

ORGANIZATIONAL MEETING, TOWN OF PITCAIRN, FEBRUARY 8, 2022

An organizational meeting was held on February 8, 2022, at the Pitcairn Town Hall, with the following people present:

PRESENT: SUPERVISOR CLYDE FRANK JR.
COUNCILMAN LAWRENCE EVANS
COUNCILWOMAN DORA MCINTOSH
COUNCILMAN PAUL JACKSON
COUNCILWOMAN ANN HALL

OTHERS PRESENT: CHELSEA THOMAS, TOWN CLERK; JERRY MCINTOSH, HIGHWAY SUPERINTENDENT; LARRY ATKINSON, CODE ENFORCEMENT OFFICER; LELAND RYAN, BUDGET OFFICER; RICK BEAROR, JUSTICE; JESSICA JENACK, DEPUTY SUPERVISOR

VISITOR: BARBARA FRANK, BECKY MOORE

- 1.) Supervisor Frank called the meeting to order at 6:29pm
- 2.) The Pledge of Allegiance was said
- 3.) Supervisor Frank opened the floor to public comments
 - Leland Ryan talked about his notes on the Fire Report and what he thought should be changed
- 4.) **RESOLUTION #8/22 AUDIT OF TOWN CLERK & TAX COLLECTORS BOOKS** Councilman Jackson made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED, the records for the Town Clerk, and Tax Collector have been examined and have been found to be correct.

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES
- 5.) Justice Bearor handed out his books and mentioned that Justice Tuttle couldn't be here because he has COVID. He will bring his books at the next meeting. Justice Bearor also noted that his Grant was approved but not for the full amount. It was approved for the eight chairs and then approved for \$1,000 towards the new table.
 - The Board can't audit the Justices books until Justice Tuttle brings his books to the next meeting.
 - Becky handed over her books and explained that she was \$0.02 off but everything matches with the bank statements.
- 6.) Justice Bearor left at 6:50pm
- 7.) **RESOLUTION #9/22 REVIEW OF POLICIES** Councilman Evans, seconded by Councilman Jackson to accept the following resolution: RESOLVED, the policies were all reviewed and accepted by the Board Members.

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES

8.) Code Enforcement Officer Atkinson reported:

- 6 building permits – all storage buildings
- Talked to a few people about winter projects
- Getting a mediator for a case because they asked for a lawyer

9.) **RESOLUTION #10/22 ACCEPTANCE OF MINUTES** Councilwoman Hall made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED, that the January 11, 2022 minutes were found to be correct.

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES

10.) Clerk Thomas read the Clerk’s Report:

- | | |
|---------------------------------------|--------|
| • 6 Building Permits | 547.60 |
| • 10 Dog Licenses | 100.00 |
| LOCAL SHARES REMITTED TO SUPERVISOR | 647.60 |
| TOTAL NON LOCAL REVENUES | 10.00 |
| TOTAL STATE, COUNTY, & LOCAL REVENUES | 657.60 |

11.) Supervisor Frank handed out the Supervisor’s report and reconciled bank statements
SUPERVISOR’S REPORT:

	Balance 12/31/2021	Increases	Decreases	Balance 01/31/2022
A GENERAL FUND-TOWNWIDE				
Cash-Checking	174,774.64	1,928.01	11,696.27	165,006.38
Cash-Savings	230,019.13	6.83	0.00	230,025.96
Petty Cash	100.00	0.00	0.00	100.00
Building Reserve	83,113.17	2.48	0.00	83,115.65

TOTAL	488,006.94	1,937.32	11,696.27	478,247.99
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DA HIGHWAY- TOWNWIDE

Cash-Checking	195,873.16	50,000.00	20,687.88	225,185.28
Cash- Savings	36,409.71	1.13	0.00	36,410.84
<u>Equipment Reserve</u>	<u>445,139.67</u>	<u>13.29</u>	<u>0.00</u>	<u>445,152.96</u>
TOTAL	677,422.54	50,014.42	20,687.88	706,749.08

SF PITCAIRN FIRE PROTECTION

	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	0.00	0.00	0.00	0.00

TA TRUST & AGENCY

<u>Cash-Checking</u>	<u>1,144.27</u>	<u>17,388.96</u>	<u>14,018.97</u>	<u>4,514.26</u>
	1,144.27	17,388.96	14,018.97	4,514.26

TOTAL ALL FUNDS	1,166,573.75	69,340.70	46,403.12	1,189,511.33
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12.)HIGHWAY NEWS

- Jerry said that the new truck (#9) was back but a light came on so Thesier came to get the truck on a flatbed to see if he could figure it out.
- The #8 truck check engine light came on but can't take that to get looked at until the #9 truck comes back.

13.)**RESOLUTION #11/22 AUDIT OF BILLS** Councilman Evans made the motion, seconded by Councilman Paul to accept the following resolution: RESOLVED, to pay the bills on Abstract #2/22 in the following amounts:

GENERAL FUND	NUMBERS 8 THROUGH 25	\$ 14,433.66
HIGHWAY FUND	NUMBERS 11 THROUGH 20	\$224,103.06
	TOTAL CLAIMS	\$238,536.72

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES

14.) Supervisor Frank opened the floor to public comments

- Councilman Jackson talked about using some of the COVID money for an air purifier for the main hall. He provided some research for everyone to look at and just needed to know the square footage for a price estimate.
- Supervisor Frank will also look around for the best pricing.
- Deputy Supervisor Jenack continued to explain what else the COVID money could be used for to give some insight to the board members.
- Councilman Jackson also asked about using the COVID money to send money to every resident in the town to help with hardships.
- Clerk Thomas suggested maybe sending a grocery gift card that can only be used for a specific store instead of cash.
- Deputy Supervisor suggested to contact the attorney to see if that's something that could be done.

15.) **RESOLUTION #12/22** Councilman Evans made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED, to increase the budget to pay for the truck.

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK	YES

16.) Councilwoman Hall made the motion, seconded by Councilman Evans to go into an Executive meeting at 7:32pm

- Came out of Executive meeting at 7:43pm

17.) Councilman Jackson made the motion, seconded by Councilman Evans to adjourn the meeting. All in favor. Meeting adjourned at 7:45pm