

Town of Clayton Regular Meeting Minutes

October 14, 2020

The Town Board of the Town of Clayton held their regular meeting at 5:00 PM, in person and remotely due to restrictions of COVID-19.

The following persons present:

Lance Peterson	Megan Badour	Linda McCausland	Jack Honor
Mary Zovistoski	Alicia Dewey	Josh Bennett	Paul Luck
Kenneth Knapp	James Jones	Ross Holbrook	Susie O'Neill
Allen Heberling	Pam McDowell	Steve Dorr, Sr.	Candy Duswalt
James Duswalt	Joseph Chrisman	Tracey Solar	

1. Pledge of Allegiance: The Supervisor opened the meeting at 5:00 PM and led the Assembly in the Pledge of Allegiance.
2. Guests: N/A
3. Town Clerk:  
Correspondence:
  - Clayton Chamber of Commerce will be hosting a Light Up the Town Event December 5-26, 2020 as an alternate to the Christmas Parade which has been canceled due to Covid-19 concerns.
  - DECALS System is now up and fully functioning. We are now able to offer hunting and fishing licenses.Minutes from 9/28/2020 Workshop Meeting to be approved. Motion made by Allen Heberling, seconded by Mary Zovistoski. **Motion carried.**
4. Public: N/A
5. General Discussion Items:
  - A. Bills and Transfers
    - i. Abstract #10 of 2020  
Motion was made by Kenneth Knapp, seconded by Mary Zovistoski, to approve Abstract #10, in the amount of \$373,911.69. **Motion carried.**
    - ii. Transfers: N/A
    - iii. Budget Amendment:  
Budget Amendment to approve the last transfer for the Depauville Sewer upgrade work, moving funds from the reserve account to the case account. Motion made by Mary Zovistoski, seconded by Allen Heberling. **Motion carried.** (See Attachments)
    - iv. New Accounts/Special Entries: N/A
  - B. Supervisor's Report & Bank Reconciliations: Motion made by Mary Zovistoski, seconded by Allen Heberling. **Motion carried.**

- C. Balance Sheets: Motion was made by Kenneth Knapp, seconded by Mary Zovistoski to approve the September 2020 Balance Sheets. **Motion carried.**
  - D. Resignations and Appointments
    - i. Resignations: N/A
    - ii. Positions/Appointments:  
Ethan Forbes and Tyler Eckert were approved for Part-Time Seasonal Plow Staff at the rate of \$20.00/hr for the period of November 1, 2020 through April 1, 2021. Motion made by Allen Heberling, seconded by Kenneth Knapp to approve. **Motion carried.**
  - E. Rate Changes:
    - A. Carnegie was approved for her bargaining step of +.50¢/hr to \$19.48/ hr., effective 10/15/2020, motion was made by Mary Zovistoski, seconded by Kenneth Knapp. **Motion carried.**
  - F. Training: N/A
  - G. Planned Development District Public Hearing:  
As there was a need to extend notice, the Public Hearing was rescheduled for October 28, 2020 at 5:45 pm. The hearing will be on the 3<sup>rd</sup> floor and offered remotely. Motion made by Mary Zovistoski, seconded by Allen Heberling. **Motion carried.**
  - H. REDI Engineering Agreements:  
Agreement between Owner and Engineer for Professional Services was approved for the Clayton Harbor Municipal Marina, Upper Landing Grindstone Island Boat Launch, and Shoreline near Hotel and Riverwalk REDI Projects. Motion made by Kenneth Knapp, seconded by Mary Zovistoski. **Motion carried.**
  - I. RFP Misc Contractors 2021:  
This RFP was approved for distribution with a submission date of December 9, 2020. Motion was made by Mary Zovistoski, seconded by Kenneth Knapp. **Motion carried**
  - J. Preliminary Budget:  
Presentation: The Town Clerk was presented the 2020 Preliminary Budget at the meeting.  
Amendments from the Tentative Budget: None.  
Public Hearing was set for October 28 at 5:30 pm. Motion made by Allen Heberling, seconded by Mary Zovistoski. **Motion carried.**
  - K. Meeting Changes:  
Moving forward in order to be in compliance with Covid-19 regulations all public meetings, including Town Board, Planning Board, and Zoning Board of Appeals will be held on the 3<sup>rd</sup> floor of the Clayton Opera House. Motion was made by Kenneth Knapp, seconded by Mary Zovistoski. **Motion carried.**
6. Supervisor's Report: There will be a meeting for the Consolidated Health District on October 15, 2020.
7. Department Head Reports:
- A. Highway Superintendent: Steve Dorr- It was reported that the team is preparing for winter. Sand is in and trucks are being prepared. It was discovered that their building was not properly insulated, so they are also working on that project. Staff is also completing necessary trainings.
  - B. Buildings & Grounds: James Jones- Staff are working on completing the ice painting and installation. Mr. Jones is still waiting for COVID Plans from Youth Hockey and the Figure Skating Club. We developed a punch card system to reduce the amount of cash interactions

for open skate payments. These will be available at the Clerk's Office and the Arena for purchase.

C. Assessor: Kimberli Johnston- (See Attached)

D. Codes/Zoning: Richard Ingerson- N/A

8. Council Reports

A. Councilwoman Zovistoski: Buildings and Grounds; Paynter Center-Councilwoman Zovistoski indicated that the Paynter Center continues to be closed, however they are reviewing ways to be able to safely open in the future.

Councilwoman Patchen: Purchasing, Personnel, Youth Commission, Cemeteries: **Absent**

However, Ms. Dewey was able to meet with Brenda Patch and Linda Brown to discuss Grindstone Island cemeteries and the potential creation of a Cemetery Association on Grindstone.

Councilman Knapp: Libraries; Chamber of Commerce; Arena Project- Councilman Knapp reported that there is discussion of Bass Masters returning for a tournament in 2021.

Councilman Heberling: TIERS; Joint Boards- TIERS at this time fund raising continues to be on hold. At the October 1, 2020 Planning Board meeting there were several discussions that may affect the Town with regards to pre-applications.

9. Tracy Solar Energy Center:

Jack Honor presented on the progress with the project in the Town of Clayton and the Town of Orleans. (Presentation Attached)

10. Public: N/A

11. Executive Session:

At 6:04 pm the regular meeting was ended. Motion was made by Allen Heberling, seconded by Kenneth Knapp. **Motion carried.**

Motion was made by Mary Zovistoski, seconded by Allen Heberling to enter Executive Session at 6:05 pm. **Motion carried.**

Regular Meeting was opened at 6:25 pm, motion by Kenneth Knapp, seconded by Mary Zovistoski. **Motion carried.**

12. Negotiations:

The Town Board declared an impasse with regard to negotiations with the bargaining team. Motion was made by Kenneth Knapp, seconded by Allen Heberling. **Motion carried.**

13. Adjournment:

Motion was made by Kenneth Knapp, seconded by Mary Zovistoski to adjourn at 6:26 PM. **Motion carried.**

Next Meeting: Wednesday October 28, 2020 at 5:00PM.