

Town of Aurelius
Approved Minutes
June 8, 2017

Present: Supervisor Ed Ide, Deputy Supervisor Stephanie, Church Councilor Stan Hoskins, and Alexander Patterson. Attorney Dave Thurston arrived at 7:45pm.

Staff: Highway Superintendent Kent Walter, Clerk Debbie Pinckney, and Planning Board Chairman Jerry Scouten, Bookkeeper Martha Russell.

Public: Dick Farr, Harold Rex, Mary Burtless

1. Pledge to the Flag – Supervisor Ide opened the meeting at 7:03pm with the Pledge to the Flag.

2. Public Forum -

Tessa Crawford – Cuddy & Ward Presented the Draft 2016 Audit report. The only deficiency noted is preparation of financial statements as there is not enough staff with expertise to prepare the financial statements. Ms. Crawford identified one item that the State has been reviewing in other municipalities, and that is the Employee Handbook, she noted the Board had started the process of updating the handbook a few years ago and suggests that become a priority in the near future. Otherwise the audit went fairly smooth this year since the State Guidelines are now in effect.

Some particular items to reference:

Page 3 – Note the assets of the Town exceeded its liabilities at the close of the most recent fiscal year. due to the purchase of the land on River Road.

The Joint project debt went from short term to long term.

Page 11 – the restricted assets are in good shape.

Page 13 – expenditures have gone over on the revenues – Town wide due to purchase of River Road. And on the highway side, the purchase of the equipment, extra snow removal, and funding the reserve.

And Sewer for the City Settlement.

Page 29 – Budget was acceptable.

Hoskins asked if there was anything noticed about the water and sewer districts. Tessa explained there was not anything alarming, they do try to compare usage to billing and, there were no issues. From our standpoint, the city water rate increases has caused havoc with a lot of our clients. Stan noted the Clark St Rd Sewer billing has been off, and it's surprising you did not see the issues that Paul Bringewatt has identified. Tessa will make a note to audit the water and sewer districts separately in addition to going forward. Ed explained that CMI will be installing a sewer meter, we suspect we will have to back bill. Water and Sewer 3 are tight as the water tower identifies if there is any leaks. We are trying to have the same process for the other districts.

Supervisor Ide and Deputy Supervisor Church signed the management representation letter. Ms. Crawford thanked the Board for the opportunity to work with the Town.

Dick Farr and Harold Rex from River Road asked for updates – No update as the Board is still working on the Land Permit, Real Property Services will be assigning tax map numbers, Stan said there is a more defined land permit which will be discussed and hopefully approved tonight so the land permit can be mailed out and rents collected. Harold asked if there was any more discussion about the campers being allowed to hook up to water and sewer. At this time, the Planning Board is setting up work sessions to address some of the zoning issues and how it can be modified for River Road.

3. Minutes of May 11, 2017 – **Resolution #38-2017. Motion by Deputy Supervisor Church to approve the minutes of May 11, 2017 with corrections. Second by Councilor Hoskins. 4/0 approved. (Discussion the Board recognizes that McDonalds near the gateway to our town and will keep up with the Auburn Planning Board decisions and ensure if there is public comment for SEQR the Town has the opportunity to respond.)**

4. Correspondence

- a. Cayuga County Ag & Farmland Protection Board
Pearce & Koon applications were accepted to submit to NYAALT
- b. Cayuga County Planning – certification for continuing education
Jerry Scouten & Mary Burtless. Board appreciates Jerry and Mary attended the classes.
- c. NYMIR – loss experience letter for Aurelius. (Clerk will ask to get clarifications.)
- d. BAR results – BAR denied all claims, Linda did make stipulations. Stephanie wants to see the packet after the meeting
- e. DEC Boat Launch Proposal – River Road. Lease agreement has been turned over to our attorney for review. Councilor Patterson asked if we own the land. Answer – Yes. Supervisor stated the DEC has requested the Town allow the launch to operate without paying the land permit as Canals had done previously. Highway Superintendent Walter has been in contact with DEC, he explained to the representative from the DEC that the Town would identify type of meter and meter pit would be installed, where it would be placed, and how it will be installed. The site plan has been submitted, question should Planning review and offer suggestions if necessary, but is there a way to enforce our suggestions? Jerry wants to see the Map submitted identifying where they would like to be. They requested a 50 year lease but would take 25. Suggest since the debt is for 30 years, offer the lease for 30 years include the debt service, and pay the usage. \$207.76 per quarter.

5. Town Attorney Dave Thurston – River Road Land Use Permit. **Resolution #39-2017 Motion Hoskins, Second Patterson to approve Land Use Permit as presented. 4/0 approved.**

- a. Real Property suggestion for identifying lots on River Road – discussion and consensus to table, as it is too soon to start too soon to do this
- b. Request from Michael & Victoria Sylvester to lease lot 138, adjacent to current lot 139.
- c. Request from Wayne & Mary Guy to lease lot 128, adjacent to their current lots 126 & 127.
- d. Request from Vincent Besner to lease lot 131, adjacent to current lot 130.

Resolution #40-2017 Motion by Patterson, Second by Hoskins to approve the request to lease Lot 138 by Wayne and Mary Guy, lot 131 for Vincent Besner, and Lot 138 for Michael and Victoria Sylvester. 4/0 approved. Land Permits will be identified by Lot numbers and will be charged ½ units for water and sewer debt service on the non-developed lots that are leased. 4/0 approved.

Councilor Patterson asked Attorney Thurston how the Town arrives at a sale price for the lots. Attorney Thurston explained that ultimately the intent is to be able to sell the lots back to those that have the LUP,

but the guidelines for a municipality that declares surplus property is really a public auction and he is researching the process before he can make recommendations. This is a unique situation as this has not been done before and it will take time to research.

Resolution #41-2017 Motion by Councilor Hoskins to move to executive session for the purpose of real estate sales at 8:50pm. Second by Councilor Patterson. 4/0 approved.

Resolution #42 – 2017 - Motion by Councilor Hoskins to come out of executive session at 9:10pm. Second by Councilor Patterson. 4/0 approved.

No action taken.

Resolution #43-2017- Motion by Councilor Patterson to call for a Public Hearing on Local Law #1-2017 A Local Law to be known as “Town of Aurelius Moratorium on Development of Non-Conforming River Road Parcels.” Discussion- this will be a 6 month law to enable the Town to work with Codes and Planning and to protect the health, safety, and well-being of persons and property on River Road. Hearing to be held at the Town of Aurelius on July 13, 2017 at 7:00pm.

Out of agenda order – Code Officer position

The Board had interviewed 3 applicants, and came to the conclusion to hire Howard Tanner.

Resolution #44-2017 Motion by Councilor Hoskins to appoint Howard Tanner as the new code officer. Second by Deputy Supervisor Church. 4/0 approved. Councilor Hoskins asked Supervisor Ide to send a letter to the applicants that were not hired and a “Thank You” letter to Tom Passarello for his 10 years of service to the Town. **Howard Tanner has his own liability insurance, will not charge mileage, nor the use of his cell phone.**

6. Committee reports

- a. Assessor – Linda Wright – not present
 - Continuing education credits. Supervisor Ide had received a letter from the State that our Assessor is deficient in her continuing education credits. Clerk will research.
- b. Zoning & Code Enforcement – see report .
 - Tom Passarello will stay on until June 15th to train Howard Tanner.
 - Deputy Supervisor Church requested the Code Officer attend a Board Meeting so everyone could meet him. Councilor Hoskins requested that if possible have him attend meetings on a quarterly basis, or at least a few every year. Board agreed, Supervisor will speak to Mr. Tanner.
- c. Aurelius/Cayuga Recreation –
 - Harris Park Beach tentative opening June 16th
 - Swim lessons begin the first week in July – there will be at least 2- 2 week sessions
 - Mayor is working on a CDBG Grant for repairs to Memorial Hall

d. Highway Department – Kent Walter

- Badger sold for \$4000, got \$3600.00 (\$400 was fee to Tietsworth at Palmyra Auctions).
- Mowing roadsides have 3 left
- Paving and chipping set back due to weather
- Will start Short Road on Monday
- County Highway grind out Bluefield Road and will blacktop. They did not tell the residents and they had cut into the driveways but they will fix it
- Busy with water and sewer
- Met with the Board of Health on the Tower – satisfied.
- Received two quotes for heating the Garage. Halco & All-Air. (W???? did not respond) It was not budgeted for this year, but would like to replace and upgrade the front end as quoted for \$7800.00 for this year. Councilor Hoskins asked if that \$7800.00 would include the control panel or do you need a new one. Councilor Patterson asked if you did this would it adversely affect the north end. Kent will verify and have the answers for next month. No action taken.

e. Planning Board – Jerry Scouten

- Planning Committee work session on the Zoning for River Road of Planning will be June 13th, 2017. He has asked County Planning for advice, and they stated they would take over the review if we wanted to pay them. Jerry feels that our Planning Board should be able to work together and come up with some suggestions. He requested the Town add a general email box on the website so that he can direct people to send their questions and concerns. Clerk had asked Martha and the email will be info@aureliustown.org She will forward any emails received to the proper department.

f. Town Clerk – Debbie Pinckney

- Monthly report
- Water/Sewer Adjustments – May 1-May 31 – resolution requested **Resolution #44-2017 Motion by Church to approve the adjustments as presented, Second by Hoskins. 4/0**
- Request from Jean Wily for one time credit of penalty on water bill – lost in mail. She winters in Florida and the forwarding mail has been sporadic. She has never been late with a payment. **Resolution #45-2017 Motion by Hoskins to waive the penalty, Second by Patterson. 4/0 approved.**

7. Old Business

a. CMI Waste Water meter – foaming issues at Ellis Drive Pump Station – Supervisor Ide and Harold Walter are meeting with CMI Monday about the foaming issue. Once CMI realized that we would be having them pay for the proposed agitator, they asked to hold off. Kent explained he had 2 separate incidents of foam when he shouldn't have. One was Grober's again as they had washed off equipment, the other had to be CMI. Martha is instructed to allocate part of the cost to clean out the line between CMI and Grober.

Stan explained that he had stopped at CMI for another reason and had spoken to Paul Dendis about the issue. There are a lot of conflicting ideas as to the why and many unanswered questions. We need to get these issues corrected ASAP. Supervisor Ide hopes the meeting will start everyone on the right path to correct it.

- b. State Police Barracks lease – Councilor Hoskins and John Bouck are working with the State to renew the lease. He feels they are staying and will pay retroactive.

- c. State Police Barracks repairs – Supervisor had received a list of repairs from the new staff Sergeant, but Kent explained that his staff is tied up with paving, and they do not have the time to make the repairs. And he already has to deal with being short staffed due to vacation requests made months ago. Discussion and consensus to have Saxton Electric to do the repair work.
 - d. River Road – second work session is June 22, 2017 at 7:00pm
 - e. Noise Ordinance request – Councilman Patterson. At this point, the complainant says there have not been any more incidents. He will let us know if it happens again.
 - f. Court Security System – request to fund the balance for Syracuse Alarm Quote minus grant. Tabled. Clerk will get a side by side comparison of the two quotes for next month.
 - g. Abandonment of a portion of Highland Rd – Councilor Hoskins asked Attorney Thurston to research the process with Kent and get back to the Town.
8. New Business
- a. Record Disposal resolution – **Resolution #46-2017 Motion by Councilor Patterson, Second by Councilor Hoskins. 4/0 approved.**
 - b. Code Officer Position – handled out of agenda order
 - c. AUD 2016 filed
9. New Business Joint Project
- a. **Motion by Hoskins to approve the Joint Project Budget Modification as presented by Municipal Solutions, no cost to the Town. Second by Patterson. 4/0 approved.**

RESOLUTION # 47-2017

**LAKESHORE SEWER
DISTRICT IMPROVEMENT
PROJECT BUDGET MODIFICATIONS**

WHEREAS, the Town of Aurelius has received a Grant from Rural Development for their Lakeshore Sewer District Improvement Project (“Project”); and

WHEREAS, the Town Board wishes to adjust project budget items to more accurately reflect final costs and;

WHEREAS, Rural Development requires the Town Board to authorize all changes to the Administrative Budget as shown on the Form E; NOW, therefore be it

RESOLVED, that the Town Board of the Town of Aurelius authorizes the following Budget modifications for the Project:

Expenses	Decrease of	\$1,183.50
Admin & Reporting	Increase of	1,183.50
Miscellaneous	Increase of	55.00
Admin Force Account	Increase of	801.69

Motion by Councilor Hoskins, Seconded by Councilor Patterson. I, Deborah Pinckney, Town Clerk of the Town of Aurelius, do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Aurelius on June 8, 2017, by the following vote: **Edward J. Ide Jr., Supervisor - Aye, Stanley Hoskins, Trustee – Aye, Stephanie Church, Trustee -Aye and Alexander Patterson, Trustee – Aye. 4/0 approved.**

9. Executive Session – if needed

10. Supervisor report – January 2017 Resolution #48-2017 **Motion by Councilor Hoskins to approve the January Supervisors report as presented. Second by Councilor Patterson. 4/0 approved.**

12. Transfers – none

13. Pay Bills – Abstract #6-2017 and Joint Committee Bills, Abstract #155-2017 Joint Project **Resolution #49-2017 Motion by Deputy Supervisor Church to pay bills, Second by Councilor Hoskins. 4/0 approved.**

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	\$11,429.69	\$2,453.02	\$13,882.71
B	GENERAL FUND PART TOWN	\$749.48	\$12,876.53	\$13,626.01
DB	HIGHWAYFUND PART TOWN		\$5,124.74	\$5,124.74
SL1	LIGHTING DISTRICT 1	\$262.60		\$262.60
SL2	LIGHTING DISTRICT 2	\$69.44		\$69.44
SS1	ELMHURST SEWER DISTRICT	\$2,400.94	\$1,487.00	\$3,887.94
SS2	SEWER DISTRICT 2	\$33,586.52	\$1,241.58	\$34,828.10
SS3	SEWER DISTRICT 3	\$18.92	\$1,642.27	\$1,661.19
SW1	WATER DISTRICT 1	\$17,264.68	\$34.15	\$17,298.83
SW2	WATER DISTRICT 2	\$30,643.25	\$323.20	\$30,966.45
SW3	WATER DISTRICT 3	\$26.50	\$8,610.91	\$8,637.41
TA	TRUST & AGENCY	\$5,282.91		\$5,282.91
	TOTAL:	\$101,734.93	\$33,793.40	\$135,528.33
HI	CC SEWER			
HK	CC WATER			
	TOTAL:			

14. Adjourn – **Resolution #50-2017 - Motion by Deputy Supervisor Church to adjourn at 10:40pm. Second by Councilor Hoskins. 4/0 approved.**

Next special meeting June 22, 2017 work session for River Road

Next regular meeting with Public Hearing will be July 13, 2017 at 7:00pm.

Respectfully submitted by Clerk Pinckney