

TOWN OF SENECA
Regular Meeting | February 18th, 2025

7:30 PM- Public Hearing with regular meeting to follow.

1. Pledge of Allegiance
2. Roll Call
3. Public Hearing- Local Law #2- Tax Cap Override
4. Approval of Agenda
5. Privilege of the Floor
6. Supervisor's Report
7. Approve the Minutes
 - a. January 21st- Regular
8. Communications
 - a. The Inside Dirt- CCE Newsletter
 - b. Resignation Letter- Water Department
9. Department Reports
 - a. Casella
 - b. SHG Ambulance
 - c. Highway
 - d. Water
 - e. CEO
 - f. Assessor
 - g. Town Clerk
 - h. Historian
10. Accept Supervisor, Town Clerk, and CEO Reports
11. Warrants
 - a. **Resolution #26-25:** 2025 Warrants
12. New Business
 - a. **Resolution #27-25:** Authorization to Solicit Fuel Bids
 - b. **Resolution #28-25:** Approve Local Law #1-2025
 - c. **Resolution #29-25:** Authorize Host-Fee Audit
 - d. **Resolution #30-25:** Approve Amended Comprehensive Plan
 - e. **Resolution #31-25:** Accept Quote for Water Appurtenances
 - f. **Resolution #32-25:** Authorization to Solicit Truck Bids
 - g. **Resolution #33-25:** Approve Planning & Zoning Meeting Calendar
 - h. **Resolution #34-25:** Approve Supervisor to Engage Carol A. Golden, CPA for accounting services
 - i. **Resolution #35-25:** Authorizing Refund to Town of Geneva for Overpayment
13. Old Business
 - a. Stanley Property Update
14. Privilege of the Floor
15. Executive Session
 - a. 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. There will be no new business following.
 - b.
16. Adjournment

Resolution # 26-25

Authorization to Pay the 2025 Audited Vouchers

WHEREAS, the Town of Seneca Town Board must authorize payment of bills within the Town each month; and

WHEREAS, prior to authorizing, the Town Board will present claim numbers and the amount to be paid for each department; and now, therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby authorizes payment of the January 2025 bills as presented.

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Resolution # 27-25
Authorization to Solicit Fuel Bids

WHEREAS, the 2025 Town of Seneca Budget includes monies for a fuel contract; and

WHEREAS, Highway Superintendent Lawson is requesting to solicit bids for a 2- year fuel contract based on a cost-over-rack, day of delivery; and

WHEREAS, this contract will include bi-monthly delivery to the Town of Seneca's customer-owned 1,000 gallon tank; and

WHEREAS, Sealed Bids will be received until 12:00 pm on the 12th day of March, 2025 at which time they will be opened and read aloud; and therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby authorizes the bidding of the fuel contract and directs the Town Clerk to advertise this bid as it is required under General Municipal Law.

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Resolution # 28-25
Approval of Local Law #1-2025- Tax Cap Override

WHEREAS, a motion was made by the Town Board of the Town of Seneca on January 21, 2025 for a public hearing to be held by said Town Board on February 18, 2025 at the Seneca Town Hall, 3675 Flint Road, Stanley, New York, to hear all interested parties on a proposed Local Law to override the tax levy limit established in General Municipal Law §3-c; and

WHEREAS, notice of said public hearing was duly advertised in the official newspaper of the Town of Seneca and all other notices required by law to be given were properly served, posted or given; and

WHEREAS, said public hearing was duly held on February 18, 2025, at 7:30 p.m. at the Seneca Town Hall, 3675 Flint Road, Stanley, New York, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said Proposed Local Law, or any part thereof; and

WHEREAS, the Town Board of the Town of Seneca, after due deliberation, finds it in the best interest of the Town of Seneca to adopt said Local Law; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Seneca hereby adopts said Local Law No. 1 of 2025, entitled, “A local law to override the tax levy limit established in General Municipal Law §3-c”, a copy of which is attached hereto and made a part of this resolution, and be it further

RESOLVED, that the Town Clerk be, and she hereby is directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Town of Seneca, and to give due notice of the adoption of said local law to the Secretary of State of New York.

TOWN OF SENECA
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Resolution #29-25
Authorize Casella Host-Fee Audit

WHEREAS, the Town Board of the Town of Seneca wishes to conduct an audit to verify that the quarterly payments made by Casella are in accordance with the Host Agreement for the Ontario County Landfill; and

WHEREAS, EnSol, Inc. has submitted a proposal for Professional Services outlining a three step Scope of Work to complete this audit for a total cost of \$2,000; and

WHEREAS, funds for this service have been allocated in the 2025 adopted town budget, line A1989.42 (Landfill Audit); and

WHEREAS, in accordance with General Municipal Law §104-b and the Town of Seneca Procurement Policy, the solicitation of alternative proposals is not required for professional services such as this; and therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby accepts the proposal from EnSol, Inc. and authorizes the Supervisor to execute this agreement for a total cost not to exceed \$2,000.00.

TOWN OF SENECA
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Resolution #30-25
Approve Amended Comprehensive Plan

WHEREAS, In August of 2023, the Town Board appointed a committee of 7 volunteers to review the Town of Seneca Comprehensive Plan; and

WHEREAS, After meeting periodically between 2023 and 2024, some amendments were recommended by said committee; and

WHEREAS, a public hearing was held on September 17th, 2024 and another held on January 21st, 2025 for any interested parties to speak for or against said amendments to the Comprehensive Plan; and therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby adopts the 2024 Amendments to add to the Town of Seneca Comprehensive Plan.

TOWN OF SENECA
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Resolution #31-25

Accept Quote for Water Appurtenances

WHEREAS, in accordance with the Town of Seneca Procurement policy which states that anything between \$5,000 and \$14,999.99 requires two written quotes, Water Superintendent Lawson has secured two written quotes for Water Appurtenances for 2025; and

WHEREAS, the water appurtenances are for the daily operations of the Water Department; and

WHEREAS, it is the recommendation of Water Superintendent Lawson to accept the bid from Core & Main in the amount of \$14,539.06; and therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby accepts the recommended quote from Core & Main in an amount not to exceed \$14,539.06.

TOWN OF SENECA
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Resolution # 32-25
Authorization to Solicit Truck Bids

WHEREAS, the 2025 Town of Seneca Budget includes monies for a Pickup Truck in the Water Department; and

WHEREAS, Water Superintendent Lawson is requesting to solicit bids for 1, new and unused 4x4, crew cab, standard box, ½ ton pickup truck; and

WHEREAS, Sealed Bids will be received until 12:10 pm on the 12th day of March, 2025 at which time they will be opened and read aloud at the Town Hall; and therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby authorizes the Water Superintendent to solicit bids for a pickup truck in the Water Department and directs the Town Clerk to advertise this bid as it is required under General Municipal Law.

TOWN OF SENECA
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Resolution # 33-25

Approval of Planning and Zoning Meeting Calendar

WHEREAS, it is the recommendation of the Town of Seneca Planning & Zoning department to formally set a calendar for each year; and

WHEREAS, the said calendar will outline the dues dates and meeting dates for applications each month; and

WHEREAS, meetings are only held when there are applications or business to be conducted; and therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby adopts and authorizes the use of the recommended calendar which will be updated at the Organizational Meeting each year.

TOWN OF SENECA
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Resolution # 34-25

Approve Supervisor to Engage Carol A. Golden, CPA for Accounting Services

WHEREAS, the annual budget process for the Town reviews. Identifies, and determines the personnel needs for the following year; and

WHEREAS, it was discussed and identified as a result of new and ever changing requirements, mandates, and reporting that there is a need for additional assistance in the bookkeeping/ accounting office; and

WHEREAS, Carol A. Golden, CPA has been established as the Town's financial consultant and is fluent with the Town's accounting system and governmental accounting practices; and therefore

WHEREAS, the Town Board secured funding in the 2025 budget line A1430.1 for additional assistance and said services shall not exceed \$20,000.00; and therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby authorizes the supervisor to engage Carol A. Golden, CPA for monthly accounting services.

TOWN OF SENECA
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Resolution # 35-25

Authorizing Refund to Town of Geneva for Overpayment

WHEREAS, in January 2025 it was found that there was a discrepancy in the manual calculation of the water readings that we provide the Town of Geneva each quarter; and

WHEREAS, this led to an overpayment made to the Town of Seneca Water District from the Town of Geneva between June of 2021 and December of 2024; and

WHEREAS, the Town of Seneca is seeking authorization from the Town Board to send a one-time refund back to the Town of Geneva to take care of said discrepancy; and therefore

BE IT RESOLVED, the Town Board of the Town of Seneca hereby authorizes a refund to the Town of Geneva in the amount of \$11,241.01.