

MINUTES OF THE ORGANIZATIONAL MEETING OF THE VILLAGE OF NORTH COLLINS BOARD OF TRUSTEES HELD ON MONDAY, APRIL 4th, 2016 AT 6:30 PM IN THE VILLAGE HALL.

PRESENT: Mayor George Trustee Bley
 Trustee Denne Trustee Myers
 Clerk Janet Hutchinson Attorney Richard Schaus
 Trustee Leone

The swearing in ceremony was held at 6:30 p.m.

Mayor George presiding opened the meeting with the Pledge of Allegiance at 6:30 p.m.

Mayor George presented the following resolutions and his appointments for the Board's approval:

Motion that the Community Bank, Main Street, North Collins is designated as the official depository for the funds of the Village of North Collins for the ensuing three years beginning April 1, 2016. The Village Clerk/Treasurer or Mayor will be the authorized signature for the village checking accounts.

Motion that the second Monday of each month be designated as the official meeting date for the Board of Trustees of the Village of North Collins, for the year beginning April 1, 2016 and that such Board meeting commence at 7:00 p.m.

Motion that the payment of the necessary membership dues and expenses for attendance (attendance to be limited to two Board members) at the meetings of the Erie County Village Officials' Association, the Erie County Association of Governments, N.E.S.T., and the Western New York Association of Villages be paid for from the proper funds.

Motion that membership in the New York State Conference of Mayors is approved and payment of expenses for attendance to any meeting of the Conference of Mayors is authorized for such Village Officials to attend.

Motion that the Board of Trustees authorizes the Treasurer of the Village of North Collins to deposit and invest in either Certificate of Deposit or Savings all monies of the Village not needed for immediate expenditures in accordance with Section II of the General Municipal Law.

Motion that payment of New York State Retirement costs for all full time and qualified part time Village employees be paid.

Motion that the Blue Cross and Blue Shield monthly insurance premiums be paid for full time and eligible retirees (caps apply to employees hired after 8/1999: \$800.00 full time family, \$450.00 full time single) be paid from the proper Village funds.

Motion that the Hamburg Sun be designated as the official newspaper for the Village of North Collins and the Buffalo News as the secondary.

Motion that the premiums on the necessary bonds for the Village Officials are paid for from the proper funds.

Motion that Richard Cooper be appointed to serve as Department Supervisor of the North Collins Police Department for two years beginning April 1, 2016.

Motion that Phil Tremblay be appointed to serve as Code Enforcement Officer for the Village of North Collins for two years beginning April 1, 2016.

Motion to accept terms of the current Procurement Policy and Harassment/Discrimination Policy on file.

Motion that Carl Muehlbauer be appointed to serve as Disaster Coordinator for the Village of North Collins for two years beginning April 1, 2016.

Motion to authorize the Village Clerk to make payments in advance of audit of claims for public utility services, postage, freight/express charges and any invoice with a penalty due date and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board and Trustees.

Motion that Richard M. Schaus be appointed to serve as Village Attorney for the Village of North Collins for two years beginning April 1, 2016.

Motion to authorize attendance at necessary courses to maintain current water licenses for all DPW employees.

Motion that Janet Hutchinson be appointed to serve as Village Clerk/Treasurer for two years beginning April 1, 2016.

Motion that Janet Hutchinson be appointed to serve as Tax Collector, Registrar of Vital Statistics, and Licensing Officer for two years beginning April 1, 2016.

Motion that Aminah Privaterra be appointed to serve as Deputy Village Clerk for one year beginning April 1, 2016.

Motion that Karen Denne be appointed to serve as Deputy Registrar of Vital Statistics for three years beginning April 1, 2016.

Motion to pay 54 cents per mile as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties of the Village.

Motion that the Coordinator of Public Works, Police Supervisor, Fire Chief, and Code Enforcement Officer attends the following Village Board meetings: May, August, November, and February commencing April 1, 2016 for the ensuing one year.

Motion by Trustee Karen Denne seconded by Trustee Melvin Bley to accept and approve Mayor George's resolutions and appointments as presented. Carried.

Motion by Trustee Corinne Leone, seconded by Trustee Kathleen Myers to adjourn the organizational meeting and it was adjourned at 6:37 p.m. Carried.

Respectfully submitted,

Janet Hutchinson, Village Clerk

