

- 40) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, March 9, 2023
- 41) A regular board meeting of the Town of Piercefield was held on March 9, 2023 at 7:30 PM at the Piercefield Town Hall with the following members present:  
 Acting Supervisor Joe Denis  
 Councilmember Gina Sarazen  
 Councilmember Carol Dimond  
 Councilmember Karl Pryce  
 OTHERS PRESENT: Town Clerk Christielee Geiger, Deputy Town Clerk Paige Phillips, Highway Superintendent Jay Rust, Town Bookkeeper Linda Pickering, Prospective St Lawrence County Sheriff Nominee, Rick Engle

42) Pledge of Allegiance  
 The meeting was opened with the Pledge of Allegiance led by Acting Supervisor Joe Denis.

43) Approval of Minutes  
 On a motion by Councilmember Carol Dimond, seconded by Councilmember Gina Sarazen, the minutes of February 9, as presented by the Town Clerk be approved. AYES: Acting Supervisor Denis, Councilmembers Dimond, Sarazen, Pryce. NAYS: 0

44) Monies Received

<u>General</u>	
Transfer Station Fees	\$1,020.00
Tax Surcharge Share	\$193.65
January Fines	\$403.00
<u>Highway</u>	
Maintenance of County	\$6,718.52

**Privilege of Floor**

45) Highway  
 Highway Superintendent Jay Rust reported that the Mini Excavator has been ordered, no date on delivery but the company said the town should receive it before Spring.  
 A lot of snow removal and sanding has been completed this month.  
 Councilmember Carol Dimond and Highway liaison asked Jay if she may join him and Bookkeeper Linda Pickering for their monthly billing conference to better understand highway expenses.

46) Rick Engle  
 Rick joined the Board Meeting on Thursday to introduce himself as the Republican Party Candidate running for St Lawrence County Sheriff. Rick enlightened the Board about his WHY on running, informed them of his background and trainings. He also spoke a great deal on what improvements he would make if he was elected into office and how voting in his favor would help the town. He emphasized creating more involvement between the Sheriffs Office and the towns. He left a flyer with a short description on everything he discussed and incase a voter has an questions or comments for him, his phone number and email is available, he encourages anyone to reach out if needed.

47) Bookkeeper Training  
 Linda is continuing training with Bill Dashnaw, though her sessions have lessened she understands that it is a continued expense for the town. She stressed his impact on the town, as he has cleaned things up that have been missed or incorrect from the past. She is willing to take a pay cut in order to have him stay on until things are completed and she is confident in the software system. Acting Supervisor Joe Denis said that would be unnecessary, however would like to know about how much more time he is needed for.

**Old Business**

48) Dog Licenses  
 The Town Board pushed the Dog License Resolution for the last few months to do more research on what the surrounding towns charge for the same criteria. After further investigation Acting Supervisor Joe Denis found our prices to be within reason of other towns with our same population and proposed that no changes should be made to the current local dog fees.

**RESOLUTION ESTABLISHING DOG CONTROL CRITERIA**

**RESOLVED** that the Town Board of the Town of Piercefield, St. Lawrence County, New York establishes the following for dog control for the year 2023 pursuant to Local Law No. 1 of 2012 and New York State Ag&Mkts Law:

- All dog licenses expire on August 31, 2022 and must be renewed within 30 days, fees payable as described below:
- Statutory Purebred Fee 1-10 dogs \$25.00
- Statutory Purebred Fee 11-25 dogs \$50.00
- Spayed/Neutered Dog Local Fee: \$3.50
- Spayed/Neutered Dog State Fee: \$1.00
- Unspayed/Unneutered Dog Local Fee \$9.50
- Unspayed/Unneutered Dog State Fee \$3.00
- Dog License Tag Fee \$1.00

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- Lost Tag Replacement Fee \$2.00

Should the Town Board order the Dog Control Officer to conduct a Town-wide Dog Enumeration (Census), the Local Fees shall be increased by \$5.00 for previously licensed dogs and \$10.00 for previously unlicensed dogs.

On a motion by Councilmember Carol Dimond, seconded by Councilmember Karl Pryce, the following resolution to keep the Dog License Fees the same as the previous year be adopted:

AYES: Acting Supervisor Joe Denis, Councilmembers Carol, Sarazen and Pryce. NAYS: 0  
Adopted

49) Procurement and Investment Policy

Bookkeeper Linda Pickering brought to the Town Boards attention, after working with Bill Dashnaw that our Procurement and Investment Policies need to be reviewed and updated. Bill wrote an updated version of both the Procurement Policy and the Investment Policy. After comparing the old and new versions, the Town Board was in agreement that the revised copies Bill provided would replace the outdated copies from the Town Policy Manual. On a motion to replace both the Procurement Policy and the Investment Policy made by Acting Supervisor Joe Denis and seconded by Councilmember Karl Pryce be adopted. A YES Acting Supervisor Joe Denis, Councilmembers Sarazen, Dimond, and Pryce. NAYS 0 Adopted. Please review the Policy manual for these updates.

50) Court Clerk Salary

Honorable Jonn Kopp expressed to the Town Board last month that the salary for his Court Clerk needed to be revised. Not only has the cost of living went up significantly, but the Court Clerk he has hired comes with years of experience, knowledge and she tevels quite a distance to get to the Town Hall. After discussions were made Acting Supervisor Joe Denis felt more comfortable speaking with Bookkeeper Linda Pickering about the budget and Honorable Jonn Kopp about what figure he thought was appropriate. This discussion will be revisited during the April 13<sup>th</sup> meeting.

51) Finance Training

The Town Board rescheduled the fiancé training with William Deshnaw for April 13<sup>th</sup> at 6pm. Town Clerk Christielee Geiger will put an ad in the paper notifying the town of Piercefield of the meeting.

**New Business**

52) Second Notice Fees

**RESOLUTION AUTHORIZING A \$2.00 SECOND NOTICE CHARGE ON UNPAID TAXES**

**RESOLVED**, that the Town Board of the Town of Piercefield authorizes a \$2.00 charge for a second notice to be mailed to each owner of real property in the Town of Piercefield upon which taxes remain unpaid on the tax roll, and be it further

**RESOLVED**, that second notices are to be mailed at the end of April before the tax collector's warrant expires, and be it further

**RESOLVED**, that the Town Tax Collector forward a copy of this Resolution to the St. Lawrence County Treasurer.

A motion to adopt the foregoing Resolution was made by Acting Supervisor Joe Denis and seconded by Councilmember Carol Dimond. The following each voted in favor of the Resolution: Acting Supervisor Joe Denis, Councilmember Gina Sarazen, Councilmember Carol Dimond, and Councilmember Karl Pryce. There were no NAY votes.

53) Dog Control Officer

Dog Control Officer requested her salary be reevaluated by the Town Board. Acting Supervisor Joe Denis suggested the councilmembers look into what other towns pay their DCO and report back at the next meeting. He will also have a conversation with our Bookkeeper Linda Pickering about the money available in the budget. It was thought that come 2024 this position be moved to an hourly rate versus salary. This discussion will be tabled until April 13<sup>th</sup>, 2023.

54) Standard Work Day Resolution REVISED

**RESOLUTION NO.: 03-12-2023**

**DATED: March 9, 2023**

**RESOLUTION SETTING STANDARD WORK DAY AND REPORTING**

**RESOLVED**, that the Town Board of the Town of Piercefield hereby authorizes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	SSN (Last 4 digits)	Reg. #	Std Work Day	Term begins/ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
<b>Elected Officials</b>							

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Highway Superintendent	Jay Rust	xxxx	xxxx8676	8 hr	01/01/20-12/31/23	N	22.09
Town Clerk	Christielee Geiger	xxxx	xxxx8885	6 hr	01/01/21-12/31/23	N	3.34
Councilmember	Gina Sarazen	xxxx	xxxx0203	6 hr	01/01/20-12/31/23	N	0.44
<b>Appointed Officials</b>							
Town Justice	Jonn Kopp	xxxx	xxxx6090	6 hr	1/01/20-12/31/23	N	Not submitted
		xxxx					
		xxxx					

A motion to adopt the foregoing Resolution was made by Acting Supervisor Joe Denis and seconded by Councilmember Gina Sarazen. The following each voted in favor of the Resolution: Acting Supervisor Joe Denis, Councilmember Gina Sarazen, Councilmember Carol Dimond, and Councilmember Karl Pryce. There were no NAY votes

55) HMP Resolution

The Hazard Migration Plan needs a lot of revising, and The Board Members will review the current policy and make changes to give to the Town Clerk for revising by next Board Meeting, April 13<sup>th</sup>.

**RESOLUTION NO. 03-11-2023**

**DATED: March 9, 2023**

**ADOPTING THE ST. LAWRENCE COUNTY MULTI-JURISDICTIONAL ALL-HAZARD MITIGATION PLAN**

**WHEREAS**, the Town of Piercefield, with assistance from Barton & Loguidice, D.P.C., and St. Lawrence County, has gathered information and prepared the St. Lawrence County Multi-Jurisdictional All-Hazard Mitigation Plan; and

**WHEREAS**, the St. Lawrence County Multi-Jurisdictional All-Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

**WHEREAS**, the Town of Piercefield is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

**WHEREAS**, the Town of Piercefield has reviewed the Plan and affirms that, with the assistance of St. Lawrence County, the Plan will be updated no less than every five years; now therefore be it

**RESOLVED** that the Town of Piercefield adopts the St. Lawrence County Multi-Jurisdictional All-Hazard Mitigation Plan as this jurisdiction’s Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

A motion to adopt the foregoing Resolution with the corrections was made by Councilman Gina Sarazen. and seconded by Acting Supervisor Joe Denis.

The following each voted in favor of the Resolution: Acting Supervisor Joe Denis, Councilmembers Carol Dimond, Gina Sarazen and Karl Pryce.

56) Payment of Bills

On a motion by Acting Supervisor Joe Denis, seconded by Councilmember Karl Pryce, the following payments be approved AYES: Acting Supervisor Denis, Councilmembers Dimond, Sarazen, Pryce. NAYS: 0

General Fund:	\$13,162.70
Highway Fund:	\$20,056.90
Lighting District	\$381.34
Conifer Water:	\$265.82
Piercefield Water:	\$981.03
Trust and Agency Fund:	\$717.02

57) Approval of Town Clerk Monthly Reports

On a motion by Councilmember Gina Sarazen, seconded by Acting Supervisor Joe Denis, the Clerk Reports for February 2023 be approved: AYES: Acting Supervisor Denis, Councilmembers Dimond, Sarazen, Pryce. NAYS: 0

58) Adjournment

On a motion by Councilmember Gina Sarazen, seconded by Acting Supervisor Joe Denis, the meeting was adjourned at 8:38 pm. Next regular meeting Thursday, April 13, 2023 at 7:30pm. There will be a Finance Hearing held with Willaim Dashnaw at 6pm, April 13<sup>th</sup>, anyone may attend.

\_\_\_\_\_  
Christielee Geiger, Town Clerk

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Date Approved