**Regular Village Meeting**
**Village of Clayton Board of Trustees**
**July 13th, 2020** 

There was a scheduled Regular Meeting by video conference meeting with "GOTOMEETING APP" due to the COVID-19 Virus, with the Board of Trustees of the Village of Clayton on Monday July 13th, 2020 at 5:30 p.m. The meeting may be viewed online at: https://transcripts.gotomeeting.com/#/s/2fccfcf270d89549f87c39e4d8dfbc92a9f2e2d1657a8f5ea96a1efdc4490c0b and a transcript is attached to these minutes.

**PRESENT:**

Norma Zimmer, Mayor
Nancy L. Hyde, Trustee
Michelle T. Grybowski, Trustee
Steven Badour, Trustee
Jeremy Kellogg, Trustee
Alicia Dewey, Treasurer/Human Resources
Joanne Lenhard-Boye, Village Clerk

**ABSENT:**

Kevin Patenaude, Chief of Police
Jeremy Kellogg, Trustee
Terry Jones, DPW Supervisor

**Community Residents:**

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

Mayor Zimmer opened the Regular Village Meeting at 5:30 p.m.

***POLICE REPORT:***

*Kevin Patenaude, Chief of Police* - submitted his activity report, report is filed at the Village Clerk's office.

Trustee Grybowski made mention of the complaints that golf carts are being driven in the Village of Clayton. She let everyone know that if they see this to call the police because this is against the law.

***DPW REPORT:***

*Terry Jones, DPW Superintendent* - submitted his activity report. This report is filed at the Village Clerks office.

***WWTP:***

*Meagan Ervay -WWTP Manager* – Informed the Board on a few updates for the water/sewer department.

Wastewater plant they had some sludge holding tank valves replaced, that was a two day project. Water department has been helping DPW with several water main repairs throughout the Village. Finding and fixing these leaks has made our water projection gone down to a more normal rate.

Meagan also informed the Board that the Water project construction is completed, and there are just a few things to wrap up with paperwork and closing out contracts.

*Manasseh Burt – DANC*

1. Luck Brothers – Manasseh discussed the installation of Vault on John Street. He informed the board that this will be an extra cost of to the Historic District Project and received a quote for not to exceed amount of $64,000, and will be coming out of the contingency fund. Trustee Hyde made **MOTION** to approve the installation of Vault on John Street, Trustee Badour seconded all were in favor was carried.

***CONSENT AGENDA:***

1. DRAFT Meeting Minutes June 22nd, 2020
2. Payroll (P/R #1 05/14/2020 to 05/27/2020 $32,190.98

3. Payroll (P/R #2 05/28/2020 to 06/10/2020 $37,990.32
4. Abstract 06/22/2020 - $98,564.12

General Fund $51,037.16
Water Fund $12,699.21
Sewer Fund $34,827.75

Trustee Hyde made the **MOTION** to approve the Consent Agenda items, 1-4, as presented. Trustee Badour seconded, all were in favor and motion was carried.

Capital Projects

| ***CAPITAL PROJECT*** | ***INVOICE #*** | ***AMOUNT*** |
|---|---|---|
| **027 – WATER SYS IMPROVEMENT PROJECT** | ***TOTAL*** | ***$8,338.66*** |
| *Blair Supply Corp* | *3242416* | *$3549.00* |
| *Ross Valve Manufacturing* | *IN01049441* | *$2555.47* |
| *Howland Supply* | *W067933,W067960 W068407,W068453* | *$845.10* |
| *Hazelwood Retail* | *57021* | *$1389.09* |
| ***029-HISTORIC DISTRICT PROJECT*** | ***TOTAL*** | ***$67,018.90*** |
| *New Century Electric* | *Pay app 9* | *$15,283.88* |
| *New Century Electric* | *Pay app 10* | *$47,095.52* |
| *Riverside Media (Savvy Citizen Monthly Comm)* | *5460/5461* | *$480.00* |
| *DANC Tech Services for 06/01/2020 to 06/11/2020* | *090376* | *$4159.50* |
| ***031 - WWTP & COLLCTN SYS PROJECT*** | ***TOTAL*** | ***$1333.00*** |
| *Barclay Damon* | *5076661/5076664* | *$389.00* |
| *DANC TechService 06/01/2020 to 06/22/2020* | *090386* | *$944.00* |
| ***032 – REDI IMPROVEMENTS PROJECT*** | ***TOTAL*** | ***$325.50*** |
| *DANC TechService 06/02/2020 to 06/12/2020* | *090393* | *$325.50* |

Trustee Hyde made the **MOTION** to approve the Capital Project items #5 as presented. Trustee Badour seconded, all were in favor and motion was carried.

***CLERK:***

CPR Training – 7 Employees DPW/Dock – 3 Employees Waste/Water Plant $30/employee –

Trustee Hyde made the **MOTION** to approve payment for employees to take CPR Training at $30/employee total of 10 employees. Trustee Badour seconded, all were in favor and motion was carried.

**MAYOR'S REPORT:**

Mayor Zimmer informed the Board that the request to put in a stop sign on Webb Street was denied by the traffic engineer. The study showed that the traffic volume and the crash history were reviewed, and it was determined that this location fails to satisfy criteria for the installation of an always stop control.

Mayor Zimmer also informed the Board that Jefferson County Legislators declined the Stone Garden Grant. This grant comes up to vote again in 3 months and she would like to do some research on this so our chances are better.

Mayor Zimmer asked the Board to approve The Bassmaster Elite tournament to be held here in Clayton from July 23rd to July 26th, 2020. Registration, practice and pre-competition begins July 19th, 2020. Chamber of Commerce reached out to Mayor Zimmer and Scott Gray was supportive of getting the testing set up. Mayor Zimmer said there will be 84 boats that will participate in the competition. The competitors will be tested for COVID-19 upon arrival and wear face masks. Spectators will not be allowed. The Board all agreed to have the tournament here, but Trustee Grybowski and Trustee Hyde wanted it noted they are very concerned with our communities health risks, but felt they had to vote yes being that they agreed to say yes when discussed over the weekend.

Trustee Hyde made **MOTION** in favor of having the bass tournament, Trustee Grybowski seconded the motion, all were in favor motion was carried.

Mayor Zimmer asked the Board if they would like to start having regular meetings in person or to keep as is, which is online. The Board was not comfortable yet to start having meetings in person, and all agreed to continue with meetings online at least until the end of August, and address the topic again at that point.

Village Trustees inquired whether there is a liaison between the Village Board and the zoning enforcement officer. Mayor Zimmer confirmed that there is not a liaison. Trustee Hyde volunteered to act as a liaison for zoning enforcement officer, being that this officer does not attend the Village meetings.

Trustee Hyde mentioned that the Village should have a fund balance policy. Everyone agreed and this will be something that can be worked on through EFPR.

Trustee Hyde made **MOTION** to end the meeting at 6:15pm, Trustee Grybowski seconded, motion was carried

Respectfully,

Joanne Lenhard-Boye, Village Clerk