

Minutes of the regular monthly meeting of the Jerusalem Town Board held on November 18, 2015 at 7:00 P.M. PRESENT were: Supervisor Killen, Councilors Dinehart, Jones, Parson, Steppe, Town Clerk McMichael, Highway Superintendent Martin, Town Engineer Ackart.

Excused: Deputy Supervisor Stewart.

GUESTS: Tim Cutler, Phil and Nancy Williams, Robert Brown, John Manley, Jorgen Overgaard, Jeff Snow, Ed Bronson, John Phillips, Paul Anderson, and John Christensen; *Chronicle Express* Reporter

Supervisor Killen called the meeting to order with the Pledge to the Flag at 7:03 P.M.

PRESENTATION - KEUKA COLLEGE

Keuka College representatives attending were Dr. Jorge L. Díaz-Herrera, President; Jerry Hiller, VP of Finance & Administration; Dr. Paul Forestell, Provost and VP of Academic Affairs and Amy Storey, VP for Advancement & External Affairs.

Dr. Díaz-Herrera provided an overview of College activities (attached). Their Long Range Strategic Plan created in 2012-13 provides initiatives to increase enrollment in a diverse education market to remain financially viable in the future. Their Master Plan includes Keuka Commons, a mixed use building under construction on Central-Assembly Avenue. Keuka Commons is the first new building addition to the campus in forty years. A 3D model of the Master Plan campus is on display in the College Library for public viewing. Establishing a constructive dialogue among the College, Town and Keuka Park Resident Association was encouraged to solve issues moving forward.

CHANGES TO THE AGENDA

Code Enforcement Officer item will be moved to the end of the agenda.

RESOLUTION #147-15

APPROVAL OF MINUTES

On a motion of Councilor Dinehart, seconded by Councilor Parson, the following was

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved that the minutes of the October 21, 2015 meeting be approved as read.

RESOLUTION #148-15

AUDIT OF CLAIMS

On a motion of Councilor Steppe, seconded by Councilor Dinehart, the following was

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
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Nays 0

Supervisor Killen will research reimbursement to the Town for the \$936.00 Invoice #5528 from Riley & Graff related to the Alexander subdivision application review.

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

General:	\$ 9,700.36
Outside Village	\$ 7,776.39
Highway DB:	\$62,515.46
Sewer:	\$ 5,362.15
Water:	\$ 6,048.00

October Utilities:

General:	\$ 1,614.31
Outside Village:	\$ 162.13
Highway DB:	\$ 3,826.92
Branchport Light:	\$ 238.73
Sewer:	\$34,208.74
Water:	\$ 656.40
Trust:	\$26,102.55

RESOLUTION #149-15

SUPERVISOR REPORT

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

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved that the Supervisor's Report on the Town's finances for the month of October 2015 be accepted as presented.

TOWN OFFICIALS

HIGHWAY SUPERINTENDENT

- Written Budget Highway report on file in the Office of the Town Clerk.
- The salt storage building is working well and has been filled.
- The new plow truck is being equipped with delivery expected in mid-December.
- Ditches and gullies will be cleaned on East and West Bluff Drive.

TOWN ENGINEER

- Notes of the November 10, 2015 KPSW meeting on file in the Office of the Town Clerk.
- Town Engineer Ackart noted road abandonments need to be coordinated with KPSW because our utilities run in the road right-of-way.

- We are working cooperatively with the Village of Penn Yan on the Indian Pines Pump Station Forcemain Replacement project.
- We continue to work cooperatively with Keuka College on the Keuka Commons Project.

COUNCIL

- Councilor Dinehart will coordinate the Zoning Board applicant interviews.
- The proposed Local Transportation Funding resolution provided by the Association of Towns requesting equity in State funding will be placed on the December agenda.

SUPERVISOR

- Ezekiel Smoker, Himrod, NY cleaned the Town Hall gutters for \$60. The bid received from Connect-a-Service, Penn Yan, NY was \$245.
- Supervisor Killen will send a letter to the Living Will and Mercy Flight as their requests for donations were received after the 2016 budget was adopted.
- The need for a generator was discussed following last week's power outage. Supervisor Killen will check out the generator at the Branchport Fire House.

RESOLUTION #150-15

AUTHORIZE EMERGENCY EXPENDITURES

On a motion of Councilor Steppe, seconded by Councilor Parson, the following was

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Whereas the microwave turn table is broken and burning food; now, therefore, be it

Resolved the emergency purchase by the Supervisor of a microwave and kitchen supplies on the credit card be approved.

SUBCOMMITTEE REPORTS:

AGR ZONING REVIEW SUBCOMMITTEE

Supervisor Killen and Planning Board Chair Cutler will meet to discuss the proposed zoning amendments on November 20th.

B1 ZONING REVIEW SUBCOMMITTEE

The B1 Zoning Review Subcommittee members are Supervisor Killen, Planning Board Chair Cutler and Zoning Board Chair Herbert. They are meeting on November 19th.

RESOLUTION #151-15

AMEND RESOLUTION #113-15 - TOWN HALL WINDOW REPLACEMENT

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

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe
 Nays 0

Whereas Supervisor Killen estimated the window replacement project at \$2,600.00 that was insufficient due to the condition of the building requiring extra work and additional materials; now, therefore, be it

Resolved Resolution #113-15 be amended to authorize an additional 10% for the window replacement project in an amount not-to-exceed \$2,860.00.

RESOLUTION #152-15

AMEND RESOLUTION #114-15 - TOWN HALL DOOR REPLACEMENT

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

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe
 Nays 0

Whereas Supervisor Killen estimated the door replacement project at \$1,600.00 that was insufficient due to cost of the lock smith, extra needed work and additional materials; now, therefore, be it

Resolved Resolution #114-15 be amended to authorize the door replacement project in an amount not-to-exceed \$2,300.00.

RESOLUTION #153-15

UPDATE ROAD INVENTORY - ISAAC WALTON AND MILL STREET

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

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe
 Nays 0

BE IT HEREBY RESOLVED by the Town of Jerusalem that the following roads are under the jurisdiction and are legally the responsibility of the Town of Jerusalem for maintenance and repair.

Additions: The following additions are to correct existing road names and/or lengths or to add NEW roads that are not currently included on the Local Highway Inventory listing:

NEW:

Isaac Walton (formerly known as Walton League Rd) from Cr 29 to the End of the Road for a total length of .21 Miles

Mill Street (formerly known as Holiday Harbor) from SR 54A to the End of the Road for a total length of .07 Miles

Total Mileage Added: 0.00 Miles No Net Change in Jurisdictional Mileage simply to correct road names.

RESOLUTION #154-15

UPDATE ROAD INVENTORY - COURT, HIGHLAND AND OAK STREETS

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

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe
 Nays 0

BE IT HEREBY RESOLVED by the Town of Jerusalem for the purpose of correcting and updating the Local Highway Listing, we make the following correction/changes:

Additions: The following additions are to correct existing road names and/or lengths or to add NEW roads that are not currently included on the Inventory listing:

NEW:

Court Street from Penn Village line to the end of street for a total length of 0.10 Mile

Highland Drive from Penn Van Village line to the end of the street for a total length of 0.07 Mile

Oak Street from Lake Ave to CR25 for a total length of 0.07 Mile

Total Mileage Added: .24

RESOLUTION #155-15

AUTHORIZE PURCHASE OF SANDER

On a motion of Councilor Dinehart, seconded by Councilor Parson, the following was

ADOPTED Ayes 5 Dinehart, Jones, Killen, Parson, Steppe
 Nays 0

Whereas the Highway Superintendent has received quotes for one, new sander/salt spreader as follows:

Henderson Truck Equipment	Henderson FSH 1	\$14,910.00
Tenco	Smith SSV-14	\$14,843.00
Thru-Way Spring	Smith SSV-14	\$13,290.00

; and

Whereas after review of quotes and specifications, has found the Thru-Way Spring to be the best match and price; now, therefore, be it

Resolved the Highway Superintendent is authorized to purchase one, new sander/salt spreader from Thru-Way Spring at the low bid of \$13,290.00.

The proceeds for this purchase shall be taken from the Highway Machine Reserve.

RESOLUTION #156-15

AUTHORIZE HIGHWAY TRAINING - MANDATORY DOT TRAINING

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

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved the Highway Superintendent be authorized to attend the mandatory Department of Transportation (DOT) Reasonable Suspicion Drug & Alcohol Education Training for Supervisors conducted by Healthworks Occupational Health Program on November 19, 2015 in Farmington, NY at a cost of \$55.00 with the expense being funded by 5010.4 account.

RESOLUTION #157-15

AUTHORIZE KPSW TRAINING - FINGER LAKES WATER WORKS WINTER CONFERENCE

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

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Whereas; Finger Lakes Water Works Conference is hosting the Winter Meeting at the Waterloo Holiday Inn located at 2468 NYS Route 414, Waterloo, NY; and

Whereas; the cost for a pre-paid, pre-registered 2015 Conference Member for December 3, 2015 is \$24.00/person; and

Whereas; accreditation of operator contact hours will be given for attendance; and

Whereas; operator contact hours are a requirement of the NYS Department of Health for recertification; and

Whereas; instruction and training expenses were approved in the 2015 budget; now,

Therefore be it resolved to authorize attendance of up to (1) person from the Water/Sewer Department to attend the Finger Lakes Water Works Conference Winter Meeting at a cost of \$24.00/person with the expense being funded by the 8340 and 8120 account.

RESOLUTION #158-15

AUTHORIZE ASSESSOR TRAINING - WINERIES/MICRO BREWERIES VALUATION

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

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved the Assessor be authorized to attend the NYS Assessors' Association Valuations of Wineries & Micro Breweries on December 11, 2015 in Corning, NY at a cost of \$100 with the expense being funded by 1355.4.

RESOLUTION #159-15

AUTHORIZE SUPERVISOR TO CLOSE TOWN OFFICES FOR HOLIDAY GATHERING

On a motion of Councilor Steppe, seconded by Councilor Parson, the following was

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved the Supervisor be authorized to close the Town Offices and release scheduled employees from duty on December 11, 2015 at 2:00 P.M. for a Holiday Gathering at the Antique Inn.

RESOLUTION #160-15

RESOLUTION FOR BANK DEPOSITS

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

ADOPTED	Ayes	4	Dinehart, Killen, Parson, Steppe
	Nays	1	Jones

Whereas the Town of Jerusalem primarily uses banking services at 5 Star bank;

Whereas 5 Star bank offers the service of accepting checks for deposit by scanning;

Whereas scanning checks offers fast, efficient deposit of checks and avoids necessity of time spent delivering checks to the bank and saves mileage costs;

Whereas Town law section 30 (1a) requires a Town clerk to: 1-a. "Shall enter daily in a suitable book or books a record of all moneys received by him, and shall deposit all such moneys not later than the third business day after the total thereof exceeds the sum of two hundred fifty dollars";

Whereas Town law section 37 (1) requires a Tax collector to: "Within twenty-four hours after receiving the same, he shall deposit and secure all sums of money received and collected by him to the credit of the supervisor in or with a bank or trust company";

Therefore be it resolved that checks received by the Town of Jerusalem (including for taxes, permits, licenses or fees) shall be deposited by scanning effective 11/23/15.

Therefore be it resolved that checks received for taxes be deposited by scanning within 24 hours after receiving same.

Therefore be it resolved that cash payments received for taxes be deposited within 24 hours after receiving same.

Therefore be it resolved that checks received for any payment other than taxes be deposited by scanning not later than the third business day after receiving same.

Therefore be it resolved that cash payments received for any reason other than taxes be collected until cash exceeds the sum of two hundred fifty dollars, then along with any other cash payments received in the interim, shall be deposited on the third business day afterwards.

RESOLUTION #161-15

MOVE TO EXECUTIVE SESSION - EMPLOYMENT OF CODE ENFORCEMENT OFFICER

On a motion of Councilor Parson, seconded by Councilor Steppe, the following was

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved that this meeting be interrupted to enter into Executive Session to discuss extending an offer and possible employment of the Code Enforcement Officer.

Code Enforcement Officer John Phillips was invited to remain.

The Executive Session convened at 8:29 P.M.

The following information was provided by Councilor Jones and Supervisor Killen.

RESOLUTION #162-15

RETURN TO REGULAR SESSION

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

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
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Nays 0

Resolved that the Board return to regular session.

The Board reconvened in regular session at 9:20 P.M.

RESOLUTION #163-15

APPOINT CODE ENFORCEMENT OFFICER

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

ADOPTED	Ayes	5	Dinehart, Jones, Killen, Parson, Steppe
	Nays	0	

Resolved the Code Enforcement Officer position be offered to Zachary Devoe, offering pay of \$21.47 per hour, requiring he pay 5% of his medical premium, to begin full time January 4th (or by January 18th).

With there being no further business, the meeting was adjourned at 9:24 P.M.

Sheila McMichael, Town Clerk