

TOWN OF SILVER LAKE
REGULAR COUNCIL MEETING
SILVER LAKE TOWN MEETING HALL

December 13, 2017

7:00PM

I. ROLL CALL:

A) ELECTED OFFICIALS

a) Chad Miner, Phil Shalley, Dana Owens, Tonya Conley

B) TOWN EMPLOYEES

a) Jason McGlennen, JT Prater, Joey McNeal, John Conley

C) TOWN ATTORNEY

a) Scott Reust

II. APPROVAL OF MEETING MINUTES:

November 8, 2017 Regular Meeting minutes were approved by Phil making first motion, Dana seconded, Phil all in favor, motion carried.

III. GUEST SPEAKERS:

Mark Sullivan, Midwestern Engineers and **Shannon McLeod, Priority Projects Resources** spoke about the next phase to the sewer and storm sewer project, advertisements for construction bids will take place the 22nd and 28th of December in the Times Union. Bid opening will take place on January 30, 2018 at 6:00pm. Recommendation for successful bidder will be announced at the February 14, 2018 meeting.

IV. OLD BUSINESS:

NONE

V. NEW BUSINESS:

A) **Liability insurance for 2018** quotes came in as follows:

a) **Hylant (renewal package) \$17201.00 and work comp \$5590.00**

b) **Bliss McKnight \$21980.00 work comp not included**

c) **Selective \$20893.00 work comp not included**

Council voted to renew with Hylant with Phil making first motion, Dana seconded, Chad all in favor, motion carried.

B) **Resolution 17-12-01 Year-End Transfers** was introduced. The appropriation transfers are done to meet obligations unforeseen at the time the budget is made.

Appropriations within the same fund that have a surplus will be transferred to appropriations that are insufficient. Phil made first motion, Dana seconded, Chad all in favor, motion carried.

C) **Ordinance 12-01-17 Salary and Wages** for the calendar year 2018 was passed. Phil made first motion, Dana seconded, Chad all in favor, motion carried.

- D) **Ordinance 12-02-17 Water and Sewer Utility Budgets** for 2018 was passed with Phil making first motion, Dana seconded, Chad all in favor, motion carried.
- E) **Utility Billing Clerk /Deputy Clerk** changes were discussed. The changes will revoke Ordinance 11-01-11 establishing the Silver Lake Council as responsible for the collections of rates and charges and make that responsibility under the Clerk-Treasurer. Ordinance 12-03-17 will establish this and also will change the position from Utility Billing Clerk to Deputy Clerk; the same responsibilities of the position are left unchanged. This will allow the Clerk-Treasurer and Deputy Clerk to work more efficiently with internal control procedures and during prolong absences normal office operations will be maintained. The changes will be implemented on January 1, 2018.
- F) **Silver Lake Volunteer Fire Chief** was introduced for approval. The Fire Department by vote elected John Conley as the Fire Chief for 2018. Phil Shalley abstained from voting because he is on the Department. Dana gave first motion to approve John as Fire Chief, Chad seconded and all in favor, motion carried.
- G) **Permission to pay claims and final year-end transfers** for the remaining year 2017 was given to Tonya with the approval of all Council members. Dana gave first motion, Phil seconded, Chad all in favor, motion carried.
- H) **Marshal and Deputy Marshal** probationary period is ending on December 16, 2017. Chad stated that there was no need to continue the probation but a contract was discussed. Scott Reust, Silver Lake Attorney is going to create the contract agreement for a period of one year and will be renewed on an annual basis. A raise of \$.50 for the Marshal and a raise of \$.25 for the Deputy Marshal was discussed and approved, Dana gave first motion, Phil seconded, Chad all in favor, motion carried.

VI. CITIZEN COMMENTS/CONCERNS:

NONE

VII. DEPARTMENT HEAD REPORTS:

- Marshal's Department (Jason)
 - a) Call logs given to the Council
 - b) The police car cameras are having issues but they are under warranty.
 - c) Will be presenting a quote to the Council for computer upgrades so that more speed is available for cell phone investigations.

- Water Department (Joey)
 - a) The screen at the water plant has been installed.

- Street/Sewer Department (JT)
 - a) Leaf season has been completed and the leaf vac has been stored. Leaves must be bagged for pick up.

- Fire Department:

- a) 7 runs since last meeting
- b) Circuit board for the FD generator needs replaced. Council gave permission for the repairs.
- c) JT Prater was 2017 Fire Fighter of the Year and was presented with a plaque for his service.

VIII. CLAIM DOCKET:

Claim docket in the amount of \$236,967.17 was accepted by Phil making first motion, Dana seconded and Phil all in favor, motion carried. Phil spoke about the grant match payment and year end expenses that increased the docket.

IX. LETTERS:

NONE

X. MISCELLANEOUS:

- A) **Next meeting** is scheduled for January 10, 2018 at 7:00pm; meeting location will be at Silver Lake's Meeting Hall, 604 N Jefferson St. Silver Lake.
- B) **No 2017 Year-End Meeting is scheduled.**

XI. ADJOURNMENT:

Meeting adjourned at **7:25pm**, Phil made first motion to adjourn, Dana seconded and all in favor, motion carried.

CHAD MINER, COUNCIL PRESIDENT

TONYA CONLEY, CLERK-TREASURER