MINUTES OF THE ORGANIZATIONAL MEETING PRECEEDING THE REGULAR MEETING OF THE

BOARD OF TRUSTEES OF THE VILLAGE OF WELLSVILLE HELD ON DECEMBER 12, 2022 AT 5:45 PM

IN THE VILLAGE BOARD ROOM AT 23 NORTH MAIN STREET, ALLEGANY COUNTY, WELLSVILLE, NEW YORK

PRESENT: Mayor: Randy Shayler

Trustees: Ed Fahs, Jeff Monroe, Gary Pearson, Mike Roeske

DPW Dir: Dean Arnold

Treasurer: Melissa Mullen

Police Chief: Timothy O’Grady

Fire Chief: Rodney Winans (for Kevin Fleischman)

ABSENT: Code Officer: Rich Wenslow

Attorney: Rich Buck

The meeting opened with the pledge to the flag led by Treasurer Melissa Mullen.

Mayor Shayler called to order the Annual Organizational Meeting for 2023. He indicated that all of the newly-elected personnel are to sign their new Oaths of Office cards and have them filed with the Village Clerk as required.

**MAYOR’S APPOINTMENTS**

Trustee Monroe was appointed Deputy Mayor with a term expiring December 2023 (first Mon., noon).

Shaun Walsh was appointed Village Associate Justice with a term ending December 2023 (first Mon., noon).

Melissa Mullen was reappointed Village Treasurer, term expiring December 2023 (first Mon., noon).

Wendy Seely was reappointed Village Clerk, term expiring December 2023 (first Mon., noon).

Meghan Gonzales was reappointed as Village Deputy Clerk, term expiring December 2023 (first Mon., noon).

Motion made by Mayor Shayler; seconded by Trustee Fahs, that each 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 Fahs AYE Trustee Roeske AYE

Trustee Monroe AYE Mayor Shayler AYE

Trustee Pearson 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 Pearson, Treasurer Melissa Mullen

Department of Public Works:

Streets: Trustee Roeske

Landfill: Trustee Roeske

Solid Waste: Trustee Roeske

Water: Trustee Fahs

Sewer: Trustee Fahs

Electric: Trustee Fahs

Project & Revolving Loan: Mayor Shayler

Police: Mayor Shayler

Fire & Ambulance: Trustee Monroe, Trustee Fahs

Emergency Service Council: Trustee Monroe, Trustee Fahs

Code Enforcement Officer: Trustee Fahs

Library: Mayor Shayler

Recreation: Trustee Roeske

Town Board: Trustee Roeske

Ethics: Trustee Monroe

Planning & Zoning Board: Trustee Roeske

Zoning Board of Appeals: Trustee Roeske

Wellsville Architectural

Review Committee: Trustee Roeske

Motion made by Mayor Shayler; seconded by Trustee Pearson, that each liaison assignment as listed is approved. Motion carried unanimously.

**DESIGNATING THE VILLAGE’S OFFICIAL NEWSPAPER**

Motion made by Trustee Monroe; seconded by Trustee Pearson that the official newspaper of the Village is The Spectator (formerly Wellsville Daily Reporter), and to notify The Wellsville Sun and Village Facebook page in best effort to publish every notification. Motion carried unanimously.

**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 6:00 pm on the second (2nd) and fourth (4th) Monday of each month in the upcoming calendar year and;

That this resolution is effective immediately.

Motion made by Mayor Shayler; seconded by Trustee Monroe 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 Fahs AYE Trustee Roeske AYE

Trustee Monroe AYE Mayor Shayler AYE

Trustee Pearson AYE

**SCHEDULING THE ANNUAL ORGANIZATIONAL BOARD MEETING**

**RESOLUTION**

**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 2023 at 5:45 pm followed

by the normally scheduled meeting and;

That this resolution is effective immediately.

Motion made by Mayor Shayler; seconded by Trustee Roeske 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 Fahs AYE Trustee Roeske AYE

Trustee Monroe AYE Mayor Shayler AYE

Trustee Pearson AYE

**REVIEWING THE VILLAGE PROCUREMENT POLICY**

**RESOLUTION**

**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 Mayor Shayler; seconded by Trustee Pearson 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 Fahs AYE Trustee Roeske AYE

Trustee Monroe AYE Mayor Shayler AYE

Trustee Pearson 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 Mayor Shayler; seconded by Trustee Monroe 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 Fahs AYE Trustee Roeske AYE

Trustee Monroe AYE Mayor Shayler AYE

Trustee Pearson AYE

**EVENT ATTENDANCE APPROVAL**

**RESOLUTION**

**WHEREAS** there is to be held during the coming official year

1. 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;

1. 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 preapprove authorization providing for employees to attend these events for the benefit of Village government.

**NOW THEREFORE BE IT RESOLVED t**hat this resolution is effective immediately.

Motion made by Mayor Shayler; seconded by Trustee Pearson 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 Fahs AYE Trustee Roeske AYE

Trustee Monroe AYE Mayor Shayler AYE

Trustee Pearson AYE

**DESIGNATING THE VILLAGE’S OFFICIAL BANKS**

**RESOLUTION**

**WHEREAS** the Board of Trustees has determined the Village will

designate Community Bank, First Citizens Bank 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 Mayor Shayler; seconded by Trustee Fahs 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 Fahs AYE Trustee Roeske AYE

Trustee Monroe AYE Mayor Shayler AYE

Trustee Pearson 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 Melissa Mullen, Treasurer.

**ADJOURNMENT**

On a motion made by Trustee Fahs and seconded by Trustee Pearson, the Annual Organizational Meeting was adjourned at 6:02 p.m. Regular Board Meeting to follow. Carried.

Respectfully submitted,

Wendy Seely

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.