

Village of Clayton Board Meeting Transcript
November 23, 2020

[speaker unknown]:

00:00 - 00:03

This conference will now be recorded.

- Norma

00:05 - 00:08

Hi, Alicia, How's that vacation going?

- Joanne

00:14 - 00:15

Norma, that was me. I started the meeting.

- Norma

00:18 - 00:20

Oh, it's Joanne that started it. Ok, no, Alicia?

- Joanne

00:22 - 00:23

She is here. She will be in the background.

- Norma

00:26 - 00:28

OK. Ok, well, it's 5 30 and Joanne has got everything rolling, so, we'll open the meeting and, first on the agenda is the police report. Michelle, do you want to walk us through that?

- Michelle

00:44 - 00:46

I assume everyone reviewed the police report. Everything is pretty much status quo with the police and that, I don't have anything to add to that. Except that, I've enjoyed working with Kevin very much, and I hope that whoever I am replaced with as the liaison will spend some time to get to know and understand what's going on with the police force.

- Norma

01:09 - 01:11

Does anyone have any questions for Michelle? Ok, thank you, Michelle. Terry Jones?

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- Terry Jones

01:19 - 01:20

Hi, everybody. You have a copy of my report. I just wanted to let everyone know that this is probably going to be the last week of picking leaves up. We made a run today and put it as good in everything. We're pretty well caught up, but I see there's a few stragglers are still putting leaves out. So we'll try to get by the end of the week. We also have a few more decorations to put out. Also, I spoke with John Condino today. There were some issues with the audio on the link for the REDI Information session. I brought it to John's attention, and they have fixed. They fixed the audio with a new link. So, what I'll do tomorrow, isn't it will send that over to Joanne so that she can get that on the website, and then anyone that wants to watch it and actually be.

- Norma

02:12 - 02:16

That will be good for Good for a Bill *** because he wanted and couldn't go to.

- Terry Jones

02:18 - 02:18

Right. Yeah. There were several people that couldn't get the audio, obviously. Something. They. Uploaded it, for whatever reason, it didn't to record the audio. Also, just a reminder that we will be taking Friday off. We'll be using air floating Holiday so, hopefully, weather permitting the DPW will get a four day weekend. We also made our first run around the village. I had a truck in yesterday to do some sanding. I held out as long as I could, but they were getting pretty slippery. So pleased, that was our first round and things went pretty well. But right now, do you have anything for me.

- Norma

02:59 - 03:01

Terry on your report you show, the rotary bathrooms sanitizing. That's not happening is it?

- Terry Jones

03:06 - 03:15

No, that, that's just been, it's been a pattern of being on here, and I just inadvertently didn't catch it when I...

- Norma

03:16 - 03:21

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Somebody asked me if they were open and I said, No.

- Terry Jones

03:22 - 03:24

No. We're done.

- Norma

03:24 - 03:28

Ok, you were working with the Chamber today about that new sign they have?

- Terry Jones

03:30 - 03:30

Yes.

- Norma

03:32 - 03:34

What do you think could happen with it?

- Terry Jones

03:35 - 03:36

Well, we have another idea? I think the bandwagon may be a little bit too cumbersome in that area. But I did bring an idea to Tricia about maybe a smaller. I think we've talked about Jim Schnauber's little float that he has. It wouldn't be quite cumbersome, more appealing than our bandwagon send down there. But that's something that Tricia was gonna make a phone call on and see if we could get some permission to get that...light up the town sign. And it does, it looks awesome. It'll look really good with the backdrop. But it just needs some sort of backdrop and hopefully we. Can. Get that taken care of by Wednesday.

- Norma

04:17 - 04:17

Ok. Thank you Guys, for all their decorating skills. It looks really nice. Several people have commented on it, so that's a good thing.

- Terry Jones

04:27 - 04:28

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Yes, thank you. We did have a lot of comments. I got some calls Friday night also, so I did I did pass that along to them this morning. Does anyone have any questions for, Terry?

- Joe Chrisman

04:46 - 04:48

This is Joe Chrisman. Terry, do we know when we're going to get out sand, barrels and stuff.

- Terry Jones

04:50 - 04:55

That should be coming next week been a little bit short handedly. We've been trying to accommodate Christmas and leaf pick up and I've had guys taking vacation trying to use of time so hopefully next week that's going to be taken care of.

- Joe Chrisman

05:05 - 05:06

Thank you very much.

- Terry Jones

05:07 - 05:07

You got it.

- Norma

05:10 - 05:11

Anyone else? I had a phone call from Matt Cooper, and he can't call in tonight. At the last minute, something came up, but he did send in the report that everyone had in their package. And it wouldn't be any more than just going over that. But under the design phase for the ***, that's February of 2021, just change that date. Yeah, there, but, um, it's all the things that he has talked about before, He just wanted to kind of review your own, but we've got all the information right here. So, the whole project is moving forward, forward on REDI, get those out in December and that would be great. So, if you have any questions, we can call them there. We'll be planning on our next regular board meeting to come. Megan are you with us? Megan?

- Megan Ervay

06:16 - 06:17

Yep, I'm here. I guess first, I'd like to start with you, the budget for the water treatment plant, I'm requesting board approval for the final budget for this project. This includes all

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final invoices, and costs, the date, and the budget is, um, been finalized. The only thing that is still up in the air. At this point in time are, at the bottom, you'll see three lines under direct expenditures that are red. These were our last three requests for our Rural Development to cover for under the grant to use up the rest of the contingency for the Project. We did get approval this morning for the first two and Marcy's got a couple additional questions regarding the filter system first, but I don't foresee that being an issue. So this will, this will be, hopefully wrap up. The project will just be a matter of getting in the last invoices that we're anticipating. But the budget...

- Norma

07:36 - 07:42

I think it was quite a remarkable Megan that you spent \$7 million, all about 19, all that.

- Megan Ervay

07:47 - 07:49

I know the Terry and the Operator did a great job thinking things that we could utilize, the last but a contingency for expected, because lot of it was last-minute impediments, and stuff that put more money into contingency that we didn't even know. We were going to have to spend. They, they really got on their thinking caps and found some things to really benefit to have both our Departments.

- Norma

08:15 - 08:17

Marcy was really quick to get back sometimes. She doesn't like late requests, but you did a great job.

- Megan Ervay

08:22 - 08:35

No, we were happy with that, I think, just because she's trying to wrap up this project as quickly as possible, and she's got only a month left, before she retires, she's trying to close the loop on everything as quickly as possible.

- Norma

08:36 - 08:37

Yeah, we're going to miss her.

- Megan Ervay

08:38 - 08:45

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Absolutely, but did you guys have any questions on this final budget? Does everything look at, OK to you guys to provide final approval, Village approval for this final budget? Then it will just be up to Marcy to do.

- Norma

09:00 - 09:04

Yes, would someone make a motion to approve the budget that the Megan's submitted.

- Steve Badour

09:08 - 09:08

Sure.

- Norma

09:09 - 09:10

Steve, was that Steve? Do we have a second?

- Michelle

09:14 - 09:15

I Second.

- Norma

09:16 - 09:17

Thank you, all in favor. Anyone opposed?

- Norma

09:23 - 09:26

Ok, you all set on the budget, Megan.

- Megan Ervay

09:27 - 09:27

Very good. Um, other than that, do you guys have a copy of my report? I'll just highlight a couple of things from it. The guys are planning to start doing home inspections tomorrow. They were going to start today, but I guess the vehicle had some issues. They're working on getting addressed now. But they, hopefully it will be, you'll be seeing our truck cruising around town doing inspections over the next week or two and that'll be actually in the main portion of the village as well. So, uh, just in case anyone sees us, that is what we're

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doing. And at the water plant, everything's been going well over the weekend. We did have that driveway is already started, that's, that was approved, to be included in the water treatment plant project leaders. We got it started on Saturday, hopefully, get it wrapped up in the next week. So, with that, I'll be ready for winter. And we, due to the weather We had last night into this morning, we did. Have quite. A few call-ins. Poor Marshall was from pretty much. Two AM working hours and then continue to keep working on issues that were going on at the Riverside Drive and the Harbor hotel, but he was able to keep everything going. We didn't have any overflows or anything. This was other, uh, pump problems that he had. But, he got his straightened away. Do you guys have any questions on the report? Or anything. Else?

- Norma

11:25 - 11:27

I'm good Megan. Thanks for the great report and have a nice holiday.

- Megan Ervay

11:32 - 11:32

Same to you, Thank you.

- Norma

11:35 - 11:41

Ok, on the consent agenda, items 1, 2, and 3, do we have any questions? If not, could I have a motion to approve the consent agenda for items 1, 2, and 3?

- Michelle

11:53 - 11:53

So moved.

- Norma

11:55 - 11:56

Is that Michelle?

- Michelle

11:56 - 11:57

Yes.

- Norma

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11:57 - 11:58

Thank you. Do I have a second?

- Jeremy Kellogg

12:00 - 12:00

I'll second it.

- Norma

12:02 - 12:34

Thank. You. Any other questions, anyone? Anyone Opposed? Ok, are we all set, folks? Yes, is that a yes from everybody? Ok, OK, on the Capital Projects, any questions there on Item 4? If not, can I have a motion to approve item 4?

- Steve Badour

12:35 - 12:37

I'll make the motion.

- Steve Badour

12:38 - 12:39

Steve made the motion, do I have to second?

- Jeremy Kellogg

12:40 - 12:41

I'll second.

- Norma

12:42 - 12:44

Second from Jeremy. All in favor?

- Norma

12:46 - 12:46

Aye.

- Michelle

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12:46 - 12:46

Aye.

- Norma

12:47 - 12:50

Anyone opposed? Carried. Ok, Nancy, do you wanna bring us up to date on the Sign law?

- Nancy

12:57 - 12:58

Yes, I will. Last week I had a conversation with a gentleman who's in charge of the planning board. Andy Nevin in Jefferson County, and tomorrow night, they will be looking through the sign law that we sent out there. And his conversation was great, a very nice man with lots of information, and he had some suggestions for. The. Sign law. So, I, So I thought that it would be best to postpone the public hearing, Get the suggestions that Jefferson County has, and then for the committee to meet and go over all of that again. They weren't real, major ones, but I would like to see the sign law done correctly. The first time. So, so, I am asking to postpone the public hearing, um, then the committee will get together, and then we'll get together and have another public hearing about that.

- Norma

14:02 - 14:06

Joanne did You put the ad in the paper yet, for the public, here?

- Joanne

14:08 - 14:09

And no, I did not. I. Caught it. In time, and I called him, and they said, no problem.

- Norma

14:15 - 14:21

Ok, great, great, focus on the webpage, we gotta get it up and we'll wait and see what happens in Jefferson County. Andy is the one that was the lead for us, Jefferson County on the Comprehensive plan. So, he's. Really. Familiar with Clayton. He was good at, he helped us a lot.

- Nancy

14:33 - 14:37

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Yes, and I, like I said, the conversation we had was very good. So, I'm very much looking forward to the input that he and his committee have.

- Norma

14:44 - 14:47

Does anyone have any questions for Nancy? Ok, Joanne... I'm sorry?

- Steve Badour

14:54 - 14:56

When would you like to meet?

- Nancy

14:59 - 15:00

Oh, I have no idea, Steve. I have no idea, because I don't know when we're going to get the information back from Jefferson County, so I'm not ready to set anything up until I hear.

- Steve Badour

15:10 - 15:11

Ok, yeah.

- Norma

15:15 - 15:16

Ok, Joanne, so you're on.

- Joanne

15:18 - 15:23

Ok, so, the first thing on my agenda is the certification of unpaid taxes. The amount that was unpaid this year was \$61,003.45. I'm going to need all the trustees signed certification. And then I mail it in Jefferson county. I do have to have this notarized. So, being that I'm not in the office, other than tomorrow, I'm hoping that trustees can come into office and sign this for me.

- Norma

15:54 - 15:59

Yeah, We'll have to make a point to do that because we're on a deadline to get that to the county, right?

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- Joanne

15:59 - 16:01

Yeah, Nancy was in today. So, I got her signature, I just need Michelle, Michelle, would you be able to come in tomorrow?

- Michelle

16:10 - 16:11

Yes.

- Joanne

16:11 - 16:14

And, Jeremy, I'm not sure what your schedule is. Yes, sometime tomorrow.

- Jeremy Kellogg

16:22 - 16:24

Yeah, I can make myself available.

- Joanne

16:25 - 16:26

Ok, it's just coming in. It's just coming in and signing...

- Jeremy Kellogg

16:35 - 16:36

You're breaking up. I'm sorry, you guys.

- Steve Badour

16:38 - 16:41

I can come over first thing in the morning, if it's OK.

- Joanne

16:42 - 16:43

Yeah, no problem. Thank you. So I'll also. Need a Motion to approve the unpaid. Taxes.

- Norma

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16:56 - 16:58

You want a motion for this too, Joanne?

- Joanne

16:59 - 17:00

Yes, please.

- Michelle

17:01 - 17:01

I make that motion. Michelle would make that motion.

- Norma

17:06 - 17:07

Michelle. And a second?

- Nancy

17:09 - 17:10

Nancy Second's.

- Norma

17:11 - 17:13

Nancy, seconds. Any questions? All in, favor.

- Steve Badour

17:17 - 17:17

Aye.

- Nancy

17:18 - 17:18

Aye.

- Norma

17:19 - 17:20

Anyone opposed? Motion carries, and we'll all stop there tomorrow for sure.

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- Joanne

17:29 - 17:30

Ok, thank you. The next thing on the agenda for me is the fund balance policy. And I sent this to everyone. I hope you had a chance to read it over, and we're going to need a motion to approve this policy if everything's OK with it, and send it on to Tina.

- Norma

17:50 - 17:50

Yeah. Tina's the one that really finished it off, was tailored after her requests, so it looked really good. And we need that, especially with the audit coming up. Does anyone have any issues with it? If not, can we have a motion to approve the fund balance policy?

- Nancy

18:12 - 18:13

I'll make that motion.

- Norma

18:14 - 18:14

Thanks, Nancy. I've got a second?

- Steve Badour

18:15 - 18:17

I'll second it.

- Norma

18:18 - 18:19

Thanks, Steve.

- Norma

18:19 - 18:20

All in favor?

- Michelle

18:22 - 18:22

Aye.

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- Jeremy Kellogg

18:22 - 18:22

Aye.

- Norma

18:23 - 18:28

Anyone opposed? Carried, thank you. Ok, Joanne.

- Joanne

18:34 - 18:39

Ok, so the next item is the 2020 AUD. It's been finalized, and I believe everyone received an e-mail with that attach to it? So, my Job is to get you to approve it.

- Norma

18:54 - 18:58

Ok, the good news on the AUD It is 50 pages long. But the Fund balance was \$328,249, which was an increase from last year of 105,255. And it was late, but it was still a month earlier than it was last year. And Alicia, send it out to everybody that has to have a copy of it. So, Joanne can get it online tomorrow, and there'll be a hard copy in the office.

- Joanne

19:29 - 19:30

We. Still. Just need to Have a motion to approve it.

- Norma

19:34 - 19:39

I know, that we've received good on the, board, has received a copy of it. Nancy, you want to make that motion?

- Nancy

19:42 - 19:43

Yes, I'll make that. Motion.

- Michelle

19:45 - 19:46

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Michele's second.

- Michelle

19:47 - 19:48

Second.

- Norma

19:48 - 19:49

All in favor?

- Jeremy Kellogg

19:50 - 19:50

Aye.

- Norma

19:52 - 19:54

Ok, so that's taken off. Joanne, You skipped over number three. The organizational policy.

- Joanne

20:00 - 20:02

Yep, thank you, thank you. So we do need a motion to approve the draft Organizational Policy Manual. Just stating that we're going to use what Alicia found As far as the the policy manual goes.

- Norma

20:25 - 20:36

This will be our starting point when we start to review this we set up the committee last meeting and we had a meeting schedule, but it didn't work out for Joe. So we gotta start over again, but we need to have a starting point so we need a motion to use this draft policy manual to move forward. So, would somebody made the motion.

- Nancy

20:50 - 20:52

I'll make that motion.

- Norma

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20:52 - 20:53

Nancy, and a second?

- Steve Badour

20:55 - 20:56

I'll second it.

- Norma

20:57 - 21:01

Thank you, Steve. All in favor? Anyone. Opposed. Ok.

- Joanne

21:11 - 21:15

I don't, Norma do you want to explain the last one here or.

- Norma

21:15 - 21:16

I'll Try? Oh, we had a petition that was sent into the Village Office and we've been in contact with our Code Enforcement officer, he has said as well, but we have to, the board needs to acknowledge that they have seen this petition, so that we can move forward on what we're going to do. All we're going to do tonight, is acknowledge that we received the petition and then we're gonna, Oh, this is sort of new, and we'll have a new board member at our next board meeting. So, we will start the conversation after Joe gets on the board. So, would somebody made the motion that we have knowledge receiving this petition from VanReenan's, please.

- Steve Badour

22:04 - 22:05

I'll make a motion.

- Norma

22:07 - 22:07

Is that Steve?

- Norma

22:08 - 22:08

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Yes. Ok.

- Norma

22:10 - 22:11

Do I have a second?

- Michelle

22:12 - 22:12

I'll second.

- Norma

22:16 - 22:17

Was that, Michelle? Yeah. I think what needs to be clear in the motion is that we are acknowledging, receiving and seeing it and not approving it.

- Norma

22:31 - 22:32

All in favor? Now, and understand that we've got it, OK. That's a yes from everybody?

- Nancy

22:36 - 22:36

Yes.

- Norma

22:38 - 22:38

Ok. Good. So we've got that taken care of? Ok. Now, not very often Do you get a Thank you for giving money or anything? Well, we got a really nice letter from the chairman, of the LDC Board. For the support that the village has given to them. Well I think they started in 2002, and we have supported them ever since. But they are the economic engine for the community. They probably have come up with \$13, \$14 million worth of grants for us. The executive director, Kristi, has administered most of our grants that we had and we've had really good luck with them. So I think we should... I'll give Jamie a call and thank him for acknowledging that. We have supported us for a long time and they appreciate that. They're under some pretty strict guidelines to how they run the program, and LDC is scrutinized produced by the state, so their prim and proper with everything they do. So it's a great asset to the community and getting grants is huge to have an LDC that we can put out there, so I appreciate Jamie sending that in to us, And, oh, the cemetery meeting is going to meet at the village office tomorrow night. And I got a call from Audie Cerow Today, and

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they store all the records for the cemetery in his office on John Street and he's run out of room because he's adding another employee and they're looking for a place to store 10 or 12 cartons of documents from the cemetery. And he was wondering if we would allow them to have some space in our basement for it. He's going to look at it tomorrow night when he's there for the meeting to see would be adequate for him, but I would think there's plenty of room down there, and they could get access to almost any time. So when everybody have an issue with them, storing those documents there, if it works out for them.

- Steve Badour

25:16 - 25:19

I wouldn't see a problem with it.

- Norma

25:20 - 25:23

No problem with it. They might maybe I mean, it's not wet or anything down. There's where you store a lot of stuff down there. So I think it would be adequate for my just would like them to look at it and think it would work for him, and then we could tell him tomorrow night. So we wouldn't have to bring it up again. Can I do that? Because I'm going to go up and unlock the building at 7pm for them.

- Michelle

25:46 - 25:50

Norma, would there be any liability if that stuff gets damaged?

- Norma

25:50 - 26:00

Well, Audie's and that's why I wanted to look at it and have him tell us what he's going to give us That I'm not to blame if it floods... Then we've got racks down there so that we can put the stuff up there, all off the floor. Certainly not a bad place to store stuff. As long as we get a letter from Audie or from the Association saying that we're not liable.

- Michelle

26:21 - 26:22

You should do that.

- Norma

26:26 - 26:26

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Ok. Oh, on the historic project downtown, Luck is out of Town. They will be back in March. Chris will be out site a lot. He doesn't look that far away, and he has got his office over here still, and Todd from DOT will still be at the office over there, and there's been some discussion on some polls that they have put here. Now Hugunin Street is where the new poles were going and well, and that's where the three phase is. Then it gets fed into the vaults downtown. There was an issue at the Lyric. And the project manager was here, a week ago and didn't, she really was brand new at this project. Didn't have any answers. She was had a meeting on Friday. And she was going to have an engineer. And actually the engineer came up here and looked at it when I got hold of her later today, to see what happened. And to get back to anybody, And she was working on it. I would have thought. While the engineers were here, they would have gone in and talk to Kathy, as well as Reinman's, because they've got two poles I didn't expect to have. So, their work on the National Grid's working on it, and I'll keep on this project manager down there. But she did tell me in her last e-mail today that you're going on vacation and the rest of this week. So I think we'll find that with a lot of people being the holiday week, But we'll see if we can get that resolved down there. And I'd like to get some kind of a letter I reached out to Carrie today to see if she'd seen anyone else do it. But please REDI grants that individuals have received, have to have all, I'll match a 5% from somebody. But if they do, try to get them, you can deny them, and we can't give them a match because we can't get money to a private people. But I'd like to have, Carrie didn't have a letter, and she hadn't seen one. She suggested that we get Joe to write the letter, so, so it would be uniform for whoever gave us our request, they've got to do their due diligence, and then you have to deny it, but they're so that they can still get the money. So, can I go ahead and have Joe come up with something for. So we'll be ready to go to any requests?

- Nancy

29:11 - 29:12

So Norma. Just so that I'm clear, the letter is going to state that the municipality doesn't have the money to give them.

- Norma

29:21 - 29:22

Doesn't have to give it, because we can't give to private people. They're suggesting that they go to the IJC's or CLDC's. And they could go to ours, but we don't have any money in ours. There's just a formality. This came up when we were all been made last year when we were talking about REDI money and nobody's got any money that they can give 5%. I'm mean, that's \$10000, Most of them got 200,000. So we don't have it, and, you know, they harp on sales tax, or some people don't have to pay sales tax, or that isn't going to be an item. And that just takes money away from us as well. So I think we just need a denial letter and the reason why we can deny it. But I'd like it to be the same for whoever sends it in.

- Nancy

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30:12 - 30:13

Ok, I understand. And I would agree with you.

- Norma

30:15 - 30:20

So I will see if I can get Joe to do it, and then I'll bring it to the next meeting we'll take a look at it and see if at all. How's that sound?

- Nancy

30:25 - 30:26

That's perfect, yeah, thanks.

- Norma

30:26 - 30:29

Will that work? OK, We're going to have to have our Executive Session here, after this, but I'd like to thank Michelle. for her service, or four years on the board. And she'll stick with us for the executive session. Is there anyone on the board has any issues or questions that we can take care of right now? Oh, How about in the public? Is there anybody?

- Joe Chrisman

31:08 - 31:09

Yeah, this is Joe Chrisman. I have a couple of questions. One is, what taxes our people are we still do? Is that school or village?

- Norma

31:20 - 31:22

The village, the one that we just approved?

- Joe Chrisman

31:22 - 31:23

Yeah, yeah, yeah. It isn't clarified which one.

- Norma

31:26 - 31:30

It's Village, we don't have anything to do with the school.

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- Joe Chrisman

31:32 - 31:33

I was just clarifying. And number two, I know the Chamber is doing the Christmas event lights, and stuff like that. And we had a brief discussion about a parade. Has anybody approached anybody on that yet? So, it could be continuous.

- Norma

31:54 - 32:00

Didn't the Chamber put up something today on that...to ..., dine and something else?

- Michelle

32:03 - 32:09

I think what you want to do for a parade is have people drive around the parade versus the parade run around people?

- Norma

32:10 - 32:13

I haven't heard anything about it.

- Michelle

32:14 - 32:17

I couldn't go to the last meeting because it was face-to-face. And I was in quarantine, so I couldn't be there.

- Joe Chrisman

32:22 - 32:27

Well, I know, Norma, you and I talked about it a little bit.

- Norma

32:27 - 32:30

You and I did, but I thought I had to come from the Chamber, which come from the Chamber.

- Joe Chrisman

32:31 - 32:35

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Well, I was talking about the police, which would come from the village, right? Like. The Fire Hall. And the police just do. Around that.

- Norma

32:41 - 32:48

So, I was looking for the Chamber to organize and they call and ask Kevin to be in a parade. He has always been really willing to do that.

- Joe Chrisman

32:50 - 32:51

Ok. I'll get a Holy Chris then. Thank you.

- Norma

32:57 - 32:58

Anyone else? If not, can we just have a quick executive session on a legal issue?