

Town of Scipio November 9, 2022 Town Board Meeting Minutes

The November meeting of the Town of Scipio, Cayuga County, State of New York was held at the Town Office, 3705 State Rte. 34, Scipio Center, NY 13147, on November 9, 2022.

Present: Gary Mutchler, Town Supervisor  
Jason Botsford, Council Member  
Melinda Pitman, Council Member  
Ann Robson, Town Clerk  
Susan Allen, Council Member  
Mark Ferrari, Council Member (arrived 7:17pm)  
Bill Hall, Highway Superintendent

Members of the public attending: Rachel Moran, Judge Brian Dugan, Eron Klipple, Guy Garnsey, Karen Clark, Janet Reohr.

1. The November 2022 Town Board meeting was called to order at 7 pm by Supervisor Mutchler.
2. Additions to the Agenda – Council Member Allen requested the board go into Executive Session later in the agenda. A motion to accept the amended agenda was made by Council Member Botsford, second by Council Member Pittman. All in favor.
3. Issues from town residents – No issues were presented by town residents.
4. **Resolution 2022-74** Approve October 5, 2022 Town Board meeting minutes. On a motion made by Council Member Allen, second by Council Member Botsford, be it resolved the resolution was:  
Adopted        Ayes    4        Mutchler, Allen, Botsford, Pittman  
                      Noes    0
5. Town Court Update – Judge Dugan and Court Clerk Eron Klipple reported the town court has jurisdiction over a broad range of matters, including vehicle and traffic matters, small claims, evictions, civil matters and criminal offenses. COVID 19 had detrimental impacts on the Justice Courts and changes in state law pertaining to how fines are charged and paid have affected the revenue going to the town. They informed the Town Board they need access to a fax machine not a digital fax. The state requires them to use a fax machine and a designated telephone line. Another request to the Town Board was installing a new outside door to the Court Room with a window for safety reasons. Judge Dugan suggested that the Town Board consider reinstating a second Town Judge since there are times, he is not able to be present on court dates. After he retires in December 2023, he would be interested in being the town's backup judge and charge the town \$1 per year for that service.
6. Southern Cayuga Instant Aid Update – Karen Clark and Guy Garnsey were present to responded to Town Board questions on ambulance coverage, response times, billing, and adequately trained staff. Supervisor Mutchler does receive SCIA Call Summary Reports documenting transports and calls. This will change from monthly to a quarterly basis going forward. The SCIA Board meeting are open to the public.
7. The Public Hearing on Local Law #3 of 2022 - Administration and Enforcement of the New York State Uniform Fire Prevention and Building Code was opened at 7:34pm by Supervisor Mutchler. One member of the public, Janet Reohr asked what would this do? It was explained that the current state Uniform Fire Prevention and Building Code was adopted in 2007. It has been fifteen years since the code was last modified. This Local Law #3 of 2022 would bring the Town of Scipio into compliance with the state and was a formality that all municipalities across the state had until the end of the year to adopt.
8. On a motion made by Council Member Ferrari, second by Council Member Botsford the Public Hearing on Local Law #3 of 2022 was closed at 7:38pm. All in favor.

9. **Resolution 2022-75** Approve Local Law #3 of 2022 - Administration and Enforcement of the New York State Uniform Fire Prevention and Building Code. On a motion made by Council Member Pittman, second by Council Member Botsford, be it resolved this resolution was:

Adopted        Ayes    5        Mutchler, Allen, Botsford, Ferrari, Pittman  
                      Noes    0

10. The Public Hearing on the 2023 Town of Scipio Preliminary Budget was opened at 7:41pm by Supervisor Mutchler. Janet Reohr asked what the changes were from the Tentative Budget to the Preliminary Budget. Supervisor Mutchler replied that \$2,000 was added for the Town Engineer, an additional \$500 as added to the Owasco Lake Watershed Management Council, and an oversight was corrected to include \$30,000 for snowplow usage including salt. She asked for clarification on the Buildings – Equipment/Capital Outlay of \$250,000 and the Buildings – Contractual. The Buildings – Equipment/Capital Outlay is for renovation work to the office, to include replacing windows and securing the outside south wall. Buildings – Contractual of \$150,000 is the town’s portion of costs to erect a new salt shed. Janet Reohr asked to have the Buildings - Software Support explained. Cost of software support from Williamson Law has increased and the new IT/Computer Security vendor charges more for required computer/cyber security. She questioned not having a county highway snow removal contract. Highway Superintendent Hall explained it was not fiscally responsible for the town to commit to the contract offered by the county. No one spoke against the 2023 Town of Scipio Preliminary Budget.

11. On a motion by Supervisor Mutchler, seconded by Council Member Allen the Public Hearing for the 2023 Town of Scipio Preliminary Budget was closed at 8:02pm. All in favor.

12. **Resolution 2022-76** – Approve 2023 Town of Scipio Preliminary Budget. On a motion made by Supervisor Mutchler, second by Council Member Botsford, be it resolved this resolution was:

Adopted        Ayes    5        Mutchler, Allen, Botsford, Ferrari, Pittman  
                      Noes    0

13. **Resolution 2022-77** – Designate Melinda Pittman as the Town Delegate to the 2023 Association of Towns Annual Business Meeting. On a motion made by Supervisor Mutchler, second by Council Member Allen, be it resolved this resolution was:

Adopted        Ayes    5        Mutchler, Allen, Botsford, Ferrari, Pittman  
                      Noes    0

14. Official Reports

- a. Assessor – A prepared report was reviewed by the town board listing available Real Property Assessment exemptions to veterans, senior citizens, and the disabled within the town. The town board was asked to consider a local law to make these exemptions available in 2024. The town board decided to table this discussion until February 2023.
- b. CEO – Prepared report listed nine permits issued. Planning Board reviewed two site plans and nothing before the ZBA.
- c. Clerk – Reported \$3043 disbursed to the Town Supervisor, took receipt of the SunEast – Stormwater Pollution Prevention Plan for the Scipio Solar Array on Center Road, worked on the town’s Retention and Disposition of Records, and moved records to storage in the highway bay. Registered for trainings on the NYS Retirement System and the 2023 Tax Collection program.
- d. Highway Superintendent – Reported the town attorney has sent a letter to the farmer who damaged town roads on two occasions seeking reimbursement of damages. Presently there are two pieces of highway equipment on Auction International a 1988 V plow, and an old grader.

The town took delivery of a new mower, and the old mower was rebuilt. An updated maintenance schedule on equipment is being developed.

15. Board Member Reports

- a. Susan Allen – Mentioned Transfer Station attendant Tom Olynch will attend December’s Town Board meeting to address concerns at the Transfer Station. Monthly reports from Casella indicate total tonnage collected at the Transfer Station is dropping. It was verified that town contracts for trash/recyclable services exceeding \$10,000 must go out to bid.
- b. Jason Botsford – no report
- c. Mark Ferrari – no report
- d. Melinda Pitman – Reported she is searching for an ergonomic desk for the town bookkeeper, and the town will increase the base fees requested from the Owasco Lake Watershed Management Council and the Cayuga Lake Watershed Inter-Municipal Organization.

16. Supervisor’s Report

- a. Food Give Away – the Town of Scipio will not be participating in the 12.3.22 Food Give Away organized by the Town of Genoa.
- b. **Resolution 2022-78** Approve 2023 Amended Municipal Cooperative Agreement for the Greater Tompkins County Municipal Health Insurance Consortium. On a motion made by Supervisor Mutchler, second by Council Member Ferrari, be it resolved this resolution was:  
Adopted      Ayes    5      Mutchler, Allen, Botsford, Ferrari, Pittman  
                      Noes    0
- c. SCIA contract – Since the Town of Scipio pays a portion of total expenses, the town will receive financial reports on expenses and revenues, in addition to the quarterly call reports.

17. Executive Session – The Town Board of Scipio went into Executive Session to discuss a personnel issue. No action was taken.

18. Review and payment of vouchers

- a. **Resolution 2022-79** Abstract 11 General Fund vouchers 186-210; total \$56,076.02. On a motion made by Council Member Botsford, second by Council Member Allen, be it resolved this resolution was:  
Adopted      Ayes    5      Mutchler, Allen, Botsford, Ferrari, Pittman  
                      Noes    0
- b. **Resolution 2022-80** Abstract 11 Highway Fund; vouchers 71-85; Total \$58,951.65. On a motion made by Council Member Pittman, second by Council Member Ferrari, be it resolved this resolution was:  
Adopted      Ayes    5      Mutchler, Allen, Botsford, Ferrari, Pittman  
                      Noes    0

19. Adjournment - On a motion made by Council Member Pittman, second by Council Member Botsford the November 2022 Town Board meeting was adjourned at 9:41pm. All in favor.

Respectfully submitted,

Ann Robson  
Town of Scipio Clerk

