

TOWN OF SENECA
REGULAR MEETING/PUBLIC HEARING
OCTOBER 16, 2018

The regular meeting/public hearing of the Seneca Town Board, County of Ontario, State of New York was held on the 16TH day of October, 2018 at the Seneca Town Hall, 3675 Flint Road, Stanley, NY 14561 at 7:30pm.

PRESENT:

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| Andrew Wickham, Supervisor | Howard Keeney, Councilman |
| Jim Malyj, Councilman | Charles Smith, Councilman |
| Jason Mosher, Councilman | Jerry Hoover, CEO |
| Jim Lawson, Highway & Water Superintendent | |
| Shana Jo Hilton, Deputy Town Clerk/Assessor | |

NECESSARILY ABSENT:

Kate Silverstrim-Jensen, Town Clerk

Supervisor Wickham opened the Public Hearing on the 2019 Preliminary Budget at 7:30pm. No one wished to speak in favor or against the preliminary budget. All persons desiring to be heard, having been heard, the Hearing was closed at 7:31pm.

Supervisor Wickham called the regular meeting to order at 7:32pm. Supervisor Wickham announced the passing of former Town Supervisor John Malyj and requested a moment of silence in his memory after the pledge of allegiance. Roll call was passed over as all in attendance were acquainted.

Approval of Agenda

Supervisor Wickham requested two additions to the agenda; under Supervisor's Report, add F. Water Tank Refurbish update and under Communications, add K. Veteran's Recognition Event from Senator Pam Helming. On motion made by Councilman Keeney, seconded by Councilman Smith, to amend the agenda for the October 16, 2018 meeting. Carried.

On motion made by Supervisor Wickham, seconded by Councilman Keeney, to approve the amended agenda for the October 16, 2018 meeting. Carried.

Privilege of the Floor

Privilege of the floor was offered, no one wished to speak.

Supervisor's Report

Supervisor Wickham reported a number of residents are interested in becoming the Town's Historian, he will form a committee at the next meeting to conduct interviews. Reviewed with the board a map with our current sewer district and possible expansion if new development occurs. Reported that on October 13th the Town of Seneca hosted its first ever residential tire collection event which was a huge success and thanked all employee's that worked or had a hand in making it successful. Scheduled the 2019 Organization Meeting date for Tuesday January 2nd 5:00PM. Reviewed Carol A. Golden, CPA independent accountant's report on agreed-upon procedures concerning the records and reports of former Town Clerk Terri Quartaro, noting no significant exceptions were found.

Supervisor Wickham then reported that quotes for the Water tank refurbishment are \$550,000, thus lending the question what is the cost to build new and would we be further ahead? He and Superintendent Lawson will follow up on this. Supervisor Wickham stated Bob Raeman, from HUNT Engineering, passed away yesterday, and sends our condolences to his family.

Accept Minutes

On motion made by Councilman Malyj, seconded by Councilman Mosher, to accept the minutes from the September 18th regular meeting and September 28, 2018 budget workshop meetings. Carried.

Supervisor Wickham presented the communications.

Written reports were submitted by the Highway & Water Superintendent, Assessor, and Town Clerk and are on file in the Town Clerk's office.

There were no additions to the Highway, Water, Assessor and Town Clerk's reports.

Supervisor Wickham covered CEO Hoover's memo requesting approval to continue our pursuit of becoming paperless. He is purposing doing it in stages, there are funds available to purchase the electronic data management system software this year. This would facilitate all our new documents to the paperless system. We would work in house on scanning old files and as funds allowed could outsource some scanning. The minimum monthly recurring fees would be shared by all departments. CEO Hoover will prepare the documents to purchase the software for next month's meeting. Councilman Smith inquired on the Towns noise ordinance. CEO Hoover stated the Town does not currently have one.

Mark Clinker, General Manager of the Ontario County Landfill was present and reported the new cell construction should be done mid-November. Shop and parking area construction is also coming along. The new cell construction required a tie into an old cell and the primary drainage layer connection is exposed they are noticing some slight gas odors from time to time being produced from this area. This will be corrected when they complete the cell construction and place waste over this area.

They continue to work at slope seeding and stabilization. The pilot dewatering well pump project is online for 12 watered-in wells. The pumps are currently operating at 1.5 GPM. Data is being gathered and trending watched. Water out of these wells are creating some lagoon odors, they continue to readjust the lagoon system and are currently trying new products to address this. The trailer mounted odor control system is being deployed downwind of the active area daily.

A tear in the temporally cap was the source of a recent leachate breakout. The contamination was isolated and totally contained in storm water pond 2. The pond water was sampled to compare to their quarterly required sampling results and they are managing and directing it to treatment plants.

Mr. Clinker stated because of the unfortunate accident that occurred on 8/4 they have been focusing more of their attention to Driver Education, Landfill Customer Awareness, Monitoring and Re-training. They have added a programmable highway sign to make sure they get the drivers attention before exiting the landfill to check their truck before exiting. They have increased highway monitoring and utilize their street sweeper and or are flushing the road with the water truck to keep it free of any random materials.

Accept Supervisor, Town Clerk, and CEO Monthly Financial Reports

On motion made by Councilman Keeney, seconded by Councilman Malyj, to accept the financial reports of the Supervisor, Town Clerk, and CEO. Carried.

RESOLUTION #83-18 – AUTHORIZATION TO PAY THE AUDITED VOUCHERS

BE IT RESOLVED, hereby authorizing the Supervisor to pay the following audited vouchers:

General, claim # 1127-1128 & 1135-1162, 1173,1177 in the amount of \$16,412.27

Highway, claim # 1129-1133 & 1150, 1152, 1165-1176, 1178-1184 in the amount of \$ 222,404.08

Sewer, claim # 1134 in the amount of \$ 68.43

Hall Lighting, claim # 1163 & 1164 in the amount of \$ 421.25

Stanley Lighting, claim # 1163 & 1164 in the amount of \$ 391.02

Seneca Castle Lighting, claim # 1163 & 1164 in the amount of \$ 330.04

Water, claim # 309-330 in the amount of \$ 87,645.99

Trust & Agency, claim # 106-112 in the amount of \$ 945.35

On motion made by Councilman Mosher, seconded by Councilman Smith, this resolution was:

ADOPTED AYES 5
 NAYS 0

New Business

RESOLUTION #84 -18: ADOPTION OF TOWN OF SENECA SEXUAL HARASSMENT POLICY

WHEREAS, New York State has recently passed regulation requiring employers to adopt a sexual harassment prevention policy and training program beginning in October 2018; and

WHEREAS, the Town Board of the Town of Seneca would like to establish a policy to guide employees; and

WHEREAS, a draft Sexual Harassment Policy for All Employers in New York State has been presented for review; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Seneca hereby adopts the Sexual Harassment Policy for All Employers in New York State; and

BE IT FURTHER RESOLVED, the Town of Seneca Sexual Harassment Policy shall be reviewed annually by the Town Board.

On motion made by Councilman Smith, seconded by Councilman Keeney, this resolution was:

ADOPTED AYES 5
 NAYS 0

RESOLUTION #85 -18: ADOPTION OF TOWN OF SENECA RABIES PROTECTION POLICY

WHEREAS, the Town Board of the Town of Seneca wishes to establish a policy to guide and protect employees responsible for removing animal carcasses from the roadway; and

WHEREAS, the Empire Safety & Consulting Inc. Rabies Protection Policy and Plan/Handling Animal Carcasses has been presented for review; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Seneca hereby adopts the Rabies Protection Policy and Plan/Handling Animal Carcasses; and

BE IT FURTHER RESOLVED, the Rabies Protection Policy and Plan/Handling Animal Carcasses shall be reviewed annually by the Town Board.

On motion made by Councilman Malyj, seconded by Councilman Mosher, this resolution was:

ADOPTED AYES 5
 NAYS 0

RESOLUTION #86 -18: ADOPTION OF TOWN OF SENECA SILICA EXPOSURE CONTROL POLICY

WHEREAS, the Town Board of the Town of Seneca wishes to establish a policy to guide and protect employees from overexposure to respirable crystalline silica and to comply with applicable industry standards for silica; and

WHEREAS, the Town of Seneca Highway & Water Department Silica Exposure Control Plan has been presented for review; and

NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Seneca hereby adopts the Town of Seneca Highway & Water Department Silica Exposure Control Plan; and

BE IT FURTHER RESOLVED, the Town of Seneca Highway & Water Department Silica Exposure Control Plan shall be reviewed annually by the Town Board.

On motion made by Councilman Keeney, seconded by Councilman Smith, this resolution was:

ADOPTED AYES 5
 NAYS 0

**RESOLUTION #87-18: SETTING A PUBLIC HEARING ON AN AMENDMENT TO TOWN ZONING MAP; AND
SEQR INTENT TO DECLARE LEAD AGENCY**

WHEREAS, the Town Board of the Town of Seneca (herein after referred to as "Town Board") is considering a Local Law to the would amend the Town of Seneca zoning map; and

WHEREAS, the Town of Seneca Planning Board and Agricultural Committee have reviewed the proposed Local Law and recommend adoption by the Town Board; and

WHEREAS, the Town Board would like to hear from residents about the proposed Local Law; and

WHEREAS, the Town Board wishes to refer the proposed Local Law to the Ontario County Planning Board; and

WHEREAS, the Town Board intends to determine said proposed Local Law is classified as an administrative change that is a Type II action requiring no further review under SEQR; and

WHEREAS, the Town Board, being the only involved agency, intends to declare itself as the Lead Agency on the proposed action; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Seneca hereby establishes a public hearing for the proposed Local Law to be held on November 20, 2018 at 7:30 PM at the Seneca Town Hall located at 3675 Flint Road Stanley, NY 14561 in the meeting room; and

BE IT FURTHER RESOLVED, the Town Board directs the Code Enforcement Officer to refer the proposed Local Law to the Ontario County Planning Board for review and comment; and

BE IT FINALLY RESOLVED, the Town Clerk is directed to provide notice of said public hearing.

On motion made by Councilman Smith, seconded by Councilman Keeney, this resolution was:

ADOPTED AYES 5
 NAYS 0

Old Business

Councilman Malyj, chair of the Seneca Castle School Bell Committee, reported that due to the passing of his family members there was nothing new to report from the committee. Supervisor Wickham stated it was noted that the Seneca Castle Park was in need of some repairs, and as the bell will be going in the park a coordinated effort should be made and would like to seek residents input. He will work on a survey to get out to the residence in the hamlet of Seneca Castle to gauge the Seneca Castle park usage and seek residents input on needs and wants to help determine the scope of work to be done in the Seneca Castle Park. CEO Hoover stated he had contacted Rob Wolfe and he is willing to assist with this project. The Little Library will move forward and be installed in the Seneca Castle Park but will be easily moved if the need arises.

Supervisor Wickham stated that there was nothing new to report regarding the Cornell certiorari.

Privilege of the Floor

No one wished to speak.

With no further business, the meeting was adjourned at 8:20pm on motion of Councilman Keeney seconded by Councilman Mosher. Carried.

Shana Jo Hilton, Deputy Clerk
Town of Seneca