

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday August 26, 2019 at 5:30 p.m.

**PRESENT:**

Norma Zimmer, Mayor  
Nancy L. Hyde, Trustee  
John Buker, Trustee  
Steven Badour, Trustee

**ABSENT:**

Michelle T. Grybowski, Trustee

**OTHERS:**

Kevin Patenaude, Police Chief  
Terry Jones, DPW Superintendent  
Megan Ervay, WWTP Manager  
Joanne Lenhard-Boye, Village Clerk

**Community Residents:**

See sign-in sheet (on file in Clerk's office)

**Pledge of Allegiance/Call to Order:**

Mayor Norma Zimmer led the Pledge of Allegiance and opened the meeting at 5:30 p.m.

**GUESTS:**

Introduction was made of Carrie Tuttle, Engineer DANC, Manasseh Burt, DANC to give a presentation on the Historic District Project. Handouts were given to the Village Board of Trustees and will be accessible on the Village Webpage.

Introduction was made of Chris Bogenschutz owner of Riverside Media to discuss the upcoming website and the app for the public to be notified of upcoming construction being done with the Historic District Project and notices that the Village may have throughout the year.

**POLICE REPORT:**

Kevin Patenaude, Chief of Police presented his activity report at the meeting, this report is filed at the Village Clerk's office.

**DPW REPORT:**

Terry Jones - DPW Superintendent presented his Activity Report. This report is filed at the Village Clerks Office. The fall brush pickup will be on October 15<sup>th</sup> 2019. A notice will be placed in the TI Sun, and posted on the Village Webpage.

Village Board of Trustees approved for Buffy Golden owner of O'Brien's Restaurant to use the band wagon on Sunday September 1<sup>st</sup>, 2019 for a fund raiser.

Village Board of Trustees approved for Terry Jones DPW Superintendent to keep employee Charlie Wood Dock Attendant/restrooms Attendant to stay on until the end of September 2019.

**WWTP:**

Megan Ervay, WWTP Manager presented her monthly report. This report is filed at the Village Clerks office. Dustin Orvis has completed all his requirements to become a Certified Waste Water Operator. His next steps will be to submit his application to the Health Department. Once this application is approved he will do a final walk through with the Health Department and then take a final exam to become a two way operator.

Acct# 677 Water/Sewer property owner violation options – Village Board of Trustees decided to *Lay on the Table* until Village Attorney Joe Russell reviews the options given to the property owner.

Trustee Hyde made **MOTION** to approve the deactivation of Water/Sewer Account# 1212 for reasons of parcel number 20.13-1-10, does not have direct access to the new waterline and should not be charged for EDU'S. Trustee Buker seconded; motion was carried

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes August 12<sup>th</sup> 2019
2. Payroll Week 31 (P/R #5) – \$61,371.78
3. Abstract #6 - \$59,434.94
  - General Fund           \$30,534.53
  - Water Fund             \$3,321.63
  - Sewer Fund             \$25,578.78

Trustee Hyde presented a **MOTION** to approve the Consent Agenda 1-3, as presented. Trustee Buker seconded; motion was carried.

**Capital Projects:**

<b>CAPITAL PROJECT</b>	<b>INVOICE #</b>	<b>AMOUNT</b>
<b>022 – RIVER WALK PHASE 3</b>		<b>\$3,459.00</b>
<i>Reinman’s Department Store – Expenditures</i>	<i>354638</i>	<i>\$3,459.00</i>
<b>027 – WATER SYSTEM IMPROVEMENT PROJECT</b>		<b>\$6,567.50</b>
<i>O’Brien &amp; Gere – Engineering Services</i>	<i>60233-56</i>	<i>\$6,567.50</i>
<b>029- HISTORIC DISTRIC</b>		<b>\$3,745.80</b>
<i>DANC – Technical Services June 2019</i>	<i>080371</i>	<i>\$3,240.80</i>
<i>Barclay Damon – Professional Services through June 2019</i>	<i>5029760</i>	<i>\$505.00</i>
<b>031- ENGINEERING – WWTP &amp; COLLECTION SYS</b>		<b>\$99,592.54</b>
<i>Barton &amp; Loguidice</i>	<i>105101</i>	<i>\$99,592.54</i>

Trustee Hyde presented a **MOTION** to approve the capital projects invoices as presented. Trustee Badour seconded; motion was carried.

**NEW BUSINESS:**

Trustee Hyde presented a **MOTION** to approve Mike Ingerson’s resignation from the Planning Board. Trustee Badour seconded; motion was carried.

Trustee Buker presented a **MOTION** to appoint Terese Christensen as a full time member on the Planning Board effective 08/26/2019 and ends 12/31/2024. Trustee Badour seconded; motion was carried.

Trustee Badour presented a **MOTION** to approve Pat Youngs, part time Laborer effective 01/01/2019, at \$11.10/hr. Trustee Buker seconded; motion was carried.

Trustee Hyde presented a **MOTION** to approve permanent appointment of Brooke Hartle as Senior Library Clerk, effective 08/26/2019 at \$18.00/hr. Trustee Badour seconded; motion was carried. .

Trustee Hyde presented a **MOTION** to appoint Elizabeth Revelle, part time Library Clerk, effective 8/1/2016 at \$11.10/hour. Trustee Buker seconded; motion was carried.

Trustee Hyde presented a **MOTION** to appoint Taryn Connor, part time Seasonal Laborer for the docks, effective 5/1/2019 at \$11.10/hour. Trustee Badour seconded; motion was carried.

**CLERK:**

Trustee Hyde presented a **MOTION** to authorize advertisement for the Sewage Sludge Removal Contract for 2019. Trustee Buker seconded; motion was carried.

Trustee Hyde presented a **MOTION** to approve Alecia Dewey Village Treasurer to be added to the list for Village check signer at Watertown Savings Bank, effective 08/26/2019. Trustee Buker seconded; motion was carried.

Trustee Hyde presented a **MOTION** to appoint Crossing Guards Pat Youngs, Jim Flanders, Rob LaShomb and substitute Crossings Guards, Chip Garnsey and Ed Beerman, effective 9/04/2019 at \$13.25/hour. Trustee Bucker seconded; motion was carried.

**MAYORS REPORT:**

Mayor Zimmer announced the Joint Village and Town meeting to be on September 9<sup>th</sup>, 2019 at 6:30pm held at the Municipal Building 425 Mary Street Clayton, NY 13624. Mayor Zimmer also announced for a Special Workshop Meeting to discuss the new sign law on September 4<sup>th</sup>, 2019 at 2:00pm, also held at the Municipal Building 425 Mary Street Clayton, NY 13624.

Village Board of Trustees approved for Trustee Hyde to attend the Local Government Conference at SUNY Potsdam on Tuesday, October 15<sup>th</sup>, 2019.

Trustee Hyde presented a **MOTION** to enter in executive session at 7:00 pm; Trustee Buker seconded; motion was carried

Trustee Buker presented a **MOTION** to adjourn executive session at 7:25 pm; Trustee Hyde seconded; motion was carried.

Respectfully submitted,

Joanne Lenhard-Boye, Village Clerk