

**TOWN OF HANNIBAL
BOARD WORKSHOP
JANUARY 23, 2019
3:30 PM**

Present: Supervisor Virginia Wilbur
Councilman Floyd Calkins
Councilman Charles Reed
Councilman Rick Shoults
Councilwoman Brenda Wilson
Town Clerk Denise Hafner

Others Present: Gregg Stupp, Sr.; Peggy Shepard; Larry Flint; Jack Beckwith, Jr.; Eugene Hafner.

Supervisor Virginia Wilbur opened the Board Workshop at 3:30pm.

The Board members and the Town Supervisor previously looked over the Justice Reports and Books by appointment with the Court Clerk. Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 11-2019

BE IT RESOLVED THAT the Hannibal Town Board approves the audit of the 2018 Justice Court Financial Records and Monthly Reports for Town Justice Eugene Hafner.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]
Nays: 0

Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Floyd Calkins.

Resolution 12-2019

BE IT RESOLVED THAT the Hannibal Town Board approves the audit of the 2018 Justice Court Financial Records and Monthly Reports for Town Justice Jack Beckwith, Jr.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]
Nays: 0

Town Supervisor Virginia Wilbur read the Standard Work Day and Reporting Resolution for Elected and Appointed Officials. Councilman Rick Shoults made a motion to approve the Standard Work Day and Reporting Resolution for Elected and Appointed Officials (see attached resolution); seconded by Councilwoman Brenda Wilson.

Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 13-2019

BE IT RESOLVED THAT the Hannibal Town Board approves the Standard Work Day and Reporting Resolution for Elected and Appointed Officials for the following employees:

Assessor Becki Hendricks at 5.33 days; Town Justice Eugene Hafner at 8.83 days; Town Justice Jack Beckwith, Jr. at 8.83 days; Town Clerk Denise Hafner at 13.35 days; Court Clerk Denise Hafner at 16.15 days; Highway Superintendent Jake Malcott at 25.93 days; Town Supervisor Virginia Wilbur at 5.95 days and Dog Control Officer Theresa Penfield at 4.66 days/2 pay periods and 6.98/3 pay periods in years with 26 pay periods; and at 4.48/2 pay periods and 6.72/3 pay periods in years with 27 pay periods.

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

Nays: 0

Town Supervisor Virginia Wilbur read a letter from Karen Segerlind giving her notice of resignation from the Board of Review. Councilman Charles Reed made a motion to approve the following resolution; Councilman Rick Shoults seconded.

Resolution 14-2019

BE IT RESOLVED THAT the Hannibal Town Board accepts the resignation of Karen Segerlind from the Board of Review.

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

Nays: 0

A discussion ensued to place an advertisement in the newspaper for the vacant BAR seat and for two Planning Board alternates. Councilman Floyd Calkins made a motion to approve the following resolution; Councilman Rick Shoults seconded.

Councilman Charles Reed made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 15-2019

BE IT RESOLVED THAT the Hannibal Town Board approves to place an advertisement in the newspaper for the vacant BAR seat and for two Planning Board alternates.

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

Nays: 0

The Board members discussed appointing Councilman Floyd Calkins as the Website Administrator. Councilwoman Brenda Wilson expressed an interest in assisting Councilman Floyd Calkins with the website. Councilman Rick Shoults made a motion to approve the following resolution; seconded by Councilman Charles Reed.

Resolution 16-2019

BE IT RESOLVED THAT the Hannibal Town Board appoints Councilman Floyd Calkins as the Town of Hannibal Website Administrator and Councilwoman Brenda Wilson as the Town of Hannibal Website Co-Administrator.

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

Nays: 0

Councilwoman Brenda Wilson presented a proposed plan for Pre-Meeting Preparations. One suggestion recommended that the Board Agenda be presented to the Board members five days prior to the meeting. Supervisor Virginia Wilbur stated that she would work on having the agenda ready as requested but some items, such as correspondence may be received after the five day deadline.

Councilwoman Brenda Wilson also stated that she was benchmarking job salaries and comparing the salaries to other towns the same size as Hannibal. It was suggested that she also collect data from the Town of Cato and Town of Conquest.

Councilman Floyd Calkins stated that he and Supervisor Virginia Wilbur reviewed the Town's bank statements and they discovered that some accounts had not been balanced, nor had research been done by the bookkeeper to reconcile the accounts. He stressed that the board work on creating a balanced budget for next year and that the expenditures should match the budgeted lines and not exceed them. He suggested that a Finance Committee be created to work with the

bookkeeper. Councilwoman Brenda Wilson made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 17-2019

BE IT RESOLVED THAT the Hannibal Town Board appoints Councilman Floyd Calkins as the Town of Hannibal Finance Committee Chairman and Councilman Charles Reed as the Co-Chairman.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]
Nays: 0

Councilman Floyd Calkins provided a bill (see attached) to be presented to the Village of Hannibal. The bill includes items that the Village shares use of with the Town and the Village's portion was calculated at 25%.

Supervisor Virginia Wilbur stated that the board needed to enter into Executive Session to discuss the appointment of a Chairman for the Planning Board. At 4:39pm, Councilman Rick Shoults made a motion to close the Board Workshop to enter into Executive Session to discuss the appointment of a Chairman for the Planning Board; seconded by Councilwoman Brenda Wilson.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]
Nays: 0

At 4:39pm the Hannibal Town Board Workshop was closed and the Board entered into Executive Session to discuss the appointment of a Chairman for the Town of Hannibal Planning Board.

At 5:14pm, Councilman Rick Shoults made a motion to close the Executive Session and reconvene the Hannibal Town Board Workshop; seconded by Councilwoman Brenda Wilson.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]
Nays: 0

At 5:14pm the Hannibal Town Board Executive Session was closed and the Hannibal Town Board Workshop was reconvened.

Councilwoman Brenda Wilson made a motion to approve the following resolution; seconded by Councilman Rick Shoults.

Resolution 18-2019

BE IT RESOLVED THAT the Hannibal Town Board appoints Gregg Stupp, Sr. as the Chairman of the Town of Hannibal Planning Board.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]
Nays: 0

Councilman Floyd Calkins asked for clarification on a bill (Voucher #15) from the Village for a Joint Youth Program. Supervisor Virginia Wilbur explained that the bill was for a Summer Program which includes sports such as T-Ball and Softball for youth who are part of the Hannibal Central School system. Other Towns, such as the Town of Granby, Town of Oswego and Town of Sterling were also billed. After further discussion by the Board members, it was decided to exclude the bill at this time due to the fact that the program was not included in the 2019 Budget.

Councilman Floyd Calkins made a motion to approve the payment of the following Town bills - Abstract #1; seconded by Councilman Rick Shoults.

- A. General Fund A Vouchers #1 - #16; #18 - #33; Pre-paid Vouchers #17; Total Claims \$38,756.15

- B. General Fund B Vouchers #7 - #12, #33; Pre-paid Vouchers #; Total Claims \$420.04
 - C. General Fund SL Vouchers #; Pre-paid Vouchers #; Total Claims \$
 - D. DA Highway Fund Vouchers #1 - #13; Pre-paid Voucher # - #; Total Claims \$19,196.23
 - E. DB Highway Fund Vouchers #; Pre-paid Vouchers # - #; Total Claims \$
 - F. Water District SW1 - SW-2 Vouchers #1 - #5; Pre-paid Vouchers # - #; Total Claims \$2212.59
 - G. Water District SW-3 Vouchers #2 - #5; Pre-paid Vouchers #1; Total Claims \$194,907.72
 - H. Water District SW-4 Vouchers #1 - #4; Pre-paid Vouchers # - #; Total Claims \$2752.66
- Total of Vouchers: \$61,851.45 Total of Pre-paid Vouchers: \$194,492.20
Grand Total of Claims: \$258,245.39

****Excluding Voucher #15 (General Fund) in the amount of \$1901.74***
*****Grand Total of Claims: \$256,343.65***

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]
Nays: 0

At 5:23pm, Councilman Rick Shoults made a motion to adjourn the Board Workshop; seconded by Councilwoman Brenda Wilson.

Ayes: 5 [Calkins, Reed, Shoults, Wilson, Wilbur]
Nays: 0

The Board Workshop was adjourned at 5:23pm.

Respectfully submitted,

Denise J. Hafner

Denise J. Hafner
Hannibal Town Clerk

