

**MEETING, TOWN BOARD OF GENOA**

**January 9, 2019**

A 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 January 9, 2019

Present: Lorie Sellen-Gross, Supervisor Paul Wheeler, Highway Supt.  
Cheryl Shields, Board Member  
Don Slocum, Board Member  
Chris Stout, Board Member  
Brandon White, Board Member  
Sue Moss, Clerk

The meeting was called to order at 7 p.m. by Supervisor Lorie Sellen-Gross with the Pledge of Allegiance to the Flag.

RESOLUTION 26-2019 APPROVAL OF ADDITION TO January 2, 2019  
ORGANIZATIONAL MTG MINUTES SCHEDULE B

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

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

Resolved that the Organizational Meeting minutes addition be approved

**Attachment B**

**SCHEDULE OF SALARIES FOR 2019**

- a. Assessor: \$17,927.00 annual salary pro-rated monthly & paid at the end of each month
- b. Attorney to the Town: Per current contract at hourly rate, \$225
- c. Board of Assessment Review Member: \$200.00 annual salary pro-rated monthly & paid the 15<sup>th</sup> of December or when term expires
- d. Board of Appeals/Variance Member: \$200.00 annual salary pro-rated monthly & paid the 15<sup>th</sup> of December or when term expires
- e. Code Enforcement Officer: \$9,650 annual salary pro-rated monthly plus funds for use of laptop and monthly cell phone & paid at the end of each month
- f. Court Clerk: \$6,500– annual salary prorated monthly & paid at the end of each month
- g. Deputy Registrar of Vital Statistics \$10 per service as received by the Supervisor
- h. Dog Control Officer: \$3,600.00 year, per current contract, paid monthly
- i. Dog Enumerator: \$2.00/dog plus mileage at the town’s reimbursement rate
- j. Motor Equipment Operator: Hourly rates ranges per experience and evaluation w/ time & ½ over 40 hrs,  
2019 ranges are from 17.24 to \$20.40  
New pay rate increases starts w/ first new pay period starting after Organization Meeting in January.
- k. Motor Equipment Operator Part-time: \$17.30 per hour with time and a half over 40 hours
- l. Registrar of Vital Statistics: \$10 per service as received by the Town Clerk
- m. Records Management Clerk: \$20.00 per hour not to exceed line item of budget

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- n. Secretary to Town Supervisor: \$10,000. Annually, pro-rated monthly & paid at end of each month
- o. Superintendent of Highways: \$53,500 annual salary pro-rated monthly & paid on the 15<sup>th</sup> & last day of the month.
- p. Town Budget Director: \$1,200.00 annual salary paid on 12/15
- q. Town Budget Director Assistant: \$500.00 annual salary paid on 12/15
- r. Town Clerk/Tax Collector: \$15,500 annual salary pro-rated monthly & paid at the end of each month
- s. Town Council Member: \$4,000 annual salary & paid in a lump sum on 12/15
- t. Town Historian: \$1,500.00 – annual salary pro-rated monthly & paid at the end of each month
- u. Town Justice: \$8,000 annual salary pro-rated monthly & paid at the end of each month
- v. Town Supervisor: \$12,000 annual salary pro-rated monthly & paid at the end of each month
- w. Superintendent of Highways will receive a salary of \$3,000 for 2019, prorated quarterly & paid at the last day of the quarter for his involvement, work, and decision making within the Water District. Funds will be dispersed out of SW1-8320.1

**RESOLUTION 27-2019 APPROVAL OF January 2, 2019 ORGANIZATIONAL MTG MINUTES WITH ADDITION TO SCHEDULE B**

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

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

Resolved that the Organizational Meeting minutes addition be approved

**RESOLUTION 28-2019 TRANSFER of FUNDS**

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

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

Resolved to transfer \$113.00 from SW1-8340.4 Transmission & Distribution contractual to SW1-8330.4 Purification contractual

**SUPERVISOR'S REPORT**

Lorie Sellen-Gross

The Supervisor's Report will be available at the January 30 Special meeting

**RESOLUTION 29-2019 APPROVAL OF BILLS**

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

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

Resolved to approve the bills as presented

**CLERK'S REPORT**

**Report on Revenues from Clerk's Office for December 2018**

Certified Copies	\$ 50.00
Dog Licenses	80.00 (\$90 total - \$10 Ag & Markets population control fund)
Building Permits	447.00

**Disbursements for December 2018**

Paid to Supervisor	\$ 577.00
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RESOLUTION 30-2019 **CLERK'S REPORT**

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

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

Resolved that the December 2018 Clerk's Report be approved

**HIGHWAY REPORT**

Brandon White

We have been getting just enough snow to have to go out and clean up. Monday night, the 7<sup>th</sup> we had very slippery conditions due to freezing rain, we worked most of the night to clean it up.

To keep busy when we are not plowing, the men are still cutting trees on County Line Hill Road, patching pot holes, mowing the back sides of some road ditches.

Eric and Bob have hung the new gates at the landfill entrance.

The water department's mini excavator is scheduled for delivery the last week of this month.

**CODE ENFORCEMENT REPORT**

Lorie Sellen-Gross

The following is a summary of activity since the December 12, 2018 report:

- Issued 1 Building Permit.
- Performed routine inspections on outstanding permits and site inspections for new permits.
- Office hours on Monday afternoons and by appointment.
- Will be attending meeting with Cayuga County Code Enforcement Officials on January 16, 2019 to discuss common code enforcement issues.
- Will be attending 24 hours of Code Enforcement training in Buffalo on January 27-30, 2019, sponsored by the Niagara Frontier Building Officials Association. This annual training conference provides courses to satisfy the annual requirement to maintain NYS Code Enforcement Certification by providing 24 hours of training approved by the NYS Division of Code Enforcement and Administration.

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Summary of building permits issued since the December 12, 2018 report:

#19-01 Thomas Meyers – 1462 Atwater Road. Interior remodel in walk-out basement.

There is concern regarding the appearance of a property on Bartnick Road. If this property is certified for auto repair, the appearance may be within guidelines.

**WATER REPORT**

Sue Moss

Total - 1,701,700 gallons

Average - 54,894 gallons

Lorie received an email from Sean Spath, a financial analyst with NYS Environmental Facilities Corporation, seeking confirmation on the financing of the Town of Genoa Water Project. Lorie responded telling him that Tim Steed from Hunt Engineering is behind the schedule he laid out for the Board. Tim has been invited to the January 30 meeting.

**OLD BUSINESS**

Lorie spoke with Levi Saltonstall regarding a blanket permit for the winery summer entertainment schedule. This will be discussed at the January 30 meeting

The New Visions permits are still on hold

**NEW BUSINESS**

The Cayuga County Association of Town Supervisors meeting is scheduled for January 17.

Lorie is unable to attend and Cheryl will attend in her place.

NYS Comp Alliance sent a printout showing that the Town has had only 5 workers' compensation claims totaling \$13,000 since the Town began its association with Comp Alliance in the 1990's.

The Town received its fourth quarter payment of sales tax from the County. The amount was \$137,622. The total received for the year is \$636,378.

The Town will be using American Power and Gas as their energy supplier.

A Special Meeting has been scheduled for January 30 at 6:30 pm

With no further business, on a motion of Board Member Shields, seconded by Board Member White, the meeting was adjourned at 7:20 p.m. Carried unanimously.

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Susan B. Moss, Town Clerk