

TOWN OF SENECA  
REGULAR MEETING  
February 19, 2019

The regular meeting of the Seneca Town Board, County of Ontario, State of New York was held on the 19<sup>TH</sup> day of February, 2019 at the Seneca Town Hall, 3675 Flint Road, Stanley, NY 14561 at 7:30pm.

PRESENT:

Andrew Wickham, Supervisor	Howard Keeney, Councilman
Charles Smith, Councilman	Jason Mosher, Councilman/Deputy Supervisor
Jim Malyj, Councilman	Jim Lawson, Highway & Water Superintendent
Shana Jo Hilton, Deputy Town Clerk/Assessor	Kathy Mastellar, Historian

NECESSARILY ABSENT:

Kate Silverstrim-Jensen, Town Clerk and Jerry Hoover, CEO

Others present included Mark Clinker of Casella and resident Larry Townley, Deb Dressner.

Supervisor Wickham called the regular meeting to order at 7:30pm and led the pledge of allegiance. Roll call was passed over as all in attendance were acquainted.

**Approval of Agenda**

On motion made by Councilman Smith, seconded by Councilman Malyj, to approve the agenda for the February 19, 2019 meeting. Carried.

**Privilege of the Floor**

No one wished to speak at this time.

**Supervisor's Report**

Supervisor Wickham reported no new updates on the water or sewer project as we are waiting for information.

**Accept Minutes**

On motion made by Councilman Keeney, seconded by Councilman Malyj, to accept the minutes from the January 15, 2019 regular meeting. Carried.

Supervisor Wickham presented the communications.

Written reports were submitted by the Highway & Water Superintendent, Code Enforcement Officer (CEO), Assessor, Town Clerk, Historian and Casella, and are on file in the Town Clerk's office.

From the Highway report, Superintendent Lawson reviewed the truck hoist information stated in his report. It is his recommendation that we replace our rear jack assembly with a new rear jack assembly with an H style superstructure. This is a drive on lift that lifts the rear tires of both axles and we would use the existing front lift for the front end. Brake work for the rear end would have to be done on the floor with a floor jack. The board thanked him for the information and taking the time to look at other town's solutions. As the cost of new is substantial the board instructed him to continue on the path of pursuing repair options so a final decision can be made.

From the Assessor's report, Assessor Hilton reported the town wide reevaluation project is progressing. In reviewing and analyzing our sales residential properties will be seeing increases of 8-10%. 2016 was the last time residential properties saw a slight increase. Our sales continue to steadily increase approximately 3+% a year.

From the Town Clerk's report, Supervisor Wickham noted the flyer Kate included on the 2019 political calendar. Governor Cuomo signed new legislation in the end of January regarding NYS voting law which changed our voting calendar to be in alignment with the Federal voting calendar. This year the Primary Election will be held on June 25. Candidates can begin collecting signatures February 26. April 1-4 is the deadline for petition filing.

In addition to the Casella report, Mr. Clinker stated that Towpath – Environmental Monitoring started on February 11 and are handling and investigating all odor complaints, along with doing twice daily perimeter odor checks. Supervisor Wickham encouraged all residence whom have odor related issues to please call the hotline.

**Accept Supervisor, Town Clerk, and CEO Monthly Financial Reports**

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

**Warrants**

**RESOLUTION #55-19: AUTHORIZATION TO PAY THE AUDITED VOUCHERS**

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

2019 Vouchers

General, claim # 43-44, 47-86 in the amount of \$ 31,059.29

Highway, claim # 66, 81, 87-107 in the amount of \$ 82,392.20

Sewer, claim # 41 & 42 in the amount of \$ 2,493.39

Hall Lighting, claim # 45 & 46 in the amount of \$ 449.38

Stanley Lighting, claim # 45 & 46 in the amount of \$ 418.20

Seneca Castle Lighting, claim # 45 & 46 in the amount of \$ 353.98

Water, claim # 11-26 & in the amount of \$ 6,603.81

Trust & Agency, claim # 3-16 in the amount of \$ 386,596.61

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

ADOPTED      AYES 5  
                    NAYS 0  
                    ABSENT 0

**RESOLUTION #56-19: AUTHORIZE PURCHASE OF EXCAVATOR FOR HIGHWAY DEPARTMENT**

**WHEREAS**, Resolution #39-19 authorized the expenditure of \$115,000.00 from the highway equipment reserve fund, subject to permissive referendum; and

**WHEREAS**, having received no objection to the expenditure of the abovementioned reserve funds, the Town Board of the Town of Seneca is authorized to proceed with this purchase; and

**WHEREAS**, the Highway Superintendent presents a quote from Vantage Equipment for the purchase of a Volvo EW180E rubber tire excavator priced using Sourcewell (NJPA) Contract #032515-VCE for a total cost of \$254,128.00; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Seneca hereby approves the purchase of a Volvo EW180E rubber tire excavator from Vantage Equipment and authorizes the Highway Superintendent to complete the necessary documentation to execute this purchase for a total cost not to exceed \$254,128.00 to be charged to the 2019 Adopted Budget lines DA5130.2 (Equipment) and DA5130.2R (Equipment – Reserve Funds).

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

ADOPTED        AYES 5  
                     NAYS 0  
                     ABSENT 0

**RESOLUTION #57-19: AUTHORIZE PURCHASE OF COMPACT TRACTOR WITH TRADE-IN**

**WHEREAS**, the Town of Seneca 2019 Adopted Budget includes funds for the purchase of a compact tractor upon trade-in of the Bobcat 5600; and

**WHEREAS**, quote #18759482 from LandPro Equipment, presented for consideration, details trade-in of the 2014 Bobcat Toolcat 5600 for \$32,150.00 and purchase of a 2019 John Deere 3039R Compact Tractor for \$41,572.32, resulting in a net cost of \$9,422.32; and

**WHEREAS**, the total cost of the 2019 John Deere 3039R Compact Tractor was calculated using the NYS Landscaping Ground Contract Award PC68131; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Seneca hereby approves the trade-in and purchase detailed in Quote #18759482 and authorizes the Code Enforcement Officer to complete any necessary documentation to execute this purchase for a total cost not to exceed \$9,422.32 to be charged to the 2019 Adopted Budget line a7140.4 (Parks & Recreation Contractual).

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

ADOPTED        AYES 5  
                     NAYS 0  
                     ABSENT 0

**RESOLUTION #58-19: DECLARE SURPLUS EQUIPMENT**

**WHEREAS**, the following equipment has exhausted its useful life and is no longer necessary to operations:

- Nortel Norstar complete telephone system
- Dell Latitude D820 laptop computer
- Laptop computer formerly of the Historian’s Office

- Computer Tower formerly used as Town's server
- HP Officejet Pro K850 wide-format printer
- Business Class Laser Fax Super G3 fax machine

**NOW, THEREFORE BE IT RESOLVED**, the abovementioned items are hereby declared surplus equipment and shall be wiped clean of Town data and then sold, donated, recycled or junked as is applicable.

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

ADOPTED      AYES 5  
                   NAYS 0  
                   ABSENT 0

**RESOLUTION #59-19: ACCEPT AGREEMENT WITH ONTARIO COUNTY FOR INFORMATION TECHNOLOGY SERVICES**

**WHEREAS**, the Town of Seneca and Ontario County have previously entered into an intermunicipal agreement for information technology service which has expired; and

**WHEREAS**, the Town Board of the Town of Seneca wishes to continue this agreement in which Ontario County provides information technology services to the Town of Seneca for the cost detailed in *Schedule A* of the intermunicipal agreement; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Seneca hereby accepts the agreement with Ontario County to provide information technology services and authorizes the Supervisor to execute said agreement.

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

ADOPTED      AYES 5  
                   NAYS 0  
                   ABSENT 0

**RESOLUTION #60-19: ACCEPT QUOTE FOR TILE FLOORING**

**WHEREAS**, the Water Department is constructing an office space and has requested quotes for tile flooring; and

**WHEREAS**, in accordance with the Town of Seneca Procurement Policy, the Water Superintendent has requested and received two verbal quotes for this service; and

**WHEREAS**, the Water Superintendent recommends Bruno Flooring who has submitted Estimate #1310 to furnish and install 306 square feet of porcelain tile for a total cost of \$2,874.65; and

**WHEREAS**, funds for this service have been allocated in the 2019 Adopted Town Budget; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Seneca hereby accepts Estimate #1310 from Bruno Flooring and authorizes the Water Superintendent to employ this service for a total cost not to exceed \$2,874.65.

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

ADOPTED      AYES 5  
                  NAYS 0  
                  ABSENT 0

**RESOLUTION #61-19: AUTHORIZE BUDGET AMENDMENT TO THE 2019 ADOPTED BUDGET**

**WHEREAS**, the Town of Seneca has submitted an insurance claim regarding an accident that occurred in October 2018; and

**WHEREAS**, the Town Board of the Town of Seneca received payment based on the estimate of damage and now is reconciling final claims payment upon the completion of the work and wishes to amend the 2019 adopted budget to account for and track the insurance recovery funds; and

**WHEREAS**, the Budget Officer and Bookkeeper recommend the following entries; and

**Revenues**

Fund Bal	Insurance Reim. Rec'd 18'	\$ 20,749.08
DA2680	Insurance Recovery Funds	\$ 11,401.45

**Expenditures**

DA5130.5	Damage Repair Expense	\$ 32,150.53
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**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Seneca hereby authorizes the above recommended accounting entries.

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

ADOPTED      AYES 5  
                  NAYS 0  
                  ABSENT 0

**Old Business**

Regarding the Cornell certiorari, Supervisor Wickham stated the appeal is moving forward and that the County has agreed to share 50% of the appeal cost and Geneva School district will fund 25% up to \$5,000.

**Privilege of the Floor**

Resident, Deb Dressner stated a number of cars continue to go off the road in front of her house, the road curves there slightly and folks are just going too fast. As the road is in two towns it would be nice if The Town of Phelps would look to reduce the speed limit on their portion. Larry Townley inquired as to how often DOH Water inspections occur? And suggested that along with the hydrant maintenance it might be prudent to turn the curb values. Superintendent Lawson stated the DOH inspection is every 3 years, and thanked him for his good suggestion on turning curb values. Both residents stated the landfill continues to stink. Supervisor Wickham again encouraged them to call the landfill hot line which is now managed by Towpath. Ms. Dressner stated she has and found the representatives are lacking in customer service skills and are not familiar with our landfill or our concerns. Mr. Clunker would relay this information to Towpath.

**Executive Session**

At 8:10pm Councilman Mosher made a motion to enter into executive session for the purpose of discussing a personnel matter and that Superintendent Lawson be invited to attend. Motion seconded by Councilman Keeney. Carried. At 8:37pm Councilman Smith made a motion to end the executive session and return to the regular meeting. Motion seconded by Councilman Mosher. Carried.

With no further business, the meeting was adjourned at 8:38pm on motion of Councilman Keeney, seconded by Councilman Smith. Carried

Shana Jo Hilton, Deputy Town Clerk  
Town of Seneca

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