

There was a Regular meeting of the Board of Trustees of the Village of Clayton on Monday April 24th, 2023, at 5:30 p.m.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Deputy Mayor
Allen Heberling, Trustee
Joanne Lenhard-Boye, Village Clerk
Terry Jones, DPW Supervisor
Thomas Haynes, WWTP Supervisor, DANC
Jefferey Mosher, WWTP Supervisor, DANC

ABSENT:

John Buker, Trustee
Tony Randazzo, Trustee
Kevin Patenaude, Chief of Police

Pledge of Allegiance/Call to Order:

Mayor Zimmer led the Pledge of Allegiance and opened the Regular Meeting at 5:30 p.m.

VISITOR:

Dave Powers, Barton & Loguidice – Wastewater Treatment Collection Project – Dave Powers presented his report to the Board on the above project. This report will be filed at the Village Clerks office.

1. General Construction Change Order No.3 – Increase \$20,570.13 – Dave Powers asked the Board to approve change order 3 that includes the additional costs associated with the revised scope for the intermediate lift station due to unforeseen conditions. The additional work generally includes installing a 12' pipe to connect both sides of the tank, modifications to the existing 18' effluent pipe, and sloping the bottom of the tank to the new pipe interconnection invert. The total costs requested by the contractor is \$45,570.13. This change order also reflects a deduction of \$25,000 by removing the rock excavation unit price item as it is no longer required. The total change order amount shall be **\$20,570.13**.

Trustee Hyde made **MOTION** to approve change order no 3 as described above; Trustee Heberling seconded; all were in favor motion carried.

POLICE:

Kevin Patenaude, Chief of Police

1. *Activity Report* - was submitted to Board. This report is filed at the Village Clerks office.

DPW:

Terry Jones, DPW Superintendent

1. Activity Report – was presented to Board. This report is filed at the Village Clerks office.
2. Heidi Szonn – Seasonal worker starting April 27th, \$15.00/hr. – Terry requested the Board to hire Heidi Szonn as stated above.

Trustee Hyde made **MOTION** to approve hiring Heidi Szonn as stated above; Trustee Heberling seconded; all were in favor motion carried.

3. Terry informed the Board that all of his department will be attending the 2023 Annual Compliance Training, which will be held on Thursday, April 27th, 2023 @ Cerow Park.

WATER/WASTEWATER:

Thomas Haynes, WWTP Assistant Director of Engineering – DANC

Jeff Mosher, WWTP Supervisor – DANC

1. Monthly report – Thomas and Jeff went over the monthly report with the Board. This report is filed at the Village Clerk's office. **The 2022 Annual Drinking Water Quality Report** was in the monthly report. Jeff Mosher will be sending this to the Clerk's office for their records and to be placed on the Villages website. This report also goes on the back of the July water/sewer bills.
2. W/S Asset Management Plan – 2023 – Thomas asked the Board if they had any changes to the Draft Asset Management Plan. The Board all agreed that there were no changes and for Thomas to move forward and finalize this report.
3. FY23/FY24 Water/Sewer EDU Update - The Board reviewed the annual EDU assessment.

Trustee Hyde made **MOTION** to approve the annual EDU assessment for FY23/FY24; Trustee Heberling seconded; all were in favor motion carried.

4. Memorandum – Cape Vincent Correctional Sewer Billing – This was discussed with the Board and Thomas agreed he would present the sewer bill issue to Cape Vincent Correctional Facility with Mayor Zimmer. This Memorandum has been filed at the Village Clerk's office.

REQUEST TO BE ON AGENDA:

1. Jan Brabant – Resident of the Village of Clayton spoke to the Board about possibilities for future recreational opportunities in Clayton. His suggestions were creating trails, providing bike racks and kayak launch areas. The Board has taken all his suggestions into consideration.

Trustee Hyde made **MOTION** to approve the consent agenda **1-4**; Trustee Heberling seconded; all were in favor motion carried.

CONSENT AGENDA:

1. DRAFT Meeting Minutes April 10th, 2023
2. Payroll (P/R #23) 3/16/2023 to 03/29/2023 \$35,930.73
3. Teamsters Health & Hospital Payment \$16,979.26
4. Abstract -04/24/2023
- General Fund** \$21,184.24
- Water Fund** \$ 5,874.53
- Sewer Fund** \$15,201.91
- Total** **\$42,260.68**
5. Capital Projects: \$ 9,402.97

Trustee Hyde made the **MOTION** to approve audited abstract item **#5** Capital Projects as presented; Trustee Heberling seconded, all in favor; motion carried.

NEW BUSINESS:

1. Local Law No. 2 - Exemptions for Volunteer Firefighters and Ambulance Workers on portion of Real Property Taxes was formally introduced to the Board.
2. Public Hearing will be May 8th, 2023 at the Municipal Building starting at 5:30 p.m. This Public Hearing will be for the above Local Law No. 2.
3. William Boggs sent a letter to the Board requesting to waive his penalty on his water/sewer bill, and allow him to make payments, being that he had a leak. The Board agreed to give Mr. Boggs until July before the July bills go out to pay off his bill from a previous leak and to take off the penalty.

CLERK:

1. Resolution 2023-04 – Adopt VOC Budget for FY2023-2024

**RESOLUTION 2023-04
To Adopt the FY 2023-2024 Village of Clayton
Budget April 24th, 2023**

WHEREAS, a public hearing on the Village of Clayton Tentative Budget was held on April, 10th, 2023 at 5:30 pm., and all parties. in attendance were permitted an opportunity to speak on the proposed 2023 - 2024 Village of Clayton Fiscal Tentative Budget; and

Pursuant to Section 5-508 of the Village Law, State of New York, the salaries for the following Village Board members are specified in said Tentative Budget of maximum compensation for the Mayor of \$5,000 per annum, for Deputy Mayor of \$575 per annum and a total for all Trustees of \$11,000 per annum

NOW, THEREFORE, BE IT RESOLVED, that in pursuant to Section 5-508 of the Village Law, the Village Board of the Village of Clayton hereby:

ADOPTS THE 2023-2024 FISCAL BUDGET, as the Budget for the Village of Clayton Fiscal year 2023-2024; and

BE IT FURTHER RESOLVED, that the Village Clerk is hereby directed to file the Annual Budget for the Fiscal year 2023-2024 with approved adjustments posted and prepare and certify duplicate copies of said annual budget hereby adopted.

BE IT FURTHER RESOLVED, that the Village Treasurer is directed to present the certified copies of the FISCAL Year 2023-2024 Budget to Jefferson County, as required by law.

The foregoing Resolution was offered by Trustee Hyde, and seconded by Trustee Heberling, and upon a roll call vote of the Board the following votes were:

Mayor, Norma Zimmer	yes
Deputy Mayor, Hyde	yes
Trustee, Buker	absent
Trustee, Randazzo	absent
Trustee, Herberling	yes

2. 2023 Water/Sewer, sidewalk snow removal, and electrical conversions (for the Historical Project) relevies were presented to the Board - Trustee Hyde made **MOTION** to approve these relevies; Trustee Heberling seconded; all were in favor motion carried.

3. Village Clerk Joanne Lenhard-Boye won the Cheryl Steinbach Memorial Scholarship and will be attending NYALGRO (New York Association of Local Government Records Officer) 2023 Conference – June 4th to June 6th in Ithaca NY.
4. River Pride – The Board approved the River Pride request to use Centennial Park on Saturday, June 26, From 10:30am-12:30pm. They also requested permission for Uncle Sam Boat Tours to use the Regional Dock at Frink Park on Friday, June 25th, to pick up and drop off passengers for Boat Cruise. This was also approved by Board.
5. Annual Charity Poker Run – Requested to have a Street Party on Thursday, July 13th from 5pm-8pm as a kick-off to the Charity Poker Run. This event takes place between James St. and John St. on Riverside Drive closing off from Michael Ringer's to Johnston House. They also requested to have Aqua-Mania's truck on display on the hotel side of the driveway at Frink Park. The Board agreed to these requests. The Board decided to charge \$1,500 for the use of Mary Street dock.
6. March Financial Reports – Cash Summary, Statement of Activity, Period to Date Actuals

Trustee Heberling made **MOTION** to accept March Financial Reports; Trustee Hyde seconded, all in favor; motion carried.

ADJOURNMENT:

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

Respectfully,

Joanne Lenhard-Boye, Village Clerk