

Regular Village Meeting
Village of Clayton Board of Trustees
August 10th, 2020

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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 August 10th, 2020 at 5:30 p.m. The meeting may be viewed online at:

<https://transcripts.gotomeeting.com/#/s/26ddd500e91b08be5ce3301dfd27cf92fa1e52dc5b1f3d7aa156eb2e85f7222c> and a transcript is attached to these minutes.

PRESENT:

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

ABSENT:

Michelle T. Grybowski, Trustee
Kevin Patenaude, Chief of Police

Community Residents:

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

Mayor Zimmer opened the Regular Village Meeting at 5:30 p.m. Mayor Zimmer wanted to speak about Charlie Solar who recently passed away at the age of 97. She praised him for having been such a large part of the community. She wished there were more like Charlie in The Village of Clayton. Terry Jones, DPW Supervisor went on to speak of what an honor and privilege it was to be the guy who took Charlie on his last ride around the Village of Clayton.

POLICE REPORT:

Kevin Patenaude, Chief of Police - submitted his activity report, 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. The guys have worked very hard on the Washington Island Bridge and he is very proud of them.

Mayor Zimmer wanted Terry to be aware of kids fishing off the Washington Island Bridge. She thought that this could be a safety issue. Terry assured her he will get some signs up that say No Fishing. Terry also mentioned that he hopes that we will get a grant to rebuild the bridge, and maybe even have 2 lanes.

VISITOR:

John Condino, B&L Senior Project Manager – gave the Board a brief update on the REDI and FEMA projects. He informed the Board that the commission for the Resiliency and Economic Development Initiative has given the ok to shift funds between projects to use the money where it may be needed. The process is underway and he has no doubt that they will be able to get these projects designed, and out to bid next year.

WWTP:

Megan Ervay -WWTP Manager – gave the Board some brief updates on the water/sewer departments. She reported that one of the filter pumps is leaking again. The manufacturer is working on a new gasket that hopefully will solve the issue.

CONSENT AGENDA:

1. DRAFT Meeting Minutes July 13th, 2020
2. Payroll (P/R #3 06/11/2020 to 06/24/2020 \$30,840.00
3. Payroll (P/R #4 06/25/2020 to 07/08/2020 \$33,398.49
4. Abstract 07/27/2020 - \$64,837.43

General Fund	\$31,315.76
Water Fund	\$ 4,690.41
Sewer Fund	\$28,831.26

Trustee Badour made the **MOTION** to approve consent agenda items 1-4, with a change in the total amount of General Fund going from \$17,745.08 to \$18,148.83 to include the Howland Supply invoice, Trustee Hyde seconded, all were in favor and motion was carried.

CONSENT AGENDA:

1. DRAFT Meeting Minutes July 27th, 2020
2. Payroll (P/R #5 007/09/2020 to 07/22/2020 \$32,744.77
3. Pre Pay Abstract 07/31/2020 - \$12,681.56
4. Abstract 08/27/2020 - \$27,944.14

General Fund	\$18,148.83
Water Fund	\$ 1,004.18
Sewer Fund	\$ 8,791.13

5. Capital Projects

CAPITAL PROJECT	INVOICE #	AMOUNT
029 – HISTORIC DIST PROJECT	TOTAL	\$24,714.54
<i>New Century Electric Pay App#11</i>	<i>Pay App#11</i>	<i>\$24,714.54</i>

Trustee Hyde made the **MOTION** to approve capital project item #5 with a change in the Howland Supply invoice of \$403.75 coming off the Capital Projects and going onto the General Funds Budget. Trustee Kellogg seconded, all were in favor and motion was carried.

CLERK:

1. Requested Board approval to Adopt Resolution 2020-13 by a roll call vote.

Resolution No. 2020-13

**A resolution to Adopt the Updated Retention and Disposition Schedule for New York Local Government Records (LGS-1) pursuant to Article 57-A of the Arts and Cultural Affairs Law
August 10, 2020**

TITLE: A resolution to adopt the Updated Retention and Disposition Schedule for New York Local Government Records (LGS-1) pursuant to Article 57-A of the Arts and Cultural Affairs Law

WHEREAS, that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;

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(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

The foregoing Resolution was offered by Trustee Hyde and seconded by Trustee Kellogg, and upon roll call vote, resolution 2020-13 was duly adopted as follows:

Norma Zimmer, Mayor	YES <u>X</u>
Trustee Hyde	YES <u>X</u>
Trustee Kellogg	YES <u>X</u>
Trustee Badour	YES <u>X</u>
Trustee Grybowski, Deputy Mayor	Absent <u>X</u>

2. Brett Johnson – Approve pay increase to \$13.00/hr. –
Trustee Hyde made **MOTION** to approve Brett Johnson’s pay increase to \$13.00/hr, Trustee Badour seconded, all were in favor motion was carried
3. Brooke Hartle – Approve pay increase to \$20.00/hr. –
Trustee Hyde made **MOTION** to approve Brooke Hartle’s pay increase to \$20.00/hr, Trustee Kellogg seconded, all were in favor motion carried.

Mayor Zimmer asked the Board if they were ok with having American Red Cross in memory of Lucy Reff, here at the Municipal Building on September 30th, 2020. The Board were all in favor.

Trustee Badour made **MOTION** to enter into executive meeting at 6:03pm, Trustee Hyde seconded, motion was carried

EXECUTIVE MEETING:

1. Purpose: *discussions regarding proposed, legal matters.*

Trustee Badour made **MOTION** to end the meeting at 6:17pm, Trustee Hyde seconded, motion was carried

Respectfully,

Joanne Lenhard-Boye, Village Clerk