

WATERVILLE VILLAGE BOARD MEETING AGENDA

MONDAY, APRIL 5TH, 2021 – ANNUAL ORGANIZATIONAL MEETING

1. 7 PM Call to Order – Pledge of Allegiance
2. Swearing in of newly elected Village Trustees
 - Village Trustee Amanda Briggs
 - Village Trustee Gerda Mortelette
3. Open 2021-22 Organizational Meeting
4. Approval of the following Mayoral Appointments:
 - Deputy Mayor – 1 year appointment ending 3-31-2022
 - Brian Bogan
 - Clerk/Treasurer – 2 year appointment ending 3-31-2023
 - Gayle Barnes
 - Deputy Clerk – 2 year appointment ending 3-31-2023
 - Barbara McNamara
 - Village Attorney – 1 year appointment ending 3-31-2022
 - William Getman
 - Zoning/Codes Enforcement Officer – 1 year appointment ending 3-31-2022
 - Kevin English
 - Zoning Board of Appeals – 3 year appointment ending 3-31-2024
 - David Upcraft – Chairman
 - Brian Gibbons
 - Larry Stern
 - Historian – 1 year appointment ending 3-31-2022
 - Patty Louise
 - Registrar of Vital Statistics – 1 year appointment ending 3-31-2022
 - Town of Sangerfield Town Clerk
 - Official Village Newspaper – 1 year appointment ending 3-31-2022
 - The Waterville Times
 - Official Village Bank – 1 year appointment ending 3-31-2022
 - NBT
5. Approval of the 2021-22 Village of Waterville Board Meeting List
 - 2022-23 Organizational Meeting to be held on April 4th, 2022
6. 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)

7. 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.

8. Approval of the Village of Waterville Cash and Investment Policy.
9. Approval of the Village of Waterville Procurement and Credit Card Policy.
10. Approval of the following Resolution:

At the April 5th, 2021 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 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 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 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.

Moved by Trustee _____, Seconded by Trustee _____, Motion _____

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 rate of \$.56 per mile.

Moved by Trustee _____, Seconded by Trustee _____, Motion _____

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 _____, Seconded by Trustee _____, Motion _____

11. Approve the minutes of the March 22nd, 2021 Board meeting
12. Approve Purchase Order Requests
13. Approve Audit of Expense Abstracts GEN ABS 4-5-21, T0 ABS 4-5-21, H0 ABS 4-5-21
14. Approve \$22,720 budget transfer from Fund Balance to G0.8130.476 Sewer Project for waste/sludge removal by Eggan Excavating. Monies will be compensated by insurance claim for compost building collapse.

15. Approve Babbot Park Use Request for Pop Warner to use the park greens for Strength and Conditioning Training in the month of July 6pm – 7:30pm.
16. Approve the Park Use Request for Pop Warner to use the Village of Waterville's field behind Firemen's Field (next to Chlorinator) for Pop Warner Football and Cheer practice.
17. Approve the Facility Use Request for use of the Community Room for a book club on April 22.
18. Public Participation (5 minutes per person)
19. Department Head's Reports
 - a. DPW
 - b. Fire Chief
 - c. Codes
 - d. Treasurer/Clerk
 - e. Village Attorney
20. Trustee's Reports/Old Business
 - Jim Younes
 - Brian Bogan
 - Amanda Briggs
 - Gerda Mortelette
21. Mayor's Report
22. Adjournment, next meeting April 26th, 2021 at 7pm.