

**TOWN OF KIRKWOOD
WORK SESSION**

December 28, 2021

Present: Supervisor Lewis Grubham
Councilman Robert Weingartner
Councilman William Diffendorf, Jr.
Councilwoman Katie Legg
Councilman Arthur Shafer

Also Present: Robert McKertich, Attorney
Kelley Diffendorf, Town Clerk
John A. Finch Jr., Commissioner of Public Works
Jim Smith, Budget Officer

PLEDGE OF ALLEGIANCE: Done prior to the Public Hearing

- 1. Resolution reappointing Peter M. Maciak to the Zoning Board of Appeals for a term to expire December 31, 2026. (LCG)
(12/28/21)**

Resolution.

- 2. Resolution reappointing Kevin Balachick to the Planning Board for a term to expire December 31, 2026. (LCG)
(12/28/21)**

Resolution.

- 3. Resolution authorizing the continuation of petty cash for 2022, subject to audit by the Budget Director, for the following departments at specified amounts, pursuant to Town Law Section 64, Paragraph 1 (2): (12/28/21)**

Bookkeeper	\$100
Building & Code Inspector	\$100
DPW Commissioner	\$200 and \$35 for Water Dept
Supervisor	\$200
Town Clerk	\$200
Town Justice	\$200
Town Justice	\$200

Resolution.

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- 4. Resolution authorizing Supervisor to enter into an agreement with Roger Studer d/b/a Studer's Body Shop & Garage, in accordance with the attached agreement. (LCG)
(12/28/21)**

Resolution.

- 5. Resolution authorizing Supervisor to enter into an agreement with Southern Tier Zoological Society, Inc., in accordance with the attached agreement. (LCG)
(01/04/22) – Reso.**

- 6. Resolution, on recommendation and approval of the Code Enforcement Officer, pursuant to section 304.3 of the Mobile Home – Trailer Ordinance, authorizing the Town Clerk to issue licenses for the following mobile home – trailer parks, such licenses are for the year 2022: (01/04/22) – Reso.
Kirkwood Parksites, LLC, 1794 US Route 11, Kirkwood, NY 13795
Owner: Gary N. Johnson
Kirkwood Mobile Home Court, LLC, 41 Loughlin Road, Binghamton, NY 13904
Owners: James and Charles Williamson**

- 7. Discussion – Monroe Tractor Repair Bill. (LCG)
(12/28/21)**

Supervisor Grubham reminded everyone that this bill was discussed at a previous work session. The situation previously discussed was regarding a New Holland tractor breaking down only hours after it was fixed by Monroe. John Finch and the Town Board members did not feel they needed to pay the full amount for the tractor to be fixed because they felt it was not fixed correctly in the first place. Supervisor Grubham explained that Mr. McKertich discussed this repair bill with Monroe Tractor and they have offered to split the repair costs with the Town. John Finch agreed with this decision and said it will save a hassle as well as extra attorney fees. **Resolution.**

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**8. Discussion – Munibilling Software (Water Billing). (JAF)
(01/04/22)**

John Finch explained the Water and Sewer department is looking to upgrade its software for water billing. The current system (Edmunds) is very slow and problematic. John Finch passed out a handout listing issues with the Edmunds system, along with yearly support costs. The company being researched is Munibilling, which is a cloud based system that is very user friendly and can be accessed from anywhere. They have over 600 clients and are out of South Carolina with good references. There are many different options when it comes to getting the water bills to customers. Such as, e-bills so the customer can go paperless, or Munibilling can print and mail the bills for us with an option for the customer to incur the cost of the mailing. Customers will have the ability to log in and look at their own account to see their meter history, water consumption, payments, and more. After further discussion, Supervisor Grubham mentioned he asked John Finch to look into other companies as well and this can be discussed again at a later date.

**9. Discussion – Resolution hiring Aidan Ellsworth as a permanent full-time Laborer to work in the Water & Sewer Department effective January 1, 2022, at a rate of pay of \$15.00 per hour with benefits. (JAF)
(12/28/21)**

John Finch noted that Aidan Ellsworth has been riding with Tyler Harpell helping install water meters and it's been helpful having him work in the Water and Sewer department. **Resolution.**

**10. Discussion – Request from Sandy Wasson to attend the 2022 Virtual Training for Newly Elected Town Officials to be held January 6-7, 2022 at a cost of \$75.00. (LCG)
(12/28/21)**

Resolution.

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- 11. Discussion – Resolution appointing Martha Nuzzela as Clerk to Justices, effective December 29, 2021, at a rate of pay of \$18.00 per hour, on the advice and consent of the Town Justices.
(12/28/21)**

Supervisor Grubham said Martha Nuzzela was interviewed and chosen by the group for PT Clerk to the Justices. **Resolution.**

- 12. Budget Transfer.
(12/28/21)**

Resolution.

- 13. Audit of Claims.
(12/28/21)**

Resolution.