

**ORGANIZATIONAL MEETING
VILLAGE OF CATTARAUGUS
APRIL 3, 2014 7:00 pm**

PRESIDING: Mayor Eric Pritchard
 PRESENT: Trustees: Nicki Bradley, Richard Feuz, Walter Gunther; DPW Supt. Jason Opferbeck, Clerk Rose LaQuay
 ABSENT: John Bronneberg, Trustee

Mayor Pritchard opened the meeting at 7:01 pm.
 Constitutional Oaths of Office were administered to Trustees Bradley and Gunther.

RESOLUTION #1 - 2014-2015 - DESIGNATIONS

Motion - Trustee Gunther 2nd Trustee Feuz Approved & Carried - Bradley, 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 - 2014-2015 - APPOINTMENTS AND SALARIES

Motion Trustee Bradley 2nd Trustee Feuz Approved & Carried - Bradley, 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 & Trustee Bronneberg</u>
Water / Sewer	<u>Village Board</u>
Police Department	<u>Mayor & Trustee Bronneberg</u>
Youth Council	<u>Trustee Feuz</u>
Senior Citizens	<u>Trustee Gunther</u>
Parks & Trees	<u>Trustee Bradley</u>
Ambulance	<u>Trustee Bronneberg</u>
Planning / Zoning	<u>Trustee Bronneberg & Trustee Feuz</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>	<u>\$53,235.96 / year</u>	(7% Contrib. Health Ins.)
Wastewater Treatment Op.	<u>Jonathan Wolfe</u>	<u>\$ 17.71 / hour</u>	
Laborer	<u>Jonathan Wolfe</u>	<u>\$ 17.17 / hour</u>	
	<u>Gregory Rogan</u>	<u>\$ 17.17 / hour</u>	
	<u>Vacant</u>		
Grounds Helper	<u>Vacant</u>		
DPW Summer Help	<u>Thomas Patterson</u>	<u>\$ 8.50 / hour</u>	
	<u>To Be Determined</u>	<u>\$ 8.00 / hour</u>	
	<u>To Be Determined</u>	<u>\$ 8.00 / hour</u>	
Clerk / Collector / Registrar	<u>Rose M. LaQuay</u>	<u>\$26,553.27 / year</u>	
Deputy Clerk / Collect / Reg	<u>Joy LaQuay</u>	<u>\$ 10.30 / hour</u>	
Per Diem Clerk / Typist	<u>Vacant</u>		
Part Time Police Officer	<u>Michael McCarthy</u>	<u>\$ 15.90 / hour</u>	
Part Time Police Officer	<u>Earl Farina</u>	<u>\$ 13.79 / hour</u>	
Part Time Police Officer	<u>Cameron Dawley</u>	<u>\$ 13.79 / hour</u>	
Part Time Police Officer	<u>Dennis Frajdofer, Jr.</u>	<u>\$ 13.39 / hour</u>	
Part Time Police Officer	<u>Daniel Waasdorp</u>	<u>\$ 13.39 / hour</u>	
Part Time Police Officer	<u>Felicia Bielefeld</u>	<u>\$ 13.39 / hour</u>	
School Crossing Guard	<u>Rebecca Ellis</u>	<u>\$ 10.13 / hour</u>	

School Crossing Guard	<u>Norman Gunsolus</u>	<u>\$ 10.13 / hour</u>
Sub. School Crossing Guard	<u>Jenill Griffin</u>	<u>\$ 10.13 / hour</u>
Sub. School Crossing Guard	<u>Vacant</u>	<u>\$ 10.13 / 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>
Janitor	<u>MaryJo Piscopo</u>	<u>\$ 10.30 / hour</u>
Attorney	<u>Ashley Milliman</u>	<u>Per Case Basis</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	Bruce Moody	(2019)	(5 Year Terms September 30)
	James Agnew	(2015)	
	Steven Patterson	(2018)	
Joint Planning Board	John Illig	(2019)	(5 Year Terms in August)
	Jan Bobseine	(2019)	
	Vacant	(2016)	
	Myra Johnston	(2017)	
	Joe Pagett	(2018)	
Zoning Board of Appeals	Mark Reid	(2019)	(5 Year Terms)
	Duane Smith	(2015)	
	Dennis Baker	(2016)	
	Wayne Stein (Chair)	(2017)	
	Andy Rupp	(2018)	
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, 2016.

RESOLUTION #3 - 2014-2015 - CONTRACTS AND AGREEMENTS

Motion - Trustee Gunther	2nd - Trustee Feuz	Approved & Carried - Bradley, Feuz, Gunther
Authorization to sign the following contracts and agreements was given to Mayor Pritchard:		
Catt. Area Youth Council	\$ 2,700	
Cattaraugus Library	\$ 4,250	
Let's Travel Club	\$ 800	
Village of Cattaraugus	Reimbursement of 1/2 Deputy Clerk Wages and Clerk Health Insurance - signed January 2014	
Village of Cattaraugus	Equipment - signed January 2014	
Village of Cattaraugus	Village Hall Rental - signed January 2014	

RESOLUTION #4 - 2014-2015 - FEES AND PERMITS

Motion - Trustee Feuz	2nd - Trustee Bradley	Approved & Carried - Bradley, 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>\$ 20.00 / 2 names</u>
Solicitation Permit	<u>\$ 10.00 / day / person</u>
Return Check Fee	<u>\$ 20.00</u>
FOIL Copies	<u>\$ 0.25 / 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:	
1,001 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/out Permit	\$ 75.00

RESOLUTION #5 - 2014-2015 - ATTENDANCE AT SCHOOLS AND CONFERENCES

Motion - Trustee Bradley 2nd - Trustee Gunther Approved & Carried - Bradley, 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 - 2014-2015 - ADVANCE APPROVAL OF CLAIMS

Motion - Trustee Gunther 2nd - Trustee Bradley Approved & Carried - Bradley, 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 - 2014-2015 - SIGNATORY ON GENERAL ACCOUNT

Motion - Trustee Feuz 2nd - Trustee Bradley Approved & Carried - Bradley, 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.

RESOLUTION #8 - 2014-2015 - MOTION TO ADJOURN

Motion - Trustee Bradley 2nd - Trustee Feuz Approved & Carried - Bradley, Feuz, Gunther
 With no further business to discuss, the 2014 - 2015 Village of Cattaraugus Organizational Meeting be adjourned at 7:45 p.m.

Respectfully submitted,

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