

**Village of Wolcott
PO Box 85
Wolcott, NY 14590**

Organizational Meeting

Tuesday, April 6, 2010

- Order** Mayor Monson called the meeting to order at 6:00 PM. The following persons were in attendance: Trustees Daniel Ferrente, Colleen Penta, Ken VanFleet and Sharon White
Others Present: Melanie Countryman, William Steighler and Ron Lancy
- APPOINT** The following motion was made by Trustee VanFleet and seconded by Trustee White to approve the following appointments. All voted in favor of the appointments.
- Village Clerk/Treasurer a four-year term – Melanie Ann Countryman
Deputy Village Clerk/Treasurer a one-year term – Lori A. Tyler
Acting Village Justice for a one-year term – George Lachnicht
Justice Court Clerk for a one-year term – Jennifer Buckalew
Village Attorney for a one-year term – Art Williams
Building Code Enf. Officer for a one-year term – Otis Vezzose
Dog Control Officer for a one-year term – Gary Mettler
Zoning Enforcement Officer for a one-year term – Otis Vezzose
- COMMIS** The following motion was made by Trustee Penta and seconded by Trustee Ferrente to approve the following appointments. All voted in favor of the appointment of commissioners.
- Police Commissioner – Ken VanFleet
Deputy Police Commissioner – John Monson
Fire Commissioner – John Monson
Deputy Fire Commissioner – Ken VanFleet
Water Commissioner – John Monson
Deputy Water Commissioner – Colleen Penta
Sewer Commissioner – Sharon White
Deputy Sewer Commissioner – John Monson
Highway Commissioner – Daniel Ferrente
Deputy Highway Commissioner – John Monson
Parks Commissioner – Colleen Penta
Deputy Parks Commissioner – Daniel Ferrente
Safety/Health Commissioner – John W. Monson
Deputy Safety/Health Commissioner – Colleen Penta
Senior Citizens Commissioner – Sharon White
Deputy Senior Citizens Commissioner – Daniel Ferrente
Planning/Zoning Commissioner – Sharon White
Deputy Planning/Zoning Commissioner – Colleen Penta
Sidewalk Commissioner – Sharon White
Deputy Sidewalk Commissioner – Daniel Ferrente
Youth Commissioner – Colleen Penta
Deputy Youth Commissioner – Sharon White

PAPER The following motion was made by Trustee VanFleet and seconded by Trustee White. All voted in favor of the motion.

RESOLVED, that the official newspapers of the Village of Wolcott shall be the Wayne County Star and/or The Finger Lakes Times.

MILEAGE The following motion was made by Trustee White and seconded by Trustee Penta. All voted in favor of the motion.

RESOLVED, that any Elected Official, Appointed Official and Village Employee who uses his or her own vehicle for village related business shall be reimbursed at the current federal rate.

MEETINGS The following motion was made by Trustee Penta and seconded by Trustee VanFleet. All voted in favor of the motion.

RESOLVED, that the following meeting schedule shall be approved for the fiscal year 2010-2011:

The Village of Wolcott Board of Trustees shall meet the first and third Tuesday of each month at 7:00 PM, at the Village Hall, 6015 New Hartford Street, Wolcott, NY 14590 with the exception of the months of June, July, August, November and December which during those months meetings will be held only the first Tuesday of the month. The Annual Organizational Meeting shall be held the first Tuesday in April 2011. The regular meeting of the Village of Wolcott Planning Board shall be held the second Monday of each month at 7:00 PM, at the Village Hall, 6015 New Hartford Street, Wolcott, New York 14590.

PRE-PAY The following motion was made by Trustee Ferrente and seconded by Trustee White. All voted in favor of the motion.

RESOLVED, that in order to prevent assessment of late fees, the Village Clerk/Treasurer shall be authorized to pay prior to board audit/meeting, the following:

- Gasoline Bills
- Electrical Bills
- Petty Cash Accounts
- Debt service and interest on debt
- Deposits for schools and conferences
- All Payroll related accounts

PETTY CASH The following motion was made by Trustee White and seconded by Trustee Ferrente. All voted in favor of the motion.

RESOLVED, that the following petty cash accounts shall be authorized:

- Village Hall – Custodian, Melanie A. Countryman - \$175.00
- Police Department – Custodian, David Smith - \$300.00
- Village Court – Custodian, Jennifer Buckalew - \$100.00

STATE AID The following motion was made by Trustee Penta and seconded by Trustee VanFleet. All voted in favor of the motion.

RESOLVED, that the Mayor, Village Clerk/Treasurer, Village Court Clerk, and the Chief of Police be authorized to apply for the following:

State Aid

- Operation and Maintenance for the village sewer treatment plant
- Operation and Maintenance for the village water treatment plant
- Consolidated Highway Aid (CHIPS)
- Operation of Village of Wolcott Court
- Any other grant monies that should become available at no cost to the Village of Wolcott.

RE-LEVY The following motion was made by Trustee VanFleet and seconded by Trustee White. All voted in favor of the motion.

RESOLVED, that the Village Clerk/Treasurer be authorized to re-levy unpaid water and sewer rent accounts plus penalty on the Village taxes, and
BE IT FURTHER RESOLVED, that the unpaid village taxes be re-levied to the Wayne County Treasurer's office for payment.

SCHOOL The following motion was made by Trustee Ferrente and seconded by Trustee Penta. All voted in favor of the motion.

WHEREAS, there is to be held during the coming fiscal year: A. The Annual Meeting, The Main Street Conference, Fall Training School, Public Works Conference and Legislative Meeting, which are training classes and meetings to aid local governments sponsored by the New York State Conference of Mayors and Other Municipal Officers. B. The following Wayne County Meetings; Wayne County Village Officials Meetings, and Wayne County Village Clerks Meetings. C. And any other training schools or meetings that would benefit the Village of Wolcott.

WHEREAS, it is determined by the Board of Trustees of the Village of Wolcott that attendance by municipal officials and employees at these meetings, conferences and training schools would be beneficial to the Village of Wolcott:

NYCOM Annual Meeting	Elected Officials & Village Clerk/Treasurer
NYCOM Main Street Meeting	Elected Officials & Village Clerk/Treasurer
NYCOM Fall Training School	Elected Officials & Village Clerk/Treasurer
NYCOM Public Works Conference	Elected Officials, Village Clerk/Treasurer, Commissioners and Public Works Employees
NYCOM Legislative Meeting	Elected Officials and Village Clerk/Treasurer
Wayne County Village Officials	Board of Trustees, Clerks, Department Heads and Appointed Officials
Wayne County Clerks Meeting	Village Clerk/Treasurer and Deputy Clerk

Other Training Classes/Seminars	Board of Trustees, Appointed Officials and all Employees
NYS Justice Clerks Training	Court Clerk/Village Clerk
NYS Justice School	Village Justice and Acting Village Justice

BE IT SO RESOLVED THAT, this resolution shall take effect immediately.

PAYROLL The following motion was made by Trustee VanFleet and seconded by Trustee Ferrente. All voted in favor of the motion.

To approve the appointment of Sharon J. White to be the payroll review auditor on a weekly basis, without compensation, for the fiscal year 2010-2011.

EMERGENCY MANAGEMENT COORDINATOR

The following motion was made by Trustee VanFleet and seconded by Trustee Penta. All voted in favor of the motion.

To approve the appointment of Clyde Smith as the Emergency Management Coordinator for the Village of Wolcott and Casey Gilbert as Deputy, without compensation, for a one-year term.

BANK The following motion was made by Trustee Ferrente and seconded by Trustee White. All voted in favor of the motion.

BE IT RESOLVED THAT, Lyons National Bank, Wolcott, New York and the Five Star Bank, Seneca Falls, New York are designated depositories of this corporation, and

BE IT FURTHER RESOLVED THAT, all drafts, checks and other instruments or orders for the payment of money drawn against an account or accounts of this corporation with said depositories shall be signed by any of the following:

Clerk/Treasurer	All accounts with the exception of Justice and Justice Bail Accounts
Deputy Clerk/Treasurer	All accounts with the exception of Justice and Justice Bail Accounts
Village Justice	Justice and Justice Bail Accounts
Acting Village Justice	Justice and Justice Bail Accounts

BE IT FURTHER RESOLVED THAT, said depositories are authorized to place to the credit of the account, or any of the accounts, of this corporation, funds, drafts, checks or other property by whoever delivered to said depositories the name of the corporation by rubber stamp, facsimile, mechanical, manual or other signature (any such endorsement by whomever affixed shall be the endorsement of this corporation, or otherwise endorsed, provided that if any such item shall bear, or be accompanied by direction) by whomever made deposit to a specific account, then such deposit shall be to the credit of such account, and

BE IT FURTHER RESOLVED THAT, said depositories are hereby directed to accept, and/or pay and/or apply any draft, check, instrument or order for the payment of money, or any proceeds thereof, drawn on such account or accounts when signed as required by this resolution without limit as to amount, without limit injury, and without limit regard to the disposition of any such item or any proceeds thereof, and such item may be payable to the order of a person whose signature appears thereon or of any other officer or officers, agent or agents of this corporation, or such item or any proceeds thereof may be used or disposed of for the personal credit account of any such person or persons, officer or officers, agent or agents with the depository or otherwise, or in payments of the individual obligation of any such person or persons, officer or officers, agent or agents to the depositories or otherwise and

BE IT FURTHER RESOLVED THAT, the following persons hold in this corporation the position indicated below:

Melanie A. Countryman	Village Clerk/Treasurer
Lori A. Tyler	Deputy Clerk/Treasurer
Henry P. Krasucki	Village Justice
George Lachnicht	Acting Village Justice

ADJOURNMENT

A motion to adjourn the organizational meeting at 6:17 PM was made by Trustee White and seconded by Trustee VanFleet. All voted in favor to adjourn.

Respectfully Submitted,

Melanie A. Countryman
Village Clerk/Treasurer