

**TOWN OF HECTOR  
REGULAR AUDIT MEETING  
January 8, 2008**

Members Present:

Benjamin R. Dickens, Supervisor  
Alvin White, Councilman  
Michael Bergen, Councilman  
Jeffrey Mangus, Councilman  
Marie Stevens, Councilwoman  
Cliff Yaw, Councilman

Others:

Jane M. V. Ike, Clerk  
Janine Bond, Bookkeeper  
Carl Langenfeld, Code Enforcement  
Tom Ruda, Water Superintendent  
Mark Smith                Terry Havens  
Ralph Ward                Ron Sterner  
Rob Halpin, Attorney

Called to order at 7:00pm by Supervisor Dickens.

Minutes from December 2007 will be ready and approved on January 22, 2008

**RESOLUTION #29** – offered by A. White, seconded by J. Mangus  
Resolved to approve Journal Entry #7 to pay bills as per attached. Ayes 6, Nays 0

**RESOLUTION #30** – offered by A. White, seconded by M. Bergen  
Resolved to audit and authorize the Supervisor to pay all bills from the following funds: General Vouchers #1 thru #26 - \$72838.79; Highway Vouchers #1 thru #11 - \$71190.24; Water District Vouchers #1 thru #15 - \$25725.63; Water Project Vouchers #1 thru #4 - \$25672.72; and First Protection District Voucher #1 - \$24695.60. Ayes 6, Nays 0

**Public Comment:** 7:08pm

Ron Sterner asked questions regarding the water line installation and placement and if the yards will be fixed. He asked further questions regarding assessments and county assessing; the cost relayed to him by the County is approximately \$10 per parcel – amounts to about Beverly's salary. Question why paying more than what county assessing cost. County Assessing cost per parcel would likely go up if Hector joined. Village of Burdett – is Town taking over billing? Minutes – why not posted on web site? Working on getting them, will attempt to get all on in 2008.

**Department Reports:**

**Assessment:** Mike Coles has until February 1<sup>st</sup> to complete work per the State Real Property Office. Beverly will ask what the State can help us with if Mike does not complete the annual assessment. Next meeting with State will be February 8<sup>th</sup>.

**Water District #1:** Water Project – Engineering Changes/Amendments

Engineering amendments to engineer-owner agreement – EFC has a problem with the way engineering expenses are broken apart and asked for the agreements to be amended.

**RESOLUTION #31** – offered by A. White, seconded by M. Stevens  
Resolved to approve the three amendments to the engineering agreements with Chatfield Engineers that include modifications to services and payments to the engineers; and further resolved to authorize the Supervisor to sign the amended agreements. Ayes 6, Nays 0

Contract D – Change Order (Dutchland) affects the size of the culvert pipe to a 24 inch by 30 ft. and additional drainage work. Additional cost of \$5994.00 will be allocated from contingency.

## **Town of Hector Minutes – January 8, 2008 – continued**

**RESOLUTION #32** – offered by A. White, seconded by M. Bergen

Resolved to approve the change order for Contract D and the additional cost of \$5994.00 to be allocated from contingencies. Ayes 4, Nays 2 (M. Bergen, J. Mangus)

Tom reviewed the engineering proposal for additional water system improvements in seven areas of the district – Glen Eldridge Point; Burdett Pump Station; High Street main replacement; Lake/School Streets water main connection; transmission main replacement from wells to filtration plant; Peach Orchard Road main replacement; and Smith Park water main replacement. Costs estimated for installation to be approximately \$63,000.

**RESOLUTION #33** – offered by A. White, seconded by B. Dickens

Resolved to accept and approve the proposed design phase engineering for additional water system improvements at a cost not to exceed \$9,674.00 and further resolved to authorize the Supervisor to sign the acceptance agreement. Ayes 6, Nays 0

**RESOLUTION #34** – offered by B. Dickens, seconded by J. Mangus

Resolved to authorize Tom Ruda to attend the Rural Water Laboratory Training on 2/6/08. Ayes 6, Nays 0

**Village of Burdett Water Agreement** – Attorney Halpin reviewed first draft of Water Supply System Operation Agreement. He has not been able to find any other municipality in the State with this type of arrangement. We need to indicate to the Village by the end of March of our intent. A good time for transfer would be July 1<sup>st</sup>. We need to meet with the Village of Burdett to review the agreement. Discussion of payment from the Village, unpaid water customer bills, water rent fee plus usage fee, etc. Underlying concept: the infrastructure will remain owned by the Village. Attorney Halpin will make some changes and resubmit to Town Board prior to January 22 meeting.

**Human Resources:** Ben has proposed a change to Page 9, Standards of Conduct /Code of Ethics requiring all Town Officers and employees comply with all local laws, etc.

**RESOLUTION #35** – offered by A. White, seconded by J. Mangus

Resolved that the following be added to the Personnel Policy, Page 9, Standards of Conduct/Code of Ethics: All Town of Hector Officers and Employees must comply with all local laws and ordinances as would be required by any Town of Hector resident. Ayes 6, Nays 0

Discussion of Smith Park lifeguards and summer swim program for 2008 and possible changes.

New hire has a retirement plan through another company that he would like to have deducted from his pay. Janine would like to contact the company and Equitable to have representatives come talk to employees regarding life insurance/retirement, etc. OK to do so.

**Highway:** Weather is not being good to our roads – hoping for cooler temperatures soon.

**Code Enforcement:** State Route 228 property is not cleaned up inside. Still have a question as to who will take responsibility to enforce removal of the carcasses inside the building. Carl will be posting the structure not to be occupied.

State codes now require an annual report of code enforcement activities for the year to be filed by the end of January.

## **Town of Hector Minutes – January 8, 2008 - continued**

Thirteen applications returned for part-time building inspector position. Asking the personnel committee to help narrow the list. They will meet on January 14<sup>th</sup> at 7pm to review applications; set up interviews for January 16 and January 21.

**Smith Park**: Storage shed, mobile home and five campers were broken into this past weekend. Doors were pried open; nothing appears to have been taken. Similar type incidents have happened in the past couple of years. The Sheriff's Department will watch the park occasionally.

**Comprehensive Plan/Land Use**: Committee will meet January 9, 2008 with the Town of Catharine and the County Planner at Human Resource Building in Montour to start the process for a grant application to develop a Town Ag and Farmland Protection Plan for the two towns.

**RESOLUTION #35** – offered by B. Dickens, seconded by A. White  
Resolved to enter into Executive Session to discuss Potential Litigation with Attorney Halpin for approximately 15 minutes at 8:42pm. Ayes 6, Nays 0

**RESOLUTION #36** – offered by B. Dickens, seconded by m. Bergen  
Resolved to return from Executive Session at 9:02pm. Ayes 6, Nays 0

Association of Towns annual meeting – February 17<sup>th</sup> thru February 19<sup>th</sup>.

Adjourned at 9:05pm

Respectfully submitted,

Jane M. V. Ike, Clerk