

VILLAGE OF MAYVILLE
ORGANIZATIONAL/REGULAR BOARD MEETING
1-8-19

Board Present - Mayor Shearer; Trustees: Jacobson, Webb, Harrington.

Board absent - None.

Others Present - John Crandall, Village Clerk; Jennifer Obert, Village Treasurer; John Buxton, Superintendent; Ed Cannon, Code Enforcement; James Warner, additional members of the community sign in sheet is attached.

Meeting called to order at 7:00 p.m.

Pledge to the flag.

Privilege of the floor was offered with no one speaking.

Devon Taylor Village Historian spoke to the Village Board regarding the historical significance of the Railroad Bed in the Village of Mayville. He also suggested that a historical marker be placed in the area. The Town of Chautauqua has agreed to help fund this and it was stated that possibly some of the cost could be contributed from the Village as well total cost was said to be approximately \$1,550.00. Mr. Taylor then read his annual report to those present and answered any questions that were asked. The Village Board Members thanked Devon for the great job and his commitment to the Village in preserving our history.

Department of Public Works Report presented and attached.

Electric Department Report presented and attached.

Water Department Report presented and attached.

Building Inspector's Report presented and attached.

Mr. Cannon answered questions regarding a property located Blanchard Street.

Clerk's Office Report presented and attached.

Fire Department Report presented and attached.

RESOLUTION: Whereas Village Elections were held in November and
Whereas Trustee Shearer was elected to serve as Village Mayor and
Whereas Trustee Shearer had a remaining term of 2 years in his existing trustee position
and
Whereas the Trustee position needs to be filled and
Now be it resolved to appoint James L. Warner who resides at 12 Bloomer Road Mayville, NY
as Village Trustee with a term beginning with the approval of this resolution and ending
on December 31, 2019 and
Be it finally resolved that a Special Election will take place in November of 2019 to
fill the remaining full year of Trustee Shearers term.
Introduced by Trustee Webb.
Seconded by Trustee Jacobson.
Ayes - Trustees Webb, Jacobson, Harrington, Mayor Shearer.
Nays - None.

Mr. Warner signed the Oath of Office Book as presented by the Village Clerk, to be filed in the Village Clerks Office.

Mayor Shearer appointed John G. Crandall as Village Clerk, Village Registrar, Deputy Village Treasurer and Records Management/Access Officer.

RESOLUTION: Resolved to confirm the appointment of John G. Crandall as Village Clerk, Village Registrar, Deputy Village Treasurer and Records Management/Access Officer.

Introduced by Trustee Webb

Seconded by Trustee Harrington.

Ayes - Trustees Webb, Harrington, Jacobson, Warner, Mayor Shearer.

Nays - None.

Mayor Shearer appointed Jennifer L. Obert as Village Treasurer, Deputy Village Clerk, Deputy Village Registrar and Deputy Records Management/Access Officer.

RESOLUTION: Resolved to confirm the appointment of Jennifer L. Obert as Village Treasurer, Deputy Village Clerk, Deputy Registrar and Deputy Records Management/Access Officer.

Introduced by Trustee Jacobson.

Seconded by Trustee Warner.

Ayes - Trustees Jacobson, Warner, Harrington, Webb, Mayor Shearer.

Nays - None.

Mayor Shearer appointed John D. Buxton as Village Department of Public Works Superintendent.

RESOLUTION: Resolved to confirm the appointment of John D. Buxton as Village Department of Public Works Superintendent.

Introduced by Trustee Jacobson.

Seconded by Trustee Webb.

Ayes - Trustees, Jacobson, Webb, Harrington, Warner, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Village Board of Trustees shall constitute the Board of Cemetery Commissioners.

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Post Journal shall be the official newspaper for the Village of Mayville.

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that M&T Bank shall continue to be the official depository of funds for the Village of Mayville and that more detailed resolutions concerning the specifics of this designation are contained in the minutes of the meeting held on April 9, 2002.

Introduced by Trustee Warner.

Seconded by Trustee Harrington.

Ayes - Trustees Warner, Harrington, Jacobson, Webb, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the regular board meetings of the Board of Trustees shall be held on the second Tuesday of each month at 7:00 PM all meeting shall be held in the Carlson Community Center, with a work session proceeding at 6:00 PM. Notice of meeting dates shall be given to the Official Newspaper

Introduced by Trustee Webb.

Seconded by Trustee Warner.

Ayes - Trustees Webb, Warner, Jacobson, Harrington, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that a Protective Bond be purchased for the Village Treasurer and the Deputy Treasurer in an amount sufficient to meet legal requirements, in effect for one year.

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the mileage rate for Village officials be equal to the Federal IRS Standard mileage rate posted and updated throughout the year for the approved use of a personal vehicle.

Introduced by Trustee Warner.

Seconded by Trustee Jacobson.

Ayes - Trustees Warner, Jacobson, Harrington, Webb, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Village Registrar's salary for the ensuing fiscal year shall be \$100.00.

Introduced by Trustee Webb.

Seconded by Trustee Warner.

Ayes - Trustees Webb, Warner, Harrington, Jacobson, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the salaries of the Village Board of Trustees for the ensuing year shall be: Mayor - \$4,250.00 and Trustees (4) \$2,750.00 each. 30% charged to General Fund, 20% to Water Fund and 50% to Electric Fund.

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.

Mayor Shearer appointed Peter D. Clark as Village Attorney.

RESOLUTION: Resolved to confirm the appointment of Peter D. Clark as Village Attorney.

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.

Mayor Shearer appointed CPL Architecture-Engineering-Planning 1279 N Main Street Jamestown, NY 14701 to assist with Village projects as needed.

RESOLUTION: Resolved to confirm the appointment of CPL Architecture-Engineering-Planning 1279 N Main Street Jamestown, NY 14701 to assist with Village projects as needed.

Introduced by Trustee Warner.

Seconded by Trustee Jacobson.

Ayes - Trustees Warner, Jacobson, Harrington, Webb, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved to authorize the Mayor to sign routine annual contracts with the Mayville Library and Town of Chautauqua throughout the ensuing year.

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Village Board has reviewed all Policies and programs contained in the Village of Mayville Employee Handbook and all are approved for the following year.

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Procurement Policy for goods and services, which was adopted on December 10, 1991, and amended on December 9, 2008, has been reviewed.

Introduced by Trustee Warner.

Seconded by Trustee Jacobson.

Ayes - Trustees Warner, Jacobson, Harrington, Webb, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Fund Balance Policy, which was adopted on October 14, 2014 has been reviewed.

Introduced by Trustee Jacobson.

Seconded by Trustee Warner.

Ayes - Trustees Jacobson, Warner, Harrington, Webb, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Investment Policy, which was adopted on November 18, 1997, and amended on 4/11/00 and 11/13/12 has been reviewed.

Introduced by Trustee Jacobson.

Seconded by Trustee Warner.

Ayes - Trustees Jacobson, Warner, Harrington, Webb, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Mayor is hereby authorized to hire the Day Camp Director and Aquatics Director and that the Day Camp Director and the Aquatics Director are hereby authorized to hire the staff as listed in the 2019-2020 wage schedule.

Introduced by Trustee Webb

Seconded by Trustee Harrington.

Ayes - Trustees Webb, Harrington, Jacobson, Warner, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Village Treasurer is hereby authorized to make payment in advance of audit of claims for the following: utilities, health insurance, postage and shipping charges, bond or BAN payments, payroll, deposits or fees to attend conferences or seminars approved by the Mayor, payments already established by contract.

Introduced by Trustee Webb.

Seconded by Trustee Warner.

Ayes - Trustees Webb, Warner, Harrington, Jacobson, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved to approve the minutes of the Regular Meeting of the Board of Trustees of the Village of Mayville held on December 11, 2018 with no additions or corrections.

Introduced by Trustee Jacobson.

Seconded by Trustee Webb.

Ayes - Trustees, Jacobson, Webb, Harrington, Warner, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved that the Village Board of Trustees shall set the following dates and times for FY-2019/20 Budget Work Session meetings January 14th, 21st, 28th, February 4th, February 11th at 5pm meetings will be held in the Village of Mayville Office Conference Room 1 South Erie Street Mayville.

Introduced by Trustee Warner.

Seconded by Trustee Webb.

Ayes - Trustees Warner, Webb, Harrington, Jacobson, Mayor Shearer.

Nays - None.

RESOLUTION: Trustee Webb, moved the following Resolution:

RESOLVED, that the Village Board hereby introduces Local Law "**VILLAGE OF MAYVILLE PROPERTY TAX LEVY LAW**" for the Village of Mayville, as set forth and attached hereto and made a part hereof;

NOW, THEREFORE, BE IT FURTHER

RESOLVED, that the Village of Mayville will hereby set a Public Hearing on the 12th day of February, 2019 at 6:50 PM at the Carlson Community Center, Mayville, NY in order to elicit the comments of the public regarding the proposed Local Law copy is attached.

The Resolution was seconded by Trustee Warner.

The vote was as follows:

Ayes - Trustees Webb, Warner, Harrington, Jacobson, Webb, Warner, Mayor Shearer.

Nays - None.

Absent - None

RESOLUTION: Resolved to approve the Village Clerk to advertise for bids for No. 1 - Water Mains and Storage Tank, General Construction of the Mayville Water System Improvement Project.

Introduced by Trustee Webb.

Seconded by Trustee Warner.

Ayes - Trustees Webb, Warner, Harrington, Jacobson, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved to surplus 19 electric meters and dispose of in the best interest of the village list is attached.

Introduced by Trustee Warner.

Seconded by Trustee Jacobson.

Ayes - Trustees Warner, Jacobson, Harrington, Webb, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved to surplus 1 (one) 5000 Volt Mego-hm-meter Serial #10H59248 and dispose of in the best interest of the village property record is attached.

Introduced by Trustee Warner.

Seconded by Trustee Harrington.

Ayes - Trustees Warner, Harrington, Jacobson, Webb, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved to approve the following budget transfer Water Fund Budget Transfer FY'18-19

Increase

F0-8310.410 Water Administration Rent \$ 343.00

Decrease

F0-9010.800 State Retirement \$ 343.00

Introduced by Trustee Warner.

Seconded by Trustee Webb.

Ayes - Trustees Warner, Webb, Harrington, Jacobson, Mayor Shearer.

Nays - None.

RESOLUTION: Resolved to approve payment of bills for Abstract #8 as follows:

General Fund	\$122,951.73
Water Fund	\$ 56,376.63
Electric Fund	\$160,092.10
Capital-Water Project	\$ 48,186.65

and that included in the above are the following transfers to checking

General	\$40,000.00
Water	\$25,000.00
Electric	\$15,000.00

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.

Privilege of the floor was offered.

Howard Frost spoke to the Board regarding a water bill at his father's house that was in excess of \$600.00 due to leaks that they were not aware of and if the board would consider reducing the amount owed. Mayor Shearer stated he would call him later after the board was able to discuss.

Sharon Smead spoke reminding those present that the Community Heart and Soul Program will be taking place at Chautauqua Lake School Auditorium on January 17th at 5:15pm and all are welcome. It was also mentioned that there were possible grant opportunities for local municipalities that the Village Board should consider looking into as Sherman has been utilizing them for the past few years.

Jerry Ruff had a question regarding shut off notices that were answered as well comments regarding the conditions of the property at 5 Blanchard Street.

Mayor Shearer stated that he had been in contact with the County Executive regarding other actions to assist with cleaning up the property.

RESOLUTION: Resolved to adjourn the regular meeting of the Board of Trustees of the Village of Mayville on Tuesday, January 8, 2019 at 8:19 p.m.

Introduced by Trustee Jacobson.

Seconded by Trustee Harrington.

Ayes - Trustees Jacobson, Harrington, Webb, Warner, Mayor Shearer.

Nays - None.