

**TOWN OF SHELBY  
REGULAR MEETING  
4062 SALT WORKS RD., MEDINA, NY  
DECEMBER 21, 2020 7:00PM**

Present: Jeff Smith, Supervisor  
William Bacon, Councilman  
Stephen Seitz, Councilman  
John Pratt, Councilman  
Darlene Rich, Town Clerk  
Bethany Centrone, Council for Bond, Schoeneck and King  
Dale Root, Highway Supt.  
Kirk Myhill, Planning Board  
Dan Wolfe, Code Enforcement Officer  
Miranda Bennett, Bookkeeper

Excused: Ryan Wilkins, Councilman  
Trisha Laszewski, Assessor

Others: Alan Bushover                      Mark Lindberg  
Sharlene Pratt                              James Zelazny  
Edward Zelazny

Meeting was called to order at 7:00PM

Pledge to the flag

Highway Report – Dale gave his highway report for the month. Thanked employees for their help this past year. Cleaned up after wind storm. Graded dirt roads and applied salt brine to test how it might control dust and tighten them up. It looks promising. Borrowed county stump grinder and cleaned up several stumps in town. Obtained town of Somerset's hot box and did a lot of hot patching before the weather change. Brought in 375 tons of salt. Filled the diesel tank with moneys left in the account. All plows are on. Picked up a decent relatively inexpensive spare plow from a neighboring town. Worked with the towns and county and state DOT in developing an emergency contingency COVID 19 plan. Met with Suit Kote to start developing a 5 year plan to fix roads. Septic tank was cleaned. Keeping up with constant E waste and stakeouts as they come in. Last board meeting was postponed due to COVID threat. He commended Supervisor Smith and Miranda Bennett for scheduling employees to be tested at the Health Dept. Thank you Lynne Johnson, County Legislature for facilitating testing through the County Health Dept. He also gave the Water report for the year. Replaced 22 water meters upgrading to the newer types. About 15 more RF meters will be needed to finish the changeover, most in district 1. Repaired 14 meters. Repaired 11 Guard valve risers. Repaired 9 curb stop. Repaired 3 main line repairs.

Assessor Report- Excused due to meeting in the Town of Ridgeway. Jeff read her report. She participated in a remote continuing education class on December 4, 2020. The class was Amish buildings and non-electric properties. Her continuing education requirement has been met for 2020-2021. AGED, Agricultural, Non-profit, and disability exemption renewal notices will be mailed at the end of December. She mentioned that the state passed a rollover of exemptions. This resolution will be on the year end agenda.

Planning Board- Kirk reported his County planning board term is up for reappointment and it had been sent to the Town Board. Would like to ask the town board approve him to County Planning board. A person came to him for an application for a sign to be placed in Millville. Application pending for review for site plan in Shelby. Teresa Wilkins term is expiring on December 31, 2020 and would like to ask for her re-appointment. Roger Wilkins, alternate to the Planning board term is expiring on 12/31/2020. Would like to ask for re-appointment. Kirk attended an online training. Handed out the information to all planning board members.

Code Enforcement / Zoning Board Report –Dan reported he took the 24 hour training course provided by the Department of State. Working of closing out building permits. Working on sign permit for Millville and Special Use permit in Shelby. Building permit for MET tower is completed and the tower has been constructed. The Communication tower on Creek Rd. building permit has been issued but is not constructed yet.

### **RESOLUTION 99-20**

#### **RESOLUTION TO APPROVE MINUTES FROM THE NOVEMBER 10 TOWN BOARD MEETING**

Motion by Councilman Seitz seconded by Councilman Pratt

Ayes – 4

Opposed – 0

Absent-1 (Wilkins)

Motion carried

### **RESOLUTION 100-20**

#### **RESOLUTION TO APPROVE THE TOWN CLERK REPORT**

Motion by Councilman Bacon and seconded by Councilman Seitz

Ayes – 4

Opposed – 0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 101-20**

**RESOLUTION TO APPROVE THE SUPERVISOR REPORT**

Motion by Councilman Pratt and seconded by Councilman Seitz

Ayes – 4

Opposed – 0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 102-20**

**RESOLUTION TO APPROVE PAYMENT OF BILLS**

|          |              |          |             |
|----------|--------------|----------|-------------|
| General  | \$ 87,026.28 | Water 5  | \$ 6.49     |
| Highway  | \$ 39,112.32 | Water 6  | \$ 1,805.66 |
| Water 1  | \$ 1,030.71  | Water 7  | \$ 212.21   |
| Water 2  | \$ 19.48     | Water 8  | \$ 60.17    |
| Water 3  | \$ 194.30    | Water 9  | \$ 4,117.96 |
| Water 4  | \$ 77.93     | Water 10 | \$ 32.47    |
| Water 4B | \$ 77.93     | Water 11 | \$ 38.97    |
|          |              | Water 12 | \$ 7.20     |

Motion by Councilman Bacon and seconded by Councilman Seitz

Ayes – 4

Opposed – 0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 103-20**

**RESOLUTION TO SET THE YEAR END MEETING FOR DECEMBER 30, 2020 AT 2:30 PM**

Motion by Councilman Seitz, seconded by Councilman Pratt

Ayes -4

Opposed – 0

Absent 1-(Wilkins)

Motion carried

**RESOLUTION 104-20**

**RESOLUTION TO SET THE ORGANIZATIONAL MEETING FOR JANUARY 12, 2021 AT 6:30PM. TOWN BOARD MEETING WILL BE HELD IMMEDIATELY AFTER**

Motion by Councilman Pratt and seconded by Councilman Seitz

Ayes-4

Opposed-0

Absent 1-(Wilkins)

Motion carried

**RESOLUTION 105-20**

RESOLUTION TO RE-APPOINT KIRK MYHILL TO ORLEANS COUNTY PLANNING BOARD. WITH TERM EXPIRING DECEMBER 31, 2023

Motion by Councilman Bacon, seconded by Councilman Pratt

Ayes-4

Opposed-0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 106-20**

RESOLUTION TO RE-APPOINT MARION FRY TO TOWN OF SHELBY ZONING BOARD OF APPEALS WITH TERM EXPIRING DECEMBER 31, 2025 (RECOMMENDATION FROM CRAIG LACY, CHAIRMAN OF ZONING BOARD OF APPEALS)

Motion by Councilman Pratt and seconded by Councilman Seitz

Ayes-4

Opposed-0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 107-20**

RESOLUTION TO RE-APPOINT TERESA WILKINS TO TOWN OF SHELBY PLANNING BOARD WITH TERM EXPIRING DECEMBER 31, 2025. (RECOMMENDATION OF KIRK MYHILL, CHAIRMAN OF PLANNING BOARD)

Motion by Councilman Bacon and seconded by Councilman Seitz

Ayes-4

Opposed-0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 108-20**

RESOLUTION TO RE-APPOINT ROGER WILKINS AS ALTERNATE TO TOWN OF SHELBY PLANNING BOARD WITH TERM EXPIRING DECEMBER 31, 2021. (RECOMMENDATION OF KIRK MYHILL, CHAIRMAN OF PLANNING BOARD)

Motion by Councilman Pratt and seconded by Councilman Seitz

Ayes-4

Opposed-0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 109-20**

RESOLUTION TO APPOINT COUNCILMAN WILIAM BACON AS DEPUTY SPUERVISOR

Motion by Councilman Seitz and seconded by Councilman Pratt

Ayes-4

Opposed-0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 110-20**

RESOLUTION TO APPOINT COUNCILMAN STEPHEN SEITZ AS ACTING HIGHWAY SUPERINTENDENT IN THE ABSENCE OF HIGHWAY SUPERINTENDENT DALE ROOT

Motion by Councilman Bacon and seconded by Councilman Pratt

Ayes-4

Opposed-0

Absent-1 (Wilkins)

Motion carried

**RESOLUTION 111-20**

RESOLUTION TO PRESENT VERNON AUSTIN WITH A CERTIFICATE FOR 30 YEARS SERVICE TO THE TOWN OF SHELBY AS CEMETERY SEXTON FOR MOUNT PLEASANT CEMETERY AS HE IS RETIRING DECEMBER 31, 2020.

Motion by Councilman Seitz and seconded by Councilman Bacon

Ayes-4

Opposed-0

Absent-1 (Wilkins)

Motion carried

Dale, Highway Supt. said he will hand deliver Vernon his certificate.

Board Comments- The town meetings will be done by remote sessions starting with the Year End Meeting. Zoom information will be on the town website for these meetings. Go to the town of Shelby website at [www.townofshelbyny.org](http://www.townofshelbyny.org) for information.

Councilman Bacon- Thanked Dale for all his work.

Councilman Seitz-Dale has done an exceptional job, getting things done.

Public Comments- none

Motion by Councilman Seitz and seconded by Councilman Bacon to adjourn at 7:15 pm.

Respectfully submitted,

Darlene A. Rich, MMC, RMC  
Town Clerk