

**SECOND: RECORDING OF THE MONTHLY BOARD MEETING.**

**\*Meeting minutes shall be; in brief in accordance to: (TOWN LAW, SUBSECTION 30(1)).**

**Unless otherwise stated by specific Councilperson, during session that; the topic of subject be directly added to the record.**

On this 12TH day of February, 2025. Lodi, NY 14860.

Supervisor Luke Latini called the meeting to direct order at 7:05 P.M. leading all in attendance to stand for the Pledge of Allegiance of the United States of America, followed by a moment of silence for our service men, and woman.

**OFFICIAL ROLL CALL: Town Meeting 7:10**

Roll call taken by Town Clerk Connie Rosbaugh and is as stated.

Those in attendance including, Supervisor Lucas Latini, Deputy Supervisor Trevor Sibley, Councilman Chance VanCleaf, Councilman James Utter, Councilman Dan Jacobsen, and Town Clerk Connie Rosbaugh. To take the official recording of this said meeting.

Attorney: Mr. M. Mirras

Absent from the roll:

**ADDITIONS AND DELETIONS TO THE ADGENDA:** None heard

**APPROVE MINUTES OF MONTH PREVIOUS.**

**Presented: (4)**

**December:**

Discussion at length on the approval of the December meeting minutes and public comments of resident Harry Miller.

Legal advice going forward- submitted documents to the Clerk/Board will be presented as an attachment, to the meeting minutes. The submitted comments will appear in the form submitted, but will not be typed at the discretion of the Elected Clerk.

Comments typed or handwritten will be displayed as an attachment to the permeant record of minutes kept.

**With amendment** motion in the first by Supervisor Luke Latini. Motion in the second by Deputy Supervisor Trevor Sibley. All members of the Board **IN FAVOR AND VOTING AYE: MOTION CARRIED.**

Councilman Chance Van Cleef. AYE

Councilman Jim Utter. AYE

Supervisor Luke Latini AYE

Councilman Dan Jacobsen AYE

Councilman Trevor Sibley AYE

**Vote 5/5**

**Year End: Financial close out**

Motion in the first by Supervisor Luke Latini. Motion in the second by Deputy Trevor Sibley. All members of the Board **IN FAVOR AND VOTING AYE: MOTION CARRIED.**

**January:** Motion in the first by Councilman Jim Utter. Motion in the second by Councilman Chance Van Cleef. All members of the Board **IN FAVOR AND VOTING AYE: MOTION CARRIED.**

**Cats Elbow:**

\*\*edit- the culvert pipe is to be 22 fee, not 22 inches.

Motion in the first by Councilman Jim Utter. Motion in the second by Deputy Supervisor Trevor Sibley.

All members of the Board **IN FAVOR AND VOTING AYE: MOTION CARRIED.**

**APPROVE THE BILLS: Previous months.**

**Highway (DA) fund:** vouchers 123-128= \$6,206.92

**General (A) fund:** vouchers 278-279/281-302. =\$13,263.99 with voucher 280 removed from the payment abstract.

Motion in the first by Councilman Jim Utter. Motion in the second by, Deputy Trevor Sibley.

All members of the Board **IN FAVOR AND VOTING AYE: MOTION CARRIED.**

Empire bill in discussion- the objective is to simplify the phone system, lowering charges at least until the building is occupied.

**PRESENTATIONS:** none heard during this session.

**PETITIONERS/ PUBLIC COMMENTS:** none heard during this session.

**HIGHWAY REPORT: RICK JACOT.**

Rick reports that the team has been busy sanding icy roads and plowing. The Grade All needed a fuel and water pump replacement. The fuel pump was leaking fuel, and faulty barrens in the water pump was the cause of the machinery to overheat. Both pumps were replaced in house, by the highway team.

Plow blades are attached to the plows, salt and sand mixtures were prepared and stocked. 1Bs have been hauled in.

Further shop work included changing of a few dump truck tires, removal, new or repaired were reinstalled. Over-all truck inspections and maintenance was completed.

Superintendent Jacot adds that the Highway Teams are currently facing a salt shortage. The polar ice storms have consumed more than predicted. Rick reports of waiting over two weeks to get the delivery, but has hopes that it will carry us through the rest of the winter season.

Councilman Dan Jacobsen, speaks to Rick, on a potential Cargill connection, and their ability to help out in an emergency situation. Rick invites Dan to Join him when he can, to discuss.

Motion in the first by Councilman Dan Jacobsen. Motion in the second by Councilman Trever Sibley.

All members of the Board **IN FAVOR AND VOTING AYE: MOTION CARRIED.**

**TOWN CLERK REPORT: Connie Rosbaugh:**

Remitting to accounts payable/ Supervisor Latini, for the purpose to be added to the general fund. Check number 483 in the value of \$46.00. Check number 484 remitted to the State of New York, in the value of \$8.00, for the fees of the Ags and Market, animal control program.

The Clerk reports, as tax collector for district 4953. That Check number 209 in the value of \$1,132,825.00 dollars has been remitted to accounts payable Nancy Swartwood, with the purpose to be entered into the General Funds /operational monies of the Town of Lodi.

The reaming taxes to be collected will be remitted to the County of Seneca Treasurer, until the date of April 2, 2025. At which time, the tax roll will be returned to the County for full audit of monies in, and out.

Books of record keep will be examined at this time of return.

Documents such as certified vital records including birth, death and marriage licenses.

Agriculture and markets licenses, burial permits, FOIL request, K9 licenses, and business operational licenses, along with accessibility access permits.

Additional documents completed are payment vouchers, payment archive and overall general documents of the town.

Further discussion of the Clerk- the overall absence of bills in the roll. The Clerk was able to rectify this issue by using the County based program to access all bills listed in the roll.

Motion in the first by Councilman Chance Van Cleef. Motion in the second by Councilman Jim Utter. All members of the Board **IN FAVOR AND VOTING AYE: MOTION CARRIED.**

**COUNCILMAN PROJECT UPDATES:**

Councilman Jim Utter gives updated report that he has a proposal with approximately a 5% increase of NYMIR insurance cost coverage. In 2024 the cost was \$19,141.30. predicted cost of 2025 will be \$20,133.13 with the inlet marine (highway fleet) \$14,248.00 in 2024, and a predicted \$14,955.00.

Additional coverage, such as crime was covered over. In whole the 2024 year cost \$33,696.30. The predicted amount for 2025 will be \$35,395.13.

Jim shares that coming up he would like to get with the Highway Superintendent and update the policy on the age of the vehicle owned by the Town. In addition, a new inventory of the tools that are with-in

the Town owned property, with the objective to increase the insurance policy accordingly. Increasing from \$11,200.00 to \$36,200.00.

Jim further request the Councilman and Supervisor to entertain an additional increase in the umbrella coverage from 1 million to the value of 2 to 4 million. Cost increase of \$715.00.

Lastly Jim shares his concerns with the lack of cyber protection in the towns Insurance policy. Jim states that he will be working with our IT/Computer expert Jeff Burns, to complete the questioner provided by NYMIR Insurance.

Councilman Jim Utter makes a motion to increase the Towns insurance limits from \$11,200.00 to \$36,200.00 for the Highway barn, Vehicles, tools, and stock items including an increase of our insurance policy from 1-2 million to the value of 2-4 million in liability, with the approximant cost of an increase of approximately \$1,000 dollars.

Motion in the second by Councilman Chance Van Cleef. No further discussion. All member of the Board  
**IN FAVOR AND VOTING AYE: MOTION CARRIED.**

**PLANNING BOARD REPORTS:** none heard

**SUPERVISOR AND COUNTY BOARD REPORTS:** none heard

**COMMITTEE REPORTS:**

**OLD BUSINESS: -**

**FEMA/ Cats Elbow culvert replacement.** Councilman Jim Utter gives an update from an on sight prospective. The drill team, engineers and an understudy geologist were on sight. They started at the North end of the bridge and drilled to the depth of 19 foot. Hitting a shall bolder and persisting through into a next clay layer, at 20 foot 2 inches the material turned to a hard till. Kind of a dense hard pack of pressured clay. Drilling 5 feet at a time, core samples were taking. It was a consistent sample all the way to the depth of 45 foot. The engineer and Jim discussed the probability of the material to continue to deeper depths. Jim and the engineer agree that the material will hold a foundation on. The same sample was taking from the middle edge, and the South side. The geology showed the same. No further issues came up and the drill team was happy with the results of the study. The samples are currently in lab, and further update will come as it is giving.

Supervisor Latini discusses, that T.G. Miller has provided all engineering fees, which FEMA has requested, through Homeland Security. Once the report from the drill team is final, we will have that to support the existing design with-out changes. MacraFa will provide the free cost estimate for the structure.

As reported in the FEMA project meeting. We are not asking for one medication, which means the concrete head, foot, and wing walls, but we will ask for 2. The original pipe was around 12 feet, not 22 feet, which is not adequate for the engineer's work, and requirements of FEMA. DEC or Army Core. So we will be asking for the 2 mitigations. One being the larger diameter pipe, and the second to be from the Gabion wall product to the concrete design.

With all things in place we should be able to fulfill FEMA's requirements.

**Skinner Road and Lodi Center Road culvert replacement**, Supervisor Latini updates that he has been contacted to provide a P4 form. with the help of Rick Jacot, the form was completed and returned. The objective of the form is looking for details on Skinner Road. Follow up confirmed that, the Highway Team had replaced all culverts for Skinner Road, and Lodi Center. These project showed as one statement of work, grouped. They are requesting that each project be broken down to themselves. We are currently requesting the reimbursement funds for these culvert projects. Including reimbursement for Porter Covert. Rick has provided the document support to break down each culvert project. Proceeding with engineer reimbursements as well.

**CDGB Funds.** The grant extension from OCR (office of Community Renewal) contacted in December stating that the grant has timed out. After significant conversation they came back, and said that they would entertain moving forward, but that the requirement to move forward will be the data log of those who patron the food bank, and a cost of the building structure. In all about 4 things that they require. Unfortunately, the pantry is not able to provide patron income level date, which is a requirement of receiving the grant. The pantry has requested that they take the data after the gain access and are facilitating from the new Town Hall. Verses taking it now.

I conveyed that the pantry didn't supply the requested documentation of patron forms. I then asked for the next steps and I was informed feedback in a memo, to schedule time. They ultimately did approve the extension until the end of January. More or less reiterated the need.

One is, is the pantry still interested in committing contractually moving into the facility, second is the patron data. A concern is that, the application said that the Town would have 6 thousand people use the pantry, they are concerned as we have a community of roughly 14-15 hundred. They are concerned that we won't have the patrons to be eligible of the funding.

It's a huge risk, and to cover the questions, the data is requested upfront. The second issue is not just the volume of those who use the pantry, but out of those who do, 51% must be proven to be of low income.

If the pantry cannot or does not comply with the request the grant could be reduced or denied in total.

A scale at the reduction of the grant was not provided to study.

Pantry volunteers, Mrs. Ruth. The South Seneca community Services had sent a letter coping in all Councilman and Supervisor. Asking that it be entered into tonight's meeting. A letter in response to the email regarding funding information from the Lodi Pantry. We basically ask in the letter, what exactly the Town Board is requesting from us, we no longer have communication from OCR, and the grant.

We are asking for reassurance that we will have adequate operational space, and full Town board commitment. We are asking that we receive contractual support for being in the Town Hall, as a separate operation.

Luke responds that OSR, provided the requirements on December 26<sup>th</sup>, I sent them to Marti, and maybe that wasn't the right person, but she had been the primary contact up until. Informing her that we had the opportunity to save the grant. Also requesting to meet with the Town Board and the Pantry.

As far as affirming support. This Board meant months ago to discuss the space. The pantry's attorney interfaced with our attorney for the pantry.

Basically the 550-foot square space is what we will start with. Further contact with Mary stated a shed, and generator. I'm not sure the Town budget will withstand that. We still have the liability of a sanitary system to work through. The cost of the pantry build is listed properly in the CDBG grant application for the pantry space at \$1,357,000.00 for the addition.

Reviewing the attachments, the actual space is 550, that has been provided in the build. The print shows 22x25 which is 550 feet. The actual space for the pantry is 550, if you take the \$1,357,000.00 divided by the 21 hundred square feet of the build, it's around 630 multiplied by 550. It's around 346 thousand. The grant was about \$323,000 to include \$10,000 to the grant writer and an additional \$18,000 is still owed to the grant writer. Coming off of the \$323,000. The OCR requested from our forensic engineer provide a summary of the space of the pantry separate from the rest of the building. the new feet of the pantry build had the same specifications as the rest. With roughly 20 thousand in epoxy coating, with 9-10 thousand in a special door. The grant does not cover the demands, or build, the tax payers will accrue the cost of the difference. We do still hope to work with the pantry, we want to see the building used.

We hope that the pantry is able to provide the data that they claimed on the application.

Cole Wilson, and Kathleen Dice, both speak to the board asking that the Board convertase on an agreement through the email sent from South Seneca Community Services.

All 3 ask that their email be made a matter of public record.

Mrs. R. Ruth states that the generator and the shed was on the original application for funding.

Luke does agree to reply to the email sent to himself and Councilman, but states that he thought OCR were answering your questions directly.

#### **Legal Retainer.**

The retainer agreement is between the Town of Lodi and Woods, Overtt and Gilbert, in litigation of the new building/ Town Hall. They are setting their 2025 prices. I did ask them what to expect overall. They said its extremely difficult to predict, as it will be based on the resistance that they receive from those involved. They are requesting around 2.-2.5 increase from the year 2024. We spent around 12,000 in 2024, and expect to spend 24,000 in 2025.

Motion to enter into the retainer agreement of 2025 with Woods, Overtt and Gilbert, with the condition of them agreeing to hold these rate for 2025 and 2026, and authorize a spend up to \$30,000 .by Supervisor Luke Latini. Motion in the second by Councilman Jim Utter. All Members of the Board **IN FAVOR AND VOTIG AYE: MOTION CARRIED.**

Speaking with the electrician which is the least of the money owed, they would like to come and rework anything that was sighted from the forensic engineer. They had discussed a potential issue with the intercom outside of the building.

#### **ANNOUNCEMENTS:**

Next regular board meeting date 03/12/2025. In person at the Lodi Fire Hall. 7:00 P.M.

**ADJOURNMENT- TIME:** 9:10 P.M. Motion in the first by: Councilman Jim Utter. Motion in the second by Councilman Dan Jacobsen. All present members of the Board **IN FAVOR AND VOTING AYE: MOTION TO ADJOURN CARRIED.**

Respectfully submitted, Town Clerk Connie Rosbaugh.