

Proof of Notice having been duly posted, the 2007 Organizational Meeting of the Jerusalem Town Board was called to order At 7:00 P.M. on January 3, 2007. Present were: Councilpersons Barden, Folts, Hopkins, Stewart, Supervisor Jones, Town Clerk McMichael and Highway Superintendent Payne.

Guest: John Phillips, CEO.

Supervisor Jones called the meeting to order at 7:00 P.M. with the Pledge to the Flag.

A moment of silence was taken for the recent passing of past Zoning Board member, Ron Sutherland.

RESOLUTION #1-07

TOWN BOARD MEETING DATES

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the third Wednesday of each month at 7:00 PM be set as regular Town Board meeting dates and accept rules of procedure for those meetings.

RESOLUTION #2-07

DESIGNATION OF OFFICIAL NEWSPAPER

On a motion of Councilperson Barden, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the Chronicle Express be designated as the official newspaper for the Town of Jerusalem.

RESOLUTION #3-07

DESIGNATION OF OFFICIAL DEPOSITORY

On a motion of Councilperson Hopkins, seconded by Councilperson Barden, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that Community, M&T Investment Group and Five Star Bank be designated as official depositories for the Town, with the Supervisor and Deputy Supervisor authorized to sign checks and other financial papers; and further

RESOLVED that the Town Clerk and Deputy Clerk are hereby authorized to sign checks related to the Town Clerk and Tax Collection accounts.

RESOLUTION #4-07

ATTORNEY FOR THE TOWN

On a motion of Councilperson Folts, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that Philip Bailey be appointed as the Attorney for the Town of Jerusalem.

RESOLUTION #5-07

TOWN ENGINEER AND SAFETY OFFICER

On a motion of Councilperson Stewart, seconded by Councilperson Barden, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that Wayne Ackart be appointed Engineer for the Town at an annual salary of \$9,700, and Safety Officer for the Town at a salary of \$1,800; and, be it further

RESOLVED that the Town here by authorizes payment of a two-person Value Health Insurance Plan for Mr. Ackart.

RESOLUTION #6-07

APPOINTMENTS/POLICIES - FISCAL RELATED ISSUES

On a motion of Councilperson Barden, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the following fiscal related items be made;

- 1) That Supervisor Daryl Jones be appointed Budget Officer at a salary of \$4000.
- 2) That Councilperson Stewart be appointed Deputy Supervisor
- 3) That Jennifer McKay be appointed Bookkeeper.
- 4) That John Phillips be appointed Code Enforcement Officer. (See Resolution #24-07)
- 5) That mileage rates for Town officials and employees be set in accord with the Internal Revenue Service recommended rate of 48.5 cents per mile.
- 6) That petty cash accounts be established in the following amounts for use by Departments:

Town Clerk	\$100.00
Tax Collector	\$100.00 (For months of Jan, Feb & March)
Water Collector	\$100.00
- 7) That total contributions by the Town Board members to the Sunshine fun be established at \$720.00 per year.
- 8) That State and County Bid Prices are to be utilized by all departments.

RESOLUTION #7-07

APPOINTMENTS/POLICIES - RELATED TO TOWN CLERK/TAX COLLECTOR

On a motion of Councilperson Barden, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the following items related to the Town Clerk/Tax Collector issues be made:

1. That Sheila McMichael be appointed Records Access Officer for the Town of Jerusalem.
2. That Sheila McMichael serving as Registrar of Vital Statistics for office term, receive a salary of \$1365.00 for 2007.
3. That Alice Hunt and Jennifer McKay be appointed Deputy Town Clerks.
4. That Alice Hunt, Brenda Spoor and Sandi Spencer be appointed Deputy Tax Collectors.

RESOLUTION #8-07

APPOINTMENTS/POLICIES - RELATED TO HIGHWAY DEPARTMENT

On a motion of Councilperson Hopkins, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the following items related to Highway issues be made:

- 1) That Robert Martin be appointed Deputy Highway Superintendent.
- 2) That the clothing allotment be set at \$300.00 for Highway employees each year.
- 3) That Highway purchases be allowed up to \$1000 without Board approval.

RESOLUTION #9-07

APPOINTMENTS/POLICIES - RELATED TO COURTS

On a motion of Councilperson Folts, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that Sherie Davison and Diane Caves be appointed court clerks for Justice Davison and Justice Killen respectively.

RESOLUTION #10-07

APPOINTMENT/POLICIES - PLANNING DEPARTMENT

On a motion of Councilperson Hopkins, seconded by Councilperson Barden, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the following items pertaining to the Planning Board be made:

1. That Bob Evans be appointed to the Planning Board for a seven-year term that will expire on 12/31/2013.
2. That Elaine Nesbit be appointed Clerk to the Assessing Department, Code Enforcement Officer, and Planning & Zoning Boards.
3. That Diane Caves be appointed secretary to the Planning Board
4. That Councilperson Stewart be appointed alternate to KWIC.
5. That the Watershed Contract with Yates County Soil and Water be approved at a cost of \$14,214.00.

RESOLUTION #11-07

APPOINTMENTS/POLICIES - ZONING BOARD

On a motion of Councilperson Folts, seconded by Councilperson Barden, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the following items pertaining to the Zoning Board be made:

1. That Jim Bird be appointed to the Zoning Board for a five year term to expire 12/31/2011.
2. That Jim Crevelling be appointed as alternate Zoning Board member for a term of one year.
3. That Zoning Board members receive a \$75.00 stipend for mileage to various sites requesting variances.

The Town Clerk was instructed to advertise for Zoning Board applicants due to one alternate position being vacant.

RESOLUTION #12-07

APPOINTMENT/POLICIES - WATER/SEWER DEPARTMENTS

On a motion of Councilperson Stewart, seconded by Councilperson Barden, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the following items pertaining to the water and sewer departments be made.

1. That Gary Dinehart be appointed "Working Supervisor" of the Keuka Park Water/Sewer Department.
2. That clothing allotment be set at \$300.00 for Water/Sewer Maintainers per year.
3. That Jennifer McKay receive \$2,000 for bookkeeping, accounts payables, accounts receivable, payroll and budget assistance for the water and sewer departments.

RESOLUTION #13-07

APPOINTMENT OF RABIES CONTROL OFFICER

On a motion of Councilperson Hopkins, seconded by Councilperson Barden, the following resolution was

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ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that Henry Lafler be appointed Rabies Control Officer.

RESOLUTION #14-07

APPOINTMENT OF TOWN HISTORIAN

On a motion of Councilperson Barden, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that Robert Evans be appointed Town Historian and Jane Davis appointed as Town Historian Emeritus.

RESOLUTION #15-07

SALARY FOR TOWN ELECTED OFFICIALS

On a motion of Councilperson Hopkins, seconded by Councilperson Barden, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

Resolved that salaries of the following elected Town officials be set at:

Supervisor	\$15,000.00
Highway Superintendent	\$45,895.00
Assessor	\$42,011.64
Town Clerk-Tax Collector	\$32,058.00
Justice Matthew Davison	\$ 6,620.00
Justice Anne Killen	\$ 5,952.00
Councilpersons	\$ 2,500.00

RESOLUTION #16-07

SALARY FOR APPOINTED OFFICIALS

On a motion of Councilperson, seconded by Councilperson, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that salaries of the following appointed Town officials be set at:

Code Enforcement Officer	\$44,810.00
Clerk to the Assessment/Planning/Zoning Dept.	\$31,405.00
Court Clerk - Sherie Davison	\$ 2,207.00
Court Clerk - Diane Caves	\$ 1,576.00
Town Historian	\$ 350.00
Assessment Board of Review Members	\$ 250.00@
Secretary to Assessment Board of Review	\$ 500.00
Planning Board Chairman	\$ 250.00
Planning Board Members	\$ 200.00@
Zoning Board Chairman	\$ 225.00
Zoning Board Members	\$ 175.00@

Zoning Board Alternates \$ 125.00@

RESOLUTION #17-07

HOURLY RATE FOR HIGHWAY EMPLOYEES

On a motion of Supervisor Jones, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the following rates per hour be set for Highway employees at:

Robert Martin	Working Foreman	\$16.38
Dale Fitzwater	H.E.O.	\$15.96
Barry Martin	H.E.O.	\$15.66
Santiago Avellenada	H.E.O.	\$13.52
Anthony Hurd	M.E.O.L.	\$13.08
Arthur Burk	M.E.O.L.	\$12.71
Frank Fitzwater	Laborer	\$12.19
Jeff Viele	M.E.O.L.	\$11.18
Jeff Jensen	Mechanic	\$13.68
Part Time Mower Operator		*
Part time Laborer		*

*To be determined by the Highway Superintendent

RESOLUTION #18-07

HOURLY RATE FOR TOWN HALL EMPLOYEES

On a motion of Councilperson Stewart, seconded by Councilperson Barden, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

RESOLVED that the following rate per hour be set for the following employees:

Bookkeeper - Jennifer McKay	\$13.50
Deputy Town Clerk - Alice Hunt	\$11.84
Deputy Town Clerk - Jennifer McKay	\$13.50
Deputy Tax Collector - Brenda Spoor	\$10.42
Deputy Tax collector - Sandi Spencer	\$10.42
Water/Sewer Clerk - Carrie Wheeler	\$12.93
K.P. Water Maintainer/Sewer Waste Water Treatment Plant Operator - Paul Enos	\$13.66
K.P. Water Maintainer/Sewer Wastewater Treatment Plant Operator - Gary Dinehart	\$13.68
Planning Board Secretary - Diane Caves	\$11.33

RESOLUTION #19-07

ESTABLISHING LEGAL HOLIDAYS FOR TOWN OFFICIALS & EMPLOYEES

On a motion of Supervisor Jones, seconded by Councilperson Barden, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart

Nays 0

RESOLVED that the following days be established at official holidays for Town Officials and Employees:

1. New Year's Day 01/01/07
2. Martin Luther King Day 01/15/07
3. Memorial Day 05/28/07
4. Independence Day 07/04/07
5. Labor Day 09/03/07
6. Columbus Day 10/08/07
7. Veterans Day 11/12/07
8. Thanksgiving 11/22/07
9. Friday following Thanksgiving 11/23/07
10. Christmas 12/25/07
11. Floater (at the employee's discretion)

ANNUAL ACCOUNTING

An annual accounting of the Supervisor's books was conducted.

RESOLUTION #20-07

FINANCIAL CONSULTANT SERVICES PROPOSAL

On a motion of Councilperson Barden, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

Resolved that the Supervisor be authorized to execute the financial consulting services agreement with Bernard P. Donegan, Inc., Victor, New York.

RESOLUTION #21-07

MACHINE RESERVE RESOLUTION

On a motion of Councilperson Hopkins, seconded by Councilperson Folts, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

Whereas the Town's General Fund received more mortgage tax than anticipated in December 2006; and

Whereas the Highway Machine Reserve would benefit from this extra revenue; now, therefore, be it

Resolved that the Town Board authorize the following transfers to be done for the 2006 year's budget:

General A D/510 (3005 account) - \$40,000.00
C/960 (9901.9 account) - \$40,000.00

*Resulting in monies being transferred from General to Highway DA

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Highway DA D/510 (5031 account) - \$40,000.00
 C/960 (9901.9 account) - \$40,000.00

*Resulting in monies being transferred from Highway DA to Highway
Machine Reserve

Highway Machine Reserve
 D/230 \$40,000.00
 C/980 (5031 account) - \$40,000.00

* This recognizes the actual cash being deposited in the Reserve

YEAR END 2006 TRANSFERS

Budget Officer Jones presented the following year end 2006
transfers:

WATER FUND

Out of 1990.4 (contingent) \$ 392.78
Into 8310.1 (administration) \$.03
Into 8340.4 (administration) \$ 392.75

GENERAL FUND

Out of 9050.8 (unemployment) \$ 860.29
Into 1430.1 (personnel) \$ 860.29

Out of 1990.4 (contingent) \$ 1004.73
Into 1010.1 (town board) \$ 0.32
Into 1110.1 (justices) \$ 0.08
Into 1220.1 (supervisor) \$ 0.18
Into 1340.1 (budget) \$ 0.10
Into 1355.1 (assessor) \$ 0.02
Into 1410.1 (town clerk) \$ 0.18
Into 5010.1 (highway) \$ 0.02
Into 8010.1 (zoning) \$ 0.06
Into 1355.4 (assessor) \$ 1003.77

Out of 9060.8 (Blue Cross) \$ 6010.39
Into 1355.4 (assessor) \$ 6010.39

Sewer:

Out of 8120.2 \$ 600.00
Into 8120.4 \$ 600.00

Highway DB:

Out of 5110.4 \$ 862.00
Into 5142.4 \$ 862.00

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RESOLUTION #22-07

2006 YEAR END AUDIT OF CLAIMS

On a motion of Councilperson Barden, seconded by Councilperson Stewart, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

Resolved the bills be paid as presented in the following amounts:

General	\$1,681.37
Highway DA	\$ 81.00
Highway DB	\$3,847.87
Sewer	\$ 982.20
Water	\$ 94.77

RESOLUTION #23-07

CEO VACATION CARRY OVER REQUEST

On a motion of Councilperson Barden, seconded by Supervisor Jones, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

Whereas the Code Enforcement Officer has submitted a request to carry over two unused vacation days from 2006; and

Whereas a formal tracking system was not in place prior to the recent implementation of the Leave Request Form in 2006; now, therefore, be it

Resolved that the CEO's request be approved; and, be it further

Resolved that this policy be reviewed further as part of the Employee Handbook update.

RESOLUTION #24-07

AMEND RESOLUTION #6-07 TO ADD APPOINTMENT OF CEO

On a motion of Councilperson Stewart, seconded by Councilperson Hopkins, the following resolution was

ADOPTED Ayes 5 Barden, Folts, Hopkins, Jones, Stewart
Nays 0

Resolved that resolution #6-07 be amended to include the appointment of John Phillips as the Code Enforcement Officer.

Supervisor Jones advised the Board of an incident whereby the Town's sewer main was damaged by the Yates County Highway Department while ditching on Lower West Lake Road.

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With there being no further business, on a motion of Councilperson Barden, seconded by Councilperson Hopkins, the meeting was adjourned at 7:42 P.M.

Sheila McMichael, Town Clerk