

**ORGANIZATIONAL MEETING OF THE TOWN OF DUNKIRK
JANUARY 4, 2022**

The Annual organizational Meeting of the Town Board of the Town of Dunkirk was held on Thursday, January 4, 2022 at the TOWN HALL, 4737 Willow Road, Town of Dunkirk, New York with Supervisor Richard A. Purol presiding.

PRESENT

Supervisor Richard Purol
Councilman Henry Walldorff
Councilman Robert Penharlow
Councilman Juan Pagan

ABSENT

Councilman G Jay Bishop

OTHERS PRESENT

Rebecca Yacklon, Town Clerk and Kyle Coughlin, Deputy Town Clerk.

Supervisor Purol opened the meeting with the Pledge of Allegiance.

APPROVAL OF SALARIES FOR ELECTED OFFICIALS

Richard Purol Town Supervisor	\$10,100	per year
Town Justices (2)	\$12,141	per year
Town Clerk	\$37,898	per year
Town Councilmen (4)	\$5,278	per year

Duly moved by Councilman Pagan seconded by Councilman Walldorff and carried.

APPROVE APOINTMENTS AND SALARIES AS FOLLOWS:

Jeffery Passafaro – Town Attorney	\$11,243	per year
Robert Penharlow- Deputy Supervisor	\$1,808	per year
Ryan Mourer- Fire Inspector	\$14,129	per year
Ryan Mourer- Zoning Officer	\$7,235.60	per year
Richard Purol- Budget Officer	\$2,400	per year
Richard Purol- Director of Maintenance (ELRSD)	\$4,500	per year
Richard Purol- Public Works Director	\$4,000	per year
Jean Crane- Clerk Consultant	\$20.00	per hour
Ronald Raczka – Court Officer	\$19.50	per hour
James Curtain – Court Officer	\$19.50	per hour
Lisa Klajbor – Court Clerk	\$18.06	per hour
Ashley DuBois- Deputy Court Clerk (part time)	\$16.80	per hour
Kyle Coughlin- Deputy Town Clerk	\$18.22	per hour
Kyle Coughlin- Deputy Tax Collector	\$2,000	per year
Kyle Coughlin–Deputy Registrar of Vital Statistics	\$350	per year
Kyle Coughlin- Secretary to Zoning	\$18.22	per year
Kyle Coughlin- Secretary to Planning	\$18.22	per year
Kenneth Mourer – Highway M.E.O	\$19.50	per hour

Steven Haynes – Highway M.E.O	\$19.50	per hour
Robert Nichols- Highway M.E.O	\$18.36	per hour
Thomas Rozumalski – Dog Control Officer	\$2280	per year
Kyle Damon- Disaster Coordinator	\$280	per year

Duly moved by Councilman Walldorff, seconded by Councilman Pagan and carried.

PAYABLE ANNUALLY

Zoning Board, per member per item	\$30.00	per item
Planning Board, per member per item	\$30.00	per item
Board of Assessment, per member, per meeting	\$75.00	per mtg.

Duly moved by Councilman Penharlow, seconded by Councilman Pagan and carried.

MILEAGE REIMBURSEMENT

Duly moved by Councilman Pagan to allow all Town Officials .59 per **mile** (federal mileage rate) for official Town business in 2020. The motion was seconded by Councilman Walldorff and carried.

BONDING

Duly moved by Councilman Penharlow to authorize Bonding for all employees and appointments for 2022 up to \$3,000,000. The motion was seconded by Councilman Walldorff and carried.

Duly moved by Councilman Walldorff to designate the **City of Dunkirk Shelter** as the dog shelter for the Town of Dunkirk for 2020. The motion was seconded by Councilman Pagan and carried.

Duly moved by Councilman Penharlow that the Regular Meeting of the Town Board of the Town of Dunkirk be held on the third Tuesday of every month at 6:30 p.m. at the Town Hall, 4737 Willow Road, Town of Dunkirk, New York. The motion was seconded by Councilman Walldorff and carried.

Duly moved by Councilman Pagan to **designate the Observer** as the official newspaper for the Town of Dunkirk for 2020. The motion was seconded by Councilman Penharlow and carried.

Duly moved by Councilman Penharlow to have the following depositories for the Town of Dunkirk for 2020:

Manufacturers & Traders Trust Co, Fredonia, New York

Key Bank Dunkirk, New York

Community Bank

The motion was seconded by Councilman Walldorff and carried.

TOWN PROCUREMENT POLICY

The Town Procurement Policy establishing internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of General Municipal Law Section 103 or any other law originally adopted September 8, 2012 and will remain in effect.

Duly moved by Councilman Walldorff, seconded by Councilman Pagan and carried.

At this time Supervisor Purol appointed Councilman Penharlow as Deputy Supervisor for the Town of Dunkirk for 2022.

ABSTRACT OF AUDITED VOUCHERS

Councilman Walldorff made a motion to approve the payment of bills as presented by the Town Clerk on the January 4, 2022 Abstract. The motion was seconded by Councilman Penharlow and carried.

General Fund	\$3,986.93
Highway Fund	\$3,462.71
Vineyard light Fund	\$320.14
ELRSD	\$40,911.26

ARPA FUNDS

Upon discussion amongst Board members, a motion was made by Councilman Walldorff to designate the COVID relief funds, also known as the ARPA funds, the total amount of \$64,153.66 to pay for the Shorewood Water District. The motion was seconded by Councilman Penharlow and carried

ADJOURNMENT

On motion of Councilman Penharlow seconded by Councilman Pagan the meeting adjourned at 6:48p.m. Carried unanimously.

Respectfully submitted,

Rebecca Yacklon
Town Clerk