

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday August 12, 2019 at 5:30 p.m.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Trustee
John Buker, Trustee
Michelle T. Grybowski, Trustee
Steven Badour, Trustee

ABSENT:

Terry Jones, DPW Superintendent

OTHERS:

Kevin Patenaude, Police Chief
Megan Ervay, WWTP Manager
John Farmer – DPW
Joanne Lenhard-Boye, Village Clerk

Community Residents:

See sign-in sheet (on file in Clerk's office)

Pledge of Allegiance/Call to Order:

Mayor Norma Zimmer led the Pledge of Allegiance and opened the meeting at 5:30 p.m.

PUBLIC HEARING: – USDA Rural Development Loan resolution and application for financial assistance.

Mayor Zimmer opened the public hearing at 5:30 pm with Matthew Cooper, P.E from Barton & Loguidice – Matt stated that we are pursuing a number of different funding opportunities to help pay for this \$8.83 million dollar project for the Waste Water Treatment and Collection Project. To date the Village has secured \$2.2 million dollars in grant money from NYEFC, and will continue to work on securing more funding. A \$5 million dollar grant has been submitted and we should hear more on this grant around December 2019. Another grant loan they would like to pursue is USDA Rural Development. Their application process requires the Village to put a notice in the paper of an upcoming village meeting where questions can be answered and information can be shared on the application and the project. Matt Cooper went over some of the projects background and how some of the system flows still exceed pumping capacities at the Village pump stations, and how this has caused the Village to hire haulers to truck wastewater to the WWTP, and pump excess flows directly to the St. Lawrence River. These high flows create State Pollutant Discharge Elimination System (SPDES) Permit compliance and treatment issues at the Village WWTP. Barton and Loguidice have been analyzing and designing a system that would increase efficiency and capacity of the collection and treatment of sewage, in accordance with the Village's long-term control plan for about a year now. This plan would include an auxiliary treatment system to handle the storm water flows conveyed to the treatment plant.

The Village has retained Barton & Loguidice, D.P.C. (B&L) to design improvements to the Village collection system, pump stations, and WWTP to enable the system to handle the excess combined flows, and keep the WWTP compliant with the NYSDEC SPDES Permit. There were no comments or questions from the public.

Trustee Hyde presented a **MOTION** to close the public hearing at 6:45pm, Trustee Badour seconded; the motion was carried.

POLICE REPORT:

Kevin Patenaude, Chief of Police presented his activity report at the meeting, this report is filed at the Village clerk's office. He reported that the vehicle thefts have been resolved. Kevin also mentioned that he would take care of the cars that will be parked at Frink Park on August 21st, 2019. Village Clerk will give them Kevin's cell phone number and communicate directly with them.

DPW REPORT

John Farmer - DPW presented the Activity Report. This report is filed at the Village Clerks Office. He wanted to mention that the sandbags used to protect buildings near the Riverwalk due to the high water are going to be removed. DPW will also coordinate with the State to remove the aqua dams.

WWTP:

WWTP Megan Ervay Manager gave a brief update on the leaking filter pumps. The manufacturer rebuilt a portion of the filter to correct the seal. Megan reported that so far everything is looking good at this point of time, but the fix is still not up to the specifications, and is not what we initially ordered. If this filter pump remains with no leaks, then the second filter will undergo the same fix.

SCADA Laptop Rules – Megan Ervay, WWTP Manager requested approval. After review and discussion with the Board, Trustee Hyde presented a **MOTION** to approve the SCADA Laptop Rules, as presented, Trustee Badour seconded; the motion was carried.

Wastewater Vulnerability Assessment Certification: - Megan Ervay, WWTP Manager requested approval. After review and discussion with the Board, Trustee Hyde presented a **MOTION** to approve the Wastewater Vulnerability Assessment as presented, Trustee Buker seconded; the motion was carried.

Lift Station 1A Spill Prevention Plan - Megan Ervay, WWTP Manager requested approval. After review and discussion with the Board, Trustee Hyde presented a **MOTION** to approve the updated Spill Prevention Plan as presented, Trustee Buker seconded; the motion was carried.

Megan presented the Board with an issue the water department is having with a resident homeowners piping into a meter. After she explained to the Board what the issues were the board approved for her to move forward with Kevin Patenaude, Police Chief on how to rectify the issue. She will keep the Board informed through an email on the outcome.

Water/Sewer Bill accounts 556 & 557 – Unit 19 meter sensor not transmitting. For some reason meter was still working, but not communicating any consumption. The homeowner did not own the building for the whole time that meter was not reading so this will be prorated by Megan and then she will let the Village clerk know what the bill should be adjusted to. The Village Board agreed that this was the correct step to take.

CONSENT AGENDA

1. DRAFT Meeting Minutes July 22nd 2019
2. Payroll Week 29 (P/R #4) – \$48,290.79
3. Abstract #5 - \$87,347.10
 - General Fund \$53,354.96
 - Water Fund \$ 9,748.92
 - Sewer Fund \$24,243.10

4. Capital Projects

CAPITAL PROJECT	INVOICE #	AMOUNT
022 – RIVERWALK PHASE 3		\$48,600.00
<i>Colonial Welding - Fence</i>	1070	\$48,600.00
026 – SANITARY SEWER LATERALS		\$713.00
<i>DANC – June NBRC Grant Administration</i>	080375	\$310.00
<i>DANC – July NBRC Grant Administration</i>	081236	\$403.00
029- HISTORIC DISTRICT		\$26,708.86
<i>DANC – Technical Services June 2019</i>	080371	\$3,240.80
<i>DANC – Technical Services July 2019</i>	081204	\$3,463.50
<i>Barclay Damon – Professional Services through July 26, 2019</i>	5033734	\$1,238.26
<i>New Century Electric Inc. – Payment request #1 for July 2019</i>	D263937	\$18,766.30
030- ENGINEERING – INFILTRATION & INFLOW		\$9761.00
<i>Barton Loguidice – March, April, June 2019</i>	102889/103407/104723	\$9,761.00
031- ENGINEERING – WWTP & COLLECTN SYS		\$170,007.99
<i>Barton & Loguidice – Services February 2019</i>	102336	\$27,393.50
<i>Barton & Loguidice – Services March 2019</i>	102887	\$27,812.50
<i>Barton & Loguidice – Services April 2019</i>	103396	\$1,038.40
<i>Barton & Loguidice – Services May 2019</i>	104031	\$54,328.50
<i>Barton & Loguidice – Services June 2019</i>	104720	\$56,649.09
<i>Barclay Damon – Professional Services June 2019</i>	5029798	\$68.00
<i>Barclay Damon – Professional Services July 2019</i>	5033733	\$380.00
<i>DANC – Technical Services May 2019</i>	079617	\$446.00
<i>DANC – Technical Services June 2019</i>	080391	\$601.00
<i>DANC – Technical Services July 2019</i>	081220	\$1,291.00

Trustee Hyde presented a **MOTION** to approve the Consent Agenda 1-4, as presented. Trustee Buker seconded; the motion was carried.

NEW BUSINESS:

Trustee Hyde presented a **MOTION** to approve rescinding the EFPR agreement previously approved at the last board meeting and the appointment of Tina DeNigro as Village Treasurer. Trustee Buker seconded; the motion was carried.

Village Attorney Joe Russell has reviewed the revised engagement letter with EFPR. Trustee Hyde presented a **MOTION** to approve the revised EFPR agreement at \$60,000 per year. Trustee Buker seconded; the motion was carried.

Trustee Hyde presented a **MOTION** to approve revoking the MOU with the Town of Clayton for HR support. Trustee Buker seconded; the motion was carried.

Trustee Buker presented a **MOTION** to appoint Alicia M. Dewey as Village Treasurer effective immediately, duties of which will include HR support, at \$16,000 per year. Trustee Hyde seconded; the motion was carried.

Trustee Hyde presented a **MOTION** to approve the new Municipal Solutions Inc. financial agreement for 2019, Trustee Buker seconded; the motion was carried.

Trustee Grybowski presented a **MOTION** to approve Jamie Lee, part time Library Clerk effective 04/01/2019, rate of pay at \$11.10 per hour, Trustee Hyde seconded; the motion was carried.

Trustee Grybowski presented a **MOTION** to approve Brett Johnson, full time Library Clerk effective 06/27/2019, rate of pay at \$12.00 per hour, Trustee Badour seconded; the motion was carried.

Trustee Grybowski presented a **MOTION** to approve Janine LaClair, part time Library Clerk effective 06/26/2019, rate of pay at \$11.10 per hour, Trustee Badour seconded; the motion was carried.

Trustee Buker presented a **MOTION** to approve the Sewer hookup for John Gokey Life Tenant at 14952 Heritage Drive Clayton, NY, Trustee Grybowski seconded; the motion was carried.

The question of the adoption of the foregoing resolution *2019-10 USDA RD Loan Resolution and Applicant Certification for Federal Collection Policies*, which is filed at the Village clerk's office was duly put to a vote on roll call, which resulted as follows:

Norma Zimmer, Mayor	Yes
Nancy Hyde, Trustee	Yes
John Buker, Trustee	Yes
Michelle Grybowski, Trustee	Yes
Steve Badour, Trustee	Yes

The foregoing resolution was there upon declared duly adopted

RESOLUTION 2019-11
VILLAGE OF CLAYTON
A RESOLUTION TO RETROACTIVELY CORRECT TIER STATUS AND MEMBERSHIP IN PLAN 384-d FOR
VILLAGE EMPLOYEE JOSHUA DAVID
DATED: AUGUST 12, 2019

A resolution to retroactively correct tier status and membership in Plan 384-d for Village employee Joshua David so that it accurately reflects his service employment record by including his employment with the Village of Clayton which commenced in 2009.

At a regular meeting of the Village Board of the Village of Clayton, Jefferson County, New York, held at 425 Mary Street, Clayton, New York, on the 12th day of August, 2019, at 5:30 p.m. prevailing time:

The following resolution was offered by Trustee Hyde, who moved its adoption, seconded by Trustee Buker to wit:

WHEREAS, Joshua David commenced employment with the Village of Clayton in 2009, and

WHEREAS, the Village Board of the Village of Clayton agreed to enroll all eligible employees in Plan 384-d, and

WHEREAS, Joshua David was not properly enrolled in Plan 384-d, and

WHEREAS, the Village of Clayton has received a Fiscal Note from the New York State Retirement System indicating that said retroactive correction will require an immediate past service cost of \$50,600, which the Village of Clayton elects to amortize over a 5-year period, with the first year being \$11,500, and

WHEREAS, said Fiscal Note also indicated that there will be an anticipated increase of approximately \$6,500 in the annual contributions of the Village of Clayton for the fiscal year ending March 31, 2020, with the future years varying as the billing rate and salary of Officer David change,

NOW THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Clayton, Jefferson County, New York, hereby agrees to move forward with the Honorable Senator Patty Ritchie sponsoring a bill that will retroactively correct the tier status and membership in Plan 384-d for Village employee Joshua David, so that it accurately reflects his service employment record by including his employment with the Village of Clayton which commenced in 2009.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Norma Zimmer, Mayor	Yes
Nancy Hyde, Trustee	Yes
John Buker, Trustee	Yes
Michelle Grybowski, Trustee	Yes
Steve Badour, Trustee	Yes

The foregoing resolution was there upon declared duly adopted

OLD BUSINESS:

The Board discussed the proposal from Christopher Bogenschutz, Owner of Riverside Media, LLC to provide multi-media communication services for the Village of Clayton residents to keep them informed about the Historic District construction project taking place 2019-2020. After much discussion Trustee Grybowski presented a **MOTION** to approve Riverside Media's source to provide communication with the public and to first set up a meeting with him to decide on what items from the proposal that will be used, Trustee Buker seconded; the motion was carried.

MAYORS REPORT:

Mayor Zimmer announced that Carrie Tuttle will be at the next regular board meeting on August 26th, 2019. She will be here to discuss how we have got this far in the design and the financing of the project with the State, and how we will be moving forward. She stated that this will be a great review for some being that some of these things were done 5 to 6 years ago. This will also be the perfect opportunity for the public to better understand the details of the project and what to expect moving forward. Trustee Buker requested that the Mayor ask Carrie to email the Board with some kind of agenda of what she will be discussing so that "they" as a Board can be better prepared with questions.

Mayor Zimmer quoted "on a lighter note" someone who used to be from the Village sent in a note regarding the cost of the new underground wiring project and how very excited she is about the project and has been since the very beginning. She was born in Clayton some 85 years ago, her father worked at the bank and she is now retired and now lives in the Town of Cape Vincent. In the note she states that her income is not so great but she would love to put in a few dollars for the underground wiring project every so often. I shop in Clayton, my church bible study is in Clayton, and my doctor is in Clayton. She loves Clayton. Clayton will be safe snug and lovely.

Trustee Hyde presented a **MOTION** to adjourn meeting at 7:06 pm; Trustee Grybowski seconded; the motion was carried.

Respectfully submitted,

Joanne Lenhard-Boye, Village Clerk