

Minutes of the regular monthly meeting of the Jerusalem Town Board held on April 19, 2023 at 7:00 P.M. PRESENT were: Supervisor Sisson, Councilors Jones, Lent, Purdy, Sisson, Town Clerk McMichael, Highway Superintendent Hurd.

Excused: Councilor Bird.

GUESTS: Tim Cutler, Earl Makatura, Bob Brechko, Sheila Burt.

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

CHANGES TO AGENDA

Letter of Support for Keuka Lake Triathlon and Peasantman Triathlon were added to the agenda.

RESOLUTION #58-23

APPROVAL OF MINUTES

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

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Resolved that the minutes of the March 15, 2023, Joint Meeting March 16, 2023 and Special Meeting April 10, 2023 were approved as read.

RESOLUTION #59-23

AUDIT OF CLAIMS

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

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

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

General:	\$ 16,074.42
Outside Village	\$ 4,629.29
Highway DB:	\$ 16,224.66
Sewer:	\$ 49,225.20
Water:	\$108,003.32
Branchport Light	\$ 508.35
Escrow:	\$ 5,143.25

March Utilities:

General:	\$ 5,317.92
Outside Village:	\$ 31.22

Sewer:	\$ 146.15
Water:	\$ 2,213.35
Trust:	\$24,774.09

RESOLUTION #60-23
SUPERVISOR REPORT

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

ADOPTED	Ayes	4	Jones, Lent, Purdy, Sisson
	Nays	0	

Resolved that the Supervisor's Report on the Town's finances for the month of March 2023 be accepted as presented.

PRESENTATION YATES COUNTY BOARD OF ELECTIONS

Democratic Commissioner Bob Brechko and Republican Deputy Commissioner Sheila Burt provided an update on Election Regulations and Procedures that will affect local elections.

TOWN OFFICIALS

HIGHWAY SUPERINTENDENT

- Written Budget Highway report on file in the Office of the Town Clerk.
- The sidewalk at 2459 Rte. 54A is being repaired.
- There was another accident on Belknap Hill Road.
- NYSDOT agreed to widen the entrance to Stever Hill Road at the Rte. 54A intersection.
- Flooding repairs are still underway.
- Culvert pipes are still being installed.
- Seasonal employee Harvey Ribble started to help cover as an employee is out on worker's compensation.

WATER/SEWER REPORT

- Councilor Lent summarized the April 4th committee meeting.
- The new hires are working out well.
- The engineer recommended removing the East Bluff Drive sewer meter.
- Water main breaks have been reduced since the flow into Keuka Park has been throttled down.
- Parts are being ordered for the Keuka Park Lift Station pumps.
- We are working with the College to get their water meters remote read capable.

COUNCILOR

- Clean Up Day is June 17th, 8:30-12:30.
- Councilor Purdy asked that Comprehensive Plan Consultant be added to the May agenda.

SUPERVISOR

- Supervisor Sisson meets with the Water/Sewer staff on a daily basis to assign duties for the day.

Resolution #61-23

Crispin Hill Sewer Charges

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

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
Nays 0

Whereas Resolution #40-22 established commercial sewer units for Crispin Hill, 2732 Wager Hill Road at 21.25 in accordance with Town Code §131.26; and

Whereas actual usage has been tracked since their connection as an out-of-district user as of April 2022; and

Whereas their engineer submitted a revised NYSDEC Application Form BSP-5 based on the actual usage resulting in a reduction of the estimated sewer units to 3 in September 2022; and

Whereas one full year of actual usage by said new customer has been recorded at 124,933.00 gallons; now, therefore, be it

Resolved as follows:

1. Account #31875 will be adjusted accordingly and a credit of \$8,773.29 applied.
2. Based on actual usage from October 2022 to April 2023, the commercial sewer units for Crispin Hill be adjusted to 3.25 on their next quarterly bill (124,933 ÷ 40,000 rounded up to the nearest quarter)
3. This resolution will be copied to the KPSW Billing Clerk.

Resolution #62-23

Advertise Planning Board Vacancy

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

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
Nays 0

Resolved a block ad be placed twice in the Town's official newspaper seeking Planning Board applicants to fill the unexpired term of Ron Ruben through December 31, 2027. Letters of interest to the Town Clerk must be received on or before June 2, 2023.

Resolution #63-23

AUTHORIZE ASSOCIATION OF TOWNS 2023 HIGHWAY SCHOOL

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

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Resolved the Highway Superintendent be authorized to attend the Association of Towns 2023 Highway School on June 5-7, 2023 in Ithaca, NY at a cost of \$125.00 and lodging for two nights at a cost not-to exceed \$300.00, with the expense funded from account 5010.4.

Resolution #64-23

Authorize Grinder Pump Bid RFP

On a motion of Councilor Purdy, seconded by Councilor Lent, the following was

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Whereas the Town of Jerusalem, NY - Keuka Park Sewer Department - District #2 - is in need of grinder pumps for our Sewer District # 2 - Low pressure sewer system. The town would like to receive qualified bids to support our specifications for 12 grinder pumps and 12 adapters.

Specifications as follows:

- * Motor - 1 HP, 1725 rpm, high torque, capacitor start, thermally protected, 240-volt, 60 hertz - single phase.
- * Discharge - 15 gpm. at 0 psig; 11 gpm, at 40 psig; 7.8 gpm, at 80 psig.
- * Semi-positive displacement type pump directly driven by a 1 HP motor capable of delivering 9 gpm.
- * Total dynamic head pressure - 180 ft.
- * Electric quick disconnect adapter - plug to plug with 1 ft. cable
- * Must be compatible with Town of Jerusalem - Sewer District #2 system.
- * Bids are to be stated in unit prices, estimated delivery date must be included; stating a grand total of bid.

The Town of Jerusalem reserves the right to reject any and all bids, and to waive any informality therein.

Therefore, be it resolved that the Town Clerk is authorized to place a proper legal notice on April 20, 2023 requesting the submission of bids for 12 each grinder pumps and 12 each adapter. Bids are due by Monday, May 8, 2023 at 10:00 am. to the Jerusalem Town Clerk, 3816 Italy Hill Road, Branchport, NY 14418.

Resolution #65-23

Amend 2023 Water/Sewer Fee Schedule

On a motion of Councilor Lent, seconded by Councilor Purdy, the following was

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Resolved the following amendments to the 2023 Water & Sewer Department Fee Schedule be approved:

Statement to be included "Sewer charges will commence first billing cycle after issuance of building and/or connection permit"; removal of statement "Sewer charges commence when sewer connection is approved by KPSW personnel".

Councilor Jones stated the requirement should be changed to when the connection is complete.

Resolution #66-23

Authorize Water Tank Inspection

On a motion of Councilor Lent, seconded by Councilor Purdy, the following was

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Whereas the Keuka Park Sewer & Water Department would like to create a three-year rotation schedule of water tank remote operator inspection services.

Whereas, Atlantic Underwater Services, Inc. has provided this service in the past and is acquainted with our water district.

Whereas, water tank inspections should be completed for water tank #2 Keuka Park this year.

Therefore, be it resolved, the Keuka Park Sewer & Water Department accept the proposal for service at water tank #2 for the amount of \$1,350.00 and request to be placed on Atlantic Underwater Services, Inc. three-year rotation schedule at no charge. Funding for the inspection under appropriation code 8340.4

Resolution #67-23

Authorize Class C & D Water Certification

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

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Whereas; the Grade C Operators Certification Course is being offered at SUNY Jamestown Community College on May 9-11, 2023;

Whereas; the Grade D Operators Certification Course is being offered at SUNY Jamestown Community College on June 12-14, 2023;

Whereas; the NYS Health Department requires that the Keuka Park Water District Operators have Class C and Class D Operator certification;

Therefore, be it resolved that Joe Matthews, Patrick Lewis and Jamie L. Sisson be authorized to attend the Class C and Class D Operators Certification Courses at a cost of \$4,350.00 plus \$2,108.73 lodging, with expenses funded from account 8310.4.

Resolution #68-23

Appointment - Recreation Supervisor - Emily Strait

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

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Resolved Emily Strait be appointed as Recreation Supervisor at an annual salary of \$4,012.00.

RESOLUTION #69-23

EMPLOYEE HANDBOOK SECTION 703 CALL-IN PAY AMENDMENT

On a motion of Councilor Lent, seconded by Councilor Purdy, the following was

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Resolved that the Employee Handbook Section 703 Call-In Pay be amended as follows:

Compensation - In the event an FLSA non-exempt employee is called in to work outside of the employee's regularly scheduled work shift, the employee shall be credited for pay purposes with the greater of either ~~two (2)~~ three (3) hours time, or the time actually worked. This shall not apply in the event the call-in occurs less than two hours prior to the employee's regular starting time. "Time actually worked" will be considered to start at the time the employee arrives at the highway garage or work site.

Resolution #70-23

Authorize Purchase of Town Office Door

On a motion of Councilor Purdy, seconded by Councilor Lent, the following was

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Whereas two quotes were received to replace the front entry door to the Town Office as follows:

 Rose City Glass, Canandaigua \$4,780
 Marble's Glass, Penn Yan \$4,141

;now, therefore, be it

Resolved the purchase be awarded to Marble's Glass as the low bidder.

RESOLUTION #71-23

APPROVAL OF KEUKA TRIATHLON

On a motion of Councilor Purdy, seconded by Councilor Lent, the following was

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Whereas Keuka Triathlon is requesting permission to hold an event on June 11, 2023; and

Whereas races within a township do not require filing a NYSDOT Permit 33a if the township issues a permit for the event; and

Whereas the bicycle race course starting and ending at 26 North Avenue, Keuka Park, travels throughout the Town; now, therefore, be it

Resolved the Supervisor be authorized to send a letter granting permission for the Keuka Triathlon event as requested.

RESOLUTION #72-23

LETTER OF SUPPORT FOR PEASANTMAN TRIATHLON

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

ADOPTED Ayes 4 Jones, Lent, Purdy, Sisson
 Nays 0

Resolved the Supervisor be authorized to send a letter of permission for the Peasantman triathlon to be held on August 20, 2023 as required for their NYSDOT Permit 33a.

YATES COUNTY REPORT

Legislator Bronson presented the Yates County report.

In response to Supervisor Sisson requests that the County share bed tax monies with the Towns, Mr. Bronson responded they focus use of monies on county-wide projects.

With there being no further business, on a motion of Councilor Purdy, seconded by Supervisor Sisson, the meeting was adjourned at 8:12 P.M.

Sheila McMichael, Town Clerk