

# TOWN OF WINFIELD

## December 15, 2021

### REGULAR MONTHLY MEETING MINUTES

The meeting of the Town of Winfield Board was called to order at 7 p.m. by Supervisor Charles Osborn.

**BOARD MEMBERS PRESENT:**

Charles Osborn	----	Supervisor
Jay Kulczak	----	Councilman
Susan Korosec	----	Councilwoman
William Kwasniewski	----	Councilman
Michael Peo	---	Councilman

**ALSO PRESENT:**

Douglas Paul Jones	---	Superintendent of Highways
Tracy Donley	---	Town Clerk
Robert Royce	---	Park Commissioner
Keith Watkins	---	Zoning Board of Appeals Chairperson

**OTHERS PRESENT:**

Anthony Gannon (WW Star), Terri Atwell (2022 Deputy Clerk), Jim Thomson, Andrew Peo, Steve Mezik (2022 Town Justice)

General Fund claims #222 - #245 and Highway Fund claims #107 - #111 were listed on the Abstract of Voucher sheets.

- A motion was made by Councilman Kwasniewski and seconded by Councilman Kulczak to accept these Abstracts as presented.
  - The motion was carried unanimously.

The Supervisor's and Town Clerk's reports for November 2021 were audited by the Board Members present.

- A motion was made by Councilman Kwasniewski and seconded by Councilman Peo to accept the reports as audited.
  - The motion was carried unanimously.

The minutes from the Regular Board Meeting held November 15, 2021 were read and edited by each Board Member present.

- A motion was made by Councilman Kwasniewski and seconded by Councilwoman Korosec to accept these minutes as corrected..
  - The motion was carried unanimously.

### **SUPERVISOR'S REPORT:**

1. Supervisor Osborn stated that on the 8th of November, he was unable to sign into The Bank of Cooperstown/Wayne Bank. He also received an undeliverable check for \$50,000 made payable to Progressive Leasing that was not written by the Town. The signature line of the check read "signature on file". Mr. Osborn called the bank and spoke with Kelly Brooks who determined the account was hacked. All accounts were locked and information was sent to their fraud department. Over \$200,000 was withdrawn out of the Town's account. Ms. Brooks will set up new accounts and checks that will be mailed to Mr. Osborn. The bank's IT Cyber Fraud Unit will not process new accounts until the Town has professionally cleared the computers. Mr. Osborn referred this to Terry Rivenburg who reviewed the Town's computer, Alyssa Hoke's and Mr. Osborn's personal computer. All systems were cleared by Mr. Rivenburg. All funds withdrawn have been returned.

### **CLERK'S REPORT:**

1. Clerk Donley received a notice from the Board of Assessment Review to confirm that Dan Huntley, Terri Atwell, Connie Pope, John Pustay and John Pearsall are still on the Board of Assessment Review.
2. Clerk Donley submitted a \$620 estimate for a HP laptop. She also texted Mr. Rivenburg while at the meeting to see what additional costs may be incurred by having a laptop and to ensure it will be fully secured.
  - Mr. Rivenburg responded with:
    - \$85 per year for VPN software
    - \$180 per year for antivirus (same plan as office)
    - \$50 for 1 hour set up charge
  - The board agreed to move forward with the purchase of the laptop and accessories not to exceed \$1000.

### **PLANNING BOARD:**

1. The codes book flash drive went to the Oneida County Planning who read through it and made some comments and recommendations. Mr. Donley has the flash drive who will turn it over to the Planning Board.

### **OLD BUSINESS:**

1. Councilwoman Korosec spoke with Mary Kate about the ARPA grant. Mary Kate of MVEDD is to assist municipalities understand the purpose and role of the ARPA funds. She will help them determine eligibility and proper uses for the funds. Discussion ensued.

### **OTHER NOTES:**

1. Update on the purchase of a new fire truck with the Village, Town & Fire Department:
  - Councilman Peo states the fire tax would need to be raised.
  - Councilwoman Korosec stated the taxes for 2022 will not be affected.
    - Discussion ensued on future budgeting and saving for new fire vehicles.

A motion made by Councilman Kwasniewski and seconded by Councilman Kulczak to enter into an agreement with the Village of West Winfield for the purchase of a new fire truck under the terms presented by the fire truck committee at a cost of no more than \$37,000 per year split between payment and savings. This will become an addendum to the current contract.

The motion was carried unanimously.

**NEW BUSINESS:**

1. Steven T. Mezik, Town Justice effective 1/1/2022 was sworn in before the board.

The next Winfield Town Board Meeting will be held January 12 , 2022 at 7 p.m.

There being no further business to come before the Board, Councilman Kwasniewski moved to adjourn, seconded by Councilman Kulczak.

The motion was carried unanimously.

The meeting was adjourned at 8:27 p.m.

Respectfully Submitted,

Tracy Donley  
Town of Winfield, Clerk