

**Regular Village Meeting
Village of Clayton Board of Trustees
February 22nd, 2021**

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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 February 22nd, 2021 at 5:30 p.m. The meeting may be viewed online at www.villageofclayton.com and a transcript is attached to these minutes.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Deputy Mayor/Trustee
Jeremy Kellogg, Trustee
Joe Chrisman, Trustee
Steven Badour, Trustee
Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer
Alicia Dewey, Treasurer/Deputy Clerk
Terry Jones, DPW Supervisor

ABSENT:

Kevin Patenaude, Chief of Police

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

POLICE:

Kevin Patenaude, Chief of Police

1. Submitted his activity report. This report is filed at the Village Clerk’s office. Mayor Zimmer announced that Kevin has finished the mandated Executive order No. 203: New York State Police Reform and Reinvention Collaborative. The next board meeting will be March 8th, and Kevin will be on this meeting for any questions that anyone may have.

DPW:

Terry Jones, DPW Superintendent

1. Presented his activity report. This report is filed at the Village Clerks office. He verbally added to his report that there water leaks over by the Kinney’s and the Castle area over the weekend. Terry also added that the Ford 2021 extended cab, equipped with snow plow will be here next week. The cost of this truck was covered by the NYS highway fund called CHIPS

WATER/WASTEWATER:

Star Carter, DANC

1. Monthly Report
2. Recommendation for Water/Sewer EDU Updates – FY21/FY22 - Trustee Badour made

MOTION to approve Water/Sewer EDU Updates – FY21/FY22 as presented; Trustee Hyde seconded, all in favor; motion carried.

Thomas Haynes, DANC

1. **Resolution 2021-01** – Standardizing Dry-Pit Submersible and Submersible pumps –

**RESOLUTION 2021-01
VILLAGE OF CLAYTON
RESOLUTION STANDARDIZING DRY-PIT SUBMERSIBLE AND SUBMERSIBLE
PUMPS
February 22, 2021**

The following resolution was offered by Trustee Hyde, who moved its adoption, seconded by Trustee Badour, to wit:

WHEREAS, the Village of Clayton, Jefferson County, New York is undertaking a Wastewater Collection and Treatment Improvement Project which involves replacement of several pieces of equipment in the collection system and at the Wastewater Treatment Plant; and

WHEREAS, the Village has experience maintaining certain manufacturer's brands of equipment and has developed maintenance relationships with vendors; and

WHEREAS, certain pieces of equipment included in the project for replacement are one of multiple pieces of equipment already existing within the facility; and

WHEREAS, it is necessary for the Village to standardize on certain equipment to ensure ease of maintenance and operation within the facility;

Therefore BE IT RESOLVED, For reasons of efficiency and economy and pursuant to the authority conferred by General Municipal Law Section 130(56), it is determined by the Board of Trustees that the Village of Clayton will standardize on Xylem pumps for Dry-pit Submersible and Submersible pumps.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Mayor Zimmer	Voting <u>yes</u>
Deputy Mayor/Trustee Hyde	Voting <u>yes</u>
Trustee Kellogg	Voting <u>yes</u>
Trustee Badour	Voting <u>yes</u>
Trustee Chrisman	Voting <u>yes</u>

The resolution was thereupon declared duly adopted. The above resolution is a true, complete and accurate copy of a resolution made and seconded at a regular meeting of the Village Board of the Village of Clayton held on February 22nd, 2021.

2. **Resolution 2021-01** – Standardizing Combination Air Valves –

**RESOLUTION 2021-02
VILLAGE OF CLAYTON
RESOLUTION STANDARDIZING COMBINATION AIR VALVES
February 22, 2021**

The following resolution was offered by Trustee Hyde, who moved its adoption, seconded by Trustee Badour, to wit:

WHEREAS, the Village of Clayton, Jefferson County, New York is undertaking a Wastewater Collection and Treatment Improvement Project which involves replacement of several pieces of equipment in the collection system and at the Wastewater Treatment Plant; and

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WHEREAS, the Village has experience maintaining certain manufacturer’s brands of equipment and has developed maintenance relationships with vendors; and

WHEREAS, certain pieces of equipment included in the project for replacement are one of multiple pieces of equipment already existing within the facility; and

WHEREAS, it is necessary for the Village to standardize on certain equipment to ensure ease of maintenance and operation within the facility;

Therefore BE IT RESOLVED,

For reasons of efficiency and economy and pursuant to the authority conferred by General Municipal Law Section 130(56), it is determined by the Board of Trustees that the Village of Clayton will standardize on A.R.I. Flow Control Accessories LTD for Combination Air Valves.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Mayor Zimmer	Voting <u>yes</u>
Deputy Mayor/Trustee Hyde	Voting <u>yes</u>
Trustee Kellogg	Voting <u>yes</u>
Trustee Badour	Voting <u>yes</u>
Trustee Chrisman	Voting <u>yes</u>

The resolution was thereupon declared duly adopted. The above resolution is a true, complete and accurate copy of a resolution made and seconded at a regular meeting of the Village Board of the Village of Clayton held on February 22nd, 2021.

Trustee Hyde made **MOTION** to approve items 1-3 as presented. Trustee Badour seconded, all in favor; motion carried.

CONSENT AGENDA:

- DRAFT Meeting Minutes February 08th, 2021
- Payroll (P/R #18) 1/07/2021 to 1/20/2021 \$32,855.42
- Abstract - 02/22/2021 - \$47,131.38
 - General Fund \$ 10,435.99
 - Water Fund \$ 9,330.49
 - Sewer Fund \$ 27,364.90
- CAPITAL PROJECTS:**

CAPITAL PROJECT'S	INVOICE #	AMOUNT
029 – HISTORIC DIST PROJECT	TOTAL	\$41,593.58
<i>DANC NYSDOT Tech Service 12/28/2020 to 1/22/2021</i>	096304	\$1,660.38
<i>Riverside Media, LLC - Communications</i>	5768	\$180.00
<i>New Century Electric – Payment request#17</i>	Pay App#17	\$39,753.20
031- WWTP IMPROVEMENTS	TOTAL	\$3,163.00
<i>DANC NYSDOT Tech Service 12/28/2020 to 1/22/2021</i>	096312	\$3,163.00
032 – REDI (DOCK & RIVERWALK)	TOTAL	\$54,931.53
<i>Barton & Loguidice – Prof services thru January 23, 2021</i>	005707	\$54,931.53
033-WASTE WATER (REDI)	TOTAL	\$3,163.00
<i>DANC NYSDOT Tech Service 12/28/2020 to 1/22/2021</i>	096318	\$3,163.00

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Trustee Hyde made the **MOTION** to approve capital projects item #4 as presented. Trustee Chrisman seconded, all in favor; motion carried.

OLD BUSINESS:

1. EFPR Group, CPA's Engagement letter – Trustee Badour made the **MOTION** to approve EFPR Engagement letter for financial help with single audit, in the amount of \$5,500.00 as presented. Trustee Hyde seconded, all in favor; motion carried.
2. Union Street Fence – Trustee Chrisman got ahold of Doug Rogers and Richard Ingerson, and they will be doing a visual inspection. They will be following up with Trustee Chrisman as soon as they come to a resolution.

NEW BUSINESS:

1. Approval for Chamber of Commerce Events – Board approved numerous events for spring and summer.
2. Jefferson County Broadband Survey – This was discussed with the Board and will be placed on the Village of Clayton's webpage.
3. Pastor Earl LaLone – Approval for Easter Sunrise Service from 6am to 7am Frink Park April 4th 2021- This was approved by the Board

CLERK:

1. PIVOT – Fourth quarter statistics for 2020
2. Water/Sewer bills – Mail out by March 1st, 2021

HUMAN RESOURCES:

1. Resolution 2021-04 Public Employer Health Emergency Plan –

**Resolution No. 2021-04
Adopt the Village of Clayton Public Employer Health Emergency Plan
February 22, 2021**

WHEREAS, it has been recommended that the Village Board approve the draft Emergency Plan, as discussed by the Village Board and reviewed by the NYS Teamsters Union that was directed by the Governor to be implemented by all municipalities;

NOW, THEREFORE, be it

RESOLVED, that the Village of Clayton Public Employer Health Emergency Plan is hereby adopted and approved; and be it further

RESOLVED, that the Village Supervisor and such other Village officials are authorized to take such additional and further action as is necessary to implement this Resolution.

The foregoing Resolution was offered by Trustee Hyde and seconded by Trustee Badour and upon roll call vote of the Board was duly adopted as follows:

Norma Zimmer, Mayor	YES
Nancy Hyde, Deputy Mayor	YES
Steve Badour, Trustee	YES
Jeremy Kellogg, Trustee	YES
Joseph Chrisman, Trustee	YES

2. Telecommuting Policy - This policy was discussed with the Board and is Union approved. Trustee Hyde made the **MOTION** to approve the new Telecommuting policy as presented.

Trustee Badour seconded, all in favor; motion carried.

MAYOR'S REPORT:

1. Mayor Zimmer reminded the Board members that the Budget workshop meeting was set for March 12th, 2021 at 9am.
2. Financial Disclosures are due to be handed in by February 28th, 2021.
3. Suggested that Trustees consider the type of parking that should be implemented in the downtown area when the NYS project has been completed. These options will be discussed at the next board meeting.
4. Mayor Zimmer also suggested that the Board think about what to name the vacant lot at the north end of James Street, which was purchased by the Village a few years ago.

EXECUTIVE SESSION:

Purpose: Discussions regarding personnel.

Mayor Zimmer presented a **MOTION** to enter Executive session at 6:21 p.m. Trustee Hyde seconded; all in favor motion was carried.

The Board agreed to make Trustee Chrisman liaison for Board and staff regarding FOILS

Trustee Hyde presented a **MOTION** to close Executive Session at 6:35 p.m. Trustee Badour seconded; all in favor, motion was carried.

ADJOURNMENT:

Trustee Hyde presented a **MOTION** to adjourn the meeting at 6:35 p.m. Trustee Badour seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk