

TOWN OF SENECA
Organizational Board Meeting
 January 6th, 2020

The Organizational Meeting of the Seneca Town Board, County of Ontario, State of New York was held on the 6th day of January, 2020 at the Seneca Town Hall, 3675 Flint Road, Stanley, NY 14561 at 5:00 PM.

PRESENT	
Andrew Wickham	Town Supervisor
Jason Mosher	Deputy Supervisor/ Councilman
Howard Keeney	Councilman
Jim Malyj	Councilman
Jesse Orbaker	Councilman
Haley Eagley	Town Clerk/ Tax Collector
Shana Jo Hilton	Deputy Clerk/ Assessor
Brian Prater	Water Superintendent
Jim Lawson	Highway Superintendent
Jerry Hoover	Code Enforcement/ Safety Officer
Brandon Ayers	Deputy Highway Superintendent

OTHERS PRESENT	
Kate Silverstrim-Jensen	Town Resident
NECESSARILY ABSENT	

Supervisor Wickham called the Organizational Meeting to order at 5:05 PM. The supervisor led the pledge of allegiance. Roll call was passed over as all in attendance were acquainted.

APPROVAL OF AGENDA

On motion made by Supervisor Wickham to approve the agenda for the January 6th, 2020 meeting, seconded by Councilman Mosher. Carried.

Supervisor Wickham requested an addition to the agenda; Under Oath of office for Councilman Orbaker, add A. Oath of Office for Deputy Highway Superintendent Ayers. On motion made by Supervisor Wickham, seconded by Councilman Malyj to approve the amended agenda for January 6th, 2020. Carried.

PRIVILEGE OF THE FLOOR

Privilege of the floor was offered and nobody wished to speak at that time.

OATHS OF OFFICE

Supervisor Wickham called Councilman Jesse Orbaker to the front to complete his Oath of Office. Upon raising his right hand, Councilman Orbaker repeated after Supervisor Wickham in his Oath and then signed the Oath. Supervisor Wickham then called Deputy Highway Superintendent Brandon Ayers to the front. He raised his right hand, repeated after Supervisor Wickham in his Oath and then signed his Oath.

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ORGANIZATIONAL RESOLUTIONS

Supervisor Wickham made mention of the minor changes to Resolution # 05-20 and # 06-20.

05-20: The drug testing policy changed to add a testing service to make sure that a driver who was discharged from us by drug violation couldn't pick up and start driving for another company without the next company knowing about it.

06-20: annual changes to the health and dental policies.

RESOLUTION	TITLE	ADOPTION			MOTION MADE BY	SECONDED BY
		AYES	NAYS	ABSTAINED		
# 01-20	Time of Regular Town Board Meetings for the year	5	0	0	Councilman Mosher	Councilman Keeney

Resolution # 02-20- Investment Policy- was pulled from the agenda as there was more review needed on the matter. This resolution will be voted on at the January 21st, 2020 Regular Board Meeting

# 03-20	Procurement Policy	5	0	0		
# 04-20	Volunteer Emergency Personnel	5	0	0		
# 05-20	Revised Alcohol and Drug Testing Policy	5	0	0		
# 06-20	Revised Health and Dental Care Policy	5	0	0		
# 07-20	Comprehensive Emergency Management Plan	5	0	0		
# 08-20	Ethics Policy	5	0	0		
# 09-20	Sexual Harassment Policy	5	0	0		
# 10-20	Rules of Order	5	0	0		
# 11-20	Finger Lakes Times and the Official Newspaper of the Town	5	0	0	↓	↓

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# 12-20	Appointed Town Positions	5	0	0			
# 13-20	Regular 40 Hour Work Week	5	0	0			
# 14-20	Water Superintendent and PWMAs to read water meters	5	0	0			
# 15-20	Highway and Water Superintendent Purchasing	5	0	0			
# 16-20	Eric Hansen- Reappointment ZBA	5	0	0			
# 17-20	Kelley Jensen- Reappointment PBA	5	0	0			
# 18-20	Duane Blowers- Reappointment to Ag. Committee	5	0	0			
# 19-20	Landfill Advisory Committee	5	0	0			
# 20-20	Other Board and Committee Meeting Times	5	0	0			
# 21-20	Authorize Supervisor to pay certain claims prior to Town Audit	5	0	0			
# 22-20	Town Employee Salary Rates	5	0	0			
# 23-20	Rate for Mileage	5	0	0			
# 24-20	New Water Accounts in Town of Seneca Water District	5	0	0			
# 25-20	Fees for new Town Water Install	5	0	0		↓	↓

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# 26-20	Distance and Size of Water Service	5	0	0	↓	↓
# 27-20	Larger Water Services	5	0	0		
# 28-20	Bounced Checks written to the Town of Seneca	5	0	0		
# 29-20	Hiring Town Official or Employee Relatives	5	0	0		
# 30-20	Taking Town Vehicles Home	5	0	0		
# 31-20	No Cost Water to Town Owned Properties	5	0	0		
# 32-20	Fire Protection Funds Received from Casella	5	0	0	Resolutions #3-20 through # 33-20 were voted on as a block as these policies had minor changes explained above.	
# 33-20	Town Attorney Fees	5	0	0	Councilman Mosher	Councilman Malyj

NEW BUSINESS

RESOLUTION	TITLE	ADOPTION			MOTION MADE BY	SECONDED BY
		AYES	NAYS	ABSTAINED		
# 34-20	Authorize Purchase of Grader for the Highway Department	5	0	0	Councilman Orbaker	Councilman Malyj
# 35-20	Approve Amended Intermunicipal Agreement with Town of Geneva	5	0	0	Councilman Keeney	Councilman Malyj
# 36-20	Authorization to Pay 2019 Audited Vouchers	5	0	0	Councilman Malyj	Councilman Mosher
# 37-20	Authorization to Pay 2020 Audited Vouchers	5	0	0	Councilman Malyj	Councilman Mosher

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Resolution #36-20 <i>2019 Audited Vouchers</i>		
CLAIM	CLAIM NUMBER	IN THE AMOUNT OF
General	770-789	\$16,197.56
Highway	759, 760-769, 790	\$10,359.29
Sewer	791-792	\$89.55
Hall Lighting		
Stanley Lighting		
Seneca Castle Lighting		
Water	227-234, 237	\$3,155.56
Trust and Agency	120-126	\$1,050.00

Resolution #37-20 <i>2020 Audited Vouchers</i>		
CLAIM	CLAIM NUMBER	IN THE AMOUNT OF
General	793-795	\$27,755.53
Highway	796-797	\$13,848.12
Sewer		
Hall Lighting		
Stanley Lighting		
Seneca Castle Lighting		
Water	238-239	\$10,725.00
Trust and Agency		

PRIVILEGE OF THE FLOOR

Privilege of the floor was given and nobody wished to speak at this time.

On that note, Supervisor Wickham looked for motion to adjourn the meeting at 5:19 PM. Councilman Mosher moved. Councilman Keeney Seconded. Meeting Adjourned at 5:19 PM.

Haley Eagley, Town Clerk
Town of Seneca