

**TOWN OF KIRKWOOD
TOWN BOARD MEETING**

March 5, 2024

A regular meeting of the Kirkwood Town Board was held on March 5, 2024 at 6 PM at the Joseph A. Griffin Town Hall with Supervisor Lewis Grubham presiding.

Present: Supervisor Lewis Grubham
Councilmember William Diffendorf, Jr.
Councilmember Katie Legg
Councilmember Sandy Wasson
Councilmember Robert Weingartner

Also Present: Robert McKertich, Attorney
Kelley Diffendorf, Town Clerk
John A. Finch Jr., Commissioner of Public Works
Gordie Woolbaugh, Planning Board Chairman
Karen Ferguson, Historian

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES: February 6, 2024 Town Board Meeting and February 27, 2024 Special Town Board Meeting.

PUBLIC PARTICIPATION:

Tom French of Foley Road thanked John Finch for the road work his department has been doing in the area.

As in a previous meeting, Tom French spoke to the Board again regarding a discrepancy on how the zoning of his property was reported to the court from the Town's code office and used as evidence against him. Mr. French questioned who in the Town has the authority to change the zoning records that go to the County. Supervisor Grubham reiterated that no one in the Town has changed any zoning at the County level. After a discussion on maps and zoning, Supervisor Grubham offered for Mr. French to meet and go over this again anytime this week. Mr. French explained he will be going in a different direction to get this resolved.

Tom French also asked about a small piece of property that connects to his and inquired if he could buy it. John Finch explained the State owns it and holds the right of way on it, but the Town maintains the pipe that runs through that property. The Town will be fixing the pipe this Thursday or Friday, depending on the weather.

COMMUNICATIONS: None.

COMMITTEE REPORTS:

Dog Control Report.

Councilmember Legg reported numbers from the February Dog Control Report. A copy is filed in the Town Clerk's office.

Skid Steer.

John Finch reported the old skid steer was sold for \$17,800 on the auction site, which was more than expected.

Paving Season.

Supervisor Grubham recommended to John Finch to start the paving season early because paving material prices are pretty low right now. Last year extra roads were able to get done because of the timing.

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OLD BUSINESS:

38:24
Amend
Code and
Miscellaneous
Fees
Zoning LL

Councilmember Diffendorf moved to adopt resolution amending Article XVI, Building Code and Miscellaneous Fee Schedules of the Town of Kirkwood Zoning Local Law, in accordance with the attached fee schedules. Councilmember Wasson seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

39:24
Amend DPW
Clothing
Reimbursement
Policy

Councilmember Wasson moved to adopt resolution amending the Reimbursement Policy for Work Clothing for Department of Public Works Employees, in accordance with the attached policy. Councilmember Legg seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

40:24
Amend Rules
and Regulations
Emp Benefits
DPW Clothing

Councilmember Legg moved to adopt resolution amending the Rules and Regulations Governing Attendance and Benefits for Town of Kirkwood Employees regarding Reimbursement Policy for Work Clothing for Department of Public Works Employees, in accordance with the attached Rules and Regulations. Councilmember Weingartner seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

41:24
Purchase
Computer Equip
from Computer
Reserve Fund

Councilmember Weingartner moved to adopt resolution to expend \$4,562 from the Personal Computer Reserve Fund of the Town of Kirkwood for the purchase of computer equipment from Blue Storm Technologies, in accordance with the attached quote. Councilmember Diffendorf seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

42:24
Approve
Municipal
Cleanup Day

Councilmember Diffendorf moved to adopt resolution authorizing the Supervisor to sign the Municipal Cleanup Day Tip Fee Approval Letter regarding the April 22, 2024 and April 23, 2024 Municipal Cleanup Days with delivery to the Broome County Landfill on April 25, 2024, in accordance with the attached Approval Letter. Councilmember Wasson seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

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Councilmember Wasson moved to adopt resolution declaring a 2009 Ford F150 pickup, a 2014 20' deck-over trailer, and a 2017 21' Tilt Bed trailer as surplus property and authorizing their sale on Auctions International. Councilmember Legg seconded.

43:24
Declare Truck
and Trailers
Surplus to Sell
on Auctions
International
DPW

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

Councilmember Legg moved to adopt resolution authorizing the purchase of a 2024 Felling FT-14 IT-I Drop Deck Trailer from Tracey Road Equipment, at a cost not to exceed \$15,252, in accordance with the attached quote. Councilmember Wasson seconded.

44:24
Purchase
2024 Trailer
DPW

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - abstain
 Supervisor Grubham - yes

Councilmember Weingartner noted the reason he abstained from the vote was due to the fact that he is employed by Tracey Road Equipment, he is a parts delivery driver and has no influence over the sale of the trailer in any way.

MOTION CARRIED.

NEW BUSINESS:

Discussion – Advertise for a part-time position in the Parks Department.

John Finch reported that Tim Finch will be out of work for an extended period of time and has requested to hire a part-time person to fill in during his absence, and would like to start advertising right away. Supervisor Grubham explained the importance of this because Susquehanna Valley will be using the baseball field this year for many of their programs while their field is under construction. After a brief discussion, it was decided to offer the position at \$16 per hour.

Discussion – Purchase a sewer jetter for the sewer department.

There is a sewer jetter on the auction site that John Finch would like to be approved to purchase, it is 22 years old with 500 hours on it. It is a tow behind trailer and will be used for sewer plugs anywhere in the Town. The original plan was to use money from the Capital Reserve Fund but with limited time to purchase it from the auction site, it was decided the money would come out of the Fund Balance, with \$7,500 being the maximum amount spent.

Discussion – Park benches.

The park benches in the Town parks have been deteriorating over the years and need to be replaced. John Finch inquired about purchasing concrete block sets to build new park benches in each park and also have extra sets on hand when more benches are needed. Steps Plus Inc. in Syracuse is currently selling these blocks for \$210 per set, by the end of March the price will increase to \$325 per set. Most of the current benches have been purchased by residents or family members in memory of loved ones, and they will all have the opportunity to replace their bench. The materials purchased to build the new benches will be high quality and they will last much longer, the price to replace these benches will be \$300. The money to purchase the concrete blocks would come from general fund, parks or parks equipment, but it would be replaced as residents or family members purchased their new benches. Some of the benches may need to be priced a little differently, depending on how long the original purchased bench lasted. If a bench deteriorated after only two years then the Town needs to make that right in some way, this will need to be discussed and determined at a later date. Also noted, Marc Latini does the engraving for free when there is a plaque associated with the bench. The old benches will be scrapped. It was agreed that more benches were needed in all the parks. Councilmember Legg suggested bringing more awareness to the fact that benches can be sponsored. After the discussion, it was agreed that 25 sets of concrete blocks will be purchased for \$5,250 before the increase at the end of March.

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45:24
Advertise for a
PT Position
Parks

Councilmember Diffendorf moved to adopt resolution authorizing the Commissioner of Public Works to advertise for the hiring of a PT position in the Parks department at a rate of \$16 per hour. Councilmember Wasson seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

46:24
Purchase Sewer
Jetter on
Auction Site
W&S

Councilmember Diffendorf moved to adopt resolution authorizing the Commissioner of Public Works to purchase a Sewer Jetter from Auction's International in an amount not to exceed \$7,500 including the buyer's premium. Councilmember Wasson seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

47:24
Purchase
Supplies to
Upgrade Park
Benches

Councilmember Legg moved to adopt resolution to purchase 25 sets of concrete blocks from Steps Plus Inc. in the amount of \$5,250. Councilmember Weingartner seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

AUDIT AND PAYMENT OF CLAIMS:

48:24
Audit/Pay

Councilmember Weingartner moved to adopt resolution authorizing the audit and payment of the following claims: General and Highway Funds, Special Districts (Fire, Light, Water and Sewer Districts), Professional Services, Capital Projects and Reserve Funds claims #24000181 through #24000282 in the total amount of \$698,388.87 which includes prepaid claims as authorized by resolution adopted January 2, 2024. Councilmember Diffendorf seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Weingartner - yes
 Supervisor Grubham - yes

MOTION CARRIED.

ADJOURNMENT:

Councilmember Weingartner moved to adopt resolution to adjourn the meeting. Councilmember Diffendorf seconded. All voted in favor.

MOTION CARRIED.

Meeting adjourned at 6:43 PM

Respectfully submitted,

Kelley M. Diffendorf
Town Clerk