

Minutes

Lebanon Town Board Organizational Meeting Town Offices

January 9, 2023, at 6:30 pm Meeting, called to order by Supervisor Ronda Winn

In Attendance:

Supervisor Ronda Winn
Council Adam Carvell
Council Marie Morgan
Council Greg Fuller
Council Chadwick Nower
Town Clerk Joann Collins
Highway Superintendent Alex Hodge

Absent:

 0 Residents in Attendance

The Privilege of the Floor:

APPROVAL OF MINUTES:

The minutes from December 12 ,2022 regular meeting approved.

Roll Call: Carvell Aye, Nower Aye, Morgan Aye, Fuller Aye Winn Aye

On motion of Council Greg Fuller

Seconded by Council Marie Morgan

Dated: January 9, 2023

Payment of Bills & Claims:

The bills & claims were reviewed, With additions.

Approved, 1/9/2023.

Roll Call: Nower Aye, Carvell Aye, Morgan Aye, Fuller Aye, Winn Aye

On Motion of Adam Carvell

Seconded by Council Chadwick Nower

Town Officer Reports:

Planning Board: Lois Hartshorn Chair –

Having a meeting on Monday Jan 16, for A- lot realignment for Potter on 12B

Board of Appeals: Chair- Daniel Clark

Nothing

Town Justice: Henry Moore –

Nothing

Dog Control: Carol Lawrence

No Report

Code Enforcement Officer: Aaron Camp- Present

Not much happening.

Issued three permits.

Closed one permit.

Town Assessor: Brian Fitts

Nothing

Town Clerk Joann Collins – Present

Report Submitted

Highway Superintendent: Alex Hodge: Present

Cutting Brush

Digging Ditches

Had one guy leave and have hired another He will start in 2 weeks.

Had Dish Network install a satellite for TV service.

Aaron discussed about the new boiler, he gave a quote for the new one, Alex and Aaron discussed about selling the old boiler.

Town Supervisor: Ronda Winn:

Gave presentation on year in review

Madison County is moving forward with EMS, Supervisor Winn is going to all those meetings.

Supervisors reported Approved.

On Motion of Council Adam Carvell

Seconded by Council Marie Morgan

January 9, 2023

RESOLUTIONS:

RESOLUTION # 1-23 APPOINTMENT OF TOWN OFFICERS

THEREFORE BE IT RESOLVED the Lebanon Town Board affirms and makes the following appointments for 2023:

Deputy Supervisor/ Highway Committee Chair – Adam Carvell, Town Council

Buildings and Grounds / Public Safety Committee Chair – Greg Fuller , Town Council

Finance, Way and Means Committee Chair - Marie Morgan , Town Council

Personnel Committee Chair- Chadwick Nower , Town Council

Administration and Oversight/ systems Manager/ Government Operations/ Town Budget Officer – Ronda Winn , Town Supervisor

On Motion Of Council Chadwick Nower

Seconded by Council Adam Carvell

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9 2023

RESOLUTION# 2-2023 BOARD MEETING RULES OF PROCEDURE

THEREFORE BE IT RESOLVED, that the Lebanon Town Board reaffirms its practice of continuing to follow its current procedures governing the conduct of Town Board meetings and that copies of current Town Board meeting Rules of Procedure will be made available to the general public to review at each town board meeting

On Motion Of Supervisor Ronda Winn

Seconded by Council Marie Morgan

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9,2023

RESOLUTION # 3-2023 REAFFIRMING TOWN PROCEDURES FOR OFFICIAL UNDERTAKING

THEREFORE BE IT RESOLVED, that in keeping with Public Officers Law 11(2), which provides that in lieu of any individual undertaking, as required by law, the Lebanon Town Board reaffirms the practice of approving the ongoing procurement of a blanket undertaking from the duly authorized corporate surety covering the town's officers, clerks and employees as designated by the Lebanon Town Board, that such officials are presently bonded under current liability insurance for Commercial Crime at \$ 50,000 per loss, \$ 10,000 for Town Justice, and \$ 300,000 for Tax Collector and Town Supervisor, and Public Officers Liability coverage of up to \$1 million for all town officials and officers, and indemnifies from any losses caused by the failure of the Town Officers or employees to faithfully perform their duties or by their fraudulent or dishonest acts as outlined by the Town's liability insurance coverage.

On motion of Supervisor Ronda Winn

Seconded by Councilor Adam Carvell

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9,2023

RESOLUTION NO 4-2023 TOWN BOARD REGULAR MEETING TIME FOR 2023

WHEREAS the Lebanon Town Board must set an official regular meeting date and time to transact business for the

Town of Lebanon as elected officials,

NOW THEREFORE IT RESOLVED , the Lebanon Town Board establishes the following meeting times for each Month at 6:30 pm

All meetings will be held at the Lebanon Town Office, 1210 Bradley Brook Rd , in the Hamlet. Meetings will be held. on the second Monday of the month at 6:30 pm unless otherwise indicated for January, February, March, April , May, June, July, August, Sept, Oct, Nov, Dec.

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On motion of Councilor Greg Fuller

Seconded by Councilor Chadwick Nower

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION # 5-2023 NOTIFICATION OF ABSENCE /LEAVE BY TOWN OFFICERS

THEREFORE BE IT RESOLVED, THAT THE Lebanon Town Board reaffirms that it will require that all town officers, elected and appointed, will give a prior notice of a pending absence or leave and the duration of said absence or leave and directs that a copy of this resolution shall be distributed to all town elected and appointed officials by the Town Clerk

On motion of Councilor Chadwick Nower

Seconded by Councilor Greg Fuller

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION #6-2023 TOWN CHECK SIGNATORS FOR 2023

BE IT FURTHER RESOLVED, that the Town Clerk is directed to notify all the current official banks for the Town of Lebanon of these three signatures and is authorized to complete any and all necessary paperwork in cooperation with the Town Supervisor to update the list of signatures

On Motion of Council Marie Morgan

Seconded by Councilor Adam Carvell

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION NO. 7-2023 DEPOSIT PROCEDURES

WHEREAS, the Town Supervisor is the Chief Fiscal Officer of the Town and has responsibility for the management of town finances, NOW Be It Resolved that the Lebanon Town Board reaffirms the practice that the Town Supervisor shall receive and deposit all checks made payable to the Town of Lebanon for deposit in the appropriate accounts other than those checks made out specifically to the Lebanon Town Justice, Lebanon Town Clerk/Tax Collector, or designated by the Town Board for collection By the Town Clerk/Tax Collector.

On Motion of Supervisor Ronda Winn

Seconded by Councilor Marie Morgan

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION NO. 8-2023 DESIGNATION OF OFFICIAL BANKS FOR TOWN OF LEBANON

WHEREAS, the Lebanon Town Board has the authority to designate an official bank for the Town of Lebanon, and
Whereas, the current financial crisis in the United States and the global economy necessitates that the Town of Lebanon consider diversifying its reserve accounts to ensure appropriate fund protections,

THEREFORE, BE IT RESOLVED, that the Lebanon Board designates n
the NBT Bank, N.A., Earlville and Hamilton branches, community Bank NA of Hamilton, and M&T Bank as the official depositories for the Town of Lebanon for 2023, and

BE IT FURTHER RESOLVED that the Town Board directs the Town Supervisor to explore investment options at all three banks on a regular basis to ensure that town reserve deposits are obtaining competitive interest rates while also enjoying maximum protections under federal law and in compliance with town and state investment policies.

On motion of Councilor Marie Morgan
Seconded by Councilor Greg Fuller

Vote:
Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes
Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION # 9-2023 TOWN DESIGNATION OF OFFICIAL NEWSPAPER

THEREFORE, BE IT RESOLVED, that the Lebanon Town Board designates the Oneida Daily Dispatch , a paid general circulation newspaper owned by Media News Group, entered as a third-class matter, as the official newspaper of the Town of Lebanon for 2023

On motion of Councilor Greg Fuller
Seconded by Councilor Cadwick Nower

Vote:
Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes
Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION # 10-2023 STATE RETIREMENT PAYMENT FOR 2023

THEREFORE, BE IT RESOLVED, that the Lebanon Town Board approves the pending bill and authorizes the Town Supervisor to make payments up to \$ 36,000 to the State of New York Retirement System

On motion of Councilor Marie Morgan
Seconded by Councilor Adam Carvell

Vote:
Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes
Approved X Defeated

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RESOLUTION # 11-23 LEBANON APPOINTMENTS FOR 2023

BE IT RESOLVED, that the Lebanon Town Board makes the following appointments for 2023 for the Town of Lebanon :

Attorney for the Town: Costello, Cooney, and Fearon

Code Enforcement Officer : - Aaron Camp at an annual salary of \$ 11,732.00

Dos Control Officer : Carol Lawrence at an annual salary of \$ 2, 663.00

Deputy Highway Superintendent: Affirming Jamie Goedel appointed by Highway Supt. Alex Hodge

Deputy Town Clerk/ Tax Collector – affirming Marie Morgan appointed by Town Clerk / Tax Collector Joann Collins

Town Records Access Officer _ Town Clerk Joann Collins

Town Registrar of Vital Statistics – Town Clerk Joann Collins at an annual salary of \$ 300.00

Town Historian – Town Clerk Joann Collins at an annual salary of \$ 500.00

Town Health Officer – Madison County Public Health Department

Dog Shelter – Wanderer's Rest, Canastota NY

On the Motion of Council Chadwick Nower

Seconded by Council Greg Fuller

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated _____

Dated: Jan 9, 2023

RESOLUTION # 12-2023 APPROVAL OF PETTY CASH FOR THE TOWN CLERK/ TAX COLLECTOR

THEREFORE, BE IT RESOLVED, that the Lebanon Town Board approves the \$ 250.00 petty cash for the Town Clerk's office for 2023 along with the current \$ 250.00 petty cash fund for the Tax Collectors office for 2023

On motion of Councilor Marie Morgan

Seconded by Councilor Adam Carvell

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated _____

Dated: Jan 9, 2023

RESOLUTION # 13-2023 APPROVAL OF PETTY CASH FOR THE TOWN SUPERVISOR

THEREFORE, BE IT RESOLVED, that the Lebanon Town Board approves the \$ 25 petty cash for the Town Supervisor's office for 2023

On Motion of Council Marie Morgan

Seconded by Councilor Adam Carvell

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes
Approved X Defeated ____
Dated: Jan 9, 2023

RESOLUTION NO. 14-2023 TOWN MAIL COLLECTION PROCEDURES

WHEREAS, the Lebanon Town Board agrees that the receipt and timely distribution of mail is an integral part of town business,
THEREFORE, BE IT RESOLVED, that the Town of Lebanon mail collection and distribution procedures shall be established where the Town Clerk, Town Supervisor or Town Highway Superintendent shall collect the mail on a daily or timely basis, that the mail shall be dated by stamp by the town official collecting the mail, and placed in the appropriate Town Official mailbox, but that no letters or mail shall be opened without prior approval by the individual town official to whom the mail is addressed, and letters/packages/correspondences addressed to the Town of Lebanon shall be opened by the Town Clerk and/or Supervisor prior to their distribution to the appropriate town official.

On Motion of Supervisor Ronda Winn
Seconded by Councilor Marie Morgan

Vote:
Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes
Approved X Defeated ____
Dated: Jan 9, 2023

RESOLUTION # 15-2023 TOWN POLLING PLACE DESIGNATION FOR 2022

THEREFORE, BE IT RESOLVED, that the Town Board designates the following accessible polling places for the year 2023:
Lebanon Election District 1- Lebanon Town Office, 1210 Bradley Brook Rd, Lebanon
Lebanon Election District 2- Randallsville New Life Church, River Rd Randallville

On motion of Councilor Greg Fuller
Seconded by Councilor Adam Carvell

Vote:
Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes
Approved X Defeated ____
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RESOLUTION # 16-2023 COMPENSATION FOR APPOINTED DEPUTY TOWN CLERK, DEPUTY TAX COLLECTOR AND DEPUTY HIGHWAY SUPERINTENDENT FOR 2023

THEREFORE, BE IT RESOLVED, that the Lebanon Town Board approves the pay rate of \$ 13 per hour for the appointed positions of Deputy Town Clerk, Deputy Tax Collector and, Deputy Highway Superintendent will receive his regular rate of pay for 2022.

On motion of Councilor Chadwick Nower

Seconded by Councilor Adam Carvell

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated _____

Dated: Jan 9, 2023

RESOLUTION # 17-2023 PLANNING AND APPEALS BOARD MEETINGS AND COMPENSATION FOR 2022

THEREFORE, BE IT RESOLVED, that the Lebanon Town Board does hereby establish the compensation for the Planning Board and Board Appeals at \$ 20 per member per regular meetings attended with a maximum of \$ 240 per member per year for meeting attendance for the year 2023.

On motion of Councilor Chadwick Nower

Seconded by Councilor Greg Fuller

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated _____

Dated: Jan 9, 2023

RESOLUTION # 18-2023 MILAGE RATE FOR TOWN BUSINESS FOR 2023

THEREFORE, BE IT RESOLVED, that the Lebanon Town Board does hereby approve the mileage rate for 2023 for official town business at (.625) 62.5 cents per mile and directs the Town Clerk to provide a copy of this resolution to all town officials.

On motion of Councilor Marie Morgan

Seconded by Councilor Greg Fuller

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated _____

Dated: Jan 9, 2023

RESOLUTION # 19-2023 TOWN BILLING CYCLE FOR 2023

THEREFORE BE IT RESOLVED that the Lebanon Town Board will continue the past practice of having vouchers and claims received in a billing cycle up to the 7th of that particular month prior to the regularly scheduled Town Board meeting, but that Town Board members will have the option to review and present additional Bills and Claims for approval up to the 10th day of that given month and even on the day of the board meeting, and will

continue to maintain the existing billing cycle for regularly scheduled Town Board meetings that fall on the second Monday of the month, and

BE IT FURTHER RESOLVED; the Town Clerk is directed to distribute this resolution to all town elected and appointed.

On motion of Councilor Marie Morgan

Seconded by Councilor Adam Carvell

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION # 20-2023 TOWN CLERK OFFICE HOURS FOR 2023

THEREFORE, BE IT RESOLVED, that the hours for the Town Clerk's office at 1210 Bradley Brook Rd will be set by the Town Clerk in keeping with Town Law and the hours will be posted by the Town Clerk.

On motion of Councilor Greg Fuller

Seconded by Councilor Chadwick Nower

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION # 21-2023 APPROVAL OF CONTRACTS FOR 2023 WITH FIVE STAR OCC MED DOT CONSORTIUM FOR DRUG AND ALCOHOL TESTING

THEREFORE, BE IT RESOLVED, that the Town Board by resolution authorizes the Town Supervisor to enter into an agreement with Five Star OCC MED for the purpose of alcohol and drug testing in 2023.

On motion of Councilor Adam Carvell

Seconded by Councilor Marie Morgan

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated

Dated: Jan 9, 2023

RESOLUTION NO. 22-2023 DESIGNATING SEASONAL LIMITED USE HIGHWAYS FOR 2023

WHEREAS it is within the authority of the Town Board of Lebanon to set "Seasonal, limited use of highways,"

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THEREFORE, BE IT RESOLVED, that the Lebanon Town Board reaffirms. that all the town roads in the Town of Lebanon that are "seasonal, limited use highways." be posted. Snow and Ice Removal and maintenance may be temporarily discontinued from November 1 St. to May 1 St. on the following sections of roads so designated pursuant to Section 205-A of the Highway Law.

Briggs Road

Billings Hill Road

Carn cross Road

Morgan Road

Vosburgh Road

Stowell Road

On motion of Councilor Adam Carvell

Seconded by Councilor Greg Fuller

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated _____

Dated: Jan 9, 2023

RESOLUTION # 23-2023 AFFIRMING WEIGHT LIMITS FOR SEASONAL LIMITED USE HIGHWAYS IN THE TOWN OF LEBANON IN 2023

THEREFORE BE IT RESOLVED, that the Lebanon Town Board, pursuant to Vehicle and Traffic Law Section 1660 (11), reaffirms previous weight limits on Seasonal Limited Use Highways and adopts this resolution to temporarily exclude from all Seasonal Limited Use Highways any vehicle with a gross weight of over four (4) or more tons, or any vehicle with a gross weight in excess of two (2) tons on any axle, and directs the Town Highway Superintendent to erect signs on any and all Seasonal Limited Use Highways, and directs the Town Clerk to arrange for publication of said notice in the official town newspaper, the Mid-York Weekly, as needed.

On motion of Councilor Adam Carvell

Seconded by Councilor Greg Fuller

Vote:

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated _____

Dated: Jan 9, 2023

RESOLUTION # 24-23 APPROVAL FOR PAYMENT TO MADISON COUNTY /PERMA FOR WORKERS COMPENSATION COVERAGE FOR 2023

THEREFORE, BE IT RESOLVED, that the Lebanon Town Board authorizes payment not to exceed \$ 14,200 in annual premiums to PERMA / MADISON COUNTY and directs the Town Supervisor to make such payment as necessary by Jan.28,2023 to ensure timely coverage.

On motion of Councilor Marie Morgan

Seconded by Councilor Adam Carvell

Carvell Yes Fuller Yes Morgan Yes Nower Yes Winn Yes

Approved X Defeated _____

Dated: Jan 9, 2023

RESOLUTION NO. 25-23 AUTHORIZING SIGNING OF FIRE/AMBULANCE CONTRACTS FOR 2023 FOR TOWN OF LEBANON

Whereas, the Town of Lebanon Town Board has final authority on the payment of funds and contractual obligations for services, and

Whereas the Town of Lebanon needs to finalize annual standing agreements with fire and ambulance contract providers who provide these services to portions of the township,

NOW THEREFORE BE IT RESOLVED, the Town Board approves and authorizes the Town Supervisor to sign and release funds to the following organizations once the necessary funds have been collected through the payment of local property taxes in 2023:

Village of Hamilton fire contract - \$31,345.00

Georgetown Fire Department - \$43,698

Village of Earlville fire contract - \$45,620

Town of Georgetown Ambulance – \$5137

SOMAC ambulance service - \$91,331

Eaton fire district - \$7,952

SEVAC ambulance service - \$5102

Mercy Flight Service - \$500

On Motion of Councilor Marie Morgan

Seconded by Councilor Chadwick Nower

Vote:

Morgan Yes Fuller Yes Nower Yes Carvell Yes Winn Yes

Approved X Defeated _____

Dated: January 9, 2023

RESOLUTION NO. 26-23

A RESOLUTION OF THE TOWN OF LEBANON ADOPTING THE 2022 MADISON COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN OF MITIGATION PLAN

WHEREAS the Town of Lebanon recognizes the threat that natural hazards pose to people and property within The Town of Lebanon; and

WHEREAS the Town of Lebanon has prepared a multi-hazard mitigation plan, hereby known as the 2022 Madison County Multi-Jurisdictional Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS the 2022 Madison County Multi-Jurisdictional Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Town of Lebanon from the impacts of future hazards and disasters; and

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WHEREAS adoption by the Town Council demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2022 Madison County Multi-Jurisdictional Hazard Mitigation Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE Town of Lebanon, State of New York, THAT:

Section 1. The Town Council adopts the 2022 Madison County Multi-Jurisdictional Hazard Mitigation Plan. This plan, approved by the community, may be edited, or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

ADOPTED by a vote of 5 in favor and 0 against, and abstaining, this 9 day of January, 2023 .

By: Councilor Adam Carvell

ATTEST: By: _____

APPROVED AS TO FORM: By: Councilor Chadwick Nower

DISCUSSION ITEMS:

Supervisor Winn stated that she is talking with Madison County about making the Community Club our second warming station, She is trying to work with Penny Hughes about getting a grant, this has been in the talks for awhile they have much to work through. The town board talked about finding out who owns this property and then go from there.

Need to do a resolution for the new boiler for next month. It was approved for Alex to purchase the new boiler.

Supervisor Winn suggested on putting the link for Madison County on the Website.

Town Clerk Joann Collins stated that she is working on adding more things to the website, she must contact the tech for some help on this.

It was suggested by the Town Clerk and Town Supervisor about checking on the town polices and having them get updated. Maybe having some council members check the polices and see what should get updated.

Council Chadwick Nower asked if the Lawyer was contacted about the Solar Local Law that he presented a few months back, Supervisor Winn stated no she has not contacted the lawyer about this yet.

The Town Board went into executive session at 7:59 on the motion of Council Adam Carvell and seconded by council Marie Morgan.

Came out of executive session at 8:10 pm

Next Meeting

02/14/2022,

The motion to adjourn made by **Council Marie Morgan** and **Seconded by Council Adam Carvell** at 8:11 pm.

Respectfully Submitted,

Joann L Collins
Recording Town Clerk