

**Mayville, NY**

**Regular Meeting**

**November 9, 2020**

**Present:** Supervisor Donald Emhardt, Councilmen Kenneth Burnett, Dave Ward, Thomas Carlson and Scott Cummings, Highway Superintendent, Dan Thorsell, Deputy Clerk, Jessica Emhardt, Zoning Clerk, Elizabeth Steinbach, Town Attorney, Joel Seachrist and Town Clerk, Rebecca Luba

**Others Present:** Gregory Bacon

Supervisor Donald Emhardt opened the regular meeting at 7:00 P.M. with the Pledge of Allegiance.

**Motion** made by Councilman, Thomas Carlson to approve the minutes as presented for October 13<sup>th</sup> and October 29, 2020.

**Second:** Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Dave Ward - Aye  
Councilman Kenneth Burnett – Aye

**Carried**

**Public Comments:**

None

**Departmental Reports:**

Town clerk monthly fees remitted for October totaled \$30,686.54 with the following disbursements; A Fund: \$944.52, B Fund: \$5,086.30, SS1 Fund: \$20,017.64, SW3 Fund: \$3,506.21. AG & Mrkts Animal Population Control: \$139.00, NYS DEC license sales: \$970.37, Dept. of Health: \$22.50 School tax collection has ended, and reports are being finalized to send to the County and School. Dog license renewals and reminders were mailed. Second notice sent for all unpaid sewer and water accounts which will be levied to their 2021 Property tax bill if not paid by Nov. 20, 2020. Town offices will be closed for Thanksgiving on Thursday Nov. 26<sup>th</sup> and Friday Nov. 27<sup>th</sup>.

Zoning department reported 3 cases scheduled for their meeting on Nov. 17<sup>th</sup>. Cases include two variances; one for a shed and the other for a new garage. A special use permit for a new cell tower in Dewittville which the Zoning Board will submit a recommendation to the Town Boar for action.

Building Department reported 35 building permits issued in October with a total project value of \$2,479,149.00 and 24 Certificates of Completion issued with a total project value of \$786,700.00

Highway reported cutting roadside brush with Gradall and wheeled excavator. Driveway tubs installed on Beck and Lyons road. Installed plow equipment on trucks and foundation for new salt shed is complete and walls are up.

Assessor's report was submitted and filed in the Clerk's office. 2021 exemption renewals were mailed to all property owners needing to reapply by the March 1<sup>st</sup> deadline. The 2020 assessment roll will be forwarded to the County for calculation of tax rates for the Town and County tax bills. The office is currently reviewing building permits and doing fieldwork for the 2021 assessment roll.

**Committees:**

Insurance: The insurance committee met to discuss the new 2021 rates and plan options. There was a decrease in rates but benefits remain the same. No change will be made this year to the existing coverage. An employee insurance meeting is planned for the Nov. 27<sup>th</sup> for open enrollment, review current plans and answer any questions.

Building & Grounds: New roof is complete on the highway building and new salt shed is being constructed.

**Agenda:**

**CMB Lease Agreement- Emergency Services**

Final draft of the lease renewal with Emergency Services was presented to the Board. New lease will be for a 5-year term ending July 1, 2025 with a rent of \$1,000.00/mos. increasing Jan. 1, 2021 to \$1,300.00/mos. which includes electric.

**RESOLVED**, that supervisor Donald Emhardt is hereby authorized to execute a renewal of the lease agreement with Chautauqua County Emergency Services to provide office space in the Chautauqua Municipal Building located at 2 Academy Street, Mayville, New York, for a five-year term starting June 1, 2020

**Motion** made by Councilman Thomas Carlson

**Second** by Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Dave Ward - Aye  
Councilman Kenneth Burnett – Aye

**Carried**

**Public Hearing-Dewittville Cell Tower**

The Zoning Board is scheduled to review an application for the construction of a new 130' communication tower in Dewittville for recommendation to the Town Board for action which requires a public hearing.

**Motion:** made by Councilman Kenneth Burnett to set hearing for the next regular meeting on Monday, December 14, 2020 at 7:15p.m. sending notice to the paper and neighboring properties.

**Second:** Councilman Dave Ward

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Dave Ward - Aye  
Councilman Kenneth Burnett – Aye

**Carried**

**Public Hearing-Franchise Agreement**

A Cable Franchise Agreement with Charter Communications Inc. was presented to the board for review and requires a public hearing prior to action.

**Motion:** made by Councilman Thomas Carlson to set hearing for the next regular meeting on Monday, December 14, 2020 at 7:10p.m. sending notice to the paper.

**Second:** Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
 Councilman Scott Cummings – Aye  
 Councilman Thomas Carlson – Aye  
 Councilman Dave Ward - Aye  
 Councilman Kenneth Burnett – Aye

**Carried**

**Budget Transfers**

**Motion** made by Councilman Dave Ward to approve the following budget transfers as presented to the board.

**Second:** Councilman Thomas Carlson

**Vote:** Supervisor Donald Emhardt – Aye  
 Councilman Scott Cummings – Aye  
 Councilman Thomas Carlson – Aye  
 Councilman Dave Ward - Aye  
 Councilman Kenneth Burnett – Aye

**Carried**

<u>TO</u>	<u>AMOUNT</u>	<u>FROM</u>	<u>AMOUNT</u>
<b>TRANSFERS TO BALANCE - A FUND</b>			
A1355.2	Assessment - equip 1,848.54	A1355.4	Assessment - contract 1,848.54
A1420.4	Law - contractual 966.60	A1460.2	Records mgmt officer - equip 5,653.83
A1440.4	Engineer - contractual 1,773.00	A1620.4	Buildings - contractual 8,064.98
A1460.1	Records Mgmt officer - pers 5,653.83	A1620.45	Data processing 1,655.66
A1620.2	Buildings - equipment 24,714.99	A1620.47	Printing & mailing 1,195.00
A1620.46	Central storage 667.33	A5132.400	Garage contractual 3,969.62
A1670.4	Central printing & mail - contr 1,195.00	A7110.4	Chautauqua Lake 17,241.00
A1680.4	Central data proc - contract 1,655.66	A9905.7	Capital projects - bldgs 24,714.99
A1920.4	Municipal assn dues 470.00		
A1950.4	Taxes paid on Muni bldg 6,779.97		
A3310.4	Traffic control - contract 92.69		
A7110.1	Chaut Lake - pers svcs 17,241.00		
A8430.4	Natural gas - contract 1,285.01		
	<u>64,343.62</u>		<u>64,343.62</u>
<b>TRANSFERS TO BALANCE - DA FUND</b>			
DA5120.1	Bridges - pers svcs 985.33	DA5120.4	Bridges - contractual 24,000.00
DA5130.2	Machinery - equipment 119,228.68	DA5130.1	Machinery - equipment 4,498.08
DA5130.4	Machinery - contract 83,130.16	DA5142.1	Snow removal - pers svcs 118,008.37
DA9060.8	Hospital & Med insurance 3,848.28	DA5142.4	Snow removal - contract 46,000.00
		DA4960	Emergency disaster assistance 14,686.00
	<u>207,192.45</u>		<u>207,192.45</u>

**TRANSFERS TO BALANCE - "DB FUND"**

DB5110.1	General repairs - pers svcs	10,763.53	DB5110.45	General repairs - contract	3,964.69
DB5110.42	General repairs - bituminous	83,245.03	DB5110.41	General repairs - asphalt	50,492.06
DB5110.43	General repairs - stone, slag	42,752.72	DB5110.45	General repairs - fuel oil	55,126.34
DB9030.8	Social security	756.74	DB9060.8	Hospital & medical insurance	27,934.93
		<u>137,518.02</u>			<u>137,518.02</u>

**Motion:** made by Councilman Thomas Carlson to approve the Supervisor's report for October.

**Second:** Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
 Councilman Scott Cummings – Aye  
 Councilman Thomas Carlson – Aye  
 Councilman Dave Ward - Aye  
 Councilman Kenneth Burnett – Aye

**Carried**

**ABSTRACT # 011**

**DEPOSIT OF 10/01/2020 - 11/30/2020**

Code	Fund	Amount
<b>Book:</b>	<b>A B DA DB H1 H2 H3 H4 H5 K SF2 SF4 SL1</b>	
A	GENERAL FUND - TOWNWIDE	51,807.96
B	GENERAL FUND - OUTSIDE VILLAGE	2,216.28
DA	HIGHWAY FUND - TOWNWIDE	16,130.32
DB	HIGHWAY FUND - OUTSIDE VILLAGE	48,267.56
H3-	SEWER & WATER EXPANSION	2,392.50
H4-	WATER DISTRICT 2	2,824.62
H5-	SEWER DISTRICT 1	2,249.50
SL1-	PT CHAUTAUQUA LIGHT DISTRICT	299.76
SL2-	DEWITTVILLE LIGHTING DISTRICT	298.41
SL4-	BAYBERRY LANDING LIGHTING DIST	18.68
SW1-	CHAUT HEIGHTS WATER DISTRICT	5,219.96
	<b>Total:</b>	<u>131,725.55</u>

**Motion** made by Councilman Dave Ward to approve the vouchers as presented to the board for payment. Abstract #011, Voucher # 641-703

**Second:** Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
 Councilman Scott Cummings – Aye  
 Councilman Thomas Carlson – Aye  
 Councilman Dave Ward - Aye  
 Councilman Kenneth Burnett – Aye

**Carried**

**Motion** made by Councilman Thomas Carlson to adjourn the regular meeting at 7:10p.m.

**Second:** Councilman Scott Cummings

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Dave Ward - Aye  
Councilman Kenneth Burnett – Aye

**Carried**

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Rebecca L. Luba, RMC

Town Clerk

Town of Chautauqua