

REGULAR MEETING, TOWN OF PITCAIRN, MARCH 21, 2023

A regular meeting was held on March 21, 2023, at the Pitcairn Town Hall, with the following people present:

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

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

VISITORS: BARBARA FRANK, ZACH SMITH

ABSENT: CHELSEA THOMAS, TOWN CLERK

- 1.) Supervisor Frank called the meeting to order at 6:26pm
- 2.) Pledge of Allegiance was said
- 3.) Supervisor Frank opened the meeting to public comments

Public Comments:

- Zach Smith (Town of Diana Supervisor) took the floor to discuss the food pantry budget. They have no solid money right now for heating or electricity but gave an estimate. The concrete floors are in, and tin ceilings are done. The spray foam is being done. Councilman Jackson said the Town could cut the check because it was already approved to pay. Larry Atkinson (CEO) asked who pays for heating and electricity, Zach said Town of Diana does. Zach Smith said Supervisor Frank could make the check out to Town of Diana. Zach said Town of Diana has already paid for the concrete. He will speak with Jane (head of Food Pantry) and get back to the Town.

4.) Code Enforcement:

- Larry had some calls on a solar project. The project subdivided between three communities. Larry would like the Board members to come up with a law regarding solar panels. Paul will meet with Larry A. to discuss.
- He sent in his Annual Report to the State.
- Councilman Jackson said he had information on the solar panels, it was the fee schedule copied from Edwards. The only change was the septic system permit is usually \$40 but

Larry wants it dropped to \$30. The members reviewed the fee schedule sheet. The Town Board agreed with the schedule and approved to make the changes.

5.) **RESOLUTION #12/23 CHANGE THE FEE SCHEDULE FOR BUILDING PERMITS** Councilman Jackson made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED; that the Town Board agrees with the changes made to the Fee Schedule concerning the building permits.

Roll Call Vote:	COUNCILMAN JACKSON	YES
	COUNCILMAN EVANS	YES
	COUNCILWOMAN MCINTOSH	YES
	COUNCILWOMAN HALL	YES
	SUPERVISOR FRANK JR.	YES

6.) **Justice:**

- Justice Bearor brought up the cost on the table. He had to go get another receipt. He sent the photos of the two tables. We have to mail back \$418 for two chairs to the state because we only got six chairs.
- Rick said the Court Clerk resigned. He has an interview Thursday evening. The previous Court Clerk has not been paid yet.
- He brought up the previous court case, and he spoke with the attorney. They do have a plan in place.

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

- Jessica brought up the resolution for County Hazard Mitigation Plan for the Board to pass. Councilman Jackson asked if we were entered into agreement with the County, Jerry said yes. The resolution was made.
- The tax collector's 2nd Notice fee needs to be made. The Board agreed to keep it to \$1.00
- The Cemetery contract was handed out to the Board members to be signed. Councilman Jackson asked about Cemetery Sexton. Leland said the maps need to be kept up to date for each cemetery. Paul said maybe raise the pay for sexton for five cemeteries. Leland said the hard part is updating the maps. You write up the deed and lay it on the map, show headstones on the map with information. Leland puts cedar stakes with orange paint so they can pick out a lot to buy. Clerk will advertise for Sexton with a pay of \$1000 for five cemeteries.

1 Building Permit	40.00
1 Subdivision	150.00
19 Dog licenses	258.00
1 Certified Copy Marriage	10.00
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TOTAL LOCAL SHARES REMITTED:	458.00
TOTAL NON-LOCAL REVENUES:	35.00
TOTAL STATE,COUNTY,&LOCAL REVENUES:	493.00

8.) **RESOLUTION #13/23 COUNTY HAZARD MITIGATION PLAN** Councilwoman McIntosh made the motion, seconded by Councilwoman Hall to accept the following resolution: RESOLVED; that the Town of Pitcairn accept the Multi-Jurisdictional Hazard Mitigation Plan from the County.

Roll call vote:

COUNCILMAN JACKSON	YES
COUNCILMAN EVANS	YES
COUNCILWOMAN MCINTOSH	YES
COUNCILWOMAN HALL	YES
SUPERVISOR FRANK JR.	YES

9.) **RESOLUTION #14/23 TAX COLLECTOR 2ND NOTICE FEE FOR 2023** Councilman Evans made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; be it that the Town of Pitcairn's 2nd notice fee for 2023 tax bills will stay at \$1.00 charge.

Roll call vote:

COUNCILMAN JACKSON	YES
COUNCILMAN EVANS	YES
COUNCILWOMAN MCINTOSH	YES
COUNCILWOMAN HALL	YES
SUPERVISOR FRANK JR.	YES

10.) **RESOLUTION #15/23 CEMETERY CONTRACT FOR 2023 -2024** Councilman Jackson made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED; that the Town Board members signed and agreed to the contract between Jason Thomas and the Town of Pitcairn regarding the five cemeteries to be mowed in the quantity of eight times in the amount of \$600 each mowing.

Roll call vote:

COUNCILMAN JACKSON	YES
COUNCILMAN EVANS	YES
COUNCILWOMAN MCINTOSH	YES
COUNCILWOMAN HALL	YES
SUPERVISOR FRANK JR.	YES

11.) **RESOLUTION #16/23 PAY RAISE FOR CEMETERY SEXTON** Councilman Jackson made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED; that the pay for cemetery sexton of five cemeteries be raised to \$1,000.

Roll call vote:

COUNCILMAN JACKSON	YES
COUNCILMAN EVANS	YES
COUNCILWOMAN MCINTOSH	YES
COUNCILWOMAN HALL	YES
SUPERVISOR FRANK JR.	YES

12.) **Highway News:**

- Superintendent McIntosh said they are trying to save the trucks from the salt. The metal rotted out from salt. You can't wash trucks in winter and the issue is the sodium chloride. Councilman Jackson mentioned painting the underneath helps with the rotting.
- Jerry got the money for the truck. He took the insurance off it.
- Two guys helped put the ceiling up at the Food Pantry.

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

- Supervisor Frank said he was behind on it right now.
- Sam has the Engineering Report from EDR for the water project as well as all Board members.

JOURNAL ENTRY:

TO RECORD IN GENERAL FUND

FROM: A200 CASH IN BANK \$760.00

TO: A391 DUE FROM OTHER FUNDS \$760.00

TO RECORD IN HIGHWAY FUND

FROM: DA630 DUE TO OTHER FUNDS \$ 760.00

TO: DA200 CASH-CHECKING \$760.00

14.) **BUDGETARY TRANSFERS** Councilwoman Hall made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; that Supervisor Frank is authorized to make the following budget transfers.

FROM: A5132.41 -HEATING OIL	\$2,070.00
FROM: A1420.4 - ATTORNEY FEES	\$2,000.00
TO: A1110.1 -JUSTICE-PESONAL SERVICES	\$4,070.00

Roll call vote:

COUNCILMAN JACKSON	YES
COUNCILMAN EVANS	YES
COUNCILWOMAN MCINTOSH	YES
COUNCILWOMAN HALL	YES
SUPERVISOR FRANK JR.	YES

15.) **RESOLUTION #17/23 ACCEPTANCE OF MINUTES** Councilman Jackson made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED; that the minutes from the February meeting were found to be correct.

Roll call vote:

COUNCILMAN JACKSON	YES
COUNCILMAN EVANS	YES
COUNCILWOMAN MCINTOSH	YES
COUNCILWOMAN HALL	YES
SUPERVISOR FRANK JR.	YES

16.) **RESOLUTION #18/23 AUDIT BILLS** Councilwoman Hall made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; that the bills on Abstract #3/23 be paid in the following amounts.

GENERAL FUND	NUMBERS 35 THROUGH 51	\$4,533.33
HIGHWAY FUND	NUMBERS 150 THROUGH 157	\$14,226.36
TOTAL ALL CLAIMS:		\$18,759.69

17.)New/ Unfinished Business:

- Councilman Jackson brought up what to do with COVID money. Suggested \$50 gift cards from local businesses. Supervisor Frank will look into it. There were 265 households. The total is \$26,500 from local businesses such as Sliders, Chucks, & Pharmacy. More information will be given at the next meeting.

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

****Enter Executive session for personal reasons at 7:30****

Chelsea L. Thomas