

**November Town of Diana Board Meeting**

**Date:** 11/9/2022, 6:30 pm

Supervisor Smith Calls Board Meeting to order at: 6:35 pm

**Reports of invited guests:**

None

**Motion to Approve Water Meeting Minutes from 10/11/22**

Motion by Councilman Bango                      Seconded by Councilman Malbeuf

All in favor: Aye

Opposed: None

**Motion to Accept or Amend Minutes from the Previous Meeting on 10/11/22:**

Motion by: Councilman Taylor                      Seconded by Councilwoman Ritz

All in favor: Aye

Opposed: None

**Supervisor's Report & Motion to Accept:**

Motion by: Councilman Bango                      Seconded by: Councilman Malbeuf

All in favor: Aye

Opposed: None

**Town Clerk's Report & Motion to Void the \$125.00 Check Written to Supervisor Smith and Write New Check in the Correct Amount of 105.00 and Accept:**

Motion by: Councilman Malbeuf                      Seconded by: Councilwoman Ritz

All in Favor: Aye

Opposed: None

**Water Report & Motion to Accept:**

Motion by: Councilman Taylor                      Seconded by: Councilwoman Ritz

All in favor: Aye

Opposed: None

**Audit Bills & Motion to Pay General Fund Vouchers:**

**Motion to Add the Verizon Wireless Bill and to Accept and Pay the General Fund Vouchers with Correction to Voucher 317 to Account; Association of Towns:**

Motioned by: Councilman Malbeuf                      Seconded by: Councilman Taylor

All in favor: Aye

Opposed: None

The Town Clerk was asked to call Edmonds GovTech and cancel the tax software account as soon as possible, before the automatic renewal occurs, as we are switching to the tax program that Lewis County uses.

**Audit and Motion to Add \$50.41 to Voucher 145 and Remove the \$414.60 Sales Tax from Voucher 148 for Wollfe's Body Shop, Changing the New Total of Highway Fund Vouchers to \$247254.66, and Pay Highway Fund Vouchers:**

Motioned by: Councilman Malbeuf                      Seconded by: Councilwoman Ritz

All in Favor: Aye

Opposed: None

**Motion to Pay Verizon Wireless Bill with the Hwy Fund Vouchers when the Bill is Received:**

Motioned by: Councilman Bango                      Seconded by: Councilman Taylor

All in favor: Aye

Opposed: None.

**The Privilege of the Floor to the Public: (A motion to limit debate could be in order):**

Mike Dumas to talk about a possible 5K Fun Run during 2023 Town Community Fest:

He stated that the fire department was in support of it and asked the Town board and Supervisor if the town could support this as well.

Handouts given to all. Would need to put together some committee leads to work closely with Superintendent Langs to set up the course. Many local business owners have expressed interest in supporting the race.

Permits would need to be obtained, and public safety during the race is key.

Liability waivers will be used. The website Runsignup.com lets people register online. Best to do the 5K under LLC or a not-for-profit organization, like Community Fest, run by volunteers.

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\$25 non refundable registration fee would include race bib and shirt.

Race signage, race bib, shirts, medals, and other items to support a race can be ordered through a website. These races are great community builders. The first year's goal is to break even.

Racesignup.com is the website to use for all things racing, to include payment information.

Racesignup.com takes 3% of the registration for race payments.

If someone else is interested in being the race director, Mr. Dumas is ok with that!

Councilman Taylor asked about the town's liability. Mr. Dumas suggested that the board talk with the town attorney and have him go over the liability waiver. Supervisor Smith stated that it is like what the town did with the road rally, and they left that open so it could be used. Mr. Dumas thanked the board for their time and stated he is hoping to partner up with the fire department and town to do this 5K race for the first time this coming year. The Board members all agreed it would be a good thing, but they don't want to be in charge of it. Supervisor Smith stated he will check all of this with the town attorney.

**Supervisor Smith Calls for a Motion to enter Executive Session:**

Motioned by: Councilman Taylor                      Seconded by: Councilwoman Ritz

All in favor: Aye

Opposed: None

Supervisor Smith and Board Members Entered into Executive Session to Discuss Contract Negotiations with the Teamsters and Natural Bridge Fire District/Rescue Squad at: 7:30 pm

Returned from Executive Session and Reconvened Regular Board Meeting at: 7:40 pm

**Capital Water Project:**

- DOH responded to EDR. Review EDR response with board members - correct, response to DOH was sent last week
- DANC is working with the town board on usage rates and updated water laws. Future meeting dates coming up
- RFP for meter updates- the documents were recently updated based on feedback from rural development. They issued updated guidance from the national office in Washington on revisions to the procurement documents.
- Supervisor Smith stated they will be able to settle on the dates for bidding meters and construction contracts after receiving DOH approval. He stated the only thing holding up the project finishing is getting Department of Health approval and he is hoping that will be before Christmas
- DANC wants to schedule another public meeting soon
- Rural development/EDR are revising the packet for the meters and that will go out to bid soon.
- Water law will be worked on once we get through the holiday.

**Medical Center Updates:**

The Medical Building update: The doors are finally in but are not installed yet. Superintendent Langs is working on this.

Medical Building Provider update:

Supervisor Smith stated he has talked to Gerald Cayer at Lewis County Hospital and Mr. Cayer state he is still struggling with recruitment to get someone in there. Supervisor Smith was told it could take a month or even a year to get someone back in there from Lewis County Hospital.

Carthage hospital said the same thing. Star Lake/Clifton Fine hospital is interested. Supervisor Smith stated he would need a motion to start negotiating with them/signing if all agreed, then accept.

Councilman Bango asked if that motion could be done tonight.

Supervisor Smith stated that with all the hospitals it could take up to 90 days before they could get someone into the Medical Building after that. None of them are saying no to the contract, they are all saying they are struggling with recruiting a DR to be in our medical building.

**Motion to Allow Supervisor Smith to Start Negotiations with Clifton Fine Hospital:**

Motioned by: Councilman Bango

Seconded by: Councilwoman Ritz

Roll Call:

Councilwoman Ritz: Yes

Supervisor Smith: Yes

Councilman Taylor: Yes

Councilman Bango: Yes

Councilman Malbeuf: Yes



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**Old Business**

- Review water software quotes Supervisor Smith has two quotes, wants three quotes, all verified to be compatible with the meters, once he has this, he will get back to everyone.
- Proposed Local Law - Fire Lane/No parking zone Hermitage Road: last summer cars parked both sides of the road. Supervisor Smith to know if they can block the fire lane side. There will need to be a Local Law approving that. Once the Local Law is adopted, they will send it to the county for review. Supervisor Smith stated that this would probably get approved. It would be up to the county to do this blocking of the fire lane so no cars can park on that side of the lake road, going toward the Marina/Hermitage Road.

**Motion for a Public Hearing to Adopt a Local Law for a Fire Lane/No Parking Zone on Hermitage Road from the Corner of Old Hotel Road to Creekside Drive. To Schedule Public Hearing before the December Board Meeting on 13DEC22 at 6:00 pm and have the Town Clerk Submit Advertisements for this Public Hearing and Meeting:**

Motioned by: Councilman Malbeuf

Seconded by: Councilwoman Ritz

Opposed: None

**Roll Call:**

Councilwoman Ritz: Yes

Supervisor Smith: Yes

Councilman Taylor: Yes

Councilman Bango: Yes

Councilman Malbeuf: Yes

**New Business:**

Supervisor Smith updated the board with the following:

- Road Rally scheduled for the weekend of 9/16/23: Marcellus has been hounding the Fire Department and Supervisor for a date. Board feels the 3rd weekend in September would be a good time, but not during the community fest. Supervisor Smith stated they do not need to act on this tonight. The Superintendent of HWY must be notified within 45 days of the event. Supervisor Smith stated If anyone asks about the Road Rally, tell them that we are looking into a new date.
- GYMO is to proceed with bid packages with the Town Office and Highway Garage
- Need to put out bids for new heaters
- Town of Pitcairn doesn't know anything about any mandatory deal. They bought special filters etc., for all public buildings. Engineering plans have been paid for, no cost to put out for a bid to see what the cost will be. The town will not be on the hook for any funds. Need to get three prices, then can decide to proceed or not...If not it can be filed away. IF they say it is going to cost money, they will talk about it in December.

**Resolution to Transfer Money:** Supervisor Smith went over the accounts he needed to transfer funds to and the accounts these funds would come from.

**Motion for a Resolution to Transfer Funds:**

Motioned by: Councilman Malbeuf

Seconded by: Councilwoman Ritz

All in favor: Aye

**Roll Call:**

Councilwoman Ritz: Yes

Supervisor Smith: Yes

Councilman Taylor: Yes

Councilman Bango: Yes

Councilman Malbeuf: Yes

**Resolution to Budget Adjustments:**

Both out of the A Fund: Need to increase fund A1620.4 to \$111007.55. That is the bulk of the Medical Building Septic System and Food Pantry building expenses.

Purchased property from Besaw listed as A fund needs to go to F Fund, Water.

Supervisor Smith can talk to the assessor that property can be the same as the land for the Cell Towers. Supervisor Smith Stated he will use some of the Flacco and Riley payment for the water they purchased to cover this.

**Motion for Budget Adjustments to A Fund A1620.4 to \$111007.55 and F Fund F8340 Budget Increase of \$9000.00:**

Motioned by: Councilman Taylor

Seconded by: Councilman Bango

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**Roll Call:**

Councilwoman Ritz: Yes  
Supervisor Smith: Yes  
Councilman Taylor: Yes  
Councilman Bango: Yes  
Councilman Malbeuf: Yes

**Communication:**

- Letter from Historical Society: sent their updated letter
- YTD Budget expenditures (on the drive)

**Highway Update:**

- Holiday light schedule Superintendent Langs will tell us when they will go up
- HCS made an offer for the village snow pusher: Superintendent Langs talked to them, the school is using it, but the sale is up to Superintendent Langs. Superintendent Langs told Supervisor Smith that he is getting offers on the snow pusher.
- Schedule committee meeting with BCA, Superintendent Langs, Councilman Bango, and Councilman Malbeuf about Kimballs Mills Bridge. Thursday December 1, 2022, meeting with BCA, Chuck Langs, Al Bango and Dickie Malbeuf at the town offices at 1000am.
- Bus stop pad is installed - Waiting on the shelter arrived tonight to be put in. Any day is good with Superintendent Langs.

**Reports of Committees:**

**Councilman:**

Councilman Bango stated the town should start doing things to get rid of the vacant properties owned by the town and put some of them on the market for sale. Must be careful with the properties that have right of ways, do more research looking into what properties could be sold.

Councilman Malbeuf stated they should look into pressure washing the medical building and foaming the food pantry roof, sometime in this coming spring/summer, and redo the parking lot at the medical center with the summer help.

**Town Clerk:**

Missing oaths and new oaths of office need to be updated/signed asap  
2023 exemption questionnaire deadline is 15 NOV 22. Are there any changes being made? Supervisor Smith and Board stated No Changes.

**Bookkeeper:**

Nothing to discuss

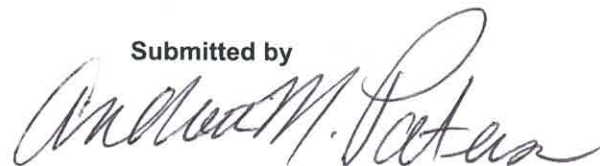
**Motion to Adjourn:**

Motioned by: Councilman Malbeuf

Seconded by: Councilman Bango

**Meeting Adjourned at: 8:27 pm**

Submitted by



**Andrea M. Paterson**  
**Town of Diana Clerk**