

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday September 23, 2019 at 5:30 p.m.

PRESENT:

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

VISITOR(S):

Spencer Busler- Tilt – Asked the Village if they might be open to offering a public recreation trail easement to the Land Trust, so that they would be able to resurface and create trail to make it more biker friendly. They would like to start breaking ground on the North side on East Line Road sometime in November 2019. The trail easement would essentially allow the land trust to come in and regrade the surface and keep it open for public recreational use. The Board will take this to the Village attorney and have him look at it and will try to have an easement by October 2019.

Matt Cooper, Barton & Loguice Engineer - Presented his monthly report. He gave updates on the following items:

- Wastewater Collection & Treatment Improvements Project
- Inflow and Infiltration Study
- FEMA Flood Damage

The full report is filed at the Village Clerk's office.

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. Due to weather they were pushed back again on paving. He has handed out notices to residents. This will be the last week for Charlie Wood who has been cleaning the dock bathrooms. Terry Fox and Sam Matt will be officially done after the Pumpkin Chunkin weekend. Mayor Zimmer wanted to discuss the request from Thayer's Marine to use the Mary Street Docks on September 19th and 20th of 2020. Terry Jones remembered speaking with him and reading email and said he would take care of this request.

WWTP:

Meagan Ervay -WWTP Manager – Presented her monthly report, this full report is filed at the Village Clerk's office. Meagan Ervay presented her Standard Operating Procedure for Wet Weather Operations.

Trustee Grybowski presented a **MOTION** to approve the Standard Operating Procedure Wet Weather Operations as presented. Trustee Badour seconded; motion was carried.

Meagan Ervay – WWTP Manager also informed the Board that a customer is having a 4 inch service installed to the Village's water main for a fire protection sprinkler service. The Village currently has no Standard Operating Procedures (SOP) for water connection of larger lines or sprinkler systems. Meagan is requesting the Board make a decision if sprinkler system connections will be metered and if so, the Authority can work with the DPW to develop a Village SOP for these connections.

Trustee Grybowski presented a **MOTION** to approve the sprinkler system to be metered. Trustee Badour seconded; motion was carried.

1. DRAFT Meeting Minutes September 9th, 2019
2. Payroll Week 37 (P/R #7) – \$69,862.00
3. Abstract #8 - \$63,743.63
 - General Fund \$22,053.12
 - Water Fund \$12,096.23
 - Sewer Fund \$29,594.28

4. Capital Projects

<i>CAPITAL PROJECT</i>	<i>INVOICE #</i>	<i>AMOUNT</i>
029- HISTORIC DISTRICT		\$52,555.68
<i>Hage & Hage</i>	<i>4617</i>	<i>\$133.50</i>
<i>New Century Electric Payment App No. 2</i>	<i>Pay App No. 2</i>	<i>\$52,422.18</i>

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

Trustee Buker presented a **MOTION** to approve Capital Projects #4 of consent agenda Trustee Hyde seconded motion was carried.

CLERK:

Trustee Grybowski made **MOTION** to approve Brooke Hartle, Senior Library Clerk pay rate from \$18.00 per hr. to \$18.50 per hour, Trustee Badour seconded; the motion was carried.

Trustee Hyde made **MOTION** to approve, Hawn Memorial Library to hire Gina Wirth as Library Substitute starting 09/19/2019 at \$11.80 per hour at 20 hours per week; Trustee Buker seconded; motion was carried.

OLD BUSINESS:

Sign Law – Board decided to have a special meeting on Tuesday October 1st 2019 at the Municipal Building to discuss the sign law further.

Mayor Zimmer checked into the Whistle Blower policy. Because the CLDC is non for profit they are required to have one and we are not.

MAYORS REPORT:

DOT Project Update – There will be a simple form from Carrie Tuttle, DANC Director of Engineering with graphs, bullet points to inform everyone where we are with the Historical Project. There is no grant money coming in and this will explain where we are with the funding of the portion that the Village will have to pay for this project.

The Water project has some contingency money that Megan Ervay, WWTP Manager has been researching some different options on how to keep that grant money. One option is getting the sturtz fittings that the Fire Department wanted on the fire hydrants. We did not put this in the project being that we did not know if there would be enough grant money. Now this is a possibility which is a good thing.

REDI Grant update – The entire process has been submitted to the Commissioner. Ultimately it will be up to the Commissioner to make the decision and Mayor Zimmer is hoping by mid October 2019 we will know what their decision is.

Trustee Hyde presented a **MOTION** to close the regular meeting at 6:37pm. Trustee Buker seconded; motion was carried.

Respectfully submitted,

Joanne Lenhard-Boye, Village Clerk