

Proof of Notice having been duly posted, the 2009 Organizational Meeting of the Jerusalem Town Board was called to order At 4:00 P.M. on January 14, 2009. Present were: Councilpersons Folts, Hopkins, Simmons, Stewart, Supervisor Jones, Town Clerk McMichael.

Supervisor Jones called the meeting to order at 4:00 P.M.

RESOLUTION #1-09

TOWN BOARD MEETING DATES

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 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 #2-09

DESIGNATION OF OFFICIAL NEWSPAPER

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

RESOLUTION #3-09

DESIGNATION OF OFFICIAL DEPOSITORY

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

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

RESOLVED that Community, M&T Investment Group, Five Star Bank and Lyons 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 #4-09

ATTORNEY FOR THE TOWN

On a motion of Councilperson Folts, seconded by Councilperson Simmons, 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 #5-09

TOWN ENGINEER AND SAFETY OFFICER

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

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

RESOLVED that Wayne Ackart be appointed Engineer for the Town at an annual salary of \$10,290.73, and Safety Officer for the Town at a salary of \$1,800 appropriated \$900 within the Water and Sewer funds; and, be it further

RESOLVED that the Town hereby authorizes \$10,255.32 for payment of a two-person medical insurance plan for Mr. Ackart.

Note: Councilperson Simmons requested detail on the number of hours worked as compared to the hours and salary for the Town of Milo before committing to this arrangement next year.

RESOLUTION #6-09

APPOINTMENTS/POLICIES - FISCAL RELATED ISSUES

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 fiscal related items be made:

- 1) That Supervisor Daryl Jones be appointed Budget Officer at a salary of \$4,000.
- 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 55 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
Supervisor	\$ 50.00
- 7) That the standard fee for all fire and safety inspections including issuance of Operating Permit be set as follows:
 1. For all occupancies of 99 people or less, fee is \$50.00
 2. For all occupancies of 100 people or more, fee is \$75.00

3. Open development review, standard fee is \$100.00
- 8) That total contributions by the Town Board members to the Sunshine Fund be established at \$720.00 per year.
- 9) That State bid prices are to be utilized.

RESOLUTION #7-09

APPOINTMENTS/POLICIES - RELATED TO TOWN CLERK/TAX COLLECTOR

On a motion of Councilperson Hopkins, seconded by Supervisor Jones, 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 \$1448.18 for 2009.
3. That Alice Hunt and Jennifer McKay be appointed Deputy Town Clerks.
4. That Alice Hunt, Jennifer McKay, Brenda Spoor and Sandi Spencer be appointed Deputy Tax Collectors.

RESOLUTION #8-09

APPOINTMENTS/POLICIES - RELATED TO HIGHWAY DEPARTMENT

On a motion of Councilperson Hopkins, seconded by Supervisor Jones, 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 #9-09

APPOINTMENTS/POLICIES - RELATED TO COURTS

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

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

RESOLVED that Sherie Davison and Diane Caves be appointed court clerks for Justice Davison.

RESOLUTION #10-09

APPOINTMENT/POLICIES - PLANNING DEPARTMENT

On a motion of Councilperson Simmons, 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 Bill Pringle be appointed to the Planning Board for a seven year term to expire 12/31/2015.
2. That Elaine Nesbit be appointed Clerk to the Assessing Department, Code Enforcement Officer, and Planning & Zoning Boards.
3. That Eleanor Lambert be appointed Clerk to the Code Enforcement Officer.
4. That Diane Caves be appointed Secretary to the Planning Board.
5. That Councilperson Simmons be appointed alternate to KWIC.
6. That the Watershed Contract with Yates County Soil and Water be approved at a cost of \$14,785.00.

RESOLUTION #11-09

APPOINTMENTS/POLICIES - ZONING BOARD

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

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

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

1. That Glenn Herbert be appointed to the Zoning Board for a five year term to expire 12/31/2013.
2. That John Hoffer be appointed as alternate Zoning Board member for a term of one year.
3. That Ed Seus be appointed as alternate Zoning Board member for a term of two years.

RESOLUTION #12-09

APPOINTMENT/POLICIES - WATER/SEWER DEPARTMENTS

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 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 #13-09

APOINTMENT OF RABIES CONTROL 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 Tom Morris be appointed Rabies Control Officer.

RESOLUTION #14-09

APPOINTMENT OF TOWN HISTORIAN

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

RESOLUTION #15-09

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	\$48,301.85
Assessor	\$44,302.36
Town Clerk-Tax Collector	\$34,010.60
Justice Matthew Davison	\$ 8,554.15
Councilpersons	\$ 2,575.00

RESOLUTION #16-09

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	\$47,184.30
Clerk to the Assessment/Planning/Zoning Dept.	\$33,320.50
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@

RESOLUTION #17-09

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	\$17.38
Dale Fitzwater	H.E.O.	\$17.10
Barry Martin	H.E.O.	\$16.78
Santiago Avellenada	H.E.O.	\$14.76
Frank Fitzwater	H.E.O.	\$13.31
Anthony Hurd	M.E.O.L.	\$14.14
Arthur Burk	M.E.O.L.	\$13.75
Jeff Viele	M.E.O.L.	\$12.09
Jeff Jensen	Mechanic	\$14.79
Part Time Mower Operator		*
Part time Laborer		*

*To be determined by the Highway Superintendent

RESOLUTION #18-09

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	\$14.33
Deputy Town Clerk - Alice Hunt	\$12.55
Deputy Town Clerk - Jennifer McKay	\$14.33
Deputy Tax Collector - Brenda Spoor	\$10.42

Organizational Meeting
January 14, 2009

Deputy Tax collector - Sandi Spencer	\$10.42
Water/Sewer Clerk - Carrie Wheeler	\$13.72
K.P. Water Maintainer/Sewer	
Waste Water Treatment Plant Operator - Paul Enos	\$14.49
K.P. Water Maintainer/Sewer	
Wastewater Treatment Plant Operator - Gary Dinehart	\$14.51
Planning Board Secretary - Diane Caves	\$12.02
Code Enforcement Officer Secretary - Eleanor Lambert	\$11.00
Court Clerks - Sherie Davison	\$11.50
Court Clerk - Diane Caves	\$11.50

RESOLUTION #19-09

ESTABLISHING LEGAL HOLIDAYS FOR TOWN OFFICIALS & EMPLOYEES

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 days be established at official holidays for Town Officials and Employees:

1. New Year's Day 01/01/09
2. Martin Luther King Day 01/19/09
3. Memorial Day 05/25/09
4. Independence Day 07/03/09
5. Labor Day 09/07/09
6. Columbus Day 10/12/09
7. Veterans Day 11/11/09
8. Thanksgiving 11/26/09
9. Friday following Thanksgiving 11/27/09
10. Christmas 12/25/09
11. Floater (at the employee's discretion)

ANNUAL ACCOUNTING - SUPERVISOR'S AND TOWN JUSTICE'S BOOKS

- The annual accounting of the Supervisor's and Town Justice's books will be conducted at the January 21st Town Board meeting.
- A year-end summary report will be requested from the Town Justice to assist in conducting the annual accounting of their books.

ANNUAL REVIEW - FINANCIAL MANAGEMENT POLICY

The Financial Management Policy will be reviewed at the January 21st Town Board meeting.

2009 COMMITTEE ASSIGNMENTS

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

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

Organizational Meeting
January 14, 2009

Resolved that the Town Board Committee assignments for 2009 be accepted as presented by Supervisor Jones.

OTHER BUSINESS

- Supervisor Jones will continue to work with Earle Gleason, Veterans' Service Agency Director to identify cold war veterans in the Town of Jerusalem to quantify the financial impact of extending the Veteran's Exemption to cold war veterans.
- In response to an employee's inquiry, the Town Board will draft a memo to all employees notifying them of the 3% salary increase for 2009. Performance evaluations on all employees will be required next year.

With there being no further business, on a motion of Supervisor Jones, seconded by Councilperson Hopkins, the meeting was adjourned at 4:45 P.M.

Sheila McMichael, Town Clerk