

**TOWN OF HANNIBAL  
REGULAR BOARD MEETING  
APRIL 18, 2018  
7:00 PM**

**Present:** Supervisor Virginia Wilbur  
Councilman Floyd Calkins  
Councilman Charles Reed  
Councilman Rick Shoults  
Councilman Gary Thompson  
Town Clerk Denise Hafner

**Others Present:** Town Justice Jack Beckwith, Jr.; Kelly LaRock, Planning Board Member; Bob LaRock; Darlene Malone; George & Carol Darling; Alena Sanford; Nelson Hawkins; Chris Harris; Bob Dilts, Planning Board Chairman; Gregg Stupp, Sr., Planning Board Member; Mike Sullivan; Duane Shepard, Chief Water Operator; Kim Malone; Ellen Killicutt; Dog Control Officer Theresa Penfield; Barb Downing; Barb Kline and several other members of the community.

Supervisor Virginia Wilbur called the meeting to order at 7:00pm with the Pledge of Allegiance to the Flag; Town Clerk Denise Hafner opened with a prayer.

**Public Session:**

- Supervisor Virginia Wilbur explained that the public could make comments or ask questions during the Public Session as listed on the Board Agenda and that if someone has a comment or question during the business part of the Board Meeting, they are welcome to address either her or any member of the Board after the meeting is adjourned.
- Gregg Stupp, Sr. asked about the status of the Zoning Law changes and the updates to the Comprehensive Plan. Supervisor Virginia Wilbur explained that she has had other priorities but was hoping to move forward with approving the changes suggested soon. He also stated that the Planning Board would like to hire their own attorney to be present at their meetings and because he does not take the salary for his position he would be willing to put it toward the cost of the attorney.
- Bob Dilts stated that the Planning Board would like to hire their own attorney who has experience with zoning laws. Supervisor Virginia Wilbur will look into it.
- Barb Downing expressed concerns that the Auto Shop on Martville Road has potential code violations such as no fence enclosing the junk vehicles, an accumulation of scrap metal parts, no water provided on the property and too many unregistered cars on the property. She stated that this affects the value of the surrounding properties.
- Bob Dilts stated that he has attempted to talk with the Town Code Enforcement Officer about the situation and that he had recently met with him on April 13<sup>th</sup> in the Code Enforcement Office and explained the responsibilities of a Code Enforcement Officer to him.
- At this time, Supervisor Virginia Wilbur read a resignation letter received from Code Enforcement Officer Dave Hanford effective April 13<sup>th</sup>, 2018.

- After some discussion, Ellen Killicutt stated that she had met with Code Enforcement Officer Dave Hanford and found him to be very professional. She also pointed out that the permit for the disputed Auto Shop was granted before Mr. Hanford was appointed as the Code Enforcement Officer and that paperwork was missing from many of the files.

**Approval of the March Board Minutes and the April Board Workshop Minutes:**

Supervisor Virginia Wilbur requested a motion be made to approve the above Board Minutes.

- Councilman Rick Shoults made a motion to accept the March Regular Board Minutes; Councilman Charles Reed seconded the motion.

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

**Approval of the Financial Report: January, February and March 2018 Reports**

- Councilman Rick Shoults made a motion to approve the January, February and March 2018 Financial Reports; seconded by Councilman Floyd Calkins.

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

**Correspondence & Notifications:**

- Supervisor Virginia Wilbur read a thank you card from Jackie McKelvey for the recognition she received from the Board for being nominated the Hannibal Woman of the Year. She also read correspondence from AmeriCorps notifying the Town about the Summer Program to begin in June. The Village will share the expenses and help with the interviews.

**Department Reports:** Written reports for the following departments were provided to and reviewed by all board members.

- **Town Clerk Report**
- **Highway Department Report**
- **Code Enforcement Report – No Report**
- **Assessor’s Report - No Report**
- **Dog Control Report**
- **Planning Board Report**
- **Zoning Board of Appeals Report – No Report**
- **Water Department Report**

Supervisor Virginia Wilbur asked that a motion be made to accept the above reports.

Councilman Rick Shoults made a motion to accept the above Department Reports; Councilman Gary Thompson seconded the motion.

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

**Old Business:**

- Supervisor Virginia Wilbur stated that the Board would be working to complete the Comprehensive Plan and the Zoning Law Updates.

- Councilman Floyd Calkins stated that volunteers were still needed to help pick up trash/garbage along the Town roadsides scheduled for April 21<sup>st</sup> from 8:30am to noon.
- Supervisor Virginia Wilbur stated that Ralph and Sheila Scruton would lead the National Day of Prayer scheduled at the Town Hall on May 3<sup>rd</sup> at 11am.
- Supervisor Virginia Wilbur also gave a brief update about the last Shared Services meeting. She reported that Sheriff Gene Sullivan spoke about training on security measures to handle situations with active shooters.

**New Business:**

- A. Supervisor Virginia Wilbur read a letter from the Hannibal Fire Company recommending the Board approve the appointment of Miranda Caves to their roster.
  - Councilman Gary Thompson made a motion to approve the following resolution; Councilman Rick Shoults seconded.

**Resolution 19-2018**

**BE IT RESOLVED THAT the Hannibal Town Board approves the appointment of Miranda Caves to the Hannibal Fire Company's roster.**

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

- B. Supervisor Virginia Wilbur stated that the Planning Board has recommended that Donna Whitcomb be appointed as the secretary for the Planning Board and the Zoning Board of Appeals.
  - Councilman Charles Reed made a motion to approve the following resolution; Councilman Rick Shoults seconded.

**Resolution 20-2018**

**BE IT RESOLVED THAT the Hannibal Town Board approves the appointment of Donna Whitcomb as the secretary to the Hannibal Planning Board and the Hannibal Zoning Board of Appeals.**

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

- C. Supervisor Virginia Wilbur announced that at the last Board Workshop the Board voted to change the date and time for the proposed formation of Water District #3, extension #1 to June 6<sup>th</sup>, 2018 from 12:00pm to 9:00pm.
- D. Supervisor Virginia Wilbur also announced that due to the change for the date of the proposed formation of Water District #3, extension #1 vote, the June Board Workshop would be held on June 7<sup>th</sup> at 3:30pm instead of June 6<sup>th</sup>.
- E. It was reported by Supervisor Virginia Wilbur that the computer server for the Municipal Building needs to be replaced to ensure the security of the Town's data and that she had approved a quote from Computer Outlet North to install a new server for \$1499. Councilman Floyd Calkins proposed that an IT policy be created.

- F. Supervisor Virginia Wilbur reported that the Town would need to advertise for bids to maintain/mow McCausey Cemetery and Bethel Cemetery. She also explained that Bethel Cemetery would cover the cost to maintain the cemetery due to the Town still not having authority over the cemetery.
- Councilman Gary Thompson made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

#### **Resolution 21-2018**

**BE IT RESOLVED THAT the Hannibal Town Board approves to advertise for bids to be submitted to the Town Clerk by May 14<sup>th</sup>, 2018 for the mowing of McCausey Cemetery and Bethel Cemetery monthly.**

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

- G. Supervisor Virginia Wilbur stated that a file cabinet for \$259 was ordered to store payroll reports and the bookkeeper's paperwork to be kept in the Supervisor's Office.
- H. A resolution to prepay the International Truck payment is needed to avoid a late payment fee. Supervisor Virginia Wilbur asked for a motion to approve paying the truck payment as a prepay.
- Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

#### **Resolution 22-2018**

**BE IT RESOLVED THAT the Hannibal Town Board approves the bookkeeper, Terry Botting, to prepay the International Truck payment of \$43,242.05 to avoid a late payment fee.**

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

- I. It was discussed to advertise in the paper the need to hire a new Code Enforcement Officer.
- Councilman Gary Thompson made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

#### **Resolution 23-2018**

**BE IT RESOLVED THAT the Hannibal Town Board approves the placement of an ad in the newspaper to hire a new Code Enforcement Officer and to give the Town Supervisor the authority to hire someone temporarily until the position is filled.**

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

#### **Other Business:**

- Councilman Floyd Calkins inquired when the bookkeeper anticipated completing the AUD. Supervisor Virginia Wilbur stated that the bookkeeper was working on it and that John Snow, the Granby Town Supervisor offered to help her.

Supervisor Virginia Wilbur made a motion to close the Town Board Meeting to enter into Executive Session to discuss negotiations with the Union according to Taylor Law; seconded by Councilman Rick Shoults.

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

The Town Board Meeting was closed at 8:21pm to enter into Executive Session to discuss negotiations with the Union according to Taylor Law.

At 8:32pm, Councilman Gary Thompson made a motion to close the Executive Session and reconvene the Regular Town Board Meeting; seconded by Councilman Rick Shoults.

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

The Town Board Meeting was reconvened at 8:32pm.

Supervisor Virginia Wilbur asked for a motion to accept the Labor Agreement between the Town of Hannibal and the Teamsters Local Union 317.

- Councilman Gary Thompson made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

#### **Resolution 24-2018**

**BE IT RESOLVED THAT the Hannibal Town Board accepts the Labor Agreement between the Town of Hannibal, New York and the Teamsters Local Union 317 effective January 1, 2018 to December 31, 2020.**

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

#### **Approval to Pay Town Bills:**

Supervisor Virginia Wilbur asked that a motion be made to approve two Budget Modifications.

- Councilman Gary Thompson made a motion to approve the following resolution; seconded by Councilman Floyd Calkins.

#### **Resolution 25-2018**

**BE IT RESOLVED THAT the Hannibal Town Board approves the following Budget Modifications: Transfer \$165.28 from A1990.4 to A9060.8 to pay the Medical Insurance and transfer \$757.00 from DA9060.8 to DA9010.8.**

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

Councilwoman Gary Thompson made a motion to approve the payment of the following Town bills-Abstract #4 after modifying the Dog Control Officer's voucher (#98) by \$125.00 changing the amount to be paid from \$409.20 to \$284.20; seconded by Councilman Rick Shoults:

- a. General Fund Vouchers #80-#114; Pre-Paid Vouchers #1012-#1017; Total Claims of \$9,832.66
- b. DA Highway Fund Vouchers #32-#44; Pre-Paid Voucher #1006; Total Claims of \$4,299.21
- c. DB Highway Fund Vouchers #18; Pre-Paid Vouchers #1002-#1003; Total Claims of \$7,245.20

- d. Water District SW-2 Vouchers #15-#19; Pre-Paid Vouchers #1005; Total Claims of \$2,079.56
- e. Water District SW-3 Vouchers #14-#17; Pre-Paid Vouchers #; Total Claims of \$2,785.40
- f. Water District SW-4 Vouchers #14-#17; Pre-Paid Voucher #; Total Claims of \$361.06

Grand Total of Claims: \$26,603.09

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

Councilman Gary Thompson mentioned that job descriptions should be provided for all appointed positions. Supervisor Virginia Wilbur stated that the Board will begin working on it.

At 8:42pm, Councilman Charles Reed made a motion to adjourn the meeting; seconded by Councilman Rick Shoults.

Ayes: 5 [Calkins, Reed, Shoults, Thompson, Wilbur]

Nays: 0

The meeting was adjourned at 8:42pm.

Respectfully submitted,

*Denise J. Hafner*

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Hannibal Town Clerk