

VILLAGE OF CLAYTON BOARD OF TRUSTEES
AGENDA REGULAR MEETING
May 23RD, 2022 – 5:30 PM

VISITOR:

David Powers, P.E. Barton & Loguidice

1. Updates - Wastewater Collection & Treatment Improvement Project
2. Wastewater Infrastructure Improvements – Engineering Agreement Amendment No. 6
3. Wastewater Infrastructure Improvement-REDI Project – Engineering Amendment No. 1

POLICE:

1. Activity Report
2. Board Approval – Hire Robert Farmer- Parking Attendant 05/24/2022 at \$13.20/hr.
3. Board Approval – Hire Patrick Youngs- Parking Attendant 05/24/2022 at \$13.20/hr.
4. Board Approval – Carry over Officer Josh David's vacation time.

DPW:

1. Activity Report

WATER/WASTEWATER:

1. Monthly report

REQUEST TO BE ON AGENDA:

1. Perry Golden – Introduce himself to Board
2. Allen Heberling – Discuss 10% Sewer Fixed Rate increase

CONSENT AGENDA:

- | | |
|--|---------------------|
| 1. DRAFT Meeting Minutes April 25 th , 2022 | |
| 2. DRAFT Meeting Minutes May 9 th , 2022 | |
| 3. Teamsters Health & Hospital – | \$15,022.12 |
| 4. Payroll (P/R #25) 4/14/2022 to 04/27/2022 | \$30,528.61 |
| 5. Prepay Abstract 05/17/2022 | \$ 844.57 |
| 6. Abstract -05/23/2022 | |
| General Fund | \$18,077.13 |
| Water Fund | \$ 11,295.48 |
| Sewer Fund | <u>\$ 23,369.92</u> |
| Total | \$52,742.53 |
| 7. Capital Projects: | \$17,168.51 |

CLERK:

1. Board Approval - Tax Warrant
2. Board to set a Public Hearing for June 13th, 2022, to increase fixed sewer rates.
3. Board Motion Approval - Planning Board of Appeals Alternate - Sandra McMullen
4. Board Motion Approval – Zoning Board of Appeals Alternate – Jeff Staples
5. Board Approval - Request to use Municipal Building – Tanya Roy (Clayton Theater Week)
6. Board Approval - Antique Boat Museum – Request for two summer events

MAYOR'S REPORT:

EXECUTIVE SESSION:

1. Litigations

ADJOURNMENT:

[EXTERNAL] (V) Clayton - Board Meeting 5/23 B&L Amendments

Thu, May 19, 2022 04:24 PM

4 attachments

From : David C. Powers <dpowers@bartonandloguidice.com>**Subject :** [EXTERNAL] (V) Clayton - Board Meeting 5/23 B&L Amendments**To :** Norma Zimmer (MayorZimmer@villageofclayton.org) <MayorZimmer@villageofclayton.org>, Joanne Lenhard-Boye (Village Clerk) <clerk@villageofclayton.org>**Cc :** Matthew J. Cooper <mcooper@bartonandloguidice.com>, Anthony M. Young <ayoung@bartonandloguidice.com>, Thomas Haynes (DANC) <thaynes@danc.org>

Norma,

Please see the documents attached for the board meeting this coming Monday. We have two Amendments for the Board to consider on Monday night, one for the Base WWTP Project (Amendment No. 6), and one for the REDI WWTP Project (Amendment No. 1).

- **Amendment No. 6 (Base WWTP Project):** This increases our hourly and reimbursable construction phase services by \$122,000 to cover our efforts managing the project through the anticipated completion of construction, expected to be May 2023.
- **Amendment No. 1 (REDI WWTP Project):** This is a no cost change amendment which shifts \$10,000 from the Post-Construction phase service to the Construction Phase service to reflect our anticipated efforts through the completion of construction.

I also attached a memo for the meeting and an updated snap shot of the budget which reflects these two amendments. Amendment No. 6 would come from the project contingency and would reduce the contingency to \$537,720.83 which remains very healthy for this stage of the project having already tackled some additional wish list items for the controls of the treatment plant and pump stations.

I will give you a call in the morning to discuss these in detail.

Thank you!

Barton &Loguidice

Memo To: Clayton Village Board

Date: May 23, 2022

From: Matthew Cooper | David Powers

Project No.: 970.005.001
970.010.001

Subject: Board Update:

1. Wastewater Collection & Treatment Improvements Project

1. Wastewater Collection & Treatment Improvements Project:

○ Project Budget

- Total Project - \$11,200,000
 - Wastewater Improvements Project Budget - \$8,830,000
 - REDI Project Budget – \$2,370,000
- Construction Contracts

Contract	Contractor	Current Amount
Contract 1A – GC	John R. Dudley Construction	\$6,271,000
Contract 1B – Mechanical	ENI Mechanical	\$233,880
Contract 1C – Electrical	S.C. Spencer Electric	\$905,209
Contract 2 – Forcemain	North Country Contractors	\$624,999

- Change Orders:
 - None at this time.
- Remaining Contingency - **\$537,720.83** (Reflects Amendments proposed tonight)

○ Schedule

- Construction Start – September 2021
- Anticipated Construction Completion – May 2023

○ Action Items

- **B&L Amendment 6 (Base Project) – Increase in contract of \$122,000 to cover Construction Phase services through anticipated completion date.**
- **B&L Amendment 1 (REDI Project) – No cost change amendment shifting \$10,000 from Post-Construction to Construction Phase services to cover effort through anticipated completion date.**

○ Project Activity

- Contractor Submittals Review – May 2021- April 2022 (178 submittals)
- Construction contract payments made to date: \$3,363,895.66
- Progress Meeting No. 8 Held – May 5, 2022
- Upcoming Progress Meeting No. 8 – June 9, 2022

PROJECT BUDGET/COST CERTIFICATION (COMBINED)

Project Name: **Village of Clayton Wastewater Treatment & Collection System Improvements Combined**

Date: **8/9/2021**

Report No.:
Actual:

Funding Source(s)

Amount

RD Loan (Pending)
RD Grant
NYS WIIA Grant
Other Source

\$5,872,000.00
\$1,000,000.00
\$1,957,300.00
\$500.00
SUB TOTAL: \$8,830,000.00

Other Funding Source(s)

Amount

Other Source: NYS REDI Grant
Other Source:
Other Source: REDI Local Contribution

\$2,251,500.00
\$118,500.00
SUBTOTAL: \$2,370,000.00
TOTAL: \$11,200,000.00

ITEM	APPROVED BUDGET	MODIFIED BUDGET	PREVIOUS EXPENDITURES	EXPENDITURES THIS PERIOD	EXPENDITURES TO DATE	BALANCE REMAINING
A. ADMINISTRATIVE						
1. Legal (Barclay-Damon)	\$ 12,000.00	\$ 12,000.00			\$ -	\$ 12,000.00
2. Bonding(Barclay-Damon)	\$ 24,500.00	\$ 24,500.00			\$ -	\$ 24,500.00
3. Net Interest	\$ 50,000.00	\$ 50,000.00			\$ -	\$ 50,000.00
4. Fiscal Coordination (DANC)	\$ 50,000.00	\$ 50,000.00			\$ -	\$ 50,000.00
7. Single Audits (EFPR Group)	\$ 15,000.00	\$ 15,000.00			\$ -	\$ 15,000.00
8. Miscellaneous	\$ 5,000.00	\$ 5,000.00			\$ -	\$ 5,000.00
Total A. Administrative	\$ 156,500.00	\$ 156,500.00	\$ -	\$ -	\$ -	\$ 156,500.00
B. TECHNICAL SVCS.						
1. Engineering						
a. Study and Report Phase	\$ 59,500.00	\$ 59,500.00			\$ -	\$ 59,500.00
b. Preliminary Design Phase	\$ 655,000.00	\$ 655,000.00			\$ -	\$ 655,000.00
c. Final Design Phase	\$ 330,000.00	\$ 330,000.00			\$ -	\$ 330,000.00
d. Bidding & Negotiation Phase	\$ 66,000.00	\$ 66,000.00			\$ -	\$ 66,000.00
e. Construction Phase	\$ 198,000.00	\$ 325,000.00			\$ -	\$ 198,000.00
f. Post- Construction Phase	\$ 66,000.00	\$ 86,000.00			\$ -	\$ 66,000.00
g. Additional Services	\$ 192,500.00	\$ 220,500.00			\$ -	\$ 192,500.00
h. RPR	\$ 283,000.00	\$ 283,000.00			\$ -	\$ 283,000.00
Total B. Technical Svcs.	\$ 1,850,000.00	\$ 1,995,000.00	\$ -	\$ -	\$ -	\$ 1,850,000.00
C. CONSTRUCTION						
1. Construction Contracts						
a. Contract No. 1A-GC	\$ 6,127,000.00	\$ 6,274,000.00			\$ -	\$ 6,127,000.00
b. Contract No. 1B-Mechanical	\$ 233,880.00	\$ 233,880.00			\$ -	\$ 233,880.00
c. Contract No. 1C-Electrical	\$ 884,900.00	\$ 905,209.00			\$ -	\$ 884,900.00
d. Contract No. 2-Pipeline	\$ 624,999.00	\$ 624,999.00			\$ -	\$ 624,999.00
2. Direct Expenditures						
a. SCADA	\$ 120,000.00	\$ 151,150.00			\$ -	\$ 120,000.00
b. Riverside Dr Force Main ROW by DOT	\$ 41,801.60	\$ 55,841.37			\$ -	\$ 41,801.60
c. PS SCADA and SBIT Panel Modifications	\$ -	\$ 268,700.00			\$ -	\$ -
Total C. Construction	\$ 8,032,580.60	\$ 8,510,779.17	\$ -	\$ -	\$ -	\$ 8,032,580.60
D. CONTINGENCY						
1. Contingency	\$1,160,919.40	\$537,720.83	\$ -	\$ -	\$ -	\$1,160,919.40
Total D. Contingency	\$1,160,919.40	\$537,720.83	\$ -	\$ -	\$ -	\$1,160,919.40
TOTAL PROJECT COST	\$11,200,000.00	\$ 11,200,000.00	\$ -	\$ -	\$ -	\$ 11,200,000.00

Note:

Barton &Loguidice

May 23, 2022

Ms. Norma Zimmer, Mayor
Village of Clayton
425 Mary Street
PO Box 250
Clayton, New York 13624

Re: Village of Clayton – Wastewater Infrastructure Improvements
Engineering Agreement – **Amendment No. 6**

File: 970.005.001

Dear Ms. Zimmer:

Please find attached Amendment No. 6 to the engineering services Agreement for the Village of Clayton Wastewater Infrastructure Improvements Project. This amendment will increase the fees for the following services; 2.d. Construction Phase, 3.f. Funding Assistance, and 3.i. Reimbursable Expenses. The original fees for these items were based on a substantial completion date of May 31, 2022. The total increase in the fees of \$122,000 reflects the anticipated cost of the hourly and reimbursable services to be performed through the completion of construction, anticipated to be May 2023.

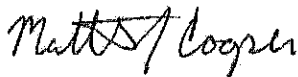
Amendment No. 6 includes the reissuance of the following Agreement Exhibits to reflect all previous and new services and fees to be authorized under our Agreement:

Exhibit K – Amendment to Owner-Engineer Agreement
Exhibit C, Appendix 1 – Summary of Fees & Reimbursable Expenses Schedule

If this proposal satisfactorily sets forth your understanding of the arrangement between us, we would appreciate your signing two (2) copies of Exhibit K of the Amendment, retain one (1) copy for your file, and return one (1) copy to our office. We appreciate this opportunity to be of service to the Village of Clayton and look forward to continue working with you on this project. If you have any questions regarding any item of this proposal, please feel free to contact our office.

Sincerely,

BARTON & LOGUIDICE, D.P.C.



Matthew J. Cooper, P.E.
Senior Associate

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated **April 24, 2018**.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 6

The Effective Date of this Amendment is: May 23, 2022.

Background Data

Effective Date of Owner-Engineer Agreement: **April 24, 2018**

Owner: **Village of Clayton**

Engineer: **Barton & Loguidice, DPC**

Project: **Wastewater Infrastructure Improvements and LTCP Update**

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- ☐ Additional Services to be performed by Engineer
- ☐ Modifications to services of Engineer
- ☐ Modifications to responsibilities of Owner
- ☒ Modifications of payment to Engineer
- ☒ Modifications to time for rendering services
- ☐ Modifications to other terms and conditions of the Agreement

Description of Modifications:

This amendment will increase the amounts of the Construction Phase, Funding Assistance and Reimbursable expense services to reflect the anticipated effort of each service to be performed through the completion of construction. See attached revised Appendix 1 to Exhibit C.

Agreement Summary:

Original agreement amount:	\$ <u>49,500</u>
Net change for prior amendments:	\$ <u>1,543,500</u>
This amendment amount:	\$ <u>122,000</u>
Adjusted Agreement amount:	\$ <u>1,715,000</u>

Change in time for services (days or date, as applicable): 12 months.

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated **April 24, 2018**.

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

By: _____
Print
name: Norma Zimmer

Title: Mayor

Date Signed: _____

By: Matthew J. Cooper
Print
name: Matthew J. Cooper, P.E.

Title: Senior Associate

Date Signed: 5/23/2022

Summary of Fees & Reimbursable Expenses Schedule

Amendment No. 6. - May 23, 2022

(Fees in Bold print indicate changes in fee amounts from previous Contract amounts)

Description of Service	Original Agreement	Amendment No. 1	Amendment No. 2	Amendment No. 3	Amendment No. 4	Amendment No. 5	Amendment No. 6	Basis of Payment
1 Study & Report Phase								
a. Preliminary Engineering Report	\$ 49,500	\$ 49,500	\$ 49,500	\$ 49,500	\$ 49,500	\$ 49,500	\$ 49,500	Lump Sum
2 Basic Services								
a. Preliminary Design Phase	TBD	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000	Lump Sum
b. Final Design Phase	TBD	\$ 262,500	\$ 262,500	\$ 262,500	\$ 262,500	\$ 262,500	\$ 262,500	Lump Sum
c. Bidding Phase	TBD	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	Lump Sum
d. Construction Phase	TBD	\$ 157,500	\$ 157,500	\$ 157,500	\$ 157,500	\$ 157,500	\$ 274,500	Hourly
e. Post-Construction Phase	TBD	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	Hourly
3 Additional Services:								
a. Subcontract Administration	TBD	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	Hourly
b. Subcontracted Services	TBD							
1. Survey/Mapping		\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,500	Hourly
2. Subsurface Investigation		\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,500	Hourly
3. Special Inspections								Hourly
Verification of Existing Conditions	TBD	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	Hourly
ROW Assistance	TBD	TBD	TBD	TBD	TBD	TBD	TBD	Hourly
Permits	TBD	\$ 40,000	\$ 40,000	\$ 25,000	\$ 49,000	\$ 49,000	\$ 49,000	Hourly
Funding Assistance	TBD	\$ 24,000	\$ 24,000	\$ 39,000	\$ 39,000	\$ 39,000	\$ 43,000	Hourly
Completed Const Dwgs / O&M Manuals	TBD	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	Hourly
Start Up	TBD	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	Hourly
Reimbursable Expenses	TBD	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 6,000	Hourly
Other Additional Services	TBD	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	Hourly
4 Resident Project Representative	TBD	\$ 283,000	\$ 283,000	\$ 283,000	\$ 283,000	\$ 283,000	\$ 283,000	Hourly
Total Estimated Contract Amount	\$ 49,500	\$ 1,546,000	\$ 1,546,000	\$ 1,546,000	\$ 1,570,000	\$ 1,593,000	\$ 1,715,000	

Reimbursable Expenses are subject to review and adjustment per Exhibit C. Rates and charges for Reimbursable Expenses as of the date of the Agreement are delineated in the "Barton and Loguidice, DPC, Billing Rates Schedule for 2019" attached hereto.

Exhibit C - Appendix 1: Reimbursable Expenses Schedule

EJCDC E-500, Agreement Between Owner and Engineer for Professional Services.
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and American Society of Civil Engineers. All rights reserved.



May 23, 2022

Ms. Norma Zimmer, Mayor
Village of Clayton
425 Mary Street
PO Box 250
Clayton, New York 13624

Re: Village of Clayton – Wastewater Infrastructure Improvements – REDI Project
Engineering Agreement – **Amendment No. 1**

File: 970.010.001

Dear Ms. Zimmer:

Please find attached Amendment No. 1 to the engineering services Agreement for the Village of Clayton Wastewater Infrastructure Improvements REDI Project. This amendment is a no cost change amendment which increases the Construction Phase fee by \$10,000, and reduces the Post-Construction Phase fee by \$10,000 to reflect the anticipated cost of the hourly services to be performed through the completion of construction, anticipated to be May 2023.

Amendment No. 1 includes the reissuance of the following Agreement Exhibits to reflect all previous and new services and fees to be authorized under our Agreement:

Exhibit K – Amendment to Owner-Engineer Agreement
Exhibit C, Appendix 1 – Summary of Fees & Reimbursable Expenses Schedule

If this proposal satisfactorily sets forth your understanding of the arrangement between us, we would appreciate your signing two (2) copies of Exhibit K of the Amendment, retain one (1) copy for your file, and return one (1) copy to our office. We appreciate this opportunity to be of service to the Village of Clayton and look forward to continue working with you on this project. If you have any questions regarding any item of this proposal, please feel free to contact our office.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

Matthew J. Cooper, P.E.
Senior Associate

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated **February 24, 2020**.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1

The Effective Date of this Amendment is: May 23, 2022.

Background Data

Effective Date of Owner-Engineer Agreement: **February 24, 2020**

Owner: **Village of Clayton**

Engineer: **Barton & Loguidice, DPC**

Project: **Wastewater Infrastructure Improvements and LTCP Update**

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- ☐ Additional Services to be performed by Engineer
- ☐ Modifications to services of Engineer
- ☐ Modifications to responsibilities of Owner
- ☒ Modifications of payment to Engineer
- ☒ Modifications to time for rendering services
- ☐ Modifications to other terms and conditions of the Agreement

Description of Modifications:

This amendment is no cost change amendment which increases the Construction Phase service and decreases the Post-Construction phase services by equal amounts to reflect the anticipated cost of services to be performed through project completion. See attached revised Appendix 1 to Exhibit C.

Agreement Summary:

Original agreement amount:	\$ <u>280,000</u>
Net change for prior amendments:	\$ <u>N/A</u>
This amendment amount:	\$ <u>0</u>
Adjusted Agreement amount:	\$ <u>280,000</u>

Change in time for services (days or date, as applicable): **12 months**

This is **EXHIBIT K**, consisting of **2** pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated **February 24, 2020**.

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

By: _____
Print
name: Norma Zimmer

Title: Mayor

Date Signed: _____

By: Matthew J. Cooper
Print
name: Matthew J. Cooper, P.E.

Title: Associate

Date Signed: 5/23/2022

Summary of Fees & Reimbursable Expenses Schedule

(Fees in Bold print indicate changes in fee amounts from previous Contract amounts)

<u>Description of Service</u>	<u>Original Agreement</u>	<u>Amendment No. 1</u>	<u>Basis of Payment</u>
1 Study & Report Phase			
a. Preliminary Engineering Report	\$ 10,000	\$ 10,000	Lump Sum
2 <u>Basic Services</u>			
a. Preliminary Design Phase	\$ 130,000	\$ 130,000	Lump Sum
b. Final Design Phase	\$ 67,500	\$ 67,500	Lump Sum
c. Bidding Phase	\$ 13,500	\$ 13,500	Lump Sum
d. Construction Phase	\$ 40,500	\$ 50,500	Hourly
e. Post-Construction Phase	\$ 13,500	\$ 3,500	Hourly
3 <u>Additional Services:</u>			
a. Subcontract Administration	TBD	TBD	Hourly
b. Subcontracted Services	TBD	TBD	
c. Verification of Existing Conditions	TBD	TBD	Hourly
d. ROW Assistance	TBD	TBD	Hourly
e. Permits	TBD	TBD	Hourly
f. Funding Assistance	\$ 5,000	\$ 5,000	Hourly
g. Record Drawings/ O&M Manuals	TBD	TBD	Hourly
i. Reimbursable Expenses	TBD	TBD	Hourly
j. Other Additional Services	TBD	TBD	Hourly
4 Resident Project Representative	TBD	TBD	Hourly
Total Estimated Contract Amount	\$ 280,000	\$ 280,000	

Reimbursable Expenses are subject to review and adjustment per Exhibit C. Rates and charges for Reimbursement are delineated in the "Barton and Loguidice, DPC, Billing Rates Schedule for 2019" attached hereto.

POLICE DEPARTMENT ACTIVITY REPORT
05/06/22 TO 05/17/22
CRIMINAL INVESTIGATIONS

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
LARCENY	1	INVESTIGATED
AGG. HARASSMENT	1	INVESTIGATED
STALKING	1	INVESTIGATED

NON – CRIMINAL CASES

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
MENTAL HEALTH VIOL.	1	ARREST
DISTURBANCE	1	INVESTIGATED
SUSPICIOUS PERSON	1	INVESTIGATED

VEHICLE AND TRAFFIC CASES

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
M.V.A. (PROPERTY DMG.)	1	INVESTIGATED
ASSIST MOTORIST	2	N/A

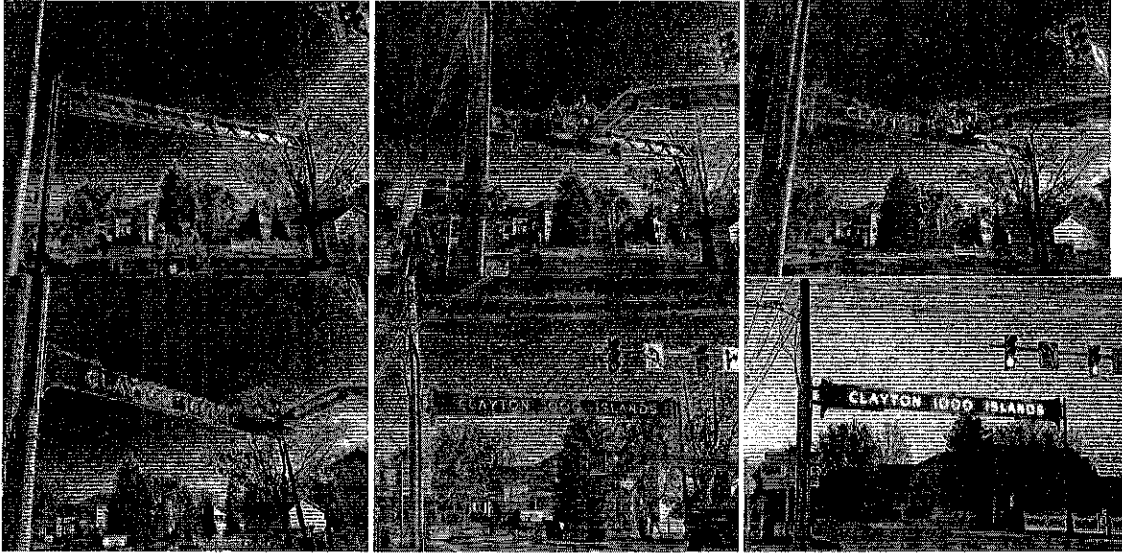
OTHER POLICE ACTIVITIES

<u>OFFENSE</u>	<u>#</u>
MISC CALLS FOR POLICE SERVICES	7
ASSIST OTHER AGENCY	3

DPW ACTIVITY REPORT FOR 5/23/22

STREETS:

1. The arch sign lighting has been upgraded and panels have been installed.



2. Mike fabricated and welded new flag holders to fit on the new light poles downtown. We plan on installing them before Memorial Day weekend.
3. Installed the decorative pedestals at the arch.
4. Removed dead Maple tree next to the arch.
5. Painted parking spaces on Mary St. and John St. We will continue painting spaces and crosswalks as the weather cooperates and as we can find time.
6. We were finally able to sweep all of the parking spaces on the north side of Riverside Dr.
7. Finished installing meter posts. Pat will begin installing meters on Tuesday.
8. Cleaned the alleyway between the flower shop and St. Lawrence Spirits.
9. Investigated a sink hole by the Episcopal Church on John St. There appears to be no issues. We aren't sure what caused it other than the base under the blacktop is sand and we believe over the years it settled and created the hole. We will continue to monitor this area.

BUILDINGS:

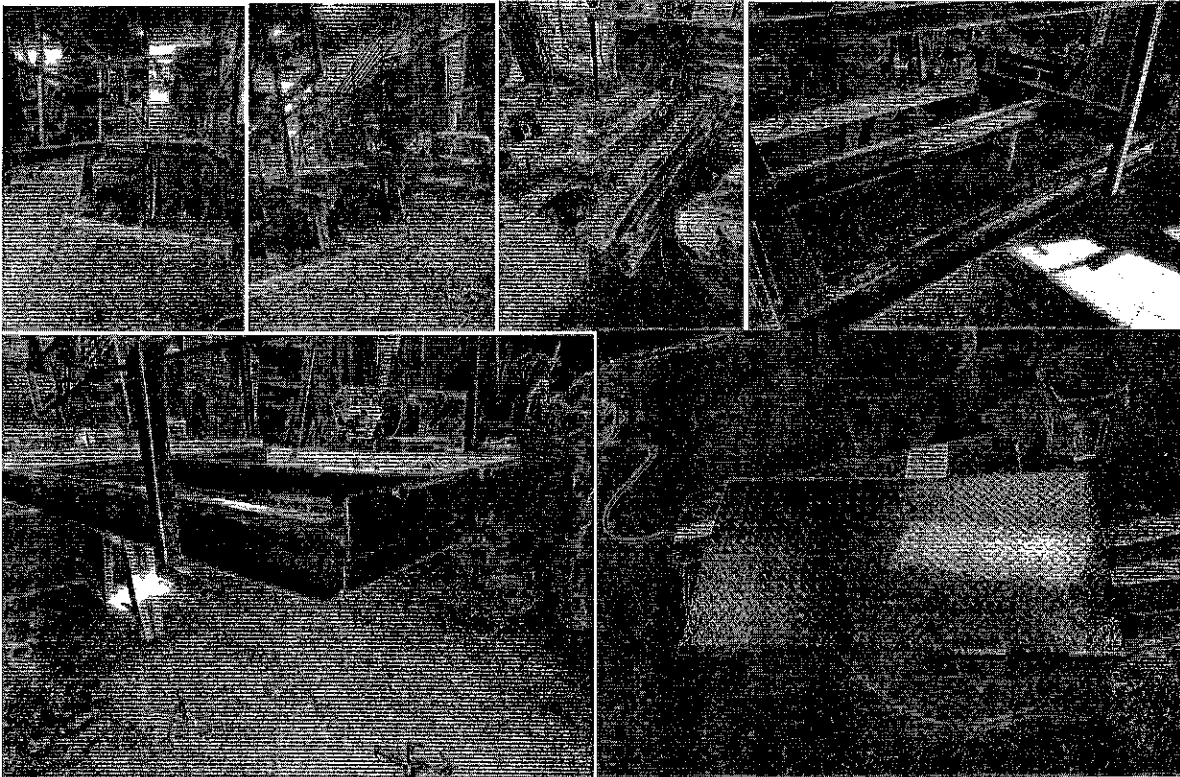
1. Topsoiled and seeded area where we excavated at the Library.
2. Bob concrete patched the steps at the Municipal Building.

PARKS:

1. Dillon & John straightened up and painted the basketball post. They also replaced the backboard and installed a new net on the rim.
2. Mulching has been completed at Frink Park, Rotary Park, Hawn Library and the welcome signs. We are currently working at Wood Park.
3. Heidi has begun weeding and taking care of our parks. She is planning to plant flowers before Memorial Day weekend.

DOCKS:

1. Mike and Mark welded and rebuilt the ramp to the floating dock next to DiPrinzio's that was damaged during the winter and we plan to have set it back in place before Victoria Day weekend. Below are before and after pictures. We are very lucky to have this talent.



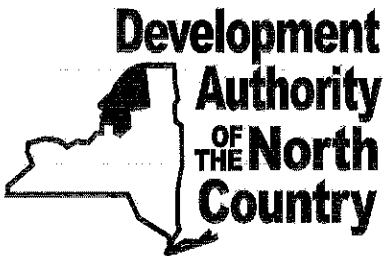
2. Sam Matt is back to work at the Rotary Park docks.

WATER:

1. Repaired a water leak at 512 John St. We have 2 more leaks to repair per the leak survey. 1 at the intersection of Farm Road and Bartlett Pt. Rd. (which we plan to repair Monday) and another one at 637 Theresa St.

Respectfully submitted,

Terry Jones, DPW Superintendent



Water and Wastewater Facilities

Warneck Pump Station
23557 NYS Route 37
Watertown, New York 13601

Telephone (315) 661-3210
Telefax (315) 661-3211
Emergency Telephone (315) 786-4000

Open Access Telecom Network

Dulles State Office Building
317 Washington Street, Suite 406
Watertown, New York 13601

Telephone (315) 661-3200
Telefax (315) 661-3201
Emergency Telephone (866) 669-3262

Solid Waste Management Facility

23400 NYS Route 177
Rodman, New York 13682

Telephone (315) 661-3230
Telefax (315) 661-3231

May 19, 2022

RE: Village of Clayton
Water and Wastewater Control Facilities Management Services
April 2022, Monthly Status Report
SPDES Permit No. NY-0027545, PWS No. NY-2202335

Dear Mayor Zimmer,

Services performed for the month of April are detailed below for Board review. I hope that you find the information useful and welcome suggestions to make this report more useful for the Board going forward.

1) MANAGEMENT SERVICES – WASTEWATER TREATMENT PLANT (WWTP)

a) General

- During the month of April 35 Work Orders (WO's) were completed. To date 68 Preventative Maintenance (PM) plans have been put into place for the WWTP and additional PM plans will be created or updated as new equipment is replaced or installed in the ongoing capital upgrade project.
- On 4/4/2022, Authority personnel met with Slack Chemical to complete jar testing of various coagulants to determine the best product to be utilized at the completion of the Capital Project. This coagulant is necessary in order for the Village to comply with the new Phosphorus limit included in the SPDES Permit.
- On 4/18/2022, Authority personnel completed items within the Corrective Action Memo to address the noted safety concerns that were documented in the annual Health and Safety Inspection at the WWTP and WTP. All corrective actions have been completed except for the installation of a new light that is pending delivery. The complete report of the findings is included in Attachment No. 4.

b) Operations

- Table 1 shows the monthly WWTP influent and effluent loadings as compared to the SPDES required limits. The WWTP reported a Biochemical Oxygen Demand (BOD) removal efficiency of 92% and a Total Suspended Solids (TSS) removal efficiency of 97%. This information and supporting documentation are attached in the Discharge Monitoring Report (DMR) and Operations Report contained within Attachment No. 1.

Table 1 – Monthly Wastewater Flows & Loading

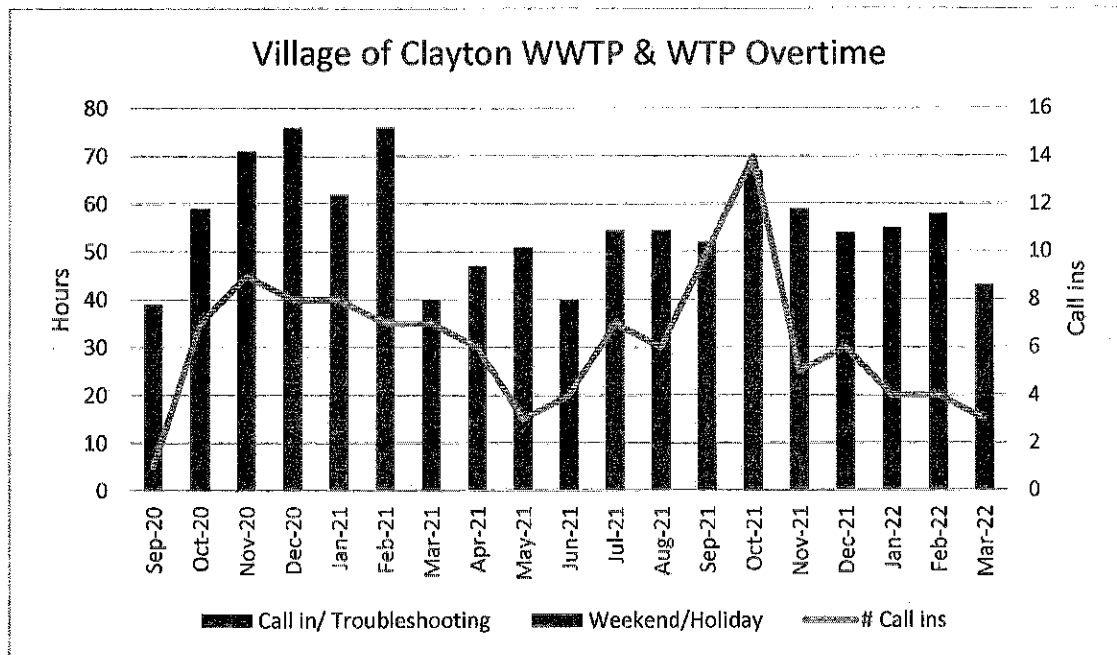
	FLOW (MGD)	BOD (lb/day)	TSS (lb/day)
Average Monthly Influent	0.910	651	585
Outfall 001 Monthly Average Effluent Results	Not Measured	59	21
Outfall 001 SPDES Permit Monthly Average Effluent Limits	1.1	280	280

- In the month of April, the WWTP had two SPDES permit violations; one on 04/19/2022 and one on 04/26/2022 for Settable Solids exceedance's due to hydraulic loading in excess of the facility's treatment capacity. A Report of Noncompliance for each event is contained within Attachment No. 1.
- Historical WWTP flows and loadings are detailed on the attached historical trends for the month of April and are contained within Attachment No. 2.
- A total of 90,800 gallons of sludge was hauled by Gilco to the City of Watertown Wastewater Facility for the month of April. Average percent solids for the month was 0.890%, equating to 6,740 pounds of sludge removed.
- In the month of April, 26,240 kilowatt hours (kWh) of electricity was utilized by the WWTP, 11,970 kWh of electricity was utilized by lift stations within the Village, and 5,166 kWh of electricity was utilized by lift stations outside the Village.
- In the month of April, 322 pounds of chlorine was utilized for disinfection of effluent.
- In the month of April, 310 gallons of sodium hypochlorite was used to minimize hydrogen sulfide at LS-1A pump station.

c) Personnel

- On 04/14/2020, Village Operators attended remote safety trainings covering Hot Work Program earning 1.0 professional development credit towards license renewal. This training was provided free of charge by the Authority.
- On 04/19/2020, Village Operators attended Fire Safety, Sexual Harassment Prevention, Workplace Violence Prevention, and Bloodborne Pathogens training at the Town of Clayton Recreation Park. Training was provided through the Town of Clayton.
- There were 22.5 total hours of overtime (OT) in April associated with the operation of the WWTP for weekend/holiday coverage and 14.0 hours of OT for alarm call-ins. There were 13.5 total hours of OT associated with the operation of the Water Treatment

Plant WTP for weekend/holiday coverages and 7.0 hours of OT for alarm call-ins. See below graph of 2020-2022 OT trending.



- 04/7/2022, 11-hour call-in, Overflow event at Riverside Drive. Operator onsite to assist outside septic hauler with hauling to WWTP and monitor pump stations.
- 04/18/2022, 1-hour call-in, Operator received a call for a Power Failure at the Water Storage Tank. Operator utilized SCADA laptop from home to confirm communication between Water Tower and Water Treatment Plant.
- 04/22/2022, 1-hour call-in, Operator received a call for High Differential Water Pressure on Filter No. 2. Operator utilized SCADA laptop from home and switched Filter No. 1 to lead. It was found the following day that the check valve in the body feed pump had failed causing the filter to plug prematurely. The check valve was replaced with no reoccurring issues.
- 04/23/2022, 3-hour call-in, Operator received a call for Pump No. 2 failure at Lift Station No. 2 on the Cape Vincent Correctional Line. It was determined that the VFD had tripped out on start up. The VFD was reset and no further issues have occurred. The annual VFD service is scheduled for June.
- 04/26/2022, 3-hour call-in, Authority personnel received a call from the property owner at 1400 State Street. Property owner had a large amount of water in their basement and insisted that it was from a leaking water main. On-Call Operator was sent to the

property to review and it was determined the source of the water was from ground water due to the storm the previous day.

d) Maintenance

- Maintenance activities completed this period are presented below. Unless otherwise noted, the maintenance tasks were completed by Village Water and Sewer Staff.

New Repairs/Breakdowns

- On 4/5/2022, Operators observed the passenger side rear brake caliper was hung up on the 2013 F-150 and was subsequently replaced.

WOs completed in month of April

- Cleaned Chlorine Contact Tank
- Quarterly Clean Weather Station
- Quarterly WET Testing
- Monthly Chlorine System Inspection
- Monthly Gas Detection Calibration
- Monthly First Aid Inventory
- Monthly Fire Extinguisher Inspections
- Monthly Crane and Hoist Inspection at Riverside Drive
- Monthly PM of Lift Stations
- Monthly E. Union St. Lift Station PM
- Monthly CHH Lift Station PM
- Monthly WWTP PM
- Monthly Alarm Testing
- Monthly WWTP TKN & Ammonia Sampling
- Monthly Low Level Mercury Testing
- Monthly Operations Report & DMR
- Weekly pH Probe Calibrations
- Weekly Lift Station Rounds
- Weekly WWTP PM
- Weekly SPDES Sampling
- Weekly E. Union Street Lift Station Rounds
- Weekly WWTP Blower PM
- Exercised emergency generators every Thursday
- Performed maintenance on bar screen, routine grease and oil
- Performed monthly maintenance on SBR decanters

e) Capital Improvement Project

- The Wastewater Treatment Plant and Collection system improvement project total funds spent to date, including administrative and technical costs, are \$3,668,504.02 versus a current budget of \$8,830,000.00.

- WWTP and Collection System Improvement Resiliency and Economic Initiative (REDI) Upgrades total funds spent to date, including technical costs, are \$832,844.54 versus a current budget of \$2,500,000.00. Work associated with this project will be completed as part of Contract 1A, 1B, and 1C under the WWTP project.

2) **MANAGEMENT SERVICES – WATER TREATMENT PLANT (WTP)**

a) **General**

- During the month of April, 15 WO's were completed. To date 42 PM plans have been put into place for the WTP.
- During the month of April, there were no resident complaints in accordance with NYSDOH permit limits and water quality.
- Authority personnel submitted the Annual Drinking Water Quality Report for 2021 to the NYSDOH reporting on the quality of the water produce at the WTP. The complete report is included in Attachment No. 5.
- On 04/20/2022, Contracts for the installation of the Water Meter Endpoints were executed with New Century Electric. Initial installation training was provided by Badger Meter on 05/3/2022 with installation beginning at Village owned properties the week of 05/9/2020 and 05/16/2022.

b) **Operations**

- In April, the WTP produced 5,302,000 gallons of water for a monthly average of 177,000 gallons per day of treated water. Table 2 shows the monthly water system flows, chlorine residual, and turbidity as compared to the New York State regulatory limits. This information and supporting documentation are detailed in the monthly New York State Department of Health (NYSDOH) Report. A copy of this report is contained within Attachment No. 3.

Table 2 – Monthly Water Flows & Monitoring Samples

	FLOW (1,000 gallons/day)	Entry Point Chlorine Residual (mg/L)	Distribution Turbidity (NTU)	Distribution System Chlorine Residual (mg/L)
Monthly Average	177	1.9	0.16	1.2
Regulatory Limit	440	4.0	5.0	4.0

- In the month of April, 17,520 kWh of electricity was utilized by the WTP, 2,430 kWh was utilized by the Low Lift Pump House, and 400 kWh was utilized by the Standpipe.

- In the month of April, 136 pounds of chlorine gas was utilized for disinfection of drinking water.
- In the month of April, 647 pounds of Diatomaceous Earth (DE) was used in production of finished water.

c) Maintenance

- Maintenance activities completed this period are presented below. Unless otherwise noted, the maintenance task were completed by Water and Sewer Staff.

New Repairs/Breakdowns

- The operators completed twenty eight seasonal water turn ons in the month of April.

WOs completed in month of April

- Annual Drinking Water Quality Report
- Monthly SPDES Permit Sampling
- Monthly Chlorine System Inspection
- Monthly First Aid Inventory
- Monthly Fire Extinguisher Inspections
- Monthly Alarm Testing
- Monthly Laboratory Equipment Calibrations
- Monthly Spill Prevention Inspections
- Monthly Fire Extinguisher Inspection
- Monthly WTP Maintenance
- Monthly Cranes and Hoists Inspections at WTP and Low Lift Station
- Monthly Chlorine System Inspections
- Monthly First Aid Inventory
- Monthly DOH Report
- Monthly Total Coliform Sampling
- Monthly Pallet Jack Inspection
- Weekly pH Probe Calibrations
- Weekly WTP PM
- Weekly Distribution Sampling
- Weekly DOH Permit Sampling

3) CAPITAL IMPROVEMENT PROJECTS

- Clayton REDI Improvements Project total funds spent to date, including technical costs, are \$803,112.50 versus a current budget of \$6,522,800.00. Notice of Award was issued to D.C. Building Systems on 04/25/2022. The notice to proceed was issued to the contractor during the preconstruction meeting on 05/13/2022.
- Historic District/Sewer Lateral Replacement Project: Project total funds spent to date, including administrative, technical, and construction costs, are \$4,311,266.19 versus a current budget of \$5,000,000. Installation of the speaker system is ongoing .

Mayor Zimmer
May 19, 2022

Should you have any questions regarding this report, please do not hesitate to contact me at (315) 679-1213.

Sincerely,

Thomas Haynes

Thomas Haynes, P.E.
Water Quality Supervisor

Attachments:

- 1) NYS DEC DMR, Operations Report, NCR
- 2) Historical Trends
- 3) NYSDOH Report
- 4) Annual Health and Safety Inspection Corrective Action
- 5) Annual Drinking Water Quality Report

cc: Joseph Chrisman, Trustee
Nancy Hyde, Trustee
John Buker, Trustee
Tony Randazzo, Trustee
Joanne Lenhard-Boye, Village Clerk
Paula Jacobs, NYSDEC
Carrie Tuttle, DANC Chief Operating Officer
Brian Nutting, DANC Director of Water Quality
Christian Fout, DANC Water Quality Supervisor II
Robert Stevenson, DANC Water Quality Supervisor I

VILLAGE OF CLAYTON
425 MARY STREET
PO BOX 250
CLAYTON, NY 13624

REQUEST TO BE PLACED ON MEETING AGENDA

NAME:	Perry Golden / Cathy Golden
CONTACT NUMBER:	315-654-4887
E-MAIL ADDRESS:	cbgolden@twcny.rr.com
MAILING ADDRESS:	PO Box 159, Cape Vincent, NY13618
MEETING DATE REQUESTED:	May 23, 2022
PLEASE ENTER DETAILS IN THE BOX BELOW REGARDING THE TOPIC(S) YOU WISH TO DISCUSS OR THE QUESTION(S) YOU WISH TO HAVE ANSWERED	
Perry is a candidate for Jefferson County Sheriff and would like to introduce himself to the Mayor and Trustees. He would like to provide his experience and information about his candidacy. Knowing the Board has a lot to cover, he would keep this to approximately 5 minutes and would be happy to answer any questions or concerns as time permits. Thank you.	

**PLEASE E-MAIL clerk@villageofclayton.org
OR DROP OFF YOUR REQUEST AT THE VILLAGE
OFFICE BY NOON ON THE WEDNESDAY
BEFORE THE MEETING**

VILLAGE OF CLAYTON
425 MARY STREET
PO BOX 250
CLAYTON, NY 13624

REQUEST TO BE PLACED ON MEETING AGENDA

NAME:	Allen D. Heberling
CONTACT NUMBER:	315-686-8034
E-MAIL ADDRESS:	adheberling@yahoo.com
MAILING ADDRESS:	541 Merrick Street, Clayton, NY 13624
MEETING DATE REQUESTED:	2022-05-23
PLEASE ENTER DETAILS IN THE BOX BELOW REGARDING THE TOPIC(S) YOU WISH TO DISCUSS OR THE QUESTION(S) YOU WISH TO HAVE ANSWERED	
The topic I wish to speak to is the 10% Sewer Fixed Rate increase.	

PLEASE E-MAIL clerk@villageofclayton.org
OR DROP OFF YOUR REQUEST AT THE VILLAGE
OFFICE BY NOON ON THE WEDNESDAY
BEFORE THE MEETING

Revised

OLD BUSINESS:

1. Low Lift Apartment – The Board approved to send letter to tenant before sending the lease so the tenant has enough time to consider the raise in rent, which will be \$100/month increase this year's lease (2022-2023) and \$200/month increase the next two consecutive years (2023-2024 and 2024-2025).

CLERK:

1. Resolution 2022-07 – Adopt **VOC Budget for FY2022-2023** – After much discussion the Board decided to adopt the FY2022-2023 Budget by resolution with a roll call vote.

**RESOLUTION 2022-07
ADOPT THE FY2022-2023 VILLAGE OF CLAYTON BUDGET**

WHEREAS, a public hearing on the Village of Clayton Tentative Budget was held on April, 11th, 2022 at 5:30 pm., and all parties in attendance were permitted an opportunity to speak on the proposed 2022 -2023 Village of Clayton Fiscal Tentative Budget; and

Pursuant to Section 5-508 of the Village Law, State of New York, the salaries for the following Village Board members are specified in said Tentative Budget of maximum compensation for the Mayor of \$5,000 per annum, for Deputy Mayor of \$575 per annum and a total for all Trustees of \$11,000 per annum

NOW, THEREFORE, BE IT RESOLVED, that in pursuant to Section 5-508 of the Village Law, the Village Board of the Village of Clayton hereby:

ADOPTS THE 2022-2023 FISCAL BUDGET, as the Budget for the Village of Clayton Fiscal year 2022-2023; and

BE IT FURTHER RESOLVED, that the Village Clerk is hereby directed to file the Annual Budget for the Fiscal year 2022-2023 with approved adjustments posted and prepare and certify duplicate copies of said annual budget hereby adopted.

BE IT FURTHER RESOLVED, that the Village Treasurer is directed to present the certified copies of the FISCAL Year 2023 Budget to Jefferson County, as required by law.

The foregoing Resolution was offered by Trustee Buker, and seconded by Trustee Hyde, and upon a roll call vote of the Board the following votes were:

The foregoing Resolution was offered by Trustee Hyde, and seconded by Trustee Buker, and upon a roll call vote of the Board of Trustees was duly adopted as follows:

Mayor Zimmer	Voting YES
Trustee Buker	Voting YES
Trustee Hyde	Voting YES
Trustee Chrisman	Voting YES

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday May 09th, 2022 at 5:30 p.m.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Deputy Mayor
Joe Chrisman, Trustee
John Buker, Trustee
Tony Randazzo, Trustee
Terry Jones, DPW Supervisor
Thomas Haynes, WWTP Supervisor, DANC
Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer

ABSENT:

Kevin Patenaude, Chief of Police

Pledge of Allegiance/Call to Order:

Mayor Zimmer led the Pledge of Allegiance and opened regular meeting at 5:30 p.m. Mayor started the meeting by welcoming back Tony Randazzo as appointed Trustee to fill in for Jeremy Kellogg's position, which will end November 2023.

POLICE:

Kevin Patenaude, Chief of Police

1. Activity Report was submitted to Board. This report is filed at the Village Clerks office

DPW:

Terry Jones, DPW Superintendent

1. Activity Report was presented to Board. This report is filed at the Village Clerk's office.
2. Terry informed the Board that the LED lighting for the Clayton 1000 Islands Arch will be done this week.
3. Mayor Zimmer addressed the draft letter that was drawn up to send to the Lions Club regarding the building on Webb Street for Village storage. The Board discussed this at great length and decided to conduct further discussions with the Lions Club to determine a possibility of a cooperative agreement.

WATER/WASTEWATER:

1. Thomas gave an update to the Board for his department. He informed the Board that hydrant flushing will begin at the end of the month.
2. Water connection application – Thomas presented an application for village water hookup for 39320 Birches Lane.
Trustee Hyde presented a **MOTION** to approve the water connection application; Trustee Chrisman seconded; all in favor, motion was carried.
3. Water/Sewer rates – An increase in sewer rates have been approved by the Board and will be adopted after Public Hearing. The Board will set a Public Hearing date at the next Board meeting on May 23rd, 2022.

CONSENT AGENDA:

1. DRAFT Meeting Minutes April 25th, 2022
2. Payroll (P/R #24) 3/31/2022 to 04/13/2022 \$30,951.86
3. Abstract-04/15/2022 Prepays \$16,803.48
4. Abstract -05/09/2022
 - General Fund \$44,652.27
 - Water Fund \$ 4,326.29
 - Sewer Fund \$ 6,174.77
 - Total \$55,153.33
5. Capital Projects: \$645,046.78

Trustee Hyde made the **MOTION** to approve the consent agenda items 1-5 as presented. Trustee Buker seconded, all in favor; motion carried.

NEW BUSINESS:

1. CLDC – Approval for 2022-2023 Grant-Writing Services Agreement
Trustee Hyde presented a **MOTION** to approve CLDC Grant-Writing Service Agreement; Trustee Randazzo seconded; all in favor, motion was carried.
2. CLDC- Approval for 2022-2023 Economic Development Agreement
Trustee Chrisman presented a **MOTION** to approve the CLDC Economic Development Agreement; Trustee Hyde seconded; all in favor, motion was carried.
3. Chamber of Commerce – Approval for 2022-2023 Contract
Trustee Buker presented a **MOTION** to approve the Chamber of Commerce Contract; Trustee Hyde seconded; all in favor, motion was carried.

CLERK:

1. PIVOT 1st Quarter Statistics for 2022
2. Sam Matt – Hire for Rotary Docks @ \$13.70/hr., starting May 19th, 2022
3. Bill Richardson – Hire for Rotary Docks @ \$13.20/hr., starting May 28th, 2022
4. Brooke Carlisle – Hire for Rotary Docks @ \$13.20/hr., starting June 18th, 2022
5. Heidi Szonn – Hire for Parks (flowers) @\$14.00/hr., starting May 12th, 2022

Trustee Hyde presented a **MOTION** to approve the new hires mentioned above; Trustee Chrisman seconded; all in favor, motion was carried.

MAYOR'S REPORT:

1. The next Zoning Board Meeting will be Monday May 16th at the Town Hall starting at 7:00PM.

The Board also discussed organizations and private businesses requesting to put promotional structures at Frink Park. The Board all agreed that there are too many safety issues that could arise and the space is needed at Frink Park for activities and events for families.

Trustee Hyde presented a **MOTION** to enter Executive session at 6:50 p.m. Trustee Chrisman seconded; all in favor motion was carried.

EXECUTIVE SESSION:

1. Purpose: *discussions regarding personnel matters.*

Trustee Buker presented a **MOTION** to close Executive Session at 7:19 p.m. Trustee Hyde seconded; all in favor, motion was carried.

ADJOURNMENT:

Trustee Hyde presented a **MOTION** to adjourn the meeting at 7:19p.m. Trustee Buker seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk

Village of Clayton
Abstract of Audited Vouchers from 5/17/2022 to 5/17/2022

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u> <u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
Voucher Type: Pre-paid							
WESTELCOM	5/10/2022	27474	4145 PHONE SERVICES FROM	AA.1325.400.000.	375.35		
	5/10/2022	27474	PHONE SERVICES FROM	AA.3120.402.000.	175.94		
	5/10/2022	27474	PHONE SERVICES FROM	AA.7140.400.000.	123.95		
	5/10/2022	27474	PHONE SERVICES FROM	AA.5110.400.000.	29.40		
	5/10/2022	27474	PHONE SERVICES FROM	GG.8130.400.000.	154.08		
	5/10/2022	27485	PHONE SERVICES FROM	AA.5110.400.000.	-0.40		
	5/10/2022	27486	PHONE SERVICES FROM	AA.3120.402.000.	-4.96		
	5/10/2022	27487	PHONE SERVICES FROM	GG.8130.400.000.	-4.79		
	5/10/2022	27488	PHONE SERVICES FROM	AA.7140.400.000.	-4.00		
					<u>844.57</u>		
WESTELCOM Total					<u>844.57</u>		
Total for Voucher Type: Pre-paid							

Total:

Pre-paid
Total844.57
844.57

To the Treasurer:

I certify that the vouchers listed on this Abstract were audited by the Village Board on the listed date and allowed in the amounts shown. You are hereby authorized to pay to each of the claimants the amount opposite their name.

Department:
Total844.57
844.57

Date

Mayor/Deputy Mayor Signature

Abstract of Audited Vouchers from 5/23/2022 to 5/23/2022

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Chk #	Chk Date
Voucher Type: Regular								
ALS GROUP USA, CORP	6/09/2021	36-58-547451-0	4158	SAMPLES 06/04/2021	GG.8130.407.000.	55.00		
	5/16/2022	36-58-580831-0		SAMPLES 05/06/2022	GG.8130.407.000.	195.00		
						250.00		
		ALS GROUP USA, CORP Total						
AMANDA M. CANTWELL	5/16/2022	FYE 2022	4123	\$599 MEDICAL BENEFIT	AA.9089.800.000.	140.52		
		AMANDA M. CANTWELL Total				140.52		
CAZENOVIA EQUIPMENT CO INC	5/18/2022	1290120	4183	2- V-BELT	AA.5110.400.000.	88.84		
	5/18/2022	1290126		6- ENGINE OIL- 2.6 HP ULTRA SILVER	AA.5110.400.000.	13.79		
	5/18/2022	1290126		6- ENGINE OIL- 2.6 HP ULTRA SILVER	AA.5110.200.000.	655.49		
		CAZENOVIA EQUIPMENT CO INC Total				758.12		
CITY COMPTROLLER	5/06/2022	0013906-05.2022	4169	SLUDGE 04.2022	GG.8189.400.000.	4,994.00		
		CITY COMPTROLLER Total				4,994.00		
CONVERSE LABORATORIES INC	5/04/2022	62914	4171	LAB TESTING	FX.8340.403.000.	76.00		
	5/04/2022	62915		LAB TESTING 04.2022	GG.8130.407.000.	823.00		
		CONVERSE LABORATORIES INC Total				899.00		
COOK BROTHERS TRUCK PARTS CO	5/16/2022	1611312	4181	1-EB DC24	AA.3120.400.000.	133.82		
	5/17/2022	1612596		1- EB DC24-C1 CORE	AA.3120.400.000.	-18.00		
		COOK BROTHERS TRUCK PARTS CO Total				115.82		
DEVELOPMENT AUTHORITY OF THE	5/09/2022	275804	4172	MANAGEMENT SERVICE AGREEMENT	FX.1710.400.000.	5,726.87		
	5/09/2022	275804		MANAGEMENT SERVICE AGREEMENT	GG.1710.400.000.	5,726.88		
		DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY				11,453.75		
GILLES AUTO TRUCK & MARINE	5/06/2022	636996	4120	1-TUBE	AA.5110.400.000.	10.84		
		GILLES AUTO TRUCK & MARINE Total				10.84		
GLEASONS SEPTIC and DRAIN	3/07/2022	6139	4174	TANK PUMP SERVICES FROM MARCH 6,	GG.8120.401.000.	1,556.25		
	4/08/2022	6190		TANK PUMP SERVICES STORM WATER	GG.8120.401.000.	2,593.75		
	5/10/2022	27180		DISPOSAL FEES 12 VARIOUS PUMP	GG.8130.401.000.	450.00		
	5/10/2022	6224		TANK PUMP SERVICES- 12 VARIOUS	GG.8120.401.000.	4,720.00		
		GLEASONS SEPTIC and DRAIN SERVICE INC Total				9,320.00		
GRAYS WHOLESale INC	4/21/2022	402981	4179	3- CAN LINER 60 GAL	AA.7140.400.000.	146.52		
	5/09/2022	404106		2-EMPRESS JRT 9"	AA.7180.400.000.	88.40		
	5/16/2022	404655		1- NOVA TP 2PLY	GG.8130.401.000.	71.19		

Village of Clayton

Abstract of Audited Vouchers from 5/23/2022 to 5/23/2022

Claimant	Voucher #	Description	Invoice Date	Invoice	Distribution Acct	A/P Owed	Chk #	Chk Date
		1- NOVA TP 2PLY	5/16/2022	404655	FX.8320.401.000.	71.19		
		<u>GRAYS WHOLESAL E INC Total</u>				377.30		
	4167	GROUND PENETRATING RADAR	5/16/2022	474768	FX.8340.401.000.	3,800.00		
		<u>GROUND PENETRATING RADAR SYSTEMS, LLC Total</u>				3,800.00		
	4164	HARRIS COMPUTER SYSTEMS	2/16/2022	MCSXT0000625	AA.1325.400.000.	329.21		
		<u>HARRIS COMPUTER SYSTEMS Total</u>				329.21		
	4119	HAYS MARK	9/14/2021	FYE 2022	AA.9089.800.000.	599.00		
		<u>HAYS MARK Total</u>				599.00		
	4124	JOSHUA DAVID	5/16/2022	FYE 2022	AA.9089.800.000.	599.00		
		<u>JOSHUA DAVID Total</u>				599.00		
	4144	KINNEY DRUGS INC	4/09/2022	447161	AA.3120.400.000.	19.99		
		<u>KINNEY DRUGS INC Total</u>				19.99		
	4130	MATTHEW BENDER & CO INC	5/10/2022	31258042	AA.1110.400.000.	78.08		
		<u>MATTHEW BENDER & CO INC Total</u>				78.08		
	4140	MCQUADE & BANNIGAN INC	5/09/2022	4076948	AA.5110.200.000.	252.15		
			5/10/2022	4077191	GG.8130.200.000.	764.03		
		<u>MCQUADE & BANNIGAN INC Total</u>				1,016.18		
	4122	MICHAEL BADOUR	5/16/2022	FYE 2022	AA.9089.800.000.	599.00		
		<u>MICHAEL BADOUR Total</u>				599.00		
	4152	MONICA TOBY	5/18/2022	FYE 2022	AA.9089.800.000.	599.00		
		<u>MONICA TOBY Total</u>				599.00		
	4128	PALA WOOD SERVICES CO INC	5/04/2022	977479	AA.7140.400.000.	209.50		
			5/04/2022	977480	AA.7140.400.000.	209.50		
			5/04/2022	977481	AA.7140.400.000.	209.50		
			5/04/2022	977482	AA.7140.400.000.	209.50		
			5/11/2022	977613	AA.7140.400.000.	560.00		
		<u>PALA WOOD SERVICES CO INC Total</u>				1,398.00		
	4151	PAVEMENT STENCIL COMPANY	2/04/2022	61330	AA.5110.400.000.	477.17		
		<u>PAVEMENT STENCIL COMPANY Total</u>				477.17		

Village of Clayton Abstract of Audited Vouchers from 5/23/2022 to 5/23/2022

Claimant

<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
PHINNEY'S AUTOMOTIVE CENTER					
4125	TOW FROM PHINNEY'S TO MORT BACKUS	AA.3120.400.000.	338.50		
			338.50		
PHINNEY'S AUTOMOTIVE CENTER Total					
REINMAN'S DEPT STORE					
4197	1-CONTRACTOR BAG	AA.5110.400.000.	16.99		
	4-ROLLER 3"	AA.3320.400.000.	15.95		
	25 ROPE SB NYLON	GG.8130.401.000.	76.92		
	1-HOSE NOZZLE	GG.8130.401.000.	26.05		
	MISC. NUTS & BOLTS	AA.5110.400.000.	16.23		
	1-SCRAPER RAZOR	AA.1620.400.000.	11.32		
	8-RUNNER TRUCKR GRY 26"X60"	AA.1620.400.000.	33.05		
	1-SPRKLUG SM ENG	AA.1620.400.000.	31.11		
	6-CLOROX SPLASHLESS	AA.1620.400.000.	70.12		
	3-ACE RSTP SPRY	AA.7140.400.000.	27.85		
	1-CONTRACTOR BAG	AA.7140.400.000.	16.99		
	2-ACE RSTP SPRY SATBLK	AA.3320.400.000.	12.58		
	1-ANTI SEIZE LUBRICANT	AA.3320.400.000.	5.93		
	1-FLT STL SWR ROD	GG.8130.401.000.	59.38		
	1-CLOSET FLANGE	AA.1620.400.000.	11.31		
	4-BRUSH ACID	AA.5110.400.000.	1.76		
	LONG TAPE MEASURE 100'	GG.8130.401.000.	24.29		
	1-SMARTFLO CONTRHOSE	AA.5110.400.000.	43.19		
	1-WASHER HOSE 10/PK	AA.5110.400.000.	2.69		
	1-WIPING CLOTHS	AA.1620.400.000.	13.65		
	TOOLBOX 23"	GG.8130.200.000.	31.49		
			548.85		
REINMAN'S DEPT STORE Total					
SCHMIDT'S WHOLESAL INC					
5/09/2022	10- BADGER LTE-M/ORION C CELLULAR	FX.8340.200.000.	1,556.39		
			1,556.39		
SCHMIDT'S WHOLESAL INC Total					
SLACK CHEMICAL CO INC					
5/06/2022	304.4 1G BULK CHLORINE	GG.8121.402.000.	926.67		
			926.67		
SLACK CHEMICAL CO INC Total					
STAPLES CONTRACT &					
4/29/2022	4 DRAWER LIGHT DUTY FILE CABINET	GG.8130.401.000.	210.99		
5/05/2022	FILE POCKET FOLDERS	AA.1325.400.000.	70.96		
			281.95		
STAPLES CONTRACT & COMMERCIAL Total					
T I PRINTING CO INC					
3/09/2022	LEGAL NOTICE- BOARD OF TRUSTEES	AA.1325.400.000.	16.32		
3/09/2022	LEGAL NOTICE- WORKSHOP MEETING	AA.1325.400.000.	15.14		
3/23/2022	03/23/2022 ESTOPPEL NOTICE	AA.1325.400.000.	36.86		
3/30/2022	LEGAL NOTICE WILBURT WAHL- PUBLIC	AA.8010.400.000.	22.64		
4/20/2022	DISPLAY AD- SPRING PICK UP	AA.5110.400.000.	132.00		
4/27/2022	DISPLAY AD 04/27/22 SPRING PICKUP	AA.5110.400.000.	132.00		
			354.96		
T I PRINTING CO INC Total					

Village of Clayton

Abstract of Audited Vouchers from 5/23/2022 to 5/23/2022

Claimant

<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u> <u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
THOUSAND ISLANDS ELECTRIC 4/25/2022	3028	4133 3- CLEAR GLASS GLOBE 200W	AA.7140.400.000.	95.52 95.52		
THOUSAND ISLANDS ELECTRIC SUPPLY LLC Total						
TOWN OF CLAYTON		4150				
5/17/2022	22-00121	MAY 2022 REIMBURSABLES	AA.5110.400.000.	1,516.87		
5/17/2022	22-00121	MAY 2022 REIMBURSABLES	AA.8010.400.000.	2,231.76		
5/17/2022	22-00121	MAY 2022 REIMBURSABLES	AA.1110.400.000.	988.73		
5/17/2022	22-00121	MAY 2022 REIMBURSABLES	AA.8020.400.000.	20.00		
TOWN OF CLAYTON Total				4,757.36		
UNIFIRST CORPORATION		4132				
5/06/2022	051 3383967	UNIFORM CLEANING 05/06/2022	AA.9189.800.000.	54.29		
5/06/2022	051 3383967	UNIFORM CLEANING 05/06/2022	FX.9089.801.000.	9.04		
5/06/2022	051 3383967	UNIFORM CLEANING 05/06/2022	GG.9089.801.000.	9.05		
5/13/2022	051 3386274	UNIFORM CLEANING - 05/13/2022	AA.9189.800.000.	54.92		
5/13/2022	051 3386274	UNIFORM CLEANING - 05/13/2022	FX.9089.801.000.	9.16		
5/13/2022	051 3386274	UNIFORM CLEANING - 05/13/2022	GG.9089.801.000.	9.15		
UNIFIRST CORPORATION Total				145.61		
VERIZON WIRELESS		4199				
5/10/2022	9906201479	PHONE SERVICES 04/20/2022-04/26/2022	AA.3120.402.000.	76.04		
5/10/2022	9906201479	PHONE SERVICES 04/20/2022-04/26/2022	AA.5110.400.000.	100.79		
5/10/2022	9906201479	PHONE SERVICES 04/20/2022-04/26/2022	AA.7180.400.000.	111.45		
5/10/2022	9906201479	PHONE SERVICES 04/20/2022-04/26/2022	FX.8320.400.000.	46.83		
5/10/2022	9906201479	PHONE SERVICES 04/20/2022-04/26/2022	GG.8130.400.000.	46.83		
VERIZON WIRELESS Total				381.94		
WHITES LUMBER INC		4182				
5/16/2022	2994688	4-80 LB. BAG CONCRETE MIX	AA.5110.400.000.	20.80		
WHITES LUMBER INC Total				20.80		

Village of Clayton
Abstract of Audited Vouchers from 5/23/2022 to 5/23/2022

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
	5/12/2022	221320001	4142	1- 8' FISHER STEEL TO BE INSTALLED	AA-5110.200.000.	5,500.00		
						5,500.00		
						52,742.53		
Total for Voucher Type: Regular								
						52,742.53		
						52,742.53		

To the Treasurer:

I certify that the vouchers listed on this Abstract were audited by the Village Board on the listed date and allowed in the amounts shown. You are hereby authorized to pay to each of the claimants the amount opposite their name.

Department:

Total

52,742.53
52,742.53

Date

Mayor/Deputy Mayor Signature

Capital Projects

Run: 5/20/2022 at 6:57 AM

Page: 1

Village of Clayton
Abstract of Audited Vouchers from 5/23/2022 to 5/23/2022

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Chk #	Chk Date
Voucher Type: <none>								
DEVELOPMENT AUTHORITY OF THE	5/09/2022	270702	4153	NYSDOT TECH SERVICES FROM	HH.7997.200.029.	660.00		
	5/09/2022	272401		TECH SERVICE FROM	HH.7997.200.031.	330.00		
	5/09/2022	273704		NY'S REDI IMPROVEMENT TECH	HH.7997.200.032.	1,561.50		
	5/09/2022	274690		FEMA DOCK AND VETERANS PARK	HH.7997.200.034.	453.00		
						3,004.50		
DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY								
NEW CENTURY ELECTRIC INC	5/18/2022	7839	4159	UUCU PA 26 PA 27 MATERIALS	HH.1440.200.029.	14,060.00		
						14,060.00		
NEW CENTURY ELECTRIC INC Total								
T I PRINTING CO INC	3/03/2022	176008	4157	LEGAL NOTICE REDI FUNDED	HH.7997.200.032.	104.01		
						104.01		
T I PRINTING CO INC Total								
Total for Voucher Type: <none>						17,168.51		

Total:

<none>
Total

17,168.51
17,168.51

To the Treasurer:

I certify that the vouchers listed on this Abstract were audited by the Village Board on the listed date and allowed in the amounts shown. You are hereby authorized to pay to each of the claimants the amount opposite their name.

Department:
Total

17,168.51
17,168.51

Date

Mayor/Deputy Mayor Signature

TAX WARRANT

TO: Joanne Lenhard-Boye
Treasurer Interim of the Village of Clayton

You are hereby commanded to receive and collect from the several persons named in the assessment roll, hereunto annexed, the several sums named in the last column thereof opposite their respective names, for the following purposes:

For the General Fund	<u>\$1,534,736.83</u>
For Water Relevy	<u>\$16,176.26</u>
For Sewer Relevy	<u>\$15,734.84</u>

Being for all purposes a total of 1,566,647.93

Upon the receipt of the roll and warrant by you, and on or before the first day of June, you shall cause to be published in the official paper of the Village, once a week for two consecutive weeks, a notice that such tax roll and warrant have been left with you for the collection of taxes therein levied, and shall designate one or more convenient places in the Village where you will receive taxes from **June 1, 2022** to and including **June 30, 2022** from nine o'clock in the morning until three o'clock in the afternoon, except Saturdays, Sundays and holidays.

For said period of time you will receive all taxes paid to you without additional charge.

On all such taxes remaining unpaid after **June 30, 2022**, interest of five per centum shall be added for the month of July and an additional one per centum for each month and fraction thereof thereafter until paid.

You shall attend at the time and place specified in said notice for the purpose of receiving said taxes.

After the **31st day of July** you shall proceed to collect the taxes remaining unpaid, with interest herein as provided, and an additional late notice fee of \$2.00, and for that purpose you are possessed of all the powers of a town tax collector.

All interest collected shall belong to the Village.

You are to make a return of this warrant on or before the first day of November after the delivery thereof to you, showing the total amount of taxes paid and each tax unpaid, with the receipt of the Village Treasurer for all taxes paid to him, and shall file the roll and warrant in the office of the Village Clerk.

And for doing this shall be your sufficient warrant.

IN WITNESS WHEREOF:

The Board of Trustees of said Village of Clayton has caused these presents to be signed by its Mayor and the Clerk of said Village and the seal of the Village hereunto affixed, this **23rd day of May, 2022**.

Mayor

ATTEST: _____

Clerk

(SEAL)



TOWN OF CLAYTON
GMAIL GROUPWARE

Alicia Dewey <amdewey@townofclayton.com>

Fwd: Interest in the Zoning Board of Appeals alternate vacancy

1 message

Richard Ingerson <codes@townofclayton.com>
To: Alicia Dewey <amdewey@townofclayton.com>

Mon, Mar 7, 2022 at 12:37 PM

----- Forwarded message -----

From: **Sandra McMullen** <sandyfizav@gmail.com>
Date: Mon, Mar 7, 2022 at 10:59 AM
Subject: Interest in the Zoning Board of Appeals alternate vacancy
To: <codes@townofclayton.com>

Good morning Richard

I learned about the Zoning Board of Appeals alternate vacancy through Lori Arnot and I am interested in joining the Board. I can definitely – Interpret zoning regulations, visit sites, review plan sites, follow the elements of a comprehensive plan to avoid incompatible land uses, and be an advocate of the plan.

Being an Industrial Engineer and I can read and refer to maps, planimetric maps, municipal zoning maps, site plan maps, subdivision plats, ...

I would love to become part of the Board and help the community of Clayton grow.--

Looking forward to hearing from you.

SANDRA McMULLEN
15149 Heritage Dr.
Clayton, NY



TOWN OF CLAYTON
GMAIL GROUPWARE

Alicia Dewey <amdewey@townofclayton.com>

Fwd: Zoning board opening.

Richard Ingerson <codes@townofclayton.com>
To: Alicia Dewey <amdewey@townofclayton.com>

Thu, Mar 3, 2022 at 2:32 PM

----- Forwarded message -----

From: **Jeff Staples** <otrcllc@gmail.com>
Date: Thu, Mar 3, 2022 at 2:06 PM
Subject: Zoning board opening.
To: Richard Ingerson Ext 29 <codes@townofclayton.com>

Hello Alicia

I understand there is an opening to join the zoning board in Clayton.

I have 30 years' experience in the construction business and live in the village of Clayton. I have been coming to the Thousand Islands for over 20 years but moved permanently to Clayton in 2015. I believe Clayton has done a remarkable job growing and supporting its population and would very much like to join the zoning board.

Please contact me to set up and interview or for instruction on next steps.

Thanks for your time and consideration,

Jeffrey E Staples
Owner/Operator
On The River Construction LLC
PO Box 353 Clayton NY 13624
315-956-9934 mobile
315-955-3656 Office

Jeff Staples owner/manager
On The River Construction
Certified Lester Buildings dealer.
315-955-3656

Amanda Cantwell

From: Tanya Roy <claytontheaterweek@gmail.com>
Sent: Thursday, May 12, 2022 10:43 AM
To: deputyclerk@villageofclayton.org
Subject: [EXTERNAL] Young People's Theater Week

Amanda,

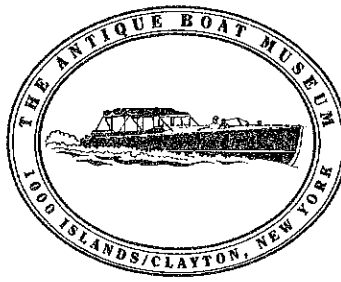
Here is the information you requested about YPT using the Municipal Building for our Stage Crew Group. This group will be creating scenery and props as well as learning how lights and sound work for a show. They have a director who will be with them at all times and we are thinking we will have 7-10 students.

Theater Week is open to young people ages 5 to 18. The program runs July 25 - 29, 2022, from 9:00 am to 2:00 pm. We would have students meet at the Opera House and walk over with their director and then back so they would probably be at the municipal building from 9:30 - 12:30. We would like to store the items they are working on over the course of the week, with everything removed by 5pm Friday evening.

Please let me know if you have any questions or need any additional information!

Tanya

Tanya Roy
3154082167
Administrative Assistant
Clayton Theater Week



May 19, 2022

Village of Clayton

Attn: Mayor Norma Zimmer and Village Trustees

425 Mary Street

Clayton, New York 13624

Mayor Zimmer/Village Trustees -

This letter serves as a formal request to the Village of Clayton from the Antique Boat Museum, located at 750 Mary Street, for activities related to two of our summer 2022 events: the 58th Annual Antique Boat Show & Auction on August 5-7 and Need for Speed on August 20.

On behalf of the Museum, we wish to request permission for the following,

For Boat Show (similar to 2019 & 2021):

- a) Closing of Mary Street between Alexandria and Theresa Streets, in front of the Museum, beginning on Thursday, August 4th at 7am until Sunday, August 7th at 2pm, for the duration of the stated time to allow for street displays, vendors, etc.*
 - i. Emergency vehicle access will remain available at all times and overnight security will be present on the campus.
 - ii. ABM volunteers will be stationed at both of the corners of Mary & Alexandria Streets, as well as Mary & Theresa Streets during the event hours.
 - iii. Local traffic only signage from Union Street to Theresa Street.
- b) Two bleacher units to be placed in the Museum parking lot on Monday, August 1st to provide seating for the Boat Auction.
- c) Extension of handicap parking spaces to those in front of the Museum parking lot on Mary Street (across from Wood Boat Brewery).

We are fully aware and have adjusted for the fact that the ramp is the only part of the Mary Street Dock available during Boat Show due to the construction.

* The portion of the request to close Mary Street on Thursday aids the ABM as that day primarily serves as a set-up day for Boat Show and Mary Street acts as the epicenter of activity with 50-75 boats launching via Mary Street Boat Ramp, vendors unloading their trailers and vans, and hundreds of volunteers, staff, and visitors. Due to this high level of activity, we believe it remains the safest option to request that there is no thru traffic.

Please note that the Museum will once again:

- a) Ensure open/available passage for pedestrians on the Mary Street sidewalk located along the east side of the street at all times during Boat Show related events.
- b) Ensure public access, via Theresa Street, to the Mary Street Boat Ramp throughout Boat Show weekend.
- c) Restrict use of the Community Lot behind Watertown Savings Bank for Museum supporters, the primary Museum Lot on Mary Street for event activities, as well as the gravel lot behind the Boat Shop off Alexandria Street for event vendors.
- d) Provide shuttle service throughout the Clayton community to and from various parking locations.
- e) Provide signage at various intersections directing traffic looking to utilize the Mary Street Boat Ramp during times in which Mary Street is closed in front of the Museum.
- f) Provide signage at various locations within the village directing traffic to outer limits for parking.

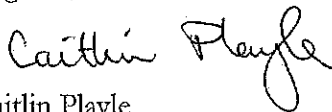
For Need for Speed:

- a) Closing of Mary Street between Alexandria and Theresa Streets, in front of the Museum, beginning on Saturday, August 20th at 7am until 5pm, for the duration of the stated time to allow for street displays, vendors, etc.*
 - i. Emergency vehicle access will remain available at all times and overnight security will be present on the campus.
 - ii. ABM volunteers will be stationed at both of the corners of Mary & Alexandria Streets, as well as Mary & Theresa Streets during the event hours.
 - iii. Local traffic only signage from Union Street to Theresa Street.

* Closing Mary Street on August 20th aids the ABM in facilitating boats (particularly trailer-launched hydroplanes) launching via Mary Street Boat Ramp for planned activities during the day. Due to this, we believe it remains the safest option to request that there is no thru traffic.

We will continue to provide you with details as they develop to ensure a strong working partnership continues between the Village and the Museum. We look forward to making the 2022 summer a success for our entire community.

Regards,



Caitlin Playle
Events and Communications Coordinator
caitlinplayle@abm.org
315.686.4104 ext. 236