

There was a Regular meeting of the Board of Trustees of the Village of Clayton on Monday October 23<sup>rd</sup>, 2023, at 5:30 p.m.

***PRESENT:***

Norma Zimmer, Mayor  
Nancy L. Hyde, Deputy Mayor  
Allen Heberling, Trustee  
Robert Wierzba, Trustee  
John Buker, Trustee  
Joanne Lenhard-Boye, Village Clerk  
Terry Jones, DPW Superintendent

***ABSENT:***

Kevin Patenaude, Chief of Police

**Pledge of Allegiance/Call to Order:**

Mayor Zimmer led the Pledge of Allegiance and opened the regular board meeting at 5:30p.m.

**VISITORS:**

Kayla Kibling – Barton & Loguidice

Kayla went over the change orders that were presented to the Board. After discussions and some questions, the Board made the following motions

1. **Change Order No. 2 FEMA Flood Damage Project**

Trustee Hyde presented a **MOTION** to approve change order No. 2 with a no cost change in the contract price; Trustee Wierzba seconded; all in favor motion was carried

2. **Change Order No. 8 REDI Funded Project**

Trustee Hyde presented a **MOTION** to approve change order No. 8 with a (\$5,000) credit to the contract price for milling and paving work at the Mary Street Boat Launch that was performed by the Village; Trustee Buker seconded; all in favor motion was carried

3. **Change Order No. 9 REDI Funded Project**

Trustee Heberling presented a **MOTION** to approve change order No. 9 with a decrease of (\$10,000) in the contract price; Trustee Hyde seconded; all in favor motion was 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 Supervisor

1. **Activity Report** – This report is filed at the Village Clerks office. Terry went over his activity report with the Board.

2. **Intermunicipal Agreement for Sand & Salt Agreement** – This agreement is for a term of 5 years and shall automatically renew for additional periods of 5 years unless either party shall serve upon the other party their intentions not to renew this agreement.

Trustee Heberling presented a **MOTION** to approve the Sand & Salt Agreement; Trustee Hyde seconded; all in favor motion was carried

3. **Resignation – Dillon Bogart** – Terry informed the Board that Dillon handed in his resignation and his last day of work for the Village will be November 10<sup>th</sup>, 2023. Dillon will be leaving the Village to work for the Town of Clayton.

4. **Advertise for Laborer** – The Board approved for Terry to move forward with placing an ad for a Laborer for DPW.

**WATER/WASTEWATER:**

*Jeffrey Mosher, WWTP Supervisor, DANC*

1. **Monthly Report** – This report is filed at the Village Clerks office.

Jeff informed the Board that the Emergency Response Plan and the Vulnerability Assessment for the WWTP have been updated. The monthly work orders were listed in the monthly report.

On 09/14/2023 the NYSDEC performed a site inspection of the WWTP and Riverside Drive Pump Station.

Jeff announced that all the meters have been read for this billing cycle.

Mayor Zimmer asked about the ten customers that still need endpoints installed to their meters, and suggested they be charged \$50.00 moving forward if the water department must manually go out and read their meter. The Board agreed and a letter will be sent out with the Water/Sewer bills to these customers explaining the situation.

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes October 10<sup>th</sup>, 2023
2. Payroll (P/R #9) 09/14/2023 to 09/27/2023 \$ 36,725.31
3. Teamsters Health & Hospital October payment \$ 16,979.26
4. Abstract -10/23/2023

**General Fund** \$ 36,281.98

**Water Fund** \$ 8,855.25

**Sewer Fund** \$ 31,851.61

**Total** \$ **76,988.84**

5. **Capital Projects** \$ **32,064.55**

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

Trustee Wierzba made a **MOTION** to approve capital projects agenda item **#5**; Trustee Buker seconded all in favor motion carried.

**TREASURER:**

1. Clerk presented the financial reports for September 2023, Statement of Activity/Bank Reconciliation/Budget vs. Actual to the Board

Trustee Heberling made **MOTION** to accept the September Treasurer reports; Trustee Hyde seconded; all were in favor motion carried.

**REQUEST TO BE ON AGENDA:**

1. *Mark Morgia – French Creek Properties* – Voiced his concerns to the Board regarding the housing project being delayed because of DANC and Barton & Loguidice not being on the same page. The Board decided they would look into these issues and will send a letter to Mark as to what they find out.

**MAYOR:**

1. Mayor Zimmer announced the Joint Board Meeting will be October 25<sup>th</sup>, 2023 at 5:30pm
2. Ribbon cutting for REDI Project will be at Frink Park November 1<sup>st</sup>, 2023 at 11:30 a.m.

**PUBLIC COMMENT:**

There were no public comments

Trustee Hyde presented a **MOTION** to adjourn into executive session at 6:40p.m. Trustee Buker seconded; all in favor motion was carried.

**EXECUTIVE SESSION:**

1. Legal

Trustee Hyde presented a **MOTION** to adjourn the Executive Session meeting at 7:10p.m. Trustee Wierzba seconded; all in favor motion was carried.

**ADJOURNMENT:**

Trustee Hyde presented a **MOTION** to adjourn the regular meeting at 7:11p.m. Trustee Wierzba seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk