

REGULAR MEETING, TOWN OF PITCAIRN, MAY 14, 2024

A regular meeting was held on May 14, 2024, at the Pitcairn Town Hall, with the following people present:

PRESENT: COUNCILMAN JACKSON
COUNCILMAN SULLIVAN
COUNCILWOMAN HALL
COUNCILWOMAN MCINTOSH
SUPERVISOR HOUGHTON

OTHER OFFICIALS: CHELSEA THOMAS, TOWN CLERK; LARRY ATKINSON, CODE ENFORCEMENT OFFICER; JERRY MCITNOSH, HIGHWAY SUPERINTENDENT; ALICIA MERA, BUDGET OFFICER/DEPUTY SUPERVISOR

VISITORS: BILLY MANCHESTER, SHAY O'DONNELL, LELAND RYAN

- 1.) Supervisor Houghton called the meeting to order at 6:31pm
- 2.) The Pledge of Allegiance was said.
- 3.) Supervisor opened the floor to public comments:
Public Comments:
 - Billy Manchester spoke on behalf of the food pantry this month. They had 32 families in the month of April. The Grand Opening Event will be held Sunday May 19th from noon-4:00pm.

4.) Code Enforcement Report:

- Larry had (1) permit this month. Clerk Thomas handed out several to residents and is waiting for their return.
- He was in Syracuse for the three-day training session back in April. He met Sherriff Engle and will be working with him in the future to make some changes and help fix issues.
- He updated the Board and will prepare a resolution to be signed at the next meeting regarding law enforcement accompanying him to house calls.

**** Shay O'Donnell entered at 6:36pm****

5.) Clerk's Report:

1 building permit	168.00
20 dog licenses	242.00
1 marriage license	17.50

TOTAL LOCAL SHARES REMITTED:	432.02
TOTAL NON-LOCAL REVENUES:	133.98
TOTAL STATE, COUNTY, & LOCAL REVENUES:	566.00

**** Shay O'Donnell & Billy Manchester exited at 6:46pm****

6.) Highway Report:

- Jerry thinks the steam jenny needs a new pump and is taking it to get it fixed.
- One of the highway employees will be taking a 60-day leave. Jerry hired summer help until then.
- Jerry asked the Board to sign another Highway Agreement for the two culvert pipes to be replaced. He predicts there will be about \$38,000 left of the CHIPS money after paving the Edwards Road (2 miles) and the Pinner Road.

7.) Supervisor's Report:

- Supervisor Houghton went over her monthly report. She explained why the ending balance looks like it's in the negative. Due to the General and Pitcairn Fire Protection accounts being split it makes it appear as the account is in the negative but it's a balance of \$4,589.42 with an outstanding check of \$71.95 when you combine those accounts.

	BALANCE	INCREASES	DECREASES	BALANCE
	03/31/2024			04/30/2024
A GENERAL FUND – TOWNWIDE				
CASH – CHECKING	9,808.70	25,441.16	37,385.39	-2,135.53
CASH – SAVINGS	107,440.46	394.94	23,000.00	84,835.40
PETTY CASH	100.00	0.00	0.00	100.00
BUILDING RESERVE	121,133.57	519.31	0.00	121,652.88
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TOTAL	238,482.73	26,355.41	60,385.39	204,452.75

DA HIGHWAY FUND – TOWNWIDE

CASH – CHECKING	52,910.71	37,125.41	62,117.82	27,918.30
CASH – SAVINGS	649,953.93	32,780.59	14,000.00	668,734.52

EQUIP. RESERVE	668,884.18	2,867.48	0.00	671,751.66
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TOTAL	1,371,748.82	72,773.48	76,117.82	1,368,404.48
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SF PITCAIRN FIRE PROTECTION

CASH – CHECKING	15,587.00	0.00	8,934.00	6,653.00
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CASH – SAVINGS	0.00	8,959.52	0.00	8,959.52
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TOTAL	15,587.00	8,959.52	8,934.00	15,612.52
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TA TRUST & AGENCY

CASH – CHECKING	1,324.77	30,891.39	27,219.00	4,997.16
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TOTAL	1,324.77	30,891.39	27,219.00	4,997.16
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TOTAL ALL FUNDS	1,627,143.32	138,979.80	172,656.21	1,593,466.91
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8.) New/Unfinished Business:

- Clerk Thomas will work with EDR to type a letter discussing the water study and the results of it. Then we will send out the letter to the 12 residents who were involved in the water study project to give them the choice and make them aware of the costs and process that would need to take place.
- As of right now, Clerk Thomas recommended and agreed with the Board that it's best to stay with the same payment methods of cash, check, or money order when making any payments to the Town.

9.) **RESOLUTION #29/24 ACCEPTANCE OF MINUTES** Councilwoman Hall made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; that the minutes from the April meeting were found to be correct.

Roll call vote:	COUNCILMAN JACKSON	YES
	COUNCILMAN SULLIVAN	YES
	COUNCILWOMAN HALL	YES
	COUNCILWOMAN MCINTOSH	YES
	SUPERVISOR HOUGHTON	YES

10.) **RESOLUTION #30/24 AUDIT BILLS** Councilman Jackson made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that the bills on Abstract #5/24 be paid in the following amounts:

GENERAL FUND	NUMBERS 39 THROUGH 59	10,593.69
HIGHWAY FUND	NUMBERS 24 THROUGH 35	56,668.29
TRUST & AGENCY	NUMBERS 3 THROUGH 3	183.00

TOTAL ALL FUNDS: 67,444.98

Roll call vote:	COUNCILMAN JACKSON	YES
	COUNCILMAN SULLIVAN	YES
	COUNCILWOMAN HALL	YES
	COUNCILWOMAN MCINTOSH	YES
	SUPERVISOR HOUGHTON	YES

Councilman Sullivan made the motion, seconded by Councilwoman McIntosh to adjourn the meeting. All in favor. Meeting adjourned at 7:16pm.

Chelsea L. Thomas