

December 7, 2020

Mayor McDowell called the **Organizational Meeting** to order at 4:30 PM.

Present: Mayor McDowell, Trustee Pitti, Trustee Kallusch, Trustee Evans and Trustee Verbridge

Absent: Attorney Williams and CEO Druschel

Public Present: None

Zoom attendance: None

Business conducted as follows:

Oath of Office

Laurie Verbridge – Trustee

MOTION by Trustee Kallusch seconded by Trustee Verbridge approving the attached list of Mayoral appointments as amended.

Motion carried,

MOTION by Trustee Kallusch and seconded by Trustee Pitti to approve

The following Emergency Command Structure was established, 1<sup>st</sup> Mayor McDowell, 2<sup>nd</sup> Deputy Mayor Kallusch, 3<sup>rd</sup> Trustee Pitti.

Motion carried all voting aye.

MOTION by Trustee Verbridge, seconded by Trustee Evans, 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 Verbridge, seconded by Trustee Evans that the regular meetings of the Sodus Point Village Board of Trustees will be held the third (3<sup>rd</sup>) Thursday of each month at **6:30 PM** in the Village Hall with the Draft Agenda to Village Board by 3:30pm the Friday prior to the Thursday meeting.

<b>2021</b>	Board Meeting	Material due to Clerk by 3pm
January	21	13
February	18	10
March	18	10
April	15	7
May	20	12
June	17	9
July	15	7
August	19	11
September	16	8
October	21	13
November	18	10
December	16	8

Motion carried, all voting aye.

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

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

MOTION by Trustee Evans, seconded by Trustee Pitti 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 Verbridge, 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 Evans, seconded by Trustee Pitti, approving the two(2) floating holidays for full time Village employees this year be individually chosen by each employee. The floating holidays will be set by January 1, 2020.

Motion carried all voting aye.

MOTION by Trustee Kallusch, seconded by Trustee Verbridge to authorize the Clerk-Treasurer to pay prior to board/audit meeting the following (but not limited to) in order to prevent assessment of late fees or additional charges such as freight.

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

Motion carried, all voting aye.

MOTION by Trustee Pitti, seconded by Trustee Kallusch, 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 Verbridge, seconded by Trustee Evans 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 Evans, 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 2021-2022 year Village taxes due June 2021 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 Verbridge, 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 2021-2022 year due June 2021 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 Kallusch, seconded by Trustee Pitti that the next Village Organizational Meeting will be held on December 6, 2021 at 4:30 PM in the Village Hall. Motion carried, all voting aye.

**MOTION** by Trustee Kallusch, seconded by Trustee Verbridge to continue with the Code of Ethics for the Village of Sodus Point as adopted by the Village Board on September 20 2012.

Motion carried all voting aye.

**MOTION** by Trustee Verbridge, seconded by Trustee Evans to continue with the Workplace Violence Prevention Program as adopted by the Village Board on March 21, 2013.

Motion carried all voting aye.

**MOTION** by Trustee Verbridge, seconded by Trustee Pitti to continue with the Drug Free Workplace Policy as adopted by the Village Board on December 21 2017.

Motion carried all voting aye.

**MOTION** by Trustee Verbridge, seconded by Trustee Evans to continue with the Asset Disposal policy along with a required asset disposal form as adopted by the Village Board on December 21 2017

Motion carried all voting aye.

MOTION by Trustee Verbridge, seconded by Trustee Pitti to adopt NYS mandated Sexual Harassment Prevention Policy and Training effective October 2018.

Motion carried all voting aye.

MOTION by Trustee Verbridge, seconded by Trustee Pitti as adopt the Social Media Policy by the Village Board on March 21 2019

Motion carried all voting aye.

**MOTION** by Trustee Kallusch, seconded by Trustee Pitti, to adjourn the Organizational Meeting at 5:09PM.

Motion carried, all voting aye.

Tracy B. Durham, Clerk/Treasurer