

**MINUTES**  
*Regular Meeting*  
 November 17<sup>th</sup>, 2020

The Regular Meeting of the Seneca Town Board, County of Ontario, State of New York was held at 3675 Flint Road, Stanley, NY 14561 on the 17<sup>th</sup> day of November 2020 at 7:30 PM.

<b>PRESENT</b>			
Drew Wickham	Supervisor	Shana Jo Hilton	Assessor/Bookkeeper
Jason Mosher	Deputy Supervisor/ Councilman	Kathy Mastellar	Town Historian
Howard Keeney	Councilman	Jim Lawson	Highway Superintendent
Jim Malyj	Councilman	Jerry Hoover	Code Enforcement Officer
Jesse Orbaker	Councilman	Brian Sanders	GM/ Ontario Co. Landfill
Haley Eagley	Town Clerk/ Tax Collector	Jackie Baker	Town Resident
<b>NECESSARILY ABSENT</b>			
Brian Prater	Water Superintendent		

Supervisor Wickham called the regular Town Board Meeting to order at 7:37 PM and led the Pledge of Allegiance. Roll call was completed and everyone in attendance was acquainted. A note was made for the necessary absence of Water Superintendent Prater.

Supervisor Wickham looked for a motion to approve the agenda for tonight’s meeting. The approval was motioned by Councilman Mosher and seconded by Councilman Malyj. Motion carried.

Supervisor Wickham gave privilege of the floor and nobody wished to speak at this time.

<b>SUPERVISOR’S REPORT</b>
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Water Project Update: Supervisor Wickham stated that he has been working with our water department and things are moving forward.

Compost Service: Supervisor Wickham stated that Jackie Baker was present. Mrs. Baker is a Town of Seneca resident who has hopes of getting an Organics service going in the town. Mrs. Baker has a friend that operates a company called Growing Cycle. Supervisor Wickham met with Julie Coleman with Growing Cycle. He stated that what they’re hoping to do is put some bins over at the Transfer Station. Growing Cycle runs a pick-up service which charges \$40 per container and the pick-up fee of \$120.00/ month. This would be billed to the Town. Supervisor Wickham received a proposal from Growing Cycle and has been in contact with another company that provides similar services to other towns in our area. Supervisor Wickham made mention that he would hope to have this service up and running shortly after the first of the year.

Supervisor Wickham stated that the Town Residents would take their food compost over to the Transfer Station and put it in a designated container. Growing Cycle would pick-up the containers on a regular basis or we could call them when they get full and they’ll make a special trip out. Supervisor Wickham thinks it would be a nice addition to the town. He’s hoping to get another proposal and have a resolution ready for our December meeting.

Councilman Keeney wondered where this compost was being taken to and Supervisor Wickham said that it will be taken over to Organix Green Industries in Seneca Castle. Councilman Keeney followed up to ask how much of an area this organization covers to which Supervisor Wickham looked to Mrs. Baker for more information.

Mrs. Baker stated that she believes they’re taking compost from the Town of Geneva and the City of Geneva. Mrs. Baker let the board know that she became involved in this because she’s been paying \$10 per month for

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many months to take her compost over to the Waste Not Shop. Mrs. Baker mentioned that she tried home composting and it is complex. She stated that you really need a near perfect mixture of organics, green, and brown waste with no meat or dairy to be effective. You really have to be selective in placing household and table scraps.

As opposed to this service, it will take meat, dairy, chicken bones, and many other items which makes that easier for the person taking part in the service. The Waste Not Shop recommends that people freeze their compost so it doesn't smell or get slimy then bring it to their location frozen. Mrs. Baker stated that there is a learning curve with this and that she's very interested in getting something started.

Supervisor Wickham stated that without a doubt, at-least 35% of what currently goes in the landfill could be composted. The Town of Seneca has looked into something similar in the past; however, at the time there weren't many companies that offered this service. He said he could see a handful of people starting this at the beginning and more people getting involved as time goes on. Supervisor Wickham mentioned that while you could do something like this right in your own backyard, you have to be really dedicated to it.

Councilman Malyj asked if there were any chances of Casella covering the cost of this [being that the landfill has a pretty large footprint in our town and the bins would be at the transfer station]. Supervisor Wickham said that he had planned on having this discussion with Brian Sanders, General Manager of our Landfill, once he figured out costs and other details.

Mr. Sanders [who joined us via telephone due to being out of the area] asked Supervisor Wickham what size bins they were thinking about having there. Supervisor Wickham responded with his idea being relatively small bins, around the size you would see for household garbage collection. Mr. Sander stated that he would like to support this and would be willing to have a discussion with Supervisor Wickham once he gets more information.

With that, Supervisor Wickham looked for motion to approve the minutes from the October 20th meeting. Motion was made by Councilman Keeney and seconded by Councilman Malyj. Motion carried.

**COMMUNICATIONS**

Supervisor Wickham went through our Communication Folder and pointed out that the 3rd Quarter Sales Tax Revenue Report was surprisingly good. He stated that the Town of Seneca is only down 2% from last year's 3rd Quarter Report. Councilman Mosher inquired about where we stand year-to-date ("YTD") with our sales tax. Bookkeeper Hilton stated that YTD we are \$29,000 over what we had budgeted for 2020.

*\*All other communications can be viewed upon request at the Town Hall*

**DEPARTMENT REPORTS**

**HIGHWAY:**

- Councilman Orbaker inquired about Truck #1's PTO coming loose which was listed on the report. He asked if this was a reflection of not having our full-time mechanic around or if this is something common with these trucks. Highway Superintendent Lawson responded that this is not a reflection of the full-time mechanic being out and explained that this issue came from Tenco in 2017. He stated that all of the locks were sealed with wire and when replacing them he found that the threads were metric threads and when the machine was built at Tenco they put it together with 7/16 bolts.

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- The last line item on the report stated that Highway Superintendent Lawson has interviewed 5 qualified applicants for the position vacated by Donald Kinney. He offered the job to the most qualified candidate and after careful consideration the applicant respectfully declined the offer at this time. Councilman Mosher asked Highway Superintendent Lawson if he was going to conduct anymore interviews for this position. Mr. Lawson stated that he plans on conducting more interviews.
- Supervisor Wickham wanted to respond to the Highway Department's COVID-19 Response Plan [more information in resolution #96-20]. He mentioned that Mr. Lawson has done a great job in being proactive about this and has us as protected as we possibly can be. We have a back-up crew ready for plowing purposes in the case that the virus strikes; however, we hope that we won't have to use this back-up plan.

**TOWN CLERK:**

One of the items on the Town Clerk report is that Clerk Eagley is working on scanning and storing documents on the cloud. Still following the state retention schedule of keeping paper copies, but hoping that in the event of having to search for and find something specific, it will be easier once on the cloud. Supervisor Wickham appreciated the effort to become a little more organized.

**HISTORIAN:**

Supervisor Wickham wanted to say that the Town of Seneca will miss Wilma Kean, who recently passed away, as she's been an icon to the town and has served on many different committees over the years.

**LANDFILL:**

Brian Sanders spoke a little bit about his report and stated that [during construction] in some areas of the landfill they discovered a significant amount of soil on the top of the landfill- with some spots being 12 feet or deeper. They excavated that material out to refill with garbage. He stated that we are starting to see a little bit of odor as they work on filling that. Mr. Sanders is expecting there to be about a month of potential odor, but that they have a solid game plan to mitigate this issue.

Councilman Orbaker asked if the soil was over the whole surface and if it was a common find. Mr. Sanders responded that the soil was pretty much over the whole top and that the depth varied from 12 plus feet to 4 or 5 feet. He said the typical requirement for landfills is to have 2 feet of cover and that it is not a common problem to find. His guess is that some people in the past made some poor decisions in thinking that soil was a solution for the odor issues. He stated that this obviously wasn't the solution and they are working diligently to place collectors in to collect the gas, which will remove the odor.

Councilman Orbaker made mention that the odor is unfortunate with everything that's been going on this year and that we're heading into the holiday season with these extra odors. Mr. Sanders followed up in explaining that he understands the concern, but that the odor associated with these new findings will not be anywhere near the level of odor that we've seen in the past. Mr. Sanders said that while Supervisor Wickham and he were driving around last week he picked up on very faint odors that Supervisor Wickham couldn't even smell.

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Mr. Sanders stated that they are addressing this as quickly as they can. He wanted to be transparent with everyone and let them know that we may not even see an increase in odor, but that if we do- this is why.

Councilman Mosher asked about the scheduled tonnage for the 2020 year. Mr. Sanders stated that we are well under our permitted amount of tonnage this year. For many reasons, but one big reason is the effect that COVID-19 has had on everyone. He said it's been a challenging year and that we're trying to grab a few more projects and diverting some volume from other facilities to try to make up the low tonnage. While they are trying everything that they can, they're still projected to be way below their permitted tonnage for 2020. Councilman Mosher asked Mr. Sanders if he could quantify that for him and he said they're probably going to be in the ball-park of 75-100-ton shy of where we were last year. He stated that we were 60-ton off in Quarter 1 this year. Quarter 2 was a little better, being in the 20-ton range, and Quarter 3 was right where we were last year. Quarter 4 is not looking promising.

Before exiting the meeting, Mr. Sanders wanted to offer and encourage an in-depth tour of the landfill to anyone who would like to see some of the improvements that they've made along with the operational changes that they've taken on. He stated that he understands how visual the site is in our town and he would like to inform and educate others about it. He wants everyone to know how committed he is to this landfill and that he will do whatever he can to alleviate any issues or concerns that people may have.

Supervisor Wickham looked for motion to approve the Supervisor, Code Enforcement, and Town Clerk's financial reports. Motion was made by Councilman Mosher and seconded by Councilman Orbaker. Motion Carried.

<b>NEW BUSINESS</b>
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Resolution Number	Resolution Title	Ayes	Nays	Absent	Motioned	Seconded	Carried?
# 86-20	Authorization to pay the October 2020 Audited Vouchers	5	0	0	Councilman Keeneyr	Councilman Malyj	Yes
# 87-20	Adopt the 2021 Operating Budget	5	0	0	Councilman Malyj	Councilman Orbaker	Yes
# 88-20	Adopt 2021 Ontario County Dog Control Contract	5	0	0	Councilman Orbaker	Councilman Mosher	Yes
# 89-20	Appointing Micah Sprague as Town Constable	5	0	0	Councilman Malyj	Councilman Keeney	Yes
# 90-20	Authorizing the County Tax Buydown	5	0	0	Councilman Mosher	Councilman Keeney	Yes
# 91-20	Authorizing the Commercial Water Re-Levy	5	0	0	Councilman Malyj	Councilman Mosher	Yes
# 92-20	Renewal of IMA With Town of Benton Water	5	0	0	Councilman Keeney	Councilman Orbaker	Yes
# 93-20	Adopt 2021 Ontario County Snow & Ice Removal Contract	5	0	0	Councilman Mosher	Councilman Malyj	Yes
# 94-20	Authorize Town Justice Audit	5	0	0	Councilman Mosher	Councilman Keeney	Yes
# 95-20	Approve Yeagle Road Tie In to State Route 5 & 20	5	0	0	Councilman Mosher	Councilman Malyj	Yes
# 96-20	Town of Seneca Highway Department COVID-19 Emergency Response Plan	5	0	0	Councilman Keeney	Councilman Malyj	Yes

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For Resolution #90-20, Supervisor Wickham stated that the normal tax rate for the county is about \$6.31 per \$1,000 dollars assessed. The \$500,000 that we are paying to the county will reduce that to \$4.11 per \$1,000 dollars assessed.

<b>OLD BUSINESS</b>
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We are at a stand-still with the Sewer Rate Study as Supervisor Wickham stated that he would like to wait for Water Superintendent Prater to come back before we move forward. Mr. Prater did a lot of the ground-work going into this project and we're hoping to have him back very soon.

Councilman Mosher stated that his main goal is to ensure our rates are in line to cover our expenses. Supervisor Wickham agreed with him.

On another note, Supervisor Wickham stated that we will not be having a holiday party at the Town of Seneca this year. Due to COVID-19 and the rise in cases, the Town of Seneca wishes to play it safe.

<b>PRIVILEGE OF THE FLOOR</b>
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Supervisor Wickham gave privilege of the floor one last time. Mrs. Baker stated that she just wanted to thank all of us for what we do for the town and for doing such a great job handling everything. Supervisor Wickham thanked her for her kind words.

With that, Supervisor Wickham looked for a motion to adjourn the board meeting. Motion was made by Councilman Keeney and seconded by Councilman Malyj. Motion carried and the November Town Board Meeting was adjourned at 8:30 PM.

Respectfully,

Haley Eagley  
Town Clerk