

MINUTES OF THE ORGANIZATIONAL MEETING DURING THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE VILLAGE OF WELLSVILLE HELD ON DECEMBER 3, 2018
AT 6:00 PM IN THE "MONDAY" ROOM OF THE DAVID A. HOWE LIBRARY,
155 NORTH MAIN STREET, ALLEGANY COUNTY, WELLSVILLE, NEW YORK

PRESENT: Mayor: Randy Shayler
Trustees: Jeremy Cole, Kevin Monroe, Mike Roeske
DPW Dir: Bill Whitfield
Police Chief: Tim O'Grady
Treasurer: Earl Johnson
Attorney: Dan Synakowski

ABSENT: Trustee: Ed Fahs

VISITORS:

The meeting opened with the pledge to the flag led by Trustee Monroe.

Our newly elected Trustee has already signed his Oath of Office and filed it with the Village Clerk as required. The Village Attorney will now publically swear in the elected official for ceremonial purposes.

Mayor Shayler stated the first order of business would be the Village's Annual Organizational Meeting.

MAYOR'S APPOINTMENTS (must be approved by board majority except Village Clerk & Deputy Mayor)

Trustee Cole was appointed Deputy Mayor with a term expiring December 2019 (first Monday, noon).
Shaun Walsh was appointed Village Acting Justice with a term ending December 2019 (first Monday, noon).

Linda Pullman and Eva Thompson were appointed to the Citizen Advisory Tree Board with a term expiring December 2021 (first Monday, noon). Susan Duke and Oak Duke continue as co-chairs.
Wendy Seely was appointed Village Clerk with a term expiring December 2019 (first Monday, noon).
Meghan Stonemetz was appointed Deputy Village Clerk with a term expiring December 2019 (first Monday, noon).

Earl Johnson was appointed Treasurer with a term expiring December 2020 (first Monday, noon).

Motion made by Trustee Cole; seconded by Trustee Monroe that each individual appointment made by the Mayor as listed with term is approved.

The foregoing motion was adopted by the Board of Trustees of the Village of Wellsville by roll call:

Trustee Cole	Aye
Trustee Roeske	Aye
Trustee Fahs	(not present)
Trustee Monroe	Aye

Note: Under NYS law the Treasurer, Village Clerk; Deputy Village Clerk, Village Justice and Acting Village Justice must execute an undertaking within 30 days of appointment which the insurance company will handle. The amount of the undertaking is not stated and the board has determined that the expense is a village charge. Under the crime policy each employee is covered up to \$125,000 with the justice set at \$250,000 and treasurer and clerks set at \$500,000.

MAYOR’S COMMITTEE LIAISON ASSIGNMENTS

Finance Committee: Mayor Shayler, Trustee , Treasurer Earl Johnson
 Department of Public Works:
 Streets: Trustee
 Landfill: Trustee
 Solid Waste: Trustee
 Water: Deputy Mayor
 Sewer: Trustee
 Electric: Deputy Mayor
 Code Enforcement Officer: Mayor Shayler
 Ethics: Trustee
 Emergency Service Council: Deputy Mayor
 Fire Board Trustee
 Library: Trustee
 Police: Mayor Shayler
 Planning & Zoning Board: Deputy Mayor
 Project & Revolving Loan: Trustee
 Recreation: Trustee
 Town Board: Trustee
 WLSV Arch. Review Committee: Deputy Mayor
 Zoning Board of Appeals: Trustee

DESIGNATING THE VILLAGE’S OFFICIAL NEWSPAPER

Motion made by Trustee Cole; seconded by Trustee Monroe that the official newspaper of the Village is the Wellsville Daily Reporter. Motion carried unanimously.

SCHEDULING VILLAGE BOARD MEETINGS:

RESOLUTION

WHEREAS the board of trustees has determined to hold regular board meetings;

NOW THEREFORE BE IT RESOLVED:

The meetings will be held at 6:00 pm on the second (2nd) and fourth (4th) Monday of each month and; that this resolution is effective immediately.

Motion made by Trustee Cole; seconded by Trustee Monroe to accept the Village Board Meeting Schedule Resolution above.

The foregoing motion was adopted by the Board of Trustees of the Village of Wellsville by roll call:

Trustee Cole	<u>Aye</u>
Trustee Roeske	<u>Aye</u>
Trustee Fahs	(not present)
Trustee Monroe	<u>Aye</u>

SCHEDULING THE ANNUAL ORGANIZATIONAL BOARD MEETING

WHEREAS the board of trustees has determined to hold an annual organizational board meeting;

NOW THEREFORE BE IT RESOLVED:

The next Organizational Meeting will be held on the first Board Meeting date in December 2019 at 6:00 pm followed by the normally scheduled meeting and; that this resolution is effective immediately.

Motion made by Trustee Monroe; seconded by Trustee Roeske to accept the Organizational Meeting Resolution above.

The foregoing motion was adopted by the Board of Trustees of the Village of Wellsville by roll call:

Trustee Cole	<u>Aye</u>
Trustee Roeske	<u>Aye</u>
Trustee Fahs	(not present)
Trustee Monroe	<u>Aye</u>

REVIEWING THE VILLAGE PROCUREMENT POLICY

WHEREAS the board of trustees is required to review the Village Procurement Policy annually;

NOW THEREFORE BE IT RESOLVED:

The Village Procurement Policy has been reviewed and found acceptable and; that this resolution is effective immediately.

Motion made by Trustee Cole; seconded by Trustee Roeske to accept the Procurement Policy Review Resolution above.

The foregoing motion was adopted by the Board of Trustees of the Village of Wellsville by roll call:

Trustee Cole	<u>Aye</u>
Trustee Roeske	<u>Aye</u>
Trustee Fahs	(not present)
Trustee Monroe	<u>Aye</u>

SETTING THE VILLAGE MILEAGE REIMBURSEMENT RATE

RESOLUTION

WHEREAS the board of trustees has determined to pay a fixed rate for mileage as reimbursement to Village officers and employees who use their personal automobiles while performing their official Village duties;

NOW THEREFORE BE IT RESOLVED:

That the board of trustees will approve reimbursement to

such officers and employees at the effective federal rate; and that this resolution is effective immediately.

Motion made by Trustee Cole; seconded by Trustee Monroe to accept the Mileage Reimbursement Resolution above.

The foregoing motion was adopted by the Board of Trustees of the Village of Wellsville by roll call:

Trustee Cole	<u>Aye</u>
Trustee Roeske	<u>Aye</u>
Trustee Fahs	(not present)
Trustee Monroe	<u>Aye</u>

EVENT ATTENDANCE APPROVAL

RESOLUTION

WHEREAS there is to be held during the coming official year:

a) The New York State Conference of Mayors Annual Meeting and training School; b) The New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) The New York State Conference of Mayors Public Works School; d) The New York State Government Financial Officers Association; e) Municipal Electric Utilities Association of New York State; f) and other Governmental Association Meetings; and

WHEREAS the board wishes to have preapproved authorization providing for employees to attend these events for the benefit of village government.

NOW THEREFORE BE IT RESOLVED:

That this resolution is effective immediately.

Motion made by Trustee Cole; seconded by Trustee Roeske to accept the Event Attendance Resolution above.

The foregoing motion was adopted by the Board of Trustees of the Village of Wellsville by roll call:

Trustee Cole	<u>Aye</u>
Trustee Roeske	<u>Aye</u>
Trustee Fahs	(not present)
Trustee Monroe	<u>Aye</u>

DESIGNATING THE VILLAGE'S OFFICIAL BANKS

RESOLUTION

WHEREAS the board of trustees has determined the Village will designate Steuben Trust Company, First Citizens Community and NY Class as banks that may receive deposits per the Village Investment Policy.

NOW THEREFORE BE IT RESOLVED that this resolution is effective

immediately.

Motion made by Trustee Cole; seconded by Trustee Monroe to accept the Village Banking Resolution above.

The foregoing motion was adopted by the Board of Trustees of the Village of Wellsville by roll call:

Trustee Cole	Aye
Trustee Roeske	Aye
Trustee Fahs	(not present)
Trustee Monroe	Aye

DISTRIBUTING THE LOCAL CODE OF ETHICS

New York State requires that the adopted local Code of Ethics is distributed to each officer and employee of the village annually and that a copy of General Municipal Law 800-809 is posted in each public building. The distribution of the Code of Ethics will be distributed and tracked by signature. Mayor Shayler is announcing to the Board of Trustee to review their Code of Ethics Policy and initial and return to Earl Johnson, Treasurer.

ADJOURNMENT

On a motion made by Trustee Cole and seconded by Trustee Monroe, the Annual Organizational Meeting was adjourned at 6:20 p.m. Regular Board Meeting resumed.

Respectfully submitted,

Wendy Seely
Village Clerk

Per NYS Amendment to the State's Open Meeting Law, public records already available under FOIL, in addition to any resolution, law, rule, regulation, policy or any amendment, that is scheduled to be the topic of discussion at an open meeting, is available upon request to the extent practicable as determined by the Village of Wellsville. The Village of Wellsville will post board meeting agendas and minutes on its web site at www.wellsvilleny.com.