

Minutes of the special meeting of the Jerusalem Town Board held on September 29, 2016 at 12:30 P.M. PRESENT were: Supervisor Killen, Councilors Anderson, Dinehart, Jones, Parson, Town Clerk McMichael, Highway Superintendent Martin.

GUESTS: Larry Muscarella, Ray Stewart, Jen McKay, Carrie Wheeler, Lee Hardy

Supervisor Killen called the meeting to order at 12:30 P.M.

The purpose of the meeting was a 2017 budget workshop.

Budget Officer Larry Muscarella distributed the 2017 budget highlights (attached). Outstanding issues are the grader purchase and salary increases of \$.75 Water/Sewer Clerk, 2% Registrar and \$.75 Bookkeeper.

Grader:

The 2017 Tentative Budget includes \$300,000 in DB5130.2 for the \$282,127.17 purchase of the grader. Supervisor Killen cautioned spending beyond our 2016 budget and recommended we err on the side of caution and use 2017 funds to avoid penalty upon audit. He will consult Attorney Graff regarding the need to amend Resolution #140-16 authorizing the grader purchase expenditure from the Highway Capital Reserve Fund. The grader has been ordered with delivery expected in late December.

Registrar Salary:

Supervisor Killen stated the Registrar salary was increased two years ago and the current salary is sufficient for that task. Councilor Dinehart questioned how some employees get 2% and some don't. Mr. Stewart stated as an outsider withholding \$43 appears to be due to personalities. Councilor Dinehart stated it appears that way as an insider too.

KPSW Clerk and Bookkeeper:

Requests for a \$.75/hour pay raise above the 2% increase were submitted based on exemplary work ethic for the Water/Sewer Clerk and Bookkeeper. Councilor Parson stated outstanding employees deserve pay increases, but it should be based on a job description, pay scale, evaluations, expectations and performance reviews to justify raises. A wage step system has been worked on, but never finalized. Councilor Anderson agreed with Councilor Parson this needs to be set as a goal for 2018 salaries.

**RESOLUTION #166-16**  
**2018 Salary Requests**

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

ADOPTED        Ayes        5    Anderson, Dinehart, Jones, Killen, Parson

Nays 0

Resolved all departments meet with their respective committee to develop a pay scale that will include job descriptions, evaluations, expectations, and performance reviews to justify raises in the 2018 budget.

RESOLUTION #167-16

2017 Registrar Salary

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

ADOPTED Ayes 4 Anderson, Dinehart, Jones, Parson  
Nays 1 Killen

Resolved the Registrar salary be increased 2% for 2017.

RESOLUTION #168-16

2017 Salaries - KPSW Clerk and Bookkeeper

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

ADOPTED Ayes 4 Anderson, Dinehart, Jones, Killen  
Nays 1 Parson

Resolved the Water/Sewer Clerk and Bookkeeper salaries be increased \$.75/hour to bring their salaries in line, in addition to the 2% increase for 2017.

DISCUSSION:

2017 Assessor Salary: Supervisor Killen will meet with the Assessor to discuss his 2017 salary.

Proposed Local Law D-2016 Tax Cap Override: A telephone conference was held with Attorney Graff regarding the timeline associated with filing the tax cap override local law. Attorney Graff will provide a revised local law with his signature section removed as the Town Clerk can file the law directly with the Department of State.

RESOLUTION #169-16

AMEND RESOLUTION #164-16 INTRODUCING LOCAL LAW D-2016 AND CALLING A PUBLIC HEARING

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

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

Resolved, that Resolution #164-16 be amended to change the public hearing to solicit public comment upon proposed Local Law D-2016 to override the tax levy limit to October 12, 2016 at 7:00 P.M.

RESOLUTION #170-16

SCHEDULE SPECIAL TOWN BOARD MEETING

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

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

Resolved a special Town Board meeting be held on October 12, 2019 to hold the public hearing on proposed Local Law D-2016 to override the tax levy limit and an executive session to discuss the employment of a particular person.

RESOLUTION #171-16

SCHEDULE PUBLIC HEARING ON THE 2017 PRELIMINARY BUDGET

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

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

Resolved the public hearing on the 2017 Preliminary Budget be held on October 19, 2016 at 7:00 P.M.

With there being no further business, on a motion of Supervisor Killen, seconded by Councilor Dinehart, the meeting was adjourned at 1:35 P.M.

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Sheila McMichael, Town Clerk