

**ORGANIZATIONAL MEETING  
VILLAGE OF CATTARAUGUS  
APRIL 4, 2013 7:00 pm**

PRESIDING: Mayor Eric Pritchard

PRESENT: Trustees: Nicki Bradley, John Bronneberg, Richard Feuz, Walter Gunther;  
Treasurer Eugene Doucette, DPW Supt. Jason Opferbeck, Clerk Rose LaQuay

Mayor Pritchard opened the meeting at 7:08 pm.

Constitutional Oaths of Office were previously administered to Trustees Bronneberg and Feuz.

**RESOLUTION #1 - 2013-2014 - DESIGNATIONS**

Motion - Trustee Feuz 2nd Trustee Gunther A & C Bradley, Bronneberg, Feuz, Gunther

The following designations were made by Mayor Pritchard:

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>IRS Allowance</u>
Village Clerk Bond	<u>\$100,000.00</u>

**RESOLUTION #2 - 2013-2014 - APPOINTMENTS AND SALARIES**

Motion Trustee Feuz 2nd Trustee Bronneberg A & C - Bradley, Bronneberg, Feuz, Gunther

The following appointments, salaries and benefits were made by Mayor Pritchard:

**APPOINTMENTS AND SALARIES:**

Mayor	<u>Eric Pritchard</u>	<u>\$ 4,000.00/yr.</u>
Deputy Mayor	<u>John Bronneberg</u>	
Trustees	<u>Nicki Bradley</u>	<u>\$ 1,500.00/yr.</u>
	<u>John Bronneberg</u>	<u>\$ 1,500.00/yr.</u>
	<u>Richard Feuz</u>	<u>\$ 1,500.00/yr.</u>
	<u>Walter Gunther</u>	<u>\$ 1,500.00/yr.</u>

Committees:

Streets / DPW	<u>Mayor &amp; Trustee Bronneberg</u>
Water / Sewer	<u>Village Board</u>
Police Department	<u>Mayor &amp; Trustee Bronneberg</u>
Youth Council	<u>Trustee Feuz</u>
Senior Citizens	<u>Trustee Gunther</u>
Parks & Trees	<u>Trustee Feuz</u>
Ambulance	<u>Trustee Bronneberg</u>
Planning / Zoning	<u>Trustee Bradley &amp; Trustee Feuz</u>
Village Properties	<u>Mayor &amp; Trustee Gunther</u>
Memorial Day Parade	<u>Clerk &amp; Deputy Clerk</u>
Insurance	<u>Village Board</u>
Civil Defense	<u>Village Board</u>

Public Works Supt.	<u>Jason Opferbeck</u>	<u>\$51,685.40 / year</u>
Wastewater Treatment Op.	<u>Jonathan Wolfe</u>	<u>Ongoing Negotiations Currently \$ 16.53 / hour</u>
Laborer	<u>Jonathan Wolfe</u>	<u>Ongoing Negotiations Currently \$ 16.03 / hour</u>
	<u>Gregory Rogan</u>	<u>Ongoing Negotiations Currently \$ 16.03 / hour</u>
Grounds Helper	<u>Duane Opferbeck</u>	<u>\$ 9.27 / hour</u>
DPW Summer Help	<u>Thomas Patterson</u>	<u>\$ 7.75 / hour</u>
	<u>Matthew Rupp</u>	<u>\$ 7.75 / hour</u>
Clerk / Collector / Registrar	<u>Rose M. LaQuay</u>	<u>\$25,779.87 / year</u>
Deputy Clerk / Collect / Reg	<u>Joy LaQuay</u>	<u>\$ 10.00 / hour</u>
	<u>Gayle Patterson</u>	<u>\$ 10.00 / hour</u>
Per Diem Clerk / Typist	<u>Vacant</u>	
Part Time Police Officer	<u>Michael McCarthy</u>	<u>\$ 15.45 / hour</u>
Part Time Police Officer	<u>Lance Thurston</u>	<u>\$ 13.39 / hour</u>
Part Time Police Officer	<u>Earl Farina</u>	<u>\$ 13.39 / hour</u>
Part Time Police Officer	<u>Cameron Dawley</u>	<u>\$ 13.39 / hour</u>
Part Time Police Officer	<u>Dennis Frajdofer, Jr.</u>	<u>\$ 13.00 / hour</u>
Part Time Police Officer	<u>Ryan McCarthy</u>	<u>Sponsorship to Academy</u>
School Crossing Guard	<u>Rebecca Ellis</u>	<u>\$ 9.84 / hour</u>

School Crossing Guard	<u>Norman Gunsolus</u>	<u>\$ 9.84 / hour</u>
Sub. School Crossing Guard	<u>Jenill Griffin</u>	<u>\$ 9.84 / hour</u>
Sub. School Crossing Guard	<u>Vacant</u>	<u>\$ 9.84 / hour</u>
Treasurer	<u>Eugene Doucette</u>	<u>\$ 6,700.00 / year</u>
Code Enforcement Officer	<u>Frank Watson</u>	<u>\$ 3,000.00 / 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>MaryJo Piscopo</u>	<u>\$ 10.00 / hour</u>
Youth Council Program Dir.	<u>Stacy Corbin</u>	<u>Youth Program</u>
Historian	<u>Patrick Cullen</u>	<u>\$ No Pay</u>

Board of Assess. Review	Steven Patterson	(2016)	(4 Year Terms September 30)
	Bruce Moody	(2014)	
	James Agnew	(2015)	
Joint Planning Board	Joe Pagett	(2013)	(5 Year Terms in August)
	John Illig	(2014)	
	Jan Bobseine	(2015)	
	William Sills	(2016)	
	Myra Johnston	(2017)	
Zoning Board of Appeals	Andy Rupp (Rec. Sec.)	(2018)	(5 Year Terms)
	Mark Reid	(2014)	
	Duane Smith	(2015)	
	Dennis Baker	(2016)	
	Wayne Stein (Chair)	(2017)	
Holidays	11 Holidays / Year: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Day After Thanksgiving, Christmas Eve and Christmas Day.		
Vacation	Clerk: 1 Year - 1 Wk., 3-10 Years - 2 Wks., 10-25 Years - 3 Wks., 25+ - 4 Wks. DPW Supt.: 6 Months - 1 Week, 18 Months - 2 Weeks, 5 Years - 3 Weeks		
Sick Time	12 Sick Days / Year (96 Hours)		

DPW Employees Benefits per Union Contract through May 31, 2013. Ongoing Negotiations.

**RESOLUTION #3 - 2013-2014 - CONTRACTS AND AGREEMENTS**

Motion - Trustee Bronneberg 2nd - Trustee Gunther A & C Bradley, Bronneberg, Feuz, Gunther

Authorization to sign the following contracts and agreements was given to Mayor Pritchard:

Catt. Area Youth Council	\$ 3,100
Cattaraugus Library	\$ 4,000
Let's Travel Club	\$ 800
Village of Cattaraugus	Reimbursement of 1/2 Deputy Clerk Wages and Clerk Health Insurance - signed January 2013
Village of Cattaraugus	Equipment - signed January 2013
Village of Cattaraugus	Village Hall Rental - signed January 2013

**RESOLUTION #4 - 2013-2014 - FEES AND PERMITS**

Motion - Trustee Bronneberg 2nd - Trustee Bradley A & C Bradley, Bronneberg, Feuz, Gunther

The following fees and permits were made by Mayor Pritchard:

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>
FOIL Copies	<u>\$ .25 / page</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	\$ 75.00
5,001 to 10,000 Sq. Feet	\$100.00
Over 10,000 Sq. Feet	\$200.00
Special Use	\$100.00
Variance	\$100.00
Surcharge - Building w/o Permit	\$ 75.00

**RESOLUTION #5 - 2013-2014 - ATTENDANCE AT SCHOOLS AND CONFERENCES**

Motion - Trustee Bradley 2nd - Trustee Gunther A & C - Bradley, Bronneberg, Feuz, Gunther  
 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 - 2013-2014 - ADVANCE APPROVAL OF CLAIMS**

Motion - Trustee Bradley 2nd - Trustee Bronneberg A & C - Bradley, Bronneberg, Feuz, Gunther  
 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 - 2013-2014 - SIGNATORY ON GENERAL ACCOUNT**

Motion - Trustee Gunther 2nd - Trustee Feuz A & C - Bradley, Bronneberg, Feuz, Gunther  
 WHEREAS, the Village Board of Trustees has determined it of benefit to the Village to have multiple signers on the General Account so Village business may be conducted in a timely manner, the following shall be given authority to sign checks for the Village: Eric Pritchard, Mayor; John Bronneberg, Deputy Mayor; Eugene Doucette, Treasurer; Rose LaQuay, Clerk; and Gayle Patterson, Deputy Clerk.

Note: Negotiations Meeting with Teamsters Local 264, Employees and Mayor Pritchard will be held April 16, 2013 at 4:00 p.m. DPW Supt. Opferbeck will send a letter of intent to purchase the Bobcat Toolcat upon approval of the proposed 2013 - 2014 Village of Cattaraugus Budget. Mayor Pritchard distributed figures showing history of tax levy.

**RESOLUTION #8 - 2013-2014 - MOTION TO ADJOURN**

Motion - Trustee Bradley 2nd - Trustee Feuz A & C - Bradley, Bronneberg, Feuz, Gunther  
 With no further business to discuss, the 2013 - 2014 Village of Cattaraugus Organizational Meeting be adjourned at 7:54 p.m.

Respectfully submitted,

Rose M. LaQuay  
 Recording Secretary  
 Village of Cattaraugus  
 Board of Trustees