

## Basic Instructions for Calendar Year Report 2013

The spreadsheet is preprogrammed and locked to prevent changes to the format, calculation formulas, column headings and row names. You may make entries in only the cells set up to receive your data. Some cells are programmed to do the calculations for you such as totals at the bottom of columns of data, %time in Table 1, %correct in Table 6, and all the summary values in Table 7.

Please be sure to put your jurisdiction number in cell G3 on page three of the spreadsheet. This populates your jurisdiction number in a large number of places in the spreadsheet so we can retrieve your information electronically.

Do not put \$ in front of money entries in Table 9 (Fees) or Table 10 (Penalties). The spreadsheet will do that automatically.

To move to the appropriate page of the report, click on one of the tabs at the bottom left of the screen labeled Instructions, Page 1, Page 2, etc. The page numbers follow the hard copy form (WM-14).

When entering long text entries, place the cursor in the leftmost cell and type the whole entry in that cell. The system will automatically display the text across the other cells.

You may send the narrative information I requested on the Director Notes page of the worksheet, as a Text document or on a separate paper document

You may also send the penalty information in Table 10 as a separate text file, Word file, or printed document.

If you have questions, please call Joe Brino (845-437-5150) or Mike Sikula at (518-457-3146).

STATE OF NEW YORK  
DEPARTMENT OF AGRICULTURE AND MARKETS  
BUREAU OF WEIGHTS AND MEASURES  
10B AIRLINE DRIVE  
ALBANY, NEW YORK 12235

# 2013

ANNUAL REPORT OF DIRECTOR OF WEIGHTS AND MEASURES  
(In compliance with Section 181.3 of the Agriculture and Markets Law)

County/City  Date

I,   
Director of Weights and Measures for the County/City of   
do hereby respectfully submit the following report as required by Section 181.3 of the Agriculture and  
Markets Law for the Calendar year 2013.

Program Name	<input type="text" value="Department of Weights &amp; Measures"/>	Telephone	<input type="text" value="315-253-1652"/>
Street Address	<input type="text" value="91 York Street"/>	Fax	<input type="text" value="315-253-1015"/>
City, State Zip	<input type="text" value="Auburn, NY 13021"/>	Cell	<input type="text" value="315-246-9133"/>
Email Address	<input type="text" value="lrosier@cayugacounty.us"/>		
Web Address	<input type="text" value="None"/>		

Director's Original Date of Appointment  Salary per year

Appointment Status:  Director Fraction FTE in W&M   
*(Non-Competitive, Permanent Competitive, or Provisional Competitive)*

Total W&M Program Budget  Total Budget

No. of W&M Inspection Staff  No. of W&M Clerical Staff   
*(Do not include Director)*

No. of Other Staff (Consumer Affairs, etc)  Classification Devices   
Civil Service Class   
"A" or "B"

Program responsibilities under Local Law (other than W&M Article 16):

Mark with "X" in box where appropriate

<input type="checkbox"/>	A. General Consumer Affairs	Other (list)	F. <input type="text"/>
<input type="checkbox"/>	B. Item Pricing		<input type="text"/>
<input type="checkbox"/>	C. Pricing Accuracy (Scanner Accuracy)		<input type="text"/>
<input type="checkbox"/>	D. Device Repairman Registration		<input type="text"/>
<input type="checkbox"/>	E. Home Repairman Licensing		<input type="text"/>



Cayuga County

Jurisdiction# 5

**Section 1. Workload**

Work Category	Hours Worked	Percentage of Total
Weighing Devices Inspected and Tested	386	23.7
Gasoline Pumps Inspected and Tested	184.3	11.3
All Other Commercial Device Inspections	189.4	11.6
Non-Mandated Tests and Requests	54.4	3.3
Petroleum Quality Program	69.8	4.3
Package Control	35.2	2.2
Complaints	14.5	0.9
Civil Penalty and Court Hearings	7	0.4
Administration (records, reports, scheduling)	676	41.6
Public Relations	0	0.0
Other	0	0.0
Pricing Accuracy	9.2	0.6
Totals	1625.8	100%

**Section 2. Establishments**

Establishment Type	Number in Jurisdiction	Number of Inspections	w/Diesel In Juris.
Supermarket	13	18	
Food Store/Deli	13	15	
Farm/Produce	32	33	
Fish/Butcher	13	14	
Candy/Nut	6	6	
Bakery	1	1	
Drug	16	16	
Hardware	16	16	
Gas Station	18	22	15
Gas Station Store	28	41	16
Marina	10	10	
Airport	1	1	
Variety/Multiple	1	8	
Fuel Oil Dealer	3	6	
LPG Dealer	18	19	
Proc/Ware/Manuf	24	32	
Asphalt/Salvage	5	11	
Fabric/Sewing	0	0	
Feed & Fertilizer	30	46	
Other	32	34	
Non-Commercial Estab.	46	47	
Total	326	396	

**Section 3. Farm Milk Tanks**

Category	#
Total in Jurisdiction	141
New Calibrations	4
Recalibrations	4
Rechecks	15
No. Against Producer	2
No. Against Receiver	2

**Section 4. Petroleum Quality**

Product	samples
Gasoline - Laboratory	63
Gasoline - Screened	0
Diesel Fuel	11
Investigations	2

**Section 5. Complaints**

Type	# Received	# Resolved or Referred
Devices	3	3
Shortweight	1	1
Gasoline	2	2
LPG	1	1
Fuel Oil	0	0
Firewood	0	0
Other	0	0
Pricing Accuracy	1	1
Total	8	8

**Section 6. Devices**

Device Type	Total # in Juris	Results of Prescribed Tests						Prescribed Devices not Tested	Other Tests Rechecks Complaints
		Test Correct		Test Incorrect			Incorrect Visual		
		#	%	(+)	(-)	Other			
Computing Scale	233	228	91.6	2	17	2	1	0	0
Pre-Pack Scale	57	53	91.4	1	4	0	1	0	0
Customer Scale	17	15	88.2	0	2	0	0	0	0
Vehicle Scale	34	39	60.0	9	14	3	1	0	0
Monorail Scale	0	0	0.0	0	0	0	0	0	0
Prescription Scale	30	30	96.8	1	0	0	0	0	0
Hopper/Batch/Tank Scale	5	5	100.0	0	0	0	0	0	0
Platform Scale	64	63	95.5	1	2	0	0	0	0
Livestock Scale	1	2	50.0	1	1	0	0	0	0
Miscellaneous Scale	26	25	92.6	0	2	0	0	0	0
Petroleum Pump	543	568	94.2	32	3	0	0	0	0
Petroleum Meter VTM	21	21	100.0	0	0	0	0	0	0
Other Meter	0	0	0.0	0	0	0	0	0	0
Rack Meter	9	9	81.8	0	2	0	0	0	0
Liquid Measure	0	0	0.0	0	0	0	0	0	0
Volumetric Measure	0	0	0.0	0	0	0	0	0	0
Weights Pharmacy	241	241	100.0	0	0	0	0	0	0
Weights Other	101	101	100.0	0	0	0	0	0	0
Linear Measure	0	0	0.0	0	0	0	0	0	0
Linear Measuring Device	11	11	100.0	0	0	0	0	0	0
Timing Device	29	29	100.0	0	0	0	0	0	0
Taximeter	0	0	0.0	0	0	0	0	0	0
Miscellaneous Device	1	1	100.0	0	0	0	0	0	0
LPG Meters	0	0	0.0	0	0	0	0	0	0
Non-Commercial Devices	117	102	83.6	8	12	0	0	0	0
Milk Tanks 20% (from Sect 3)	28	23	85.2	2	2	0	0	0	4

**Section 7. Device Test Summary**

Automatically summed from data above

Total Scales	467	460	88.1	15	42	5	3	0	0
Total Liquid Meas. Devices	601	621	93.8	34	7	0	0	0	0
Total Weights	342	342	100.0	0	0	0	0	0	0
Total Linear Measures	11	11	100.0	0	0	0	0	0	0
Total Miscellaneous Devices	30	30	100.0	0	0	0	0	0	0
Total All Devices	1451	1464	93.4	49	49	5	3	0	0

Classification Devices	1080
Civil Service Class	A

\* Rows 24, 25, 28, 31 and 32 are not counted in Civil Service classification





