

ALMOND TOWN BOARD REGULAR MEETING

March 16, 2021

THE REGULAR MONTHLY MEETING of the Almond Town Board was opened at 9:15 am by Supervisor Dawn Wildrick-Cole. Also present were Board Members: Deputy Supervisor Dan Hegarty, Larry Perry, Jo-Anne Freeland, and Bryan Snyder, Highway Superintendent Jamie Mansfield, Town Clerk Shelly Stevens, Codes Enforcement Officer Bill Ells, Village Board Member Bill Lockwood, Keith Stanley, Rick Torrey, and Nate Woodworth

Minutes: A motion was made by Dawn and seconded by Bryan to accept the February 2021 regular meeting minutes. The motion passed with all in favor.

Supervisor: A motion was made by Dawn and seconded by Dan to accept the February 2021 Supervisors Report and Monthly Budget. The motion passed.

Town Clerk/Tax Collector: A motion was made by Dawn and seconded by Larry to accept the February 2021. The motion passed.

Highway Superintendent:

- Out 9 times to plow, sand or plow drifts back.
- Dug water leak for village on main street near Red light
- Hauling creek gravel to pit
- Installed no outlet sign on twin valley,
- Fixed Bridge Object marker signs on Stevens road bridge
- Replaced rear Brake pads on Dodge 5500
- Pre employment drug testing done for everyone so files and clearinghouse up to date
- Fire alarm System install

A motion was made by Dawn and seconded by Bryan to accept the Highway Superintendent's Report. The motion passed.

Dog Control Officer: Dan informed the board that he would be cracking down on dog owners who are not picking up after their pets and reminded everyone of how contagious and deadly parvo is to the dogs.

Codes Officer: All 2020 annual reports have been submitted. Gaynor was served for violations.

Review of Abstracts: Dawn made a motion to accept Abstract #3 for March 2021 for a total of \$9,816.88. Dan seconded the motion.

- General Fund A claims in the amount of \$2,740.27
- General Fund B claims in the amount of \$0
- General Fund DA claims in the amount of \$7,076.61
- General Fund DA claims in the amount of \$0
- Joint Municipal Fund JM claims in the amount of \$0

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The motion passed with all in favor.

Proposed Resolutions:

- **2021 Pandemic Policy:** A motion was made by Dawn and seconded by Larry to approve the proposed 2021 Pandemic Policy. The motion passed with all in favor.
- **2021 Town Policies:** A motion was made by Dawn and seconded by Larry to approve the proposed 2021 Town Policies. The motion passed with all in favor.
 - ADA Policy
 - Drug and Alcohol
 - Sexual Harassment Policy

New Business:

- **Audits** Resident Rick Torrey requested that the Board look in to IT and security audits for the municipal and highway buildings.

Old Business:

- **Policies** –
 - To Be Voted on at April Meeting –
 - credit card policy
 - investment policy
 - Procurement policy
 - fund balance policy
- **Records Room** - A motion was made by Larry and seconded by Dan to approve the Highway Department to complete the work needed to fireproof the records room with estimated costs of the materials to be \$1,200 of which would be paid through the capital reserves. If Highway employees occur overtime, that cost would come out of the JM account. The motion passed with all in favor. Next step is to wait on the Village Board to vote on this project.
- **Tax Penalty - Paul Johnson** – Resident requested refund of 2021 tax penalty of \$31.78 because he requested that Community Bank mail the check on January 29th however there was no post mark on the envelope, so he was charged the February amount as it did not arrive prior to Feb 1st. A motion was made that if the resident could secure proof from his bank that the check was mailed on January 29th, the tax penalty could be refunded. The motion passed although Bryan and Dan voted Nay.
- **Town Clerk Appointed** – Dan made a motion to have the November 2021 ballot ask residents about changing the Town Clerk / Tax Collector offices from elected to appointed. Jo-Anne seconded that motion. The motion passed although Dawn voted Nay. Dan stated that he would work to inform and educate the public why the Board felt it necessary to put on the ballot again.

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A motion to go into Executive Session was made by Dan at 10:27 am. The motion passed with all in favor.

A motion to adjourn the meeting was made by Dawn at 10:54 am. The motion passed with all in favor.

Respectfully submitted

Shelly Stevens

Town Clerk