

SPECIAL MEETING, TOWN OF PITCAIRN, JULY 25, 2023

A special meeting was held on July 25, 2023 at the Pitcairn Town Hall, with the following people present:

PRESENT: COUNCILMAN PAUL JACKSON
 COUNCILMAN LAWRENCE EVANS
 COUNCILWOMAN ANN HALL
 COUNCILWOMAN DORA MCINTOSH
 DEPUTY SUPERVISOR JESSICA JENACK

OTHERS PRESENT: CHELSEA THOMAS, TOWN CLERK; JERRY MCINTOSH, TOWN SUPERINTENDENT

- 1.) Deputy Supervisor Jenack called the meeting to order at 6:03pm
- 2.) The Pledge of Allegiance was said
- 3.) Deputy informed the Board members of her discussion with the Towns Attorney Peter Walton. She laid out the actions that need to happen to properly transition the Town’s Supervisor vacancy.
- 4.) **RESOLUTION #40/23 ACCEPTANCE OF CLYDE FRANK JR. RESIGNATION AS SUPERVISOR**
Councilman Jackson made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED; that the Town Board hereby accepts the resignation of Clyde Frank Jr. as the Town Supervisor.

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| Roll call vote: | COUNCILMAN JACKSON | YES |
| | COUNCILMAN EVANS | YES |
| | COUNCILWOMAN HALL | YES |
| | COUNCILWOMAN MCINTOSH | YES |

(Councilman Jackson made the motion, seconded by Councilwoman McIntosh to enter executive session for personnel reasons. All in favor. Executive session entered at 6:08pm**)**
(Exit executive session and return to special meeting at 6:14pm**)**

- 5.) **RESOLUTION #41/23 APPOINTMENT OF JESSICA JENACK AS INTERIM SUPERVISOR** Councilman Jackson made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED; that the Town Board has appointed Jessica Jenack as interim Supervisor of the Town of Pitcairn until the 2023 Election on November 7, 2023. Jessica Jenack was nominated by Councilwoman Dora McIntosh.

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|-----------------|--------------------|-----|
| Roll call vote: | COUNCILMAN JACKSON | YES |
| | COUNCILMAN EVANS | YES |

COUNCILWOMAN HALL YES
COUNCILWOMAN MCINTOSH YES

****Highway Superintendent McIntosh entered at 6:24pm****

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

- With Jessica Jenack as our new Town Supervisor, she handed in her resignation as the Deputy Town Supervisor to the Board members who then accepted her resignation.
- Supervisor Jenack proceeded to inform the Board about a few issues she encountered with payroll last week. A discussion was held regarding the Highway contract and the new employee's hourly rate. The board discussed and agreed upon an hourly rate for the new employee.
- Councilman Jackson asked about the check scanning machine from Community Bank for the Town Hall to replace the mileage of traveling out of town for banking. He will take charge of ordering and getting additional information to report back to the Board members.
- Supervisor Jenack made a few suggestions to the Board about some changes she would like to make to improve the stress of the job. She will also provide the Board with a quote for a Tech company in Watertown to help assist with any computer-related issues the town may encounter.

7.) **RESOLUTION #42/23 ACCEPTANCE OF JESSICA JENACK'S RESIGNATION OF DEPUTY**

SUPERVISOR Councilman Evans made the motion, seconded by Councilwoman Hall to accept the following resolution: RESOLVED; that the Board member have hereby accepted the resignation of Jessica Jenack as the town's Deputy Supervisor.

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

8.) **RESOLUTION #43/23 WAIVE THE 80% RATE FOR THE NEW EMPLOYEE AND BRING IT TO \$21.60**

HOURLY RATE EFFECTIVE JULY 31, 2023, Councilman Jackson made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED; that the Town Board agrees to waive the 80% rate for a new employee per contract and start at an hourly rate of \$21.60/hr.

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

Councilwoman Hall made the motion, seconded by Councilman Evans to adjourn the meeting. All in favor. Meeting adjourned at 7:29pm.

Chelsea L. Thomas