

Minutes of the regular monthly meeting of the Jerusalem Town Board held on June 20, 2018 at 7:00 P.M. PRESENT were: Supervisor Killen, Councilors Anderson, Jones, Sisson, Stewart, Town Clerk McMichael, Highway Superintendent Martin, Town Engineer Ackart.

GUESTS: Tim Cutler, John Christensen; *Chronicle Express* Reporter, Ed Bronson, Doug Paddock.

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

CHANGES TO THE AGENDA:

Items added: Federal Surplus Property Program renewal
Yates County Youth Bureau Contract

RESOLUTION #109-18

APPROVAL OF MINUTES

On a motion of Councilor Jones, seconded by Councilor Stewart, the following was

ADOPTED Ayes 4 Anderson, Jones, Sisson, Stewart
Nays 0
Abstain 1 Killen

Resolved that the minutes of the May 16, 2018 meeting be approved as read.

RESOLUTION #110-18

AUDIT OF CLAIMS

On a motion of Councilor Stewart, seconded by Supervisor Killen, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
Nays 0

Resolved that the bills be paid as presented with the addition of the \$234 Clayridge Trucking invoice for Clean-Up Day in the following amounts:

General:	\$20,593.01
Outside Village	\$ 41.88
Highway DB:	\$39,848.24
Sewer:	\$42,209.79
Water:	\$53,697.35
Branchport Light	\$ 279.34

May Utilities:

General:	\$ 5,430.17
Outside Village:	\$ 173.44
Highway DB:	\$ 585.05
Sewer:	\$210,037.80
Water:	\$ 1,785.31
Trust:	\$ 32,477.15

RESOLUTION #111-18
SUPERVISOR REPORT

On a motion of Councilor Jones, seconded by Councilor Anderson, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

Resolved that the Supervisor's Report on the Town's finances for the month of May 2018 be accepted as presented.

TOWN OFFICIALS
HIGHWAY SUPERINTENDENT

- Written Budget Highway report on file in the Office of the Town Clerk.
- The Tinney Road project is half complete. This is the last road under the 2014 FEMA work.
- Dust oiling is done. Mowing, shimming, oiling and stoning are underway.
- The Highway Department was thanked for installing the cellar entrance retaining wall at the Town Hall.

TOWN ENGINEER

- Notes of the June 14, 2018 KPSW meeting on file in the Office of the Town Clerk.
- The Indian Pines Sewer Rehabilitation project is scheduled to be completed next week.
- The Water Capital project design will be submitted to the Department of Health.
- Applications are being accepted for the provisional Water Operator/Wastewater Maintainer position through July 31. Three applications have been filed to date.
- The NYS Department of Health conducted their Water System Field Compliance inspection today. There were two minor findings.

ASSESSOR

- Report on file.
- Grievance Board letters of decision will be mailed.
- Assessor Brand assisted KPSW with addresses for the proposed sewer expansion survey mailing.

COUNCIL

- Staff and volunteers were thanked for helping with Clean Up Day.
- Councilor Stewart announced the Town Board will provide a picnic lunch for staff on July 12.

- The Town is in receipt of a Liquor Authority application for Esperanza View, LLC.
- Councilor Sisson and Supervisor Killen will convene a subcommittee meeting to address concerns related to permitting and regulating kennels.
- Supervisor Killen will contact Connect-A-Service as Thursday evening cleaning has interrupted meetings.

SUPERVISOR

- Bank records needed for the Justice audit have been obtained.
- Clean up of the starry stonewort invasive species is scheduled for September.
- The Yates County Multi-Jurisdiction Hazard Mitigation Plan Strategy Workshop was held on June 19th. Supervisor Killen will work with Highway Superintendent Martin to develop projects and mitigation strategies for consideration on problem areas that cause repetitive damage to infrastructure, i.e. roads, culverts.
- DEC and the Army Corps of Engineers conducted the annual outlet inspection today.
- The quarterly Supervisors/Mayors meeting was June 15th. The County Legislators were thanked for sponsoring a grant application for a county-wide water infrastructure study.
- A memo to departments on the 2019 budget worksheets will be forthcoming.

COMPREHENSIVE PLAN REVIEW SUBCOMMITTEE

The survey revisions are being finalized.

RESOLUTION #112-18

SUPPORT FOR A CONSOLIDATED FUNDING GRANT APPLICATION AND COST SHARING OF GRANT WRITER/CONSULTANT FEE FOR A COUNTY-WIDE WATER INFRASTRUCTURE STUDY

On a motion of Supervisor Killen, seconded by Councilor Anderson, the following was

ADOPTED	Ayes	5	Anderson, Jones, Killen, Sisson, Stewart
	Nays	0	

WHEREAS, the Town of Jerusalem supports efforts to provide clean drinking water to as many of its residents as is practicable and to support the mutually-beneficial efforts of the Towns and Villages in relation to economic and tourism growth, and

WHEREAS, a County-wide water infrastructure study is a candidate for a NYS Consolidated Funding Application Grant, and

WHEREAS, Yates County has agreed to sponsor a CFA Grant application, and

WHEREAS, in order to submit the 2018 CFA Grant application for a County-wide water infrastructure study, the County requires the assistance of a consultant with expertise to prepare the submission materials, and

WHEREAS, Municipal Solutions located at 62 Main Street, Leroy, NY 14482, will assist the County in the preparation of the grant application in conjunction with Larsen Engineering as sub-consultant, for a total fee not to exceed \$4,500, and

WHEREAS, Yates County has agreed to fund 50% of the cost of the consultant, with the remaining 50% to be shared equally amongst the participating municipalities, and

WHEREAS, the fees incurred for the consultant shall not exceed \$4,500 and the Towns and Villages have agreed to share the costs of this fee through a mutually-agreed amount and the County shall provide the matching grant funding for the study itself,

NOW, THEREFORE, BE IT RESOLVED, that the Town of Jerusalem supports the submission of a CFA Grant Application by Yates County for a County-wide water infrastructure study, and be it further

RESOLVED, that the Town of Jerusalem agrees to fund its portion of the consultant engaged by Yates County, and be it further

RESOLVED, that copies of this resolution be given to the Town/Village Clerk, The Yates County Clerk and the Town/Village Attorney.

RESOLUTION #113-18

AUTHORIZE PURCHASE POSTCARDS AND POSTAGE

On a motion of Supervisor Killen, seconded by Councilor Stewart, the following was

ADOPTED	Ayes	5	Anderson, Jones, Killen, Sisson, Stewart
	Nays	0	

Whereas; the Sewer Department is conducting a potential sewer system expansion survey. In an effort to contact all affected residents by mail and complete the survey on the town website.

Therefore; be it resolved that the Sewer Dept. be authorized to purchase mailer postcards and postage at cost of no more than \$300.00.

Be It Further; that monies for this purchase are taken from the 2018 Sewer appropriation account 8110.4

RESOLUTION #114-18

SUMMER RECREATION PROGRAM - APPOINTMENTS/SALARIES

On a motion of Councilor Jones, seconded by Councilor Stewart, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

RESOLVED that the following items related to the Summer Recreation Program be made:

1. Resolved that Beverly Eggleston be appointed Jerusalem Recreation Supervisor for 2018.
2. Resolved that Beverly Eggleston be compensated at the amount of \$4,057.56 for 2018.
3. Resolved that the appointments and hourly rate for the Jerusalem Recreation Employees be set as follows:

Joe Tortolon	Recreation Leader	\$11.00/hour
Anessa Sherman	Recreation Assistant	\$10.40
Lindsey Morehouse	Recreation Assistant	\$10.40
Joe Lankheet	Recreation Assistant/EMT	\$11.00
Brian Hollister	Recreation Assistant	\$10.40
Cassandra Sherman	Recreation Assistant	\$10.40

RESOLUTION #115-18

AUTHORIZE JUSTICE AND CLERK TRAINING

On a motion of Supervisor Killen, seconded by Councilor Anderson, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

Resolved Judge Todd Whitford and Court Clerk Carol Warren be authorized to attend Justices & Court Clerks Training on July 17-18, 2018 in Potsdam, NY at a cost not-to-exceed \$1,300 to be funded from account code 1110.4.

RESOLUTION #116-18

AUTHORIZE ASSESSOR TRAINING - ETHICAL NEGOTIATION FOR ASSESSMENT CASES

On a motion of Councilor Anderson, seconded by Supervisor Killen, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

Resolved Assessor Vernon Brand be authorized to attend Ethical Negotiation for Assessment Cases on July 16-17, 2018 in Ithaca, NY at a cost not-to-exceed \$305 to be funded from account code 1355.4. The meal reimbursement is for lunch only. Participants will be credited with 12 CEUs.

EMPLOYEE HANDBOOK AMENDMENT - 506 EXPENSE REIMBURSEMENT

Supervisor Killen offered the motion, seconded by Councilor Sisson.

Whereas meal reimbursement rates have not kept up with cost increases, and

Whereas there has been some confusion on when meal reimbursement is allowed,

Therefore be it resolved that lunch reimbursement be increased from \$10 to \$15

Therefore be it resolved that the following language clarifying meal reimbursement be added to the handbook.

General Guidance Regarding meal reimbursement:

If you are at training or working outside the Town of Jerusalem for a normal work day you are eligible for a lunch meal reimbursement. (i.e., leaving from and returning to home that day)

If the actual training or work assignment extends substantially beyond a standard work day, through a normal meal time, you are eligible for the additional meal reimbursement. (i.e., leaving from home in the morning, training or work extends to 7 pm, or has a banquet as part of the agenda)

If you are taking a multi-day training or working outside of the Town which includes overnight lodging, you are eligible for breakfast, lunch and dinner meal reimbursement. (i.e., 3 day training, day 1, leaving from home in morning (no breakfast reimbursed) eligible for lunch, dinner, day 2, eligible for 3 meals, day 3, eligible for breakfast and lunch, not dinner).

The format and content of the Employee Handbook was discussed.

RESOLUTION #117-18

AMEND EMPLOYEE HANDBOOK AMENDMENT - 506 EXPENSE REIMBURSEMENT

On a motion of Councilor Stewart, seconded by Councilor Sisson, the following was

ADOPTED	Ayes	5	Anderson, Jones, Killen, Sisson, Stewart
	Nays	0	

Resolved the Employee Handbook Section 506 Expense Reimbursement rate for lunch be amended from \$10 to \$15.

RESOLUTION #118-19

AUTHORIZE SUPERVISOR TO EXECUTE YOUTH BUREAU CONTRACT

On a motion of Councilor Stewart, seconded by Councilor Jones, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

Resolved the Supervisor be authorized to execute the Agreement for provision of services between the Town of Jerusalem under the Youth Development funding stream for the Summer Recreation Program.

RESOLUTION #119-18

AUTHORIZE SUPERVISOR TO EXECUTE FEDERAL SURPLUS PROPERTY PROGRAM MEMBERSHIP APPLICATION

On a motion of Councilor Sisson, seconded by Councilor Stewart, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

Resolved the Supervisor be authorized to execute the Federal Surplus Property Program Membership Application.

RESOLUTION #120-18

KWIC - SWITZERLAND INN SPDES PERMIT

On a motion of Councilor Sisson, seconded by Supervisor Killen, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

Whereas DEC is accepting public comment through June 22 regarding a new septic system at the Switzerland Inn; and

Whereas there are concerns about state oversight to ensure a new system is functioning properly; now, therefore, be it

Resolved the Supervisor be authorized to submit a letter as KWIC desires to have co-oversight of monitoring the Switzerland Inn septic with DEC.

RESOLUTION #121-18

SUPPORTING A NINE-ELEMENT WATERSHED PLAN FOR SENECA AND KEUKA LAKES

On a motion of Councilor Stewart, seconded by Councilor Anderson, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

Whereas the Seneca Watershed Intermunicipal Organization, the Finger Lakes Institute of Hobart & William Smith Colleges, the

Seneca Lake Pure Waters Association, the Keuka Lake Association, the Keuka Watershed Improvement Cooperative, municipalities in the watersheds, and other water quality interest groups and organizations have been working on water quality issues and are committed to obtaining a Nine-Element Watershed Plan, which plan will supplement the 2015 Seneca Lake Watershed Plan and the 1996 Keuka Lake Watershed Plan with modeling that will identify the quantity and source of pollutants, determine water quality goals, define pollution reductions needed to meet the goals, and describe best management practices needed to achieve the reductions that will improve water quality; and

Whereas Keuka Lake drains into Seneca Lake and the Seneca Lake Watershed includes the Keuka Lake Watershed, and a comprehensive watershed plan will include both Keuka and Seneca Lakes, and the watershed plans of both lakes will benefit by updating with a Nine-Element Plan; and

Whereas representatives of the Keuka Lake Association and the Keuka Watershed Improvement Cooperative are working with representatives of the Seneca Watershed Intermunicipal Organization, the Seneca Lake Pure Waters Association and the Finger Lakes Institute to apply for funding for a comprehensive Nine-Element Plan that covers both lakes; and

Whereas Nine-Element Plans are consistent with the U.S. Environmental Protection Agency and N.Y.S. Department of Environmental Conservation framework for developing watershed plans, and funding is available from the N.Y.S. Department of State for 75% of the plan's cost; and

Whereas grant applications for state funding must be made by a Consolidated Funding Application through the state's grant portal, the applicant must be a municipality, and the Town of Geneva, a member of the Seneca Watershed Intermunicipal Organization, is willing and able to be the applicant; now, therefore, it is

Resolved the Town of Jerusalem supports the development of a Nine-Element Plan for the Seneca Lake Watershed, which includes the Keuka Lake Watershed, and urges the New York State Department of State and other involved agencies to support the application of the Town of Geneva for funding this Nine-Element Plan, which will provide the tools needed to make strategic and sustained progress in improving water quality in Keuka and Seneca Lakes, which together account for half of the fresh water in the Finger Lakes, for the benefit of the entire Finger Lakes Region, which will be able to use this effort as a model going forward.

RESOLUTION #122-18

MODIFY 2009 TOWN BOARD CONSENT TO MILL STREET BOUNDARIES

On a motion of Supervisor Killen, seconded by Councilor Sisson, the following was

ADOPTED Ayes 5 Anderson, Jones, Killen, Sisson, Stewart
 Nays 0

Resolved Resolution #151-09 Town Board Consent to Mill Street Boundaries be modified in accordance with Dave Anderson's survey dated May 18, 2018, File No. 186741_83.

PUBLIC COMMENT

- Nine parcels will go up for auction tomorrow for unpaid taxes. Additional information is on County website.
- County Administrator Bob Lawton resigned.
- Harmful algae blooms have been identified in 17 lakes.
- The 70-page report on the broad band survey results is under review. The goal is to bring ISPs into the County.

With there being no further business, on a motion of Councilor Anderson, seconded by Councilor Stewart, the meeting was adjourned at 8:13 P.M.

Sheila McMichael, Town Clerk