

The annual reorganization meeting of the Board of Trustees was held on Monday, April 5, 2021, in the Village Hall. Mayor Westcott opened the meeting at 7 pm. Also present were Deputy Mayor Conley, Trustee Blumrick, Trustee McAvoy, Coordinator Bobbitt, and Clerk-Treasurer VanBuren. Trustee Barr and Chief Swick were absent.

Mayor Westcott opened the Public Hearing at 7:03 pm regarding the 2021-2022 Budget.

Mayor Westcott offered the following nominations:

- Deputy Mayor: Trustee Conley
- Sewer & Sanitation Department: Trustee McAvoy
- Street Department: Trustee Blumrick
- Water Department: Trustee Barr
- Board Representative to Youth Recreation: Trustee Barr
- Zoning Board of Appeals - 1 member (3-year term): Richard Scarborough
- Planning Board – 1 member (5-year term): John Shuttleworth
- Tree Board – 1 member (5-year term): Gretchen Schweigert
- Youth Recreation Board –1 member (3-year term): Sarah Quackenbush
- Ethics Committee - 3 members (1-year term): Peggy Thomas, Rebecca Schweigert, and Trustee Blumrick

A motion was made by Trustee McAvoy, and seconded by Trustee Blumrick, to approve the preceding nominations. Carried, with all present voting aye.

A motion was made by Trustee Blumrick, and seconded by Deputy Mayor Conley, to reappoint Lisa M. VanBuren to a two-year term as Clerk-Treasurer. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Trustee Blumrick, to reappoint historian Christa Lutz, and Deputy Clerk Sarah Quackenbush to one-year terms. Carried, with all present voting aye.

A motion was made by Trustee Blumrick, and seconded by Deputy Mayor Conley, to designate Tompkins Bank of Castile, Medina branch, as the Bank Depository. Carried, with all present voting aye.

A motion was made by Deputy Mayor Conley, and seconded by Trustee Blumrick, to authorize purchase of materials for street, water, and sewer departments at New York State and/or Niagara County bid prices. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Deputy Mayor Conley, to authorize Seaman Norris LLP to handle all legal matters on a per diem basis. Carried, with all present voting aye.

Mayor Westcott closed the Public Hearing at 7:08 pm.

A motion was made by Deputy Mayor Conley, and seconded by Trustee Blumrick, to authorize the Clerk-Treasurer to deposit excess funds from all accounts in Time Open Agreements at Bank of Castile, KeyBank, Five Star Bank, Generations Bank, and M & T Bank. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Deputy Mayor Conley, to authorize the renewal of the Investment Policy as adopted by the Village Board on April 4, 1994,

to include the following banks: Bank of Castile, KeyBank, Five Star Bank, Generations Bank, and M & T Bank. Carried, with all present voting aye.

A motion was made by Trustee Blumrick, and seconded by Deputy Mayor Conley, to authorize mileage reimbursement at the IRS standard mileage rate at the time reimbursement is requested for officers and employees who use their personal automobiles while performing their official duties on behalf of the Village. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Trustee Blumrick, to authorize the Clerk-Treasurer to submit payment in advance of audit of claims for Public Utilities Services and postage prior to the monthly Board Meeting. Carried, with all present voting aye.

A motion was made by Deputy Mayor Conley, and seconded by Trustee McAvoy, to authorize the Mayor, Board of Trustees, and Department Heads to attend meetings of the Northwestern Frontier Association of Village Officials, when they are called. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Deputy Mayor Conley, to authorize the Clerk-Treasurer to attend the monthly meetings of the Niagara County Municipal Clerks Association and her deputy (or deputies) to attend meetings of same as deemed necessary by the Clerk-Treasurer; authorize the Police Chief to attend the quarterly Chiefs of Police meetings, and authorize the Village Coordinator to attend the monthly meetings of the Western New York Water Works Association and WNY Village Superintendents Association. Carried, with all present voting aye.

A motion was made by Trustee Blumrick, and seconded by Deputy Mayor Conley, to authorize Department Heads to approve necessary training at their discretion for members of their departments, including themselves, as it becomes available during the year. Should the cost be more than \$1,000, Board Approval is necessary per the Village's procurement policy. Carried, with all present voting aye.

A motion was made by Deputy Mayor Conley, and seconded by Trustee McAvoy, to set the additional garbage cart fee at \$100, and the yearly collection service charge for the second cart is set at \$150 annually. Carried, with all present voting aye.

A motion was made by Trustee Blumrick, and seconded by Deputy Mayor Conley, to increase the Village Tax Search fee from \$10 to \$20 effective immediately. Carried, with all present voting aye.

A motion was made by Trustee Blumrick, and seconded by Deputy Mayor Conley to appoint Sheridan Benefits LLC as the Health and Employee Benefits Consultants to the Village to coordinate Healthcare, Human Resources, and Compliance Training. There will be a fee of \$399 per year for Zywave Learning which will allow all employees to do the sexual harassment training online. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Trustee Blumrick, to authorize Pat Brown a CPA with the firm Brown & Company LLP to conduct an audit for the 2020-2021 fiscal year. Carried, with all present voting aye.

A motion was made by Trustee Blumrick, and seconded by Trustee McAvoy, to authorize regularly scheduled Board of Trustees meetings to be held the third Monday of each

Month at 7:00 p.m., with the following exceptions: due to Federal holidays, the January and February 2022 meetings will be held on the Tuesday following the holiday. The 2022 Reorganization Meeting will be held on Monday, April 4, 2022. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Deputy Mayor Conley, to designate the Union Sun & Journal as the official newspaper. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Trustee Blumrick, to adopt the 2021-2022 Budget for \$1,770,845.21 with the tax rate as follows: *full value tax rate* will be set at \$10.30 per thousand, with the actual tax rate at \$11.70 per thousand due to the 88 percent equalization rate for both the Town of Royalton and the Town of Hartland. Carried, with all present voting aye.

A motion was made by Deputy Mayor Conley, and seconded by Trustee Blumrick, to authorize Mayor Westcott to execute the Fire Protection Contract with Middleport Volunteer Fire Co., No. 1, for the period April 1, 2021, to March 31, 2022, in the amount of \$100,000. Carried, with all present voting aye.

The next regularly scheduled meeting of the Board of Trustees will be held on Monday, April 19, 2021, at 7:00 pm, in the Village Hall.

There being no other business, a motion was made by Trustee McAvoy, and seconded by Trustee Blumrick, to adjourn. Carried, with all present voting aye.

Meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Lisa M. VanBuren
Clerk-Treasurer