

**ORGANIZATIONAL MEETING
VILLAGE OF CATTARAUGUS
APRIL 5, 2010 7:00 pm**

PRESIDING: Mayor William Myers

PRESENT: Trustees: John Bronneberg, Walter Gunther, Angela Hogan 8:02pm, Patrick McGlew; Jason Opferbeck, DPW Superintendent; Rose LaQuay, Recording Secretary

VISITORS: Arvilla Pritchard, Gowanda PennySaver News

Mayor Myers called the meeting to order at 7:07 pm.

Constitutional Oaths of Office were administered to Trustee Gunther and Trustee McGlew.

RESOLUTION #1 - 2010-2011 - DESIGNATIONS

On a motion of Trustee McGlew, seconded by Trustee Gunther, the following resolution was

ADOPTED	Aye	3	Bronneberg, Gunther, McGlew
	Nays	0	

RESOLVED, that the following recommended designations by Mayor Myers be set for year 2010-2011:

Official Newspaper	<u>Jamestown Post Journal</u>
Depository	<u>Bank of Cattaraugus</u>
Meeting Night	<u>2nd Monday Monthly, 7:00pm</u>
Meeting Rules	<u>Robert's Rules of Order</u>
Mileage / Car Use	<u>.500/mile (IRS Allowance 1-1-10)</u>
Village Clerk Bond	<u>\$100,000.00</u>

RESOLUTION #2 - 2010-2011 - APPOINTMENTS AND SALARIES

On a motion of Trustee Bronneberg, seconded by Trustee Gunther, the following resolution was

ADOPTED	Aye	3	Bronneberg, Gunther, McGlew
	Nays	0	

RESOLVED, that the following appointments, salaries and benefits recommended by Mayor Myers be set for year 2010-2011:

Mayor	<u>William Myers</u>	\$ 2,500.00/yr.
Deputy Mayor	<u>Patrick McGlew</u>	
Trustees	<u>Patrick McGlew</u>	\$ 1,500.00/yr.
	<u>John Bronneberg</u>	\$ 1,500.00/yr.
	<u>Walter Gunther</u>	\$ 1,500.00/yr.
	<u>Angela Hogan</u>	\$ 1,500.00/yr.

Trustee Committees:

Streets / DPW	<u>Mayor & Trustee McGlew</u>	
Water / Sewer	<u>Village Board</u>	
Police Department	<u>Mayor & Trustee McGlew</u>	
Youth Council	<u>Trustee Hogan</u>	
Senior Citizens	<u>Trustee Gunther</u>	
Parks & Trees	<u>Trustee McGlew</u>	
Ambulance	<u>Trustee Bronneberg</u>	
Planning / Zoning	<u>Trustee Bronneberg & Hogan</u>	
Village Properties	<u>Mayor & Trustee Gunther</u>	
Memorial Day Parade	<u>Clerk</u>	
Insurance	<u>Village Board</u>	
Civil Defense	<u>Village Board</u>	
Public Works Supt.	<u>Jason Opferbeck</u>	\$47,300.00 / year
Wastewater Treatment Op.	<u>TO BE NEGOTIATED</u>	
Laborer	<u>TO BE NEGOTIATED</u>	
	<u>TO BE NEGOTIATED</u>	
Grounds Helper	<u>Duane Opferbeck</u>	\$ 8.50 / hour
DPW Summer Help	<u>TO BE HIRED</u>	\$ 7.50 / hour
	<u>TO BE HIRED</u>	\$ 7.50 / hour
Clerk / Collector / Registrar	<u>Rose M. LaQuay</u>	\$24,300.00 / year
Deputy Clerk / Collect / Reg	<u>Joy LaQuay</u>	\$ 8.24 / hour
	<u>Gayle Patterson</u>	\$ 9.27 / hour
	<u>Vacant</u>	
Per Diem Clerk / Typist	<u>Vacant</u>	
Part Time Police Officer	<u>Donald Veith</u>	\$ 14.30 / hour
Part Time Police Officer	<u>Michael McCarthy</u>	\$ 12.56 / hour
Part Time Police Officer	<u>Keith Kibler</u>	\$ 12.56 / hour

Part Time Police Officer	<u>Cochise Redeye</u>	<u>\$ 12.56 / hour</u>	
School Crossing Guard	<u>Tina Veith</u>	<u>\$ 9.00 / hour</u>	
School Crossing Guard	<u>Kathleen Phelps</u>	<u>\$ 9.00 / hour</u>	
Sub. School Crossing Guard	<u>John Mallen</u>	<u>\$ 9.00 / hour</u>	
Sub. School Crossing Guard	<u>Julia Maxwell</u>	<u>\$ 9.00 / hour</u>	
Treasurer	<u>Eugene Doucette</u>	<u>\$ 6,700.00 / year</u>	
Code Enforcement Officer	<u>Elliott Ellis, Jr.</u>	<u>\$ 2,300.00 / year</u>	
Animal Control Officer	<u>Mary Dankert</u>	<u>\$ 800.00 / year</u>	
Attorney	<u>Fritz Weyand</u>	<u>Per Case Basis</u>	
Janitor	<u>Dorothy Frentz</u>	<u>\$ 100.00 / bi-wkly.</u>	
Youth Council Program Dir.	<u>Stacy Corbin</u>	<u>Youth Program</u>	
Historian	<u>Patrick Cullen</u>		
Board of Assess. Review	James Agnew	(2010)	
	Steven Patterson	(2013)	(4 Year Terms September 30)
	Denise Myers	(2014)	
Joint Planning Board	Denise Myers, Chair	(2011)	
	Bruce Moody	(2012)	(5 Year Terms in August)
	Joe Pagett	(2013)	
	John Illig	(2014)	
	Jan Bobseine	(2014)	
Zoning Board of Appeals	Duane Smith	(2010)	
	Dennis Baker	(2011)	
	Wayne Stein	(2012)	(5 Year Terms)
	Andy Rupp	(2013)	
	Richard Luce	(2014)	
Holidays	11 Holidays / Year: New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Thanksgiving, Day After Thanksgiving, Christmas Eve and Christmas Day.		
Vacation	Clerk: 1 Year - 1 Wks., 3-10 Years - 2 Wks., 10-25 Years - 3 Wks., 25+ - 4 Wks. DPW: 6 Months - 1 Week, 18 Months - 2 Weeks, 5 Years - 3 Weeks		
Sick Time	12 Sick Days / Year (96 Hours)		

RESOLUTION #3 - 2010-2011 - CONTRACTS AND AGREEMENTS

On a motion of Trustee Hogan, seconded by Trustee McGlew, the following resolution was

ADOPTED Aye 4 Bronneberg, Gunther, Hogan, McGlew
Nays 0

RESOLVED, to authorize Mayor Myers to sign the following agreements on behalf of the Village of Cattaraugus:

Catt. Area Youth Council	\$ 3,000
Cattaraugus Library	\$ 5,000
Let's Travel Club	\$ 800

RESOLUTION #4 - 2010-2011 - FEES AND PERMITS

On a motion of Trustee McGlew, seconded by Trustee Bronneberg, the following resolution was

ADOPTED Aye 4 Bronneberg, Gunther, Hogan, McGlew
Nays 0

RESOLVED, that the following fees and permits recommended by Mayor Myers be set for year 2010-2011.

Fees:

Tax Certificate	<u>\$ 10.00 / copy</u>
Vital Records	<u>\$ 10.00 / copy</u>
Genealogical Search	<u>\$ 11.00 / 2 names</u>
Solicitation Permit	<u>\$ 10.00 / day / person</u>
Return Check Fee	<u>\$20.00</u>
Zoning Permits:	
Minimum Permit	<u>\$ 25.00</u>
Demolitions	<u>\$ 25.00</u>
Decks / Porches / Fences	<u>\$ 25.00</u>
Swimming Pools	<u>\$ 25.00</u>
Wood Stove / Chimneys	<u>\$ 25.00</u>
New Construction:	
Up to 2,000 Sq. Feet	<u>\$ 50.00</u>
2,001 to 5,000 Sq. Feet	<u>\$ 75.00</u>
5,001 to 10,000 Sq. Feet	<u>\$100.00</u>
Over 10,000 Sq. Feet	<u>\$200.00</u>

RESOLUTION #5 - 2010-2011 - ATTENDANCE AT SCHOOLS AND CONFERENCES

On a motion of Trustee Gunther, seconded by Trustee Hogan, the following resolution was

ADOPTED Aye 4 Bronneberg, Gunther, Hogan, McGlew
Nays 0

WHEREAS, there is to be held during the coming official year Schools, Meetings and Conferences for Fiscal Officers, Municipal Clerks, DPW Superintendents, Municipal Officials and Employees;
WHEREAS, it is determined by the Village Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;
NOW THEREFORE BE IT RESOLVED, that the employees of the DPW are authorized to attend schools to maintain water and sewer licenses as required by New York State.
BE IT FURTHER RESOLVED, that Trustees and Appointed Officials are authorized to attend trainings that are within their committee assignment upon Board Approval.
RESOLVED, that this resolution shall take effect immediately.

RESOLUTION #6 - 2010-2011 - ADVANCE APPROVAL OF CLAIMS

On a motion of Trustee Bronneberg, seconded by Trustee Hogan, the following resolution was

ADOPTED Aye 4 Bronneberg, Gunther, Hogan, McGlew
Nays 0

WHEREAS, the Village Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, benefits, freight and express charges, and
WHEREAS, all such claims shall be presented at the next regular meeting for audit, and
WHEREAS, the claimant and officer incurring or approving the claim shall be jointly and severally liable for any amount disallowed by the Board of Trustees,
NOW THEREFORE BE IT RESOLVED, that the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, benefits, freight and 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 disallowed by the Board of Trustees.
AND BE IT FURTHER RESOLVED, that this resolution will take effect immediately.

RESOLUTION #7 - 2010-2011 - SIGNATORY ON GENERAL ACCOUNT

On a motion of Trustee Bronneberg, seconded by Trustee McGlew, the following resolution was

ADOPTED Aye 4 Bronneberg, Gunther, Hogan, McGlew
Nays 0

WHEREAS, the Village Board of Trustees has determined it of benefit to the Village to have multiple signers on the General Account so that Village business may be conducted in a timely manner, the following shall be given authority to sign checks for the Village: William Myers, Mayor; Patrick McGlew, Deputy Mayor; Eugene Doucette, Treasurer; Rose M. LaQuay, Clerk; and Gayle Patterson, Deputy Clerk.

RESOLUTION #8 - 2010-2011 - MOTION TO ADJOURN

On a motion of Trustee Bronneberg, seconded by Trustee Hogan, the following resolution was

ADOPTED Aye 4 Bronneberg, Gunther, Hogan, McGlew
Nays 0

RESOLVED, with no further business to discuss, to adjourn the Village of Cattaraugus 2010-2011 Organizational Meeting at 8:24 pm.

Respectfully submitted,

Rose LaQuay
Recording Secretary
Village of Cattaraugus
Board of Trustees

NEXT MEETING:

Regular Board Meeting and Budget Hearing - April 12, 2010 at 7:00 p.m.