

MINUTES OF A BOARD MEETING OF THE VILLAGE OF WELLSVILLE BOARD OF TRUSTEES
HELD ON DECEMBER 14, 2020, AT 6:00 PM IN THE TRUSTEES' BOARD ROOM, 23 NORTH
MAIN STREET, ALLEGANY COUNTY, WELLSVILLE, NEW YORK.

PRESENT: Mayor: Randy Shayler (via teleconference)
Deputy Mayor: Jeff Monroe
Trustees: Ed Fahs, Gary Pearson, Mike Roeske
Dir. DPW: Bill Whitfield (via teleconference)
Police Chief: Tim O'Grady
Fire Chief: Barney Dillie
Code Officer: Rich Wenslow
Treasurer: Melissa Mullen

ABSENT: Attorney: Rich Buck

VISITORS: Brad Thompson; Jeremy Cole; Patty Graves, Town Liaison; Chris Potter,
The Spectator; Kathryn Ross, Olean Times Herald

The meeting opened at 6:00 pm with the pledge to the flag led by Trustee Fahs.

Deputy Mayor Monroe welcomed everyone to the meeting. He asked if anyone had anything they wished to speak about and Patty Graves indicated that she would like an executive session to discuss a contractual matter.

Trustee Fahs requested acceptance of the minutes from the Regular Board meeting held on November 23, 2020; Trustee Roeske seconded the motion. Carried.

MAYOR'S BUSINESS:

1. Mayor Shayler (via telephone) stated the first order of business would be the Village's Annual Organizational Meeting.

MAYOR'S APPOINTMENTS

Randy Shayler was appointed Mayor with a term expiring December 2024 (first Mon., noon).

Trustee Monroe was appointed Deputy Mayor with a term expiring December 2021 (first Mon., noon).

Shaun Walsh was appointed Village Acting Justice with a term ending December 2021 (first Mon., noon).

Oak Duke was appointed to the Citizen Advisory Tree Board with a term expiring December 2023 (first Mon., noon). Susan Duke and Oak Duke continue as Co-Chairs.

Melissa Mullen was appointed Village Treasurer with a term expiring December 2021 (first Mon., noon).

Wendy Seely was appointed Village Clerk with a term expiring December 2021 (first Mon., noon).

Meghan Stonemetz was appointed as Village Deputy Clerk with a term expiring December 2021 (first Mon., noon).

Motion made by Mayor Shayler; seconded by Trustee Fahs, 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 Fahs AYE Trustee Roeske AYE Trustee Monroe AYE
Trustee Pearson AYE Mayor Shayler 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 Pearson, Treasurer Melissa Mullen

Department of Public Works:

Streets: Trustee Roeske
Landfill: Trustee Roeske
Solid Waste: Trustee Roeske
Water: Trustee Fahs
Sewer: Trustee Fahs
Electric: Trustee Fahs

Project & Revolving Loan: Mayor Shayler
Police: Mayor Shayler
Fire & Ambulance: Trustee Monroe, Trustee Fahs
Emergency Service Council: Trustee Monroe, Trustee Fahs
Code Enforcement Officer: Trustee Fahs
Library: Mayor Shayler
Recreation: Trustee Roeske
Town Board: Trustee Roeske
Ethics: Trustee Monroe
Planning & Zoning Board: Trustee Roeske
Zoning Board of Appeals: Trustee Roeske
WLSV Arch. Review Committee: Trustee Roeske

DESIGNATING THE VILLAGE'S OFFICIAL NEWSPAPER

Motion made by Trustee Monroe; seconded by Trustee Fahs that the official newspaper of the Village is The Spectator (formerly 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:

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

Motion made by Mayor Shayler; seconded by Trustee Pearson 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 Fahs AYE Trustee Roeske AYE Trustee Monroe AYE
Trustee Pearson AYE Mayor Shayler AYE

SCHEDULING THE ANNUAL ORGANIZATIONAL BOARD MEETING

RESOLUTION

WHEREAS the Board of Trustees has determined to hold an Annual Organizational Board meeting;

NOW THEREFORE BE IT RESOLVED:

that the next Organizational Meeting will be held on the first Board meeting date in December 2021 at 6:00 pm followed by the normally scheduled meeting; and
that this resolution is effective immediately.

Motion made by Mayor Shayler; seconded by Trustee Fahs 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 Fahs AYE Trustee Roeske AYE Trustee Monroe AYE
Trustee Pearson AYE Mayor Shayler AYE

REVIEWING THE VILLAGE PROCUREMENT POLICY

RESOLUTION

WHEREAS the Board of Trustees is required to review the Village Procurement Policy annually;

NOW THEREFORE BE IT RESOLVED:

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

Motion made by Mayor Shayler; 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 Fahs AYE Trustee Roeske AYE Trustee Monroe AYE
Trustee Pearson AYE Mayor Shayler AYE

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 Mayor Shayler; seconded by Trustee Pearson 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 Fahs AYE Trustee Roeske AYE Trustee Monroe AYE
Trustee Pearson AYE Mayor Shayler AYE

EVENT ATTENDANCE APPROVAL

RESOLUTION

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

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

NOW THEREFORE BE IT RESOLVED:

that the Board of Trustees will preapprove authorization providing for employees to attend these events for the benefit of Village government; and that this resolution is effective immediately.

Motion made by Mayor Shayler; seconded by Trustee Fahs 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 Fahs AYE Trustee Roeske AYE Trustee Monroe AYE
Trustee Pearson AYE Mayor Shayler AYE

DESIGNATING THE VILLAGE'S OFFICIAL BANKS

RESOLUTION

WHEREAS the Board of Trustees has determined the Village will designate Community Bank, First Citizens Bank 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 Mayor Shayler; seconded by Trustee Fahs 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 Fahs AYE Trustee Roeske AYE Trustee Monroe AYE
Trustee Pearson AYE Mayor Shayler 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 announced to the Board of Trustee to review their Code of Ethics Policy and initial and return to Melissa Mullen, Treasurer.

ADJOURNMENT

On a motion made by Mayor Shayler and seconded by Trustee Roeske, the Annual Organizational Meeting was adjourned at 6:13 p.m. Regular Board Meeting to follow. Carried.

MAYOR'S BUSINESS (CONTINUED):

2. Mayor Shayler (via telephone) made a motion to accept and approve the Application for a Special Event Permit for the Wellsville High School Graduation scheduled for Friday, June 25, 2021 at 7:00 pm located at the school, 126 W. State Street. Trustee Fahs seconded the motion. Carried.
3. Mayor Shayler (via telephone) requested executive session for a personnel matter.

TRUSTEES' BUSINESS:

PEARSON:

1. Trustee Pearson made a motion to accept and approve the vouchers as listed in the Abstract of Vouchers dated December 14, 2020. Trustee Fahs seconded the motion. Carried.
2. Trustee Pearson noted his appreciation to Trustee Fahs for assisting with his questions as he joins the Trustee ranks, and also to Trustee Cole for all of his help.

MONROE:

1. Trustee Monroe requested executive session.

ROESKE:

1. Trustee Roeske had nothing to discuss at this time.

FAHS:

1. Trustee Fahs made a motion to accept and approve posting for the Line Supervisor position, due to the retirement of Terry Briggs. Trustee Monroe seconded the motion. Carried.
2. Trustee Fahs made a motion to accept and approve Resolution No. 20/21-14, To Purchase Signals Battery Backup (amended). Trustee Pearson seconded the motion. Carried.

**RESOLUTION NO 20/21-14
OF THE VILLAGE BOARD OF TRUSTEES
TO PURCHASE SIGNALS BATTERY BACKUP**

At a regular meeting of the Board of Trustees of the Village of Wellsville, New York held on December 14th, 2020, the Resolution (adopted on October 26, 2020) was amended and re-adopted as follows:

WHEREAS, the Village of Wellsville Trustees have approved the 2020-2021 Annual Budget which includes a Capital Plan, and

WHEREAS, the Village of Wellsville, in discussion with the Department of Public Works, has deemed it necessary to purchase SIGNALS BATTERY BACKUP to be utilized by the Electric department, and

WHEREAS, the price of this equipment will be an amount that shall not exceed Thirty-Five Thousand Dollars (\$35,000), which shall be appropriated \$25,000 from the Electric Fund Capital Reserves with the remaining supplemented from IEEP funding, and

WHEREAS, this resolution is subject to permissive referendum per public notice which will be given through the official newspaper within 10 days and which would require 20% of the registered voters as of the last election to file a petition with the Village Clerk.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Wellsville does hereby authorize the purchase of SIGNALS BATTERY BACKUP.

Dated: December 14, 2020; this resolution shall take effect immediately.

Moved by Trustee Fahs; seconded by Trustee Pearson.

The foregoing resolution was adopted by the Board of Trustees of the Village of Wellsville

by roll call: Trustee Fahs AYE Trustee Pearson AYE
Trustee Monroe AYE Trustee Roeske AYE
Mayor Shayler AYE

I, Wendy Seely, do hereby certify that Resolution #20/21-14 was passed at a meeting of the Board of Trustees of the Village of Wellsville, New York held on December 14, 2020, and is incorporated in the original minutes of that said meeting, and that said Resolution has not been altered, amended or revoked and is in full force and effect.

Certified by the Village Clerk

POLICE DEPT:

1. Chief O'Grady had nothing to discuss at this time.

FIRE DEPT:

1. Trustee Monroe made a motion to accept and approve new membership applications for Wellsville Volunteer Fire Company: Lexi Coats (tag# 249) and Dylon Day (tag# 220). Trustee Pearson seconded the motion. Carried.
2. Fire Chief Dillie asked for the status of the traffic light battery backup. DPW Director Whitfield noted having to wait for the 30-day permissive referendum, and then the bid winner will be awarded the bid. He added that the cabinets are coming and concrete pads will need to be laid once Mother Nature allows, in January or more toward spring thaw.

3. Fire Chief Dillie asked for the status of the Town Fire Protection Contract, which Trustee Monroe stated that it would be covered in executive session.

DPW:

1. Director Whitfield had nothing to discuss at this time.

CODE OFFICER:

1. Code Enforcement Officer Wenslow had nothing to discuss at this time.

ATTORNEY:

1. Attorney Buck was not present.

TREASURER:

1. Treasurer Mullen discussed the reapproval of the Alfred Housing check for \$500,000 (grant reimbursement), originally brought to the Board at the 11/23/20 meeting. This money is from agreements made with the developers of 23 North Main renovations.
2. Treasurer Mullen noted receipt of a notice of intent to retire from Dana Harris, who has been employed by the Village since 1981. He plans to retire June 29, 2021.

Deputy Mayor Monroe, on behalf of the Village Board, presented Trustee Cole with a plaque for his years of service to the Board of Trustees.

On a motion made by Deputy Mayor Monroe and seconded by Trustee Fahs, the Board moved out of regular session and into executive session at 6:25 pm. Carried.

On a motion made by Deputy Mayor Monroe and seconded by Trustee Roeske, the Board moved out of executive session and into regular session at 7:04 pm. Carried.

Deputy Mayor Monroe made a motion to ask Treasurer Mullen to immediately take the necessary actions for hiring Court Clerk Sammy Gilkey's replacement, to allow time to train as she transitions to retirement. Trustee Roeske seconded the motion. Carried.

On a motion made by Trustee Roeske and seconded by Trustee Pearson, the meeting adjourned at 7:05. Carried.

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, are available upon request to the extent practicable as determined by the Village of Wellsville. The Village of Wellsville will post board meeting agenda and minutes on its website at www.wellsvillenys.com.