

RESOLUTION #43-18 – PAY THE AUDITED VOUCHERS

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

- General, claim # _____ in the amount of \$ _____
- Highway, claim # _____ in the amount of \$ _____
- Sewer, claim # _____ in the amount of \$ _____
- Hall Lighting, claim # _____ in the amount of \$ _____
- Stanley Lighting, claim # _____ in the amount of \$ _____
- Seneca Castle Lighting, claim # _____ in the amount of \$ _____
- Water, claim ## _____ in the amount of \$ _____
- Trust & Agency, claim # _____ in the amount of \$ _____

RESOLUTION #44-18: AUTHORIZE AUDIT OF 2017 CASELLA HOST FEE PAYMENTS

WHEREAS, the Town Board of the Town of Seneca wishes to perform an audit to verify that the quarterly payments made by Casella to the Town were the correct amounts according to the Host Agreement for the Ontario County Landfill; and

WHEREAS, Daigler Engineering, P.C. has submitted a Proposal for Professional Services dated February 26, 2018 outlining a three step Scope of Work to complete this audit for a fee of \$2,000.00; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Seneca hereby accepts the proposal from Daigler Engineering and authorizes the Supervisor to execute this agreement for a total cost not to exceed \$2,000.00 charged to the 2018 adopted budget line A.1989.42.

**RESOLUTION # 45-18: ESTABLISHING THE STANDARD WORK DAY FOR RETIREMENT
FOR COUNCILMAN MALYJ**

BE IT RESOLVED, that the Town of Seneca hereby establishes the following standard work day for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day	Name	Current Term Begin & End Dates	Record of Activities Result
Councilmember	6 hrs	Jim Malyj	1/1/2018 - 12/31/2021	0.36

RESOLUTION #46-18: AUTHORIZE COPIER LEASE

WHEREAS, the Town of Seneca has a current lease for a copier in Town Hall that is nearing expiration; and

WHEREAS, in accordance with the Town of Seneca Procurement Policy, the Code Enforcement Officer has requested and received two written quotes for a copier lease and is recommending the lease proposed by CopierFax Business Technology dated February 22, 2018; and

WHEREAS, the quote from CopierFax Business Technology, presented for consideration, details a 48 month lease agreement that includes all parts, labor, toner, service, and a buyout of the current lease for a total cost of \$179.92 per month; and

WHEREAS, funding for the copier lease is included in 2018 adopted budget line A.1620.4; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Seneca hereby approves the lease agreement detailed in the CopierFax Business Technology quote dated February 22, 2018 and authorizes the Code Enforcement Officer to execute this agreement.

RESOLUTION #47-18: AUTHORIZE PURCHASE OF NEW TELEPHONE SYSTEM

WHEREAS, the current telephone system at Town Hall is over sixteen years old and recently sustained significant damage from an electric brownout; and

WHEREAS, in accordance with the Town of Seneca Procurement Policy, the Code Enforcement Officer has requested and received two or more written quotes for a new telephone system and is recommending the MiVoice Office 250 from Frontier; and

WHEREAS, the MiVoice Office 250-Digital phone deployment quote from Frontier, presented for consideration, includes materials and labor to install a turnkey system for a total cost of \$4,934.87; and

WHEREAS, funds for the purchase of a new telephone system have been allocated in 2018 adopted budget line A.1620.2R; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Seneca hereby approves the purchase detailed in the MiVoice Office 250- Digital phone deployment quote and authorizes the Code Enforcement Officer to carry out this purchase.

RESOLUTION #48-18: SETTING A PUBLIC HEARING ON A TEXT CODE AMENDMENT TO TOWN ZONING LAW ARTICLE X SECTION 92 THAT WOULD ADD AND CHANGE LANGUAGE REGULATING COMMERCIAL SOLAR FARMS; 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 execute a text code amendment to Town Zoning Law Article X, Section 92 that would add and change the language regulating commercial solar farms; and

WHEREAS, the Town of Seneca Planning Board has reviewed the proposed Local Law and recommends 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 Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

WHEREAS, the Town Board 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 _____ at _____ 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 and notification of SEQR intent to declare Lead Agency to the Ontario County Planning Board; and

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

RESOLUTION #49-18: AUTHORIZE SCANNING OF PLANNING AND ZONING RECORDS

WHEREAS, the Town Board of the Town of Seneca recognizes the importance of connectivity in an increasingly digital world and wishes to provide town residents with modern, efficient services; and

WHEREAS, the Planning, Zoning and Code Enforcement office contains many paper records that would be useful to have in digital format for access in the field; and

WHEREAS, in accordance with the Town of Seneca Procurement Policy, the Code Enforcement Officer has requested and received two or more written quotes for the scanning and organization of paper records and is recommending Documentelligence from CopierFax Business Technologies; and

WHEREAS, the quote dated March 13, 2018 from Documentelligence, presented for consideration, details a per page cost of \$0.059 per document and \$0.99 per drawing; and

WHEREAS, funds to scan paper records have been allocated in 2018 adopted budget line A.1620.4; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Seneca hereby approves the use of Documentelligence for scanning planning and zoning office records; and

BE IT FURTHER RESOLVED, the Code Enforcement Officer is authorized to execute and manage the scanning of records for a total cost not to exceed \$5,000.00.

RESOLUTION #50-18: DECLARE SURPLUS VEHICLES

WHEREAS, Resolutions #36-18 and #37-18 authorized the purchase of new vehicles for Code Enforcement and the Water Department; and

WHEREAS, the new vehicles will replace two vehicles currently in use: a 2015 Chevy Traverse known as Code Enforcement #1 and a 2015 Ford F-150 known as Water #1; and

WHEREAS, upon delivery of the two new vehicles, the above listed vehicles will no longer be necessary for daily operations; and

NOW, THEREFORE BE IT RESOLVED, the 2015 Chevy Traverse and 2015 Ford F-150 are hereby declared surplus equipment and shall be sold by auction at the 2018 Palmyra Government Surplus Equipment Auction.