

OFFICIAL MINUTES OF THE WATERVILLE VILLAGE BOARD

ANNUAL ORGANIZATIONAL MEETING

MONDAY, APRIL 3RD, 2023

- 7 PM Call to Order – Pledge of Allegiance
- Newly elected Village Trustees Amanda Briggs and Larry Stern and Village Mayor Ruben Ostrander were sworn in.
- Open 2023-2024 Organizational Meeting
Motion to open meeting – G. Ostrander 2nd – B. Bogan Carried Time: 7:07pm
- Approval of the following Mayoral Appointments:
 - Clerk/Treasurer Gayle Barnes – 2 year appointment ending 3-31-2025
M – B. Bogan 2nd – L. Stern Carried
 - Deputy Mayor Brian Bogan – 1 year appointment ending 3-31-2024
M – L. Stern 2nd – R. Perry Carried
 - Village Attorney William Getman – 1 year appointment ending 3-31-2024
M – A. Briggs 2nd – L. Stern Carried
 - Zoning/Codes Enforcement Officer William Brown – 1 year appointment ending 3-31-2024
M – L. Stern 2nd – R. Perry Carried
 - Historian Patty Louise – 1 year appointment ending 3-31-2024
M – B. Bogan 2nd – R. Perry Carried
 - Registrar of Vital Statistics Mary Belfied, Town of Sangerfied Clerk – 1 year appointment ending 3-31-2024
M – A. Briggs 2nd – L. Stern Carried
 - Official Village Newspaper The Waterville Times – 1 year appointment ending 3-31-2024
M – B. Bogan 2nd – R. Perry Carried
 - Official Village Bank NBT– 1 year appointment ending 3-31-2024
M – R. Perry 2nd – B. Bogan Carried
- Approval of the 2023-24 Village of Waterville Board Meeting List
 - 2023-24 Organizational Meeting to be held on April 1st, 2024
M – R. Perry 2nd – B. Bogan Carried
- Approval of Village Justice/Village Clerk Blanket Undertaking Bond

NOW, THEREFORE BE IT RESOLVED: That the Village Board of the Village of Waterville hereby did pass by resolution the blanket undertaking bond covering of the Village Justice and Village Clerk /Treasurer as required by Public Officers Law Section 11 (2)

Motion moved by – B. Bogan

Seconded by - L. Stern

Carried

- Approval of the Village of Waterville Employee Handbook which includes the Village Code of Ethics Policy, Sexual Harassment Policy, Workplace Violence Policy, Drug & Alcohol Policy, Discipline Policy, and Employer Health Emergency Plan.

Motion moved by – L. Stern

Seconded by - A. Briggs

Carried

- Approval of the Village of Waterville Cash and Investment Policy.

Motion moved by – R. Perry

Seconded by - B. Bogan

Carried

- Approval of the Village of Waterville Procurement and Credit Card Policy.

Motion moved by – B. Bogan

Seconded by - R. Perry

Carried

- Approval of the following Resolution:

At the April 3rd, 2023 Organizational Meeting of the Village of Waterville the following resolution were moved on and carried as follows:

ITEM 11 WHEREAS the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight express charges, and any invoices where a late fee may be applied due to late payment 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 same shall be jointly and severally liable for any amount disallowed by the board of trustees,

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, express charges, and any invoices where a late fee may be applied due to late payment, 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.

Moved by Trustee B. Bogan, Seconded by Trustee R. Perry, Motion Carried

ITEM 12 WHEREAS the board of trustees has determined to pay a fixed rate For mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

NOW BE IT RESOLVED:

Section 1. That the board of trustees shall approve reimbursement to such officers and employees at the standard federal mileage rate which is currently \$.655 per mile. This rate may change during the fiscal year.

Moved by Trustee A. Briggs , Seconded by Trustee L. Stern, Motion Carried

ITEM 13 WHEREAS there is to be held during the coming official year various meetings, schools and conferences it is determined by the board of trustees that attendance by certain municipal officials and employees at these events requires approval in advance by the board of trustees.

NOW BE IT RESOLVED:

Section 1. That the board of trustees shall approve schooling and conferences.

Moved by Trustee B. Bogan, Seconded by Trustee L. Stern, Motion Carried

- Adjournment of Organizational Meeting

Motion to Adjourn – R. Perry

2nd – L. Stern

Carried

Time: 7:12pm