

VILLAGE OF CLAYTON BOARD OF TRUSTEES
AGENDA REGULAR MEETING
May 28th, 2024 – 5:00 PM

REQUEST TO BE ON AGENDA:

1. Heather Gill – Snapshots Photo Booth

VISITOR:

Barton & Loguidice

1. Change Orders for REDI Project

Taylor Friant – DANC

1. DPW Asset Management Plan

POLICE:

1. Activity Report

DPW:

1. Activity Report

WATER/WASTEWATER:

1. Monthly Report

CONSENT AGENDA:

1. DRAFT Meeting Minutes May 13th, 2024
2. DRAFT Special Meeting Minutes May 20th, 2024
3. Payroll (P/R #25) 04/25/2024 to 05/08/2024 \$ 36,223.63
4. Payroll (P/R #26) 05/09/2024 to 05/22/2024 \$ 35,875.97
5. Prepay Abstract 05/20/2024 \$ 1,032.34
6. Abstract -05/28/2024
 - General Fund \$ 17,820.38
 - Water Fund \$ 10,843.57
 - Sewer Fund \$ 22,766.69
 - Total \$ 51,430.64**
7. **Capital Projects \$ 1,968.50**

OLD BUSINESS:

1. Traffic Study
2. Wooden Park
3. Update on Boat Launch passes for Village taxpayers

NEW BUSINESS:

1. **MOTION** - Set a public hearing for June 10th, 2024, to increase fixed sewer rates.
2. **MOTION** – April 2024 Financial Reports – Cash Summary, Statement of Activity, Period to Date Actuals

COMMITTEE REPORTS:

MAYOR:

1. ANCA Conference
2. Clean Energy Stakeholders Meeting Wednesday, May 29th @ 12:30

EXECUTIVE SESSION:

1. Personnel

| ***ADJOURNMENT:***

SECTION 00 63 63

CHANGE ORDER NO. 11

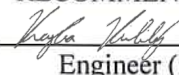

Change Order No. 11

Date of Issuance:	5/28/2024	Effective Date:	5/28/2024
Owner:	Village of Clayton	Contractor's Contract No.:	222113
Contractor:	D.C. Building Systems Inc.	Engineer's Project No.:	970.009.002
Engineer:	Barton & Loguidice, D.P.C.	Contract Name:	General Construction
Project:	REDI Funded Infrastructure Improvements Projects		

The Contract is modified as follows upon execution of this Change Order:

This change order includes payment for labor and materials for a change in scope required to transition the new concrete Riverwalk at Frink Park to existing grades and address deteriorating concrete and electrical infrastructure discovered during demolition/site preparation activities. The total cost of this change order will be \$7,400.00 (see attached). The Field Change Payment Bid Item (Item 697.03) will be reduced from \$106,537.33 to \$99,137.33, resulting in a no net change in the Contract Price.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>5,004,750.00</u>	Original Contract Times: Substantial Completion: <u>5/27/2023</u> Ready for Final Payment: <u>6/27/2023</u> _____ dates
Increase from previously approved Change Orders No. <u>1</u> to No. <u>10</u> : \$ <u>696,620.00</u>	Increase from previously approved Change Orders No. <u>1</u> to No. <u>10</u> : Substantial Completion: <u>403</u> Ready for Final Payment: <u>403</u> _____ days
Contract Price prior to this Change Order: \$ <u>5,701,370.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>7/3/2024</u> Ready for Final Payment: <u>8/3/2024</u> _____ dates
Increase/Decrease of this Change Order: \$ <u>0</u>	Increase/Decrease of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> _____ days
Contract Price incorporating this Change Order: \$ <u>5,701,370.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>7/3/2024</u> Ready for Final Payment: <u>8/3/2024</u> _____ dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u></u>	By: _____	By: <u></u>
Engineer (if required)	Owner (Authorized)	Contractor (Authorized)
Title: <u>Staff Engineer</u>	Title: _____	Title: <u>Project Manager</u>
Date: <u>5/22/2024</u>	Date: _____	Date: <u>5/22/2024</u>

Kayla Kibling

From: Adam Powers <adam@dc-buildingsystems.com>
Sent: Friday, April 5, 2024 3:33 PM
To: Kayla Kibling
Subject: Frink Options
Attachments: Frink Plans Reduced Area - Revised Scope.pdf

ATTENTION --> This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Kayla,

If we remove the colored concrete pour for the new "Riverwalk" look on Frink and instead perform standard concrete in that same area we can save \$12000. We would break that up with probably (2) expansion joints running the long way and saw then cut control joints into squares the other way. If you want to add that value back in as additional standard concrete it would gain 15' further down Frink. Shown in blue on that attached drawing.

Couple other considerations –

1. If there is not a visual walkway there maybe we don't need the sitting wall block section closest to the river. That would save a little more without those.
2. Not sure how these grades tie into the pavers where ever we end. Like we talked the other day, if the grade is changing much we would have to remove the pavers regrade and reset pavers for a little ways to tie everything back in and grade up against the concrete. This isn't a huge deal but I don't really have anything figured for resting the old riverwalk.

Call me when you get this please so I can explain one more thought.

Adam Powers
Project Manager

DC Building Systems Inc.
1015 Water Street
Watertown, NY 13601
O (315) 785-9884 | C (315) 955-4735 | F (315) 785-9767
Email: adam@dc-buildingsystems.com



BUILDING SYSTEMS INC.



SITE DEVELOPMENT / PRE-ENGINEERED BUILDINGS

19086 U.S. Route 11
Watertown, New York 13601
(315) 785-9884 • FAX (315) 785-9767

5/15/2024

Barton and Loguidice D.P.C.
120 Washington St #100,
Watertown, NY 13601

Attention: Kayla Kibling

RE: Frink Park Riverwalk

DCBS is pleased to provide the following proposed scope of work for additional scope items at Frink Park

Scope of Work –

- Demo remaining riverwalk from area adjacent pipe crossing removal to steel pour stop at corner.
- Supplement stone at undermined areas and regrade for concrete replacement.
- Place reinforcing #4 bar at 12" OC EW continuous through slab color transitions.
- Replace Riverwalk with (2) 12" wide grey & (1) 6' wide fucia colors typical.
 - Lump Sum - \$16060
- Demo village owned concrete adjacent to the Dean Hyde property add stone & regrade to accommodate sitting walls.
 - Lump Sum - \$2110
- Remove & reset existing riverwalk pavers to create transition to new grades.
 - Lump Sum - \$920
- Repair Electrical at existing light pole
 - Lump Sum - \$310

Proposed scope of work lump sum amount – \$19,400

Sincerely,

Adam Powers

Adam Powers
Project Manager

SECTION 00 63 63

CHANGE ORDER NO. 12

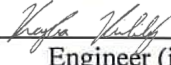
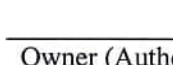
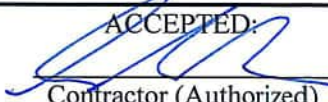
Change Order No. 12

Date of Issuance:	5/28/2024	Effective Date:	5/28/2024
Owner:	Village of Clayton	Contractor's Contract No.:	222113
Contractor:	D.C. Building Systems Inc.	Engineer's Project No.:	970.009.002
Engineer:	Barton & Loguidice, D.P.C.	Contract Name:	General Construction
Project:	REDI Funded Infrastructure Improvements Projects		

The Contract is modified as follows upon execution of this Change Order:

This change order includes payment for upgrading the proposed wave attenuator extension modules and gangways from treated lumber to Moistureshield Elevate Composite Decking. The composite decking has a longer life span, is more durable/resilient, is more aesthetically appealing, and will require less ongoing maintenance and associated costs than the originally scoped treated lumber decking. The total cost of this change order will be \$19,095.00 (see attached). The Field Change Payment Bid Item (Item 697.03) will be reduced from \$99,137.33 to \$80,042.33, resulting in a no net change in the Contract Price.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>5,004,750.00</u>	Original Contract Times: Substantial Completion: <u>5/27/2023</u> Ready for Final Payment: <u>6/27/2023</u> days or dates
Increase from previously approved Change Orders No. <u>1</u> to No. <u>11</u> : \$ <u>696,620.00</u>	Increase from previously approved Change Orders No. <u>1</u> to No. <u>11</u> : Substantial Completion: <u>403</u> Ready for Final Payment: <u>403</u> days
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Contract Price incorporating this Change Order: \$ <u>5,701,370.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>7/3/2024</u> Ready for Final Payment: <u>8/3/2024</u> dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u></u>	By: _____	By: <u></u>	By: <u></u>	By: _____	By: _____
Title: <u>Staff Engineer</u>	Title: _____	Title: <u>Owner (Authorized)</u>	Title: <u>Contractor (Authorized)</u>	Title: _____	Title: _____
Date: <u>5/22/2024</u>	Date: _____	Date: _____	Date: <u>5/22/2024</u>	Date: _____	Date: _____

Kayla Kibling

From: Adam Powers <adam@dc-buildingsystems.com>
Sent: Wednesday, March 6, 2024 9:11 PM
To: Kayla Kibling; John J. Condino; Charles A. White
Subject: Clayton REDI
Attachments: 1.jpg; 2.jpg; 3.jpg

ATTENTION --> This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

To upgrade to Moistureshield Elevate Composite Decking vs treated lumber my cost is \$19,095. This would include the deck of the new dock, the new main gangway and both smaller gangways.

This is a marine grade composite that would get them additional life span with less maintenance. It's a major upgrade aesthetically and I feel like this would make people much happier with the end product. It just feels so much more refined than treated but that just my \$.02

I would pass this along at my cost \$19,095 if it were something they were interested in.

The break down is as follows if they wanted to do just individual sections as well but I think that might be undesirable looking.

Attenuator - \$14,625
(2) Small Gangways - \$1875
Main Gangway - \$2145
Main Gangway Custom Cantilevered Angled Ramp - \$450

Photos attached. (Also check out the attenuation from one side to the other.)

Adam Powers
Project Manager

DC Building Systems Inc.
1015 Water Street
Watertown, NY 13601
O (315) 785-9884 | C (315) 955-4735 | F (315) 785-9767
Email: adam@dc-buildingsystems.com



BUILDING SYSTEMS INC.

**Village of Clayton
Department of Public Works
Asset Management Plan**



April 2024

Village of Clayton DPW Asset Management Plan

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- Appendix A – Select Asset Pictures
- Appendix B – Village Asset Inventory
- Appendix C – Village Sidewalk, Road, and Curb Condition Maps
- Appendix D – Village Budget 2023-2024
- Appendix E – Login Instructions for GIS Internet Mapping Application (IMA)

1 INTRODUCTION

The Development Authority of the North Country (Authority) was contracted by the Village of Clayton to develop an Asset Management Plan (AMP) for their Department of Public Works (DPW) in 2011. The AMP was commissioned as a result of an internal audit (dated March 24, 2011) of the Village's general fund by a certified public accountant (CPA); after which the audit recommended the Village perform an inventory of its property and equipment.

This document serves as an update to the previous DPW AMP to be utilized by the Village in their upcoming budget process. Each section has been reviewed and updates made based on assets that have been replaced, projects that have been completed, or projects that are currently being undertaken. This updated AMP will capture changes to the asset inventory, preventative maintenance schedules, necessary capital projects identified, and additional non-capital recommendations provided for Village consideration. As the AMP is intended to be a living document that is updated and reviewed regularly to inform the Village Board and staff on the condition of their critical assets.

2 SCOPE OF SERVICES

A formal agreement was executed on December 19, 2022 to develop this DPW Asset Management Plan for the Village of Clayton. This included base services comprising research & data acquisition, creation of an electronic asset spreadsheet, and presentation/review of the findings. The Municipal Building, Lion's Field, Library, and Village Square Park assets were not included in the original scope, however those asset costs were updated and included due to readily available data.

2.1 RESEARCH & DATA ACQUISITION

The first step in the process of developing the DPW AMP involved inventorying Village DPW owned buildings and assets contained therein. It is important to note that some of the Village's assets are kept at facilities owned by the Town of Clayton, including the Joint DPW Garage, Sand and Salt Storage (South of the Village on Route 12), Fire Hall, and Town storage in Depauville. While the inventory focused on assets with an estimated replacement value of \$5,000 or greater, less costly equipment, deemed at high risk of theft, was also included. The tasks completed for the asset inventory data acquisition include:

- Reviewed the Asset Inventory with Village staff for accuracy of active and inactive assets
- Estimated age of assets; age estimates provided by Village staff
- Recommended annual operating reserves
- Assigned a recommended replacement year for all assets based on class/type
- Estimated replacement costs are based on the U.S. Department of Labor (DOL), NYS Office of General Services (OGS), engineering/professional judgment, informal vendor estimates, etc.

2.2 ELECTRONIC ASSET INVENTORY

The information gathered during the research and data acquisition step was utilized to update the electronic asset inventory (Appendices B and C). The Asset Inventory includes critical information on the Village's DPW assets that is necessary for capital and reserve planning. In addition to the asset's condition, make, model, and serial number, the inventory includes:

- Estimated age or actual age of assets
- Estimated useful life based on professional judgement
- Replacement cost estimates
- Current condition of the asset

The useful asset life of equipment is a planning metric used to estimate the approximate time when an asset should be considered for replacement. The actual replacement schedule of assets should consider several factors including the operating environment of the asset, the frequency of use/hours of operation of the asset, and the maintenance/inspection records and history of the asset. For example, a pump that is installed in a corrosive environment and runs continuously will require replacement sooner than the same pump that is installed in a clean and dry environment and is used primarily for back-up.

For some assets, the useful life may be extended by rebuilding the equipment. Repairing an asset may be significantly less expensive than replacing and may provide many more years of reliable operation. The decision to repair or replace an asset should consider several factors including the maintenance/operating history of the asset, availability of parts and/or technicians for repair, and a cost comparison of replacement versus repairing.

Estimated replacement costs in Appendix B are adjusted for inflation based on the most recently available Consumer Price Index (CPI) data from the U.S. Department of Labor. The cumulative rate of inflation (ROI) from the previous AMP update (2011) and present day (2024) is approximately 39%. These estimated costs are based only this available market data; actual costs for asset replacement may vary based on supply and demand, supply chain, etc.

2.3 VILLAGE DPW ASSETS

The Village DPW assets are separated into five subcategories by location: Joint DPW Garage, Bald Rock¹, Sand and Salt Storage, Riverside Rotary Park, and Mary Street Docks. There are 137 assets distributed among these five locations, however the majority of DPW assets are located at the Joint DPW Garage. Select photos of these assets are shown in Appendix A, and a detailed Asset Inventory which includes useful life, replacement costs, etc. for each asset is included in Appendix B. Table 1 below summarizes the number of DPW assets in each class category. Three (3) new asset classes were added for clarity: Landscape, Utility Task Vehicle (UTV), and UTV Accessory. The Landscape class captures various landscaping tools (weed eaters, blowers, trimmers, etc.) to reduce the amount of assets listed as 'Other'. The UTV and UTV Accessory classes were added to differentiate UTVs and accessories from Light Duty Vehicles/accessories (i.e. pickup trucks).

Count	Type	Class
2	Equipment	Compactor
1	Equipment	Computer
2	Equipment	Generator
2	Equipment	Jetter
3	Equipment	Mower
8	Equipment	Mower Accessory
10	Equipment	Landscape
9	Equipment	Saw
3	Equipment	Trailer
8	Equipment	Vehicle, Heavy Duty
7	Equipment	Vehicle, Light Duty
1	Equipment	UTV
3	Equipment	UTV Accessory
23	Equipment	Truck Accessory
14	Equipment	Dock
12	Equipment	Lights

¹ Bald Rock refers to the former site of the Village’s landfill off of Bald Rock Road.

Count	Type	Class
2	Equipment	Pump
1	Equipment	Wetwell
1	Equipment	Water Heater
2	Structure	Building
23	Equipment	Other

Table 2 – DPW Asset Classes

2.4 VILLAGE MUNICIPAL BUILDING ASSETS

The Village Municipal Building contains 21 major assets distributed among 10 different classes; 9 'equipment' classes and 1 'structure' class. Table 2 shows the number of assets in each class category. All of the computers were replaced in 2022 according to Village staff.

Count	Type	Class
1	Equipment	Boiler
1	Equipment	Automatic Transfer Switch (ATS)
1	Equipment	Generator
1	Equipment	Electrical Service/Panel
2	Equipment	Pump
2	Equipment	Motor
2	Equipment	Water Heater
9	Equipment	Computer
1	Equipment	HVAC
1	Structure	Building

Table 3 – Municipal Bldg. Asset Classes

2.5 GIS DATA UPDATE: SIDEWALKS, ROADS, AND CURBS

As management service provider for the Village’s water and wastewater operations, the Authority provides the Village with complimentary Geographic Information System (GIS) hosting services. These services constitute access to the Authority’s web-based Internet Mapping Application (IMA). The IMA allows the Village to view/print maps and query aerial imagery, county parcel data, and water/wastewater infrastructure (manholes, valves, lines, hydrants, etc.). As part of this AMP, the Village requested an update to the quantitative ranking of sidewalks, curbs, and paved roads based on DPW repairs since 2011. Updates to the sidewalk, curb, and road conditions are based on data collected from DPW staff and are ranked by Good, Fair, and Poor.

GIS maps with updated condition rankings of curbs, sidewalks, and roads in the Village are shown in Appendix C. IMA login instructions are included in Appendix E.

2.6 CAPITAL IMPROVEMENT HISTORY

The Village has completed multiple planned capital improvements to advance operations and to benefit public interaction. Table 3 provides a brief summary of the major construction projects undertaken by the Village.

Village of Clayton MAJOR CONSTRUCTION PROJECTS SUMMARY			
Project	Year	Cost	Additional Information
Historic District Project	2018	\$5.0M	All utilities now underground
REDI Infrastructure Improvements	2021	\$6.27M	Riverwalk, Mary St Dock, Veterans Monument Wave Attenuator, and Frink Park
FEMA Shoreline Stabilization	2021	\$1.6M	Repairs to Veterans Monument

Table 3 – Major Capital Improvements

2.7 FINANCIAL SUMMARY

To properly manage the Village DPW Assets it is crucial to understand the current financial status of the General Fund. This includes current and future debt payments, existing fund balance, and existing reserve funds. The current budget information is from the Village of Clayton Budget for 2023-2024, included in Appendix D.

2.7.1 GENERAL FUND

During FYE2022, the general fund made annual debt payments, with interest, in the amount of \$360,085. A brief summary of the debt attributed to this fund is summarized in Table 4 as per the FYE2022 AUD. It should be noted that in FYE2024 the long term financing for the Historic District project was closed at a rate of 3.5% for 30 years with a \$2.5 million balance. The REDI Dock Project is expected to be complete in FYE2025 with an anticipated loan balance of approximately \$1.0 million pending final project cost.

The general fund currently does not have funds appropriated for Capital Reserves. At the completion of FYE2022 the Unassigned and Appropriated fund balances were \$1,257,419 and \$0, respectively. The value in the Appropriated fund balance represents funds that should be available for the Village to undertake emergency repairs and smaller, general operations improvements, where approved. The historical trend for these funds have

been provided below in Figure 1. The Village has successfully increased their Unassigned Fund Balance from \$107,804 in FYE19 to \$1,257,419 in FYE22 due to decisions made by the Village Board to cut costs and build this balance. During the same time period the value of the Capital Reserve decreased from \$115,190 to \$0. Now that the Village has established a sufficient fund balance the Village should consider to begin funding the Capital Reserve account once again. The Authority has provided recommendations for future Capital Reserve planning Section 3.2.

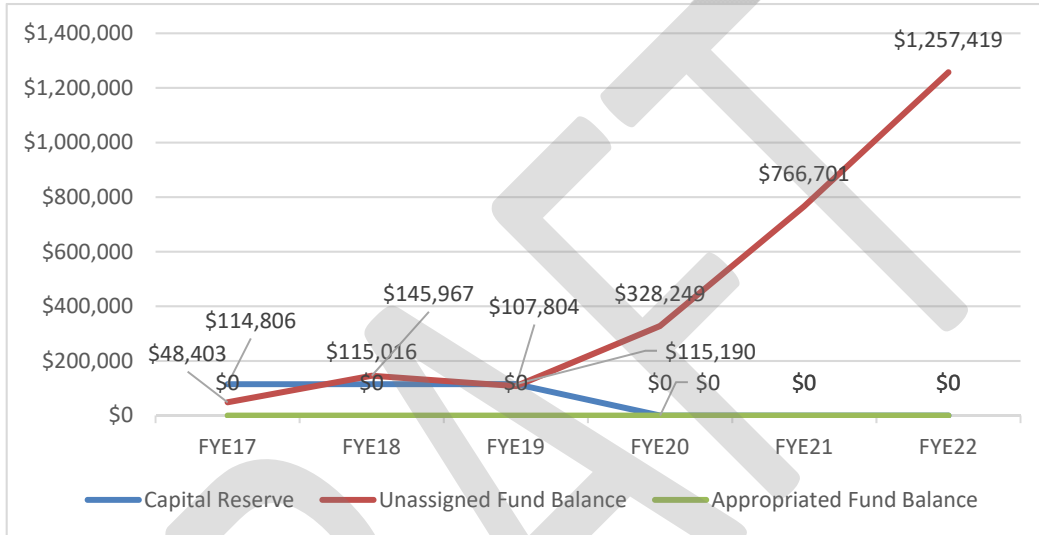


Figure 1 – General Fund Historical Balance

Project	First Year	Int. Rate	Annual Principal	Annual Interest	Total Payment	Debt Balance	Pay Off Date
Riverwalk III	2020	1.50%	\$55,000	\$4,790.22	\$59,790.22	\$535,000	2031
Office, Dock, Park, Lot	2020	2.125%	\$125,000	\$6,786.15	\$131,786.15	\$210,000	2025
0218 Intl Plow Truck	2018	3.22%	\$33,963	\$1,094	\$35,057	\$-	2021
Historic District/FEMA	2022	0.60%	\$-	\$3,434.93	\$3,434.93	\$5,990,000	2022
Historic District	2019	2.00%	\$4,925,000*	\$11,449.75	\$11,449.75	\$-	2020
REDI-Dock Upgrades	2022	1.50%	\$-	\$8,587.32	\$8,587.32	\$2,000,000	2022
TI Docks (I) & Straw/Brooks	2010	3.125%	\$100,000	\$9,979.63	\$109,979.63	\$-	2022
Total			\$313,963	\$46,122	\$360,085	\$8,735,000	

Table 4 – General Fund Outstanding Debt

3 RECOMMENDATIONS

During the process of updated the AMP, several observations were made regarding the operation and management of the Village's facilities. These observations and recommendations are provided with the intent that they may help the Board with Future capital planning, budgeting, and rate setting processes.

3.1 PREVENTIVE MAINTENANCE

The Village should consider instituting a Preventive Maintenance (PM) utilizing a Computerized Maintenance Management System (CMMS) program similar to the one utilized by the Water and Sewer Department. This program will allow Village staff to log and track regular and routine maintenance of equipment and other assets which keeps them running and helps to prevent costly unplanned downtime. Some recommended PM's to be included in this plan are below. Village staff currently completes these but there is no one centralized location to document all the information.

- Backup Generators
Backup generators should be inspected annually with services performed by an independent, qualified vendor. Fluid levels should be check bi-weekly.
- Pumps
Pumps should be inspected monthly for leaks and each pump runtime logged for tracking purposes.
- Vehicles
Heavy duty and light duty vehicles should be routinely maintained; oil and filters changed within 3 months, tires and brakes assessed every 6 months. Heavy duty vehicles with hydraulic mechanisms should have those hydraulic units and fluids inspected yearly by a qualified vendor.
- Docks
Floating docks should be thoroughly inspected during seasonal removal and before each seasonal installation. Floating docks should be assessed for damage that could have occurred during install/removal or while in storage.
Permanent dock structures should be inspected annually by a qualified professional for assessment of concrete (large cracks or spalling) and wave attenuator conditions. The docks located at the Veterans Memorial Monument require that a certified inspector

complete an annual inspection to ensure proper maintenance is completed. Gangways should be inspected twice per year for damage at each seasonal install and removal.

3.2 RECOMMENDED ANNUAL OPERATING RESERVE

As noted in Section 2 the Village has been able to increase its fund balance over the last 5 years to place the Village in a better financial situation long term. With the increased fund balance, the Village has the opportunity to be establishing reserves for future asset replacements. The Authority estimated annual operating reserves for the Village’s DPW assets by dividing asset replacement cost by useful life in years. Overall, the Village DPW should budget approximately \$85,000 annually to replace and/or maintain these assets as they reach the end of their useful life. This amount assumes no financing and does not include replacement of road pavement, sidewalks, curbs, road signs, or maintenance of trees.

Facility/Location	Recommended Annual Operating Reserve
Joint DPW Garage	\$50,000
Bald Rock	\$2,500
Sand and Salt Storage	\$2,500
Riverside Rotary Park	\$15,000
Mary Street Docks	\$15,000
TOTAL	\$85,000

Table 5 – Recommended Annual Reserve Funds

3.3 RECOMMENDED CAPITAL IMPROVEMENTS

Although detailed capital planning for the general fund is beyond the scope of this document the Authority was able to make several observations about the current Village assets and provide recommended capital improvement projects.

3.3.1 VEHICLE REPLACEMENT

The Village currently has two (2) light duty and two (2) heavy duty vehicles that are beyond their useful life of 100,000 miles or 15 and 20 years, respectively; see Appendix B. The replacement of these vehicles has an estimated value of just over \$200,000 and would be considered a capital investment that may require outside financing. To limit the financial impacts from these purchases the Village should consider if leasing of vehicles (especially light duty trucks) would suit the needs of DPW Staff as they generally travel

short distances. This would allow for newer vehicles to be utilized by staff with less overall maintenance.

3.3.2 MUNICIPAL BUILDING UPGRADES

While the Municipal Building is not a direct asset of the DPW the repair and maintenance of the facility is the responsibility of the DPW Staff. Several deficiencies have been noted by Village staff related to the roofing, heating, ventilation, and plumbing. It is recommended that the Village hire an Architectural and/or Engineering firm to complete an evaluation of the facility and provide recommended improvements. The results of this evaluation could be utilized to solicit grant funding for a portion of the noted improvements. The estimated cost for the Preliminary Engineering Report is \$25,000.

4 CONCLUSIONS

In addition to heavy machinery usage and maintenance, the Village DPW is responsible for managing other assets including the Riverside docks, Mary St docks, and various other general assets. The total estimated replacement value of the DPW assets is approximately \$3.5M. Not only are these assets critical to the mission of the DPW, they are necessary to maintain Clayton's public areas for citizens and visitors. Through Asset Management Planning, the Village can develop ongoing processes that will help the Board effectively maintain these assets in a way that will be affordable and provide reliable services to its stakeholders.

POLICE DEPARTMENT ACTIVITY REPORT
05/10/24 TO 05/23/24
CRIMINAL INVESTIGATIONS

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
FRAUD	1	INVESTIGATED.
AGG. HARASSMENT	1	INVESTIGATED.
CRIM. MISCHIEF	1	INVESTIGATED

NON – CRIMINAL CASES

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
DOMESTIC DISPUTE	1	INVESTIGATED
SUSPICIOUS PERSON	2	INVESTIGATED

VEHICLE AND TRAFFIC CASES

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
M.V.A. (PROPERTY DMG.)	1	INVESTIGATED
CORRECTION SLIPS	2	INVESTIGATED
ASSIST MOTORIST	2	N/A

OTHER POLICE ACTIVITIES

<u>OFFENSE</u>	<u>#</u>
MISC CALLS FOR POLICE SERVICES	6
ASSIST OTHER AGENCY	2

DPW ACTIVITY REPORT FOR 5/28/24

STREETS:

1. We have begun painting crosswalks and parking spots on our streets in the Village. We are almost done with the white and will begin painting yellow along the curbs of NO PARKING areas and hydrants next week.
2. We set out the digital speed sign on James St. for the Police Department.
3. Backfilled and tamped the ditch line on Cartier Ave. for the new sewer lateral that we installed.
4. Installed and painted parking meter posts on Webb St., James St. and Riverside Dr. Pat has since installed meters on them.
5. Arborcare Tree Service removed 2 failing trees in the Village's right of way. A dead white oak at 177 Bartlett Pt. Rd. and a Maple at 623 John St. that had a large hole in it from woodpeckers.



6. We have installed the flags on the utility poles and light poles along Webb St., James St. and Riverside Dr.
7. Spread gravel on the dead end of Brooks Drive where there was some pot holes caused by run-off and plowing.
8. Mowed and trimmed along the French Creek Bridge to make it look better for the Memorial Day weekend.
9. Picked up a couple of brush piles in the Village before the holiday weekend.

PARKS:

1. Mowing and trimming continues.
2. We are currently in the process of repairing the paver blocks in Wood Park where they have heaved.
3. Turned the water on to the bathrooms at the Lion's Field.

SEWERS:

1. Tapped the sewer main and installed a sewer lateral for the new double-wide on the corner of Cartier Ave. and State St.

EQUIPMENT:

1. Removed old broken brackets to the screen on the street sweeper. Fabricated new ones and installed.
2. Northern Fire Equipment was here and inspected all of our fire extinguishers for our buildings, docks and vehicles.

WATER:

1. Top-soiled and seeded at 120 Dulles Ln. where we replaced the rod and curb-box
2. Top-soiled and seeded at Island View Village where we repaired a leaking curb-stop.

DOCKS:

1. The Rotary Park docks and Mary St. dock are now open for the season and staffed.
2. We adjusted the chains on the Rotary Park docks.
3. The mooring buoys have been placed in French Bay for the season.

BUILDINGS:

1. Laid out and painted new parking spaces at the Municipal Building where we paved last fall.
2. Top-soiled and seeded at the Library where we replaced the sewer line this spring.

Respectfully submitted,

Terry Jones, DPW Superintendent



Dulles State Office Building
317 Washington Street, Suite 414
Watertown, New York 13601
Telephone (315) 661-3200
TDD (800) 662-1220 • danc.org

May 28, 2024

RE: Village of Clayton
Water and Wastewater Control Facilities Management Services
April 2024, Monthly Status Report
SPDES Permit No. NY-0027545, PWS No. NY-2202335

Dear Mayor Hyde,

Services performed for the month of April are detailed below for Board review. I hope that you find the information useful and welcome suggestions to make this report more useful for the Board going forward.

1) MANAGEMENT SERVICES – WASTEWATER TREATMENT PLANT (WWTP)

a) General

- During the month of April, 53 Work Orders (WO's) were completed at the WWTP. A completed list of WO's can be found in section 1, part d of this report.
- During the month of April, Authority Personnel met with Mr. Powers from Barton & Loguidice and Rural Development at the WWTP to walk through completed capital project. The project has now been closed.

b) Operations

- Table 1 shows the monthly WWTP influent and effluent loadings as compared to the SPDES required limits. The WWTP reported a Biochemical Oxygen Demand (BOD) removal efficiency of 95.9% and a Total Suspended Solids (TSS) removal efficiency of 99.4%. This information and supporting documentation are attached in the Discharge Monitoring Report (DMR) and Operations Report contained within Attachment No. 1.

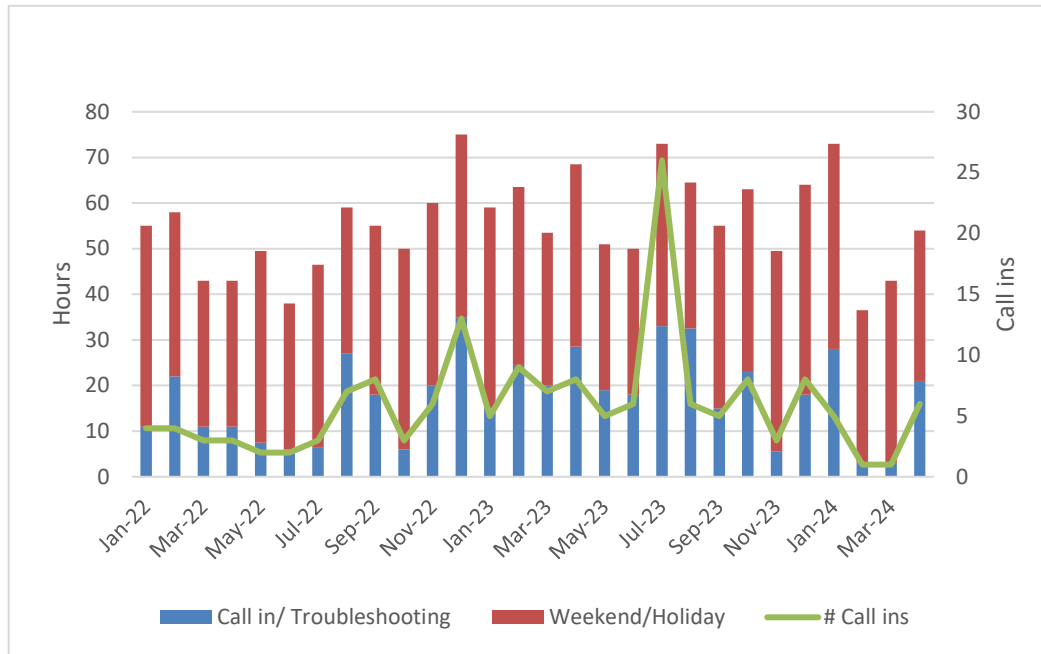
Table 1 – Monthly Wastewater Flows & Loading

	FLOW (MGD)	BOD (lb/day)	TSS (lb/day)
Average Monthly Influent	0.631	1025	1224
Outfall 001 Monthly Average Effluent Results	0.618	42	7.1
Outfall 001 SPDES Permit Monthly Average Effluent Limits	2.0	500	500

- In the month of April, the WWTP had no State Pollutant Discharge Elimination System (SPDES) permit violations.
- Historical WWTP flows and loadings are detailed on the attached historical trends for the month of April and are contained within Attachment No. 2. Trends within this attachment include water/wastewater flows, major pump station flows, WTP chlorine residuals, overflow times, phosphorus levels, and electrical usage.
- In the month of April, no sludge was hauled to the Carthage/West Carthage Water Pollution Control Facility.
- In the month of April, 28,720 kilowatt hours (kWh) of electricity was utilized by the WWTP, 10,491 kWh of electricity was utilized by lift stations within the Village, and 5,250 kWh of electricity was utilized by lift stations outside the Village.
- UV reactor #1 and #2 intensity was reading 99% throughout the month of April. Both UV reactors were utilized in parallel for the month due to rain as UV intensity remained effective at keeping fecal coliform colonies below max contaminant levels throughout April.
- In the month of April, 270 gallons of sodium hypochlorite was utilized to minimize hydrogen sulfide gas at LS-1A pump station.
- For the month of April, the WWTP utilized 93 gallons of SternPac to aid in phosphorus removal from plant effluent wastewater. Phosphorus limits of less than 1.0 mg/L will be required for our weekly samples beginning September 2024. The monthly average for this past April was 0.984 mg/L. Historical trends may be reviewed within Attachment No. 2.

c) **Personnel**

- There was 22 hours of overtime (OT) in April associated with the operation of the WWTP for weekend/holiday coverage and 15 hours of OT for alarm call-ins. There was 11 hours of OT associated with the operation of the Water Treatment Plant (WTP) for weekend/holiday coverage and 6 hours of OT for alarm call-ins. See Figure below of 2022-2024 OT trending.



- 4/3-4/4, Operator was called in 3 times to monitor WWTP due to high rains. Blowers tripped off from high pressure and high wetwell alarms summoned on duty operator to site. The WWTP and pump stations were able to handle 1.55 inches of rain that fell throughout the day.
- 4/11-4/12, Operator was called in 2 times to monitor WWTP due to high rains. High wetwell alarms summoned on duty operator to site. The water standpipe had also lost its communication signal with the water plant. The WWTP and pump stations were able to handle the 2.07 inches of rain that fell throughout 4/11 and 4/12. The level controller at the water standpipe is also scheduled to be replaced as it has surpassed its shelf life. \$1,400 will provide the parts and service necessary for Aqualogics to complete replacement.
- 4/24, Operator worked overtime at WTP Chlorine Contact tank during evening hours to bring tank back online following disinfection protocols after tank interior was serviced by Statewide Aquastore.

d) Maintenance

Maintenance activities completed this period are presented below. Unless otherwise noted, the maintenance tasks were completed by Village Water and Sewer Staff.

New Repairs/Breakdowns

- ENI Mechanical was called after one of the two boilers kept tripping out in advanced treatment building due to high temperature. Fortunately the boiler had one month of warranty remaining and the boiler was fixed at no cost to the village.
- Wayne Garage Door Co serviced both overhead doors at the WWTP after birds had built nests inside lift motors. Operators had removed nests but lost door open/close alignment in the process. Wayne Garage Doors Co was brought in to calibrate lift motors and bird deterrents were placed in garage to prevent from future occurrences.

WOs completed in month of April

- Weekly pH Probe Calibrations
- Weekly Lift Station Rounds
- Weekly WWTP PM
- Weekly Sludge Microscope Analysis
- Weekly SPDES Sampling
- Weekly E. Union Street Lift Station Rounds
- Weekly WWTP Blower PM
- Weekly Exercise of Emergency Generators
- Weekly Exercise of Diversion Vault Screw Brush
- Monthly Lab Results Verification
- Monthly Gas Detection Calibration
- Monthly First Aid Inventory
- Monthly Fire Extinguisher Inspections
- Monthly Crane and Hoist Inspection at Riverside Drive
- Monthly PM of Lift Stations
- Monthly E. Union St. Lift Station PM
- Monthly CHH Lift Station PM
- Monthly WWTP PM
- Monthly Effluent Lift Well Cleaning
- Monthly Alarm Testing
- Monthly Aluminum Sample
- Monthly WWTP TKN & Ammonia Sampling
- Monthly Low Level Mercury Testing
- Monthly Operations Report & DMR
- Monthly Maintenance on Bar Screen, Routine Grease and Oil
- Monthly Maintenance on SBR Decanters
- Monthly Filter/UV Switch in Advanced Treatment Building

- Monthly UV Reactor Antifreeze Level Check/Refill
- Monthly Stilling Well Cleaning
- Quarterly Service Rain Gauge Station
- Biannually Open/Close Cedar Point Pump Station and Communications
- Biannually Increase/Decrease sodium hypo chemical pump at LS1A
- Annual LOTO review
- Corrective Action- Repair Overhead Door Alignment
- Corrective Action- Replace bathroom door handle

e) Wastewater Capital Improvement Project

- The Wastewater Treatment Plant and Collection system improvement project total funds spent to date, including administrative and technical costs, are \$8,724,674.77 versus a current budget of \$8,830,000.00. Final payment applications have been received and we are now entering project final closing.
- WWTP and Collection System Improvement Resiliency and Economic Initiative (REDI) Upgrades total funds spent to date, including technical costs, are \$2,448,842.79 versus a current budget of \$2,500,000.00. Work associated with this project will be completed as part of Contract 1A, 1B, and 1C under the WWTP project.

2) MANAGEMENT SERVICES – WATER TREATMENT PLANT (WTP)

a) General

- During the month of April, 30 work orders were completed. A completed list of WOs can be found in section 2, part C of this report.
- During the month of April, there were no resident complaints in accordance with New York State Department of Health (NYSDOH) permit limits and water quality.
- During the month of April, Authority personnel completed the Annual Drinking Water Quality Report (AWQR) and distributed to the village clerk. This report, as required by New York State Department of Health (NYSDOH), has been made available to the public through the village's website. The AWQR is also attached in Attachment No. 4.

b) Operations

- In April, the WTP produced 3,636,000 gallons of water for a monthly average of 121,000 gallons per day of treated water. Table 2 shows the monthly water system flows, chlorine residual, and turbidity as compared to the New York State regulatory limits. This information and supporting documentation are detailed in the monthly NYSDOH Report. A copy of this report is contained within Attachment No. 3.

Table 2 – Monthly Water Flows & Monitoring Samples

	FLOW (1,000 gallons/day)	Entry Point Chlorine Residual (mg/L)	Distribution Turbidity (NTU)	Distribution System Chlorine Residual (mg/L)
Monthly Average	121	1.9	0.19	1.2
Regulatory Limit	440	4.0	5.0	4.0

- In the month of April, 13,840 kWh of electricity was utilized by the WTP, the Low Lift Pump House utilized 1,806 kWh, and the Standpipe utilized 488 kWh.
- In the month of April, 97 pounds of chlorine gas was utilized for disinfection of drinking water.
- In the month of April, 595 pounds of Diatomaceous Earth (DE) was used in production of finished water.

c) Maintenance

- Maintenance activities completed this period are presented below. Unless otherwise noted, the maintenance tasks were completed by Water and Sewer Staff.

New Repairs/Breakdowns

- Statewide Aquastore has now completed the interior service of the two chlorine contact tanks located at the WTP. The cathodic protectors were replaced, interior cleaned, and hardware replaced on manways. The surface interior was found to be in excellent condition.
- The level transmitter at the standpipe had failed to transmit tank water levels to WTP. The on call operator had discovered corrosion inside the control box of the transmitter. Wires were cleaned and reconnected to return service. Aqualogics was made aware of the faulty transmitter and a replacement has been ordered. Aqualogics will replace transmitter once they receive the necessary parts. The total cost of replacement is \$1,400. The old transmitter has surpassed its shelf life and was found to be heavily corroded. The new control box Aqualogics ordered is submersible as to prevent internal corrosion.

WOs completed in month of April

- Weekly pH Probe Calibrations
- Weekly WTP PM

- Weekly Distribution Sampling
- Weekly DOH Permit Sampling
- Weekly Water Plant Inspection
- Weekly Standpipe Level Transducer Check
- Monthly SPDES Permit Sampling
- Monthly Chlorine System Inspection
- Monthly First Aid Inventory
- Monthly Fire Extinguisher Inspections
- Monthly Alarm Testing
- Monthly Laboratory Equipment Calibrations
- Monthly Spill Prevention Inspections
- Monthly Fire Extinguisher Inspection
- Monthly WTP Maintenance
- Monthly Cranes and Hoists Inspections at WTP and Low Lift Station
- Monthly Gas Detection System Inspections
- Monthly First Aid Inventory
- Monthly DOH Report
- Monthly Total Coliform Sampling
- Monthly Pallet Jack Inspection
- Biannually install/take down Auto flusher on standpipe
- Annual Water Quality Report
- Annual leak detection service

d) WATER/GENERAL FUND CAPITAL IMPROVEMENT PROJECTS

- Clayton REDI Improvements Project total funds spent to date, including technical costs, are \$5,982,130.75 versus a current budget of \$6,522,800.00. Awaiting updated Grant Disbursement Agreement from DASNY in order to sign change orders.

Should you have any questions regarding this report, please do not hesitate to contact me at (315) 686-5552 ext. 3.

Sincerely,

Jeff Mosher
Water Quality Supervisor Trainee

Attachments:

- 1) NYS DEC DMR and Operations Report
- 2) Historical Trends
- 3) DOH Report
- 4) Annual Water Quality Report

cc: Rob Riddoch, Trustee
Bob McDowell, Trustee
Rob Wierzba, Trustee
Mike Kinney, Trustee
Joanne Lenhard-Boye, Village Clerk
Terry Jones, Village DPW
Paula Jacobs, NYSDEC
Michael Tracy, NYSDOH

There was a Regular meeting of the Board of Trustees of the Village of Clayton on Monday May 13th, 2024, at 5:00 p.m.

PRESENT:

Nancy L. Hyde, Mayor
Robert McDowell, Deputy Mayor
Robert Riddoch, Trustee
Robert Wierzba, Trustee
Michael Kinnie, Trustee (appointed)
Joanne Lenhard-Boye, Village Clerk
Terry Jones, DPW Superintendent

Pledge of Allegiance/Call to Order:

Mayor Hyde led the Pledge of Allegiance and opened the Regular meeting at 5:00 p.m.

Mayor – Appointed Michael Kinnie as Trustee to fill former Trustee Heberling’s position. Village Clerk had Michael Swear in and sign oath book.

VISITOR:

John Condino – Barton & Loguidice

1. SEQR – Additional Wave Attenuator – John discussed the SEQR with the Board and after discussions between the Board.

MOTION made by Trustee Riddoch to approve the SEQR with a Type 1 Action, Trustee Wierzba seconded, all in favor motion carried.

2. Resolution 2024-12- John presented Resolution 2024-12 declaring the intent of the Village of Clayton Village Board to act as lead agency.

Proposed Action: Village of Clayton REDI Funded Infrastructure Improvements Project – Wave Attenuator Extension at Veterans Memorial Monument (Project)

RESOLUTION DECLARING THE INTENT OF THE VILLAGE OF CLAYTON VILLAGE BOARD TO ACT AS LEAD AGENCY

WHEREAS, the Village of Clayton (Village) is proposing the Village of Clayton REDI Funded Infrastructure Improvements Project (Project), located in the Village of Clayton, Jefferson County, New York; and

WHEREAS, the Project has been classified as a “Type I Action” as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.4; and

WHEREAS, it is the intent of the Village of Clayton Village Board to assume the role of “Lead Agency” for purposes of conducting a SEQRA/SERP assessment of the Project; and

WHEREAS, Part I of a Full Environmental Assessment Form (FEAF) has been completed, reviewed by the Village of Clayton Village Board, and will be circulated to all Interested and

Involved Agencies for purposes of establishing the Village of Clayton Village Board as “Lead Agency” in accordance with 6 NYCRR Part 617.6(b).

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED, that the Mayor of the Village of Clayton hereby is authorized to sign Part I of the FEAf (page 13); and it is further

RESOLVED AND DETERMINED, that the Village of Clayton will send said Part I of the FEAf and associated site figure to the attached list of “Interested and Involved Agencies” under cover of a “Notice of Intent to Establish Lead Agency” letter for purposes of establishing Lead Agency status under the SEQRA/SERP; and it is further

RESOLVED, that the Mayor of the Village of Clayton and the Village Board, together with the Village of Clayton Attorney and B&L, are hereby authorized to take all actions, serve all notices, and complete all documents required to give full force and effect to this determination.

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

	Yes	No
Nancy Hyde, Mayor	<u> x </u>	<u> </u>
Robert McDowell, Trustee/Deputy Mayor	<u> x </u>	<u> </u>
Robert Wierzba, Trustee	<u> x </u>	<u> </u>
Robert Riddoch, Trustee	<u> x </u>	<u> </u>
Michael Kinnie, Trustee	<u> x </u>	<u> </u>

The foregoing resolution was thereupon declared duly adopted.

3. Change Order #2 for Bath House – John discussed change order #2 with the Board. This change order was an addition to a modified work scope for the renovations at the Rotary Park Bathroom Roof Replacement Project. The original contract amount was \$298,000.00. The revised total project cost is now \$150,606.83

MOTION was made by Trustee Wierzba to approve change order #2, Trustee Riddoch seconded, all in favor motion carried.

David Powers – Barton & Loguidice

1. SEQR – Water Main Project - David discussed the SEQR for the Water Main Project.

MOTION was made by Trustee Riddoch to approve the SEQR amendment still remaining as a Type 1 Action, Trustee Wierzba seconded, all in favor motion carried.

2. Resolution 2024-11 – David presented the resolution to the Board, regarding the state Environmental Quality Review Act Process Amendment for the Village of Clayton Water Main and Intake Replacement Project. This was approved with a roll call vote.

RESOLUTION 2024-11

RESOLUTION REGARDING THE STATE ENVIRONMENTAL QUALITY REVIEW ACT PROCESS AMENDMENT FOR THE VILLAGE OF CLAYTON WATER MAIN AND INTAKE REPLACEMENT PROJECT

WHEREAS, the Village of Clayton (Village) is proposing the Village of Clayton Water Main and Intake Replacement Project (Project); and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (“SEQRA”) and the implementing regulations at 6NYCRR Part 617 (the “Regulations”), the Village desires to comply with SEQRA and the Regulations with respect to the Project; and

WHEREAS, pursuant to the State Environmental Quality Review Act (“SEQRA”) and the implementing regulations at 6 NYCRR Part 617, the Village of Clayton previously completed the SEQRA process and passed a Negative Declaration for the proposed Project on August 22, 2022 (Resolution No. 2022-13);

WHEREAS, the Village amended their original SEQRA documents to include replacement of approximately 285 LF of 8” water main on Mary Street; replacement of approximately 1,000 LF of 8” water main on John Street; and adjustment of approximately 1,125 LF of water main on another segment of John Street from 6” main to 8” main;

WHEREAS, pursuant to the SEQRA Regulations, the Village of Clayton Village Board, as Lead Agency, considered the significance of the potential environmental impacts of the amended Project by (a) using the criteria specified in Section 617.7 of the SEQRA Regulations, (b) examining the amended FEAF for the Project, including the facts and conclusions in Parts 1, 2 and 3 of the FEAF and Part 3 Evaluation Document, together with other available supporting information, to identify the relevant areas of environmental concern, and (c) thoroughly analyzing the identified areas of environmental concern:

NOW, THEREFORE, BE IT RESOLVED, that the Village of Clayton Village Board amended Parts 1, 2, and 3 of the FEAF for the Project and that the overall project scope, intent, and location has not changed; and it is further

RESOLVED, that the Village of Clayton Village Board has completed a review of the amended SEQRA FEAF documents and confirms that the project remains a Type I Action and has been reconfirmed through this resolution to not have any significant adverse impacts on the environment, as provided in the amended FEAF documents attached hereto and hereby made a part thereof; and it is further

RESOLVED, that the Mayor of the Village of Clayton is hereby authorized to take all actions, serve all notices, and complete all documents in order to give full force and effect to this amended SEQRA process; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

	Yes	No
Nancy Hyde, Mayor	<u> x </u>	_____
Robert McDowell, Trustee/Deputy Mayor	<u> x </u>	_____
Robert Wierzba, Trustee	<u> x </u>	_____
Robert Riddoch, Trustee	<u> x </u>	_____
Michael Kinnie, Trustee		_____

The foregoing resolution was thereupon declared duly adopted.

POLICE REPORT:

Kevin Patenaude, Chief of Police

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

DPW REPORT:

Terry Jones, DPW Supervisor

1. Activity Report – was given to the Board. This report is filed at the Village Clerk’s Office.

CONSENT AGENDA:

1. DRAFT Meeting Minutes April 08 th , 2024	
2. Payroll (P/R #23) 03/28/2024 to 04/10/2024	\$ 36,915.06
3. Payroll (P/R #24) 04/11/2024 to 04/24/2024	\$ 36,037.00
4. Teamsters Health & Hospital May	\$ 17,567.22
5. Prepay Abstract – 04/24/2024	\$ 19,314.02
6. Abstract -05/13/2024	
General Fund	\$ 59,855.06
Water Fund	\$ 20,777.77
Sewer Fund	\$ 18,859.75
Total	\$ 99,492.58

MOTION was made by Deputy Mayor McDowell to approve consent agenda items #1-6; Trustee Riddoch seconded all in favor motion carried.

7. **Capital Project Abstract 05/13/2024** **\$ 54,904.36**

MOTION was made by Deputy Mayor McDowell to approve Capital Project agenda item #7; Trustee Wierzba seconded all in favor motion carried.

OLD BUSINESS:

1. Dock Fees 2024 – The board discussed the dock fees for 2024 fees and these will be inserted into the minutes for future reference. The changes were:

Seasonal (Commercial) from \$200.00 to \$350.00

(added) Annual Boating Events \$ 1,000.00 (Per Board determination)

(added) **FREE INDIVIDUAL SEASONAL RAMP PASS FOR VILLAGE TAXPAYERS**

****MUST HAVE****

- **Copy of Village Taxes**
- **Copy of Boat Registration/MUST be in Tax owner’s name**

MOTION was made by Trustee Riddoch to approve changes made to the 2024 dock fees, Trustee Wierzba seconded, all in favor motion carried.

CLERK:

1. Joint Town/Village of Clayton Planning Board March Meeting Minutes- Clerk presented to Board

2. Tax Warrant 2024 & Notice –

MOTION made by Deputy Mayor McDowell, seconded by Trustee Wierzba, all in favor motion carried.

For the General Fund	\$1,544,420.00
For Water Relevy	\$17,431.33
For Sewer Relevy	\$23,179.08
For Sidewalk Snow Removal	\$900.00

Being for all purposes a total of \$1,585,930.41

3. Hire Seasonal Laborers - Dock Staff to begin on or after May 16th, 2024.

- Dock Masters – Paul Shortsleeve & Samuel Matt @ \$15.50/hr.

MOTION made by Deputy Mayor McDowell, seconded by Trustee Wierzba, all in favor motion carried.

• Dock Attendants- Craig Cratsenberg, Rob Farmer, Adam Bond, Bill Richardson, Ryan Calhoun & Ridge Hurley all @ \$15.00/hr.

MOTION made by Deputy Mayor McDowell, seconded by Trustee Wierzba, all in favor motion carried.

4. Flower and Parks Maintenance start date was April 15th 2024

- Heidi Szonn @ current rate of \$15.00/hr. **After June 1st, the rate increases to \$17.00/hr. per approved budget.**

MOTION made by Trustee Kinnie, seconded by Trustee Wierzba, all in favor motion carried.

- Gayle Cady @ current rate of \$15.00/hr.

MOTION made by Trustee Kinnie, seconded by Trustee Wierzba, all in favor motion carried

5. Parking Attendant – Patrick Youngs @ current rate of \$15.50/hr.

MOTION made by Deputy Mayor McDowell, seconded by Trustee Riddoch, all in favor motion carried.

6. Clerk to attend NYALGRO Conference Alexandria Bay June 9-11.

MOTION made by Deputy Mayor McDowell, seconded, by Trustee Riddoch, all in favor motion carried.

NEW BUSINESS:

1. Library Building Use Agreement 01/01/2024 to 12/31/2028

MOTION made by Trustee Kinnie, seconded by Trustee Wierzba, all in favor motion carried

2. Clayton Chamber of Commerce 2024-2025 agreement

MOTION made by Trustee Wierzba, seconded by Deputy Mayor McDowell, all in favor motion carried

3. CLDC 2024-2025 grant writings agreement

MOTION made by Deputy Mayor McDowell, seconded by Trustee Riddoch, all in favor motion carried

4. CLDC 2024-2025 local economic agreement

MOTION made by Deputy Mayor McDowell, seconded by Trustee Riddoch, all in favor motion carried

5. Appoint Ron Duford- as vice-chair of the Joint Town/Village of Clayton Planning Board

MOTION made by Deputy Mayor McDowell, seconded by Trustee Wierzba, all in favor motion

carried

6. Resolution 2024-10 – Establishing Energy Benchmarking requirements for Municipal Buildings

**CLEAR ENERGY
ESTABLISHING ENERGY BENCHMARKING REQUIREMENTS FOR
CERTAIN MUNICIPAL BUILDINGS**

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

WHEREAS, buildings are the single largest user of energy in the State of New York. The poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information the Village of Clayton is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Village of Clayton, Board of Trustees desires to use Building Energy Benchmarking - a process of measuring a building’s energy use, tracking that use over time, and comparing performance to similar buildings - to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Village of Clayton; and

WHEREAS, the Village of Clayton, Board of Trustees desires to establish procedure or guideline for the Village of Clayton’s staff to conduct such Building Energy Benchmarking; and

NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES

§1. DEFINITIONS

(A) “Benchmarking Information” shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(B) “Building Energy Benchmarking” shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.

(C) “Commissioner” shall mean the head of the Department.

(4) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the Village of Clayton that is 1,000 square feet or larger in size.

(5) “Department” shall mean the [Department selected to enforce the Benchmarking Policy].

(6) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) “Energy Performance Score” shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

(1) This policy is applicable to all Covered Municipal Buildings as defined in Section 2 of this policy.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

(1) No later than May 1, 2017, and no later than May 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than September 1, 2017 and by September 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

- (a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and
- (b) For each Covered Municipal Building individually:
 - (i) The status of compliance with the requirements of this Policy; and
 - (ii) The building address, primary use type, and gross floor area; and
 - (iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and
 - (iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

The Department shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

(1) The Commissioner or his or her designee from the Department shall be the Chief Enforcement Officer of this Policy.

(2) The Chief Enforcement Officer of this Policy may promulgate regulations necessary for the administration of the requirements of this Policy.

(3) Within thirty days after each anniversary date of the effective date of this Policy, the Chief Enforcement Officer shall submit a report to the Board of Trustees including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

The vote on the foregoing resolution was as follows:

Nancy Hyde, Mayor	yes
Robert McDowell, Deputy Mayor	yes
Robert Riddoch, Trustee	yes
Robert Wierzba, Trustee	yes
Michael Kinnie, Trustee	yes

This resolution was adopted.

7. LGSS Engagement Letter 2025

MOTION made by Trustee Wierzba, seconded by Deputy Mayor McDowell, all in favor motion carried

8. Municipal Solutions Contract 2024-2025

MOTION made by Trustee Wierzba, seconded by Deputy Mayor McDowell, all in favor motion carried

9. Board Received May 2024 Financial Reports – Cash Summary, Statement of Activity, Period to Date Actuals

MOTION made by Trustee Riddoch, seconded by Deputy Mayor McDowell, all in favor motion carried

10. Village of Clayton Sewer & Water Service Application Lisa & Timothy Thompson –

The board discussed these applications and agreed to approve with the contingency on getting the easement from neighbor.

MOTION made by Trustee Wierzba, seconded by Deputy Mayor McDowell, all in favor motion carried

11. Wooden Park Entrance - The Board approved for Ms. Dufford, a resident from the Village to speak about the wooden park entrance and putting up a fence or a deterrence from the kids running out into the road. This will be investigated by the board further and no final decision has been made.

MAYOR:

1. Antique Boat Show request letter - The board agreed to send letter to the Antique Boat Museum letting them know that the charge for the boat's being launched will be considered an "Annual Boating Event" at the price of \$1,000 to launch up to fifty boats. All Board members agreed to the Annual requests received via letter from The Antique Boat Museum for there 60th Annual Antique Boat Show & Auction on August 2-4th, 2024.

2. Anonymous note to Mayor Hyde – this was about the parking meters and free water at Rotary Park. The Board discussed this briefly and noted that not much can be done at the present time.

ADJOURNMENT:

Trustee Riddoch presented a **MOTION** to adjourn the regular meeting at 6:55p.m. Deputy Mayor McDowell seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk

There was a Special meeting of the Board of Trustees of the Village of Clayton on Monday May 20th, 2024, at 11:00 a.m.

PRESENT:

Nancy L. Hyde, Mayor
Robert McDowell, Deputy Mayor
Michael Kinnie, Trustee
Joanne Lenhard-Boye, Village Clerk

ABSENT:

Robert Wierzba, Trustee
Robert Riddoch, Trustee

Pledge of Allegiance/Call to Order:

Mayor Hyde led the Pledge of Allegiance and opened the Special meeting at 11:00 a.m.

1. Resolution 2024-14 – Resolution VOC Authorizing Home Rule Request

**VILLAGE OF CLAYTON
RESOLUTION AUTHORIZING HOME RULE REQUEST**

WHEREAS, legislation has been introduced in the New York State Senate and the New York State Assembly Authorizing the Village of Clayton to offer an optional twenty-year retirement plan to a certain police officer employed by such Village.

In the Assembly A8892
In the Senate S9300
and

WHEREAS, it is now necessary to make a Home Rule Request pursuant to the Municipal Home Rule Law;

NOW THEREFORE, BE IT RESOLVED, that this Village hereby authorizes that a Home Rule Request be made, pursuant to Section 40 of the Municipal Home Rule Law, by the Village officials and filed as required.

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

	<u>Aye</u>	<u>Nay</u>
Nancy Hyde, Mayor	x	
Robert McDowell, Deputy Mayor	x	
Robert Wierzba, Trustee	absent	
Robert Riddoch, Trustee	absent	
Michael Kinnie, Trustee	x	

The foregoing resolution was thereupon declared duly adopted

ADJOURNMENT:

Trustee Kinnie presented a **MOTION** to adjourn the regular meeting at 11:02 a.m. Deputy Mayor McDowell seconded; all in favor motion was carried.

Respectfully, Joanne Lenhard-Boye, Village Clerk

PRE-PAY

Village of Clayton
Abstract of Audited Vouchers from 5/20/2024 to 5/20/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
Voucher Type: Pre-paid								
WESTELCOM			19042					
	5/06/2024	62070		SERVICE FROM 04/06/2024-05/05/2024	AA.1325.400.000.	333.85	0031538	5/20/2024
	5/06/2024	62070		SERVICE FROM 04/06/2024-05/05/2024	AA.3120.402.000.	195.10	0031538	5/20/2024
	5/06/2024	62070		SERVICE FROM 04/06/2024-05/05/2024	AA.7140.400.000.	249.90	0031538	5/20/2024
	5/06/2024	62070		SERVICE FROM 04/06/2024-05/05/2024	AA.5110.400.000.	32.53	0031538	5/20/2024
	5/06/2024	62070		SERVICE FROM 04/06/2024-05/05/2024	GG.8130.400.000.	220.96	0031538	5/20/2024
	WESTELCOM Total					<u>1,032.34</u>		
Total for Voucher Type: Pre-paid						1,032.34		
Total:								
Pre-paid						1,032.34		
Total						1,032.34		

To the Treasurer:

I certify that the vouchers listed on this Abstract were audited by the Village Board on the listed date and allowed in the amounts shown. You are hereby authorized to pay to each of the claimants the amount opposite their name.

Department:

Total

1,032.34
1,032.34

Date

Mayor/Deputy Mayor Signature

Village of Clayton

Abstract of Audited Vouchers from 5/28/2024 to 5/28/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
Voucher Type: Regular								
ALS GROUP USA, CORP			19089					
	4/15/2024	36-58-644246-0		SAMPLES SUBMITTED 04/05/2024	GG.8130.407.000.	195.00		
	5/09/2024	36-58-646415-0		SAMPLES SUBMITTED 05/3/24	GG.8130.407.000.	195.00		
	5/15/2024	36-58-646831-0		SAMPLES SUBMITTED 05/10/24	GG.8130.407.000.	195.00		
ALS GROUP USA, CORP Total						<u>585.00</u>		
AMAZON CAPITAL SERVICES			19044					
	4/27/2024	1F6W-3JMC-C64R		(1) 3-DRAWER MOBILE FILE CABINET	AA.1620.200.000.	295.40		
	5/01/2024	1NWV-G7YC-M4RT		(1) DUAL MONITOR MOUNT	AA.1620.200.000.	71.48		
	5/10/2024	1TRD-GDHT-P3CT		(2) GLADE AIR FRESHENER 6 COUNT	AA.1325.400.000.	81.78		
	5/10/2024	1TRD-GDHT-P3CT		(2) GLADE AIR FRESHENER 6 COUNT	AA.7180.400.000.	16.45		
	5/10/2024	1TRD-GDHT-P3CT		(2) GLADE AIR FRESHENER 6 COUNT	AA.1620.400.000.	57.36		
	5/11/2024	16PH-6QHF-R471		(1) RETURN SHIPPING FEE	AA.1325.400.000.	-3.67		
	5/11/2024	1GWP-JXTY-R7CL		(1) RETURN SHIPPING FEE	AA.1325.400.000.	-2.29		
	5/11/2024	1W7K-3T1V-QQM9		(1) RETURN SHIPPING FEE	AA.1325.400.000.	-1.03		
	5/12/2024	179V-DD7V-RYK1		(2) LORELL 18" DEEP 4 DRAWER MOBILE	AA.1325.400.000.	315.77		
	5/14/2024	11JJ-194J-HV9Q		(3) BUSINESS NAME TAGS (DOCK STAFF)	AA.7180.400.000.	36.28		
	5/15/2024	1HTG-VJPT-Q7R4		(1) RETURN 3-DRAWER MOBILE CABINET	AA.1620.200.000.	-118.00		
	5/16/2024	1RLM-FN1Y-TYJT		(1) YELUN GARDEN HOSE REEL SWIVEL	GG.8120.401.000.	26.94		
	5/19/2024	1M39-FNMF-J9QQ		(1) DAN SPEED FEMALE 316 STAINLESS	GG.8120.401.000.	39.98		
	5/21/2024	1PQ9-DNHY-JYT7		(1) NEOPRENE SPONGE FOAM SHEET	AA.1325.400.000.	48.81		
AMAZON CAPITAL SERVICES Total						<u>865.26</u>		
ARBORCARE TREE SERVICE			19079					
	5/22/2024	2074		(1) TREE REMOVAL BARTLETT PT RD.	AA.5110.400.000.	2,000.00		
ARBORCARE TREE SERVICE Total						<u>2,000.00</u>		
ARCTIC GLACIER U.S.A, INC.			19062					
	5/17/2024	4299413806		(238) BAGS 5LB CUBES	AA.7180.400.000.	312.98		
ARCTIC GLACIER U.S.A, INC. Total						<u>312.98</u>		
BOND, SCHOENECK & KING, PLLC			19071					
	5/07/2024	20019939		DUSWALK V. VILLAGE OF CLAYTON	AA.1420.400.000.	68.75		
BOND, SCHOENECK & KING, PLLC Total						<u>68.75</u>		
CAZENOVIA EQUIPMENT CO INC			19054					
	5/13/2024	1596896		(4) BOLT	AA.5110.400.000.	309.57		
CAZENOVIA EQUIPMENT CO INC Total						<u>309.57</u>		
CHARTER COMMUNICATIONS			19086					
	5/14/2024	146060401051424		SERVICES FROM 05/19/24-06/18/24	FX.8320.400.000.	119.98		
CHARTER COMMUNICATIONS Total						<u>119.98</u>		
CHRISTMAN FUEL SERVICES, INC.			19088					
	5/16/2024	459391		(139.30) #2 DYED FUEL	FX.8320.400.000.	486.16		
CHRISTMAN FUEL SERVICES, INC. Total						<u>486.16</u>		
CLAYTON SAND AND GRAVEL,			19068					
	4/23/2024	4691		(10) TOPSOIL DIRT	AA.5110.400.000.	350.00		

Village of Clayton

Abstract of Audited Vouchers from 5/28/2024 to 5/28/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
	5/22/2024	4766		(5) TOPSOIL PREMIUM	AA.1620.400.000.	175.00		
<u>CLAYTON SAND AND GRAVEL Total</u>						525.00		
CLAYTON SHURFINE			19077					
	5/17/2024	03-315911		(5) CASES SPRING WATER	AA.5110.400.000.	30.95		
<u>CLAYTON SHURFINE SUPERMARKET Total</u>						30.95		
COOK BROTHERS TRUCK PARTS CO			19051					
	5/11/2024	2124272		(3) WH 08Z-48P	AA.5110.400.000.	133.68		
	5/11/2024	2124397		(2) WH 08Z-48P	AA.5110.400.000.	87.38		
	5/18/2024	2129482		(3) WH 08Z-358	AA.5110.400.000.	39.48		
	5/21/2024	2130577		(6) WH 04Z-74P	AA.5110.400.000.	104.88		
<u>COOK BROTHERS TRUCK PARTS CO Total</u>						365.42		
DEVELOPMENT AUTHORITY OF THE			19091					
	5/13/2024	329756		MGMT SERVICE AGREEMENT APRIL 2024	FX.1710.400.000.	5,958.25		
	5/13/2024	329756		MGMT SERVICE AGREEMENT APRIL 2024	GG.1710.400.000.	5,958.25		
<u>DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY</u>						11,916.50		
F W WEBB COMPANY			19098					
	5/02/2024	85518075		(4) Elbow 22-1/2 Degree 4 Inch PVC SDR35	GG.8120.401.000.	605.20		
<u>F W WEBB COMPANY Total</u>						605.20		
FIRST BANKCARD			19076					
	5/07/2024	05.2024		POSTAGE	AA.8010.400.000.	8.73		
	5/07/2024	05.2024		POSTAGE	AA.1325.400.000.	8.00		
	5/07/2024	05.2024		POSTAGE	AA.1325.400.000.	23.98		
	5/07/2024	05.2024		POSTAGE	AA.1010.400.000.	250.00		
	5/07/2024	05.2024		POSTAGE	AA.1325.400.000.	16.78		
<u>FIRST BANKCARD Total</u>						307.49		
GILCO TRUCKING			19072					
	5/08/2024	72836		TOMMY GATE PURCHASED- W/O 72677	AA.5110.200.000.	808.00		
<u>GILCO TRUCKING Total</u>						808.00		
GILLBUILT TRANSPORTATION INC			19092					
	5/01/2024	149939		27,600 GALLONS SLUDGE	GG.8189.400.000.	1,725.00		
	5/02/2024	149983		18,400 GALLONS SLUDGE	GG.8189.400.000.	1,150.00		
	5/03/2024	149985		18,400 GALLONS SLUDGE	GG.8189.400.000.	1,150.00		
<u>GILLBUILT TRANSPORTATION INC Total</u>						4,025.00		
GRAINGER			19052					
	2/26/2024	9032303225		(1) CLEANING VINEGAR 4PK	AA.1620.400.000.	15.68		
<u>GRAINGER Total</u>						15.68		
LOCAL GOVERNMENT SUPPORT			19073					
	5/01/2024	1237		BOOKKEEPING SERVICES MAY 2024	AA.1325.400.000.	1,604.16		
	5/01/2024	1237		BOOKKEEPING SERVICES MAY 2024	FX.1710.400.000.	1,604.17		
	5/01/2024	1237		BOOKKEEPING SERVICES MAY 2024	GG.1710.400.000.	1,604.17		
<u>LOCAL GOVERNMENT SUPPORT SERVICES LLC Total</u>						4,812.50		

Village of Clayton

Abstract of Audited Vouchers from 5/28/2024 to 5/28/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
MCQUADE & BANNIGAN INC			19055					
	5/13/2024	4205272		(1) KOMBI LINE ATTACH W/ AUTOCUT	AA.5110.400.000.	813.21		
<u>MCQUADE & BANNIGAN INC Total</u>						813.21		
NATIONAL GRID			19100					
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	AA.5110.400.000.	29.91		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	AA.5182.400.000.	4,614.43		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	AA.6410.400.000.	65.10		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	AA.7140.400.000.	430.70		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	AA.7180.400.000.	582.12		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	FX.8320.400.000.	2,351.44		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	FX.8340.400.000.	109.31		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	GG.8120.400.000.	2,536.78		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	GG.8121.400.000.	1,695.28		
	5/23/2024	05.2024		BILLING PERIOD 04/24/2024-05/23/2024	GG.8130.400.000.	5,132.98		
<u>NATIONAL GRID Total</u>						17,548.05		
NORTHERN COPY PRODUCTS INC			19083					
	5/16/2024	7930		QUARTER 1 2024 COPIES	AA.1325.400.000.	71.72		
	5/16/2024	7930		QUARTER 1 2024 COPIES	FX.8340.401.000.	96.00		
<u>NORTHERN COPY PRODUCTS INC Total</u>						167.72		
NYALGRO			19039					
	5/14/2024	05.2024		RECORD KEEPING CONFERENCE	AA.1325.400.000.	30.00		
<u>NYALGRO Total</u>						30.00		
THE UPS STORE			19096					
	5/09/2024	05.2024		SAMPLE SHIPPING	GG.8121.401.000.	319.39		
<u>THE UPS STORE Total</u>						319.39		
THE VICTORIAN			19059					
	5/15/2024	5763		(5.629) GALLONS GAS	AA.5110.400.000.	24.71		
	5/16/2024	6172		(20.10) GALLONS GAS	AA.5110.400.000.	87.21		
<u>THE VICTORIAN Total</u>						111.92		
TOWN OF CLAYTON			19061					
	5/09/2024	24-00115		APRIL 2024 REIMBURSEABLES	AA.5110.401.000.	2,938.73		
	5/09/2024	24-00115		APRIL 2024 REIMBURSEABLES	AA.8010.400.000.	9.50		
	5/09/2024	24-00115		APRIL 2024 REIMBURSEABLES	AA.5110.401.000.	20.73		
<u>TOWN OF CLAYTON Total</u>						2,968.96		
UNIFIRST CORPORATION			19056					
	5/10/2024	1100069974		(5) SHIRTS	AA.5110.400.000.	58.19		
	5/10/2024	1100072302		UNIFORM CLEANING 05/10/2024	AA.9189.800.000.	85.16		
	5/10/2024	1100072302		UNIFORM CLEANING 05/10/2024	FX.9089.801.000.	14.19		
	5/10/2024	1100072302		UNIFORM CLEANING 05/10/2024	GG.9089.801.000.	14.19		
	5/17/2024	1100075347		UNIFORM CLEANING 05/17/24	AA.9189.800.000.	108.39		
	5/17/2024	1100075347		UNIFORM CLEANING 05/17/24	FX.9089.801.000.	18.07		
	5/17/2024	1100075347		UNIFORM CLEANING 05/17/24	GG.9089.801.000.	18.06		
	5/24/2024	1100077215		UNIFORM CLEANING 05/24/24	AA.9189.800.000.	98.58		
	5/24/2024	1100077215		UNIFORM CLEANING 05/24/24	FX.9089.801.000.	16.43		

Village of Clayton

Abstract of Audited Vouchers from 5/28/2024 to 5/28/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
	5/24/2024	1100077215		UNIFORM CLEANING 05/24/24	GG.9089.801.000.	16.43		
<u>UNIFIRST CORPORATION Total</u>						447.69		
USABLUEBOOK			19087					
	5/17/2024	INV00369018		(1) WILKINS BFP RUBBER REPAIR KIT	GG.8120.401.000.	54.95		
<u>USABLUEBOOK Total</u>						54.95		
VERIZON WIRELESS			19075					
	5/10/2024	9963831305		SERVICE FROM 05/11/2024-06/10/2024	AA.3120.402.000.	75.98		
	5/10/2024	9963831305		SERVICE FROM 05/11/2024-06/10/2024	AA.5110.400.000.	62.44		
	5/10/2024	9963831305		SERVICE FROM 05/11/2024-06/10/2024	AA.7180.400.000.	235.23		
	5/10/2024	9963831305		SERVICE FROM 05/11/2024-06/10/2024	FX.8320.400.000.	69.57		
	5/10/2024	9963831305		SERVICE FROM 05/11/2024-06/10/2024	GG.8130.400.000.	69.57		
<u>VERIZON WIRELESS Total</u>						512.79		
WAYNE GARAGE DOOR CO			19053					
	5/02/2024	760		SERVICED AND ADJUSTED ELECTRIC	AA.1620.400.000.	90.00		
<u>WAYNE GARAGE DOOR CO Total</u>						90.00		
WHITES LUMBER INC			19082					
	5/15/2024	3433205		(1) DIABLO STEEL DEMON	GG.8120.401.000.	64.52		
	5/20/2024	3436693		(1) PLAY SAND QUIKRETE	AA.7140.400.000.	8.88		
	5/20/2024	3436787		(2) POWERPRO CARBIDE TIPPED DRILL	AA.5110.400.000.	11.38		
	5/21/2024	3437336		(7) PLAY SAND QUIKRETE	AA.7140.400.000.	62.16		
	5/21/2024	3437887		(1) MOEN ALDER CHROME ONE-HANDLE	AA.1620.400.000.	57.99		

Village of Clayton Abstract of Audited Vouchers from 5/28/2024 to 5/28/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
	5/22/2024	3438403		(1) MISC NUTS & BOLTS	AA.5110.400.000.	1.59		
<u>WHITES LUMBER INC Total</u>						206.52		
Total for Voucher Type: Regular						51,430.64		
Total:								
Regular						51,430.64		
Total						51,430.64		

To the Treasurer:

I certify that the vouchers listed on this Abstract were audited by the Village Board on the listed date and allowed in the amounts shown. You are hereby authorized to pay to each of the claimants the amount opposite their name.

Department:
Total

51,430.64
51,430.64

Date

Mayor/Deputy Mayor Signature

CAPITAL PROJECTS

Run: 5/24/2024 at 5:55 AM

Page: 1

Village of Clayton Abstract of Audited Vouchers from 5/28/2024 to 5/28/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
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Voucher Type: Regular

DEVELOPMENT AUTHORITY OF THE			19041			944.00		
5/15/2024	329815			SERVICES THRU 04/01/2024 TO 04/26/2024	HH.1440.200.032.			
5/15/2024	329830			SERVICES THRU APRIL 1ST, TO APRIL	HH.1440.200.035.	1,024.50		
DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY						1,968.50		

Total for Voucher Type: Regular

1,968.50

Total:

Regular
Total

1,968.50
1,968.50

To the Treasurer:

I certify that the vouchers listed on this Abstract were audited by the Village Board on the listed date and allowed in the amounts shown. You are hereby authorized to pay to each of the claimants the amount opposite their name.

Department:

Total

1,968.50
1,968.50

Date

Mayor/Deputy Mayor Signature



Barton & Loguidice

Memo To: Honorable Norma J. Zimmer
Mayor, Village of Clayton, NY

Date: November 8, 2023

From: Alexander S. Kerr, P.E., PTOE, RSP1
Managing Engineer

Project No.: 970.014.001

Re: Traffic Circulation/Parking Study
Village of Clayton, Jefferson County, New York

As requested by the Village of Clayton, a traffic circulation and on-street parking study has been performed to assess the existing highway network within the village as it relates to increased visitor traffic during the summer and seasonal events.

Study Objectives:

Working in coordination with the Village of Clayton, B&L has developed a traffic circulation/parking study for the Village of Clayton, NY. The limits of the study were within the Village of Clayton, north of State Street (NYS Route 12). To complete the study, B&L reviewed existing traffic data and the village street grid system. B&L examined the current regulations and locations for public parking within the study limits. B&L also reviewed trip origins/destinations within the village to better understand traffic circulation. B&L performed a site visit in the summer to observe the influx of traffic. Given the data/observations, the study objectives were to determine if any changes to the street grid system, traffic patterns or parking are needed, and if any additional signage is needed.

Existing Conditions & Background Data:

Given the high influx of visitor traffic during the summer months, B&L conducted a site visit on Friday July 28, 2023 to observe traffic volumes and assess existing conditions within the Village of Clayton during peak traffic hours (3pm-6pm). B&L staff traversed the Village's highway network using State Street (NY-12) as the southern boundary to the riverfront as the northern boundary. Friday during the summer peak hours of 3pm-6pm was representative of full load on the network. Limits of on-street and off-street parking, one-way streets, and areas of congestion were documented.

Using orthoimagery from the NYSGIS Clearinghouse, a map (attached Figure 1) was developed to lay out existing conditions of the streets and parking within the study limits. Parking regulations and locations for on-street parking and public lots within the village are identified and labeled on the attached figure. The street grid system constituting of one-way and two-way streets was also reviewed and depicted on the map.

Below is a table summarizing existing traffic patterns and parking regulations.

TABLE 1: Existing Traffic Circulation & Parking Regulations		
Street Name	Traffic Circulation	Parking Regulations
Riverside Drive	Two-way Traffic; One-way on west end	On-Street Parking
James Street	Two-way Traffic	On-Street Parking
Jane Street	Two-way Traffic	On-Street Parking between John St./Franklin St.
John Street	Two-way Traffic	On-Street Parking
Merrick Street	Two-way Traffic; One-way between John St./Franklin St.	On-Street Parking on west side
Webb Street	Two-way Traffic	No Parking
Huginin Street	One-way between James St./John St.; Two-way between John St./Webb St.	On-Street Parking on south side
Franklin Street	Two-way Traffic	On-Street Parking
Mary Street	Two-way Traffic	On-Street Parking
Union Street	Two-way Traffic	On-Street Parking on north side
Park Circle	One-way	No Parking
Alexandria Street	Two-way Traffic	On-Street Parking on east side
Theresa Street	Two-way Traffic	On-Street Parking on west side
Rees Street	Two-way Traffic	On-Street Parking

In addition to reviewing historic traffic patterns provided by NYSDOT, B&L was able to observe real time traffic patterns and congestion experienced by users during peak hour traffic. While traffic volumes and parking were manageable within the southern study limits (i.e. closer to State Street), navigating the network north of Jane Street to the Riverfront resulted in increased delay due to congestion. This is primarily the result of the number of trip generators/attractors within the study limits, particularly as the commercial density increases with proximity to Riverside Drive. Riverside Drive provides access to local marinas, shops, restaurants, and lodgings (e.g. 1000 Islands Harbor Hotel and Bertrand's Motel). Further from the riverfront the existing land uses transitions into residential plots as well as the recreational with Frink Park, Village Park, and Lion's Park included within the study limits.

Traffic Circulation:

Existing traffic patterns (two-way vs. one-way traffic flow) is summarized on the attached Figure 1. The current geometry of the highways and availability of right-of-way was reviewed and analyzed as part of this study. In general, the Village of Clayton is well developed which limits potential alternatives to increase the capacity of the existing network. Many of the streets which make up the networks maintain minimum 10-ft travel lanes in either direction. These narrow travel lanes are further reduced by the presence of on-street parking, resulting in congestion as drivers are delayed waiting for appropriate gaps in traffic to navigate around parked vehicles. The majority of buildings/homes within the study limits are set back from the highway which would

accommodate widening existing highways. But highway widening efforts would result in a multitude of conflicts with utilities, sidewalks, and street trees/greenspaces. For these reasons, highway widening would be cost prohibitive and further evaluation of available highway right-of-way would also need to be considered. Working within the confines of the existing highway geometry, the following is a summary of observations/alternatives to be considered for increasing capacity within the village:

- Install one-way signage on Riverside drive for counterclockwise circulation around the angled parking adjacent to Bella's restaurant and 604 Riverside Drive.
 - The geometry of the angled parking present at this location is supportive of counterclockwise traffic flow. Furthermore the remainder of Riverside Drive continuing west from this point is one-way in the southbound direction.
 - Additional 'one-way' and supporting 'Do Not Enter' signage is recommended to be installed along Riverside Drive between the intersections of Riverside Drive with James Street and Jane Street.
- Riverside Drive between James Street and John Street maintains a wider curb-to-curb width compared to the remainder of the corridor east of John Street.
 - This additional width accommodates angled on-street parking on the north side of Riverside Drive as well as providing a hatched median which delivery trucks utilize.
 - While functioning as a truck delivery zone, this hatched median is not signed/posted as such. Deliveries being performed from the median creates as safety issue with delivery workers crossing into either travel lane; essentially functioning as an uncontrolled mid-block crossing.
 - Eliminating the hatched median could potentially accommodate additional angled parking on the south side of Riverside Drive in lieu of the existing parallel parking present.
 - Eliminating the hatched median would also eliminate the dedicated westbound left turn lane at the intersection of Riverside Drive and James Street. Further analysis would be needed to justify eliminating this turn lane, but engineering judgement would anticipate there is a marginal conflicting vehicle volume opposing left turns at this intersection due to the fact that Riverside Drive becomes one-way just west of the intersection.
- East of John Street the available curb-to-curb width on Riverside Drive narrows and congestion increases
 - One potential alternative to alleviate congestion along this segment would be to implement an eastbound one-way traffic flow pattern continuing to the intersection of Webb Street and Hugunin Street.
 - Of note, this traffic pattern was previously implemented during construction the NYSDOT Historic District Infrastructure Improvements Project.
 - One-way traffic along this segment would accommodate additional angled on-street parking.

- There is also a safety concern at the intersection of Riverside Drive at Webb Street which currently functions as an uncontrolled 90-degree turn with striped crosswalks
 - One-way traffic throughout this intersection would reduce the number of conflict points.
- Convert Hugunin Street to two-way traffic between James Street and John Street
 - Currently one-way going eastbound
- Convert Merrick Street two-way traffic between Union Street and State Street
 - Currently one-way going southbound
- Considerations for truck route signage and associated restrictions
 - Given the narrow corridors present in the study network, there could be benefits to establishing a signed truck route through the village for deliveries. This would eliminate congestion from trucks which currently utilize narrow side streets.
 - Existing truck restriction signs were observed in the Village, but supporting routing signage could supplement these restrictions for enforcement purposes.

Parking Regulations/Availability:

Parking within the Village of Clayton is accommodated by on-street parking as well as public lots. There are also a number of private lots to accommodate parking for those private businesses. Existing parking regulations and locations of existing public lots are depicted on the attached Figure 1. Due to the narrow width of the existing highway infrastructure, on-street parking is predominantly only permitted on one side of the road. The exception to this being James Street and limited portions of Mary and John Streets. Wayfinding to the public parking lot adjacent to the Watertown Savings Bank is provided within the village. Recommendations for parking improvements are as follows:

- As discussed under the previous section (Traffic Circulation), reconfiguring traffic patterns on Riverside Drive can create opportunities for additional on-street angled parking stalls.
- Given the narrow roadway widths, creating additional on-street parking is not feasible without performing highway widening projects, which as previously discussed would require substantial investment to mitigate impacts. Alternatively, two locations for constructing additional public lots are identified on Figure 1.
 - An existing empty lot adjacent to the 1000 Islands Harbor Hotel and Clayton Harbor Municipal Marina. Access to this potential lot could be provided by Franklin Street which currently dead ends.
 - An existing private lot on the western limits of Riverside Drive
 - Ultimately, ownership/acquisition of these parcels would require further investigation.
- Overall, existing street signage for parking regulations is not up to national standards set forth within the Manual on Uniform Traffic Control Devices (MUTCD) and warrants updating to provide better, more consistent direction as well as enforcement.

Summary of Recommendations & Conclusion:

The above discussions detail feasible alternatives to improve traffic capacity and provide additional parking accommodations. Some of the feasible alternatives discussed will have greater impacts which require additional study/analysis (e.g. one-way conversion of Riverside Drive). The following, however, is a concise list of feasible alternatives which can be more expeditiously implemented:

- Install one-way signage on Riverside drive for counterclockwise circulation around the angled parking adjacent to Bella's restaurant and 604 Riverside Drive.
- Convert Hugunin Street to two-way traffic between James Street and John Street.
- Convert Merrick Street two-way traffic between Union Street and State Street.
- Update existing parking regulation signage to meet NMUTCD Standards. *update*

→ *Fire station - no sidewalks Union/Merrick*

Alexander S. Kerr, P.E., PTOE, RSP1
Managing Engineer

Date

Attachments: Figure 1 – Map of Existing Conditions

ASK/jjb

Hatched median - Safety concerns
angled parking on S. Side of Riverside
* One way on Riverside to Webb/John
Lions build - parking with meters
Aligned Truck Rt - oversized vehicles

**VILLAGE OF CLAYTON
PUBLIC HEARING**

There will be a Public Hearing meeting
of the Village of Clayton Board of Trustees
on Monday, June 10th 2024 at 5:00 p.m. in the
Municipal Building at 425 Mary Street, Clayton, NY 13624
to discuss Village Sewer Rate Increase
by order of
The Village Board

2023-2024 RATE SCHEDULE

WATER/SEWER BILLING SCHEDULE

Statements are mailed to the property owner three (3) times a year:
(After Hours Drop Box Available at WEST Side Entrance of Municipal Building)

MARCH 1 (covering October 15 through February 15) - **PAYMENT DUE APRIL 5th**

JULY 1 (covering February 15 through June 15) - **PAYMENT DUE AUGUST 5th**

NOVEMBER 1 (covering June 15 through October 15) - **PAYMENT DUE DECEMBER 5th**

A 10% penalty is added to payments received or postmarked after the Due Date.

NOTE: In the event the "Due Date" falls on a weekend, payment is due the following Monday.

Accounts not paid in a timely fashion are subject to termination.

FAILURE TO RECEIVE BILL DOES NOT WAIVE PENALTY.

For further information, please contact the Village Clerk's Office (315-686-5552)

WATER-SEWER RATES (Effective with 07/01/2023 Billing)

WATER RATES		
Metered Water Users	Fixed (per EDU)	Variable (consumption)
Inside Village & Bartlett Point Water District	\$315.00 per year (\$105.00 per period)	\$4.00 per 1,000 gallons
Outside Village (Inside Rate x 1.25)	\$393.75 per year (\$131.25 per period)	\$5.00 per 1,000 gallons
SEWER RATES		
Metered Sewer Users	Fixed (per EDU)	Variable (consumption)
Inside Village	\$446.23 per year (\$148.74 per period)	\$4.36 per 1,000 gallons
Grinder Pump Electric	\$386.23 per year (\$128.74 per period)	\$4.36 per 1,000 gallons
Outside Village (Inside Rate x 1.25) (Includes CVCF & Cedar Pt.)	\$580.10 per year (\$193.37 per period)	\$5.45 per 1,000 gallons
Non-Metered Sewer Users	FIXED (per EDU)	Variable (consumption)
Heritage Heights Sewer District 2023 Annual Rate: \$977.95 (Inside Rate x 1.30)	\$580.10 (Annual Fee)	\$397.85 (Annual Fee) <i>Estimated at 200gpd (73,000/yr.) @ \$5.45 per 1,000 gals.</i>
OTHER CHARGES		
Water On/Water Off (per customer request)	\$25.00	<i>Inside Village & BPWD</i>
	\$50.00	<i>Outside Village</i>
Metered Sales from Hydrant	\$12.00 per 1,000 gallons	<i>1,000 gallon increments only</i>
Service Shutoff Fee (Non-Payment)	\$50.00	
Tapping Fees (Water/Sewer)	\$1,000.00 (per connection)	<i>Plus offset fees, if applicable</i>
Replacement of damage (at fault) Meter	\$50.00 during business hours	<i>Plus cost of materials</i>
or AMR Meter Head	\$110.00 after business hours	

SEASONAL CUSTOMERS: In order to better serve you, please telephone the clerk's office (315-686-5552) at least 48 hours in advance of the date you wish to have your service turned "on" or "off". **THANK YOU!!**

All water and sewer customers (including seasonal customers) in the Village of Clayton are required to pay the Fixed Rate per Equivalent Dwelling Unit (EDU) three (3) times per year. NYS law requires that both the Water Fund and the Sewer Fund must be self-sustaining. Water and Sewer are NOT supported by Village Taxes. Each of the funds is required to generate enough revenues to cover the expenditures required for debt service and operation. The Fixed Rate per EDU for each service generates enough revenues to cover debt service. This fixed rate is assessed to ALL customers. The "per thousand" rates (Variable Rate) generate the revenues which cover operating and maintenance costs (the day-to-day operations of the treatment plants). This amount will vary according to each user's consumption, and is billed accordingly. ALL CUSTOMERS WILL BE BILLED AT LEAST THE FIXED RATE EVERY FOUR MONTHS.

In the event a building is demolished, or anticipated to be demolished, the customer should contact the Clerk's office to determine when service(s) will be discontinued and the effective date of the final billing period.

Village Property Tax Rate as of **June 1, 2023**

\$7.919379/\$1,000 of assessed value

Water Department: Phone (315-686)-2717

Village Clerk's Office: Equal Opportunity Employer and Provider

Phone: (315) 686-5552 / Fax: (315) 686-2132

TDD: 1-800-662-1220 / Website: www.villageofclayton.com

Clerk's Office Hours: Monday through Friday 9:00 a.m. - 3:00 p.m.

2024-2025 PROPOSED RATE SCHEDULE

WATER/SEWER BILLING SCHEDULE

Statements are mailed to the property owner three (3) times a year:
(After Hours Drop Box Available at WEST Side Entrance of Municipal Building)

- MARCH 1** (covering October 15 through February 15) - **PAYMENT DUE APRIL 5th**
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WATER RATES		
Metered Water Users	Fixed (per EDU)	Variable (consumption)
Inside Village & Bartlett Point Water District	\$315.00 per year (\$105.00 per period)	\$4.00 per 1,000 gallons
Outside Village (Inside Rate x 1.25)	\$393.75 per year (\$131.25 per period)	\$5.00 per 1,000 gallons
SEWER RATES		
Metered Sewer Users	Fixed (per EDU)	Variable (consumption)
Inside Village	\$497.54 per year (\$165.85 per period)	\$4.36 per 1,000 gallons
Grinder Pump Electric	\$437.54 per year (\$145.85 per period)	\$4.36 per 1,000 gallons
Outside Village(Inside Rate x 1.25) (Includes CVCF & Cedar Pt.)	\$646.80 per year (\$215.60 per period)	\$5.45 per 1,000 gallons
Non-Metered Sewer Users	FIXED (per EDU)	Variable (consumption)
Heritage Heights Sewer District	\$646.80 (Annual Fee)	\$397.85 (Annual Fee)
2024 Annual Rate: \$1044.65		Estimated at 200gpd (73,000/yr.)
(Inside Rate x 1.30)		@ \$5.45 per 1,000 gals.
OTHER CHARGES		
Water On/Water Off (per customer request)	\$25.00	Inside Village & BPWD
	\$50.00	Outside Village
Metered Sales from Hydrant	\$12.00 per 1,000 gallons	1,000 gallon increments only
Service Shutoff Fee (Non-Payment)	\$50.00	
Tapping Fees (Water/Sewer)	\$1,000.00 (per connection)	Plus offset fees, if applicable
Replacement of damage(at fault) Meter	\$50.00 during business hours	Plus cost of materials
or AMR Meter Head	\$110.00 after business hours	

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In the event a building is demolished, or anticipated to be demolished, the customer should contact the Clerk's office to determine when service(s) will be discontinued and the effective date of the final billing period.

Village Property Tax Rate as of **June 1, 2024**

\$5.500052/\$1,000 of assessed value

Water Department: Phone (315-686)-2717

Village Clerk's Office: Equal Opportunity Employer and Provider

Phone: (315) 686-5552 / Fax: (315) 686-2132

TDD: 1-800-662-1220 / Website: www.villageofclayton.com

Clerk's Office Hours: Monday through Friday 9:00 a.m. - 3:00 p.m.

Village of Clayton
Cash Summary
April 2024- AC

FUND #	No.	FUND ACCOUNT	ADJUSTED 03/31/24 BALANCES	GENERAL LEDGER		04/30/24 BALANCES	BANK ACCOUNTS					
				DEBITS	CREDITS		Cons. Ckg. WSB #0043	Capital WSB #0146	NYCLASS	Payroll WSB #0044	Petty Cash	
A	200	CASH - CHECKING	1,313,178.09	212,800.85	1,122,412.41	403,566.53	389,629.86				13,936.67	
A	200	CASH - CHECKING CAPITAL	-	-	-	-		-				
A	201.2	CASH - SAVINGS	1,118,543.63	4,810.84	-	1,123,354.47			1,123,354.47			
A	210	PETTY CASH	100.00	-	-	100.00						100.00
FX	200	CASH - CHECKING	(97,584.04)	711,533.34	41,736.11	572,213.19	572,213.19					
FX	200	CASH - CHECKING CAPITAL	642,338.73	-	642,338.73	-						
FX	201	CASH - SAVINGS	-	-	-	-						
FX	231	Special Reserves	482,671.75	2,069.18	-	484,740.93			484,740.93			
G	200	CASH - CHECKING	(58,093.80)	151,844.97	96,394.26	(2,643.09)	(2,643.09)					
G	200	CASH - CHECKING CAPITAL	-	-	-	-						
G	201	CASH - SAVINGS	21,443.09	76.26	-	21,519.35			21,519.35			
G	231	Special Reserves	519,798.02	27,401.56	-	547,199.58			547,199.58			
H-026	200	CASH - CHECKING	-	-	-	-						
H-027	200	CASH - CHECKING	(0.00)	-	-	(0.00)						
H-029	200	CASH - CHECKING	2,801,744.69	601,757.63	3,403,502.32	-						
H-030	200	CASH - CHECKING	-	-	-	-						
H-031	200	CASH - CHECKING	112,536.37	200,311.76	-	312,848.13		312,848.13				
H-032	200	CASH - CHECKING	1,235,587.65	342,113.75	341,608.75	1,236,092.65		1,236,092.65				
H-033	200	CASH - CHECKING	973,714.62	61,603.75	61,603.75	973,714.62		973,714.62				
H-033	201	CASH-NYCLASS	5,872,000.00	-	-	5,872,000.00			5,872,000.00			
H-034	200	CASH - CHECKING	(322,480.45)	45,000.00	45,000.00	(322,480.45)		(322,480.45)				
H-035	200	CASH - CHECKING	(171,370.84)	-	-	(171,370.84)		(171,370.84)				
T&A	200	CASH - CHECKING	88,066.17	72,654.36	104,475.67	56,244.86					56,244.86	
General Ledger Balance			14,532,193.68	2,433,978.25	5,859,072.00	11,107,099.93	959,199.96	2,028,804.11	8,048,814.33	70,181.53	100.00	
BANK RECONCILIATION												
BANK STATEMENT BALANCES PLUS PETTY CASH						11,113,689.91	990,234.11	2,004,359.94	8,048,814.33	70,181.53	100.00	
DEPOSITS IN TRANSIT						-	-					
OUTSTANDING CHECKS (Schedule attached)						(3,606.49)	(3,606.49)	-				
IDENTIFIED DIFFERENCES TO BE ADJUSTED TO CLOSE HISTORIC DISTRICT						(2,983.49)	(2,983.49)					
OUTSTANDING TRANSFER						-	(24,444.18)	24,444.18				
SHOULD EQUAL BALANCE IN GL						11,107,099.93	959,199.95	2,028,804.12	8,048,814.33	70,181.53	100.00	
DIFFERENCE						0.01	0.01	0.00	-	-	-	

March 2024
OUTSTANDING CHECKS
CONSOLIDATED CHECKING

28966	760.00
29206	799.65
31337	243.48
31387	313.45
31479	179.04
31481	277.56
31482	1,033.31

March 2024
OUTSTANDING CHECKS
PAYROLL

-

March 2024
OUTSTANDING CHECKS
Capital WSB #0146

-

3,606.49

Village of Clayton
Period To Date Actual + Closing Ledger for Period Ending 4/30/2024

<u>Account</u>	<u>Date</u>	<u>Source</u>	<u>JE Reference</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
AA.0200.000.000. Cash Beginning Balance							1,313,178.09
	04/2024	A/P		Summary	210,797.83	130,091.03	1,393,884.89
	04/2024	C/R		Summary	2,003.02	0.00	1,395,887.91
	04/2024	G/L		Summary	0.00	992,321.38	403,566.53
AA.0200.000.000. Cash Ending Balance					212,800.85	1,122,412.41	403,566.53
AA.0201.000.000. Cash Savings Beginning Balance							1,118,543.63
	04/2024	G/L		Summary	4,810.84	0.00	1,123,354.47
AA.0201.000.000. Cash Savings Ending Balance					4,810.84	0.00	1,123,354.47
AA.0210.000.000. Petty Cash Beginning Balance							100.00
AA.0210.000.000. Petty Cash Ending Balance					0.00	0.00	100.00
FX.0200.000.000. Cash Beginning Balance							544,754.76
	04/2024	A/P		Summary	1,047.24	41,736.11	504,065.89
	04/2024	C/R		Summary	68,147.37	0.00	572,213.26
FX.0200.000.000. Cash Ending Balance					69,194.61	41,736.11	572,213.26
FX.0231.000.000. Cash Time Deposit Special Reserve Beginning Balance							482,671.75
	04/2024	G/L		Summary	2,069.18	0.00	484,740.93
FX.0231.000.000. Cash Time Deposit Special Reserve Ending Balance					2,069.18	0.00	484,740.93
GG.0200.000.000. Cash Beginning Balance							(58,093.79)
	04/2024	A/P		Summary	26,253.89	34,790.51	(66,630.41)
	04/2024	C/R		Summary	83,765.10	0.00	17,134.69
	04/2024	G/L		Summary	41,825.98	61,603.75	(2,643.08)
GG.0200.000.000. Cash Ending Balance					151,844.97	96,394.26	(2,643.08)
GG.0201.000.000. Cash Savings Beginning Balance							21,443.09
	04/2024	G/L		Summary	76.26	0.00	21,519.35
GG.0201.000.000. Cash Savings Ending Balance					76.26	0.00	21,519.35
GG.0231.000.000. Cash In Time Deposit Special Reserve Beginning Balance							519,798.02
	04/2024	G/L		Summary	27,401.56	0.00	547,199.58
GG.0231.000.000. Cash In Time Deposit Special Reserve Ending Balance					27,401.56	0.00	547,199.58
HH.0200.000.029. Cash Beginning Balance							2,801,744.69
	04/2024	G/L		Summary	601,757.63	3,403,502.32	0.00
HH.0200.000.029. Cash Ending Balance					601,757.63	3,403,502.32	0.00
HH.0200.000.031. Cash Beginning Balance							112,536.37
	04/2024	G/L		Summary	200,311.76	0.00	312,848.13
HH.0200.000.031. Cash Ending Balance					200,311.76	0.00	312,848.13
HH.0200.000.032. Cash Beginning Balance							1,235,587.65
	04/2024	G/L		Summary	342,113.75	341,608.75	1,236,092.65
HH.0200.000.032. Cash Ending Balance					342,113.75	341,608.75	1,236,092.65

Village of Clayton
Period To Date Actual + Closing Ledger for Period Ending 4/30/2024

<u>Account</u>	<u>Date</u>	<u>Source</u>	<u>JE Reference</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
HH.0200.000.033. Cash Beginning Balance							973,714.62
	04/2024	G/L		Summary	61,603.75	61,603.75	973,714.62
HH.0200.000.033. Cash Ending Balance					61,603.75	61,603.75	973,714.62
HH.0200.000.034. Cash Checking Beginning Balance							(322,480.45)
	04/2024	G/L		Summary	45,000.00	45,000.00	(322,480.45)
HH.0200.000.034. Cash Checking Ending Balance					45,000.00	45,000.00	(322,480.45)
HH.0200.000.035. Cash Beginning Balance							(171,370.84)
HH.0200.000.035. Cash Ending Balance					0.00	0.00	(171,370.84)
HH.0201.000.033. NYCLASS Beginning Balance							5,872,000.00
HH.0201.000.033. NYCLASS Ending Balance					0.00	0.00	5,872,000.00
TA.0200.000.000. Cash Beginning Balance							88,066.17
	04/2024	A/P		Summary	72,148.15	104,475.67	55,738.65
	04/2024	C/R		Summary	506.21	0.00	56,244.86
TA.0200.000.000. Cash Ending Balance					72,654.36	104,475.67	56,244.86
Report Total					1,791,639.52	5,216,733.27	11,107,100.01

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

Run: 5/17/2024 at 7:10 AM

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
AA.1001.000.000. Real Property Taxes	\$ 0.00	\$ 1,408,620.81	\$ 1,504,100.00	\$ (95,479.19)	93.65
AA.1030.000.000. Special Assessment	0.00	34,756.27	62,516.00	(27,759.73)	55.60
AA.1080.000.000. PILOT (1000 Islands Harbor Hotel)	0.00	30,986.00	30,986.00	0.00	100.00
AA.1081.000.000. Other Payments In Lieu Of Taxes	0.00	7,325.00	7,325.00	0.00	100.00
AA.1090.000.000. Interest & Penalties On Real Prop Taxes	0.00	5,177.14	3,000.00	2,177.14	172.57
AA.1120.000.000. Non Prop Tax Dist By County	202,157.24	901,135.63	700,000.00	201,135.63	128.73
AA.1130.000.000. Utilities Gross Receipts Tax	78.52	21,510.76	19,000.00	2,510.76	113.21
AA.1170.000.000. Franchises	0.00	24,075.06	30,000.00	(5,924.94)	80.25
AA.1255.000.000. Clerk Fees	79.50	343.75	500.00	(156.25)	68.75
AA.1520.000.000. Police Fees	5.00	55.50	50.00	5.50	111.00
AA.1710.000.000. Public Works Charges	0.00	0.00	1,500.00	(1,500.00)	0.00
AA.1740.000.000. PARKING METER FEES	191.14	40,037.59	40,000.00	37.59	100.09
AA.1741.000.000. Parking Meter Fees Non-Taxable	(191.14)	0.00	0.00	0.00	0.00
AA.2089.000.000. Other Culture & Recreation Income	100.00	60,687.50	17,500.00	43,187.50	346.79
AA.2110.000.000. Zoning Fees	120.00	5,282.50	2,500.00	2,782.50	211.30
AA.2115.000.000. Planning Board Fees	0.00	870.00	500.00	370.00	174.00
AA.2210.000.000. General Services, Inter Government	0.00	2,987.79	18,000.00	(15,012.21)	16.60
AA.2302.000.000. Snow Removal Services, Other Govts	0.00	16,205.00	19,335.00	(3,130.00)	83.81
AA.2401.000.000. Interest And Earnings	4,810.84	27,746.72	2,000.00	25,746.72	1,387.34
AA.2410.000.000. Rental Of Real Property, Individuals	1,470.00	22,680.00	0.00	22,680.00	0.00
AA.2530.000.000. Games Of Chance	0.00	25.00	0.00	25.00	0.00
AA.2650.000.000. Sales of Scrap & Excess Materials	0.00	533.40	0.00	533.40	0.00
AA.2665.000.000. Sales Of Equipment	0.00	1,720.00	0.00	1,720.00	0.00
AA.2701.000.000. Refunds Of Prior Year's Expenditures	0.00	6,256.41	0.00	6,256.41	0.00
AA.2705.000.000. Gifts And Donations	150.00	1,884.30	1,000.00	884.30	188.43
AA.2801.000.000. Interfund Revenues	0.00	0.00	90,462.00	(90,462.00)	0.00
AA.3001.000.000. St Aid, Revenue Sharing	0.00	12,088.00	12,088.00	0.00	100.00
AA.3005.000.000. St Aid, Mortgage Tax	6,718.93	6,718.93	12,000.00	(5,281.07)	55.99
AA.3389.000.000. St Aid, Other Public Safety	0.00	23,970.00	0.00	23,970.00	0.00
AA.3501.000.000. St Aid, Consolidated Highway Aid	0.00	94,984.73	225,000.00	(130,015.27)	42.22
AA.4089.000.000. FEMA Aid - Other	0.00	0.00	124,100.00	(124,100.00)	0.00
AA.5999.000.000. Unexpended Balance	0.00	0.00	346,200.00	(346,200.00)	0.00
Total Revenues	215,690.03	2,758,663.79	3,269,662.00	(510,998.21)	84.37
Expenses					
AA.1010.100.000. Legislative Board, Pers Serv	0.00	10,887.50	11,000.00	112.50	98.98
AA.1010.400.000. Legislative Board, Contr Expend	0.00	1,190.00	1,500.00	310.00	79.33
AA.1210.100.000. Mayor, Pers Serv	0.00	5,000.00	5,000.00	0.00	100.00

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

Run: 5/17/2024 at 7:10 AM

Page: 2

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
AA.1210.102.000. Deputy Mayor, Pers Serv	0.00	0.00	575.00	575.00	0.00
AA.1210.400.000. Mayor, Contr Expend	0.00	500.00	575.00	75.00	86.96
AA.1320.400.000. Auditor, Contr Expend	0.00	0.00	5,000.00	5,000.00	0.00
AA.1325.100.000. Treasurer, Pers Serv	3,504.50	40,661.88	45,795.00	5,133.12	88.79
AA.1325.200.000. Treasurer, Equip & Cap Outlay	0.00	5,000.00	5,000.00	0.00	100.00
AA.1325.400.000. Treasurer, Contr Expend	8,089.76	51,219.60	47,000.00	(4,219.60)	108.98
AA.1380.400.000. Fiscal Agent Fees	0.00	0.00	5,000.00	5,000.00	0.00
AA.1410.100.000. Clerk Pers Serv	3,993.50	49,006.36	54,635.00	5,628.64	89.70
AA.1420.400.000. Law, Contr Expend	723.00	17,964.50	35,000.00	17,035.50	51.33
AA.1460.400.000. Records Mgmt, Contr Expend	0.00	2,040.00	2,000.00	(40.00)	102.00
AA.1620.100.000. Buildings, Pers Serv	2,110.30	25,087.36	9,228.00	(15,859.36)	271.86
AA.1620.200.000. Buildings, Equip & Cap Outlay	6,816.98	20,316.98	107,350.00	87,033.02	18.93
AA.1620.400.000. Buildings, Contr Expend	117.41	30,412.84	35,000.00	4,587.16	86.89
AA.1910.400.000. Unallocated Insurance, Contr Expend	2,500.00	68,758.65	63,711.00	(5,047.65)	107.92
AA.1920.400.000. Municipal Assn Dues, Contr Expend	0.00	1,086.00	1,225.00	139.00	88.65
AA.3120.100.000. Police, Pers Serv	12,479.36	159,244.87	227,135.00	67,890.13	70.11
AA.3120.102.000. Police-Crossing Guard, Pers Ser	1,005.00	10,183.40	10,524.00	340.60	96.76
AA.3120.200.000. Police, Equip & Cap Outlay	0.00	1,733.40	5,000.00	3,266.60	34.67
AA.3120.400.000. Police, Contr Expend - Other	27.30	2,386.48	3,000.00	613.52	79.55
AA.3120.401.000. Police, Contr Expend - Fuel	0.00	2,455.34	3,200.00	744.66	76.73
AA.3120.402.000. Police, Contr Expend - Internet, Phone, IT	571.08	6,082.00	2,300.00	(3,782.00)	264.43
AA.3120.403.000. Police, Contr Expend - Training	0.00	0.00	1,500.00	1,500.00	0.00
AA.3320.100.000. On-Street Parking, Pers Serv	0.00	10,725.00	10,136.00	(589.00)	105.81
AA.5010.100.000. Street Admin, Pers Serv	5,402.32	64,827.84	70,230.00	5,402.16	92.31
AA.5010.400.000. Street Admin, Contr Expend	0.00	0.00	1,000.00	1,000.00	0.00
AA.5110.100.000. Maint Of Streets, Pers Serv	30,791.27	266,149.03	305,085.00	38,935.97	87.24
AA.5110.200.000. Maint Of Streets, Equip & Cap Outlay	(13,604.16)	81,063.54	114,000.00	32,936.46	71.11
AA.5110.400.000. Maint Of Streets, Contr Expend	3,602.36	123,484.72	180,000.00	56,515.28	68.60
AA.5110.401.000. Maint Of Streets, Contr Expend (TOWN)	15,058.45	39,527.91	50,000.00	10,472.09	79.06
AA.5112.200.000. Perm Improve Highway, Equip & Cap Outlay	0.00	93,866.23	225,000.00	131,133.77	41.72
AA.5182.400.000. Street Lighting, Contr Expend	4,680.23	54,705.00	54,000.00	(705.00)	101.31
AA.5410.400.000. Sidewalks, Contr Expend	0.00	0.00	3,000.00	3,000.00	0.00
AA.6410.200.000. Publicity Equip & Cap Outlay	0.00	0.00	5,500.00	5,500.00	0.00
AA.6410.400.000. Publicity, Contr Expend	65.00	41,336.68	51,500.00	10,163.32	80.27
AA.7140.100.000. Playgr & Rec Centers, Pers Serv	2,836.80	13,224.98	11,345.00	(1,879.98)	116.57
AA.7140.200.000. Playgr & Rec Centers, Equip & Cap Outlay	13,604.16	18,208.04	19,100.00	891.96	95.33
AA.7140.400.000. Playgr & Rec Centers, Contr Expend	1,190.25	37,193.92	25,000.00	(12,193.92)	148.78
AA.7180.100.000. Special Rec Facility, Pers Serv	35.00	44,241.38	42,518.00	(1,723.38)	104.05
AA.7180.200.000. Special Rec Facility, Equip & Cap Outlay	0.00	0.00	60,000.00	60,000.00	0.00
AA.7180.400.000. Special Rec Facility, Contr Expend	572.03	21,622.85	27,000.00	5,377.15	80.08
AA.7320.400.000. Joint Youth Prog, Contr Expend	0.00	29,000.00	9,000.00	(20,000.00)	322.22

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

Run: 5/17/2024 at 7:10 AM

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
AA.7410.400.000. Library, Contr Expend	0.00	34,000.00	34,000.00	0.00	100.00
AA.7510.100.000. Historian, Pers Serv	0.00	2,816.50	2,879.00	62.50	97.83
AA.7620.400.000. Adult Recreation, Contr Expend	0.00	11,160.97	10,000.00	(1,160.97)	111.61
AA.8010.400.000. Zoning, Contr Expend	35.41	13,899.79	20,000.00	6,100.21	69.50
AA.8020.400.000. Planning, Contr Expend	0.00	5,281.26	16,500.00	11,218.74	32.01
AA.8140.100.000. Storm Sewers, Pers Serv	0.00	15,284.41	457.00	(14,827.41)	3,344.51
AA.8140.400.000. Storm Sewers, Contr Expend	0.00	2,316.93	2,000.00	(316.93)	115.85
AA.8160.400.000. Refuse & Garbage, Contr Expend	0.00	0.00	1,000.00	1,000.00	0.00
AA.8510.400.000. Comm Beautification, Contr Expend	0.00	399.90	2,000.00	1,600.10	20.00
AA.8560.400.000. Shade Tree, Contr Expend	0.00	9,900.00	10,000.00	100.00	99.00
AA.9010.800.000. State Retirement System	0.00	89,899.36	119,780.00	29,880.64	75.05
AA.9030.800.000. Social Security, Employer Cont	3,743.34	52,914.64	61,848.00	8,933.36	85.56
AA.9040.800.000. Worker's Compensation, Empl Bnfts	0.00	14,699.90	68,652.00	53,952.10	21.41
AA.9055.800.000. Disability Insurance, Empl Bnfts	60.90	375.95	100.00	(275.95)	375.95
AA.9060.800.000. Hospital & Medical (dental) Ins, Empl Bnft	16,819.53	207,248.17	209,374.00	2,125.83	98.98
AA.9089.800.000. Other Employee Benefits (spec)	1,198.00	5,339.06	7,548.00	2,208.94	70.73
AA.9189.800.000. Other Employee Benefits -Uniforms	140.29	3,392.10	5,100.00	1,707.90	66.51
AA.9710.600.000. Debt Principal, Serial Bonds	0.00	110,000.00	110,000.00	0.00	100.00
AA.9710.700.000. Debt Interest, Serial Bonds	0.00	53,978.13	54,288.00	309.87	99.43
AA.9730.600.000. Debt Principal, Bond Anticipation Notes	0.00	0.00	160,000.00	160,000.00	0.00
AA.9730.700.000. Debt Interest, Bond Anticipation Notes	0.00	0.00	334,653.00	334,653.00	0.00
AA.9785.600.000. Install Pur Debt, Principal	0.00	0.00	22,800.00	22,800.00	0.00
AA.9785.700.000. Install Pur Debt, Interest	0.00	0.00	3,500.00	3,500.00	0.00
AA.9901.900.000. Transfer, Other Funds	988,366.38	988,366.38	0.00	(988,366.38)	0.00
AA.9950.900.000. Capital Project Transfer	0.00	0.00	62,516.00	62,516.00	0.00
	<u>1,116,535.75</u>	<u>3,071,667.73</u>	<u>3,269,662.00</u>	<u>197,994.27</u>	<u>93.94</u>
Total Expenses					
Excess Revenue Over (Under) Expenditures	<u>\$ (900,845.72)</u>	<u>\$ (313,003.94)</u>	<u>0.00</u>	<u>\$ (708,992.48)</u>	<u>0.00</u>

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

Run: 5/17/2024 at 7:10 AM

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
FX.2140.000.000. Metered Water Sales	\$ 66,857.34	\$ 563,048.86	\$ 633,032.00	\$ (69,983.14)	88.94
FX.2142.000.000. Unmetered Water Sales	0.00	130.20	1,000.00	(869.80)	13.02
FX.2148.000.000. Interest & Penalties On Water Rents	754.82	6,109.24	1,500.00	4,609.24	407.28
FX.2401.000.000. Interest And Earnings	2,069.18	22,522.65	200.00	22,322.65	11,261.33
FX.2410.000.000. Rental Of Real Property, Individuals	0.00	11,000.00	15,600.00	(4,600.00)	70.51
FX.2410.001.000. Rental Of Real Property, Water Tower	1,024.87	10,972.32	11,180.00	(207.68)	98.14
FX.2701.000.000. Refunds Of Prior Year's Expenditures	0.00	5,250.00	0.00	5,250.00	0.00
FX.2770.001.000. Tapping Fees	0.00	1,000.00	1,000.00	0.00	100.00
FX.5999.000.000. Appropriated Fund Balance	0.00	0.00	213,516.00	(213,516.00)	0.00
Total Revenues	70,706.21	620,033.27	877,028.00	(256,994.73)	70.70
Expenses					
FX.1710.400.000. Administration-Contractual	3,208.34	77,361.55	93,999.00	16,637.45	82.30
FX.1910.400.000. Unallocated Insurance, Contr Expend	0.00	10,134.86	9,371.00	(763.86)	108.15
FX.1950.400.000. Taxes & Assess On Munic Prop, Contr Expend	0.00	1,640.40	1,540.00	(100.40)	106.52
FX.1989.400.000. Other Gen Govt Support, Contr Expend	0.00	0.00	45,231.00	45,231.00	0.00
FX.8320.100.000. Source Supply Pwr & Pump, Pers Serv	5,043.30	57,638.54	64,276.00	6,637.46	89.67
FX.8320.400.000. Source Supply Pwr & Pump, Utilities	3,394.80	43,152.10	50,724.00	7,571.90	85.07
FX.8320.401.000. Source Supply Pwr & Pump, O&M	3,339.28	11,715.83	15,000.00	3,284.17	78.11
FX.8320.403.000. Source Supply Pwr & Pump, Safety	0.00	0.00	500.00	500.00	0.00
FX.8320.404.000. Source Supply Pwr & Pump, Chemicals	0.00	23,119.29	31,500.00	8,380.71	73.39
FX.8320.405.000. Source Supply Pwr & Pump, Training/Dues/Mileage	120.00	1,395.00	1,500.00	105.00	93.00
FX.8320.406.000. AMP Equipment	0.00	116,147.42	101,985.00	(14,162.42)	113.89
FX.8340.100.000. Water Trans & Distrib, Pers Serv	2,079.54	18,608.49	20,298.00	1,689.51	91.68
FX.8340.101.000. Water Trans & Distrib, Pers Serv (DPW)	182.24	2,002.82	5,000.00	2,997.18	40.06
FX.8340.200.000. Water Trans & Distrib, Equip & Cap Outlay	0.00	4,341.85	15,000.00	10,658.15	28.95
FX.8340.400.000. Water Trans & Distrib, Utilities	120.02	1,491.40	1,200.00	(291.40)	124.28
FX.8340.401.000. Water Trans & Distrib, O&M	3,323.75	9,457.08	15,000.00	5,542.92	63.05
FX.8340.402.000. Water Trans & Distrib, Service Contracts	0.00	17,138.48	59,016.00	41,877.52	29.04
FX.8340.403.000. Water Trans & Distrib, O&M Lab Services	0.00	2,535.00	3,564.00	1,029.00	71.13
FX.8340.406.000. Consulting Services	0.00	70,759.50	0.00	(70,759.50)	0.00
FX.9010.800.000. State Retirement, Empl Bnfts	0.00	10,960.13	10,431.00	(529.13)	105.07
FX.9030.800.000. Social Security, Empl Bnfts	543.58	5,794.48	6,470.00	675.52	89.56
FX.9040.800.000. Workers Compensation, Empl Bnfts	0.00	1,167.35	5,452.00	4,284.65	21.41
FX.9060.800.000. Hospital & Medical (dental) Ins, Empl Bnft	1,821.46	29,389.64	27,698.00	(1,691.64)	106.11
FX.9089.800.000. Other Employee Benefits (spec)	0.00	609.22	898.00	288.78	67.84

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

Run: 5/17/2024 at 7:10 AM

	M-T-D	Y-T-D	Annual	Variance	Variance
	Actual	Actual	Budget		Percentage
-					
FX.9089.801.000. Other Employee Benefits Uniforms	23.37	539.33	650.00	110.67	82.97
FX.9710.600.000. Debt Principal, Serial Bonds	14,200.00	126,300.00	235,800.00	109,500.00	53.56
FX.9710.700.000. Debt Interest, Serial Bonds	<u>3,778.85</u>	<u>49,861.71</u>	<u>54,925.00</u>	<u>5,063.29</u>	<u>90.78</u>
Total Expenses	<u>41,178.53</u>	<u>693,261.47</u>	<u>877,028.00</u>	<u>183,766.53</u>	<u>79.05</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 29,527.68</u>	<u>\$ (73,228.20)</u>	<u>\$ 0.00</u>	<u>\$ (440,761.26)</u>	<u>\$ 0.00</u>

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

Run: 5/17/2024 at 7:10 AM

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
GG.2120.000.000. Sewer Rents	\$ 82,868.83	\$ 680,289.92	\$ 767,801.00	\$(87,511.08)	88.60
GG.2128.000.000. Interest & Penalties On Sewer Accts	896.27	6,536.61	2,000.00	4,536.61	326.83
GG.2374.000.000. Sewer Serv Other Govts (Heritage Heights)	0.00	42,051.85	42,052.00	(0.15)	100.00
GG.2374.001.000. Sewer Serv Other Govts (CVCF O&M)	25,844.79	308,625.29	280,149.00	28,476.29	110.16
GG.2374.002.000. Sewer Serv Other Govts (Cedar Pt State Park)	386.72	7,437.58	7,948.00	(510.42)	93.58
GG.2401.000.000. Interest And Earnings	27,477.82	60,425.53	200.00	60,225.53	30,212.77
GG.2665.000.000. Sales of Equipment	0.00	25,645.00	0.00	25,645.00	0.00
GG.2701.000.000. Refunds Of Prior Year's Expenditures	37,870.98	49,368.15	0.00	49,368.15	0.00
GG.2770.001.000. Tapping Fees	0.00	0.00	1,000.00	(1,000.00)	0.00
GG.5999.000.000. Unappropriated Fund Balance	0.00	0.00	167,447.00	(167,447.00)	0.00
Total Revenues	175,345.41	1,180,379.93	1,268,597.00	(88,217.07)	93.05
Expenses					
GG.1710.400.000. Administration-Contractual	3,208.33	77,361.50	93,999.00	16,637.50	82.30
GG.1910.400.000. Unallocated Insurance, Contr Expend	0.00	17,280.58	16,375.00	(905.58)	105.53
GG.1989.400.000. Other Gen Govt Support, Contr Expend	0.00	0.00	45,231.00	45,231.00	0.00
GG.8120.100.000. Sanitary Sewers - Inside V, Pers Serv	2,416.39	39,598.23	19,640.00	(19,958.23)	201.62
GG.8120.106.000. SAN SWRS-PS/DPW Flushing	0.00	0.00	5,000.00	5,000.00	0.00
GG.8120.200.000. Sanitary Sewers - Inside V, Equip & Cap Outlay	0.00	0.00	5,000.00	5,000.00	0.00
GG.8120.400.000. Sanitary Sewers - Inside V, Utilities	2,776.46	39,034.34	32,013.00	(7,021.34)	121.93
GG.8120.401.000. Sanitary Sewers - Inside V, O&M	86.67	17,788.64	25,000.00	7,211.36	71.15
GG.8120.402.000. Sanitary Sewers - Inside V, Consulting	(3,955.00)	0.00	0.00	0.00	0.00
GG.8121.100.000. Sanitary Sewers - Outside V, Pers Serv	710.95	9,378.40	9,304.00	(74.40)	100.80
GG.8121.200.000. Sanitary Sewers - Outside V, Equip & Cap Outlay	0.00	0.00	5,000.00	5,000.00	0.00
GG.8121.400.000. Sanitary Sewers - Outside V, Utilities	1,451.75	18,733.42	17,000.00	(1,733.42)	110.20
GG.8121.401.000. Sanitary Sewers - Outside V, O&M	0.00	4,519.12	5,000.00	480.88	90.38
GG.8121.402.000. Sanitary Sewers - Outside V, Chemicals	1,562.08	14,419.76	21,600.00	7,180.24	66.76
GG.8130.100.000. Sewage Treat Disp, Pers Serv	5,522.34	63,606.75	74,425.00	10,818.25	85.46
GG.8130.200.000. Sewage Treat Disp, Equip & Cap Outlay	0.00	1,368.15	5,000.00	3,631.85	27.36
GG.8130.400.000. Sewage Treat Disp, Utilities	6,020.79	87,557.75	86,065.00	(1,492.75)	101.73
GG.8130.401.000. Sewage Treat Disp, O&M	1,045.00	30,226.47	30,000.00	(226.47)	100.75
GG.8130.403.000. Sewage Treat Disp, Safety	125.20	250.40	500.00	249.60	50.08
GG.8130.404.000. Sewage Treat Disp, Chemicals	0.00	12,768.03	13,600.00	831.97	93.88
GG.8130.405.000. Sewage Treat Disp, Training & Dues	325.00	8,620.00	10,000.00	1,380.00	86.20
GG.8130.406.000. Sewage Treat Disp, O&M Service Contracts	0.00	7,448.70	24,022.00	16,573.30	31.01

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

Run: 5/17/2024 at 7:10 AM

	M-T-D	Y-T-D	Annual	Variance	Variance
	Actual	Actual	Budget		Percentage
GG.8130.407.000. Sewage Treat Disp, O&M Laboratory	0.00	11,506.00	13,749.00	2,243.00	83.69
GG.8189.400.000. Other Sanitation, Sludge	6,620.16	139,028.96	180,000.00	40,971.04	77.24
GG.9010.800.000. State Retirement, Empl Bnfts	0.00	13,719.14	12,750.00	(969.14)	107.60
GG.9030.800.000. Social Security , Empl Bnfts	647.40	8,118.21	7,908.00	(210.21)	102.66
GG.9040.800.000. Worker's Compensation, Empl Bnfts	0.00	1,426.76	6,663.00	5,236.24	21.41
GG.9060.800.000. Hospital & Medical (dental) Ins, Empl Bnft	2,226.23	35,920.63	33,854.00	(2,066.63)	106.10
GG.9089.800.000. Other Employee Benefits (EAP)	0.00	609.23	898.00	288.77	67.84
GG.9089.801.000. Other Employee Benefits (Uniforms)	23.38	539.32	650.00	110.68	82.97
GG.9710.600.000. Debt Principal, Serial Bonds	0.00	280,982.00	282,623.00	1,641.00	99.42
GG.9730.600.000. Debt Principal, BAN	0.00	92,500.00	95,000.00	2,500.00	97.37
GG.9730.700.000. Debt Int, BAN	0.00	0.00	90,728.00	90,728.00	0.00
GG.9901.900.000. Interfund Transfer	61,603.75	61,603.75	0.00	(61,603.75)	0.00
	<u>92,416.88</u>	<u>1,095,914.24</u>	<u>1,268,597.00</u>	<u>172,682.76</u>	<u>86.39</u>
Total Expenses					
Excess Revenue Over (Under) Expenditures	<u>\$ 82,928.53</u>	<u>\$ 84,465.69</u>	<u>\$ 0.00</u>	<u>\$ (260,899.83)</u>	<u>\$ 0.00</u>

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
HH.2701.000.029. Refund Prior Year Expenditures	\$ 105,925.99	\$ 105,925.99	\$ 0.00	\$ 105,925.99	\$ 0.00
HH.3897.000.029. St Aid, Culture & Rec-Capital Proj	(344,108.73)	(0.05)	0.00	(0.05)	0.00
HH.5031.000.029. Interfund Transfer	<u>601,757.63</u>	<u>601,757.63</u>	<u>0.00</u>	<u>601,757.63</u>	<u>0.00</u>
Total Revenues	363,574.89	707,683.57	0.00	707,683.57	0.00
Expenses					
HH.1380.200.029. Fiscal Agents Fees, Equip & Cap Outlay	0.00	5,354.57	0.00	(5,354.57)	0.00
HH.1420.200.029. Law, Equip & Cap Outlay	0.00	10,500.00	0.00	(10,500.00)	0.00
HH.7997.200.029. Other Culture And Recreation	0.00	750.00	0.00	(750.00)	0.00
HH.9730.600.029. Debt Principal, Bond Anticipation Notes	149,929.34	149,929.34	0.00	(149,929.34)	0.00
HH.9730.700.029. Debt Interest, Bond Anticipation Notes	<u>76,390.24</u>	<u>76,390.24</u>	<u>0.00</u>	<u>(76,390.24)</u>	<u>0.00</u>
Total Expenses	<u>226,319.58</u>	<u>242,924.15</u>	<u>0.00</u>	<u>(242,924.15)</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 137,255.31</u>	<u>\$ 464,759.42</u>	<u>\$ 0.00</u>	<u>\$ 950,607.72</u>	<u>\$ 0.00</u>

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
HH.2701.000.031. Refund Prior Year Expenditures	\$ 200,311.76	\$ 200,311.76	\$ 0.00	\$ 200,311.76	\$ 0.00
HH.3990.000.031. St Aid, Sewer Cap Proj	0.00	1,295,024.33	0.00	1,295,024.33	0.00
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Total Revenues	200,311.76	1,495,336.09	0.00	1,495,336.09	0.00
Expenses					
HH.1420.200.031. Law, Equip & Cap Outlay	0.00	(34.86)	0.00	34.86	0.00
HH.1440.200.031. Engineer, Equip & Cap Outlay	0.00	579,226.70	0.00	(579,226.70)	0.00
HH.7997.200.031. Other Culture And Recreation	0.00	2,616.00	0.00	(2,616.00)	0.00
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Total Expenses	0.00	581,807.84	0.00	(581,807.84)	0.00
Excess Revenue Over (Under) Expenditures					
	<u>\$ 200,311.76</u>	<u>\$ 913,528.25</u>	<u>\$ 0.00</u>	<u>\$ 2,077,143.93</u>	<u>\$ 0.00</u>

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
HH.2710.000.032. Premium & Accrued Interest On Obligations	\$ 505.00	\$ 505.00	\$ 0.00	\$ 505.00	\$ 0.00
HH.3897.000.032. St Aid, Culture & Rec-Capital Proj	0.00	932,945.70	0.00	932,945.70	0.00
HH.5031.000.032. Interfund Transfer	<u>341,608.75</u>	<u>341,608.75</u>	<u>0.00</u>	<u>341,608.75</u>	<u>0.00</u>
Total Revenues	342,113.75	1,275,059.45	0.00	1,275,059.45	0.00
Expenses					
HH.1380.200.032. Fiscal Agents Fees, Equip & Cap Outlay	0.00	4,254.75	0.00	(4,254.75)	0.00
HH.1440.200.032. Engineer, Equip & Cap Outlay	0.00	1,157,389.87	0.00	(1,157,389.87)	0.00
HH.7997.200.032. Other Culture And Recreation	0.00	1,427.50	0.00	(1,427.50)	0.00
HH.9730.700.032. Debt Interest, Bond Anticipation Notes	<u>86,608.75</u>	<u>86,608.75</u>	<u>0.00</u>	<u>(86,608.75)</u>	<u>0.00</u>
Total Expenses	<u>86,608.75</u>	<u>1,249,680.87</u>	<u>0.00</u>	<u>(1,249,680.87)</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 255,505.00</u>	<u>\$ 25,378.58</u>	<u>\$ 0.00</u>	<u>\$ 2,524,740.32</u>	<u>\$ 0.00</u>

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
HH.3990.000.033. St Aid, Sewer Cap Proj	\$ 0.00	\$ 6,938,237.30	\$ 0.00	\$ 6,938,237.30	\$ 0.00
HH.5031.000.033. Interfund Transfer	<u>61,603.75</u>	<u>61,603.75</u>	<u>0.00</u>	<u>61,603.75</u>	<u>0.00</u>
Total Revenues	61,603.75	6,999,841.05	0.00	6,999,841.05	0.00
Expenses					
HH.1440.200.033. Engineer, Equip & Cap Outlay	0.00	166,761.40	0.00	(166,761.40)	0.00
HH.7997.200.033. Other Culture And Recreation	0.00	153.12	0.00	(153.12)	0.00
HH.9730.700.033. Debt Interest, Bond Anticipation Notes	<u>16,603.75</u>	<u>16,603.75</u>	<u>0.00</u>	<u>(16,603.75)</u>	<u>0.00</u>
Total Expenses	<u>16,603.75</u>	<u>183,518.27</u>	<u>0.00</u>	<u>(183,518.27)</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 45,000.00</u>	<u>\$ 6,816,322.78</u>	<u>\$ 0.00</u>	<u>\$ 7,183,359.32</u>	<u>\$ 0.00</u>

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
HH.5031.000.034. Interfund Transfer	\$ 45,000.00	\$ 45,000.00	\$ 0.00	\$ 45,000.00	\$ 0.00
Total Revenues	45,000.00	45,000.00	0.00	45,000.00	0.00
Expenses					
HH.1380.200.034. Fiscal Agent Fees	0.00	636.00	0.00	(636.00)	0.00
HH.1440.200.034. Engineer, Equip & Capital Outlay	0.00	1,004,085.39	0.00	(1,004,085.39)	0.00
HH.7997.200.034. Other Culture & Rec, Equip & Cap Outlay	0.00	4,483.50	0.00	(4,483.50)	0.00
Total Expenses	0.00	1,009,204.89	0.00	(1,009,204.89)	0.00
Excess Revenue Over (Under) Expenditures	\$ 45,000.00	\$ (964,204.89)	\$ 0.00	\$ 1,054,204.89	\$ 0.00

Statement of Activity - MTD and YTD by Fund w/ Variance
Village of Clayton
For 4/30/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
Total Revenues	0.00	0.00	0.00	0.00	0.00
Expenses					
HH.1440.200.035. Engineer, Equip & Capital Outlay	0.00	156,263.34	0.00	(156,263.34)	0.00
HH.7997.200.035. Other Culture & Rec, Equip & Cap Outlay	0.00	857.50	0.00	(857.50)	0.00
Total Expenses	0.00	157,120.84	0.00	(157,120.84)	0.00
Excess Revenue Over (Under) Expenditures	\$ 0.00	\$ (157,120.84)	\$ 0.00	\$ 157,120.84	\$ 0.00



VILLAGE OF CLAYTON

CLIMATE SMART COMMUNITIES (CSC) PROGRAM

TASK FORCE INTEREST MEETING

LIGHT REFRESHMENTS
PROVIDED BY
HUNNER'S MARKET



12:30-2:30 PM

*Interested in volunteering on
the CSC Task Force?*



Village of
Clayton
Municipal
Building

425 Mary St

**Join us Wednesday, May 29th to learn
more about how you can get involved.**

Jefferson County Public Health Service (JCPHS)
received funding from NYSACHO / NYSDOH to
advance Climate Smart Communities program work
with the Village of Clayton.

CONTACT:

Cecilia Wirth

cwirth@co.jefferson.ny.us

315-786-3759

**To learn more about Climate
Smart Communities prior to the
meeting, visit
www.climatesmart.ny.gov or
scan the QR code.**



VILLAGE OF CLAYTON

Zoning Officer

Richard Ingerson
Office Hours
Mon. Through Fri.
7:00 AM-12:00 PM & 1:00 PM-3:30 PM

Planning Department

405 Riverside Drive
Clayton, NY 13624
(315) 686-3512 Ext. 29
Fax (315) 686-2651

Planning Board

Douglas Rogers
Chairman
Sandra McMullen
Kevin Patchen
Adam Powers
Ed Higgins
Kevin Patchen
Therese Christensen
Alt's Alson Taylor
Thomas Williams

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that, pursuant to Article IX, § 132-46 of the Village of Clayton's Local Zoning Law, a public hearing will be held by the Joint Town/Village of Clayton Planning Board on Thursday, **June 6, 2024 at 7:00 PM or soon after** in the **Town Recreation Park, 600 East Line Road**, for the purpose of considering a Site Plan Review application by **Jeremy Kellogg**, to add up 9 Townhouse's at 530 Theresa Street & 814 Union Street, Clayton in the Marine Development district, Tax Map # 20.46-2-6.2 & 20.46-2-10

All parties in interest and citizens will be given an opportunity to be heard in respect to such application. Persons may appear in person or by agent. Written comments must be received prior to hearing. The above application is open for inspection at the **Town Offices, 405 Riverside Drive, Clayton, NY.**

Richard Ingerson
Zoning Officer