

## FLEMING TOWN BOARD MEETING

MARCH 12, 2018

Call to Order by Supervisor Don Oltz at 6:30 p.m. followed by the Pledge of Allegiance.

Roll Call by Town Clerk Jo Anne Cox found the following Board Members present:

Supervisor Don Oltz  
Councilman Jim Young  
Councilman Russ Bell  
Councilman David Ward  
Councilwoman Karen VanLiew

also present: Attorney Michael D. Quill, Jr.

Approval of Minutes: Motion to approve minutes from 2/12/2018 as presented by Town Clerk Jo Anne Cox was made by Councilman Ward, seconded by Councilwoman VanLiew. APPROVED AYES 5-0

Old Business:

- (a) Motion was made by Councilwoman VanLiew to approve **“A Resolution WHEREAS, the Town Board of Fleming at its monthly Town Board Meeting held on March 12, 2018, hereby declares the four 14’ x 14’ steel overhead doors and the two 12’ x 12’ steel overhead doors from the town highway garage as surplus items”**, seconded by Councilman Bell. This was approved on the following roll call:

Councilman Young  
Councilman Bell  
Councilman Ward  
Councilwoman VanLiew  
Supervisor Oltz

- (b) Motion was made by Councilman Ward to approve the Clarke Patterson Lee 2017 CWSRF Sanitary Sewer I/I Planning Grant Proposal for Engineering Services. The Town will have to provide a matching share of \$6,000 to obtain the \$30,000 grant, making the total study budget \$36,000. This was seconded by Councilman Young. APPROVED AYES 5-0
- (c) Supervisor Oltz would like the board as well as the town attorney to review the adopted January 13, 1992 Town of Fleming Procurement Policy. He feels it is time to update and possibly make changes as the board sees fit. Motion was made by Councilman Young to table any changes at this time until our attorney can review, seconded by Councilman Ward. APPROVED AYES 5-0

New Business:

- (a) Motion to appoint Nellie Dimon and David MacDonald each with a five year term to the Board of Ethics was made by Councilman Young, seconded by Councilman Ward. APPROVED AYES 5-0
- (b) Motion was made by Councilman Bell to approve a reimbursement request from Thomas House for a 2013 Building Permit of \$512.00 and a 2013 Water Permit of \$1391.00 pertaining to land at 2661 Glanville Road. Mr. House had planned on building a house and is now requesting a refund

on both. This was seconded by Councilwoman VanLiew. The board would like to see clarification on refunds added to the applications in the future. APPROVED AYES 5-0

- (c) After much discussion between our Town Board, Jamie Moore, Don Bowen and the Town Attorney a motion was made by Councilman Young to table forwarding the DuMond Special Use Permit to the Planning Board. More information is needed before this can happen. This was seconded by Councilman Ward. APPROVED AYES 5-0
- (d) Motion to approve Dylan Smith to attend a water class on April 5, 2018 at a cost of \$23.00 was made by Councilman Young, seconded by Councilwoman VanLiew. APPROVED AYES 5-0

Building Code/Zoning Enforcement Officer-Don Bowen: Don Bowen reviewed his summary report. He noted he has also been working on updating old permits in the Williamson Law Book Code Program in his computer.

Assessor-Jeff Bartholomew: Jeff submitted his monthly report stating he is near completion on the 35 remaining properties for data collection and as of March 1<sup>st</sup> it was the end of exemption renewal and application. He stated he is also getting a huge response on the property description mailers that also went out March 1<sup>st</sup>. The mailer also provided the dates of the two upcoming public informational revaluation meetings.

Highway/Recycling-Kerry Smith: Kerry presented proposals for the purchase of a highway pickup truck. He apologized for it being so late but he could only meet the previous Friday morning to negotiate. Motion was made by Councilman Ward to approve the purchase of a 2018 Ford F-Series SD pickup truck from Summit Ford at a cost of \$40,948.50, seconded by Councilman Young. APPROVED AYES 5-0

Kerry also mentioned the garage doors are in and look great. He also gave a report on what roads they will be looking to work on for the spring and summer.

Utilities Department-John Carter: John submitted a written report to the board and also spoke briefly on what the CWSRF Sanitary Sewer I/I Planning Grant Proposal for Engineering Services would entail. They will be looking at West Lake Road-Bucks Point to the Traffic Circle using a camera to do sewer inspection and determine how to make improvements.

Requests and Comments of the Board: Councilman Ward inquired on if we are going to set up a reserve fund for the potential New Town Hall building. Supervisor Oltz stated he has discussed this with the State Comptroller's office and was told it was not necessary.

Budget Transfers/Amendments: Motion to approve made by Councilman Young, seconded by Councilman Bell. APPROVED AYES 5-0

Town Clerk's Report: Motion to approve made by Councilman Young, seconded by Councilman Ward. APPROVED AYES 5-0

Supervisor's Report: Motion to approve made by Councilman Ward, seconded by Councilwoman Van Liew. APPROVED AYES 5-0

Approval of Bills for Payment:

General Fund	\$39,462.35	Motion to approve made by Councilman Young, 2 <sup>nd</sup> by Councilman Bell. APPROVED AYES 5-0
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Highway Fund	\$9,268.70	Motion to approve made by Councilman Ward, 2 <sup>nd</sup> by Councilman Young. APPROVED AYES 5-0
Water District #1	\$18,227.00	Motion to approve made by Councilman Young, 2 <sup>nd</sup> by Councilman Bell. APPROVED AYES 5-0
Sewer Fund	\$31,933.12	Motion to approve made by Councilman Young, 2 <sup>nd</sup> by Councilwoman VanLiew. APPROVED AYES 5-0
Refuse Fund	\$853.27	Motion to approve made by Councilman Ward, 2 <sup>nd</sup> by Councilwoman VanLiew. APPROVED AYES 5-0
Special Lighting Group	\$175.43	Motion to approve made by Councilman Ward, 2 <sup>nd</sup> by Councilman Bell. APPROVED AYES 5-0
Water District Capital Project	\$2,304.40	Motion to approve made by Councilman Young, 2 <sup>nd</sup> by Councilman Ward. APPROVED AYES 5-0

Executive Session: Motion to move into Executive Session for personnel matters was made by Councilman Young, seconded by Councilman Ward. APPROVED AYES 5-0 Motion to move back into open meeting was made by Councilman Ward, seconded by Councilman Bell. APPROVED AYES 5-0 NO ACTION TAKEN.

Adjournment: Motion to adjourn was made by Councilman Young, seconded by Councilman Bell. The time was 7:50. APPROVED AYES 5-0

Respectfully Submitted,

Town Clerk, Jo Anne Cox