for the amount of \$97,500.00 pending the receipt of IRS Form #990 as required by law, and Councilman Smith seconded the motion. The motion was not carried: Councilman Rice, nay; Councilman Hosmer, abstain; Superintendent Evia, nay.

At that point, A **Resolution (#1-2020)** was made upon a motion made by Councilman Hosmer that all bills of the evening be paid with the exception of withholding half of the Howard Town Library payment until the outcome of the School Tax library funding vote, and to pay \$60,000.00 partial payment to the Howard Fire Department with remaining \$37,500.00 to be paid upon receipt of IRS Form #990 as required by law. Also included in the motion was to decrease the reimbursement for workshoes to a Highway Department employee by \$35.76 to reflect the teamster allotment for shoes, which is \$150.00 per pair. (A bill was submitted for \$185.76)Seconded by Councilman Stewart. Councilman Smith, aye. Councilman Rice, nay. Supervisor Evia, nay. Carried.

During the time allotted as the second opportunity for public comment, there was none.

There was no further general board discussion.

At 9:37 pm, a motion was made by Councilman Rice and seconded by Councilman Hosmer to adjourn the meeting. Carried: Councilman Stewart, aye; Councilman Smith, aye; Supervisor Evia, aye.

Adjourned 9:37 pm.

Rhonda A. Burdin

Town Clerk

Town of Howard