

The regular meeting of the Prattsburgh Town Board was called to order on March 20<sup>th</sup> 2023 at 6:30 P.M. at the Prattsburgh Town Hall, Prattsburgh, NY. Supervisor Wordingham led the Pledge of Allegiance.

**PRESENT:**

Albert Wordingham Supervisor  
Angela Einwachter Councilmember  
Elizabeth Peck Councilmember  
Janette Payne Councilmember  
Pete Scheid Councilmember  
Edward Brockman Legal Counsel  
Kim Sobolewski Town Clerk

**PUBLIC HEARING- (VOLUNTEER TAX EXEMPT)**

A motion was made by Councilmember Einwachter and seconded by Councilmember Scheid and duly carried, the hearing was open at 6:35 P.M. On a motion made by Councilmember Scheid and seconded by Councilmember Peck and with all board members in favor and with all persons desiring to be heard having been heard, the hearing was closed at 6:40 P.M.

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, the following was approved:

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

**TOWN OF PRATTSBURGH**

Resolution No. 5 -2023

Adoption of Local Law with Respect To Real Property Assessment Exemption For Volunteer First Responders In the Town of Prattsburgh.

Motion by Councilperson Einwachter, seconded by Councilperson Scheid to adopt the following resolution:

WHEREAS, the Town Board previously dealt with SEQRA matters related to this action; and

WHEREAS, a public hearing was held before the Town Board on the proposed Local Law on March 20, 2023; and

WHEREAS, the Town Board has received a copy of the proposed Local Law more than seven (7) days prior hereto.

Now Therefore, be it Resolved That:

1. The Town Board of the Town of Prattsburgh adopts said proposed Local Law.
2. The Town Clerk is directed, through the Town's legal counsel, to file such Local Law with the Secretary of State of the State of New York and provide for the requisite publication and posting of the Notice of Adoption of such Local Law together with such other acts that are customarily associated with the adoption and implementation of a Local Law, including the entry thereof in the minutes of the Town Board Meeting.

STATE OF NEW YORK)

COUNTY OF STEUBEN) SS:

I, the undersigned, Town Clerk of the Town of Prattsburgh, Steuben County, New York, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a meeting of the Town Board of the Town of Prattsburgh, duly held on the 20th day of March, 2023, at which a quorum was present and participated in throughout, said Resolution having been passed, and that the same has not been in any way rescinded or annulled but is still in full force and effect and is duly entered in the minutes of said meeting.

IN WITNESS WHEREOF I have hereunto set my hand and the seal of the said Town the 21st day of March, 2023.

(SEAL)

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Kim Sobolewski, Town Clerk  
Town of Prattsburgh

**PUBLIC HEARING- (CODE OF ETHICS)**

A motion was made by Councilmember Scheid and seconded by Councilmember Peck and duly carried, the hearing was open at 6:45 P.M. On a motion made by Councilmember Peck and seconded by Councilmember Scheid and with all board members in favor and with all persons desiring to be heard having been heard, the hearing was closed at 6:50 P.M.

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

On a motion made by Councilmember Scheid, seconded by Councilmember Einwachter, the following was approved:

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

**Resolution No. 6 -2023**

Adoption of Town of Prattsburgh Town Government Code of Ethics

Motion by Councilperson Scheid, seconded by Councilperson Einwachter to adopt the following resolution:

WHEREAS, a proposed Code of Ethics has been presented to the Town Board; and

WHEREAS, a public hearing was held before the Town Board on said proposed Code of Ethics on March 20, 2023.

NOW THEREFORE BE IT RESOLVED, THAT

1. The Town Board of the Town of Prattsburgh adopts the proposed Code of Ethics which will be applicable to the Town Governmental operations.

3. The Town Clerk is directed, to file such Code of Ethics in the Town Clerk's Office, as well as to assist the Town Supervisor in the posting and distribution thereof in accordance with sub-sections (a), (b) and (c) of Section 19 of the Code of Ethics.

STATE OF NEW YORK)

COUNTY OF STEUBEN) SS:

I, the undersigned, Town Clerk of the Town of Prattsburgh, Steuben County, New York, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a meeting of the Town Board of the Town of Prattsburgh, duly scheduled meeting and held on the 20th day of March, 2023, at which a quorum was present and participated in throughout, said Resolution having been unanimously passed, and that the same has not been in any way rescinded or annulled but is still in full force and effect and is duly entered in the minutes of said meeting.

IN WITNESS WHEREOF I have hereunto set my hand and the seal of the said Town the 21st day of March, 2023.

(SEAL)

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Kim Sobolewski, Town Clerk  
Town of Prattsburgh

**MINUTES**

On a motion made by Councilmember Einwachter, seconded by Councilmember Payne, the February 24<sup>th</sup>. 2023 Minutes were accepted as presented.

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye

Supervisor Wordingham-Aye

### **FINANCIAL REPORT**

On a motion made by Councilmember Einwachter, seconded by Councilmember Peck, the March 2023 financial report was accepted as presented by Supervisor Wordingham.

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

### **AUDIT OF BILLS**

On a motion made by Councilmember Einwachter, seconded by Councilmember Peck, the board approved payment of the following bills on ABSTRACT #3 to be paid as presented. The total amount to be paid on ABSTRACT #3 is \$65,678.21 (Voucher#98-133)

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

### **APPROPRIATIONS**

On a motion made by Councilmember Peck, seconded by Councilmember Scheid, the March 2023 appropriations were accepted as presented.

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

### **HIGHWAY**

Since our last scheduled meeting we have: sanded only once, plowed and sanded 13 times, painted the overhead doors in the main barn, stoned ruts on Nageli, Allis and Lyons Hollow, did some road sign repairs, fixed mail boxes, spent a day scraping metal, spent a week hauling stone Hubbard gravel, 1291 ton for tilling Hotchkin Road, received salt delivery of 150 ton, two days mixing salt and sand to stack in the barn, uses the grader to push back drifts, spent two weeks cutting trees and digging out stumps on Hotchkin Road, outdoor maintenance came to finish up trees that we could not do.

Repairs:

T-103 cutting edge, air ride bag, wing cable, greased  
T-203 muffler, lights, fuel tank  
T-104 oil change, lights, greased  
T-304 wing blade, cutting edge, oil change, greased  
E-115 rebuilt ditching bucket  
T-100 oil change, greased  
Boom Mower- built chain guards, filters, rebuilt cylinder

### **CODE/WATER**

Permits- 2  
Appearance Tickets- 0  
Renewals- 1  
Building Inspections- 13  
Septic Inspections- 0  
UFPO- 6  
C of O/C- 0

Compliance Inspections- 2

Code Complaint- 0

Compliance Orders- 1

Remarks- I answered or returned 21 calls and emails about code related issues

I took an online code class on 2/14 for Energy code

Water

2/22 – I changed the chlorine injector at the pump house

2/23 – I met with Becky Sims and Brad Sick regarding RCAP paperwork

3/1 – I sent in February's water report to the DOH

3/6 – Shut off two services

3/8 – Turned on one service

3/13 – I took March's water sample to the Wayland Lab

3/20 – I started reading the first quarter water meters

I have been working on the Annual Water Quality Report

I am still working on the RCAP customers list

I have been working on the new water meter installation logistics

Fred got recertified for his water license

### **SUPERVISOR**

2/21/23 I met with J. C. Smith (I.D.A.) and Brad Sick (Larson Engineering) to list the action items moving forward on the wastewater project.

3/2/23 The town has not been able to get any information from Hunt Engineering regarding the wastewater project for the school. Kory Bay has agreed to contact Hunt Engineering to request prints and other documentation that would be beneficial and possibly reduce costs for the town's project.

3/6/23 I had a discussion with Trevor at Casella Waste to see if they were interested in donating a dumpster August 16th for Habitat for Humanity cleanup day.

3/7/23 At Kory Bay's request Hunt Engineering sent the town the soil tests and prints for the school's waste water system. Hopefully this will reduce the cost to the town for a preliminary waste water report.

3/7/23 Trevor Clark from Casella has agreed to donate the delivery and pick up of a 20-yard dumpster for the town to use August 16th when the Habitat for Humanity is in town for property maintenance, painting, and general clean up.

3/10/23 I met with Rich Winter (C.E.O. Delaware River Solar) to discuss a project they are researching on Wheaton Hill Road. The potential project is already facing a major challenge. In order to have a project three phase electric must be available. The third phase ends in Ingleside, approximately 1.5 mile away. They are in discussion with N.Y.S.E.G.

3/15/23 Leonard Carruthers (Steuben Foods) met with Chris and I to talk about the two remaining buildings and wells that remain on their property. We agreed to wait until the weather breaks to visit the site. Leonard assured us that he would work with the town to resolve our concerns. It is always a pleasure to deal with Leonard and Steuben Foods.

3/15/23 Kory Bay helped me to retrieve test results and other documentation regarding the school's waste water system from Hunt Engineering. After reviewing Hunt's work, it appears that the town's conceptual plan for our waste water project is viable. Being able to gain access to the engineering work saved the town a big bill, so when you see Kory thank him.

### **SOLAR**

On a motion made by Councilmember Einwachter, seconded by Councilmember Scheid, the board set the public hearing for April 17<sup>th</sup>, 2023, at 6:30 P.M. for the Town of Prattsburgh to opt out of the real property energy system tax assessment exemption.

Councilmember Einwachter- Aye

Councilmember Peck-Aye

Councilmember Payne-Aye

Councilmember Scheid-Aye

Supervisor Wordingham-Aye

### **COURT AUDIT**

On a motion made by Councilmember Peck, seconded by Councilmember Scheid, the following was approved:

Councilmember Einwachter- Aye

Councilmember Peck-Aye

Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

Town of Prattsburgh  
Resolution No. 7 -2023

Acceptance of Annual Audit of the Town Justice Court

Motion by Councilperson Peck, seconded by

Councilperson Scheid to adopt the

following resolution:

WHEREAS, the Town of Prattsburgh, Steuben County, New York, maintains a Town Justice Court as a part of its municipal government; and

WHEREAS, §2019-a of the Uniform Justice Court Act requires an annual audit of the Town Justice Court, including its records, dockets and financial records; and

WHEREAS, the Town Board has facilitated and received the audit of the records and dockets of the Town Court of the Town of Prattsburgh for the fiscal year 2022.

NOW THEREFORE BE IT RESOLVED, THAT

1. The Town Board of the Town of Prattsburgh, upon examination and review of the audit of the records, dockets and financial records of the Town Justice of the Town Justice Court of the Town of Prattsburgh dated, accepts and approves such audit.

2. Copies of such audit shall be filed with the Town Clerk of the Town of Prattsburgh, the Town Justice of the Town of Prattsburgh and the Unified Court System's Internal Audit office.

CERTIFICATION OF CLERK

STATE OF NEW YORK)

COUNTY OF STEUBEN)

TOWN OF PRATTSBURGH)

I, Kim Sobolewski, Clerk for the Town of Prattsburgh, County of Steuben and State of New York, do hereby certify that the before mentioned RESOLUTION 7 2023 was adopted at a meeting of the Town Board of the Town of Prattsburgh held on March 20, 2023 and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Dated: March 21, 2023

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Kim Sobolewski – Town Clerk

### **GRAVEL BIDS**

On a motion made by Councilmember Scheid, seconded by Councilmember Einwachter, with all Board members in favor, gravel bids will be sent to the paper.

Councilmember Einwachter- Aye

Councilmember Peck-Aye

Councilmember Payne-Aye

Councilmember Scheid-Aye

Supervisor Wordingham-Aye

### **RESERVE REPAIR FUND**

On a motion made by Councilmember Scheid, seconded by Councilmember Peck, the following was approved:

Councilmember Einwachter- Aye

Councilmember Peck-Aye

Councilmember Payne-Aye

Councilmember Scheid-Aye

Supervisor Wordingham-Aye

Town of Prattsburgh  
Resolution No. 8 -2023

Creation of Capital Reserve Fund For Town of Prattsburgh Water District

Motion by Councilperson Scheid, seconded by

Councilperson Peck to adopt the following Resolution:

WHEREAS, the Town Board of the Town of Prattsburgh, a municipal corporation, has created and manages the Town of Prattsburgh Water District which provides potable water to residents and property owners of a portion of the Town of Prattsburgh; and WHEREAS, the Town Board intends to ratify and affirm the previous establishment of a Capital Reserve Fund for costs of infrastructure for the Water District; and

WHEREAS, the Town Board of the Town of Prattsburgh intends to address SEQRA matters with respect hereto.

Now Therefore, be it Resolved that

1. The Town Board of the Town of Prattsburgh hereby establishes itself as “Lead Agency” for SEQRA purposes with respect to this action, determines that there will be no negative impact on the environment as a result of this action, therefore finds this to be a Type II action and accordingly no SEQRA review will be undertaken.
2. Pursuant to Section 6-c of the General Municipal Law, as amended, the previous efforts for the establishment of a capital reserve fund to be known as the “Town of Prattsburgh Water District Capital Reserve Fund.” The purpose of this Capital Reserve Fund is to accumulate moneys to finance the cost of improvements to infrastructure, of the Water District. Expenditures from this Capital Reserve Fund shall be limited to improvements and acquisitions which have a “Period of Probable Usefulness” of at least five (5) years pursuant to the provisions of the Local Finance Law of the State of New York.
3. The Town Supervisor is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Town Supervisor may invest the money from such Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policies of the Town of Prattsburgh. Any interest earned or capital gains made on the moneys so deposited or invested shall accrue to and become part of such Reserve Fund. The Town Supervisor shall account for the Reserve Fund in a manner which maintains the separate identity of the cash and investments of the Reserve Fund. Deposits shall be made only from funds derived from the existence of the Town of Prattsburgh Water District.
4. Except as otherwise provided by section 6-c of the General Municipal Law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is Established. No expenditure shall be made from this Reserve Fund without the approval of the Town Board of the Town of Prattsburgh and without such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law, including a permissive referendum as prescribed by said Section 6-c. Expenditures shall only be made for purposes directly related to the Town of Prattsburgh Water District.

CERTIFICATION OF CLERK

STATE OF NEW YORK)

COUNTY OF STEUBEN)

TOWN OF PRATTSBURGH)

I, Kim Sobolewski, Town Clerk for the Town of Prattsburgh, County of Steuben and State of New York, do hereby certify that the before mentioned RESOLUTION 8- 2023 was adopted at the regular meeting the Town Board of the Town of Prattsburgh held on April 17, 2023, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Dated: April 18, 2023

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Kim Sobolewski, Town Clerk

### **RESERVE REPAIR FUND AMOUNT**

On a motion made by Councilmember Scheid, seconded by Councilmember Peck, with all board members in favor, the water district reserve repair fund will not exceed \$20,000.00

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

### **CRAFTED LANDFILL LEASE**

On a motion made by Councilmember Einwachter, seconded by Councilmember Peck, with all board members in favor, the board approved landfill lease as crafted to county.

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

**PELLHAM ELECTRIC**

On a motion made by Councilmember Scheid, seconded by Councilmember Peck, with all board members in favor, the board approved Pelham Electric to move forward with the park job not to exceed \$29,000.00.

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

**ADJOURNMENT**

On a motion made by Councilmember Peck, seconded by Councilmember Scheid, and duly carried, Regular meeting was adjourned at 7:50 P.M.

Councilmember Einwachter- Aye  
Councilmember Peck-Aye  
Councilmember Payne-Aye  
Councilmember Scheid-Aye  
Supervisor Wordingham-Aye

Respectfully submitted,  
Kim Sobolewski, Town Clerk