

**TOWN OF GENOA REGULAR MEETING**

**May 10, 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 May 10, 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 6:30 p.m. by Supervisor Lorie Sellen-Gross with the Pledge of Allegiance to the Flag.

**RESOLUTION 42-2023     APPROVAL OF BOARD MINUTES FOR 4/12/23 REGULAR MEETING**

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 accept approval for the April meeting.

Three Budget Transfers: 1) Transfer \$1000 from Contingency Fund to Town Board Contractual 2) Transfer \$1040 from Contingency Fund to DBL Ins. Benefit 3) Transfer \$1000 from Health Insurance Fund to DBL Ins. Benefit.

**RESOLUTION 43-2023     APPROVAL OF THE THREE BUDGET TRANSFERS**

On a motion of Board member White, 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.

**RESOLUTION 44-2023     APPROVAL OF SUPERVISOR’S FINANCIAL REPORT: April 30, 2023**

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

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

Resolved to approve the Supervisor’s Financial Report for April 2023.

**RESOLUTION 45-2023     APPROVAL OF BILLS**

On a motion of Board member Shields seconded by Board member Philip, removal of one bill of \$98.00 for accommodations in Geneva, the following resolution was

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

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

**CLERK'S REPORT**

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

Certified Copies (8)	\$ 80.00
Marriage License (1)	\$ 17.50
Dog Licenses (5) control fund)	\$ 40.00 (\$5.00 to Ag & Markets population control fund)
Building Permits (6)	\$ 350.00

**Disbursements for April 2023**

Paid to Supervisor	\$ 487.50
Paid to NYS Health Dept. for Marriage Lic.	\$ 22.50

RESOLUTION 46-2023 **CLERK'S REPORT**

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

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

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

**Code Enforcement Report**

April 11

- Codes Class

April 12

- Codes Class

April 13

- Codes Class
- Doug 1170 Oberon Drive questions on CO detectors
- Mike Rose Atwater Rd questions on House
- Spoke with Stacey Hillard

April 14

- Confirm address for roof permit 10061 State Rt 90

April 17

- Visit site of Fire East Genoa Rd meet with Fire Chief
- Question on Electrical Inspection Atwater Road
- Received email with final Electrical for T Mobile Cell Tower

April 18

- Call for Inspection appt. Rt 34B

April 19

- Inspection 1170 Oberon Drive Need CO for Wood Stove
- Inspection 999 Rt 34B ok to close walls
- Issue Permit 23-16 9969 Rt 90 Porch
- Issue Permit 23-17 807 State Rt 34B Roof
- Issue Permit 23-18 865 Lake Rd 36X48 Pole barn Fessenden
- Inspection 2975 Blankley Rd Close permit Garage

April 20

- Text with information 1170 Oberon Drive

April 21

- Questions on fire blocking project on Powers Rd

April 25

- Call from Mr. Sterling Shed is set on Oberon Drive

April 26

- Call from King Ferry Winery about Tent Permit
- Call from Rick 484 State Rt 34

April 27

- Email about Land Survey

May 3

- Office Hours
- Issue Permit 23-20 2800 Hill Rd for Demolition Ward
- Issue Permit 23-21 874 Rt 34 Roof
- Issue Permit 23-22 10046 State rt 90 for Pool Chadwick
- Issue Permit 23-23 658 Lake Street for Tent
- Review NYSERDA Letter for grant
- Email for solar permit 1426 Powers rd.
- Email info for Electrical inspection T mobile
- Meet with resident about manufactured home on Indian field rd.
- Call from King Ferry resident about fence requirements
- Discus issue with resident on Powers rd.
- Answer questions about dock permits Fire Lane 5

May 4

- Electrical inspection for Oberon drive
- Email response for solar information 1426 Powers Rd

May 8

- Call from Mr. Reeves about roof permit

May 10

- Inspection Powers rd. Plumbing
- Inspection Oberon Drive to close shed permit
- Inspection Lake Rd Pole Barn
- Office Hours
- Issue Permit 23-24 8967 State rt 90 Roof Reeves
- Issue Permit 23-25 274 Tupper Road Vinyl Siding Tyrrell
- Complete C 404 Census Report for town
- Issue Permit 23-26 993 Rt 34 B Foundation Work Piechuta
- Closed out 4 permits with 3 certificate of completions and 1 Certificate of Occupancy
- Complete Monthly Report

**Highway Report**

Submitted by Paul Wheeler

The men are still hauling crusher run for paving, ditching on Bartnick, Hill and Mayo roads. Changed across culvert on Atwater Road getting ready to pave this summer. Repaired washed out ditch on Clearview Road. Scott Swan is taking his Class D water training. Tim Schneider from Cayuga County Soil and Water Conservation District sent a letter to the ToG regarding the North Street Flood Mitigation project. The Board will be inviting Mr. Schneider to attend the next board meeting to go over the project, scope of services and the cost. Residents who live on the properties that are affected will also be invited to attend.

**WATER REPORT**

Total for month of April 2023 – 1,715,100

Daily Average for month of March 2023 – 57,170

Dog Control: Carl Collier is retiring from his position with the Finger Lakes Dog Protection Agency at the end of 2023. Lorie will check with other towns to see what they are doing to fill this position.

**COMMITTEE REPORTS**

Water District – Water billing went out first week in May. Just a few meters need to be re-read. Buildings & Grounds – Carpet in the basement needs to be shampooed. Will check into renting a shampooer from AgTrac. Don reported on the Rural Communities Assistance Partnership and services they offer and the Honoco Road Cayuga Lake Protection project. The Honoco Road residents will meet with the Cayuga Lake Water Shed committee next week.

**Old Business Updates**

ARPA Funds – Moving forward on the pavilion project to be built at the Town Hall southeast lawn.

**New Business**

Lorie shared the Pickard and Anderson 2022 Landfill Report. Supervisors Meeting in Auburn on May 18<sup>th</sup>. Lorie met with CLNB on investing funds.

**RESOLUTION 47-2023 REVIEW THE TOWN OF GENOA ACCOUNTS TO INVEST FUNDS IN ACCOUNTS AT CAYUGA LAKE NATION BANK AND MOVE FUNDS OVER TO HIGH RATED SAVINGS ACCOUNT**

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

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

**RESOLUTION 48-2023 TO CONTRATUALLY EMPLOY BONNIE THOMAS TO PERFORM DETAILED & UPDATED RECORDS MANAGEMENT AT THE TOWN REPOSITORY**

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

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

Resolved to approve the contractual hiring of Bonnie Thomas to perform record management at the town hall, hourly rate will be \$23.00. She recently retired from Cayuga County Records Management Office and definitely is an expert in record management.

Southern Cayuga Instant Aid – 250 calls so far this year.

Cayuga County Veteran Services – Kevin Swab from the Cayuga County Veteran Services will be contacting us to set up times to meet with veterans at the Town Hall. More information to come.

R&L Mowing Services have increased their rate by \$20.00 more.

Swim and Recreation Program will run for four weeks starting 7/10/2023 through 8/4/2023.

**RESOLUTION 49-2023 APPROVAL TO USE ARPA FUNDS TO PURCHASE TWO GENERATORS; One for the Highway Department and one for the Town Hall**

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

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

Resolved to approve the use of ARPA funds for the two generators.

**RESOLUTION 50-2023 APPROVAL TO CONTRACT WITH MUNICIPAL SOLUTIONS TO REVIEW and CONTINUE WORK ON OUR FUND BALANCE POLICY**

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

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

Resolved to approve to sign the contract with Municipal Solutions.

Don and Pam went to financial training in Geneva. Don reported on what he learned as far as procurement policies, purchases, etc. Lorie stated she has most of the Mandated Policies for 2022-2023 already in place on the Supervisor's computer. Continued update and approval will be asked for the Board's approval at their June meeting.

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The Supervisor asked the Board at 7:40 p.m. to go into the Executive Session for employment discussions. On a motion of Board Member Shields, seconded by Board Member Slocum, the Executive Session was adjourned at 8:00 p.m. Carried unanimously.

Paul Wheeler has been given permission to contact a person who has shown interest in the open MEO position with the Highway Department. If the candidate is still interested, he has been given permission to offer this employment opportunity. He will inform the Town Supervisor with an update on this possible hire prior the next Town Board meeting.

The regular meeting was adjourned at 8:10pm on a motion of Board Member Shields, seconded by Board Member Slocum. Carried unanimously.

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Shannon Armstrong, Town Clerk