

January 14th 2021 OFFICIAL MINUTES

The Lorraine Town Board opened their monthly meeting at 7:00 pm at the Municipal Building.

Present were: Town Supervisor Sandra Clark, Councilman David Johnson, Councilperson Rachel Pitkin, Councilperson Karen Peebles, Councilman Gordon Hutton, Superintendent Joe Wasilewski and Town Clerk/Tax Collector Sarah Edington.

Citizens present were: John Howland, Karleigh Stuckey, and Michael Engel

The Pledge of Allegiance was led by Supervisor Sandra Clark.

AUTHORIZATION OF BILLS: MOTION #1 OF 2021 was made by Councilman David Johnson and seconded by Councilperson Rachel Pitkin excluding one bill. All in favor. Motion carried.

Boot voucher for new hires who are under six month probation, Town Board for discussion to accept or deny the Town Board has voted to reimburse after probation period.

CITIZENS RECOGNITION:

Karleigh Stuckey from Tug Hill provided the Tug Hill Report to the Board.

ENFORCEMENT OFFICER: John Howland- 18 Permits were issued this last year. He gave an update on the Graves property, nearly all cleaned up.

HEALTH OFFICER: The Town Clerk reported no new updates.

ASSESSOR: No new updates

PLANNING BOARD: Marty was out sick. The Planning Board meeting was postponed.

ZONING BOARD OF APPEALS: No new updates.

APPROVAL OF MINUTES: Town Board minutes were reviewed. **MOTION #2 of 2021** was made by Councilman David Johnson and seconded by Supervisor Sandra Clark. All present were in favor. Motion carried.

APPROVAL OF TOWN CLERK MONTHLY REPORT: Town Board reviewed the monthly report. **MOTION #3 of 2021** was made by Councilperson Rachel Pitkin, and seconded by Councilperson Karen Peebles. All present were in favor. Motion carried.

Playground/Field- Councilperson Rachel Pitkin has been contacted by Steve Randall for use of the field for softball practice.

Oaths of Office

Committee appointment- No changes.

Review of Town policies:

- **Procurement policy-**still \$6000
- **Affirmation of town policies**
- **Sexual-harassment training for new employees**

Mileage reimbursement: no change

Designation of newspaper of record- Watertown daily times

Designation of depository- Watertown savings bank

Advanced business systems conducted a presentation for virus protection on the town's software. Office 360 would be included with subscription. Town board would like him to come back and go through devices to tailor the price.

Procurement policy-States we would have to get two additional quotes before proceeding.

UNFINISHED BUSINESS:

1. **Emergency policy-** Supervisor Sandra Clark circled things that were to talk about would like the board to look over the policy and submit by April 4th 2021
2. **Shared justice-** formally appoints Justice Eric Sheldon **Motion #4 of 2021** was made by Supervisor Sandra Clark and seconded by Councilperson Rachel Pitkin. All in favor. Motion was carried. Town of Worth will need to finish the resolution.

NEW BUSINESS:

1. Petty cash was reimbursed during bills
2. **Highway Department:** received a quote on a double wing plow as well as a quote on a reversible plow. A demonstration was done showing a truck wash that removed three buckets of salt and sand from underneath. Highway Superintendent Joe Wasilewski would like to put a barrel out with sand so people could come and grab a bucket as needed. Town board worried about collective trash.
3. **Town fees- Resolution #1 of 2021** was made by Supervisor Sandra Clark and seconded by Councilperson Rachel Pitkin. All in favor to stay the same.
4. **Town board meetings- Resolution #2 of 2021** was made by Supervisor Sandra Clark and seconded by Councilperson Rachel Pitkin. All in favor. Town board to begin vouchers at 6:45pm meeting beginning at 7:00pm.
5. **Payments prior to audit- Resolution #3 of 2021** was made by Supervisor Sandra Clark and seconded by Councilperson Rachel Pitkin. All in favor.
6. **Schedule audits-** Tentatively in March.

EXECUTIVE SESSION:

BALANCES ON ACCOUNTS:

Highway: \$ 218,441.69

General: \$ 174,572.73

ADJOURNMENT:

MOTION #6 OF 2021 was made by Councilperson Rachel Pitkin and seconded by Councilman Gordon Hutton to adjourn the meeting at 8:57pm. All present were in favor. Motion was carried.

Respectfully submitted by:

Sarah Edington

Town Clerk/Tax Collector