



Town of Aurelius  
1241 West Genesee St Rd  
Auburn, NY 13021  
315-255-1894  
315-253-5827 (fax)

**TOWN COUNCIL**

EDWARD IDE JR, SUPERVISOR  
STEPHANIE CHURCH, DEPUTY SUPERVISOR  
KATHLEEN CUNNINGHAM, COUNCILOR  
STANLEY HOSKINS, COUNCILOR  
ALEXANDER PATTERSON, COUNCILOR

**TOWN BOARD REGULAR MEETING MINUTES 11/08/2018**  
**APPROVED 12/12/2018**

Members present: Supervisor Edward Ide, Deputy Supervisor Stephanie Church, Councilor Alexander Patterson, Councilor Stanley Hoskins, and Councilor Kathleen Cunningham.

Staff Present: Clerk Debbie Pinckney, Highway Superintendent Kent Walter, and Planning Board Jerry Scouten, Code Officer Howard Tanner.

Public: See sign in sheet

1. Pledge to the Flag – Supervisor Ide opened the meeting at 7:00pm with the Pledge to the Flag.
2. Open Budget Hearing
  - a. Supervisor Ide opened the Public Hearing for the 2019 Town Budget at 7:05pm. The Hearing will remain open for one hour should anyone wish to comment.
  - b. Note the Town will not exceed the Tax Cap
3. Public (if any) - see sign in sheet
4. Approval of Minutes – September 13, 2018

**Resolution #90-2018 Motion by Church to approve the minutes of September 13, 2018 with corrections. Second by Cunningham. 5/0 approved.**

5. Executive Session – Supervisor Ide asked for a motion to move to Executive Session

**Resolution #91-2018 Motion by Church to move to executive session for the purpose of discussing the sale and/or lease of real property at 7:15pm. Second by Cunningham. 5/0 approved.**

**Board returned from executive session at 8:25pm. NO action taken at this time.**

6. Additions/Corrections to the Agenda (if any) - none

7. Correspondence

- a. Department of Public Service Notice of winter outreach & education campaign
- b. Cayuga County Planning training verification for Mary Burtless, Mary Gratton, and Chad Hayden
- c. NYMIR Risk Management Bulletin for Sexual Harassment Guidelines mandated by NYS Oct 1, 2018. Clerk will take the November 28<sup>th</sup> webinar.
- d. Comp Alliance Revised Plan Document – for the administration, defense and payment of claims against plan members.
- e. Sales Tax 3<sup>rd</sup> qtr – note have exceeded the amount budgeted for the year

8. Committee reports

- a. Codes – Howard Tanner
  1. Cayuga Veterinary Clinic has their building permit
  2. In 2019 will have the 2018 ICC Code must be adopted, and your Local Law must be updated to reflect these changes. Howard will submit the proper paperwork to the lawyer.
  3. Change the clocks, please remember to change your batteries in your smoke detectors also.
  4. Telvock on 6161 River Road has requested to replace the existing single wide. Since there is a moratorium, it requires Board approval, and until there is more concrete information i.e. lot lines, highwater mark, planning board input it would be in the Town's best interest to wait before allowing anything other than life safety issues to be addressed.
  5. Colleen Scicly – the niece and executor of Joseph Connelly estate for 6927 River Rd. There was a complaint received on the condition of the property, there seemed to be people living in the structure, drawing water from the River, but nothing to show the grinder pump was connected. Clerk was under the impression the property dwelling was uninhabitable and vacant. Clerk had reached out to Colleen, the niece and she was told that there are people fixing up the dwelling as they were in the process of purchasing it prior to her uncle's passing. She will contact Colleen Scicly and explain that there were guidelines under the Land Use Permit that have to be followed. No action taken at this time until the facts are clear.
  6. Bluefield Road – Kathleen Ray, 6169 Bluefield Rd has called with numerous complaints of CMI noise. Clerk stated she had received a call from Tim Hlwy of 6163 Murphy Drive about CMI noise just this past week. At this time CMI is compliant with the noise decibils from the site plan records. Howard has made two trips to that specific area on Bluefield at 11pm and did not hear anything other than peepers.
- b. Planning – Jerry Scouten - no report
- c. Highway – Kent Walter
  1. All ready for snow

2. Met with the County Highway Dept head and will be working together for cheaper prices on salt. Part of the County Shared Services initiative.
3. Mason & Grant has had difficulty getting access to the State Police Barracks to service the furnace. Kent understands the staff's reluctance but until the lease is in place the Town is still responsible for maintaining equipment. Will speak with the sergeant to coordinate this.
4. Ellis Drive Pump maintenance was completed today. Discovered a wheel from the City camera when the line was scoped a few months ago. Also had Elmhurst Pump station serviced.
5. Sunday had a call there was a tree down along with some wires on River Rd, Kent will have to address removing some more trees at some point.
6. County will again be plowing portions of St Rt 90 and 326. Kent was told they would be running 2 shifts this year.
7. DEC Boat Launch on River Road – Kent had explained to the contractor the area that encompasses the parking lot has always been wet and he suggested they install a culvert pipe. There is trouble with the installation of the boat slip, it will have to be redone as it is too high. The contractors have been dumping dirt behind DWS which has caused some concern by River Road residents that there will be more runoff. This project is being run by the State.
8. District 1 usage – Worked with Rural Water and found one leak on St Rt 326. Note – Staff shut the valves by Hoskins Farm and Experimental Rd at 3am and checked the pit meter at Bluefield and West Genesee St Rd and it wasn't moving, which means we are not losing water out of District 1. Note, Limekiln and Experimental Rd meter pits are the only meters with water leaving the district. Kent requested the Board give him more time to research water loss, he believes there could be as much as 10% loss through the household meters but staff is working with Martha, reading all of the meters monthly on Experimental, Limekiln and Genesee meter pits to verify the theory that this is a meter issue.

It is difficult to get the timing down as the City and the Water Authority read meters, we know what is coming out of the city meter pit, subtracting what CCWSA reads, and we know Bluefield use, divided it down and got the weekly residents along with Leaders and BOCES and are looking at 35000 gallons of unaccounted for water, but again it's difficult to verify with so many variables. One thought is that the meters are not picking up low flow so were looking to do weekly reads for another 4 weeks.

d. Bookkeeper – Martha Russell

- Request a resolution to raise water rates in Water 1 (\$5.17 to \$5.46) and Water 2. (\$4.57 to \$4.83) Discussion as to how to notify the residents. Consider a special mailing or notify them at the 4<sup>th</sup> qtr 2018 billing that first week in January? The Clerk can place a short notice on the water bill itself. Board agreed to notify via the 4<sup>th</sup> qtr bill that rates increase will begin with the first quarter of 2019. (Bills will be mailed the first week of April) Note in

the 2019 budget the Town will use \$13,583.00 of the fund balance for Water 1.

**Resolution #92-2018 Motion Patterson to raise Water 1 rate from \$5.17 per 1000 gallons to \$5.46 per 1000 gallons and Water 2 rate from \$4.57 per 1000 gallons to \$4.83 per 1000 gallons. Second by Cunningham. 5/0 approved.**

- RFP for Audit Services
  - a. Inserio & Co Ithaca, NY \$8400.00
  - b. EFGP Group, Williamsville, NY 10,000-12,000
  - c. Bonadio Group – 11,000 for a single year, multiyear \$10,300
  - d. Fust Charles Chambers, Syracuse, NY - \$12,000.00

**Resolution #93-2018 Motion Church, Second Cunningham to hire Inserio & Co. 5/0 approved.**

- RFP for Handbook Services
  - a. Complete HR Solutions – Springfield, MA - \$2000.00
  - b. Public Sector HR Consultants – Glenville, NY \$3500.00
  - c. Premier Payroll Processing – Auburn, NY no response
  - d. Zenefits – will only provide a template

**Resolution #94-2018 Motion Church to hire Public Sector, Second Patterson. 5/0 approved.**

- Suggestions for recognizing Mrs. Dudley as she retires as cemetery caretaker after 33 years. Decision to give her a \$100 gift card and a plaque
  - Sales Tax – 3<sup>rd</sup> quarter is up
  - Computer Services – Extra Mile IT Services has assisted with installation of 365 and email. To continue IT Support would cost \$400.00 a month. Discussion and consensus to hire them. **Resolution #95-2018. Motion Church, Second Patterson to hire Extra Mile for the Town's IT Security. 5/0 approved.**
  - Supervisor's Report – **Resolution #96-2018, Motion Church, Second Patterson to have Supervisor sign the report. 5/0 approved**
  - No transfers
  - Assessor Linda Wright Retirement Party – November 29<sup>th</sup> at the Sunset 6:00pm
  - Holiday Dish to Pass Party 12/20/2018 – put on the calendar
- e. Assessor – Jeff Lowe
- Mailing out exemption renewal forms.
  - Setting up the new computer.
  - Transferring files and reports from the two previous computers.

- Meeting/communicating with property owners and familiarizing myself with the office.
  - Over the next few months, my main focus will be on getting the exemption renewal forms returned. This year New York State is requiring all Enhanced STAR recipients to be entered into an automatic verification database with NYS Tax and Finance (many property owners were previously entered and not required to be re-entered), which will require an additional form to be filled out and returned.
- f. Aurelius/Cayuga Rec – Debbie Pinckney
- Halloween party Oct 31<sup>st</sup> was a success
  - First Friday Program
  - Boot Camp Class in effect for 4 weeks on Thursday Evenings for adults
- g. Clerk – Debbie Pinckney
- Electronic Death Registrar Service (EDRS) to begin January 1, 2019
  - See Monthly Report
  - Request a Resolution to approve Water Adjustments. **Resolution #97 - Motion Cunningham, Second Hoskins to approve the water adjustments as presented. 5/0 approved.**
  - River Road updates - will be sending out revocation notices next week to those not in compliance with the Land Use Permit rules and regulations.

#### 9. Old Business

- a. State Police Barracks – Councilor Hoskins – handled under Executive Session
- b. CCWSA and Water District 1 – transportation fee tabled as staff researches water loss in District 1.
- c. Cable Franchise Agreements – tabled. Councilor Hoskins gave the Clerk a contact name and number for Verizon.

#### 10. New Business

- Barton & Loguidice Quote for Map Plan and Report to change Aurelius Water District 1 from ad valorem to unit based. (\$2850.00) **Resolution #98-2018 Motion Patterson, Second Cunningham to accept the proposal. 5/0 approved**
- Clerk requests a resolution calling for a Public Hearing December 13, 2018 for Local Law #1-2018- a local law to change the current commercial zoning on the real property commonly known as 6369 Half Acre Road, Auburn, NY 13021 Tax map #114.00-1-41.1 to agricultural-residential. **Resolution #99-2018 Motion Church, Second Cunningham to call for a public hearing December 13, 2018.**
- Supervisor asked id anyone had comments on the proposed 2019 budget. None. Requested a resolution to close the public hearing.

**Resolution #100 – Motion Church to close the Public Hearing at 9:30pm. Second by Patterson. 5/0 approved.**

**Resolution #101 – Motion Church to approve the 2019 Budget as presented. Rate per 1000 will be approximately \$1.26. Second by Cunningham. 5/0 approved.**

13. Approval of Audited Vouchers

**Resolution #102-2018 Motion Church, Second Cunningham to approve Abstract #11-2018. 5/0 approved.**

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	\$7,873.91	\$3,055.88	\$10,929.79
B	GENERAL FUND PART TOWN	\$862.65	\$7,159.13	\$8,021.78
DB	HIGHWAYFUND PART TOWN		\$9,822.44	\$9,822.44
SL1	LIGHTING DISTRICT 1	\$303.10		\$303.10
SL2	LIGHTING DISTRICT 2	\$81.49		\$81.49
SS1	ELMHURST SEWER DISTRICT	\$1,235.86	\$48.21	\$1,284.07
SS2	SEWER DISTRICT 2	\$31,138.33	\$1,987.63	\$33,125.96
SS3	SEWER DISTRICT 3	\$18.90	\$22,089.48	\$22,108.38
SW1	WATER DISTRICT 1	\$19,963.85	\$457.48	\$20,421.33
SW2	WATER DISTRICT 2	\$28,809.00	\$1,397.62	\$30,206.62
SW3	WATER DISTRICT 3	\$410.46	\$12,889.38	\$13,299.84
TA	TRUST & AGENCY	\$5,487.04		\$5,487.04
	TOTAL:	\$96,184.59	\$58,907.25	\$155,091.84

14. Adjournment

**Resolution #103-2018 Motion Church to adjourn at 9:50pm. Second Cunningham. 5/0 approved. 5/0 approved.**

Next Meeting is December 13, 2018.

Respectfully submitted by Clerk Pinckney.

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