

REGULAR MEETING, TOWN OF PITCAIRN, SEPTEMBER 10, 2024

A regular meeting was held on September 10, 2024, at the Pitcairn Town Hall, with the following people present:

PRESENT: COUNCILMAN PAUL JACKSON
COUNCILMAN DAVID SULLIVAN
COUNCILWOMAN ANN HALL
COUNCILWOMAN DORA MCINTOSH
SUPERVISOR ALLISON HOUGHTON

OTHERS PRESENT: CHELSEA THOMAS, TOWN CLERK; JERRY MCINTOSH, HIGHWAY SUPERINTENDENT; ALICIA MERA, BUDGET OFFICER/DEPUTY SUPERVISOR; LARRY ATKINSON, CODE ENFORCEMENT OFFICER, RICK BEAROR, JUSTICE

VISITORS: JANE ROSE, BILLIE MANCHESTER

- 1.) Supervisor Houghton called the meeting to order at 6:30pm.
- 2.) The Pledge of Allegiance was said
- 3.) Supervisor Houghton opened the meeting to public comments

Public Comments:

- Rick Bearor addressed the Board about the Rescue Squad situation and where we stand at getting services here in Pitcairn. Councilman Sullivan reassured Mr. Bearor that they were doing everything they can to get things set up. The goal is to hopefully get Harrisville Rescue Squad back in the future but for right now Natural Bridge will be assisting this area.
- Jane Rose updated the Board with the numbers this month.

****Rick left at 6:50pm****

4.) Code Enforcement Report:

- 2 building permits
- He met with Duayne Pierce, he will send over his final report to clerk Thomas.
- Larry met with Mr. Warnock, who lost the culvert due to the storm, that was just put in and the State is going to redo it for him.
- There will be a new house going up soon on the Osborne Road, and a few other projects that he has received.

5.) Clerk's Report:

2 building permits 20.00

5 conservation licenses	14.13
14 dog licenses	164.00
2 marriage license	35.00
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Total local shares remitted:	233.13
Total non-local Revenues:	308.87
Total State, County, & Local Revenues	542.00

6.) Highway News:

- Jerry put together the estimate of the storm damages including men's wages. The money from the County will go towards the total storm estimate.
- The County should be doing the shoulders soon, depending on the setback from the amount of storm damages in the County.,
- Jerry would like to purchase a shoulder machine that attaches to the loader. The estimate is \$77,750 through Tracey. He is waiting for another estimate for final purchase amount.
- The pin on the CAT loader cracked and covered under warranty but will cost roughly 1,800 for service and travel time.
- Excavator returned early and was credited \$1,800

7.) **RESOLUTION #41/24 PURCHASE SHOULDER MACHINE** Councilman Jackson made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that the Board agrees and gives Jerry permission to purchase a shoulder machine to attach to the loader.

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

8.) **RESOLUTION#42/24 SALT BID** Councilman Jackson made the motion, seconded by Councilwoman Hall to accept the resolution: RESOLVED; Superintendent McIntosh put in the salt bid for 150 ton.

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

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

	BALANCE 07/31/2024	INCREASES	DECREASES	BALANCE 08/31/2024
A GENERAL FUND – TOWNWIDE				
CASH – CHECKING	6,367.90	221,151.09	212,573.53	14,945.46
CASH – SAVINGS	112,053.39	195,573.11	130,000.00	177,626.50
PETTY CASH	100.00	0.00	0.00	100.00
BUILDING RESERVE	123,255.44	539.86	0.00	123,795.30
TOTAL	241,776.73	417,264.06	342,573.53	316,467.26
DA HIGHWAY – TOWNWIDE				
CASH – CHECKING	16,613.97	251,000.00	257,127.31	10,486.66
CASH – SAVINGS	579,302.66	1,900.77	251,000.00	330,203.43
EQUIPMENT RESERVE	680,600.91	2,981.10	0.00	683,582.01
TOTAL	1,276,517.54	255,881.87	508,127.31	1,024,272.10
SF PITCAIRN FIRE & PROTECTION				
CASH – CHECKING	0.00	0.00	22,617.00	-22,617.00
CASH – SAVINGS	5,692.75	0.00	0.00	5,692.75
TOTAL	5,692.75	0.00	22,617.00	-16,924.25
TA TRUST & AGENCY				
CASH – CHECKING	1,233.05	22,035.35	21,919.08	1,349.32
TOTAL	1,233.05	22,035.35	21,919.08	1,349.32
TOTAL ALL FUNDS	1,525,220.07	695,181.28	895,236.92	1,325,164.43

10.) **RESOLUTION #43/24 BUDGET TRANSFERS** Councilwoman Hall made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; the budget officer has the Board's permission to make the necessary budget transfers as follows:

TO: DA5110.415 GRAVEL \$15,013.10
 TO: DA5110.417 CULVERT PIPE \$ 5,348.80
 TO: DA5110.44 EQUIP. RENTAL \$ 4,500.00
 TO: DA5110.44 TRUCKS & EQUIP. \$ 77,000.00

FROM: HIGHWAY SAVINGS

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

11.) New/Unfinished Business:

- Food pantry request for a yearly donation needs to be in a contract form for the Board to agree to it and be legal.
- Clerk Thomas approached the board about an email from Cardiac Life regarding AED units for the Town. Most public places have them and it would be a good idea to get an estimate from the company.

*****Billie & Jane left at 7:28pm*****

12.) RESOLUTION #44/24 CEMETERY PLOT FOR PAUL JACKSON Councilwoman Hall made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that the Town will donate (1) cemetery plot in the East Pitcairn Cemetery to Paul Jackson due to dealing with garbage and debris on his property from the cemetery throughout the years.

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

13.) RESOLUTION #45/24 ACCEPTANCE OF MINUTES Councilman Sullivan made the motion, seconded by Councilman Jackson to accept the following resolution: RESOLVED; that the minutes from the August 2024 meeting were found to be correct.

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

14.) RESOLUTION #46/24 AUDIT BILLS Councilman Jackson made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; the bills on Abstract #09/24 be paid in the following amounts:

GENERAL FUND	NUMBERS 114 THROUGH 126	\$ 4,519.28
HIGHWAY FUND	NUMBERS 73 THROUGH 87	\$52,069.75

TRUST & AGENCY	NUMBERS 7 THROUGH 7	\$200.00
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TOTAL ALL FUNDS:		\$56,789.03
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Supervisor Houghton made the motion to adjourn the meeting, all in favor. Meeting adjourned at 7:41pm.

Alicia Mera made the motion to enter executive session for personnel reason. No actions were taken. Councilman Jackson made the motion, seconded by Councilwoman McIntosh to exit executive session. Executive session ended 9:36pm.

Chelsea L. Thomas