

REGULAR MEETING, TOWN OF PITCAIRN, MAY 10, 2022

A regular meeting was held on May 10, 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; JERRY MCINTOSH, HIGHWAY SUPERINTENDENT

VISITORS: BARBARA FRANK, PAUL COUNTRYMAN, CODY FRERICHS

- 1.) Supervisor Frank called the meeting to order at 6:30PM
- 2.) The Pledge of Allegiance was said
- 3.) Supervisor Frank opened the floor to public comments
 - Cody Frerichs (a member of the Little League Committee) began filling the board in with the progress of the Little League Committee. Insurance was paid for. There are four teams and the sponsors for the teams are as follows: Harrisville Hardware, Mr. Grant's Contracting, and Northwoods Design Inc. Cody made a list of repairs that need to be done and asked the Board if they would be interested in helping cover the cost. The most important things that need to be done are the roofs of all four dugouts need to be redone with tin, and the concession stand needs a ceiling on the inside to keep the animals out of the food. The dugouts are 9' x 20' each. Mr. Frerichs will price the materials needed and have a quote ready for the Board by the next meeting.
 - Mr. Frerichs then switched subjects to the Highway Department as an employee. He stressed that there really needs to be three employees for the Highway Department to operate. He says it's unsafe to keep working the way they are. The radios don't work because of the tower. He began describing work conditions during COVID.
 - Superintendent McIntosh agreed that there needs to be a third man.
 - Councilwoman Hall asked about shared services with the Town of Diana. She was wondering if that included employees as well. Councilman Jackson asked the history of the Town employees and what it would cost to employ another person including wages and benefits. Budget Officer Ryan figured

out roughly \$80,000-\$90,000. He will figure out all the details with the budget.

4.) **RESOLUTION #26/22 THREE EMPLOYEES FOR THE TOWN OF PITCAIRN HIGHWAY**

DEPARTMENT Councilwoman Ann Hall made the motion, seconded by Councilwoman Dora McIntosh to accept the following resolution: RESOLVED; that the Town of Pitcairn will now have three employees for the Highway Department.

Roll call vote:	COUNCILMAN EVANS	YES
	COUNCILMAN JACKSON	NO
	COUNCILWOMAN HALL	YES
	COUNCILWOMAN MCINTOSH	YES
	SUPERVISOR FRANK	YES

5.) Highway News:

- Superintendent McIntosh has four applications, he will decide and hire by the end of the month.
- CHIPS Funding was \$253,000 and he wrote up a list of what to do with the money.
- He has NOT received the thumb drive of proof of the road conditions.

6.) Code Enforcement:

- The Garrison Road home is making progress. The cellar is done and ready to start building.
- Larry has handed out several applications for building permits as well as Clerk Thomas.
- His case with a resident went to court at the end of April, they never showed up until 7:00PM after Larry and the mediator had left. Judge Tuttle wrote up a letter stating that the case was in the Town Board's hands. They were supposed to be present at the meeting tonight with receipts as proof for the dumpster. Larry can send a letter of notice giving them so many days to clean it up and get it out.
- Councilwoman Hall recommended giving her 30 days
- Larry will write the letter up and send it out this week.
- Another resident has not put a septic in still. He has done everything else that he told the board he would do. Larry still has the paper as proof of everything he said would be done.
- A party wants to put a bait shop in the old Backus store. Larry will tell them what needs to be done following the permit. The Board agreed it was acceptable to put one in.

CODY FRERICHS LEFT AT 7:36PM

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

- | | |
|-------------------------------|-----------------|
| • 7 Building Permits | \$620.70 |
| • <u>12 Dog Licenses</u> | <u>\$137.00</u> |
| TOTAL LOCAL SHARED REMITTED: | \$757.70 |
| TOTAL NON-LOCAL REVENUES: | \$19.00 |
| TOTAL STATE, COUNTY, & LOCAL: | \$776.70 |

- 8.) **RESOLUTION #27/22 AMENDMENT OF RESOLUTION #23/22 ONE JUSTICE AND ONE COURT CLERK** Councilwoman Ann Hall made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED; to amend Resolution #23/22 ONE JUSTICE AND ONE COURT CLERK.

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

- 9.) **RESOLUTION #28/22 REDUCE THE NUMBER OF JUSTICES AND GRANT ONE COURT CLERK** Councilwoman Ann Hall made the motion, seconded by Councilman Evans to accept the following resolution: RESOLVED, to reduce the number of Justices to ONE and grant them with ONE court clerk.

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

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

	Balance 03/31/2022	Increases	Decreases	Balance 04/30/2022
A GENERAL FUND – TOWNWIDE				
CASH – CHECKING	40,713.11	1,575.00	12,246.68	30,041.43
CASH – SAVINGS	370,061.80	79.87	0.00	370,141.67
PETTY CASH	100.00	0.00	0.00	100.00
BUILDING RESERVE	<u>98,126.76</u>	<u>21.17</u>	<u>0.00</u>	<u>98,147.93</u>
TOTAL	509,001.67	1,676.04	12,246.68	498,431.03
DA HIGHWAY – TOWNWIDE				
CASH – CHECKING	230,632.62	12,474.55	13,648.09	229,459.08
CASH – SAVINGS	36,415.41	7.84	0.00	36,423.25
EQUIPMENT RESERVE	<u>445,208.36</u>	<u>192.22</u>	<u>96.11</u>	<u>445,304.47</u>
TOTAL	712,256.39	12,674.61	13,744.20	711,186.80
SF PITCAIRN FIRE PROTECTION				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	0.00	0.00	0.00	0.00
TA TRUST & AGENCY				
CASH – CHECKING	<u>5,582.11</u>	<u>14,832.25</u>	<u>16,789.16</u>	<u>3,625.20</u>

TOTAL	5,582.11	14,832.25	16,789.16	3,625.20
TOTAL ALL FUNDS	1,226,840.17	29,182.90	42,780.04	1,213,243.03

- Supervisor Frank said the 2nd quarter sales tax was received
- Supervisor Frank got an estimate from Mr. Grants Contracting for the backdoor. The Board agreed to look around and get another estimate.
- Councilman Jackson will look into an estimate for just putting a new handle on the backdoor instead of the purchase of a whole door.
- Supervisor Frank will reach out to the original installer of the door and see what could be done to change the handle.
- The meeting will be changed next month to June 7th (1st Tuesday)

11.)New/ Unfinished Business:

- Deputy Jenack handed out the Pandemic Plan that her, Supervisor Frank, and Councilman Jackson worked on. She would like the Board to review it and make any changes they would like so she can fix it and have it adopted at the next meeting. The State requires it.

PAUL COUNTRYMAN LEFT AT 8:07PM

12.)**RESOLUTION #29/22 AUDIT OF BILLS** Councilman Evans made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; that the bills on Abstract #5/22 be paid in the following amounts.

GENERAL FUND	NUMBERS 65 THROUGH 84	\$6,323.17
HIGHWAY FUND	NUMBERS 35 THROUGH 44	\$65,557.07
TOTAL ALL CLAIMS		\$71,880.24

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 Councilwoman McIntosh to adjourn the meeting. All in favor. Meeting adjourned at 8:09PM.

Chelsea L. Thomas, Town Clerk