

MINUTES OF THE ORGANIZATIONAL MEETING OF THE VILLAGE OF NORTH COLLINS BOARD OF TRUSTEES HELD ON MONDAY, APRIL 2nd, 2018 AT 4:00 P.M. IN THE VILLAGE HALL.

PRESENT: Mayor George
Trustee Kathleen Myers
Trustee Karen Denne
Attorney Richard Schaus

Trustee Corinne Leone
Trustee Melvin Bley
Clerk Janet Hutchinson

Visitors:

The swearing in ceremony was held at 4:20 p.m.

Mayor George presiding opened the meeting with the Pledge of Allegiance at 4:21 p.m.

Mayor George presented the following resolutions and his appointments for the Board's consideration. Trustee Corinne Leone moved to accept and approve Mayor George's resolutions and appointments as presented and Trustee Karen Denne seconded the motion. The motion was unanimously adopted and the following Resolutions were thereby approved:

BE IT RESOLVED, that the third 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 2, 2018 and that such Board meeting commence at 6:30 p.m.

BE IT RESOLVED, 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.

BE IT RESOLVED, 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.

BE IT RESOLVED, 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.

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

BE IT RESOLVED, 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.

BE IT RESOLVED, that the Dunkirk Observer be designated as the official newspaper for the Village of North Collins and the Buffalo News as the secondary.

BE IT RESOLVED, that the premiums on the necessary bonds for the Village Officials are paid for from the proper funds.

BE IT RESOLVED, that Richard Cooper be appointed to serve as Police Administrator of the North Collins Police Department for one year beginning April 2, 2018.

BE IT RESOLVED, that Phil Tremblay be appointed to serve as Code Enforcement Officer for the Village of North Collins for four years beginning April 2, 2018.

BE IT RESOLVED, to accept the current Procurement Policy, Investment Policy, Workplace Violence/ Harassment/Discrimination Policy on file.

BE IT RESOLVED, that Carl Muehlbauer be appointed to serve as Disaster Coordinator for the Village of North Collins for four years beginning April 2, 2018.

BE IT RESOLVED, to authorize the Village Clerk to make payments in advance of audit of claims for public utility services, postage, and freight/express charges 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 the Board of Trustees disallows.

BE IT RESOLVED, that Richard M. Schaus be appointed to serve as Village Attorney for the Village of North Collins for four years beginning April 2, 2018.

BE IT RESOLVED, to authorize attendance at necessary courses to maintain current water licenses for all full time DPW employees.

BE IT RESOLVED, that Janet Hutchinson be appointed to serve as Village Clerk/Treasurer for four years beginning April 2, 2018.

BE IT RESOLVED, that Janet Hutchinson be appointed to serve as Tax Collector, Registrar of Vital Statistics, and Licensing Officer for four years beginning April 2, 2018.

BE IT RESOLVED, that Josephine Bellezza be appointed to serve as Deputy Village Clerk for four years beginning April 2, 2018.

BE IT RESOLVED, that Josephine Bellezza be appointed to serve as Deputy Registrar of Vital Statistics for four years beginning April 2, 2018.

BE IT RESOLVED, to pay 54.5 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.

BE IT RESOLVED, 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 2, 2018 for the ensuing one year. No Changes to Mayor's appointments

BE IT RESOLVED, by Trustee Corinne Leone, seconded by Trustee Melvin Bley to adjourn the organizational meeting at 4:29 p.m.

Respectfully submitted,

Janet L. Hutchinson, Village Clerk

