

# Annual Reorganizational Meeting of the Machias Town Board - DRAFT January 4, 2024

The meeting was called to order at 6 PM by Supervisor Joshua Dusterhus and the Pledge of Allegiance was said by all attending. Those attending were: Supervisor Dusterhus, Town Councilmen Robert Shenk, Tom Reese, Frank Bork, and Nicholas Glasner; Town Justice Denise Richards; and Town Clerk Rebecca Grimmelt. Also in attendance were Jennifer Dusterhus and Brenda Hanson.

Frank Bork moved to accept the minutes of the December 18, 2023 meeting. Robert Shenk seconded. All were in favor and the motion carried.

Supervisor Josh Dusterhus made a brief introduction and welcome to the Board.

The following resolutions were all read and passed unanimously:

- RESOLUTION FOR THE OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS
- RESOLUTION ESTABLISHING RULES OF ORDER AND PROCEDURE FOR OFFICIAL MEETINGS OF THE MACHIAS TOWN BOARD; REFERRED TO AS "RULES OF ORDER"
- RESOLUTION DELEGATING THE POWERS AND DUTIES OF ADMINISTRATION AND SUPERVISION OF THE TOWN AND SPECIAL DISTRICTS' FUNCTIONS TO THE SUPERVISOR TO BE PERFORMED ON BEHALF OF THE BOARD
- RESOLUTION ESTABLISHING ANNUAL APPOINTMENTS, SALARIES, AND PAYMENT SCHEDULE IN THE TOWN OF MACHIAS FOR THE YEAR 2024
- RESOLUTION AUTHORIZING THE APPOINTMENTS TO VARIOUS COMMITTEES, COMMISSIONS, AND BOARDS
- RESOLUTION ESTABLISHING THE OFFICIAL NEWSPAPERS OF RECORD FOR THE TOWN OF MACHIAS FOR THE YEAR 2024
- RESOLUTION ESTABLISHING THE DATES OF OFFICIAL MEETINGS OF THE MACHIAS TOWN BOARD FOR THE YEAR 2024
- RESOLUTION ESTABLISHING THE OFFICIAL DEPOSITORIES FOR THE TOWN OF MACHIAS FOR THE YEAR 2024

- RESOLUTION ON ANNUAL REVIEW OF MACHIAS PROCUREMENT POLICY FOR THE YEAR 2024
- RESOLUTION ESTABLISHING REASONABLE AMOUNT OF MILEAGE REIMBURSEMENT FOR 2024
- RESOLUTION TO ESTABLISH FEE FOR MAILING OF DELINQUENT NOTICE OF UNPAID REAL PROPERTY TAXES 2024
- RESOLUTION TO ENTER INTO AN AGREEMENT WITH CATTARAUGUS COUNTY TO SPEND TOWN HIGHWAY FUNDS FOR 2024
- RESOLUTION APPROVING THE “RESOLUTION FOR THE OFFICIAL UNDERTAKING OF NEW YORK STATE DEPARTMENT OF TRANSPORTATION” 2024
- RESOLUTION ESTABLISHING STANDARD WORKDAY AND REPORTING FOR ELECTED AND APPOINTED TOWN OFFICIALS FOR NYS EMPLOYEE RETIREMENT SYSTEM

Tom Reese reported that Zuech will be inspecting the grease traps on several locations within the Lime Lake Sewer District.

At 6:40 pm, Frank Bork moved to adjourn the meeting. Robert Shenk seconded. All were in favor and the meeting was adjourned.

Respectfully submitted,

Rebecca Grimmelt, Town Clerk