

Minutes of the regular monthly meeting of the Jerusalem Town Board held on June 17, 2020 at 7:00 P.M. PRESENT were: Supervisor Sisson, Councilors Castner, Jones, Martin, Stewart, Town Clerk McMichael, Highway Superintendent Hurd.

GUESTS: Ritchie Lent, Doug Paddock

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

CHANGES TO THE AGENDA

A resolution authorizing Change Order No. 1 Keuka Park Water Storage Tank Rehabilitation Project was added to the agenda.

RESOLUTION #70-20

APPROVAL OF MINUTES

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

ADOPTED Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

Resolved that the minutes of the May 20, 2020 meeting be approved as read.

RESOLUTION #71-20

AUDIT OF CLAIMS

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

ADOPTED Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

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

| | |
|------------------|-------------|
| General: | \$ 9,725.45 |
| Outside Village | \$ 363.06 |
| Highway DB: | \$14,337.19 |
| Sewer: | \$63,341.22 |
| Water: | \$38,593.38 |
| Branchport Light | \$ 250.81 |

May Utilities:

| | |
|------------------|-------------|
| General: | \$ 26.49 |
| Outside Village: | \$ 71.26 |
| Sewer: | \$ 126.66 |
| Water: | \$ 228.35 |
| Trust: | \$20,366.52 |

RESOLUTION #72-20

SUPERVISOR REPORT

On a motion of Councilor Jones, seconded by Councilor Martin, the

following was

| | | | |
|---------|------|---|---|
| ADOPTED | Ayes | 5 | Castner, Jones, Martin, Sisson, Stewart |
| | Nays | 0 | |

Resolved that the Supervisor's Report on the Town's finances for the month of May 2020 be accepted as presented.

TOWN OFFICIALS

HIGHWAY SUPERINTENDENT

- Written Budget Highway report on file in the Office of the Town Clerk.
- Parker and Prosser Roads are scheduled for oil and stoning the week of June 29th.
- The Highway 284 Agreement will be amended next month to expend CHIPS monies on Keuka Park streets.
- The Highway Committee will meet upon receipt of Yates County Soil & Water Conservation District's survey of Morrison and Parker Roads authorized to address flooding issues in that area (Resolution #51-20).

WATER/SEWER REPORT

- Pittsburg Tank & Tower Maintenance Company has been authorized to put two crews working back-to-back four 10-hour days on the water tank painting project.
- Restoration from the Keuka Park water rehab project continues. Councilor Stewart will make sure settling on Cedar Street is taken care of.
- Penn Yan mandatory flushing will be done the week of June 29th. Once complete, the Town will flush.

ASSESSOR

- Report on file.

COUNCIL

- The Summer Recreation Program was cancelled following notification that Penn Yan was cancelling their program.
- Rescheduling Clean-Up Day later this year will be considered.

SUPERVISOR

- Supervisor Sisson requested the Finger Lakes Museum make minor changes to their proposed floor plan to improve traffic flow.
- SAM grants may not be approved this year due to the pandemic. KLOC is requesting a waiver to proceed with the needed masonry repairs to the Outlet locks as the repairs are long overdue.
- Hand sanitizer stations have been installed at the Town Hall entrances.

- Lap tops and the cell phone purchased for remote access during the pandemic are to be returned and stored at the Office.

RESOLUTION #73-20

ACCEPT ANNUAL ACCOUNTING OF THE 2019 JUSTICE BOOKS

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

ADOPTED Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

Resolved the Annual Accounting of the 2019 Justice books conducted on January 23, 2020 by the Town Justice Subcommittee be accepted; and, be it further

Resolved the Checklist for Review of Justice Court Records be submitted to the Office of Court Administration Internal Audit Services.

RESOLUTION #74-20

AMEND RESOLUTION #68-20 STANDARD WORK DAY AND REPORTING

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

ADOPTED Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

Whereas Resolution #68-20 established the standard work day reporting figure and the Office of the New York State Retirement System is requesting the actual record of activities result; whereby a result of 21.67 is deemed full-time and can only receive the maximum 20 days/month; now therefore, be it

Resolved, that the Town of Jerusalem amends the following as standard work days for elected officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by this official to the Clerk of this body:

| Title | Name | Standard Work Day (Hrs/day) | Term | Employer Record of Time Worked | Days/Month |
|-------------------------------|---------------------|-----------------------------|-------------------------|--------------------------------|------------|
| Councilor | Steve Castner | 6 | 1/1/2020- 12/31/2023 | Y | 2.06 |
| Town Clerk | Sheila McMichael | 6 | 1/1/2020- 12/31/2023 | Y | 24.79 |
| Highway Superintendent | Anthony Hurd | 8 | 1/1/2020- 12/31/2023 | Y | 26.66 |

The Town Clerk is hereby directed to post this resolution on the Town of Jerusalem website for a minimum of 30 days; to file a certified copy of this resolution and affidavit of posting with the

Office of the State Comptroller within 15 days after the 30 day public posting period ends; to retain records of work activities for thirty (30) years; and to provide complete copies of the NYS Comptroller upon request.

RESOLUTION #75-20
2021 REVAL SUPPORT FOR ASSESSOR

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

ADOPTED Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

Whereas Assessor Fischer has requested assistance for the town wide revaluation process; now, therefore, be it

Resolved that the services of Sylvia Staples be authorized in an amount not-to-exceed \$2,500.00 payable at a rate of \$30.00 per hour for RPSV4 Valuation Technical Support to be funded by 1355.4.

RESOLUTION #76-20
AUTHORIZE EXECUTION OF LETTER FOR MUNICIPAL ADVISOR SERVICES

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

ADOPTED Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

Be it Resolved by this Jerusalem Town Board as follows:

1. The firm of Bernard P. Donegan, Inc. be hereby designated Municipal Advisor to the Town of Jerusalem.
2. Said firm shall be compensated for its services to be rendered in connection with the preparation of the Town's Budget for 2021 and 2022 in accordance with is letter of services dated June 9, 2020.
3. The Town Supervisor is hereby authorized to execute and deliver said letter of services.
4. This resolution shall take effect immediately.

RESOLUTION #77-20
MODIFY GENERAL A FUND - MUNICIPAL ADVISOR SERVICES

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

ADOPTED Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

Whereas, the Town Board designated Bernard P. Donegan, Inc. our Municipal Advisor to assist with the 2021 and 2022 budget process; and

Whereas, a percentage of such costs will be allocated to the General A fund; now, therefore, be it

Resolved that the 2020 General A Fund Budget be modified as follows:

| | |
|--------------------------------------|------------|
| Increase 1340.4 (budget contractual) | \$7,500.00 |
| Decrease 1340.1 (budget PS) | \$2,600.00 |
| Decrease 1990.4 (contingent) | \$4,900.00 |

RESOLUTION #78-20

AMEND OUTSIDE VILLAGE BUDGET - MUNICIPAL ADVISOR SERVICES

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

ADOPTED Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

Whereas, the Town Board designated Bernard P. Donegan, Inc. our Municipal Advisor to assist with the 2021 and 2022 budget process; and

Whereas, a percentage of such costs will be allocated to the General B fund; and

Whereas, the General B fund has fund balance available; now, therefore, be it

Resolved that the 2020 General B Fund Budget be amended to utilize said fund balance by entering expense code 1340.4 (budget contractual) in the amount of \$2,500.00

RESOLUTION #79-20

Councilor Stewart offered the following resolution and moved its adoption, seconded by Councilor Jones.

DISCUSSION: CHANGE ORDER NO. 1 KEUKA PARK WATER STORAGE TANK REHABILITATION PROJECT

Board members noted concerns with the cost and repair method outlined in Change Order No. 1. Councilor Stewart will present these concerns to Larson Engineers.

VOTE: Ayes 5 Castner, Jones, Martin, Sisson, Stewart
 Nays 0

Motion carried.

Whereas, the Town of Jerusalem awarded the Keuka Park Water Storage Tank Rehabilitation Project to Pittsburg Tank & Tower Maintenance Co., Inc for the amount of \$179,500.00; Resolution 27-20; and

Whereas, Larson Design Group notified the Town, that after the tank interior sandblasting the Keuka Park Water Tank; the tank is in need of additional repairs due to small holes in the floor and one in the roof of the tank; now, therefore, be it

Resolved that Change Order No. 1 be approved in the maximum amount of \$5,000 to install up to 25 steel plates over holes in said tank to be funded by account 8340.4.12.

PUBLIC COMMENT

- Legislator Doug Paddock attends the Finger Lakes Control Room meetings and shares updates with Supervisor Sisson. The County Legislators met with Robert Duffy on June 9th to discuss reopening the Finger Lakes.
- A grim fiscal report for the County related to COVID-19 was presented.
- The County scheduled a public hearing on July 13 on a local law to clarify the Worker's Compensation Law physical examination requirement.
- Yates County Planner Dan Long is gathering information for Clark Patterson Lee to conduct the County-wide Water Infrastructure Study.
- County infrastructure needs have been submitted to the federal government for the comprehensive infrastructure investment package as part of the next COVID-19 stimulus bill.
- Land on Emerson Road was purchased to accommodate the County public safety communications tower.
- The public hearing changing the term of Legislators from 2 to 4 years was held.
- It is anticipated meetings will be held at the County Building in July.

With there being no further business, on a motion of Councilor Martin, seconded by Councilor Castner, the meeting was adjourned at 8:03 P.M.

Sheila McMichael, Town Clerk