

December 5, 2016

Mayor Tertinek called the **Organizational Meeting** to order at 4:02 PM.

Present: Mayor Tertinek, Deputy Mayor Kallusch, Trustee McDowell, Trustee Kennedy, Trustee Eckberg

Absent: NA

Public Present: 2

Business conducted as follows:

MOTION by Trustee Kallusch seconded by Trustee Eckberg approving the following list of Mayoral appointments. Motion carried, all voting aye

Position	Term	Appointed	Expires	Name
Budget & Finance Officer	1 yr.	12/5/2016	12/4/2017	Christian Tertinek
Village Hall & Personnel Comm.	1 yr.	12/5/2016	12/4/2017	Christian Tertinek
Public Relations Commissioner	1 yr.	12/5/2016	12/4/2017	Christian Tertinek
Union Negotiator	1 yr.	12/5/2016	12/4/2017	Christian Tertinek
Police Commissioner	1 yr.	12/5/2016	12/4/2017	Christian Tertinek
Water Department Commissioner	1 yr.	12/5/2016	12/4/2017	Sean Kennedy
Highway Department Commissioner	1 yr.	12/5/2016	12/4/2017	Sean Kennedy
Sewer Department Commissioner	1 yr.	12/5/2016	12/4/2017	David McDowell
Zoning Board of Appeals Commissioner	1 yr.	12/5/2016	12/4/2017	David McDowell
Code Enforcement Commissioner	1 yr.	12/5/2016	12/4/2017	David McDowell
Street Lighting Commissioner	1 yr.	12/5/2016	12/4/2017	David McDowell
Docks & Moorings Commissioner	1 yr.	12/5/2016	12/4/2017	David McDowell
Deputy Mayor	1 yr.	12/5/2016	12/4/2017	William Kallusch
Building Maintenance Commissioner	1 yr.	12/5/2016	12/4/2017	William Kallusch
Insurance Commissioner	1 yr.	12/5/2016	12/4/2017	William Kallusch
Fire Protection Commissioner	1 yr.	12/5/2016	12/4/2017	William Kallusch
Fire Inspection Commissioner	1 yr.	12/5/2016	12/4/2017	William Kallusch
Ambulance Commissioner	1 yr.	12/5/2016	12/4/2017	Joan Eckberg
Parks Commissioner	1 yr.	12/5/2016	12/4/2017	Joan Eckberg
Youth & Recreation Commissioner	1 yr.	12/5/2016	12/4/2017	Joan Eckberg
Planning Board Commissioner	1 yr.	12/5/2016	12/4/2017	Joan Eckberg
Village Clerk Treasurer	2 yrs	12/7/2015	12/4/2017	Tracy B Durham
Deputy Clerk Treasurer	1 yr.	12/5/2016	12/4/2017	Melanie DeBadts
Safety Officer	1 yr.	12/5/2016	12/4/2017	Michael Perce
Village Attorney	1 yr.	12/5/2016	12/4/2017	Art Williams
Village Assessor	1 yr.	12/5/2016	12/4/2017	Town of Sodus
Village Auditor	1 yr.	12/5/2016	12/4/2017	Paul Wagner

Village Bank	1 yr.	12/5/2016	12/4/2017	Lyons National Bank
Official Newspaper	1 yr.	12/5/2016	12/4/2017	Sun Record
Health Officer	4 yrs.	12/2/2013	12/4/2017	Village Board
Building Inspector	1 yr.	12/5/2016	12/4/2017	Kevin Druschel
Zoning Enforcement Officer	1 yr.	12/5/2016	12/4/2017	Kevin Druschel
Docks & Moorings Enforcement Officer	1 yr.	12/5/2016	12/4/2017	Kevin Druschel
Fire Code Enforcement Officer	1 yr.	12/5/2016	12/4/2017	Kevin Druschel
Historian	5 yrs.	12/2/2013	12/3/2018	OPEN
Dog Enforcement Officer	1 yr.	12/5/2016	12/4/2017	Town of Sodus
Planning Board Chairman	1 yr.	12/5/2016	12/4/2017	Ann Hayslip
Planning Board Member	5 yrs.	12/5/2016	12/6/2021	Ann Hayslip
Planning Board Member	5 yrs.	12/2/2013	12/3/2018	Scott Neal
Planning Board Member	5 yrs.	12/1/2014	12/2/2019	Michael Jenis
Planning Board Member	5 yrs.	12/5/2016	12/6/2021	Tim Jones
Planning Board Member	5 yrs.	12/7/2015	12/7/2020	Kathy Beretta
Planning Board Ad-hoc Member	1 yr.	12/5/2016	12/4/2017	OPEN
Planning Board Ad-hoc Member	1 yr.	12/5/2016	12/4/2017	Rusty Schryer
Planning Board Clerk	1 yr.	12/5/2016	12/4/2017	Scott Neal
Zoning Board of Appeals Chairman	1 yr.	12/5/2016	12/4/2017	Tom Johns
Zoning Board of Appeals Member	5 yrs.	12/7/2015	12/7/2020	Tom Johns
Zoning Board of Appeals Member	5 yrs.	12/1/2014	12/2/2019	Laurie Hayden
Zoning Board of Appeals Member	5 yrs.	12/2/2013	12/3/2018	Larry LaForce
Zoning Board of Appeals Member	5 yrs.	12/3/2012	12/4/2017	Vic Hill
Zoning Board of Appeals Member	5 yrs.	12/5/2016	12/6/2021	Sue Bassage
Zoning Board of Appeals Ad-hoc Mbr.	1 yr.	12/5/2016	12/4/2017	Lynn Carlisle
Zoning Board of Appeals Ad-hoc Mbr.	1 yr.	12/5/2016	12/4/2017	OPEN
Zoning Board of Appeals Clerk	1 yr.	12/5/2016	12/4/2017	Maxine Appleby
Waterfront Revitalization Chairman	3 yrs.	12/1/2014	12/4/2017	David McDowell
Intermunicipal Committee Mbr.			12/4/2017	Maxine Appleby
Intermunicipal Committee Mbr.			12/4/2017	Ann Hayslip
Intermunicipal Committee Mbr.			12/4/2017	OPEN
Ethics Board	3 yrs.	12/5/2016	12/2/2019	David Cooper, Chairman
Ethics Board	3 yrs.	12/7/2015	12/4/2017	Tracy Carlyle
Ethics Board	3 yrs.	12/7/2015	12/5/2018	Thomas Knapp
Ethics Board, Alternate	1 yr.	12/5/2016	12/4/2017	OPEN

MOTION by Trustee McDowell and seconded by Trustee Eckberg to approve
The following Emergency Command Structure was established, 1st Mayor Tertinek, 2nd Deputy Mayor Kallusch, 3rd Trustee Kennedy.
Motion carried all voting aye.

MOTION by Trustee Eckberg, seconded by Trustee McDowell, that all meetings of the Sodus Point Village Board of Trustees will be conducted in accordance with Roberts Rules of Order. Motion carried, all voting aye.

MOTION by Trustee McDowell, seconded by Trustee Kennedy, that the regular meetings of the Sodus Point Village Board of Trustees will be held the third (3rd) Thursday of each month at 7:00 PM in the Village Hall. Motion carried, all voting aye.

MOTION by Trustee Kallusch, seconded by Trustee Eckberg, that the meetings of the Village of Sodus Point Planning Board will be held on the first (1st) and third (3rd) Monday of each month at 7:00 PM in the Village Hall. Motion carried, all voting aye.

MOTION by Trustee Eckberg, seconded by Trustee Kennedy, that the meetings of the Village of Sodus Point Zoning Board will be held on the second (2nd) and fourth (4th) Tuesday of each month at 7:00 PM in the Village Hall. Motion carried, all voting aye.

MOTION by Trustee McDowell, seconded by Trustee Eckberg granting approval for the Mayor to authorize Village employees to attend dinners and meetings, seminars, conferences and training in connection with Village business, all reasonable expenses to be paid by the Village. Motion carried, all voting aye.

MOTION by Trustee Kallusch, seconded by Trustee McDowell, the following resolution was adopted

WHEREAS the board of trustees has determined to pay mileage reimbursement to officers or employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village.

NOW THEREFORE BE IT RESOLVED

1. That the board of trustees will approve reimbursement to such employees at the federal rate per mile.
2. That this resolution is effective immediately.

Motion carried, all voting aye.

MOTION by Trustee Kennedy, seconded by Trustee Kallusch, setting July 3, 2017 and December 26, 2017 as floating holidays for full time Village employees. Motion carried all voting aye.

MOTION by Trustee Eckberg, seconded by Trustee McDowell, to authorize the Clerk-Treasurer to pay prior to board/audit meeting the following in order to prevent assessment of late fees:

- Debt service
- Deposits for schools and conferences
- Utilities bills
- Medical/dental insurance
- Paychex, Inc.

Motion carried, all voting aye.

MOTION by Trustee McDowell, seconded by Trustee Eckberg, authorizing the Mayor and Village Clerk Treasurer to apply for the following:

- State Aid
- Consolidated Highway Aid (CHIPS)
- Any other grant monies that should become available at no cost to the Village of Sodus Point.

Motion carried, all voting aye.

MOTION by Trustee McDowell, seconded by Trustee Kennedy the following resolution was adopted

WHEREAS, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt a procurement policy for all goods and services which are now required by law to be publicly bid, and

WHEREAS, comments have been solicited from all officers in the Village involved in the procurement process, now therefore be it

RESOLVED, that the Village of Sodus Point does hereby adopt the procurement policy which was updated in January 2016 and is intended to apply to all goods and services which are not required by law to be publicly bid.

Motion carried all voting aye.

MOTION by Trustee Kallusch seconded by Trustee Eckberg, the following resolution was adopted

WHEREAS, Section 452 of the General Municipal Law and Section 11-1118 of Village Law requires Villages to relevy unpaid water and sewer rents plus penalties to the annual tax levy

SO BE IT RESOLVED, that the Village of Sodus Point Mayor and Board of Trustees authorize the Village Clerk Treasurer to relevy unpaid water and sewer rent accounts plus accrued penalty on the 2017-2018 year Village taxes due June 2017 pursuant to New York State Village Law section 11-1118 and New York State General Municipal Law section 452

Motion carried all voting aye.

MOTION by Trustee McDowell, seconded by Trustee Kallusch, the following resolution was adopted

SO BE IT RESOLVED, that the Village of Sodus Point Mayor and Board of Trustees request the collection of delinquent Village Taxes for the 2017-2018 year due June 2017 by the County of Wayne pursuant to Wayne County Local Law #4-1978 and section 1442 of the Real Property Tax Law; and be it further,

RESOLVED, that the Village Clerk/Treasurer is hereby authorized and directed to send a certified copy of the resolution together with the account and certification described in Subdivision 3, Section 1436, of the Real Property Tax Law to the Wayne County Treasurer in accordance with the provisions of Section 2 of Wayne County Law 4-1978.

Motion carried all voting aye.

MOTION by Trustee McDowell, seconded by Trustee Eckberg to adopt the following resolution

SO BE IT RESOLVED, that the Village of Sodus Point, Location code 40470, hereby establishes the following as standard work days for its elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body: Tracy B. Durham, Clerk-Treasurer 6.00 hour standard work day and Melanie E.DeBadts, Deputy Clerk-Treasurer, 6.00 hour standard work day and Maxine Appleby, webmaster 6.5 hour standard work day and Kevin Druschel, Building Inspector 6.00 hour standard work day and Art Williams, Attorney 6.00 hour standard work day, Christian Tertinek, Mayor 6.5 and William Kallusch and Michael Sean Kennedy, Trustees 6.5 hour standard work days.

Motion carried all voting aye.

The current pay rates have been established as listed below;

Title of Position	Pay rate/hour unless otherwise noted
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Village Clerk/ Treasurer	24.27
Deputy Clerk/ Treasurer	17.52
Webmaster	12.00
Grounds Keeper	22.16
Highway Superintendent	20.75
Highway Laborer	16.84
Water Superintendent	20.75
WWTP Chief Operator	20.75
WWTP Operator	16.84
Officer in Charge	18.12
Police Officer	15.00
Village Attorney	12000/yr.
Planning Board Secretary	165/month
Planning Board Chairman	60/month
Planning Board member	40/month
Planning Board Ad Hoc member	20/meeting attended
Building Inspector	17.00
Zoning Board Secretary	12.00
Zoning Board Chairman	50/month
Zoning Board member	25/month
Zoning Board Ad Hoc member	25/meeting attended max 3
Dock Inspector	17.00
Recreation Director	12.81
Recreation Assistant	9.00
Mayor	1500/quarter
Deputy Mayor	900/quarter

Trustee	750/quarter
Willow Park bathroom cleaner	125/week
Tourism Director	9.50
Tourism booth attendant	9.00
Cleaner	11.33

MOTION by Trustee Kallusch, seconded by Trustee Kennedy that the next Village Organizational Meeting will be held on December 4, 2017 at 4:00 PM in the Village Hall. Motion carried, all voting aye.

MOTION by Trustee Kallusch and seconded by Trustee McDowell to continue with the Workplace Violence Prevention Program as adopted by the Village Board on March 21, 2013.
Motion carried all voting aye.

The Mayor had a quote from Empire Tree and Don & Jon for a couple tree removals. Mayor Tertinek discussed the budget and the necessity of both trees. Mayor Tertinek will ask Angus Hopkins to have a new quote for just the tree on Central Ave.

MOTION by Trustee McDowell and seconded by Trustee Kallusch to approve the full time benefits for Kevin Druschel, CEO as he is now working over 30hours a week. The benefits include holiday and vacation pay along with medical/dental insurance.
Motion carried all voting aye.

Trustee McDowell reported that Mike Healy is working with RG&E on behalf of Sodus Point regarding the street lights. There is a possibility of making some changes to reduce monthly expenses. Trustee McDowell agreed to contract Mr. Healy for up to \$2,000.

The Board had a discussion about the Police Department survey. They were thinking that this time of year would not be good to try to get feedback from a survey. Mayor Tertinek reminded the board that the budget process will soon be upon us and knowing what direction the board is heading for the police department will be key information.

The owners of RoadTek attended the meeting to discuss a misunderstanding in the invoicing/estimate for the work that was done to resurface the basketball court back in May 2016. The Board originally made a motion to approve \$6,650.00 RoadTek for their services and material was estimated at \$3,624.25 with the entire project total of \$10,274.25.

RoadTek felt that there was an outstanding amount owed to them of \$3624.25 for additional services provided above the original quote.

Trustee Eckberg reviewed the paperwork.

MOTION by Trustee Eckberg and seconded by Trustee Kennedy to approve an additional expense of \$2,200 with a detailed invoice explaining the difference in services from the original quoted vs. the actual work that was performed.

Motion carried all voting aye.

MOTION by Trustee Kallusch, seconded by Trustee Kennedy, to adjourn the Organizational Meeting at 5:16PM. Motion carried, all voting aye.

Tracy B. Durham, Clerk/Treasurer