

**TOWN OF GENOA REGULAR MEETING**

**December 13, 2023**

The Regular meeting of the Town Board of Genoa, Cayuga County, State of New York was held at the Town Hall, 1000 Bartnick Road, Genoa NY on December 13, 2023.

Present: Lorie Sellen-Gross, Supervisor Paul Wheeler, Highway Superintendent  
Cheryl Shields, Board Member  
Don Slocum, Board Member  
Joe Philip, Board Member  
Brandon White, Board Member  
Shannon Armstrong, Town Clerk

The Regular Board meeting was called to order at 6:30p.m. by Supervisor Lorie Sellen-Gross with the Pledge of Allegiance to the Flag.

Visitors: Kristy Gans

**RESOLUTION 119-2023 APPROVAL OF BOARD MINUTES FOR 11/8/2023 REGULAR MEETING**

On a motion of Board member Shields, seconded by Board member Philip, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Slocum, Shields, Philip, White  
Nays 0

Resolved to accept approval for the November meeting minutes.

Budget Adjustments from November 8<sup>th</sup> Meeting. Increase budget line amounts to spend: 1) DA5110.1, \$16,500 – General Repairs PS 2) DA5130.1, \$5000 – Machinery PS 3) DA5142.4, \$5000 – Snow Removal Contractual 4) DA9030.8 \$3200 – Social Security/MC 5) DA9055.8, \$300 – DLB Ins. Benefit

**RESOLUTION 120-2023 APPROVAL OF BUDGET ADJUSTMENTS FROM NOVEMBER MEETING**

On a motion of Board member Shields, seconded by Board member Philip the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Slocum, Shields, Philip, White  
Nays 0

Resolved to approve the Budget Adjustments.

Budget Transfers: 1)Transfer \$3800 from A1990.4 Contingent to A1413.4 Records Management  
2) Transfer \$2000 from Sw1-8320.2 Power & Pumping Equipment to SW1-8320.4 Contractual  
3) Transfer \$100 from A1990.4 Contingent to A3510.4 Dog Control Cont.

Budget Increase: Increase Budget \$1781.25 Federal Aid A4089. Post against Buildings Equipment A1620.2.

**RESOLUTION 121-2023 APPROVAL OF TWO BUDGET TRANSFERS AND BUDGET INCREASE**

On a motion of Board member Slocum, seconded by Board member Shields the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Slocum, Shields, Philip, White  
Nays 0

Resolved to approve the Budget Transfers and the one Budget increase.

**RESOLUTION 122-2023 APPROVAL OF SUPERVISOR'S FINANCIAL REPORT: November 30, 2023**

On a motion of Board member White, seconded by Board member Philip, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Slocum, Shields, Philip, White  
Nays 0

Resolved to approve the Supervisor's Financial Report for November 2023.

**RESOLUTION 123-2023 APPROVAL OF TOWN BOOKKEEPERS AND CLERK'S BALANCED TOWN ACCOUNTS**

On a motion of Board member Slocum, seconded by Board member Shields, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Shields, Slocum, Philip, White  
Nays 0

Resolved to accept the approval of the bookkeeper and clerk's balanced accounts.

**RESOLUTION 124-2023 APPROVAL OF BILLS AS PRESENTED**

On a motion of Board member Slocum, seconded by Board member Philip, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Shields, Slocum, Philip, White  
Nays 0

Resolved to accept the approval of the November bills as presented.

**CLERK'S REPORT**

**Report on Revenues from Clerk's Office for November 2023**

Certified Copies (12)	\$ 120.00
Marriage License (0)	\$ 00.00
Dog Licenses (18) control fund)	\$ 151.00 (\$20.00 to Ag & Markets population
Building Permits (2)	\$ 365.00
<b>Disbursements for November 2023</b>	
Paid to Supervisor	\$ 636.00

**RESOLUTION 125-2023 CLERK'S REPORT**

On a motion of Board member Slocum, seconded by Board member Philip, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Shields, Slocum, Philip, White  
Nays 0

Resolved that the November 2023 Clerk's Report be approved.

**SUPERINTENDENT OF HIGHWAY REPORT**

Submitted by Paul Wheeler

The guys cleaned up around the salt shed, brought the storage trailer down from the landfill, parked it at the north end of salt shed, cut landing gear and wheels off lowered to ground we are using it for culvert pipe storage. Mowed more back sides of road ditches. They have serviced and replaced bearings on Tiger mower. Serviced and suited truck #-9 for plowing. Put studded drive tires on truck #-7. Installation of Generators at the Town Hall and Town Barn should be completed in the next week or so.

CHIPS - \$216,000 funding should be coming on December 22, 2023.

**CODE OFFICER REPORT**

Submitted by Kevin Foster

November 13

- Inspection Fire Lane 7 Garage
- Review Bridge Construction Fire Lane 5
- Review Complaint on Trailer Fire Lane 5
- Meet Solar crew 620 Sharpsteen Rd

November 15

- Office Hours
- Filing and reports

November 21

- Emails on subdivision
- 1875 Atwater Road

November 22

- Office Hours
- Meeting about permit for Oberon Drive lacking information

November 28

- Call from Tyler about Permit Questions

November 29

- Office Hours
- Issue Permit 23-81 Roofing Permit 306 Fire Ln 2
- Issue Permit 23-82 Camp 887 Clearview Road
- Email from CC Health Dept approval system 3011 Blakley Rd
- Meet with Perry Lyon 34B for final inspection

November 30

- Received address from CC for 3143 Blakley Road
- Call for final appt. final 3011 Blakley Rd

December 1

- Attend NYS Code Council meeting in Albany about 2024 Code proposals

December 6

- Office Hours
- Issue Permit 23-83 Dr Podzimek 21 Oberon Drive
- Complete Census Report c404
- Check on permits
- Follow up complaint Rt 90

- Inspection 3011 Blankley Rd  
December 11

- Prepare Report for Board
- I will Not be in Office on December 13 as I am having a medical procedure.

### **HISTORIAN'S REPORT**

Submitted by Shannon Armstrong

Shannon submitted a two-page flyer which is the 2023 Annual Report for the Genoa Historical Association. The report includes a list of the current board members, the number of visitors who came to the museum, a list of the events held, and the accomplishments and upgrades for 2023.

### **JUSTICE'S ACTIVITY REPORT**

Moving forward the Board Members will review the court activities at the monthly meetings. No approval needed.

### **WATER REPORT**

Total for month of November 2023 – 1,809,050 gallons

Daily Average for month of November 2023 – 60,300 gallons

### **COMMITTEE REPORTS:**

Water Committee – Recommendation to monitor the two residents water meters, which had water billing issues for the November billing.

Buildings & Grounds: Town Hall doors need to be “winterized” to keep drafts and snow out.

### **Old Business**

Town Hall Pavilion – Continue to work on getting firm commitments from contractors; in the \$50k range. Contracted with the IT company, Extra Mile from Auburn, to start working on security systems for the Town of Genoa computers. The Town will be changing over from Gmail to Outlook for email communications. NYSEDA Funds – The light bulbs have arrived to give out to the town residents. A decision will be made at the year-end meeting as to how to distribute. The remaining NYSEDA funds will be paid to John Conner for the electrical work at the Town Barn.

### **RESOLUTION 126-2023 APPROVAL TO ORDER NEW COMPUTER EQUIPMENT FOR THE NEW TOWN SUPERVISOR**

On a motion of Board member Slocum, seconded by Board member Philip, the following resolution was

ADOPTED   Ayes   5 Sellen-Gross, Shields, Slocum, Philip, White  
              Nays    0

Resolved to order new computer system for the new Town of Genoa supervisor.

**New Business**

NYMIR Annual training needs to be completed by 1/31/2024. Audit for Judge will be scheduled for the March Town Board meeting.

The SCIA instant aid email/contract was received.

RESOLUTION 127-2023 **APPROVAL TO SIGN THE SCIA CONTRACT FOR INSTANT AID**

On a motion of Board member Slocum, seconded by Board member Philip, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Shields, Slocum, Philip, White  
Nays 0

Resolved to approve the signing of the SCIA contract/instant aid.

RESOLUTION 128-2023 **APPROVAL TO SIGN THE 2024 CONTRACT FOR THE TOWN OF GENOA ATTORNEY PROFESSIONAL SERVICES**

On a motion of Board member Slocum, seconded by Board member Shields, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Shields, Slocum, Philip, White  
Nays 0

Resolved to sign Thaler and Thaler Attorney annual contract for 2024.

RESOLUTION 129-2023 **APPROVAL TO RESUBMIT THE YELLOW FLAG – CREEK ROAD REPAIR INTO THE BRIDGE OF NEW YORK APPLICATION**

On a motion of Board member Shields, seconded by Board member Philip, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Shields, Slocum, Philip, White  
Nays 0

Resolved to resubmit the Bridge of New York application for the Creek Road repair.

CC Soil and Water received monetary awards for Cayuga County. The Town of Genoa received the Comp Alliance safety award for \$2100. Lands End jackets were purchased for the highway employees. Eastern Shore Comp Alliance insurance rates have increased.

RESOLUTION 130-2023 **APPROVAL TO SIGN THE COMP ALLIANCE INSURANCE CONTRACT THE MEMBER PARTICIPATION FOR 3 YEARS**

On a motion of Board member Philip, seconded by Board member Slocum, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Shields, Slocum, Philip, White  
Nays 0

Resolved to approve the signing of the Comp Alliance insurance contract.

RESOLUTION 131-2023 **APPROVAL TO SIGN THE SHARD SERVICE PLAN**

On a motion of Board member Philip, seconded by Board member Shields, the following resolution was

ADOPTED Ayes 5 Sellen-Gross, Shields, Slocum, Philip, White  
Nays 0

Resolved to sign the Shared Service plan.

Thank you cards from Seneca Stone and Cayuga Lake National Bank.

Year-End meeting scheduled for Wednesday, December 27, 5:30 p.m. Organizational Meeting scheduled for Wednesday, January 3<sup>rd</sup>, 5:30pm and both will be advertised.

A motion to go into Executive Session at 7:30 p.m. was made by Board Member Shields, seconded by Board Member Phillip. Salary discussion for 2024.

The executive session was closed and adjourned at 7:40 p.m. on a motion of Board Member Shields, seconded by Board Member Slocum. Carried unanimously.

The regular meeting was adjourned at 7:45 p.m. on a motion of Board Member Shields, seconded by Board Member Slocum. Carried unanimously.

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Shannon Armstrong, Town Clerk