

TOWN OF SENECA
Regular Town Board Meeting
 July 21st, 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 21st day of July, 2020 at 7:30 PM.

PRESENT		Others Present	
Drew Wickham	Town Supervisor	Brian Sanders	General Manager of Ontario County Landfill
Jason Mosher	Deputy Supervisor/ Councilman	Ron Hutchinson	Town Resident
Howard Keeney	Councilman		
Jim Malyj	Councilman		
Haley Eagley	Town Clerk/Tax Collector	Necessarily Absent	
Shana Jo Hilton	Assessor/ Bookkeeper	Jesse Orbaker	Councilman
Jerry Hoover	Code Enforcement Officer		
Brian Prater	Water Superintendent		
Jim Lawson	Highway Superintendent		
Kathy Mastellar	Historian		

Supervisor Wickham called the regular meeting to order at 7:30 PM. The Supervisor led the Pledge of Allegiance.

Roll call was passed over as everyone in attendance was acquainted. Supervisor Wickham noted that Councilman Orbaker was necessarily absent this evening.

APPROVAL OF AGENDA

Supervisor Wickham looked for a motion to approve the July 21st, 2020 meeting agenda. Motioned by Councilman Mosher, Seconded by Councilman Keeney. Carried.

Supervisor Wickham stated that he had an addition to add to the agenda for an amendment. Under Supervisor's Report; B. Hopewell Intermunicipal Agreement and C. COVID-19 Update. Also, under New Business, add F. Motion to approve supervisor's authority to sign the intermunicipal agreement with Hopewell. Supervisor Wickham looked for motion to approve the amended agenda. Motioned by Councilman Mosher, Seconded by Councilman Malyj. Carried.

PRIVILEGE OF THE FLOOR

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

Supervisor Wickham looked for a motion to approve the minutes of the June 16th board meeting. Motioned by Councilman Keeney, seconded by Councilman Malyj. Carried.

TOWN OF SENECA
Regular Town Board Meeting
July 21st, 2020

Supervisor Wickham read through the communications that we have received this month. These are available at the Town Hall to view upon request.

1. Notice of Ag District Consolidation from Ontario County
2. Letter from Hunt Engineers Re: Facilities Condition Assessment
3. Ontario Pathways Newsletter
4. Department of Taxation and Finance Letter
5. Cooperative Extension Inside Dirt newsletter

SUPERVISOR'S REPORT

WATER SYSTEM CAPITAL PROJECT UPDATE:

Supervisor Wickham stated that the engineer with Hunt Group let him know that the design for the Olson Road tank is almost done. They are waiting on some geotechnical boring to finalize the foundation. Once finished, they will send it to the Department of Health for review. The Hunt Group is expecting to construct the Olson Road tank in the Spring of 2021.

HOPEWELL INTERMUNICIPAL AGREEMENT:

Back in 2016, Hopewell's Code Enforcement Officer retired. For a short period of time while they searched for someone to take the previous CEO's place, the Town of Seneca "loaned" CEO Hoover to the Town of Hopewell on a part-time basis. We had an intermunicipal agreement written and signed at that time.

Town of Hopewell Supervisor, Ted Bateman, reached out to Supervisor Wickham to let him know that their current Code Enforcement Officer is leaving and wondered if we could do a similar agreement with them until they find a replacement. Supervisor Wickham stated he would need to review that contract again, update it, and present it to the board before making decisions. He said that he does not have set dates or a rate for CEO Hoover, but once he figures this out would like to sign the contract immediately, upon a carried motion by the town board.

COVID-19 UPDATE:

Supervisor Wickham stated that Ontario County is ranging in the 3-5 positive cases per day. Now that we are in phase 4, the positive cases have jumped up a little bit; this minor jump was expected.

He said that Contact Tracing appears to be working well. Supervisor Wickham said that our region is doing well with the required metrics that the governor has put in place to move on to next phases.

Supervisor Wickham stated that the complaint process is a little tough to work through. They are allowing anonymous complaints on the hotline, to which the Code Enforcement Officer must act on these complaints and check on them without knowing where or who the complaint came from.

TOWN OF SENECA
Regular Town Board Meeting
July 21st, 2020

Councilman Keeney inquired about who these complaints go to initially. CEO Hoover spoke about the process and said that there is a state hotline called Pause New York Hotline. (1) The complaint goes to that hotline; (2) These complaints automatically get transmitted to the respective county (3) the county sends CEO Hoover an email if it's within his jurisdiction; (4) CEO Hoover has to go act on them once he receives them. CEO Hoover stated that you can get up to an appearance ticket with these complaints, but most of the time the appearance ticket is not necessary, and he is able to leave the individual with the necessary education on the matter.

In 2003, Administrative State Code adopted a law under article 1203, a bonified complaint must state the complainant's name and contact information. The PAUSE NY hotline doesn't require a complainant to leave their name or phone number. So, there is no way for CEO Hoover to validate concerns with whoever placed the complaint or tell if one person is making multiple complaints. Therefore, CEO Hoover can leave his "check-ins" with education and not an appearance ticket- because the hotline (being anonymous) does not classify as a bonified complaint. CEO Hoover stated that he also has not had to get close enough to issue an appearance ticket as his education has been working. He knows some towns who have been having to issue appearance tickets and he hopes we do not have to get that far.

Supervisor Wickham wanted to add that several town supervisors (Supervisor Wickham included) requested that chairman Maren allow them to write a letter to the governor. The letter's intention was to gain local control over some of the processes regarding COVID-19. Since our numbers have been great in our area, they asked that Albany allow the proper departments to make decisions at a local level. To supervisor Wickham's surprise, the governor agreed; however, the state is just not sure on the timeframe of this.

DEPARTMENT REPORTS

All reports are available to view at the Town Hall upon request.

HIGHWAY:

Highway Superintendent Lawson thanked the board for helping him with the recent decisions to go through with paving this year that was originally scheduled for next here. He appreciated their willingness to approve this activity as we got a really good price on it due to COVID-19 and oil prices dropping.

He also stated that the Highway Department has been busy lately and they have gotten a lot done. Lawson stated that if the rain holds off, he hopes to finish the CHIPS sealing very soon. The other big project that the Highway Department has is to replace a culvert pipe on Little Church Road. He stated that things have been ordered for that project and that he is still waiting on a quote for one thing, but other than that things are looking good regarding his budget. Supervisor Wickham added that things are looking great in the town and that our Highway Department has done a really good job this summer.

TOWN OF SENECA
Regular Town Board Meeting
July 21st, 2020

Supervisor Wickham added that he is very thankful to have the team that we do at the town right now as we all work great together and communicate nicely. He stated the board should be proud and they all agreed. County Road 4, Started South End of 14A, continued up county road 5

WATER:

Supervisor Wickham asked about the paint that Water Superintendent Prater ordered for the hydrants. They have been on backorder since he ordered them in early June. He's received a small part of that order to date and they've painted hydrants on County Road 4 and also started at the south end of 14A to continue north on County Road 5. The delivery date of the remainder of the order has been pushed to mid-August and they will continue painting as they receive those materials.

CODE ENFORCEMENT:

CEO Hoover stated that his department is in good shape and that there is some information in his report regarding the re-opening of the pavilion. CEO Hoover recommended that the board re-open the pavilion with caution and parameters. The board agreed with CEO Hoover. The information regarding the new pavilion requirements will be posted online for anyone to view. Some of the parameters are:

1. There will be a packet of information and a waiver to sign by the renter when they get their key the week before. The waiver states that the Town of Seneca is not responsible for any illness after an event. These events are to be attended "at your own risk". This information will be posted on the website for residents to view and read through.
2. Each event will have a sign-in sheet for everyone attending the event. This is so the Town can help trace attendees and contact people if someone does get ill after being at the pavilion.
3. The pavilion occupancy will be limited to 48 people with tables and chairs being limited to only allow enough seats for this temporary limit.
4. We will give disinfectant spray to the renter when they come to pick their key up; however, it is the renter's responsibility to provide their own hand sanitizer. Our cleaning service will be cleaning the pavilion on the same schedule as she has in the past and will be called on an emergency-basis, if needed.
 - a. If the renter feels the need to take extra caution, they may clean before their party comes in
 - b. They are required to clean when their party is done.

Councilman Mosher asked if we were going to start allowing field use. The fields will be opening for practices and individual games. We are not allowing any tournaments at this point. We are still staying within the governor's guidelines.

TOWN OF SENECA
Regular Town Board Meeting
July 21st, 2020

HISTORIAN'S REPORT:

Supervisor Wickham commented that he was happy to see that Historian Mastellar was looking for members for the Historical Society. It was posted on our Facebook page a few weeks ago. If we have any residents who are interested in the Historical Society, we ask that you direct them to our Town Historian, Kathy Mastellar. She can be reached at (585) 526-5251 Extension 2032

LANDFILL REPORT:

General Manager, Brian Sanders, was in attendance to speak about the progress that they are making at the Landfill. Mr. Sanders stated that construction has finished for the current phase of the gas project at the landfill. They put in 8 new horizontal wells and 8 new vertical wells. They went from 15 de-watering pumps to about 76 de-watering pumps in the hill. He stated that he believes, judging by smell, what they are doing is working. They still have more work to do, but he is proud of what has worked to date as they accomplished a lot of work in a short period of time.

Mr. Sanders stated that they continue to work on vegetative cover, re-grading the east slope, and cell construction. Casella has decided that they are only going to be doing some of the cell construction this year and they will finish all of cell construction next year.

Casella is in the final stages of approval with DEC for aeration in the leachate lagoons. Mr. Sanders stated that there will be a 24 to 36-hour window once those are installed where we could see a slight uptick in odor from that. As that goes into effect and starts working, that should eliminate 100% of the odor that comes from the leachate ponds. Mr. Sanders states that this is most of the odor that we smell on Route 5 & 20.

Supervisor Wickham stated that Mark Johnson, Vice President of Landfills for Casella, held a meeting with the county and presented some numbers that impressed him. Mr. Sanders spoke on those numbers a bit and let us know that they did the initial drone fly-over late last year and they found several areas that had high concentrations of surface emissions. In quarter two of this year, Casella had roughly 63 problem areas. Quarter 3 showed only 1 problem area and that issue was corrected right on-site.

Councilman Mosher asked if they were completing systematic scans to which Mr. Sanders responded that the EPA requires them quarterly and they are being done to requirement. Mr. Sanders explained that the EPA considers 500 PPM or over to be a "hit" or problem area and Casella has taken it a step further to enforce 200 PPM or more as a hit. Supervisor Wickham stated that he appreciates Mr. Sanders' work at the landfill and that he has seen a new and very welcomed culture up there recently.

Supervisor Wickham looked for a motion to approve the Town Clerk, CEO, and Supervisor's financial reports. Motioned by Councilman Mosher, Seconded by Councilman Keeney. Carried.

TOWN OF SENECA
Regular Town Board Meeting
 July 21st, 2020

NEW BUSINESS

Resolution Number	Resolution Title	Ayes	Nays	Absent	Motioned	Seconded	Carried?
# 67-20	2020 Vouchers	4	0	1	Councilman Mosher	Councilman Keeney	Yes
# 68-20	Resolution for Assessors 2021 Revaluation	4	0	1	Councilman Mosher	Councilman Keeney	Yes
# 69-20	Establish Water Capital Project Budget	4	0	1	Councilman Keeney	Councilman Malyj	Yes
# 70-20	Amend 2019 Water Fund Operating Budget	4	0	1	Councilman Mosher	Councilman Malyj	Yes
MOTION	Add Town of Seneca's 10-acre parcel to Agricultural District	4	0	1	Councilman Keeney	Councilman Malyj	Yes
MOTION	Pre-Pay Stone and Oil Invoice before august meeting due to timing of CHIP reimbursement	4	0	1	Councilman Mosher	Councilman Malyj	Yes
MOTION	Authority to Sign Intermunicipal Agreement with Hopewell Re: Code Enforcement Coverage	4	0	1	Councilman Keeney	Councilman Mosher	Yes

OLD BUSINESS

Councilman Malyj added that they are still working on the sign for the Seneca Castle Park. They started processing the design and are working with a company in Rochester to complete this sign and he looks forward to the finished result.

Supervisor Wickham stated that the whole park project is coming together very nicely and that it is something that we can all be proud of in the end.

PRIVILEGE OF THE FLOOR

Nobody wished to speak at this time.

Councilman Mosher added something about the revaluation that Assessor Hilton is doing in 2021. He just wanted to make sure that we are mindful of the interest rate environment that we are currently in and that this could temporarily be driving up property values. He wanted to make sure that we don't get too aggressive with our values as he feels that the record-low interest rates have a lot to do with the values. Supervisor Wickham stated that him and Assessor Hilton had a conversation regarding this topic recently and they are aware.

Supervisor Wickham looked for a motion to adjourn at 8:14 PM, councilman Keeney motioned and Councilman Malyj seconded. Carried. Meeting was adjourned at 8:14 PM.

Haley Eagley
 Town Clerk