

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday February 10<sup>th</sup>, 2020 at 5:30 p.m.

**PRESENT:**

- Nancy L. Hyde, Trustee
- Michelle T. Grybowski, Trustee
- Steven Badour, Trustee
- Jeremy Kellogg, Trustee

**ABSENT:**

- Norma Zimmer, Mayor

**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:**

Trustee Hyde led the Pledge of Allegiance and opened the meeting at 5:30 p.m.

**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. Everything is going well with his department. Spring cleanup will begin in May 2020

**WWTP:**

Meagan Ervay - WWTP Manager - Presented

1. Change Order 1B-4 - Water System Improvements project - S.C. Spencer Electric Inc.  
Trustee Grybowski presented a **MOTION** to approve Change Order# 1B-4 for an increase of \$73,973.75 for the Water System Improvements Project, as presented. Trustee Badour seconded; all were in favor and motion was carried.
2. AquaLogics Systems, Inc. - Contract Amendment No.3 contract increase of \$1,980.00.  
Trustee Grybowski presented a **MOTION** to approve the AquaLogics Systems Contract Amendment No. 3 with a slight increase as mentioned above, Trustee Badour seconded; all were in favor and motion was carried.
3. Annual Drinking Quality Report for 2019 was presented to the Board and this will be posted on the Village Website, the Municipal Building bulletin board, and back of water bills coming out March 1<sup>st</sup>, 2020.

Megan updated the Board that after dealing with leaking and faulty repairs on filters at the Water Plant for almost a year now, she has secured a 20-year extended warranty for the filters. If they experience any issues, the contractors must fix or replace them.

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes January 27<sup>th</sup>, 2020
2. Payroll (P/R #18) - \$42,808.55
3. Abstract #17 - \$319,107.24

General Fund	\$146,548.00
Water Fund	\$ 15,615.11
Sewer Fund	\$156,944.13

4. Capital Projects

<b>CAPITAL PROJECT</b>	<b>INVOICE #</b>	<b>AMOUNT</b>
<b>029 - HISTORIC DISTRICT EXPENDITURES</b>		<b>\$14212.84</b>
<i>Corcraft - Project Sign</i>	<i>694364</i>	<i>116.84</i>
<i>New Century Electric - Pay App #6</i>	<i>Pay App 6</i>	<i>14,096.00</i>

Trustee Grybowski presented a **MOTION** to approve the Consent Agenda items, and Capital Projects 1-4, as presented. Trustee Kellogg seconded; all were in favor and motion was carried.

**CLERK:**

1. Rescind Resolution 2019-11 to Resolution 2020-03 – Correct Tier status for employee Joshua David

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

**VILLAGE OF CLAYTON RESOLUTION 2020-03  
A RESOLUTION TO RETROACTIVELY CORRECT TIER STATUS AND MEMBERSHIP IN PLAN 384-d  
FOR VILLAGE EMPLOYEE JOSHUA DAVID  
DATED: FEBRUARY 10<sup>TH</sup>, 2020**

A resolution to retroactively correct tier status and membership in Plan 384-d for Village employee Joshua David so that it accurately reflects his service employment record by including his employment with the Village of Clayton which commenced in 2009.

At a regular meeting of the Village Board of the Village of Clayton, Jefferson County, New York, held at 425 Mary Street, Clayton, New York, on the 10<sup>th</sup> day of February, 2020, at 5:30 p.m. prevailing time:

**WHEREAS**, Joshua David commenced employment with the Village of Clayton in 2009, and

**WHEREAS**, the Village Board of the Village of Clayton agreed to enroll all eligible employees in Plan 384-d, and

**WHEREAS**, Joshua David was not properly enrolled in Plan 384-d, and

**WHEREAS**, the Village of Clayton has received a Fiscal Note from the New York State Retirement System indicating that said retroactive correction will require an immediate past service cost of \$64,600, which the Village of Clayton elects to amortize over a 5-year period, with the first year being \$14,700, and

**WHEREAS**, said Fiscal Note also indicated that there will be an anticipated increase of approximately \$7,000 in the annual contributions of the Village of Clayton for the fiscal year ending March 31, 2021, with the future years varying as the billing rate and salary of Officer David change,

**NOW THEREFORE, BE IT RESOLVED**, that the Village Board of the Village of Clayton, Jefferson County, New York, hereby agrees to move forward with the Honorable Senator Patty Ritchie sponsoring a bill that will retroactively correct the tier status and membership in Plan 384-d for Village employee Joshua David, so that it accurately reflects his service employment record by including his employment with the Village of Clayton which commenced in 2009.

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

Norma Zimmer, Mayor	absent
Nancy Hyde, Trustee	yes
Jeremy Kellogg, Trustee	yes
Michelle Grybowski, Trustee	yes
Steve Badour, Trustee	yes

*The foregoing resolution was thereupon declared duly adopted February 10<sup>th</sup>, 2020*

2. Village Clerk asked to approve Andrew Wood's reappointment to the Zoning Board as an alternate – 01/01/2020 to 12/31/2026.

Trustee Badour presented a **MOTION** to approve reappointment of Andrew Wood as Zoning Board alternate, as presented. Trustee Kellogg seconded; all were in favor and motion was carried.

3. Presented the purposed budget revisions for the General, Water and Sewer Funds for Boards approval.

Trustee Grybowski presented a **MOTION** to approve the purposed budget revisions for General, Water and Sewer Funds, as presented. Trustee Badour seconded; all were in favor and motion was carried.

4. Presented a list of Cash Reserves that Tina DeNigro, EFPR Solutions recommended for the Board to approve releasing to Unappropriated Fund Balance to help support the plan to increase unappropriated fund balance to a minimum of 25%. After discussion and questions from the Board, Trustee Hyde explained the items from the General Fund reserves and the purpose for transferring these funds.

Trustee Grybowski presented a **MOTION** to approve releasing the General Fund Reserves to Unappropriated Fund Balance, as presented. Trustee Badour seconded; all were in favor and motion was carried.

*No Public Comments*

Trustee Grybowski presented a **MOTION** to close the regular meeting at 6:05 pm. Trustee Kellogg seconded; motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk