

Town of Clayton Workshop Meeting

Wednesday July 22, 2020

The Town Board of the Town of Clayton held their regular meeting at 5:00 PM, remotely due to restrictions of COVID-19 with the following persons present:

Lance Peterson
Mary Zovistoski
Pam McDowell
Susie O'Neil

Donna Patchen
Kenneth Knapp
Allen Heberling
Ross Holbrook

Nancy Hyde
Alicia Dewey
Megan Badour

1. **Pledge of Allegiance:** The Supervisor opened the meeting at 5:00 PM and led the Assembly in the Pledge of Allegiance.
2. **Town Clerk:**
 - A. Correspondence: One update from Charter Communications with regards to channel lineups; Letter from Thousand Islands Snowmobile Club, and Programmatic Environmental Assessment letter from Department of the Army (See attached.)
 - B. Minutes from 7/8/2020 Regular Meeting to be approved. Motion made by Mary Zovistoski, seconded by Kenneth Knapp. **Motion carried.**
 - C. Positions/Appointments: Motion made by Kenneth Knapp, seconded by Donna Patchen to approve the appointment of Deputy Clerk, Ericka Marshburn, 40-hours per week, at \$15/hour, effective August 3, 2020. **Motion carried.** Peterson-aye; Zovistoski-aye; Patchen-aye; Knapp-aye. Heberling- aye. **Passed.**
3. **Public:** No comment on agenda items.
4. **Workshop Discussion Items:**
 - A. **Proposed Zoning Amendment (PDD)**-At this time corrections are underway for this process. A public hearing will be set in the near future.
 - B. **New Records Management Schedule Resolution**- An update to ensure that a resolution will need to be adopted at the next meeting. As the new schedule will not be provided until at least August 1, 2020.
 - C. **Internal Audits**- Motion made by Kenneth Knapp, seconded by Donna Patchen to approve audits. **Motion carried.** Additionally, approval granted to approve justice court resolution introduced by Allen Heberling, seconded by Mary Zovistoski. **Motion carried.** Peterson-aye; Zovistoski-aye; Patchen-aye; Knapp-aye. Heberling- aye. **Passed.**
 - D. **Pool Resurfacing**- At this time one of three bids have been received.
 - E. **Header for Freezing Ice**-At this time the current header has surpassed its life expectancy. Supervisor Peterson is inquiring on the ability and cost to have a header custom made. This would be purchased in advance of replacing, to have on hand when the current header fails.
 - F. **Request for Flag Pole and Flag at Depauville Gazebo**- Mr. Haver has requested this, this could fall under Community Beautification. The Board agreed this is a worthwhile endeavor.

- G. **Clayton Police Department-** Thank you to the staff for your assistance with the concerns at the Municipal Docks this weekend.
 - H. **Food Drive-** Today's event was a great success with 100s of persons lined up. In the future the town will work with the Fire Department to ensure that a traffic plan is put in place. Thank you to the Clayton Volunteer Fire Department for your assistance with this community event.
5. **Public:** No submitted requests to address the Board.
6. **Adjournment:** Motion was made by Kenneth Knapp, seconded by Allen Heberling to adjourn at 5:30PM. **Motion carried.**

Next Meeting: Wednesday August 12, 2020 at 5:00PM.