

Town of Lowville
Regular Town Board Meeting
January 18, 2023

DRAFT

A regular meeting of the Town Board of the Town of Lowville, County of Lewis and the State of New York was held at the Town Hall, 5533 Bostwick Street, Lowville, NY on the 18th day of January 2024.

Present:

- Robert Mullin, Supervisor
- Paul Virkler, Deputy Supervisor
- John D. Ross, Councilman
- Jacob Monnat, Councilman
- Stephen Farney, Councilman

Others Present:

- Raymond Meier, Town Attorney
- Thomas Widrick, Highway Superintendent
- Aimee Murphy, Town Clerk
- Selina Olmstead, Deputy Town Clerk

Also Present: Mickey Dietrich, RACOG; Henry Avallone; Chuck Terrillion, Village Trustee; Vincent Nortz, County Legislator; Accountant Scott Lawrence entered at 10:27 a.m.

The meeting was called to order at 9:30 a.m. by Supervisor Mullin who also led the pledge of allegiance.

MINUTES

Motion by Councilman Farney, seconded by Councilman Ross to approve the minutes of the December 21, 2023 regular meeting and the December 28, 2023 special meeting.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler NAYS – 0

VOUCHERS

Due to an error in the billing, Voucher #430 on Abstract #12 of 2023 paid to Lawrence & Philippe in the amount of \$6850.00 has been Voided. Adjusted total amount of the General Fund Abstract #12 is \$54,550.43.

Motion by Councilman Ross, seconded by Councilman Virkler to approve change to the General Fund Abstract #12 of 2023 to \$54,550.4.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler NAYS – 0

Motion by Councilman Ross, seconded by Councilman Monnat to approve bills be paid as listed in the following amounts.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler NAYS – 0

General – Abstract #1	Voucher #1 to #29	\$ 94,605.90
Highway – Abstract #1	Voucher #1 to #13	\$ 18,323.39
Water/Sewer – Abstract#1	Voucher #1 to #9	\$ 3,390.91
Trust & Agency		\$ 1,541.83
	Total	\$117,862.03

SUPERVISOR’S REPORT

Receipts:	Town Clerk	\$ 694.85
	Town Court	\$ 1,983.00
	Zoning	\$ 100.00 (\$100.00 ytd)



Tax Collector	\$550,000.00
Town of New Bremen	\$ 857.49 (Shared dog control expenses)

Supervisor Mullin's financial and activities reports are included in the Board Members' packets.

Supervisor Mullin's activities report was discussed.

Motion by Councilman Ross, seconded by Councilman Monnat to accept the Supervisor's receipts, activities and financial reports.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler NAYS – 0

DEPARTMENT REPORTS

DOG CONTROL

1. The Dog Control Officer's (DCO) monthly report and annual reports are included in the Board Members' packets.

ATTORNEY

Recreation Committee: Attorney Meier needs to speak with the Village Attorney to create an Intermunicipal Agreement (IMA) for the creation of the new board.

Abandon Rd: Supervisor Mullin would like to officially abandon the Wilcox Road. Attorney Meier explained the possibilities:

1. Discontinuance: Requires releases from adjacent property owners to classify as a discontinued road.
2. Abandonment: Road must not be traveled on or used as a road for a period of six (6) years.
3. Qualified Abandonment: Discontinues a certain portion of a road.

Discussion ensued; no action taken.

Councilman Ross encouraged Attorney Meier to complete the Recreation Committee/Board intermunicipal agreement. The Lewis County Hockey Association is looking to have a meeting with Lewis County in February to discuss funding for the replacement of the ice rink chiller. Councilman Ross feels that it is necessary for the joint Town/Village Recreation Board to be complete when this meeting occurs.

TOWN CLERK

1. The Clerk's Monthly Report and Annual Report are included in the Board Members' packets.
2. Most Oaths of Office have been signed. Remainders need to be signed on or before January 30th. If not signed, the office will be deemed vacant.
3. The Tug Hill Local Government Conference will be May 2, 2024 at Turning Stone Conference Center. Anyone interested in attending must register ahead of time. Registrations must be postmarked by April 1, 2024 to receive reduced rate.
4. The Association of Towns of the State of New York will be holding the 2024 Training School and annual meeting in New York City on February 18-21, 2024.

TAX COLLECTOR

Tax Collection has begun with no major problems.

Paid to Supervisor \$550,000.00.

ZONING/PLANNING

The Zoning Officer's Annual Report is in the Board Members' packets.

SUPERINTENDENT OF HIGHWAYS/SPECIAL DISTRICTS

1. The Patten Road box culvert application has been submitted to BridgeNY for funding.
2. The Boshart Road culvert will be submitted to BridgeNY for total replacement this year. Town/County Bridge & Rail is coming to assess the damage and give an estimate on a fix that will last until the funding can be obtained for replacement.
3. The 2019 MACK was rear-ended on January 14th by an SUV on the Ridge Rd. The Truck received minor damage: shock absorbers, bent the lower taillights and damaged the back of the truck box. Report has been submitted to NYMIR.
4. Brookside has obtained a generator that will run the lift station. Someone from Brookside will call Superintendent Widrick if/when the power goes out. Brookside will run the generator with their tractor. If they need the tractor to plow out residents, the Town will provide a tractor to run the generator.
5. Superintendent Widrick would like to replace the 2021 F150 as per the equipment replacement list. Pricing for a new F150 from VanBortel Ford on state contract is \$50,633.75. The Board would like to get pricing for other makes of truck and to see if the warranty work can stay locally. Superintendent Widrick will research.

RACOG

Mickey Dietrich gave a brief update on the happenings at RACOG and the Tug Hill Commission. The next meeting of the RACOG board will be 01/24/24 at the Copenhagen Municipal Building. Councilman Monnat has volunteered to be the Town Board representative for the Town of Lowville.

BUDGET OFFICER/BOOKKEEPER

Supervisor Mullin would like to earmark the remainder of the ARPA funds for the ice rink chiller replacement. Councilman Farney suggested setting a specific dollar amount, such as \$25,000 instead of allocating the remainder. After discussion, the following motion was made.

Motion by Councilman Virkler, seconded by Councilman Ross to earmark the remaining ARPA funds to be used for the replacement of the ice-chiller at the Lowville ice rink.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler NAYS – 0

Accountant Lawrence reviewed the monthly financial report, budget transfers and adjustments with the Board.

Motion by Councilman Ross, seconded by Councilman Monnat **Resolution #1-2024, “Approve Budget Adjustments and Transfers”**.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler NAYS – 0

RESOLVED the following Budget Adjustment and Transfers are approved as listed.

DRAFT

**TOWN OF LOWVILLE
BUDGET TRANSFERS**

FUND: General Fund

Account	Code	Increase	Decrease
Payroll-Justice Court	1110.11	333.36	
Payroll-Part Time Justice Clerk	1110.16	156.00	
Contractual - Justice Court	1110.4	1,438.56	
Contractual - Personnel	1430.4	400.00	
Contractual - Dog Control	3510.4	52.44	
Medical Insurance	9060.8		2,380.36

Approved by 
Supervisor

Approved by Town Board on: 01/18/24

Date: 01/18/24

Town Clerk 

**TOWN OF LOWVILLE
BUDGET TRANSFERS**


FUND: General Fund - Part-Town

Account	Code	Increase	Decrease
Health Insurance	9060.8	1,093.59	
Zoning - Contractual	8010.4		1,093.59

Approved by 
Supervisor

Approved by Town Board on: 1/18/24

Date: 1/18/24

Town Clerk 

**TOWN OF LOWVILLE
BUDGET TRANSFERS**

FUND: Highway Town-Wide

<i>Account</i>	<i>Code</i>	<i>Increase</i>	<i>Decrease</i>
Payroll - Brush & Weeds	5140.1	4,323.99	
Payroll - Snow Removal	5142.1	6,209.24	
Fringe Benefits- Brush & Weeds	5140.8		10,533.23

Approved by 
Supervisor

Approved by Town Board on: 01/18/24

Date: 01/18/24

Town Clerk 

**TOWN OF LOWVILLE
BUDGET ADJUSTMENTS**


FUND: Highway Fund Town-Wide

<i>Account</i>	<i>Code</i>	<i>Expenditures</i>	<i>Revenues</i>
Machinery -Equipment	5130.2	7,600.00	
Interfund Transfers	5031		7,600.00

Approved by 
Supervisor

Approved by Town Board on: 01/18/24

Date: 01/18/24

Town Clerk 



**TOWN OF LOWVILLE
BUDGET TRANSFERS**

FUND: Water Funds

Account	Code	Increase	Decrease
Water Admin-Contractual (WD #1)	8310.4	246.08	
Water Admin-Contractual (WD #6)	8310.4	12.56	
Source of Supply-Contractual (WD#1)	8320.4		246.08
Source of Supply-Contractual (WD#6)	8320.4		12.56

Approved by 
Supervisor

Approved by Town Board on: 01/18/24

Date: 01/18/24

Town Clerk 

**TOWN OF LOWVILLE
BUDGET TRANSFERS**

FUND: Sewer Funds

Account	Code	Increase	Decrease
Sewer Admin-Contractual (SD #1)	8110.4	555.37	
Sewer Admin-Contractual (SD #2)	8110.4	83.38	
Sewer Admin-Contractual (SD #3)	8110.4	149.29	
Sewer Admin-Contractual (SD #4)	8110.4	39.73	
Sanitary Sewers-Contractual (SD #1)	8120.4	281.76	
Appropriated Fund Balance (SD#1)	599		1,109.53

Approved by 
Supervisor

Approved by Town Board on: 1/18/24

Date: 1/18/24

Town Clerk 

OLD BUSINESS

Brookside Sewer: Need to advertise for bids for the upgrade project.

Motion by Councilman Farney, seconded by Councilman Virkler to advertise for bids to include the following work: Installation of new precast concrete wet well and valve vault with new duplex pumps and controls, with associated piping and appurtenances for a complete pump station. Demolition and removal of existing pump station and appurtenances. Bids to be opened on February 13, 2024 at 3:00 p.m.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler

NAYS – 0

LACS Building Project: Nothing new. Supervisor Mullin asked to have this removed from the agenda.

Water Line Extension: Nothing new. Supervisor Mullin asked this to be removed from the agenda.

NEW BUSINESS

Library Contract: The contract with the Lowville Free Library has been signed and returned to the Town Clerk.

Motion by Councilman Ross, seconded by Councilman Farney to authorize Supervisor Mullin to sign the agreement with the Lowville Free Library.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler NAYS – 0

The next regularly scheduled Town Board meeting will be February 15, 2024, at 9:30 a.m.

With no further business the following motion was presented.

Motion by Councilman Farney, seconded by Councilman Monnat to adjourn the meeting at 11:19 a.m.

ADOPTED – AYES –Farney, Monnat; Mullin, Ross, Virkler NAYS – 0

Respectfully submitted,

Aimee L. Murphy, RMC
Town Clerk