

TOWN OF CATHARINE
TOWN BOARD MEETING
July 21, 2020

Members Present: Supervisor, Richard Lewis; Councilmen, Glenn Bleiler, Ronald Hoffman, C. Michael Learn, Jamee Mack, Highway Superintendent, Marty Vondracek, Code Enforcement-Harold Russell

Public in attendance: Sharon Bradford

The meeting was called to order at 7:30pm by Supervisor Lewis.

Public Heard: Sharon Bradford brought a situation in the Hamlet of Alpine to the attention of the Town Board that she would like to have addressed.

Minutes: Minutes were approved as read.

RESOLUTION 45-2020

RESOLVE that the minutes of the June board meeting be accepted.

RESOLUTION by Glenn Bleiler, seconded by Ronald Hoffman

VOTE 5 ayes, 0 noes

RESOLUTION 46 -2020

RESOLVE that the June Clerk's Report be accepted as submitted to the Supervisor.

RESOLUTION by Glenn Bleiler, seconded by Jamee Mack

VOTE 5 ayes, 0 noes

RESOLUTION 47-2020

RESOLVED that the June Justice Report be accepted as submitted to the State Comptroller and the Supervisor

RESOLUTION by Ronald Hoffman, seconded by Jamee Mack

VOTE 5 ayes, 0 noes

Zoning Report: There has been no progress on the Cottage Road Property. Checked on the Lake Grove Park campground and was told they have the same number of lots as they just moved some to build new ones. Will be checking on a property in the Hamlet of Alpine that had renovations done with no Building Permit. Issued two certificates of completion. A property on Swamp Road is replacing a very old mobile home with a new one. The poles on one end of the Havens trailer Park have been replaced, the others still need attention.

Entered executive session to discuss a legal matter at 7:54 PM; motion made by Jamee Mack, seconded by Ronald Hoffman. Further action will be required at a later date.

Motion to exit executive session made by Jamee Mack at 8:10 PM, seconded by Ronald Hoffman.

RESOLUTION 48-2020

RESOLVED that the June Supervisor's Report be accepted as submitted to the Supervisor
RESOLUTION by Glenn Bleiler, seconded by Jamee Mack

VOTE 5 ayes, 0 noes

Highway Superintendent's Report: Electric work in the Highway garage is almost completed, just need to finish the wiring to the fuel pumps; awaiting explosion proof conduit which is on backorder. Also waiting for a quote on the lights for the pole barn. Dust oil is done, and we are grooming roads now with a groomer from the county. The '04 international broke down and was repaired. The stone is in for Chips, and we are one schedule with that. Texas Hollow road ditches are basically done, and we have started the Gulf Road gravel. We want to rent a mower in late August/September for 2 weeks, and they will be doing PERMA training on 7/22/2020.

RESOLUTION 49-2020

RESOLVE that the following bills be paid G109-G126 in the sum of \$7384.27 and H61-H71 in the sum of \$36693.83.

RESOLUTION by Jamee Mack, seconded by C. Michael Learn

VOTE 5 ayes, 0 noes

Unfinished Business:

Recycling: Diane will be putting a notice on the web site regarding recycling.

Personnel and Procurement Policies: Jamee Mack and Richard Lewis will be looking at the current procurement policy and seeing where changes may be needed. Diane Sidle, Richard Lewis, and Glenn Bleiler will be looking at the Personnel Policy to see where changes may need to be made; will be requesting copies of the Personnel Policies of Montour Falls and Hector for comparison.

New Business:

RESOLUTION NO. 50-2020 - APPLICATION TO JOIN THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM

WHEREAS, the Town of Catharine has performed due diligence for the responsibility it accepts with membership in the Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC),

NOW THEREFORE BE IT RESOLVED, that the Town of Catharine Board hereby directs its officers and appointees to take the following Consortium membership applicant steps:

1. Submit by September 1st, this the Town of Catharine board resolution authorizing application for membership along with the GTCMHIC "New Group Member Application" completed which states the GTCMHIC Health Benefit Insurance Plan or Plans the Town of Catharine employees and retirees will be participating in upon the effective date of participation in the GTCMHIC. As soon as practicable, but no later than September

1st, submit the Town of Catharine's two most recent years of State Comptroller AUD reports.

2. The Town of Catharine's most recent monthly premium billing statements from all health insurance carriers providing benefits to all active employees and retirees, including the number of contracts (employee, employee + spouse, employee + child (children), and family) and the monthly premium rate for each plan of benefit has already been submitted to GTCMHIC.

Further RESOLVED, if the Consortium Board accepts the Town of Catharine's application, the Town will comply with the following action steps:

3. Sign the Municipal Cooperative Agreement of the GTCMHIC upon notification that the GTCMHIC Board of Directors has approved the Town of Catharine's application to become a Participant in the GTCMHIC by October 15th.
4. Confirm by October 25th, with the Medical Claims Administrator, Excellus, the names of all employees, retirees, and dependents to be covered in which Consortium's Health Insurance Plans.
5. By November 1st, notify the GTCMHIC of the name and contact information for the person within the Town of Catharine for benefit administration; and who will attend a new member orientation between November 15 and December 15.
6. By November 1st, notify the GTCMHIC of the Town of Catharine's commitment to utilize the GTCMHIC's on-line enrollment process or to authorize the GTCMHIC to provide, for the Town of Catharine's employees and retirees, this function.
7. Submit payment by November 1st to the Consortium of the Town of Catharine's proportionate share of the Surplus Account Reserve (5% of annualized premium) as determined by the GTCMHIC and as required by Article 47 of the New York State Insurance Law and the GTCMHIC's Municipal Cooperative Agreement.
8. By November 1st, submit a Town resolution appointing the Director and Alternate to the Consortium.
9. By November 30th, take the necessary steps to comply with the GTCMHIC's dependent verification process.

RESOLUTION by Glenn Bleiler, seconded by Ron Hoffman

VOTE 5 ayes, 0 noes

RESOLUTION 51-2020

RESOLVED, By the Town Board of The Town of Catharine that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

RESOLUTION BY Glen Bleiler, seconded by Ronald Hoffman

VOTE 5 ayes, 0 noes

Handicap Lift: We will be getting quotes on replacing the existing lift with either a ramp or a new lift.

Playground: The town has received complaints about the chains being too short on the swings and the fiber being too low; the Board approved replacing the chains and having new engineered wood fibers being brought in to remedy the situation.

CORRESPONDENCE: We received a letter from the New York State Department of Transportation that they will be doing a speed study on Texas Hollow Road.

Motion to Adjourn made by Glenn Bleiler, seconded by Ronald Hoffman at 8:56 PM.

Respectfully submitted

Kellie Kretchmer
Deputy Town Clerk

Next meeting August 18, 2020 at 7:30pm