

MEETING TOWN BOARD OF GENOA

January 11, 2017

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 11, 2017

Present	Lorie Sellen-Gross, Supervisor	Paul Wheeler
	Cheryl Shields, Board Member	Mick Piechuta
	Don Slocum, Board Member	
	Brandon White, Board Member	
	Al Armstrong, Board Member	
	Sue Moss, Clerk	

The Board meeting was called to order at 7:00 p.m. by Supervisor Lorie Sellen-Gross with the Pledge of Allegiance to the Flag.

CODE ENFORCEMENT December 2016

Mick Piechuta

Hours: Regular – 16.5
Miles: Regular – 50 miles

PERMITS ISSUED:

16 – 75	Doug Wolf	1167 Honaco Rd.	Roof - Deck
16 – 76(R)	John Binns	960 Rt. 34B	Store

INSPECTIONS/VISITS:

D. Grusenmeyer	E. Genoa Rd.	M. Underwood	E. Genoa Rd.
T. Ward	Atwater Rd.	J. Orkin	FL#1
D. Baildon	Lake Rd.	M. Gaasche	Lake Rd.
D. Wolf	Honoco Rd.	John Binns	Rt. 34B

COMMENTS/QUESTIONS/CONCERNS:

- Continue to work with residents on new projects
- Attended - Rates & Finance Workshop for Small Water Systems in Palisades NY.
- Issued an Appearance Ticket to a resident for unlicensed or unregistered vehicles.
- Began working on yearly reports

ANNUAL REPORT - 2016

Mick Piechuta

Building permits issued	76
New homes	13
Commercial	1
Repairs/alterations/additions	16
Sheds/garages/pole barns/decks/roofs, etc.	32
Systems: heating/electrical, chimneys, etc.	4

TOWN BOARD MEETING

January 11, 2017 Page 2

Wind turbines	4
Demolition	2
PV systems	3
Electrical inspections	2

Fees \$ 9,508.05

Estimated value increase \$2,724,150.00

This is the estimated increase in value in the Town (these figures are taken from the applications for Permits)

Mick talked about his trip to the Rates & Finance Workshop for Small Water Systems in Palisades NY. Some of the topics discussed were rate structures for water systems, consolidation of town governments, asset depreciation and the median income for NYS (\$56,882) and how it compares to the Town of Genoa (\$53,482). Mick said the workshop was well worth the trip.

RESOLUTION 22-2017 **APPROVAL OF DECEMBER 13 MINUTES**

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

ADOPTED Ayes 4 Sellen-Gross, Shields, White, Armstrong
Nays 0
Abstain 1

Resolved that the December 14 minutes be approved.

RESOLUTION 23-2017 **APPROVAL OF DECEMBER 29 YEAR-END MINUTES**

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

ADOPTED Ayes 3 Sellen-Gross, Slocum, White
Nays 0
Abstain 2

Resolved that the December 29 year-end minutes be approved.

RESOLUTION 24-2017 **APPROVAL OF JANUARY 2 ORGANIZATIONAL MEETING MINUTES**

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

ADOPTED Ayes 4 Sellen-Gross, Slocum, White, Armstrong
Nays 0
Abstain 1

Resolved that the January 2 Organizational Meeting minutes be approved.

RESOLUTION 25-2017 **APPROVAL OF JANUARY 4 PUBLIC HEARING MINUTES**

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

ADOPTED Ayes 3 Shields, Slocum, White
Nays 0
Abstain 2

Resolved that the January 4 Public Hearing minutes be approved.

SUPERVISOR'S REPORT

Lorie Sellen-Gross

RESOLUTION 26-2017 **APPROVAL OF DECEMBER 31 SUPERVISOR'S REPORT**

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

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

Resolved that the December 31 Supervisor's Report be approved.

The Clerk notified the Board of the Association of Towns annual meeting in February in New York City. It runs from February 19 through 22.

CLERK'S REPORT

Report on Revenues from Clerk's Office for December 2016

Certified Copies	\$ 100.00
Marriage License	17.50
Dog Licenses control fund)	128.00 (\$144.00 total - \$16.00 Ag & Mkts population
Building Permits	222.50

Disbursements for November

Paid to Supervisor	\$ 551.00
Paid to NYS Ag & Markets	16.00
Paid to NYS Dept of Health	22.50

RESOLUTION 27-2017 **CLERK'S REPORT**

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

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

Resolved that the December 2016 Clerk's Report be approved

HIGHWAY REPORT

Brandon White

The men have been busy plowing and sanding. We have been out eighteen of the last twenty eight days.

They have put a plow and sander on truck # 9 and replaced the wing cable. We took it to Moravia Highway Department to use until they get their truck repaired or replaced. I think the insurance company totaled their truck.

Bob and Eric had to do a lot of welding and fabricating on the plow frame for the grader.

The guys have been cleaning and organizing the shop. It is starting to look better. Jeff and Matt have serviced and sharpened chainsaws.

ASSESSOR'S REPORT

Lorie Sellen-Gross

Exemption renewal and 1st time applications are due March 1st. I will be available additional office hours this year due to an error I made while listing the dates on the exemption cover letter (I was using a 2016 calendar for January and February 2017). So the assessment office will open during the dates/times listed on the letter and additionally my regularly scheduled office hours.

We are expecting the arrival of our first grandbaby any moment. In the event there is an emergency that I MUST be present, I will do my best to arrange coverage.

I have attached my NY STATE EDUCATIONAL report. Property owners often have a misconception that as an Assessor, I am not well educated in the field of Real Property Valuation. I am not sure if you, as Town Board officials, have had an opportunity to review my credentials. This list contains courses I have taken which meet NYS Certification and Continuing Education requirements, in addition to my Bachelor's Degree in Applied Science in Public Justice.

As many of you know, I HAVE BEEN VERY DILIGENTLY working on cleaning up, organizing, finding, requiring proper documentation, verifying eligibility, recalculating incorrect exemption amounts, and in some cases going through the painful process of removing erroneous exemptions. I appreciate the support of the Town Board when I have asked for file folders, cabinetry and extra help as I have been trying to sort through YEARS of historical records while attempting to correct and maintain hundreds of current exemptions each year. Your support has made the process easier. Even with this ongoing, time consuming and detailed scrutiny of exemptions, details can be overlooked. I strive to continue the process. This year I will be sending original applications to all not for profit organizations in Assessment Roll Section 8.

Please be aware of the email below all Assessors received just a few days ago regarding the importance and expectation of exemption records.

PLEASE BE MADE AWARE OF THE FOLLOWING:

The NYSAA would like to make the assessment community aware that the NYS Comptroller's Office has begun auditing Assessors' Office. We have heard that they are committed to auditing every municipality in NYS. We know of at least two audits that have been completed.

Some of the findings reported:

Parcels that received new Tax Map #s (split/merge) did not have exemption applications with the New Tax Map #'s on them.

Wholly exempt parcels, such as churches that have been in place for 50 years, did not have ORIGINAL exemption applications on file.

Some eligible fund exemptions should have been recorded as Cold Wartime Vet's, Alt Vet's or Disabled Vet's.

Wartime Vet's with Disability had exemption amounts that were incorrect.

Residential exemptions with no application on file.

Exemptions had inaccurate codes. For example, properties had an exemption code that does not exist.

Wholly exempt parcels that do not qualify for this type of exemption.

TOWN BOARD MEETING

January 11, 2017 Page 5

The Assessor had not determined if proper paperwork is contained in all the files, specifically those exemptions that were granted prior to becoming Town Assessor.

Exemptions that were not authorized by the Town Board. Including two types of veteran exemptions and a business investment property exemption. The Town Board was unaware that it must authorize certain exemptions and the Town Clerk did not maintain older documents of authorizations done prior to 2014. If the Board does not approve the exemptions they are not valid.

This communication is not meant to alarm anyone or to suggest that you make widespread policy changes. The NYSAA along with the IAO would like to partner with the Comptroller's Office in an attempt to formulate some attainable guidelines for what should be considered during these audits.

Respectfully submitted
Heather Garner

RESOLUTION 28-2017 APPROVAL OF BILLS

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

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

Resolved to accept the bills as presented

WATER

Sue Moss

Total for December - 2,069,095

Average - 66,745

Paul mentioned that he had to check on the pump as it had not come on. Lorie said there is money available if he would like to start replacing items that are not functioning properly. He also mentioned that some of the highway employees have shown an interest in becoming certified for the water department.

Judge Orkin and Claire Hebbard joined the meeting to hand out the Annual Checklist for Review of Justice Court Records and answer any questions the Board had.

OLD BUSINESS

Lorie handed out the Zito Media agreement for the Board to review. It will be discussed at the February meeting.

NEW BUSINESS

Lorie received the 4th quarter check from the County.

She received a letter from Cayuga County Emergency Services informing us that the NYS Public Service Commission has assigned a new area code (680) which will overlay the same area as the 315 area code. As a result of this, local dialing procedures will require callers to dial ten digits (area code + telephone number). This means that all local calls currently dialed with seven digits will need to be dialed using the appropriate area code (315 or 680). Calls to 9-1-1 will not be

TOWN BOARD MEETING

January 11, 2017 Page 6

affected. **Ten-digit dialing will be required beginning on February 11, 2017.** After that date, local calls placed without the area code will not be completed.

Some changes have been made to the employee handbook: With regard to health insurance, employees may now choose group, single or single + one coverage. The probationary period may be reduced or extended depending on circumstances.

RESOLUTION 29-2017 **APPROVAL OF CHANGES TO THE EMPLOYEE HANDBOOK**

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

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

Resolve to approve changes to the 2017 Employee Handbook

The Board discussed putting up signs on Pine Hollow Road and Genoa-Locke Town Line Road to try to slow down truck traffic.

There will be a meeting on January 17 with Tim Steed from Hunt Engineers.

With no further business, on a motion of Board member Shields, seconded by Board member Armstrong, the meeting was adjourned at 7:55 p.m. Carried unanimously.

Susan B. Moss, Town Clerk