

February 7, 2017

The regular meeting of the Varick Town Board was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at this meeting were Council Members Todd Horton, Tom Fox, Kathy Russo and Richard Peterson, Town Clerk, Donna Karlsen, Bookkeeper, Angela Testa, and Attorney for the Town, Joe Midiri and Ovid Gazette reporter, Aneta Glover. Also present were Judy Dresser, David Dresser, Sally Kenyon, and Pat Thomas.

Petitioners to Address the Board: David Dresser did a presentation regarding the South County Transportation Corps (SCTC) which is sponsored by Cayuga-Seneca Community Action Agency (CSCAA). This program is an innovative program involving volunteer drivers transporting neighbors who need rides to medical and dental appointments or to other health-related destinations such as eye clinics and pharmacies. The program grew out of a Resident Health Promotion Project of **STEPS (Seneca Towns Engaging People for Solutions)**. The four towns in the STEPS neighborhood are Covert, Lodi, Ovid and Romulus. The SCTC is designed to supplement the Retired and Senior Volunteer Program (RSVP) that provides seniors 55 or older with transportation to medical and dental appointments. There are no age requirements for SCTC ridership, but individuals under 18 must be accompanied by a parent or adult. The SCTC does not transport Medicaid-eligible residents, because they have a service provided by the county and the state. In May 2016, the Seneca County Board of Supervisors voted to underwrite the mileage costs of SCTC drivers at the federal rate up to a maximum of \$5,400 during the 2016 calendar year. He noted that to help offset the costs of the SCTC program, riders are asked to make donations and suggested amounts are determined by miles traveled. SCTC informational flyers were provided with contact numbers for Theresa Lahr, STEPS Coordinator, David Dresser, SCTC Dispatcher and Anne Wilkes CSCAA Seneca Program Director.

Sally Kenyon and Pat Thomas addressed the board with their concerns pertaining to piles of debris, cat and dog feces left in the yard and noise from barking dogs inside and outside the house at 5374 East Lake Road. They presented a copy of a letter sent to Midey, Mirras and Ricci dated January 30, 2017 detailing these concerns and informed the town's attorney that they would be attending the February board meeting in a letter dated February 6, 2017. Pat Thomas reported that people continue to move in and out bringing their household goods, pets and other things which they leave all over their property. She noted that the homeowner is getting a dumpster to clean up this mess, but they are continuing to follow-up this complaint as the homeowner has gotten dumpsters in the past with no visible change in the mess. Rick McCulloch, the zoning enforcement officer, who was not able to attend this meeting, provided the board with a copy of a letter he sent to the homeowner dated January 29, 2017 citing violation 309.2B Town-wide design standards of the Town of Varick Zoning Code concerning outdoor storage areas and gave the property owner until March 1, 2017 to bring the property up to code. If this does not happen they will be issued an appearance ticket for town court. He also provided a copy of the violation along with a copy of 402 Duties of the Varick Code Enforcement Officer detailing his job responsibility pertaining to this complaint and 802 Penalties which states the penalty of said violation. Joe Midiri recommended Ms. Kenyon and Ms. Thomas contact Seneca County Health Department and Child Protective Services for further support if they have any further concerns. The board stated that the town has taken steps within their jurisdiction as of this date. As stated, the homeowner has until

March 1 to rectify the violation as cited and Mr. McCulloch will do his due diligence as the zoning enforcement officer.

Code Enforcement Report: Rick L. McCulloch provided a written report for the board's review.

Abstract: A motion by Kathy Russo, seconded by Tom Fox and so carried unanimously to approve Abstract No. 2, General, Vouchers A001-7014 to A0017-028 in the amount of \$34,928.32, Highway, Vouchers DA017-003 to DA017-010 in the amount of \$1,151.33, Varick Sewer District No. 1, Vouchers VS117-004 to VS117-006 in the amount of \$2,934.60, Varick Sewer District No. 2, Vouchers SSS17-003 to SSS17-004 in the amount of \$2,919.88, Varick Water District No. 2, Vouchers VW117-003 in the amount of \$344.50, Seneca Lake Water District, Vouchers SWS17-005 to SWs17-008 in the amount of \$77,980.70, Varick Water District No. 4, Voucher VW417-005 in the amount of \$678.22.

Highway: No Report.

Supervisor's Report: A motion by Tom Fox, seconded by Kathy Russo and so carried unanimously to approve the January 2017 Supervisor's report.

Mrs. Testa met with Tom Lauffler from Raymond Wager CPA to provide information for the 2014 audit he is completing as previously required by Rural Development. Mr. Lauffler reported that Rural Development has changed their audit requirements as of 2016 and further audits will no longer be requested by them.

Mrs. Testa reported that in their discussion and review of the 2014 audit Mr. Lauffler again reported that due to incorrect entries made when Joan Teichner was Supervisor, the microfund accounting program cash .0200 does not balance with the bank statements and the *due to and due from* also do not tie out to a zero balance. The hand-written records are accurate and balance with all bank statements. Mr. Lauffler indicated that balancing the microfund program to the accurate handwritten records could be completed at this time and provided a proposal for accounting assistance on an as-needed basis at an hourly rate of \$95 plus expenses. Mrs. Testa reported that she feels she can complete these entries without assistance. She sought board approval to make the necessary entries to balance the microfund program with the accurate handwritten records and to seek said assistance from Raymond F. Wager CPA, P.C. if necessary.

A motion by Todd Horton, seconded by Kathy Russo and so carried unanimously to direct the bookkeeper, Angela Testa, to make the necessary entries to the microfund program to balance with the accurate handwritten records and to seek assistance from Raymond F. Wager CPA on an as-needed basis.

Mrs. Testa will correct entries in the microfund program to bring cash to balance with the handwritten books and to tie out due to and due from and provide a report to the board once completed.

Mrs. Testa also reviewed the Town of Varick's Bereavement Leave Policy with the board and noted that as written it provides employees to be paid on a daily basis for all days lost on the day of the funeral and two preceding days, provided that all those days were regularly scheduled work

days of the employee. It was noted that most policies are for three days and does not specify what days can be paid for.

A motion by Todd Horton, seconded by Kathy Russo and so carried unanimously to change the Town of Varick's Bereavement Leave Policy effective January 1, 2017:

Bereavement Leave:

In the event of death of one of the following members of an employee's family: Parent, Spouse, Children, Brother or Sister, or other relatives who are a member of his/her household, the employee shall be excused from work for three days at his/her request to attend the funeral, and shall be paid on a daily basis for each day taken up to three days.

Assessor: Ann Morgan provided a written assessment report for January and February 2017.

Depot: Mr. Hayssen reported that a public hearing will be held at the Romulus Fire House, Thursday, February 9th at 5:30 pertaining to the lease and pursuit of a PILOT by Martin. He reported that he has met with Anne Morgan regarding the assessment on the depot property and supports her efforts in the assessment process.

Varick Sewer District No. 1: No report.

Varick Sewer District No. 2: Bill Kolbeck reported to the town clerk that Donald Reinshagen of 5196 East Lake Road has water entering his grinder pit and wanted the town to dig it up and complete the necessary repair. Mr. Reinshagen feels the water is making the grinder pump run more often and is causing an increase in his electric bill. Mr. Kolbeck pumped the pit out and feels the cause of the water entering the pit is due to the settling of the pipe installed by the homeowner which runs from the pit to the home, which would be the homeowner's responsibility to repair. A letter will be sent indicating the homeowner's responsibility along with suggested contractors he may wish to employ to rectify the problem. Mr. Kolbeck will monitor this repair and if it is found that the problem is on the town's side of the grinder pump, any costs will become the responsibility of the district.

Water District No. 1: No Report.

Seneca Lake Water District: Mr. Hayssen has been working with Cindy Stephen checking all air relief valves for leaks. He has asked Tim Dorn to continue working with her on this project. She will provide a written report to the town.

Mr. Hayssen reported that the master meter is still not working accurately at Kennedy Road and the county has done nothing to rectify this problem and the district continues to lose money. He reported that he will be meeting with HMI from Lyons New York seeking a quote for installation of a new meter pit and meter. He estimates the cost to be around \$10,000 and sought board approval to have this work completed under an emergency situation if the cost exceeds \$10,000. Under normal circumstance, items over \$10,000 require the town to go out for bid, unless under a declared emergency. Mr. Hayssen reported that the town is losing at least \$10,000 in billing to the county quarterly due to the current malfunctioning master meter.

A motion by Todd Horton, seconded by Kathy Russo and so carried unanimously to authorized Supervisor Robert Hayssen to seek a quote for installation of a meter pit and master meter from HMI and to declare this an emergency situation if said quote exceeds the \$10,000 purchase limit.

Mr. Hayssen reviewed the water reading completed by the Village of Waterloo for the fourth quarter and noted that there were approximately 75 estimated readings. He suggested that the board consider purchasing a meter reader. Blair Supply will be asked to provide a quote.

Water District No. 3: He reported that there is approximately a 30% water loss between Varick Water District No. 3 and Fayette Water District No. 5. The county recently replaced the town's master meter. Mr. Hayssen and Mr. Trout monitored this meter and it has been determined this meter isn't working accurately. Both towns will research this further.

Water District No. 4: Joe Midiri is working with Christy from their offices to determine what is needed to complete the easements for this district.

Personnel: Mrs. Russo reported that she completed the grant to the youth bureau for the summer recreation program.

Mrs. Russo suggested that a dog census be completed at some point and presented an article from the Finger Lakes Community Newspaper from November 2015 where the Town of Ovid was proposing a dog census. Discussion was held regarding when this should occur and different options were discussed on how to notify the residents of the town. Further consideration will be given to this matter.

Minutes: A motion by Todd Horton, seconded by Tom Fox and so carried unanimously to approve the minutes of January 2, 2017.

Planning Board: A motion by Todd Horton, seconded by Kathy Russo and so carried unanimously to appoint Frankie Long to the Planning Board for a term to expire December 31, 2017.

Old Business, New Business and Correspondence: Mr. Hayssen presented the franchise agreement with Spectrum (formerly Time Warner) and recommended a 5% increase.

Mr. Fox reported that he had not met with Pam Helming regarding the grant for the addition to the town hall. He reported he would meet with her with Mr. Hayssen and will set an appointment.

A motion by Todd Horton, seconded by Tom Fox and so carried unanimously to adjourn the meeting at 9:05 p.m.

Respectfully submitted:

Donna Karlsen
Varick Town Clerk