

Minutes of the regular monthly meeting of the Jerusalem Town Board held on October 17, 2018 at 7:00 P.M. PRESENT were: Supervisor Killen, Councilors Anderson, Jones, Sisson, Stewart, Town Clerk McMichael, Highway Superintendent Martin, Tony Hurd, Deputy Highway Superintendent, Town Engineer Ackart, Terry Kwiecinski, Budget Officer.

GUESTS: Tim Cutler, John Christensen; *Chronicle Express* Reporter, Doug Paddock, Jan & Gary Molyneaux, Lang, Amy Borglum, Leonard & Delores Lang, Bob Bartholomay.

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

RESOLUTION #202-18

APPROVAL OF MINUTES

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

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

Resolved that the minutes of the September 19, 2018 meeting be approved as read.

RESOLUTION #203-18

APPROVAL OF MINUTES

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

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

Resolved that the minutes of the September 26, 2018 special meeting be approved as read.

RESOLUTION #204-18

APPROVAL OF MINUTES

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

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

Resolved that the minutes of the October 3, 2018 special meeting be approved as read.

RESOLUTION #205-18

AUDIT OF CLAIMS

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

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

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

General:	\$11,903.29
Outside Village	\$ 92.30
Highway DB:	\$33,186.75
Sewer:	\$44,401.43
Water:	\$ 1,245.55
Branchport Light	\$ 256.81

September Utilities:

General:	\$ 448.59
Outside Village:	\$ 242.73
Highway DB:	\$ 5,880.28
Sewer:	\$ 316.47
Water:	\$ 921.23
Trust:	\$44,168.65

RESOLUTION #206-18

SUPERVISOR REPORT

On a motion of Supervisor Killen, seconded by Councilor Sisson, 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 September 2018 be accepted as presented.

PUBLIC HEARING - 2019 TOWNWIDE, WATER & SEWER BUDGETS

With proof of notice having been duly published and posted, Supervisor Killen opened the public hearing on the 2019 Townwide, Water & Sewer Budgets at 7:05 P.M. The 2019 Tentative Townwide Budget includes an 11.9% decrease in the Town Tax Rate (equates to a yearly decrease of \$3.04 per \$100,000 of assessed valuation). Water and Sewer rates will remain the same.

- Gary Molyneaux asked the Supervisor to summarize the budget process. He also asked if Budget Officer Larry Muscarella had been replaced. Budget Officer Terry Kwiecinski was introduced.
- Wayne Ackart noted the increased expenditures are offset by the increased assessments following the property revaluation resulting in a decreased tax rate.
- Gary Molyneaux inquired about a new Assessor. To date, four of the seven applicants have been qualified by Civil Service.
- Amy Borglum noted concerns over her ability to continue paying her taxes.
- It was suggested the Town manage like a business and lower

expenses by cutting services or staffing. Supervisor Killen questioned the Town's ability to reduce essential services such as snow plowing. He noted the Town continually tries to identify cost savings and request staff be efficient.

- Gary Molyneaux questioned the 33% increase in Transmission 8340.1. There is an increase in personal services due to three Water System Operator/Wastewater Maintainers on staff as part of the succession plan for a planned retirement in March.
- Reporter John Christensen requested a copy of the budget summary page.
- Bob Bartholomay asked how the residential assessment changes compared to rural assessments.
- Gary Molyneaux questioned where the multimillions are going as property values increase and property taxes still increase.

The public hearing was left open.

#### TOWN OFFICIALS

##### HIGHWAY SUPERINTENDENT

- Written Budget Highway report on file in the Office of the Town Clerk.
- The Highway storage barn is almost complete. The Towns of Benton and Milo were thanked for helping us.
- Stever and Prosser Roads are prepped for resurfacing in 2019.
- Highway winter preparations are underway.

##### TOWN ENGINEER

- Notes of the October 4, 2018 KPSW meeting on file in the Office of the Town Clerk.
- The water capital project will be put out for bid in January 2019.
- The sewer rehabilitation capital project is complete.
- KPSW has been busy working on a number of development activities including a distillery and brewery.
- Provisional employee Brad Donovan will be taking the required Civil Service exam tomorrow.

##### ASSESSOR

Supervisor Killen thanked Zoning, Assessing and Planning Secretary Nesbit for attending the Small Claims Assessment Review hearings and keeping the Board updated on the decisions.

##### COUNCIL

- Councilor Stewart reported several months ago the Sewer & Water Committee set the October 2018 Town Board meeting as the decision point regarding advancement of the Sewer #4 project.

For several months the "Survey Monkey" poll has been running on line and we now have over 535 responses (some are duplications). In all our previous major capital projects for Sewer and Water (at least seven of them) we did not have the benefit of such a survey. Thanks to Pat Killen for setting up this valuable tool. Based not only on the survey results, but on input from meetings with various citizens groups over the past few months, the Committee feels West Bluff Drive should be dropped from Sewer Extension #4 should it proceed at this time (2019). It is noted that Larson Engineers did not see any significant cost disadvantage should West Bluff be excluded. West Bluff Drive could always be done separately in the future if significant interest and support were to develop.

Therefore, it is the recommendations to the Town not proceed with West Bluff Drive extension at this time. The project could be revisited in the future should further sufficient interest develop.

- The Zoning Board heard four area variance applications and a special use permit this month.

#### SUPERVISOR

- Supervisor Killen thanked Annette Toaspern for work done on the Trolley Depot sign. The dedication ceremony was held October 6<sup>th</sup> at the Branchport Library.
- The Small Business Administration is making low interest loans available from the October 13-15 disaster declaration in Yates County. Starkey was hard hit by the storms.
- Jennifer Gruschow will be resigning her position on the Planning Board effective December 31, 2018.

#### RESOLUTION #207-18

##### APPOINTMENT - PLANNING BOARD

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

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

Whereas there will be two vacancies on the Planning Board as of January 1, 2019; now, therefore, be it

Resolved as follows:

1. Rachel Robak be appointed as of January 1, 2019 for a seven-year term through December 31, 2025.
2. Kerry Hanley be appointed to fill the unexpired term of Jennifer Gruschow as of January 1, 2019 through December 31, 2024.
3. New members are authorized to attend the November Genesee/Finger Lakes Planning Council training program in

Batavia at a cost of \$75/participant plus expenses.

4. Planning Board Chairman Cutler will provide them with the G/FLRPC training material.

SUBCOMMITTEE REPORT

CODE ENFORCEMENT SUBCOMMITTEE

The Subcommittee will be recommending modification to the zoning code to address issues related to nonconforming structures.

RESOLUTION #208-18

MANDATORY SEXUAL HARASSMENT TRAINING POLICY

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

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

Resolved the Sexual Harassment Policy for All Employers in New York State be adopted and added to the Employee Handbook.

RESOLUTION #209-18

SEXUAL HARASSMENT COMPLAINT FORM

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

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

Resolved the Complaint Form for Reporting Sexual Harassment be adopted.

RESOLUTION #210-18

MANDATORY SEXUAL HARASSMENT TRAINING

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

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

Resolved the Town work cooperatively with Yates County to provide the annual mandatory sexual harassment training to all employees; and be it, further

Resolved a copy of this resolution be provided to the Yates County Personnel Director.

RESOLUTION #211-18

JUSTICE COURT ASSISTANCE PROGRAM GRANT APPLICATION

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 Justice has requested the purchase of office equipment; and

Whereas funds are available through the New York Justice Court Assistance Program Grant; now, therefore, be it

Resolved that the Town of Jerusalem authorizes the Town of Jerusalem Town Court to apply for a grant application for office equipment.

RESOLUTION #212-18

NOVEMBER MEETING SCHEUDLE

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

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

Resolved, that the November Town Board meeting be held on November 14, 2018 due to the Thanksgiving holiday.

RESOLUTION #213-18

KEUKA PARK SEWER & WATER RELEVIES

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

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

Whereas, the Jerusalem Town Code provides for the collection of delinquent water and sewer bills by the County of Yates by the relevy of those accounts on the January tax bills; and

Whereas, the Town Sewer/Water office has compiled a listing of the 2018 water and sewer delinquent accounts in the following amounts:

Water	\$19,800.83
Sewer	\$16,872.80
Relevy Fee	\$ 3,950.00

Therefore, be it

Resolved, that the Jerusalem Town Board does hereby approve the transfer of these delinquent accounts to the County for relevy on their 2019 tax bills.

NOTE: Final amounts: Water \$19,151.43  
Sewer \$14,778.20  
Relevy Fee: \$ 3,600.00

RESOLUTION #214-18

ENGAGE BERNARD P. DONEGAN, INC. TO CONDUCT SEWER & WATER RATE STUDY

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

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

Whereas Bernard P. Donegan, Inc. prepared a sewer and water rate study in September 2013; the KPSW Committee would like the study updated. The funds for the study are available within the 2018 sewer 8110.4 administrative and water 8310.4 administrative budgets.

Now be it resolved that Bernard P. Donegan, Inc. be contacted to update the sewer and water rate study.

RESOLUTION #215-18

MILO INTERMUNICIPAL COOPERATION AGREEMENT

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

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

Resolved the Supervisor be authorized to sign the Intermunicipal Cooperation Agreement for Use of Town of Milo Vehicles and/or Equipment by Other Municipality; and, be it further

Resolved that the Town of Jerusalem will reciprocate with the same Agreement to the Town of Milo.

RESOLUTION #216-18

ESRI- GIS mapping contract renewal for KPWS, Assessor, BLDG depts.

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

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

Resolved the Supervisor be authorized to sign the ESRI-GIS mapping contract renewal for KPSW, Assessor and Building Departments.

PUBLIC COMMENT

- In response to further budget questions, the 2019 budget will be voted on at the November 14<sup>th</sup> Town Board meeting. There are increased hours for the Court Clerk due to a back log of open tickets and State mandated certification. The Centralized Arraignment Plan (CAP) has been implemented.
- Yates County received \$100,000 grant monies to be used to

purchase a new excavator that will be shared with Schuyler County.

- Yates County budget workshops will be held October 30 and 31.
- Negotiations are underway for a new County Administrator.
- It was clarified the occupancy tax collected by Yates County is used to promote area tourism. Funds are distributed by the County through grant applications.

RESOLUTION #217-18

CLOSE PUBLIC HEARING - 2019 TOWNWIDE, WATER & SEWER BUDGETS

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

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

Resolved the public hearing on the 2019 Townwide, Water & Sewer Budgets be closed at 8:39 P.M.

With there being no further business, on a motion of Supervisor Killen, seconded by Councilor Sisson, the meeting was adjourned at 8:40 P.M.

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Sheila McMichael, Town Clerk