

TOWN OF SENECA
ORGANIZATIONAL MEETING MINUTES
 January 6th, 2025

PRESENT	
Drew Wickham	Town Supervisor
Jason Mosher	Councilman
Jim Malyj	Councilman
Howard Keeney	Councilman
Jesse Orbaker	Councilman
Haley Eagley	Town Clerk/ Tax Collector
Shana Jo Hilton	Bookkeeper/Assessor
Jim Lawson	Highway & Water Superintendent
Cordell Rasmussen	Deputy Water Superintendent
Kathy Mastellar	Historian

Supervisor Wickham led the pledge of Allegiance and called the 2025 Organizational Meeting to order at 4:10 pm. The 2025 Organizational Meeting of the Seneca Town Board, County of Ontario, State of New York was held at 3675 Flint Road, Stanley, NY 14561 on January 6th, 2025, at 4:10 pm.

Supervisor Wickham dispensed with the roll call as everyone in attendance was acquainted. Supervisor Wickham looked for a motion to approve the agenda for tonight’s meeting. A motion was made by Councilman Keeney and Seconded by Councilman Mosher. There was one change for the agenda tonight. Supervisor Wickham added B. to Old Business to set a Public Hearing for the Comprehensive Plan at the regular monthly meeting of January on January 21, 2025, at 7:30 pm. Councilman Keeney made a motion to accept the amended agenda and Councilman Orbaker seconded that. .

Supervisor Wickham explained that we would approve the Organizational Resolutions in a couple of blocks and note (for the record) the ones that had minor changes. **[Please see Page 3 for the Organizational Resolutions and notes].**

NEW BUSINESS

Res #	Title/ Description	Aye	Nay	Abstain	Motion	Second
#19-25	Authorize 2024 Audited Vouchers	5	0	0	Councilman Mosher	Councilman Keeney
#20-25	Authorize 2025 Cooperative Electricity & Gas Supply Bid	5	0	0	Councilman Orbaker	Councilman Keeney
#21-25	Authorizing Sale of Town-Owned Real Property	5	0	0	Councilman Keeney	Councilman Orbaker
	<p>AMENDMENT TO RESOLUTION: The Town Attorney recommended that we change the language a little bit and after some discussion the Town Board agreed that they would like this advertised in multiple places (not just the newspaper) for all to see that it is available for bidding. We will be advertising the property for 1 month. Please see Page 4 for the updated resolution that was approved at this meeting.</p> <p>We will accept sealed bids from the general public until Friday, February 14th, 2025, at 3:00 pm.</p>	5	0	0	Councilman Mosher	Councilman Keeney
#22-25	Approve Short-Term Rental Application & Agreement	5	0	0	Councilman Malyj	Councilman Mosher

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OLD BUSINESS

January 21st, 2025- The Court Justice Audit will be held at 7:15 pm before the regular monthly meeting. Supervisor Wickham also looked for a motion to set a Public Hearing for the Comprehensive Plan at 7:30 pm at the January Regular Meeting. The motion was made by Councilman Mosher and Seconded by Councilman Orbaker.

PRIVILEGE OF THE FLOOR

Supervisor Wickham gave privilege of the floor and Councilman Mosher asked Highway Superintendent Lawson for an update on his pickup truck. Mr. Lawson said GM has finally expedited a part with their executive team, but they still don't have a timeframe for us to get this part for our truck. At this time, we are still renting a pickup truck. Councilman Mosher asked about emergency equipment (blinkers and reflective). Highway Superintendent Lawson said that there is currently no safety lights on his truck; however, he would be most concerned during the spring-time. He is generally out checking roads when there is no other traffic.

Councilman Orbaker asked if there would be a point in time where we should move on from that truck. Supervisor Wickham said that we should hold off on making that call because GM has already acknowledged that they have a problem. Councilman Orbaker was just curious because we don't really know how long this will go on for. Highway Superintendent Lawson explained that GM has offered to cover the monthly payments for those effected and he is fighting for them to cover some, if not all, of the rental as the taxpayers paid for this truck and we currently do not have a payment for GM to cover. Councilman Orbaker recommended to try to get by with some magnetic beacons or another type of safety light just to get Highway Superintendent Lawson through a few months.

ADJOURNMENT

With nothing left to be said, Supervisor Wickham looked for a motion to go into executive session for the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. Supervisor Wickham reiterated that there would be no business taking place after the executive session. Councilman Mosher made a motion to enter into executive session at 4:31 pm and Councilman Keeney seconded that motion.

At 4:50 pm Supervisor Wickham looked for a motion to exit the executive session. The motion was made by Councilman Malyj and Seconded by Councilman Orbaker. The 2025 Organizational Meeting was officially adjourned at 4:51 pm on a motion made by Councilman Orbaker and Seconded by Councilman Mosher.

Respectfully,

Haley Eagley
Town Clerk

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ORGANIZATIONAL RESOLUTIONS

Res #	Title/ Description	Aye	Nay	Abstain	Motion	Second
#1-25	Town Board Meeting Schedule	5	0	0	Councilman Mosher	Councilman Orbaker
#2-25	Town Policies (Book)					
<p>*NOTE ON RESOLUTION #2-25: Noting some of the changes on the fee schedule for this year. We changed the water service installation fees, the pavilion rental fees and added an annual fee for Short Term Rentals. This fee schedule can be found on the Town’s website under “forms”.</p>						

#3-25	Appointees	4	0	1	Councilman Keeney	Councilman Orbaker
<p>*NOTE ON RESOLUTION #3-25: Councilman Mosher abstained from this resolution as he is listed in this as one of the appointees. Supervisor Wickham noted that Jim Lawson is appointed as the Temporary Water Superintendent and Cordell Rasmussen I appointed as the Deputy Water Superintendent.</p>						

#4-25	Regular Work Week: 40 Hours	5	0	0	Councilman Keeney	Councilman Malyj
#5-25	Who Reads Water Meters					
#6-25	Purchase Limit without Prior Approval					
#7-25	ZBA Appointee- Anthony Marchionda					
#8-25	Planning Board Appointee: Kristen King					
#9-25	Landfill Advisory Committee					
#10-25	Planning & ZBA Meeting Schedule & laws					
#11-25	Bills paid prior to board meetings					
#12-25	Titles & Salaries					
<p>*NOTE that a stipend is added to the PWMAs that hold their Water Distribution Certification.</p>						
#13-25	Mileage Rate					
#14-25	Nepotism Policy					
#15-25	Taking Town Vehicles Home					
#16-25	No charge for Water to Town Properties					
#17-25	Fire Protection Funds					
#18-25	Town Attorney Compensation					

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RESOLUTION #21-25 (AMENDED)
Authorizing Sale of Town-Owned Real Property

WHEREAS, the Town of Seneca is the owner of the following parcels of land and has previously deemed these parcels as not needed for any municipal purpose and, therefore, excess property:

131.09-2-55.300

131.09-2-55.200

131.09-2-57.000

131.09-2-56.000, Partial

131.09-2-63.200

WHEREAS, this Town Board feels that it would be in the best interest of the Town to authorize these parcels of land to be sold and to return this excess property to tax rolls; and now therefore,

BE IT RESOLVED, that the Town Clerk is hereby authorized to advertise for bids to be received by February 14th, 2025 at 3:00 pm for the purchase of the parcels of land described as follows:

131.09-2-55.300

131.09-2-55.200

131.09-2-57.000

131.09-2-56.000. partial

131.09-2-63.200

5 ayes, 0 nays, 0 absent/abstain

Motion: Councilman Mosher

Seconded: Councilman Keeney

All in favor.