

**TOWN OF OAKFIELD
REGULAR BOARD MEETING**

MAY 14, 2019

ROLL

CALL: Supervisor Glor
Deputy Supervisor Martin
Councilman Carroll
Councilman Kabel
Councilman Wolcott

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Assessor Flansburg
CEO/ZEO Mikolajczyk
Mike Schultz, Town of Oakfield MEO
Laurie Nanni, Oakfield Historical Society
Gavin Kruppenbacher, OACS student
Thomas Costello, OACS student
Dylan Maier, OACS student
Justin Wight, OACS student
Emma Cirillo, OACS student
Hailey Parker, OACS student

Supervisor Glor called the meeting to order at 6:30 pm; followed by the Pledge to the Flag

Minutes of the April 9, 2019 Regular Board Meeting: **MOTION** Councilman Wolcott, second Deputy Supervisor Martin to approve the minutes as written.

Ayes: Martin, Carroll, Kabel, Wolcott

Abstain: Glor

MOTION CARRIED VOTE (4-0-1)

LAURIE NANNI, OAKFIELD HISTORICAL SOCIETY

Joe Cassidy presented on Gunsmiths of Alabama—very well attended
Family from Utah—interested in Indian Woods
New owners of Caryville donated historical items
Walking tour is set up
Cemetery clean-up set for Saturday
Golf tournament is June 15th
Second graders will have a tour of the Museum and local sites

CEO/ZEO OFFICER

Mr. Mikolajczyk's report is available for review

ASSESSOR

Change notices went out earlier in the year
Very few people have been in to discuss change notices
Grievance Day is May 29th

SUPERINTENDENT OF HIGHWAYS

- 1) Road Work Update
 - a) Fixing road signs as needed to bring up to MUTCD standards.
 - b) Intersection lighting change to LED working with National Grid and adding three street lights: the curve on Fisher Road by Depew Rod & Gun, intersection of school drive and Maltby Road, and intersection of Maltby Road and Judge Road. National Grid is in design phase for all the work.
 - c) Will be doing crack sealing of all the town roads, Magic Seal will be doing the work.
 - d) Road side spraying contract is in place for town and county roads. Contractor will be scheduling. DOT will be spraying their road sides also.
 - e) Scheduling road work for the 2019 construction season.

- 2) Building & Grounds
 - a) Rear door on highway garage employee entrance has been replaced by Alliance Door.
 - b) Working with contractors to complete building at land-fill with a concrete floor which is done, interior lighting, exterior lighting (both with led lighting), and new overhead doors ordered and we are building the headers. Most work to be completed by town work force. (work not to exceed \$15000.00)
 - c) MJ Mechanical working on heating system, also with Clark Patterson.
 - d) Water meter is test @ town building per Village request

- 3) Cemeteries
 - a) Been mowing and trimming as need in between the rain.
 - b) Pouring head stone foundations this week we have eleven to do.
 - c) Planning on paving main driveways this year. Where will funds come from to pay for? (Will need to wait till 2020 or 2021)
 - d) Rolling is complete.
 - e) Getting ready for cemetery clean-up day on Saturday May 18, 2019.

4) Parks

- a) We are looking at some up-grades to park with our Engineers so we can apply for grants as they become available and talk to little league, betterment committee for financial assistance. We may want to consider doing this work and possibly banning it. The drawings are revised now. The cost est. is by Clark-Patterson.
- b) We need to discuss next steps in the park up-grades. Little league wishes to be involved along with youth rec.
- c) Working on schedule to revamp current baths to handicap accessible. Most of the work is being done by town forces. Received quote from Alliance Door for new doors in bathrooms. Need approval or disapproval for \$5756.00.
- d) Will be installing new game pole and flag pole this week along with cemetery work.

5) Equipment Update

- a) One of the large tractors (208) is at LandPro for repair of the 3-point hitch.
- b) All excavator operators MUST BE CERTIFIED by May 4st, 2019 by State Law this will take place on June 12 at Darien Highway Department.
- c) Truck 201 deemed surplus and put out for sale by means determined by Town Board.

6) Publics Works Update

- a) WD 9 & 3 has some meter pit repairs needed to be done. (Town of Batavia's request)
- b) WD 10 is complete. E & R did a very good job. Clark-Patterson is scheduling a meeting on master meter pit operation (Fisher Road, Drake Street, Maltby Road, and Lewiston Road).
- c) WD 11 ext. Lewiston Road being worked on by Clark Patterson and Oakfield Public Works Administrator along with GCEDA. It is out to bid with Alabama phase four as an alternate a & b.
- d) Phase 2 Alabama is completed except for restoration as soon as weather permits.

- e) Clark Patterson has started laying out sewer districts for future expansion and current needs in the town, also creating a sewer district where there is already sewer in the town. Village will be at all future meetings on sewer.
- f) Monroe Water Authority in future is the way to go. Waiting for county/city sales tax agreement and city to sign a contract with MCWA first before that can happen.
- g) Need to pursue getting together with village with Town Board, Town Attorney, County Attorney, County Highway Superintendent, Village Board, and Village Attorney on water debt distribution.
- h) Lockport Road master meter pit is under Elba phase 3 at Oakfield/Elba town-line.

7) Library

- a) Working with CPL for elevator install at the library. CPL has come took pictures and measurements and done preliminary dwgs. Estimate looks very good, the library is working on getting grant money to install. Next step waiting on the Library Board.
- b) MJ Mechanical quote for service contract on boilers at the library (\$1000.00)

8) Miscellaneous

- a) Need to set up meeting on possible housing development plan areas for Town of Oakfield a developer has already been here for info on locations for housing tracts.
- c) Land fill is open for the whole year weather permitting access.
- d) Working with a solar company on a solar field installation. Nothing new to report.
- e) Need to revise and up-date our zoning codes and town required permits. Need a fill permit, Highway construction permit, over weight permit, over width permit, and others as needed. Form a committee or use Highway Committee (Councilman Wolcott/Councilman Kabel)
- f) DEC has completed the Landfill Inspection waiting for the report.
- g) Like to pursue setting up a town wide drainage district. Will be some engineering costs up front then add a general fund budget item. Working with Home Land Security on possibly some funding. Would like town board to set-up a committee of two town board members, highway superintendent, and town assessor. In the future may want to add two residents from the town wide (one village, one outside of village).
- h) Town Board needs to pass a resolution adding to our drug and alcohol policy that non-cdl drivers on our drivers list be random drug and alcohol tested.
- i) Alan will be off May 22 & 23 Vacation, June 3, 4, & 5 Highway School.

Alan R. Dennis:
Superintendent of Highways
Public Works Administrator
Cemetery Administrator
Parks Administrator

TOWN CLERK

Abstract 5-2019—MOTION Deputy Supervisor Martin, second Councilman Wolcott to authorize the following:

General Fund	1365-1410	\$23,231.74	
Highway DA	480-494	\$10,125.76	
Highway DB	243-245	\$ 5,987.15	
Part Town B	161-165	\$84,418.05	
Water District	182	\$15,540.00	
Special District	206-208	\$39,598.00	
	TOTAL		\$178,900.70

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

The date of the August Town Board meeting must be changed as the Assessor, Town Clerk and Highway Superintendent will all be unavailable that week; with that the Town Clerk's office will also be closed August 9-16. **The August Board Meeting will be held August 6, 2019 at 6:30 pm.**

The Town Clerk's office moves to summer hours beginning the week of May 20th, Monday-Thursday 7:00 am-4:00 pm.

Youth Recreation is preparing for the 2019 season. The Commission has hired the following:

Director: Riley D'Alba

Councilors: Joey Burdick
Tayvon Boyd
Peyton Yasses
Trevor Maier
Shelby Carlsen
Baylee DesJardins

Paperwork for Youth Recreation will be completed May 20th and Sexual Harassment training will be June 15th.

An Open House will be held on October 3, 2019 from 3-7 pm to celebrate Superintendent Alan Dennis's retirement.

Received information regarding State & Local government websites becoming ADA compliant. Working on this project.

Town Clerk Haacke spoke with Christina at Baldwin Business Services, the budget workshop will once again be held in Oakfield.

Mother/Son "Race Night" is Friday, May 17th from 6-8 pm.

RESOLUTION NO. 23-2019—DEUEL ARCHAEOLOGY PROPOSAL WATER DISTRICT 11 EXTENSION

Councilman Wolcott offered the following:

BE IT RESOLVED, that the Town Board of the Town of Oakfield accepts Deuel Archaeology's proposal for Water District 11 Extension not to exceed \$3,795.00.

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

A Resolution for Budget Modifications regarding Water District 10 was tabled until the Net Interest increase of \$15,000.00 can be explained by Municipal Solutions.

SUPERVISOR

MOTION Deputy Supervisor Martin, second Councilman Kabel to approve the Supervisor's report as submitted.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

LIBRARY LIAISON

The Library is conducting a survey of what people would like from the library, including hours of operation, so far 35 surveys have been returned

The Library will receive an endowment from Mr. Ken Mott, the library would like to put benches on the property

The Town Board will revisit this proposal when the endowment is received

There is loitering problem outside the library as people are using the wifi and sitting by the entrance

The Library would like a timer put on the plug that is outside, as the "loiterers" are using this plug as well

The breaker will be checked to see if it can be turned off when not needed by Town or Library

GAM

Sales tax payment was down this quarter

Jail meeting for the public

Next meeting is Thursday at 5 pm at the Old Courthouse

OLD BUSINESS

The Planning Board met briefly on May 8th, just to introduce Mike Hamm to the committee, they plan to meet monthly going forward. Greg Houseknecht was named chairman. The Town Clerk must be notified of when they plan to meet so it can be advertised and minutes of the meeting must be submitted to the Town Clerk for archival purposes.

BAR- MOTION Councilman Carroll, second Deputy Supervisor Martin to appoint Michael Hamm to the Board of Assessment Review.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

Cemetery Clean Up is this Saturday at Reed Cemetery, beginning at 8:30 am

NEW BUSINESS

Memorial Day—Supervisor Glor cannot do the speech this year

Fire Budget—**MOTION** Councilman Wolcott, second Councilman Kabel to approve the Village Fire budget not to exceed \$81,374.00 for 2019-2020 Village Fiscal Year.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

Christmas Trees

We are still waiting to hear if the Village will make the upgrades to the electric so that the Christmas trees will have a better change of remaining lit the entire season

Councilman Carroll & Town Clerk have opened discussions with the School in case the Village says “no” to the upgrade of electric in Triangle Park

The Village’s Triangle Park is the Town’s first choice to place the trees, but we cannot wait much longer for the Village to make a decision, especially if the location will be moved as upgrades will have to be made to a new location as well

Sale of Dump Truck

RESOLUTION NO. 24-2019—DEEM DUMP TRUCK AND ACCESSORIES EXCESS INVENTORY

Councilman Wolcott offered the following:

BE IT RESOLVED, that the Town Board of the Town of Oakfield have a dump truck 201, year 2004 and accessories which the board deems excess inventory.

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

MOTION Councilman Kabel, second Councilman Carroll that Superintendent of Highways Dennis will contact municipalities to tell them our dump truck is available for sale at a cost of \$35,000.00. If no municipality is interested within one month it will be put on an online auction site.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 25-2019—LIBRARY BOILER CONTRACT WITH MJ MECHANICAL

Councilman Carroll offered the following:

BE IT RESOLVED, the Town Board of the Town of Oakfield, accepts the maintenance contract for \$1,000 per year from MJ Mechanical for the Library Boiler.

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott
APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 26—DRUG AND ALCOHOL TESTING FOR NON-CDL DRIVERS

Councilman Kabel offered the following:

BE IT RESOLVED, the Town Board of the Town of Oakfield authorizes the addition of Marc Wilder and Thomas Graham as non-cdl drivers for the Town of Oakfield and has listed them on the Town's insurance; and

THEREFORRE, BE IT FURTHER RESOLVED, that Mac Wilder and Thomas Graham will also be subject to random drug and alcohol testing and added to the drug and alcohol policy

Second: Councilman Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 27-2019—TOWN PARK BATHROOM DOORS

Deputy Supervisor Martin offered the following:

BE IT RESOLVED, that the Town Board of the Town of Oakfield authorizes the purchase of new doors for the bathrooms at the Town Park at a cost not to exceed \$5,756.00

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

ADJOURNMENT: MOTION Councilman Kabel, second Councilman Wolcott to adjourn the meeting at 8:14 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk