

ANNUAL ORGANIZATIONAL MEETING
April 16, 2024 5:00 PM

Present: Mayor Mark Tebo
Trustees: Matt Tebo, Mike diVincenzo, Lisa Levison
Village Clerk , Deputy Clerk-Tax Collector

2-year Trustee.....	Robin Fetter
Regular Meeting Night	3 rd Tuesday of every month @ 6pm
Official Newspaper.....	<u>NorthCountryNow</u>
Depository for Village Funds.....	Community Bank NA, Potsdam
Village Clerk ... 1 yrs	TBD
Deputy Clerk ... 1 yrs	TBD
Superintendent.. 1 yrs	Dan McGregor
Village Attorney 1 yr	Andrea Marotta
Code Enforcement Officer 1 yrs	Bill MacIntire
Aquatics Coordinator 1 yr	Michelle Garrow
Arena Operator ... 1yr	Nick Orologio
Historian ... 1 yr	Anthony Nocerino
Deputy Mayor.....	Lisa Levison

Commissions:

Zoning	diVincenzo/Fetter
Fire Dept.	diVincenzo/Levison
Police	Levison/Tebo
Water & Sewers	Mayor/Board
Streets & Roads	diVincenzo/Tebo
Policy & Procedure	Entire Board
Bldgs, Grounds, & Parks	Fetter/Tebo
Insurance	Mayor/Clerk
Youth & Adult Recreation	Fetter/Tebo
Audit/Finance Committee	Entire Board
Public Relations	Mayor/Levison
Safety & Training	diVincenzo/Levison
Grants and Funding	Fetter

Motion made by:

Surety Bonding Personnel:

WHEREAS, the Board of Trustees passes a Resolution to fix the amounts of surety bonds for Village officials and Village personnel, as follows:

Village Clerk/Treasurer	\$100,000
Village Tax Collector	\$25,000
All other employees	\$10,000

NOW THEREFORE BE IT RESOLVED that the Village Board approves the fixed amounts of surety bonds for Village officials and Village personnel.

Motion made by:

Ayes _____ Nays _____

Advance Payment of Claims:

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 must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the Board of Trustees disallows.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board disallows. This resolution shall be effective immediately.

Motion made by:

Ayes _____ Nays _____

Mileage Allowance:

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursed to Village Officers and employees who use their personal vehicles while performing official Village duties that do not have access to a Village vehicle;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees will approve reimbursements to such officers and employees at the IRS reimbursement rate per mile. This resolution shall be effective immediately.

Attendance of Schools and Conferences:

WHEREAS such meetings and/or training sessions may be conducted throughout the year that would benefit Village officials and employees,

NOW THEREFORE BE IT RESOLVED that officers and employees may be authorized to attend such sessions at Village expense upon prior approval by the Board. This resolution shall be effective immediately.

Motion made by:

Ayes _____ Nays _____

Written Procurement Policy:

Robert’s Rules of Order shall be followed at all Board Meetings

Next year’s organizational meeting scheduled for April 16, 5:00PM

Meeting adjourned

Ayes _____ Nays _____