

**Town of Starkey
Regular Meeting
May 7, 2020**

Members Present: George Lawson, Supervisor
Alan Giles, Councilperson
Caryl Sutterby, Councilperson
Jeremy Hall, Councilperson
Bill Holgate, Councilperson

Also, Present: Ralph Warren, Highway Superintendent
John and Natilee Iszard, Residents

Recording Secretary: Candace Iszard, Clerk

The regular Town of Starkey Board meeting was called to order at 7:05 PM by George Lawson, supervisor. This meeting was conducted virtually using Zoom meetings, due to the Covid- 19 pandemic.

Approval of Minutes

Minutes of the April 9, 2020, regular meeting of the Town Board, were approved as amended. A motion was made by Caryl Sutterby, councilperson, seconded by Bill Holgate, councilperson.

*All in favor; none opposed- Motion carried.

Website

- Candace Iszard reported the information received from different vendors that were suggested for web design. The breakdown was offered as follows for the board to review.
 - 1) **BAS-** estimated cost is \$4800.00 design. Annual hosting and edit/maintenance fee \$1200.00 per year, and domain fee \$12.00. BAS offers Smart Phone compatibility; is ADA compliant, Uniform Emails are an option however there is an added cost. Virtual meetings--- we could post a link for access to a provider of our choice, the provider would have a fee of its own depending on what services we require.
 - 2) **Doug Amey** 315-759-9179 dougamey@gmail.com www.DougAmey.com requested a quote. He stated as of April 23rd, that he is currently finishing up some projects under some deadlines and will get back to me ASAP, as of May 7th, 2020, no quote has been received
 - 3) **DSD Webworks-** No response to email that was sent from their contact page on their website on 4/21/20
 - 4) **Orlando Webservices-** Barry has emailed, " cost is '**Roughly**' \$3200.00 for a design similar to the Town of Middlesex (<https://www.middlesexny.org>) provided that no outside contractors are used and content is similar and that the information that is sent is in a format that I can use." Annual hosting and edit/maintenance fee \$600.00. Orlando Webservices offers Smart Phone compatibility; is ADA compliant, Uniform Emails are an option however there is an added cost. Virtual meetings--- we could post a link for access to a provider of our choice, the provider would have a fee of its own depending on what services we require.
- Following a brief discussion, the board feels that BAS is the best option for the Town of Starkey website design.

Wastewater Law

- Candace Iszard has sent the proposed Wastewater Law and The Wastewater Law Policy and Procedures to Jeff Graff, attorney, for review prior to the public hearing, Jeff responded with extensive recommendations for changes to both documents. These recommendations have been forward to the board for review. Candace will compile the changes and adjust the original documents to condense information and forward to the board for discussion at the next meeting, June 4, 2020.

COVID-19 "Corona Virus" Update

- The Townhall and Town Highway barn remain locked to all non-essential people. Employees are working from home to the degree possible, with the highway employees return to work at 100% weekly May 15th, 2020 while maintaining social distancing requirements per NYS' Executive order. George emphasizes the importance of keeping strict rules regarding social distancing for the safety of all involved. All are encouraged all to continue to use electronic communication and phone services as much as possible
- Bill Holgate stated that FEMA should be reimbursing for COVID related expenses, therefore the Town of Starkey needs to be tracking COVID expenses.

Steep Slope Regulations-Pine Road Drive

- George Lawson, Supervisor, reviewed excavation concerns Pine Road Drive. Stating that work began in the summer of 2019. Ms. Milliman, the neighbor, called Brian with a verbal complaint, she was concerned with the extent of the excavation. Brian investigated, requested a plan from Mr. Cornell, and issued a “stop work order” until the proper permitting was in place. At the time that the original plan was submitted, the plan met with the regulations, and the amount of disturbed land was stated to be less than ½ an acre. The permit was issued, and the work continued over the winter and into 2020. Since then, the Town of Starkey has received a formal complaint from Ms. Bonnie Milliman and concern from Mr. Joe May regarding the continued excavation of Mr. and Mrs. Gary Cornell property on Pine Road Dr. (both the complaint and email of concern have been sent to the board for review prior to the meeting along with the current regulations). Brian Quackenbush investigated the complaint in early 2020, both Brian and George have reviewed the original plans and agree that the work being conducted is dramatically different from the originally submitted plans, and there have been no amended plans or permits. Brian went on to, review with the Board his recent contact regarding this issue, stating that he has been in touch with Rick Ayers, Yates County Soil and Water, who stated that Mr. Cornell has resubmitted his engineer’s drawing, but there were no changes from the original plans that were submitted. An erosion settlement plan is required, however, there is not one in place. There is still a “stop work order” in place that is being adhered to. Brian has also issued a 30-day intent to remedy order, he is currently waiting to hear back for the Cornell’s. Brian has been monitoring daily and intends to continue to monitor daily to maintain that the stop work order is being followed.
- The board discussed concerns over the look of the work being done, the safety, the engineering and the stability of the retaining wall being created with the concrete block. Jeremy Hall, councilperson, asked if the Town of Starkey has regulation restrictions for height on a retaining wall using pre-formed blocks. Bill Holgate is concerned, stating this is a “bad issue.” George Lawson suggests that Jeff Graff, Town of Starkey Attorney, needs to be consulted and provide guidance on how the Town of Starkey should proceed with this issue.
- Brian stated that he would like to discuss the existing regulations that we have for the Town of Starkey. He has also asked that we look at making some adjustments to what we have, and has given the towns of Middlesex, Torrey, and Barrington Steep Slope regulations for review and reference, for ideas and suggestions for updating our current regulations.

Highway Report—Ralph Warren

- Highway crew is working on ditching and culvert pipe repair/replacement.
- Ralph is looking at the budget for road repairs, and paving. He would like to get the breakdown on funds disbursement for the new truck purchase, to better plan road work.
- CHIPS, Pave NY, and Extreme Weather funding were discussed as we continue to look at paving projects.

Supervisor’s Report — George Lawson

- Planning board continues to seek a new member for the vacant term.
- George will investigate the need for an AED machine at the Town hall.

Town Clerk — Candace Iszard

- The monthly town clerk report was given to the Board. Candace reported that she has received one positive response to the limited mowing to increase the pollinators article that was in the paper. She also stated that the Annual Drinking water report from the Village of Dundee has been received and is available for review in the Clerk’s office.

Resolutions

RESOLUTION 13-2020

Indemnification Agreement with Yates County

On a motion by Alan Giles, councilperson, seconded by Jeremy Hall, councilperson, the following resolution was

ADOPTED Ayes 5 George Lawson, Alan Giles, Jeremy Hall, Bill Holgate, Caryl Sutterby
 Nays 0

RESOLVED to authorize George Lawson to sign the Indemnification Agreement with Yates County for a period of 5-years (June 1, 2020- May 31, 2025)

RESOLUTION 14-2020

Website Design

On a motion by Jeremy Hall, councilperson, seconded by Caryl Sutterby, councilperson the following resolution was

ADOPTED Ayes 5 George Lawson, Alan Giles, Jeremy Hall, Bill Holgate, Caryl Sutterby
 Nays 0

RESOLVED to authorize Candace Iszard to sign the agreement with BAS for website design for the quoted price of \$6,012.00.

RESOLUTION 15 -2020**Standard Work Day and Reporting Resolution**

BE IT RESOLVED, that the Town of Starkey / 30478 hereby establishes the following as standard work days for elected and appointed officials and will report the following days work to the New York State and Local Retirement based on their record of activities:.

ELECTED OFFICIALS

Name (First and Last)	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier :
Candace J. Iszard	8740	6258466-9	Town Clerk	01/01/2020-12/31/2023	6.00	21.08	()	Bi-weekly	()
Ralph Warren	7928	3938611-5	Highway Superintendent	01/01/2020-12/31/2023	8.00	31.13	()	Bi-weekly	()

APPOINTED OFFICIAL

Brian L. Quackenbush	9312	3896381-5	Code Enforcement Officer	01/01/2020-12/31/2023	6.00	21.26	()	Bi-weekly	()
Anthony C. DeStephen	8042	3612601-9	Assessor	11/01/2019-10/31/2025	6.00	10.5	()	Bi-weekly	()

On this 7th day of May, 2020 [Signature] Dated enacted: 5/7/2020

I, Candace J. Iszard, clerk of the governing board of the Town of Starkey, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 7 day of May, 2020 on file as part of the minutes of such meeting, and that same is a true copy thereof and whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the TOWN OF STARKEY on this 7 day of May, 2020, [Signature] **CERTIFIED**
ONLINE

Affidavit of Posting: I, Candace J. Iszard being duly sworn, deposes and says that the postinf of the Resolution began on 5/13/2020 and continued for at least 30 days. That the Resolution was available to the public on the

o Official sign board at 40 Seneca St. Dundee, NY 14837

Motion: Alan Giles

Seconded: Jeremy Hall

Appr: 5-0

Ayes: Bill Holgate, Jeremy Hall, Caryl Sutterby, George Lawson, Alan Giles

Noes: None

(seal)

Budget Transfers --- There were no budget transfers this month.

Audit of Claims

On a motion by Bill Holgate, councilperson, seconded by, Alan Giles, councilperson the bills contained in the May 7th, 2020 Abstract have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Fund	Vouchers Number: 78-G through 86-G	\$1,666.84
Highway Fund	Vouchers Number: 50-H through 64-H	\$49,203.06
Ayes 5	George Lawson, Alan Giles, Jeremy Hall, Bill Holgate, Caryl Sutterby	
Nays 0		

With no further business, on a motion by George Lawson the meeting was adjourned at 8:19 PM.

[Signature]

Candace J. Iszard, Town Clerk