

TOWN BOARD MEETING

Town of Ulysses

December 14, 2015

Audio of the minutes are available on the website at ulysses.ny.us.

The meeting was held at the Ulysses Town Hall at 10 Elm Street, Trumansburg.

Notice of Town Board meetings are posted on the town's website and clerk's board.

PRESENT:

Supervisor- Liz Thomas
1st Deputy Supervisor- Nancy Zahler
2nd Deputy Supervisor- Michelle Wright
Board members- Rich Goldman, Dave Kerness
Town Clerk- Carissa Parlato

ABSENT:

Board members- John Hertzler

OTHERS PRESENT:

Michael Boggs

CALL TO ORDER:

Ms. Thomas called the meeting to order at 8 p.m.

GENERAL BUSINESS:

APPROVAL OF MEETING AGENDA

RESOLUTION 2015-197:

BE IT RESOLVED that the Ulysses Town Board approve the agenda for Dec. 14, 2015 with the addition of the relevy of delinquent water fees, approval of a contract for credit card fees, and an executive session.

Moved: Ms. Thomas

Seconded: Mr. Kerness

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0

Date Adopted: 12/14/15

PRIVILEGE OF THE FLOOR:

(no comments submitted nor spoken)

OLD BUSINESS:

AMENDMENTS TO THE PERSONNEL POLICY

Ms. Thomas presented information regarding Medicare payment/reimbursement.

RESOLUTION 2015-198:

BE IT RESOLVED that the Ulysses Town Board approves the amendments to sections 706 and 707 of the Personnel Policy as set forth in the attached revised provisions. *(See Appendix A)*

Moved: Ms. Zahler Seconded: Ms. Thomas

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0
Date Adopted: 12/14/15

APPROVAL OF MEDICARE SUPPLEMENTAL PLAN

RESOLUTION 2015-199:

APPROVAL OF MEDICARE SUPPLEMENTAL PLAN

WHEREAS the Town of Ulysses Personnel Policy states that Medicare eligible employees and retirees are entitled to a Medicare Supplemental plan

AND WHEREAS the Town Board will determine that plan on an annual basis

THEREFORE BE IT RESOLVED that the Town Board names Excellus Medicare Blue PPO Small Group Option 2 (PPO) as the plan for the 2015 and 2016.

Moved: Ms. Thomas Seconded: Ms. Zahler

Discussion: The board engaged in a lengthy discussion on alternatives but ultimately decided it best to stay with the current plan.

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0
Date Adopted: 12/14/15

Another AMENDMENT TO THE PERSONNEL POLICY

RESOLUTION 2015-200:

BE IT RESOLVED that the Ulysses Town Board deletes the last sentence of the paragraph titled “Changes in Premium Contributions and Plan”. *(See Appendix B)*.

Moved: Mr. Goldman Seconded: Mr. Kerness

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0

Date Adopted: 12/14/15

NEW BUSINESS:

FIRE CONTRACT APPROVAL

RESOLUTION 2015-201:

WHEREAS, a fire protection district known as “the Fire Protection District of the Towns of Ulysses, Hector and Covert” (hereafter referred to as “the Fire Protection District”) has been duly established in the said towns; and

WHEREAS, the Fire Protection District encompasses the following territory in the Town of Ulysses: All of the Town of Ulysses, excepting the area within the limits of the incorporated Village of Trumansburg; and

WHEREAS, the Village of Trumansburg (hereafter referred to as “the Village”) maintains a volunteer fire department, with adequate and suitable apparatus, equipment and training for the furnishing of fire protection services within the Fire Protection District; and

WHEREAS, Town Law §184 permits a town to contract with a village which maintains adequate and suitable apparatus and appliances for the furnishing of fire protection services in such fire protection district; and

WHEREAS, the Town wishes to contract with the Village to provide fire protection services in the Fire Protection District; and

WHEREAS, a public hearing as required by §184 of the Town Law was duly advertised on Nov. 12, 2015, and was held on December 14, 2015 at 7:00 p.m. at the Town of Covert Town Hall,

NOW, THEREFORE, BE IT RESOLVED THAT:

The Town Board of the Town of Ulysses hereby approves and authorizes execution of the attached Agreement between the Village and the Town, whereby the Village will provide the Town with fire protection capable of responding to fire related and health related emergencies on an ongoing basis within the Fire Protection District, for the period from January 1, 2016 until December 31, 2016. And be it further

RESOLVED that, pursuant to the Agreement, the Town shall pay the Village the sum of \$177,207 for such services, on or before March 1, 2016. And be it further

RESOLVED that, the Supervisor of the Town of Ulysses is hereby authorized to execute the Agreement on behalf of the Town of Ulysses.

Moved: Ms. Zahler Seconded: Mr. Goldman

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0

Date Adopted: 12/14/15

EMS CONTRACT APPROVAL

RESOLUTION 2015-202:

WHEREAS, the Town Board established the Town of Ulysses Ambulance District by resolution adopted on March 12, 2013; and

WHEREAS, pursuant to Town Law §198(10-f) (a) (ii) and (iii), the Town Board is authorized to contract with a municipal corporation on behalf of an ambulance district for provision of ambulance services; and

WHEREAS, the Village of Trumansburg (hereafter referred to as “The Village”), a municipal corporation, maintains an ambulance department with a basic and advanced life support transporting ambulance service; and

WHEREAS, the Town wishes to provide ambulance services to its residents in the Town of Ulysses Ambulance District; and

WHEREAS, such emergency services are vital and necessary to the health and welfare of the inhabitants of the Town; and

WHEREAS, in joint cooperation as contemplated by General Municipal Law 122-b, the Town and the Village wish to cooperate to provide an ambulance service to persons situated in the Town of Ulysses Ambulance District;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Town Board of the Town of Ulysses, on behalf of the Town of Ulysses Ambulance District, hereby approves and authorizes execution of the attached Agreement between the Village and the Town, whereby the Village will provide the Town with basic and advanced life support emergency medical ambulance services, which complies with the regulations of the New York State Department of Health, Bureau of Emergency Medical Services to serve the emergency medical needs of those persons within the boundaries of the Town of Ulysses

Ambulance District. Services to be provided include Basic Life Support transport and treatment and arranging for or providing Advanced Life Support Treatment. And be it further

RESOLVED that pursuant to the Agreement, the Town shall pay the Village the sum of \$318,495 for such services, on or before March 1, 2016. And be it further

BE IT FURTHER RESOLVED THAT, pursuant to Town Law §198(11), the Agreement shall be executed by the signatures of a majority of the members of the Town Board.

Moved: Mr. Goldman Seconded: Ms. Thomas

Discussion-

Mr. Kerness made a statement: Continuing with the Trumansburg EMS is a cost that is unwarranted with a private sector provider that is cost competitive and the quality of service and response time on the average is equal. I would ask that the Town Board seriously consider reviewing this contract for 2017.

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0

Date Adopted: 12/14/15

CREATING THE POSITION OF WATER DISTRIBUTION OPERATOR TRAINEE

RESOLUTION 2015-203:

BE IT RESOLVED that the Town of Ulysses hereby establishes the competitive class position of Water Distribution Operator Trainee, as approved by the Tompkins County Personnel Department, dated April 2014. (Position description attached to this resolution (*see Appendix C*)).

Moved: Ms. Zahler Seconded: Ms. Thomas

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0

Date Adopted: 12/14/15

APPOINTMENT OF WATER DISTRIBUTION OPERATOR TRAINEE

RESOLUTION 2015-204:

The Ulysses Town Board hereby appoints Chris Stevenson to the position of Water Distribution Operator Trainee for a period of one year.

Moved: Mr. Kerness Seconded: Ms. Thomas

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0

Date Adopted: 12/14/15

RELEVY OF DELINQUENT WATER FEES:

RESOLUTION 2015-205:

WHEREAS, \$3666.86 of delinquent water charges, inclusive of penalties and related surcharges, for the last 4 billing periods spanning from November 2014 to October 2015 remain unpaid and due to the Town as of Oct.1, 2015 need to be re-levied onto the 2016 Town and County Tax Bills; and

WHEREAS, Town Code Chapter 261 and Town Code Chapter 210 provides for all delinquent accounts for payment of water and sewer rents and related charges to be placed on the ensuing years tax roll as a re-levy;

NOW THEREFORE BE IT RESOLVED, that the Ulysses Town Board approves delinquent water charges of \$3666.86, for re-levy to the 2016 Town and County Tax Roll; and be it further RESOLVED, that a certified copy of this resolution along with a listing of those re-levied water charges will be delivered to Tompkins County Assessment Department by the Town Receiver of Taxes for the purpose of adding these delinquent charges to the 2016 Town and County Tax Roll.

Moved: Ms. Thomas Seconded: Mr. Goldman

Discussion- Ms. Zahler asked for clarification on the dates. The resolution was amended to include the correct dates (2014 and 2015).

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | aye |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 5-0

Date Adopted: 12/14/15

AUTHORIZATION OF SUPERVISOR TO SIGN CREDIT CARD AGREEMENT FOR ON-LINE TAX PAYMENTS

RESOLUTION 2015-206:

WHEREAS the Town Clerk wishes to collect tax payments by credit card via the town's website, and that service is available via the Williamson Law Book Tax Glance program that is already in use,

BE IT RESOLVED that the Ulysses Town Board authorizes the Town Supervisor to sign a contract authorizing a third party to process those payments at no fee to the Town.

Moved: Ms. Thomas Seconded: Mr. Goldman

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0

Date Adopted: 12/14/15

APPROVAL OF MINUTES:

RESOLUTION 2015-207:

BE IT RESOLVED that the Ulysses Town Board approve the minutes of the 11/24 meeting as edited by Ms. Zahler.

Moved: Ms. Thomas Seconded: Ms. Zahler

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| Ms. Thomas | aye |
| Ms. Zahler | aye |
| Mr. Hertzler | absent |
| Mr. Kerness | aye |
| Mr. Goldman | aye |

Vote: 4-0

Date Adopted: 12/14/15

EXECUTIVE SESSION:

Ms. Thomas moved to go into Executive Session at 9:03pm to discuss matters leading the appointment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. This was seconded by Ms. Zahler and passed unanimously.

Ms. Zahler moved to end Executive Session at 9:58pm, seconded by Mr. Kerness and passed unanimously.

ADJOURN:

Mr. Goldman moved to adjourn the meeting at 9:58pm; seconded by Mr. Kerness and passed unanimously.

APPENDIX A:

(See changes in red).

706 *Medical & Vision Insurance*

Coverage for Active Employees When Medicare Eligible – Permanent Employees or Elected Officials as well as dependent(s) who are eligible for Medicare must enroll in both Medicare Part A and Part B during the open enrollment period each year. The individual employee is responsible for Medicare enrollment. The Town will pay for **the approved** Medicare Supplemental Insurance for the Medicare eligible employee or Elected Official at the rate specified on tables 706 A and B. There will be no reimbursement for Part A. The Town will pay the percentage specified on tables 706 A and B of the employee's dependents policy for the employee's or Elected Official's dependent(s) should the dependent(s) be ineligible for Medicare, the percentage specified on tables 706 A and 706 B of a Medicare Part B and Medicare Supplemental insurance plan for the dependent(s) who are/is eligible for Medicare.

707 *Medical Insurance for Retirees*

Eligibility and Premium Payments– To be eligible for coverage, the retired employee must meet the requirements set forth in the table below. Coverage for retirees less than 65 years of age includes dependents who were covered under insurance before retirement. Employees must register for Medicare as their primary insurance at age 65. If an employee is eligible for Medicare and their dependents are not, dependents that were on the employee's insurance plan at the time of retirement are eligible for the insurance provided through the Town at the same level of coverage the employee is entitled to. An employee who leaves employment due to disciplinary action is not eligible for medical insurance or prescription drug coverage for retirees. These eligibility requirements are subject to change by resolution of the Town Board. Current retirees are eligible to continue to receive the benefits that were in force when they retired from the Town.

Medicare Supplemental Plan

The Town Board will annually approve the Medicare Supplemental Plan to be used. If the retiree elects to use a more expensive plan, the Town will provide a reimbursement equivalent to the dollar value that the retiree is eligible for, based on the Town Board approved plan. The retiree must provide proof of payment on a quarterly basis in order to receive the reimbursement. If the retiree chooses a plan that is more expensive than the approved plan, the Town is not responsible for reimbursement for anything but the equivalent dollar value that the retiree is eligible for, based on the plan approved annually by the Town Board. If the retiree chooses a plan that is less expensive than the approved plan, the Town will only reimburse the amount of that less expensive plan.

APPENDIX B:

Changes in Premium Contributions and Plan – The Town Board understands that part of retirement planning is based on the contribution the town will make to health insurance costs and will take this into consideration if any changes to this policy should be necessary. ~~The amount of the insurance premium a retiree or retiree's spouse is required to contribute will remain in accordance to this policy upon retirement and will not be changed after the employee has retired.~~

APPENDIX C:

DISTRIBUTION OPERATOR TRAINEE TOMPKINS COUNTY

Department: Town of Ithaca for SCLIWC

Classification: Competitive

Labor Grade:

Approved:

Revised: 7/98; 4/14

BY: AF, Commissioner of Personnel

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma.

PROMOTION TO DISTRIBUTION OPERATOR:

The incumbent will be promoted to the Distribution Operator title without further examination after completion of a one year traineeship and obtaining a New York State Health Department "D" certification in Water Distribution System Operation.

Special Requirements:

A valid driver's license acceptable to the Commission's insurance carrier is required at the time of appointment and must be maintained throughout the duration of employment.

The physical ability to lift and routinely handle weights up to 50 pounds is required. A physical performance test may be required after a medical examination but prior to appointment.

DISTINGUISHING FEATURES OF THE CLASS:

This is a trainee position responsible for customer service, water system maintenance and repair, inspections, code compliance evaluation, meter reading and record-keeping functions of the Southern Cayuga Lake Intermunicipal Water Commission as it relates to the provision of water service. The incumbents are responsible for learning the safe and efficient operation and maintenance of the Bolton Point Municipal Water System (BPMWS). The incumbent will work under the direct supervision of the Distribution Manager or his/her designee.. It is expected that the work will be performed at an increasingly skillful and efficient level as set increments of time pass. The incumbent will perform other related duties as required.

TYPICAL WORK ACTIVITIES:

Locates and marks water lines accurately to prevent accidental damage during excavation;

Reads customer meters during normal cycles or as required;

Performs code compliance evaluations;

Installs, tests, maintains, and retro-fits meters;

Inspects and documents the installation of water and sewer laterals;

Performs maintenance on BPMWS;

Follows safety rules, general work habit regulations, and workplace expectations;

Performs daily maintenance and care on vehicles and other equipment used;

Assists in the maintenance of an inventory of equipment and supplies;

Assists in the collecting of daily, monthly, and annual data used to prepare reports detailing operation of the Distribution Department;

Makes and meets schedules and prioritizes activities as determined by the circumstances;

Follows preventative maintenance schedules;

Generates a record of all repairs made to the system;

Operates computers for administrative and operational purposes;
Available for emergency response as an essential staff member;
Performs all activities appropriate to the successful operation of the BPMWS.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the practices used and equipment required in the operation and maintenance of the BPMWS;
Working knowledge of and ability to operate electronic line locating equipment, leak detection and GPS equipment;
Ability to follow a schedule and meet deadlines while performing in a supervised atmosphere;
General knowledge of the BPMWS and the sewer collection systems;
Must possess a mechanical aptitude or be willing to acquire the knowledge and skills necessary to make repairs;
Must be customer service oriented with an ability to maintain interpersonal relationships;
Performs duties in a cooperative, courteous and professional manner;
Good oral and written communication skills;
Ability to accurately create legible records;
Must maintain a neat and presentable appearance;
Must practice safe driving and work habits;
Alert, observant, reliable and dependable;
Ability to get along with others utilizing tact and courtesy;
The employee's physical condition shall be commensurate with the demands of the position.

dcsrtjd

Originally created 6/95

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Respectfully submitted by Carissa Parlato on 1/21/16.