

MINUTES OF THE ORGANIZATIONAL MEETING PRECEEDING THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WELLSVILLE HELD ON DECEMBER 12, 2016 AT 7:00 PM IN THE TRUSTEES ROOM OF THE MUNICIPAL BUILDING, 156 NORTH MAIN STREET, ALLEGANY COUNTY, WELLSVILLE, NEW YORK

PRESENT: Mayor: Randy Shayler
Trustees: Jeremy Cole, Jamie Herman, Ed Fahs, Dawn Ketchner
DPW Dir: Bill Whitfield
Treasurer: Earl Johnson
Police Chief: Timothy O'Grady
Attorney: Dan Synakowski

VISITORS:

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

The newly elected Mayor, Trustees & Village Justice have already signed their Oaths of Office and filed them with the Village Clerk as required and the Village Attorney publically swore in elected officials for ceremonial purposes at noon on December 5th, 2016.

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 Deputy Mayor & Open Seat)

Trustee Ketchner was appointed Deputy Mayor by Mayor Shayler on 12-5-2016.

Trustee Herman was appointed to the open Trustee seat by Mayor Shayler on 12-5-2016 with a term ending December 2017 (first Monday, noon) following special election in November 2017.

Shaun Walsh was put forward for appointment as Village Acting Justice with a term ending December 2017 (first Monday, noon).

Wendy Seely was put forward for appointment as Village Deputy Clerk with a term expiring December 2017 (first Monday, noon).

Kathy Kinder was put forward for appointment as Village Clerk with a term expiring December 2018 (first Monday, noon).

Earl Johnson was put forward for appointment as Treasurer with a term expiring December 2018 (first Monday, noon).

Peter Van Tyne was put forward for appointment to the Planning & Zoning Board Committee with a term expiring December 2021 (first Monday, noon).

Motion made by Trustee Herman seconded by Trustee Fahs that each applicable 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 Herman Aye
Trustee Ketchner Aye
Trustee Fahs 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 Cole, Treasurer Earl Johnson
Department of Public Works:	
Streets:	Trustee Fahs
Landfill:	Trustee Herman
Water:	Deputy Mayor Ketchner
Sewer:	Trustee Herman
Electric:	Deputy Mayor Ketchner
Code Enforcement Officer:	Trustee Herman
Ethics:	Trustee Herman
Emergency Service Council:	Deputy Mayor Ketchner
Fire Board:	Trustee Fahs
Library:	Trustee Cole
Police:	Mayor Shayler
Planning & Zoning Board:	Deputy Mayor Ketchner
Project & Revolving Loan:	Trustee Cole
Recreation:	Trustee Cole
Town Board:	Trustee Fahs
WLSV Arch. Review Committee:	Deputy Mayor Ketchner
Zoning Board of Appeals:	Trustee Fahs

DESIGNATING THE VILLAGE'S OFFICIAL NEWSPAPER

RESOLUTION

WHEREAS the board of trustees has determined, for the purposes of mandatory notification, the Village shall name an official village newspaper;

NOW THEREFORE BE IT RESOLVED:

The Wellsville Daily Reporter will serve as the official newspaper and that this resolution is effective immediately.

Motion made by Trustee Herman, seconded by Trustee Ketchner to accept the Designated Village Official Newspaper Resolution above.

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

by roll call:	Trustee Cole	Aye
	Trustee Herman	Aye
	Trustee Ketchner	Aye
	Trustee Fahs	Aye

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 7:00 pm on the second (2nd) and fourth (4th) Monday of each month and; that this resolution is effective immediately.

Motion made by Trustee Fahs, seconded by Trustee Herman 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	Aye
Trustee Herman	Aye
Trustee Ketchner	Aye
Trustee Fahs	Aye

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 2017 at 7:00 pm followed By the normally scheduled meeting and; that this resolution is effective immediately.

Motion made by Trustee Ketchner, seconded by Trustee Cole 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	Aye
Trustee Herman	Aye
Trustee Ketchner	Aye
Trustee Fahs	Aye

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 Herman, seconded by Trustee Ketchner 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 Aye
Trustee Herman Aye
Trustee Ketchner Aye
Trustee Fahs 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 Trustee Herman, seconded by Trustee Cole 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 Aye
Trustee Herman Aye
Trustee Ketchner Aye
Trustee Fahs Aye

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;
- b) The 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) and other Governmental Association Meetings; and

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

NOW THEREFORE BE IT RESOLVED:

That this resolution if effective immediately.

Motion made by Trustee Ketchner, 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 Cole Aye
Trustee Herman Aye
Trustee Ketchner Aye
Trustee Fahs Aye

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 Fahs, seconded by Trustee Ketchner 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 Herman	Aye
	Trustee Ketchner	Aye
	Trustee Fahs	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 Earl Johnson, Treasurer.

ADJOURNMENT

On a motion made by Trustee Herman and seconded by Trustee Ketchner the Annual Organizational Meeting was adjourned at 7:15 pm. Regular Board Meeting to follow.

Respectfully submitted,

Kathy Kinder
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.