

Minutes of the regular monthly meeting of the Jerusalem Town Board held on May 16, 2018 at 7:00 P.M. PRESENT were: Councilors Anderson, Jones, Sisson, Stewart, Town Clerk McMichael, Highway Superintendent Martin, Town Engineer Ackart.

GUESTS: Heather Briggs; The Bonadio Group, Earl Makatura, Ed Bronson, John Christensen; *Chronicle Express* Reporter

Excused: Supervisor Killen.

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

CHANGES TO THE AGENDA

The request from St. Michael's for their Bike the Bluff event was added to the agenda.

RESOLUTION #96-18

APPROVAL OF MINUTES

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

ADOPTED	Ayes	4	Anderson, Jones, Sisson, Stewart
	Nays	0	

Resolved that the minutes of the April 18, 2018 meeting be approved with a correction to the vote on Resolution #83-18 Standard Work Day and Reporting Resolution. Councilor Jones voted Nay, but was also listed as Aye.

RESOLUTION #97-18

AUDIT OF CLAIMS

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

ADOPTED	Ayes	4	Anderson, Jones, Sisson, Stewart
	Nays	0	

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

General:	\$ 13,707.08
Outside Village	\$ 129.79
Highway DB:	\$ 7,644.83
Sewer:	\$ 38,698.29
Water:	\$108,238.90
Branchport Light	\$ 256.81

April Utilities:

General:	\$ 550.37
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Outside Village: \$ 145.68
Highway DB: \$ 4,837.90
Sewer: \$ 244.36
Water: \$ 455.03
Trust: \$37,577.15

RESOLUTION #98-18

SUPERVISOR REPORT

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

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
Nays 0

Resolved that the Supervisor's Report on the Town's finances for the month of April 2018 be accepted as presented.

THE BONADIO GROUP PRESENTATION - 2017 AUDIT

Heather Briggs, Principal, The Bonadio Group summarized the draft 2017 Audit documents. Jerusalem received a clean opinion and is in a good financial position. Finalized copies will be mailed to the Town.

TOWN OFFICIALS

HIGHWAY SUPERINTENDENT

- Written Budget Highway report on file in the Office of the Town Clerk.
- Work on Tinney Road is the last remaining road under the 2014 FEMA work.
- Gravel roads are being prepped for oil and stone.
- The rear end housing on the 2001 Gradall is in need of repair at an estimated cost of \$6,000.

TOWN ENGINEER

- Notes of the May 4, 2018 KPSW meeting on file in the Office of the Town Clerk.
- The water capital project design is being finalized.

ASSESSOR

- Report on file.
- The Board requested specificity in future reports.

COUNCIL

Councilor Jones noted the retaining wall at the Town Hall basement entrance is in need of immediate repair. Highway Superintendent Martin will get this done.

RESOLUTION #99-18

SEWER REHAB CONTRACT SIGNING AND NOTICE TO PROCEED

On a motion of Councilor Stewart, seconded by Councilor Sisson, the following was

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
 Nays 0

WHEREAS the Keuka Park Sewer District Sewer Rehab Project has been legally bid and awarded to National Water Main Cleaning Company (Resolution 79-18);

NOW THEREFORE be it resolved that the Supervisor or his designee is hereby authorized to sign the Contract and Notice to Proceed for said Project upon notification from the Town's Consulting Engineers, The Larson Design Group, that all is proper and in order with said proposed Contract.

RESOLUTION #100-18

2018 BUDGET AMENDMENT - CHIPS HIGHWAY DB

On a motion of Councilor Stewart, seconded by Councilor Sisson, the following was

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
 Nays 0

Whereas, Highway Superintendent Robert Martin received the NYS Department of Transportation enacted budget for 2018-2019 illustrating CHIPS, Local Pave NY & Extreme Winter Recovery funding; and

Whereas, the Town of Jerusalem is scheduled to receive a total of \$397,827.75; and

Whereas, the 2018 budget includes \$364,220 of CHIPS, Local Pave NY & Extreme Winter from New York State; now, therefore be it

RESOLVED that the 2018 Highway DB budget be amended to reflect the increased funding as follows:

 Increase Revenue 3501 (State Aid)
 \$33,607.75
 Increase Expense 5112.4 (Permanent Improvement)
 \$33,607.75

RESOLUTION #101-18

AMEND 284 AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

On a motion of Councilor Stewart, seconded by Councilor Sisson,

the following was

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
 Nays 0

Resolved the Agreement for the Expenditure of Highway Moneys entered into pursuant to the provision of Section 284 of the Highway Law (Resolution #26-18), be amended by adding the installation of guardrails on Champlin Road as a Permanent Improvement.

RESOLUTION #102-18

AUTHORIZE SUPERVISOR OR HIS DESIGNEE TO EXECUTE MITIGATION GRANT

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

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
 Nays 0

Whereas Highway Superintendent Martin has identified problem areas causing repetitive damage to infrastructure, i.e., roadways, bridges, culverts, etc.; and

Whereas the partners of the Yates County Multi-Jurisdiction Hazard Mitigation Plan Update will hold a Strategy Workshop on June 19, 2018 to develop projects and mitigation strategies for said problem areas; and

Whereas the State Department of Homeland and Security will assist each jurisdiction in applying for grant funds to mitigate the projects; now, therefore, be it

Resolved the Supervisor or his designee is hereby authorized to execute the grant application paperwork.

RESOLUTION #103-18

ADVERTISE PROVISIONAL KPSW WATER OPERATOR/WASTEWATER MAINTAINER

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

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
 Nays 0

Whereas a full-time employee is retiring in March 2019; and

Whereas the Water and Sewer Committee desires to hire a full-time Water System Operator/Wastewater Maintainer starting September 1, 2018; and

Whereas a full-time Water System Operator/Wastewater Maintainer is a competitive position and requires that the new employee be tested and certified by Yates County Civil Service; and

Whereas the NYS Civil Service Exam for a Water System Operator/Wastewater Maintainer will be scheduled; now, therefore be it

Resolved that the Town Board advertise to hire a full-time provisional employee starting September 1, 2018; and, be it further

Resolved that the expense of hiring the new full-time employee be split 70/30 between the water and sewer funds at a total cost not to exceed \$16,000.00 for the year 2018.

RESOLUTION #104-18

AUTHORIZE KPSW TRAINING - FINGER LAKES WATER WORKS CONFERENCE
SPRING MEETING & MEMBERSHIP DUES

On a motion of Councilor⁴ Stewart, seconded by Councilor Anderson, the following was

ADOPTED	Ayes	4	Anderson, Jones, Sisson, Stewart
	Nays	0	

Whereas; Finger Lakes Water Works Conference is hosting the Spring Meeting at King's Catering, 4031 Rtes. 5 & 20, Canandaigua, NY.

Whereas; the cost for a pre-paid, pre-registered 2018 Conference Member is \$25.00/person;

Whereas; accreditation of operator contact hours will be given for attendance;

Whereas operator contact hours are a requirement of the NYS Department of Health for recertification;

Whereas; Town Engineer, Wayne Ackart Finger Lakes Water Works Membership Dues expired February 2018. Annual Membership Dues are \$7.00. Membership Dues can be purchased for a three year period for \$15.00. This \$15.00 payment will save \$6.00.

Whereas; instruction, training expenses and membership dues were approved in the 2018 budget;

Therefore be it resolved to authorize attendance for up to (4) person(s) from the Water / Sewer Department to attend the Finger Lakes Water Works Conference Spring Meeting at a cost of \$25.00/person. This expense to be funded 70% from the 8340.4 and 30% by 8120.4. May it also be resolved to authorize payment for renewal of Wayne Ackart membership dues. This expense to be funded 70% from the 8310.4 and 30% by 8110.4.

RESOLUTION #105-18
2018 BUDGET AMENDMENT - JUSTICE AUDIT

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

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
 Nays 0

Whereas, Resolution # 31-18 authorized the Supervisor to sign an engagement letter provided by Bonadio & Co., LLP to perform an independent audit of the 2017 Justice books; and

Whereas, such audit was not anticipated within the 2018 General Budget; now

BE IT RESOLVED that the 2018 General Budget be amended as follows

Increase 1110.4 (Justice)	\$1,700.00
Decrease 1990.4 (Contingent)	\$1,700.00

RESOLUTION #106-18
SCT COMPUTER CONTRACT RENEWAL

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

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
 Nays 0

Whereas the Town of Jerusalem (TOJ) needs routine and occasional emergency assistance with information technology work, and

Whereas SCT Computers has reliably assisted TOJ in the past, and

Whereas the contract renewal with SCT is due, and a multi-year agreement reduces the rates for service, and

Therefore be it resolved that the Town of Jerusalem will renew the service contract with SCT for a three year term, and authorizes the Supervisor or his designee to sign agreements or paperwork with SCT confirming this.

RESOLUTION #107-18

Resolution to authorize Jerusalem to act as lead agency for KLOC in NYS State and Municipal Capital Facilities Grant (SAM) application for masonry repairs to the control system of locks in the outlet of Keuka Lake

On a motion of Councilor Anderson, seconded by Councilor Sisson, the following was

ADOPTED	Ayes	4	Anderson, Jones, Sisson, Stewart
	Nays	0	

Whereas the locks, spillways and control system for the Keuka Lake Outlet are mutually owned and under the supervision of the Keuka Lake Outlet Compact municipalities, Town of Jerusalem, Village of Penn Yan, Town of Milo, Town of Barrington, Town of Wayne, Town of Urbana, Village of Hammondsport, and Town of Pulteney

Whereas during annual inspections, the Army Corps of Engineers and NYS DEC have noted issues or faults with the masonry between the locks and the spillways associated with the Keuka Lake Outlet control structure, specifically needed repointing, to prevent flooding or failure of function and to extend its useful life, and

Whereas Penn Yan Municipal workers at the request of KLOC, requested bids for the repair of masonry between the locks and spillways, and identified the low bidder as C. P. Ward, at \$54,000, plus installation and removal of coffer dam by Penn Yan Municipal workers at the cost of \$7,900, for an expected total project cost of \$61,900, and

Whereas State and Municipal Facilities Program (SAM) grant funds may be used for major repair or renovation of a fixed asset which materially extends its useful life, and

Whereas eligible grantees of SAM funds must be certain specific entities which includes "Counties, Legally incorporated Villages, Towns or Cities", and

Therefore be it resolved that the Town of Jerusalem Board authorize and request the Town of Jerusalem to act as lead agency in seeking this grant and approve Town of Jerusalem Supervisor Patrick Killen to sign any necessary paperwork related to the grant on behalf of KLOC.

RESOLUTION #108-18

ST. MICHAEL'S BIKE THE BLUFF FUNDRAISER

On a motion of Councilor Anderson, seconded by Councilor Sisson, the following was

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
 Nays 0

Resolved the Town has been notified St. Michael's Bike the Bluff fundraiser will be held Saturday, June 16th from approximately 8:00-12:00 noon.

PUBLIC COMMENT

- Clean Up Day is Saturday, June 16.
- Yates County received a demonstration on electronic poll books. 25 states are currently utilizing them.
- Local judges will have to share in covering shifts to centralize arraignments scheduled for 8 AM or 8 PM at the County jail.
- The County added finger printing to their pre-employment background investigation procedure.
- Yates County will become a smoke-free tobacco-free campus as of January 2019.

With there being no further business, the meeting was adjourned at 7:32 P.M.

Sheila McMichael, Town Clerk