REGULAR MEETING. TOWN OF PITCAIRN, AUGUST 11, 2026

A regular meeting was held on August 11, 2026, at 6:30pm, at the Pitcairn Town Hall with the following people present:

PRESENT: COUNCILMAN PAUL JACKSON
COUNCILWOMAN ANN HALL
COUNCILMAN DAVID SULLIVAN
COUNCILMAN MATTHEW PIERCE
SUPERVISOR ALLISON HOUGHTON

OTHERS PRESENT: CHELSEA THOMAS, TOWN CLERK; ALLEN BANGO, HIGHWAY SUPERINTENDENT; ALICIA MERA, DEPUTY SUPERVISOR/BUDGET OFFICER;

ABSENT: LARRY ATKINSON, CODE ENFORCEMENT OFFICER

VISITORS: CHANTELLE LANCOR, MELISSA CROSS, ASHLYNN PIERCE, AIDEN MERA, NICK BRESETT, JENNIFER MAURER

1.) Supervisor Houghton called the meeting to order at 6:30pm.
2.) The Pledge of Allegiance was said.
3.) Supervisor Houghton opened the floor to public comments:

**Public Comments:**

- Jennifer Maurer approached the board asking what the requirements were for putting as home on a parcel. Are there any limitations acreage wise? Councilman Jackson informed her of the requirements and other than that she would just need a building permit.

****Jen & Nick left at 6:33pm****

- Food Pantry – Ann Hall updated the board with last month's food pantry numbers on Jane's behalf. They will be having a booth with a lottery board at the Community Fest Saturday. They will also be putting a float in the parade. Ann asked Alicia when the open house for going back to school was and if they were able to put a table up for that as well. Open house will be on September 29th from 5-7pm.
- Chantelle Lancor asked the board if anyone from Town of Pitcairn wanted to be a judge for the parade at Community Fest. Clerk Thomas informed the board of the other judges from Town of Diana and was hoping to get a couple from Town of Pitcairn as well. Councilwoman Hall and Supervisor Houghton volunteered.
- Alicia addressed the board as a concerned resident, why they made the decision they made at the public hearing on July 27th. She questioned the informational sheet that was handed out to everyone at the public hearing. Comments were made.

4.) **Code Enforcement Report:**

- 3 building permits were handed in last month.

5.) **Clerk's Report:**

| | |
|---|---|
| 3 building permits | 30.00 |
| 15 dog licenses | 174.00 |
| 1 marriage license | 17.50 |
| 3 fishing licenses | 4.70 |
| Total Local Shares Remitted: | 226.20 |
| Total Non-Local Revenues: | 125.80 |
| Total State, County, & Local Revenues | 352.00 |

6.) **Highway News:**

- Allen had two men working with Town of Fine a couple days this week to help them out.
- It was agreed that Allen will keep the seasonal roads like Jayville plowed until after hunting season.

7.) **Supervisor's Report:**

| | Balance 06/30/2026 | Increase | Decrease | Balance 07/31/2026 |
|---|---|---|---|---|
| **A GENERAL FUND- TOWNWIDE** | | | | |
| CASH-CHECKING | 19,142.51 | 429,895.56 | 438,862.71 | 10,175.36 |
| CASH-SAVINGS | 253,547.06 | 8,069.79 | 14,000.00 | 247,616.85 |
| PETTY CASH | 100.00 | 0.00 | 0.00 | 100.00 |
| BUILDING RESERVE | 154,749.47 | 541.47 | 0.00 | 155,290.94 |
| TOTAL | 427,539.04 | 438,506.82 | 452,862.71 | 413,183.15 |
| **DA HIGHWAY – TOWNWIDE** | | | | |
| CASH – CHECKING | 16,144.39 | 218,000.00 | 218,965.52 | 15,178.87 |
| CASH – SAVINGS | 377,582.95 | 7,715.14 | 7,000.00 | 378,298.09 |
| EQUIPMENT RESERVE | 896,082.70 | 1,668.70 | 0.00 | 897,751.40 |
| TOTAL | 1,289,810.04 | 227,383.84 | 225,965.52 | 1,291,228.36 |

| | | | | |
|---|---|---|---|---|
| **SF PITCAIRN FIRE PROTECTION** | | | | |
| CASH – CHECKING | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 |
| **TA TRUST & AGENCY** | | | | |
| CASH – CHECKING | 989.01 | 24,167.45 | 24,317.45 | 839.01 |
| TOTAL | 989.01 | 24,167.45 | 24,317.45 | 839.01 |
| **TOTAL FOR ALL FUNDS** | 1,718,338.09 | 690,058.11 | 703,145.68 | 1,705,250.52 |

8.) **New/Unfinished Business:**

- Alicia asked the board if we could hold the budget workshop on September 8th @ 5:30pm before the regular meeting. All agreed. Clerk Thomas will post the notice.
- Clerk Thomas asked the board about their thoughts on the veteran's flags. Our current person in charge will be stepping back this year, and Jason Thomas (as the cemetery sexton) has offered to take over and get an official list made of all the veterans in each cemetery and update them in the cemetery books. Jason will purchase the flags each year and place them on the graves prior to Memorial Day. The board agreed.
- Before the board accepts the minutes and bills, Supervisor Houghton gave the board her notice of resignation along with her deputy/budget officer Alicia Mera effective December 31, 2026. She will have the CPA take things back over starting in December so that matters are still being taken care of during this transition. Her name will still appear on the ballot however; she will decline the position if she wins the majority votes.

9.) **RESOLUTION #21/26 TEAMSTERS CONTRACT** Councilwoman Hall made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that the teamster's contract has been finalized and agreed upon. The Town of Pitcairn hereby accepts this as the final 3 yr contract for 2026.

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|---|---|---|
| Roll call vote: | COUNCILMAN JACKSON | YES |
| | COUNCILMAN SULLIVAN | YES |
| | COUNCILWOMAN HALL | YES |
| | COUNCILMAN PIERCE | YES |
| | SUPERVISOR HOUGHTON | YES |

10.) **RESOLUTION #22/26 BUDGET TRANSFERS** Councilman Jackson made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that Supervisor Houghton is authorized to make the following budget transfers.

**GENERAL FUND TRANSFERS:**

| | |
|---|---|
| TO: A7140.42 | $66.34 |
| TO: 5132.46 | $1,496.96 |
| TO: 5132.48 | $901.60 |
| | |
| FROM: A7140.41 | $66.34 |
| FROM: 5132.49 | $1,496.96 |
| FROM: 5132.49 | $901.60 |

| | | |
|---|---|---|
| Roll call vote: | COUNCILMAN JACKSON | YES |
| | COUNCILMAN SULLIVAN | YES |
| | COUNCILWOMAN HALL | YES |
| | COUNCILMAN PIERCE | YES |
| | SUPERVISOR HOUGHTON | YES |

11.) **RESOLUTION #23/26 ACCEPT MINUTES** Councilwoman Hall made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that the minutes from the July 2026 meetings were found to be correct.

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|---|---|---|
| Roll call vote: | COUNCILMAN JACKSON | YES |
| | COUNCILMAN SULLIVAN | YES |
| | COUNCILWOMAN HALL | YES |
| | COUNCILMAN PIERCE | YES |
| | SUPERVISOR HOUGHTON | YES |

12.) **RESOLUTION #24/26 AUDIT BILLS** Councilman Sullivan made the motion, second by Councilwoman Hall to accept the following resolution: RESOLVED; that the bills found on Abstract #8/26 were found to be correct and be paid in the following amounts:

| | | |
|---|---|---|
| GENERAL FUND | NUMBERS 123 THROUGH 138 | 9,192.95 |
| HIGHWAY FUND | NUMBERS 91 THROUGH 107 | 83,050.86 |
| TRUST & AGENCY | NUMBERS 8 THROUGH 8 | 192.00 |
| TOTAL ALL FUNDS: | | $92,435.81 |

| | | |
|---|---|---|
| Roll call vote: | COUNCILMAN JACKSON | YES |
| | COUNCILMAN SULLIVAN | YES |
| | COUNCILWOMAN HALL | YES |
| | COUNCILMAN PIERCE | YES |
| | SUPERVISOR HOUGHTON | YES |

Councilwoman Hall made the motion, seconded by Councilman Pierce to adjourn the meeting. All in favor. Meeting adjourned at 7:24pm.

Chelsea L. Thomas