

Proof of Notice having been duly posted, the 2008 Organizational Meeting of the Jerusalem Town Board was called to order At 5:00 P.M. on January 3, 2008. Present were: Councilpersons Folts, Hopkins, Simmons, Stewart, Supervisor Jones, Town Clerk McMichael and Highway Superintendent Payne.

Supervisor Jones called the meeting to order at 5:00 P.M. with the Pledge to the Flag.

Supervisor Jones distributed the Town Board Committee assignments for 2008, which brought about considerable discussion including:

- Supervisor Jones will advise on the need for a Town Board liaison to attend the Zoning Board meetings on a monthly basis with Zoning Board Chair Rubin.
- The need for meeting attendance by Town Attorney Bailey and the associated cost (\$16,339.60 for 2007).
- The Water & Sewer Committee is the only standing monthly meeting and is reported on at the Town Board meetings by Town Engineer Ackart. The other committees meet on an as needed basis.
- The informal "Advisory Group" meets monthly and was established to open lines of communication, coordinate effort and discuss daily matters among the Town, Planning and Zoning Boards, the Town Attorney and office staff (Attendees: Supervisor Jones, Councilperson Hopkins, Planning Chair Evans, Zoning Chair Rubin, Zoning Vice Chair Herbert, Attorney Bailey, Town Clerk McMichael, CEO Phillips, and ZAP Clerk Nesbit). This group is not empowered to make decisions. Notes are kept to keep discussions on track and will be shared with the Town Board.
- Councilperson Simmons requested job descriptions and the responsibilities of the various committees. Committees were established by a prior Supervisor to assist him on Town business and Supervisor Jones has continued this practice (Town Law §63).

RESOLUTION #1-08

TOWN BOARD MEETING DATES

On a motion of Councilperson Hopkins, seconded by Councilperson Folts, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that the third Wednesday of each month at 7:00 PM be set as regular Town Board meeting dates and accept rules of procedure for those meetings.

RESOLUTION #2-08

DESIGNATION OF OFFICIAL NEWSPAPER

On a motion of Councilperson Hopkins, seconded by Councilperson Folts, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that the Chronicle Express be designated as the official newspaper for the Town of Jerusalem.

RESOLUTION #3-08

DESIGNATION OF OFFICIAL DEPOSITORY

On a motion of Councilperson Hopkins, seconded by Councilperson Folts, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that Community, M&T Investment Group and Five Star Bank be designated as official depositories for the Town, with the Supervisor and Deputy Supervisor authorized to sign checks and other financial papers; and further

RESOLVED that the Town Clerk and Deputy Clerk are hereby authorized to sign checks related to the Town Clerk and Tax Collection accounts.

RESOLUTION #4-08

ATTORNEY FOR THE TOWN

On a motion of Councilperson Hopkins, seconded by Councilperson Folts, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that Philip Bailey be appointed as the Attorney for the Town of Jerusalem.

RESOLUTION #5-08

TOWN ENGINEER AND SAFETY OFFICER

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that Wayne Ackart be appointed Engineer for the Town at an annual salary of \$9,991, and Safety Officer for the Town at a salary of \$1,800 appropriated \$600 within the General, Water and Sewer funds; and, be it further

RESOLVED that the Town hereby authorizes \$8852.88 for payment of a two-person medical insurance plan for Mr. Ackart.

RESOLUTION #6-08

APPOINTMENTS/POLICIES - FISCAL RELATED ISSUES

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that the following fiscal related items be made;

- 1) That Supervisor Daryl Jones be appointed Budget Officer at a salary of \$4000.
- 2) That Councilperson Stewart be appointed Deputy Supervisor
- 3) That Jennifer McKay be appointed Bookkeeper.
- 4) That John Phillips be appointed Code Enforcement Officer.
- 5) That mileage rates for Town officials and employees be set in accord with the Internal Revenue Service recommended rate of 48.5 cents per mile.
- 6) That petty cash accounts be established in the following amounts for use by Departments:

Town Clerk	\$100.00
Tax Collector	\$100.00 (For months of Jan, Feb & March)
Water Collector	\$100.00
- 7) That total contributions by the Town Board members to the Sunshine Fund be established at \$720.00 per year.
- 8) That State bid prices are to be utilized.

RESOLUTION #7-08

APPOINTMENTS/POLICIES - RELATED TO TOWN CLERK/TAX COLLECTOR

On a motion of Councilperson Hopkins, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that the following items related to the Town Clerk/Tax Collector issues be made:

1. That Sheila McMichael be appointed Records Access Officer for the Town of Jerusalem.
2. That Sheila McMichael serving as Registrar of Vital Statistics for office term, receive a salary of \$1406.00 for 2008.
3. That Alice Hunt and Jennifer McKay be appointed Deputy Town Clerks.
4. That Alice Hunt, Brenda Spoor and Sandi Spencer be appointed Deputy Tax Collectors.

RESOLUTION #8-08

APPOINTMENTS/POLICIES - RELATED TO HIGHWAY DEPARTMENT

On a motion of Councilperson Simmons, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart

Nays 0

RESOLVED that the following items related to Highway issues be made:

- 1) That Robert Martin be appointed Deputy Highway Superintendent.
- 2) That the clothing allotment be set at \$300.00 for Highway employees each year.
- 3) That Highway expenditures be allowed up to \$1000 without Board approval.

RESOLUTION #9-08

APPOINTMENTS/POLICIES - RELATED TO COURTS

On a motion of Councilperson Folts, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that Sherie Davison be appointed court clerk for Justice Davison.

RESOLUTION #10-08

APPOINTMENT/POLICIES - PLANNING DEPARTMENT

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that the following items pertaining to the Planning Board be made:

1. That Elaine Nesbit be appointed Clerk to the Assessing Department, Code Enforcement Officer, and Planning & Zoning Boards.
2. That Diane Caves be appointed secretary to the Planning Board
3. That Councilperson Simmons be appointed alternate to KWIC.
4. That the Watershed Contract with Yates County Soil and Water be approved at a cost of \$14,640.00.

DISCUSSION - BOARD APPOINTMENTS

A lengthy discussion ensued on the processes used in the past to appoint Board members. Councilperson Simmons stated his desire to acquaint himself with the candidates prior to their appointment to a Town position. He suggested the interview committee forward two names to the Town Board for discussion and determination on who is appointed.

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RESOLUTION #11-08

APPOINTMENTS/POLICIES - ZONING BOARD

On a motion of Councilperson Hopkins, seconded by Councilperson Folts, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that Mike Steppe be appointed to the Zoning Board for a five year term to expire 12/31/2012.

RESOLUTION #12-08

APPOINTMENTS/POLICIES - ZONING BOARD

On a motion of Councilperson Hopkins, seconded by Councilperson Folts, the following resolution was

ADOPTED Ayes 4 Folts, Hopkins, Jones, Stewart  
Nays 1 Simmons

RESOLVED that John Hoffer be appointed as alternate Zoning Board member for a term of one year.

RESOLUTION #13-08

APPOINTMENT/POLICIES - WATER/SEWER DEPARTMENTS

On a motion of Supervisor Jones, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that the following items pertaining to the water and sewer departments be made.

1. That Gary Dinehart be appointed Department Head of the Keuka Park Water/Sewer Department.
2. That clothing allotment be set at \$300.00 for Water/Sewer Maintainers per year.
3. That Jennifer McKay receive \$2,000 for bookkeeping, accounts payables, accounts receivable, payroll and budget assistance for the water and sewer departments.
4. That Sheila McMichael receive \$500 for receiving and processing water and sewer payments.

RESOLUTION #14-08

APPOINTMENT OF RABIES CONTROL OFFICER

On a motion of Councilperson Folts, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that Henry Lafler be appointed Rabies Control Officer.

RESOLUTION #15-08

APPOINTMENT OF TOWN HISTORIAN

On a motion of Councilperson Folts, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that Robert Evans be appointed Town Historian and Jane Davis appointed as Town Historian Emeritus.

RESOLUTION #16-08

SALARY FOR TOWN ELECTED OFFICIALS

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

Resolved that salaries of the following elected Town officials be set at:

Supervisor	\$15,450.00
Highway Superintendent	\$46,895.00
Assessor	\$43,012.00
Town Clerk-Tax Collector	\$33,020.00
Justice Matthew Davison	\$ 8,305.00
Councilpersons	\$ 2,575.00

RESOLUTION #17-08

SALARY FOR APPOINTED OFFICIALS

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that salaries of the following appointed Town officials be set at:

Code Enforcement Officer	\$45,810.00
Clerk to the Assessment/Planning/Zoning Dept.	\$32,350.00
Court Clerk - Sherie Davison	\$ 2,667.00
Town Historian	\$ 350.00
Assessment Board of Review Members	\$ 250.00@
Secretary to Assessment Board of Review	\$ 500.00
Planning Board Chairman	\$ 500.00
Planning Board Members	\$ 400.00@
Zoning Board Chairman	\$ 225.00
Zoning Board Members	\$ 175.00@
Zoning Board Alternates	\$ 125.00@

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RESOLUTION #18-08

HOURLY RATE FOR HIGHWAY EMPLOYEES

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that the following rates per hour be set for Highway employees at:

Robert Martin	Working Foreman	\$16.87
Dale Fitzwater	H.E.O.	\$16.60
Barry Martin	H.E.O.	\$16.29
Santiago Avellenada	H.E.O.	\$14.33
Frank Fitzwater	H.E.O.	\$12.92
Anthony Hurd	M.E.O.L.	\$13.73
Arthur Burk	M.E.O.L.	\$13.35
Jeff Viele	M.E.O.L.	\$11.74
Jeff Jensen	Mechanic	\$14.36
Part Time Mower Operator		*
Part time Laborer		*

\*To be determined by the Highway Superintendent

RESOLUTION #19-08

HOURLY RATE FOR TOWN HALL EMPLOYEES

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart  
Nays 0

RESOLVED that the following rate per hour be set for the following employees:

Bookkeeper - Jennifer McKay	\$13.91
Deputy Town Clerk - Alice Hunt	\$12.18
Deputy Town Clerk - Jennifer McKay	\$13.91
Deputy Tax Collector - Brenda Spoor	\$10.42
Deputy Tax collector - Sandi Spencer	\$10.42
Water/Sewer Clerk - Carrie Wheeler	\$13.32
K.P. Water Maintainer/Sewer Waste Water Treatment Plant Operator - Paul Enos	\$14.07
K.P. Water Maintainer/Sewer Wastewater Treatment Plant Operator - Gary Dinehart	\$14.09
Planning Board Secretary - Diane Caves	\$11.67

RESOLUTION #20-08

ESTABLISHING LEGAL HOLIDAYS FOR TOWN OFFICIALS & EMPLOYEES

On a motion of Councilperson Hopkins, seconded by Councilperson Folts, the following resolution was

ADOPTED Ayes 5 Folts, Hopkins, Jones, Simmons, Stewart

Nays 0

RESOLVED that the following days be established as official holidays for Town Officials and Employees:

- |  |          |
|--|----------|
| 1. New Year's Day                          | 01/01/08 |
| 2. Martin Luther King Day                  | 01/21/08 |
| 3. Memorial Day                            | 05/26/08 |
| 4. Independence Day                        | 07/04/08 |
| 5. Labor Day                               | 09/01/08 |
| 6. Columbus Day                            | 10/13/08 |
| 7. Veterans Day                            | 11/11/08 |
| 8. Thanksgiving                            | 11/27/08 |
| 9. Friday following Thanksgiving           | 11/28/08 |
| 10. Christmas                              | 12/25/08 |
| 11. Floater (at the employee's discretion) |          |

ANNUAL ACCOUNTING

An annual accounting of the Supervisor's books was conducted.

OTHER BUSINESS

It was the consensus of the Board to have Councilperson Stewart organize a party for Jim Jameson who served the Town for 18 years. A plaque will be presented for his years of service.

Highway Superintendent Payne stated he is having an energy audit conducted on the Town Barns at a cost of \$100.

With there being no further business, on a motion of Councilperson Hopkins, seconded by Councilperson Stewart, the meeting was adjourned at 6:42 P.M.

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Sheila McMichael, Town Clerk