

**Mayville, NY**

**Regular Meeting**

**February 8, 2016**

**Present:** Supervisor Donald Emhardt, Councilmen Kenneth Burnett, Thomas Carlson and Scott Cummings. Town Clerk, Rebecca Luba, Deputy Clerk, Elizabeth Steinbach, Highway Superintendent, Tim Wendell

**Absent:** Councilman Dave Ward.

Supervisor Donald Emhardt opened the regular meeting at 7:00 P.M. with the Pledge of Allegiance.

**Public Comments:**

None

**Departmental Reports:**

Town Clerk, Rebecca Luba reported that for the month of January monthly fees remitted totaled \$2,061.00; Dog License sales of \$338.00; Conservation sales of \$25.00 with a commission of \$1.38, Building/Zoning fees of \$850.00 and No Marriage licenses were issued.

The 1% penalty phase for property taxes will start on February 10, 2016. Second notices will be mailed out on Friday, February 12<sup>th</sup> for unpaid taxes.

Assessor's report submitted and on file. Assessor, Kevin Okerlund copied the Board the preliminary report for the Town equalization rate which will again be at 100% for 2016. The office is mailing out 2<sup>nd</sup> notices for the STAR and Aged exemptions. The deadline for these applications is March 1, 2016. The appraiser is currently working on building permits and property inspection requests. The sketching program has been updated to make it more user friendly and some office procedures have been refined to cut out duplicity of work.

Deputy Clerk, Elizabeth Steinbach reported that the Code/Zoning Office issued 10 building permits with project values of \$818,685.00 and 8 permits were closed with project values of \$119,447.00.

Highway reported plowing for 25 days. Several truck repairs to #4 and #7. Finished the Gradall repair and mounted the tank and broom hitch on the new tractor. Cut more trees and the new truck is at Valley Fab. Request made to post roads.

**Motion** made by Councilman Scott Cummings to post the roads as needed within the Town.

**Second:** Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Kenneth Burnett – Aye

Spring Clean-up will be the first week in May. Postcards will be sent out to residents in April.

**Agenda Items:**

The County is looking for local municipalities to sponsor a free rabies clinic. The Clerk's office, along with the Town dog control officer, Sandy Kochanowski, would like to organize a clinic to be held in April. Tim Wendell has offered the use of the Highway Barn and Dr. Tim Rice has volunteered his services to administer the vaccines.

**Motion** made by Councilman Thomas Carlson for the Town to sponsor a free rabies clinic to be held on Thursday, April 28, 2016 at the Town Highway Barn from 6pm to 8pm.

**Second:** Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Kenneth Burnett – Aye

The 1 year lease agreement with the County Public Defender expired on January 31, 2016. The County wishes to renew their lease for a period up to 3 years.

**Motion** made by Councilman Thomas Carlson to authorize supervisor, Donald Emhardt, to negotiate the terms and conditions of and to execute a renewal of the lease agreement with Chautauqua County Public Defender to provide office space on the second floor of the Chautauqua Municipal Building located at 2 Academy Street, Mayville, New York, for a three-year term starting February 1, 2016 subject to permissive referendum.

**Second:** Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Kenneth Burnett – Aye

Audit for the 2015 Town Court books was completed on January 21, 2016. Reports have been copied to the Board and are on file in the Clerk's office.

**Motion** made by Councilman Scott Cummings to accept the audit for the Court which was completed by Councilman Dave Ward and Kenneth Burnett.

**Second:** Councilman Thomas Carlson

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Kenneth Burnett – Aye

Supervisor, Donald Emhardt, updated the Board in regard to the lawsuit brought against the Town in regard to the Chautauqua Amphitheater. An injunction was granted to stop any demolition of the Amphitheater until it could be determined that all criteria for issuing a permit was met. We are awaiting the final decision.

The Board was updated on the sewer upgrade/extension study. There was a productive sewer meeting last Friday. Things are progressing and there's a good chance to eliminate the sewer plant at Chautauqua Lake Estates.

**Motion** made by Councilman Thomas Carlson to approve the final budget transfers for 2015 as presented to the Board.

Town of Chautauqua  
Budget Transfers - Final  
December 31, 2015

<u>TO</u>		<u>AMOUNT</u>	<u>FROM</u>		<u>AMOUNT</u>
<b>TRANSFERS TO BALANCE - A FUND</b>					
A1110.4	Municipal court - contractual	411.67	A1110.1	Municipal court - pers svcs	411.67
A1220.1	Supervisor - pers svcs	0.04	A1220.4	Supervisor - contractual	2,575.82
A1220.2	Supervisor - equipment	2,575.78	A1410.1	Town Clerk - pers svcs	1,975.73
A1410.2	Town Clerk - equipment	1,975.73	A1420.4	Records mgmt - contract	255.00
A1420.2	Records mgmt officer-equip	255.00	A1620.2	Buildings - equip	326.58
A1620.1	Buildings-pers svcs	326.58	A5010.1	Highway admin - pers svcs	1,072.46
A1670.4	Central print&mail-contract	7,789.86			
A5010.2	Hwy admin - equip	1,287.90			
A5010.4	Hwy admin - contract	215.00	A1990.4	Contingent account	8,220.30
A5182.4	Street lighting - contractual				175.67
A8430.4	Natural gas - contractual				
A9901.9	Interfund transfers	175.67			
		<u>15,013.23</u>			<u>15,013.23</u>
<b>TRANSFERS TO BALANCE - B FUND</b>					
B9020.8	Medicare	50.93	B9030.8	Social Security	50.93
		<u>50.93</u>			<u>50.93</u>
<b>TRANSFERS TO BALANCE - DA FUND</b>					
DA5120.1	Bridges - pers svcs	1,520.66	DA5142.1	Snow removal - pers svcs	11,621.62
DA5130.2	Machinery - equip	7,076.44			
DA9020.8	Medicare	579.81	DA599	Unexpended fund balance	
DA9030.8	Social security	2,444.71			
		<u>11,621.62</u>			<u>11,621.62</u>
<b>TRANSFERS TO BALANCE - "DB FUND"</b>					
DB5110.1	General repairs - pers svcs	9,219.28	DB5110.4	General repairs - contractual	9,219.28
		<u>9,219.28</u>			<u>9,219.28</u>
<b>TRANSFERS TO BALANCE - SL1 FUND</b>					
SL1-5182.4	Street Lighting - contractual	279.98	SL1-599	Unexpended Fund Balance	279.98
SL2-5182.4	Street Lighting - Contractual	175.67		<b>Interfund transfer from A</b>	175.67
<b>TRANSFERS TO BALANCE - SL4 FUND</b>					
SL4-5182.4	Street Lighting - Contractual	2.86	SL4 - 599	Unexpended Fund Balance	2.86
<b>TRANSFERS TO BALANCE - SW1 FUND</b>					
SW1-8310.4	Water admin - contractual	109.04	SW1-9730.6	Bond anticipation note - principal	30,000.00
SW1-9710.0	Bond principal	30,000.00	SW1-9730.7	Bond anticipation note - interest	20,162.98
SW1-9710.7	Bond interest	20,162.98	SW1-8320.4	Source of supply - contr	109.04
		<u>50,272.02</u>			<u>50,272.02</u>
<b>TRANSFERS TO BALANCE - SW3 FUND</b>					
SW3-8389.4	Other water exp - contractual	10.80	SW3-8320.4	Source of Supply - contractual	10.80

**Second:** Councilman Scott Cummings  
**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Kenneth Burnett – Aye  
**Carried**

**Motion** made by Councilman Kenneth Burnett to approve the Supervisor's report for December.

**Second:** Councilman Scott Cummings

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Thomas Carlson – Aye  
Councilman Kenneth Burnett – Aye  
Councilman Scott Cummings – Aye

**Carried**

**Motion** made by Councilman Thomas Carlson to approve the vouchers as presented to the board for payment. Abstract #002 Voucher #021-103

**ABSTRACT # 002**  
**DEPOSIT OF 01/25/2015 - 02/09/2016**

Code	Fund	Amount
<b>Book: A B DA DB K SF2 SF4 SL1 SL2 SL4 SS1 SW1</b>		
A	GENERAL FUND - TOWNWIDE	83,436.65
B	GENERAL FUND - OUTSIDE VILLAGE	42,847.96
DA	HIGHWAY FUND - TOWNWIDE	51,572.76
DB	HIGHWAY FUND - OUTSIDE VILLAGE	6,607.14
SL1-	PT CHAUTAUQUA LIGHT DISTRICT	433.86
SL2-	DEWITTVILLE LIGHTING DISTRICT	538.66
SL4-	BAYBERRY LANDING LIGHTING DIST	42.31
SS1-	CHAUT HEIGHTS SEWER DISTRICT	2,806.60
SW1-	CHAUT HEIGHTS WATER DISTRICT	58,593.51
SW3-	CHAUTAUQUA SHORES WATER DISTRICT	27.25
<b>Total:</b>		246,906.70
<b>Total:</b>		246,906.70

**Second:** Councilman Kenneth Burnett

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Kenneth Burnett – Aye

**Carried**

**Motion** made by Councilman Thomas Carlson to adjourn the regular meeting at 7:35P.M.

**Second:** Councilman Scott Cummings

**Vote:** Supervisor Donald Emhardt – Aye  
Councilman Scott Cummings – Aye  
Councilman Thomas Carlson – Aye  
Councilman Kenneth Burnett – Aye

**Carried**

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Rebecca Luba, RMC  
Town Clerk  
Town of Chautauqua

