

TOWN OF HARTSVILLE

BOARD MEETING

July 15th, 2026

A regular meeting for the Town Board of the Town of Hartsville, County of Steuben and the State of New York was held at the Town Hall, 5150 Purdy Creek Rd Hornell, NY on the 15th day of Ju 2026.

PRESENT: David Gerhard – Supervisor
Brinette Steffey – Councilman
Misti Carbone – Councilman
Leon Woodworth Jr – Councilman
Heidi Margeson – Councilman

7:00 P.M. with the Pledge of Allegiance and Moment of Silence

Minutes accepted for June 17th, 2026 Board Meeting. Motion made by Leon Woodworth Jr and Seconded by Misti Carbone Minutes taken by Ashley Gibson.

Financial Review/Vouchers – Board approved no questions.

Committee Reports:

Highway – called out for trees down, started grading most of Henry Jenkins Rd, Woodworth Rd, Landis Rd and Alfred Station Rd. Pulled shoulders on Clarke Rd and short Landis Rd, most of the town has been mowed, only roads left to do are Call Hill Rd and Slate Creek Rd. The guys worked on cleaning up the shop and replaced the blades on the Bush hog.

Code Enforcement- Complaint for 5771 Crosby Creek Rd – door to place was open, Sam shut the door and left his cards because no one was there. Grass is overgrown as the neighbors indicated. Complaint about grass on Purdy Creek Rd – no one was there when Sam stopped up and has not received a call from the last time he left card, but the grass has started to be moved. 1658 Hinkley Hill Rd – Sam has made multiple trips out. Tenants were court ordered to be moved out by June 30th. The trailer was posted with a one-week notice pending condemnation and condemnation was issued and posted. Clearly stating they have the right to a hearing and to contact Sam for any information. The tenants have been back and forth several times with the cops called. The landlord was advised to change the locks and she stated it was done on Monday.

Assessor – Nothing to Report

Five Year Planning – Dave, Ian and Lee have reviewed the equipment list and will work on the next steps. Post cards have gone out to residents about the new website and to subscribe.

Town Clerk – 4 Building permits, 2 dog licenses

Historian – Nothing to Report

Grants – Nothing to Report

Closed Business:

- Equipment Analysis – Dave, Lee and Ian met and laid out a 5-year plan for highway equipment needed
- Town of Hartsville Hazzard Mitigation Plan – the county has to send the plan, with comments if received, to FEMA. The final approval by FEMA will take 6-9 months so closing this item for now. Once FEMA approves, we will make a resolution to adopt the Town of Hartsville annexed portion of the plan.

Old Business (Working):

- Safety Improvements for the Town Hall – cameras, smoke/co detectors, procurement policy review, amazon business account and conduit at the town barn . Everything has been updated and approved by the Town Board. See Resolution #18 for purchase approval
- Dry Hydrant Analysis and status – suggested to wait for the post cards to reach the residents and then put out a email blast to let people know what is going on (estimated 2 weeks)

Old Business (Delayed or on hold):

- Annual Financial Report (AFR) – Dave is trying to work on this but is having some issues with, he has asked for board approval to look into getting an accountant to help get this task taken care of. The Board has agreed for Dave to look into an accountant.

New Business

- Establishment of Amazon Business Account and purchase up to \$250.00 – See Resolution #16
- Intermunicipal Agreement for use of County owned Gooseneck Low Boy Trailers and Tractors – we have been contacted to resign a contract. See resolution #17
- Dog License Enforcement – Lee is going to start looking into if we can have a dog officer if we have the Hornell Humane Society. He is going to look into updating local law with the Humane Society information instead of the dog warden. He is also going to check with Sam Koeheler to see if he is able to write tickets for dogs. Lee will report back to the next meeting.

Public Comment:

- Misti stated that she had the highway department but the flag at half-staff –
- Lee mentioned some concern about the starting rate for the MEO position. Executive Session begins at 7:34 p.m. and ends at 7:46 p.m. Dave is going to work on setting up a meeting with union representative and employees to try and work out an agreement.

RESOLUTION # 16 FOR 2026

I, Supervisor David Gerhard, do hereby present the following resolution: Be it resolved on this 14th day of July by the Town Board of Hartsville, Steuben County, New York as follows:

Whereas the town can enjoy two years of an Amazon Business Account for free through the Association of Towns and;

Whereas the town will benefit from business discounts and tax exemption status; and

Whereas certain purchases may not be made without prior approval of the town board; and

Whereas the town board possesses authority to designate individuals to make purchases up to a sum certain in accordance with the town's procurement policy without prior audit of the voucher;

Let it be resolved on this 15th day of July 2026, the Town Board authorizes the establishment of an Amazon Business Account and that the Supervisor, Deputy Supervisor, and Clerk can make purchases up to \$250.00 without prior board approval and;

Be it further resolved that any purchase made under the authority of this resolution must be presented as a voucher and audited and approved at the next occurring regularly scheduled board meeting.

Second presented by: Leon Woodworth Jr

After discussion, the Roll is to be called by Town Clerk: How do you vote?

Heidi Margeson, Councilperson: Yes

Leon Woodworth Jr, Councilperson: Yes

Misti Carbone, Councilperson: Yes

Brinette Steffey, Councilperson: Yes

David Gerhard, Supervisor: Yes

Resolution declared: ☒ Approved ☐ Denied

Date: 7/15/2026

By: Ashley Gibson

Position: Town Clerk

RESOLUTION # 17 FOR 2026

I, Supervisor David Gerhard, do hereby present the following resolution: Be it resolved on this 14th day of July by the Town Board of Hartsville, Steuben County, New York as follows:

Whereas the town has periodic need to move heavy equipment via a low-boy trailer; and

Whereas the town currently doesn't own a low-boy trailer and,

Whereas the town resolved on March 18th to enter into an Inter-Municipal agreement with Steuben County to haul our equipment under shared service that has since been amended by the County,

Let it be resolved on this 15th day of July 2026 that the Board approves the entering into the amended inter-municipal agreement with Steuben County for the purposes of hauling equipment for the town.

Second presented by: Leon Woodworth Jr

After discussion, the Roll is to be called by Town Clerk: How do you vote?

Heidi Margeson, Councilperson: Yes

Leon Woodworth Jr, Councilperson: Yes

Misti Carbone, Councilperson: Yes

Brinette Steffey, Councilperson: Yes

David Gerhard, Supervisor: Yes

Resolution declared: ☒ Approved ☐ Denied

Date: 7/15/2026

By: Ashley Gibson

Position: Town Clerk

RESOLUTION # 18 FOR 2026

I, Supervisor David Gerhard, do hereby present the following resolution: Be it resolved on this 15th day of July by the Town Board of Hartsville, Steuben County, New York as follows:

Whereas, the town has decided video surveillance equipment should be purchased for the benefit of residents, town workers, etc., and

Whereas, this purchase will exceed the \$250.00 max limit without prior board approval per the town's purchasing policy,

Let it be resolved on this 15th day of July 2026 that the Board approves the buying of video surveillance equipment for approximately \$800.00.

Let it further be resolved that this expense originates from the General Fund but money from the Capital Improvement Fund will be transferred to the General Fund to cover this expense the board considers these changes as overall capital building improvements.

Second presented by: Leon Woodworth Jr

After discussion, the Roll is to be called by Town Clerk: How do you vote?

Heidi Margeson, Councilperson: Yes

Leon Woodworth Jr, Councilperson: Yes

Misti Carbone, Councilperson: Yes

Brinette Steffey, Councilperson: Yes

David Gerhard, Supervisor: Yes

Resolution declared: ☒ Approved ☐ Denied

Date: 7/15/2026

By: Ashley Gibson
Position: Town Clerk

Closed Board Meeting at 7:47 p.m. motion made by David Gerhard and Seconded by Leon
Woodworth Jr