

Minutes of the regular monthly meeting of the Jerusalem Town Board held on May 21, 2014 at 7:00 P.M. PRESENT were: Supervisor Killen, Councilors Dinehart, Jones, Parson, Steppe, Deputy Supervisor Stewart, Town Attorney Bailey, Town Clerk McMichael, Highway Superintendent Martin, Town Engineer Ackart.

GUESTS: Scott Demmin, Jason Zimmerman, Taylor Fitch, Jen Gruschow, J.C. Smith, Bob Evans, Doug Paddock, John Christensen; *Chronicle Express* Reporter.

Supervisor Killen called the meeting to order with the Pledge to the Flag at 7:00 P.M.

Supervisor Killen praised staff for all their work during the difficult circumstances associated with the recent disaster.

**RESOLUTION #84-14**

**APPROVAL OF MINUTES**

On a motion of Councilor Steppe, seconded by Councilor Jones, the following was

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved that the minutes of the May 12, 2014 Special meeting be approved as read.

**RESOLUTION #85-14**

**APPROVAL OF MINUTES**

On a motion of Councilor Jones, seconded by Councilor Steppe, the following was

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved that the minutes of the April 16, 2014 meeting be approved as read.

**RESOLUTION #86-14**

**AUDIT OF CLAIMS**

On a motion of Councilor Jones, seconded by Councilor Dinehart, the following was

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved that the bills be paid as presented in the following amounts:

General:	\$16,453.07
Outside Village	\$13,817.85
Highway DB:	\$19,232.26

Sewer:	\$38,229.96
Water:	\$12,068.15
Branchport Light	\$ 188.73

April Utilities:

General:	\$ 795.83
Sewer:	\$ 497.81
Water:	\$ 859.98
Trust:	\$32,214.05

SUPERVISOR REPORT

The Supervisor's Report on the Town's finances for the month of April 2014 will be placed on the June agenda.

TOWN OFFICIALS

HIGHWAY SUPERINTENDENT

- Written Budget Highway report on file in the Office of the Town Clerk.
- NYSDOT has sent crews in to assist the Highway in repairing roads damaged from the recent floods. We do not have a clear answer on how all these costs will be covered at this time.

SALT STORAGE BUILDING FABRIC MEMBRANE BID:

One bid was received from Hybrid Building Solutions, 9780 Brauer Road, Clarence Center, New York for the salt storage building fabric membrane in the amount of \$125,401. No action was taken due to the financial challenges associated with the recent disaster. The quote is good until 10/15/2014.

TOWN ENGINEER

- Notes of the May 13, 2014 KPSW meeting on file in the Office of the Town Clerk.
- Town Engineer Ackart attended the Southern Tier/Finger Lakes Water Infrastructure Funding workshop for drinking water or wastewater treatment projects organized by the American Council of Engineering Companies and NYS Environmental Facilities Corporation.
- Town Engineer Ackart was pleased to report the Water & Sewer Department handled the recent flooding with our wet pumping procedures, noting we have a good system and good employees.
- A crucial bank stabilization project will take place on East Bluff Drive on June 2.

PRESENTATION SCOTT DEMMIN, DSD WEB WORKS

Scott Demmin, DSD WebWorks displayed a sample website described as modern with a historic feel. Changing to an interactive site as presented would make the Town's website more useful and powerful. An IT audit of daily operations at the Town Office was conducted by Mr. Demmin in 2008. He will check into complementing a system with the WAGSys program recently purchased by the Building/Assessing Departments to further address the Town's needs.

COUNCIL

The Town's annual Clean Up Day will be postponed at this time and revisited at the July meeting.

SUPERVISOR:

The CareNet 5K run is planned for September 13, 2014. Keuka College requested a permit to close roads near the campus for major events. Councilor Parson will chair a subcommittee to look into permitting these types of events.

BRANCHPORT SIDEWALK TAP APPLICATION:

Due to the recent disaster, it was the consensus of the Board to postpone submitting a Transportation Alternative Program (TAP) grant application which would fill in the open ditches in front of the Fire House property on Route 54A and construct sidewalks to improve Branchport.

Jennifer Gruschow will contact Larson Design Group to discuss expenses they may have incurred on this project and report back to the Board.

SUBCOMMITTEE REPORTS:

EFC GRANT:

The Wastewater System Study prepared by Larson Design Group was submitted to DEC.

NYSDOS GRANT - WATERFRONT REVITALIZATION GRANT:

Councilor Steppe provided copies of the Waterfront Revitalization Strategy status report submitted to the State outlining potential projects to be looked at in the future. The next community meeting is scheduled for June 9, 2014 from 7:00-9:00 at the Branchport Fire Hall.

AGR ZONING REVIEW SUBCOMMITTEE:

The proposed local law incorporating changes to Article V. Agricultural-Residential (AGR) Use District submitted by the AGR Zoning Review Subcommittee will be placed on the June agenda as the Town Board is still in disagreement with the recommendations.

Fred Thomas provided new Board members with his comments originally submitted to the Town Board in 2012 regarding the proposed change to lot coverage in the AGR Use District.

RESOLUTION #87-14

PLANNING BOARD TRAINING REQUEST:

On a motion of Supervisor Killen, seconded by Councilor Jones, the following was

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe  
Nays 0

Resolved Planning Board members Attilio Carcone, John Wheeler and Tim Cutler be reimbursed for attending the GFLRPC Spring 2014 Local Government Workshop on May 15, 2014.

RESOLUTION #88-14

AWARD ROOF BID

Supervisor Killen offered the following motion, seconded by Councilor Steppe:

Whereas sealed bids for the replacement of the roof at the Town Hall were received from the following:

JZ Construction, LLC, 3506 Adams Road, Penn Yan, NY

Standard 40-year shingle roof: \$16,000

Metal roof - sheet metal: \$17,000

Metal roof - standing seam: \$22,000

Statement of non-collusion included.

Gardner Construction & Dev., LLC, 8561 Ackerman Road, Lyons, NY

Standard 40-year shingle roof: \$28,095

Metal roof - sheet metal: \$29,391

Metal roof - standing seam: \$32,120

Statement of non-collusion included.

Now, therefore be it

Resolved the roof be replaced with standing seam metal by JZ Construction, LLC in the amount of \$22,000.

RESOLUTION #89-14

AMEND RESOLUTION #88-14 AWARD ROOF BID

On a motion of Supervisor Killen, seconded by Councilor Steppe, the following was

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe  
Nays 0

Whereas underlying issues related to ice damage the roof sustained this winter were not included in the roof replacement specifications; now, therefore, be it

Resolved Resolution #88-14 be amended and the roof be replaced with standing seam metal by JZ Construction, LLC in the amount of \$22,000 in addition to an amount not-to-exceed \$3,000 for change orders authorized by Code Enforcement Officer Phillips or Supervisor Killen to repair the existing framing.

STANDARD WORK DAY RESOLUTION FOR ELECTED OFFICIALS:

Supervisor Killen submitted his required record of activities to the Town Clerk for the New York State and Local Retirement System reporting. The Standard Work Day Resolution will be placed on the June agenda.

RESOLUTION #90-14

2014 BUDGET AMENDMENT - SERVER

On a motion of Supervisor Killen, seconded by Councilor Jones, the following was

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe  
Nays 0

Whereas, the 2014 General A budget did not include the purchase of a new server; and

Whereas, the Town was in dire need to replace its existing server; and

Whereas, SCT Computers Inc. recently invoiced the Town for the purchase and installation of a new server; now, therefore, be it

RESOLVED that the 2014 General A budget be amended as follows

Decrease expense code 1990.4 Contingent	\$ 4,120.00
Increase expense code 1680.4 Data Processing	\$ 4,120.00

RESOLUTION #91-14

2014 BUDGET AMENDMENT - IT LIAISON

On a motion of Supervisor Killen, seconded by Councilor Parson, the following was

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe  
Nays 0

Whereas, the 2014 General A budget did not include compensation for an individual to manage the IT and

Whereas, the Town plans to compensate an individual to assume such duties and

Whereas, Carrie Wheeler was named as the IT liaison at the April 16, 2014 Town Board meeting and

Whereas, compensation for Carrie Wheeler is to be for the time period of April 1<sup>st</sup> through December 31, 2014 at \$ 20.00 per week

RESOLVED that the 2014 General A budget be amended as follows

Decrease expense code 1990.4 Contingent	\$ 800.10
Increase expense code 1680.1 Data Processing	\$ 800.10

RESOLUTION #92-14

TIME CLOCK

On a motion of Councilor Dinehart, seconded by Councilor Jones, the following was

DEFEATED	Ayes 2	Dinehart, Jones
	Nays 3	Killen, Parson, Steppe

Whereas; the Town Board created a sub-committee consisting of Gary Dinehart and Ray Stewart to review the Time Clock Policy;

Whereas; the sub-committee reviewed the current policies and Town Board Resolutions;

Whereas; the policies are not consistent and contradicting;

Therefore; the sub-committee is recommending that any and all resolutions and policies regarding the time clock that are on record be rescinded;

And further; be it resolved to eliminate the use of the time clock at the Jerusalem Town Hall effective immediately.

RESOLUTION #93-14

TIME CLOCK

On a motion of Councilor Jones, seconded by Councilor Dinehart, the following was

ADOPTED	Ayes 3	Dinehart, Jones, Killen
	Nays 2	Parson, Steppe

Whereas; the Town Board created a sub-committee consisting of Gary Dinehart and Ray Stewart to review the Time Clock Policy;

Whereas; the sub-committee reviewed the current policies and Town Board Resolutions;

Whereas; the policies are not consistent and contradicting;

Therefore; the sub-committee is recommending that any and all resolutions and policies regarding the time clock that are on record be rescinded;

And further; be it resolved the sub-committee is recommending that all hourly and salaried non-elected Jerusalem Town Hall employees be required to utilize a time clock for regularly scheduled time worked, effective immediately;

TRAINING REQUEST - ASSOCIATION OF TOWNS HIGHWAY SCHOOL

Highway Superintendent Martin withdrew his request to attend the annual Highway School in light of the needed roadwork associated with the recent flooding.

RESOLUTION #94-14

APPOINTMENT - WATER/WASTEWATER MAINTAINER (TRAINEE) KEUKA PARK  
WATER & SEWER DEPARTMENT

On a motion of Councilor Jones, seconded by Councilor Dinehart, the following was

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe  
Nays 0

Whereas a water / sewer maintainer has announced his retirement effective Feb 2015;

And Whereas the Yates County Personnel Department provided a Certified List of 7 Eligible candidates for said Position to Deputy Supervisor Stewart on April 24, 2014;

And Whereas the Water and Sewer Sub-Committee selected 2 candidates from said List for interview for said Position;

And Whereas the Interview Team of Ray Stewart, Paul Enos, Lee Hardy, Gary Dinehart and Wayne Ackart interviewed the 2 candidates so selected on April 17, 2014;

And Whereas the Interview Team, with a majority vote, agreed that the most qualified candidate for said Position is Kasey Christensen;

Now therefore be it resolved that the position of Water/Wastewater Maintainer (trainee) be offered to Kasey Christensen, with employment commencing Monday, June 2, 2014, said employment being contingent upon Kasey Christensen passing the necessary physical exam for Town employment, and the satisfaction of any other normal legal and procedural requirements for the hiring of new Town employee; and

Be it further resolved that the pay rate per hour be \$14.95 and that this unanticipated/unbudgeted expense be transferred from both the water and sewer fund balances at 2014 year-end.

RESOLUTION #95-14

AMEND KPSW WATER SERVICE INSTALLATION REQUIREMENT

On a motion of Supervisor Killen, seconded by Councilor Dinehart, the following was

ADOPTED   Ayes 5       Dinehart, Jones, Killen, Parson, Steppe  
              Nays 0

Whereas Section 152-5 of the Jerusalem Town Code book allows the Town Board to adopt and amend appropriate material and construction specifications for water services, metering and appurtenances; and

Whereas the Water Committee has reviewed the current specifications; and

Whereas the specifications are outdated; now, therefore, be it

Resolved that KPSW Water Service Installation Requirement attached dated July 2013 be adopted (Exhibit A).

With there being no further business, on a motion of Councilor Steppe, seconded by Councilor Dinehart, the meeting was adjourned at 8:58 P.M.

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Sheila McMichael, Town Clerk