

Minutes of the regular monthly meeting of the Jerusalem Town Board held on August 17, 2016 at 7:00 P.M. PRESENT were: Supervisor Killen, Councilors Anderson, Jones, Parson, Town Clerk McMichael, Highway Superintendent Martin, Town Engineer Ackart.

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

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

RESOLUTION #134-16
CHANGES TO THE AGENDA

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
Nays 0

Resolved Data Collection be added to the agenda.

RESOLUTION #135-16
APPROVAL OF MINUTES

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
Nays 0

Resolved that the minutes of the July 20, 2016 meeting be approved as read.

RESOLUTION #136-16
AUDIT OF CLAIMS

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
Nays 0

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

General:	\$ 8,038.21
Outside Village	\$ 1,243.05
Highway DB:	\$93,055.50
Sewer:	\$37,172.99
Water:	\$13,333.21

July Utilities:

General:	\$ 637.35
Outside Village:	\$ 118.83
Branchport Light:	\$ 234.81
Sewer:	\$ 9,081.69

Water: \$20,984.17
Trust: \$28,792.02

RESOLUTION #137-16
SUPERVISOR REPORT

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
 Nays 0

Resolved that the Supervisor's Report on the Town's finances for the month of July 2016 be accepted as presented.

TOWN OFFICIALS
HIGHWAY SUPERINTENDENT

- Written Budget Highway report on file in the Office of the Town Clerk.
- Road work includes Italy Friend Road shoulders and cold mix paving on Barnes Road next week.
- Purchasing land behind the Town barns from YMCA will be placed on the September agenda.
- Supervisor Killen received a call from Ross at Keuka Lake State Park. The contractor doing repair work on the road behind the State Park is meeting Ross on August 18th and plans to start on August 19th. Mr. Christensen offered to post information on the *Chronicle Express* website if details can be submitted to him. Highway Superintendent Martin stated he has not been contacted on this project.

TOWN ENGINEER

- Notes of the August 4, 2016 KPSW meeting on file in the Office of the Town Clerk.
- The 4th of July continues to be the biggest day of the year in the water and sewer business.
- Supervisor Killen, Town Engineer Ackart and Greg Cummings from Larson Design Group attended the July 16th Bluff Point Association meeting to provide an update on our sewer study and take comments. A 6-question survey has been placed on survey monkey to obtain further comments. The link is <https://www.surveymonkey.com/r/T26XJDB>. 29 responses have been received to date.

COUNCIL

Councilor Jones stated any concerns regarding the Lest We Forget War Memorial are to be referred to the Committee (Gary Dinehart, Dan Lynn, Bill Culver, Daryl Jones) and they will address them.

SUPERVISOR

- Supervisor Killen will inform Keuka College that requests for letters of support will not be entertained before being considered by the Town Board at a duly convened meeting.
- Supervisor Killen will follow up on a letter received from Keuka Park constituents noting concerns with the College signage on Central Avenue, the lack of visibility and related accidents. He noted, according to Code Enforcement Officer DeVoe, the sign was constructed in accordance with the Town Code.

Subcommittee Reports:

Solar Energy Subcommittee:

Subcommittee Chair Tim Cutler stated the first draft regulations were distributed and changes will be made based on the comments received. Future drafts will include the date in the footer.

Resolution #138-16

Schedule Public Hearing - Cable Television Franchise

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

ADOPTED	Ayes	4	Anderson, Jones, Killen, Parson
	Nays	0	

Resolved a public hearing be scheduled on September 21, 2016 at 7:05 P.M. regarding renewal of the cable television franchise agreement by and between the Town of Jerusalem and Time Warner Cable.

Resolution #139-16

Remove Grader Purchase from the Table

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

ADOPTED	Ayes	4	Anderson, Jones, Killen, Parson
	Nays	0	

Resolved the grader purchase tabled by Resolution #73-16 be brought back to the floor for discussion.

Resolution #140-16

RESOLUTION AUTHORIZING THE EXPENDITURE FROM TOWN OF JERUSALEM HIGHWAY CAPITAL RESERVE FUND

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

ADOPTED	Ayes	4	Anderson, Jones, Killen, Parson
	Nays	0	

The Town Board of the Town of Jerusalem does hereby resolve, pursuant to the provisions of Section 6-c of the General Municipal

Law of the State of New York, that the Town Supervisor of the Town of Jerusalem be and he hereby is authorized and directed to transfer from the Town of Jerusalem Highway Capital Reserve Fund, duly established on October 13, 2004, to the Highway DB Fund and applied to the Highway Department contractual expense item, Item No. DB 5130.2, Two hundred eighty-two thousand one hundred twenty-seven and 17/100 Dollars (\$282,127.17) of the principal and accumulated interest in said Reserve Fund to partially pay for the following piece of equipment:

A new 2017 John Deere Model 672GP Grader from Five Star Equipment Inc. 60 Paul Rd Rochester NY 14624.

This resolution shall be subject to a permissive referendum, as required by law.

Resolution #141-16

2016 Budget Amendment - Highway Barn Roof Replacement

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

ADOPTED	Ayes	4	Anderson, Jones, Killen, Parson
	Nays	0	

Whereas, Resolution #113-16 awarded the bid to replace the roof at the Town highway barn to Proctor Enterprises; and

Whereas, Proctor Enterprises completed such on August 1, 2016; and

Whereas, there are sufficient funds within the unappropriated fund balance to compensate for the expense to appropriation code 5132.4;

Now, therefore be it resolved that the Highway DB 2016 budget be amended to utilize the unappropriated fund balance for \$38,750.00.

Resolution #142-16

2016 Budget Amendment - Recreation Program Donations

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

ADOPTED	Ayes	4	Anderson, Jones, Killen, Parson
	Nays	0	

Whereas, the Town Board instructed Beverly Eggleston, Recreation Supervisor, to collect funds direct from participants to attend field trips; and

Whereas, the final field trip for the recreation program is to visit Seabreeze Amusement and Water Park; and

Whereas, this field trip could be a hardship for some families; and

Whereas, local businesses made donations to the Town recreation department to offset participants' direct costs for this field trip

Now, therefore be it resolved that the General A 2016 budget be amended as follows

Increase revenue 2770 code	\$1,430.00
Increase appropriation 7310.4 code	\$1,430.00

Supervisor Killen requested the Recreation Committee obtain the list of donors to publically thank them. The list will also be e-mailed to Mr. Christensen at the *Chronicle Express*.

The need for additional swimming lessons in Yates County was referred to the Recreation Committee for further discussion. Supervisor Killen will also discuss this with the Keuka Lake State Park personnel.

Discussion - Resolution #1-16 Official Depository Authorized Signors

A recent incident involving verification of a wire transfer at Five Star Bank was discussed. Supervisor Killen stated this situation has been rectified as the Bank now has an alternate phone number on file for the Deputy Supervisor.

Resolution #143-16

Authorize Cleaning Services Bid Advertisement

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
Nays 0

Whereas the Town of Jerusalem currently contracts town office cleaning services with Connect-A-Service of Penn Yan; and

Whereas the Town Board desires to solicit bids for said cleaning services; now, therefore, be it

Resolved that

1. The Town Clerk is authorized to place an advertisement for two weeks in the *Chronicle Express* for cleaning services at the Town office to begin January 1, 2017.
2. Letters of interest along with references must be submitted by 3 pm September 9, 2016 in the Office of the Town Clerk.

Resolution #144-16

Authorize Public Notice for Indian Pines Forcemain Replacement Project

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
 Nays 0

Whereas; New York State Department of Environmental Conservation requires a publication of notice be placed in the *Chronicle Express* for the DEC Permit Application for the Indian Pines Pump Station Project;

Therefore; be it resolved that the Town Clerk place the publication for public comment in the *Chronicle Express* on August 24, 2016.
(Exhibit 1)

Resolution #145-16

Authorize Data Collector Laser Distance Measuring Device

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
 Nays 0

Resolved we approve expending up to \$160 for a laser distance measuring device to come from assessor's data collection budget.

Resolution #146-16

Window Replacement - South Side of Town Hall

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
 Nays 0

Resolved we advertise (posting in lobby) seeking quotes for replacement of windows on South side of Town Hall to specs set by code enforcement in an amount not-to-exceed \$3,500 for removal of old windows, purchase and installation of new, without prior board approval.

Resolution #147-16

Authorize Assessor Training - Valuation of Mobile Home Parks

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

ADOPTED Ayes 3 Anderson, Killen, Parson
 Nays 1 Jones

Resolved the Assessor be authorized to attend Valuation of Mobile

Home Parks training in Corning, NY on December 2, 2016 at a cost of \$120, with the expense being funded by the 1355.4.

Participants will receive 6 continuing education hours and reimbursement from ORPS, pursuant to their rules.

Resolution #148-16

Authorize Assessor Training -What Is Income?

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

ADOPTED Ayes 4 Anderson, Jones, Killen, Parson
 Nays 0

Resolved the Assessor be authorized to attend What Is Income? Training in Oneonta, NY on October 28, 2016 at a cost of \$305, with the expense being funded by the 1355.4.

Participants will receive 6 continuing education hours and reimbursement from ORPS, pursuant to their rules.

TRAINING AUTHORIZATION PROCESS AND FORM

Discussion items included the need for training, mandatory training hours, prior Town Board approval, associated costs and the availability of free training.

The Training Authorization Form will be amended to include two sections; one to record continuing education credit requirements and one to track budgeted training expenses.

RESOLUTION #149-16

ADVERTISE FOR ADDITIONAL DATA COLLECTOR

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

ADOPTED Ayes 3 Anderson, Killen, Parson
 Nays 1 Jones

Whereas \$26,000 was included in the 2016 budget for data collection; and

Whereas projections indicate this amount will not be expended based on the number of parcels completed to date; and

Whereas the Town Board desires to optimize data collection; now, therefore, be it

RESOLVED, that the Town Clerk is authorized to place an ad for an additional Data Collector requesting letters of interest, with

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submissions due by 12 pm Friday, September 2, 2016 in the Office of the Town Clerk.

PUBLIC COMMENT

Doug Paddock announced a County Administrator has been hired.

With there being no further business, on a motion of Councilor Parson, seconded by Supervisor Killen, the meeting was adjourned at 8:25 P.M.

Sheila McMichael, Town Clerk