

REGULAR MEETING, TOWN OF PITCAIRN, MARCH 8, 2022

A regular meeting was held on March 8, 2022, at the Pitcairn Town Hall, with the following people present:

PRESENT: SUPERVISOR CLYDE FRANK JR.

 COUNCILMAN LAWRENCE EVANS

 COUNCILMAN PAUL JACKSON

 COUNCILWOMAN DORA MCINTOSH

 COUNCILWOMAN ANN HALL

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

VISITORS: BARBARA FRANK, JESSICA FRERICHS, CODY FRERICHS, RICK CHARTRAND, JASON THOMAS, PAUL COUNTRYMAN

ABSENT: JERRY MCINTOSH, SUPERINTENDENT

- 1.) Supervisor Frank called the meeting to order at 6:28PM
- 2.) The Pledge of Allegiance was said
- 3.) Supervisor Frank opened the floor to public comments
 - Justice Bearor needs a copy of the Audit to mail out after the Board passes it.
 - He suggested again that the Town should consider getting a Court Clerk. Teresa LaParr is willing to help. The Justices don't have the training they need to do the court clerk paperwork. He suggested 1-2 hours a week to get things done at \$20.00/hr.
 - Councilwoman Hall and Councilman Paul noticed the help they need when they were auditing the Justices Books.
 - Rick Chartrand took the floor to talk about the Town of Pitcairn taking over the Little League (Chapman Park) and making a Parks Committee with Jason Thomas, Chelsea Thomas, Jessica Frerichs, and Cody Frerichs as the people volunteering to run it. Rick Chartrand would give the land to the Town to put in their name. The following comes with the land as well: 2 riding lawn mowers, concession stand, stand up freezer, all equipment, baseballs, bats, etc. The Town of Pitcairn would have to put the insurance in their name, previously through Little League International.
 - Jessica Frerichs suggested what the park could be turned into including youth soccer, playground, etc. The land would benefit both communities.
 - Justice Bearor asked if any updates or repairs were needed.
 - A new roof would be needed eventually in about 5-6 years
 - Staining of the dugouts should probably be done
 - (There are many grants available to us through Parks & Recreation)

- Supervisor Frank will contact Judy Wood about the Insurance and Peter Walton about how to legally transfer the land over to the Town.
- Rick Chartrand will be continuing with sign ups and starting the program this year to show the Committee how to run it.
- Moncrief Land Surveying did the land survey and would have record. Rick Chartrand knows where 3 of the 4 markers are.

4.) **RESOLUTION #13/22 TRANSFER OF CHAPMAN PARK (LITTLE LEAGUE) TO THE TOWN OF PITCAIRN** Councilwoman Hall made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED, to transfer the Chapman Park to the Town of Pitcairn for the use of Little League.

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

- Justice Bearor left at 6:51PM

5.) **RESOLUTION # 14/22 FORMING OF LITTLE LEAGUE COMMITTEE** Councilwoman Hall made the motion, seconded by Councilwoman Dora to accept the following resolution: RESOLVED, to appoint the following people as in charge of the decision making and maintenance of the Little League Committee. The Committee contains the following: Jason Thomas, Chelsea Thomas, Cody Frerichs, and Jessica Frerichs.

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

- Rick Chartrand left at 7:03PM

6.) **RESOLUTION #15/22 AUDIT OF JUSTICES BOOKS** Councilwoman Hall made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED, that the records of the Justices were examined and found to be correct.

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

7.) Code Enforcement Officer Atkinson reported:

- No new building permits this month
- Clerk Thomas sent out a couple permits in the mail for up in Jayville
- There will be a court hearing this Thursday for the resident he issued a ticket to for junk in the yard.
- A question of what it takes for a house to be condemned by the town was brought up. Officer Atkinson said you would have to submit a form to him and go from there.
- Cody & Jessica Frerichs left at 7:12PM

8.) Clerk Thomas read the Clerk's Report:

• 6 Dog Licenses	66.00
• 2 Copies Certified Death Certificates	20.00
TOTAL LOCAL SHARES REMITTED:	86.00
<u>TOTAL NON LOCAL REVENUES:</u>	<u>8.00</u>
TOTAL STATE, COUNTY, & LOCAL REVENUES:	94.00

9.) **RESOLUTION #16/22 ACCEPTANCE OF MINUTES** Councilman Evans made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED, that the February 8, 2022 minutes were found to be correct.

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

10.) **RESOLUTION #17/22 ACCEPTANCE OF JUSTICES GRANT** Councilwoman Hall made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED, that the grant was approved for the new office furniture in the amount of \$2,679.92.

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

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

	Balance 01/31/2022	Increases	Decreases	Balance 02/28/2022
A GENERAL FUND-TOWNWIDE				
Cash-Checking	165,006.38	65,321.55	23,521.41	206,806.52
Cash-Savings	230,025.96	6.80	0.00	230,032.76
Petty Cash	100.00	0.00	0.00	100.00
Building Reserve	83,115.65	2.46	0.00	83,118.11
TOTAL	478,115.65	65,330.81	23,521.41	520,057.39
DA HIGHWAY-TOWNWIDE				
Cash-Checking	225,185.28	271,719.50	232,926.34	263,978.44
Cash-Savings	36,410.84	1.12	0.00	36,411.96
Equipment Reserve	445,152.96	13.22	0.00	445,166.18
TOTAL	706,749.08	271,733.84	232,926.34	745,556.58
SF PITCAIRN FIRE PROTECTION				
Cash-Checking	0.00	46,721.00	0.00	46,721.00
TOTAL	0.00	46,721.00	0.00	46,721.00
TA TRUST & AGENCY				
Cash-Checking	4,514.26	16,507.57	17,264.24	3,757.59
TOTAL	4,514.26	16,507.57	17,264.24	3,757.59
TOTAL ALL FUNDS	1,189,511.33	400,293.22	273,711.99	1,316,092.56

12.) **RESOLUTION #18/22 BUDGETARY TRANSFERS** Councilman Evans made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED, to accept that the Supervisor is and hereby authorized to make the following budgetary transfers.

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

GENERAL FUND **\$15,000.00**

FROM: A231 -BUILDING RESERVE	\$15,000.00
TO: A200 CHECKING ACCOUNT	\$15,000.00

GENERAL FUND-JOURNAL ENTRY

FROM: A201- SAVINGS ACCOUNT	\$140,000.00
TO: A200- CHECKING ACCOUNT	\$140,000.00

FROM: A5132.49 MISC.EXPENSES	\$161.61
TO: A688 OTHER LIABILITIES	\$161.61

*CORRECT POSTING TO INCORRECT ACCOUNT IN DECEMBER 2021 OF COVID RELIEF & RECOVERY FUNDS.

13.) Highway News

- Superintendent McIntosh was absent and will give his report when he returns

14.) Supervisor Frank opened the floor to Public Comments:

- Councilman Jackson addressed Justice Tuttle about the dog warden case, Justice Bearor will contact him and keep the board updated.
- Councilman Jackson asked about getting tablets/laptops for each of the board members to save on all the paperwork.
- Deputy Jenack talked about her laptop and software they use in the Town of LeRay.
- Supervisor Frank will investigate pricing to bring up at the next meeting.
- Councilman Jackson asked if we should legally have a COVID plan. Deputy Jenack sent over a draft of Town of Diana's for an example. Supervisor Frank and Deputy Jenack will meet on Friday to write up a rough draft and present at the next meeting.

15.) **RESOLUTION #19/22** Councilman Evans made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED, that the bills on Abstract #3/22 be paid in the following amounts.

GENERAL FUND	NUMBERS 26 THROUGH 42	
	NUMBERS 45 THROUGH 49	\$4,737.37
HIGHWAY FUND	NUMBERS 21 THROUGH 29	\$22,467.52
SF FIRE & PROTECTION	NUMBERS 42 THROUGH 43	<u>\$46,721.00</u>
TOTAL ALL CLAIMS		\$73,925.89

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

Councilwoman Hall made the motion, seconded by Councilman Jackson to adjourn the meeting. All in favor. Meeting adjourned at 7:55pm.