

ORGANIZATIONAL MEETING OF THE VILLAGE OF ANGELICA BOARD OF TRUSTEES

DECEMBER 20, 2021

HELD AT THE ANGELICA GRANGE

BOARD PRESENT-CALL TO ORDER: Mayor Robert Claypool, Trustees: Robert Perry, Jane Tylenda and Todd Haggstrom

EMPLOYEES PRESENT: Mackenzie Marsh, Heath Gordon, Archie McRae, and Jeremy Morton

VISITORS PRESENT: David Haggstrom, Joshua Ford, Eric Pelletier, Michael Trivisonoli, Fleurette Pelletier, John Hecker, April Claypool and Robert Budinger

Mayor Claypool called the Organizational meeting to order at 7:00pm.

All newly elected officials were sworn in and took Oath of Office, Mayor Robert Claypool, Trustee Todd Haggstrom and Trustee Robert Perry.

Mayor Claypool appointments Robert Perry as Deputy Mayor.

2021-2022 APPOINTMENTS – Trustee Tylenda motioned to approve the Mayor’s appointments for 2021-2022 – second Trustee Perry – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye – carried.

VILLAGE OF ANGELICA JUSTICE – Trustee Perry motioned to approve the Mayor’s appointment to assigned David Szucs as Acting Village of Angelica Justice, effective January 1, 2022 through December 31, 2022 – second Trustee Haggstrom – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye – carried.

RESOLUTION (#21-1221) – ADVANCE OF AUDIT CLAIMS – Offered by Trustee Tylenda and seconded by Trustee Haggstrom – the Board of Trustees has determined to authorize payment in advance of audit 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 claim are jointly and severally liable for any amount the board of trustees disallows – (see attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#22-1221) – MILEAGE REIMBURSEMENT – Offered by Trustee Perry and seconded by Trustee Tylenda – the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to village officers and employees who use their personal automobiles while performing their official village duties – the board of trustees will approve reimbursement to such officers and employees at the rate of 50 cents per mile – (see attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#23-1221) – OFFICIAL DEPOSITORY – Offered by Trustee Tylenda and seconded by Trustee Haggstrom – the Board of Trustees has determined that Village Law §4-412 (3) (2) requires the designation of banks or trust companies for the deposit of all village monies; the board of trustees designates the following institutions as depositories of all monies received by the village treasurer, clerk, and receiver of taxes. Names of institutions: Community Bank, N.A. (Angelica Branch) and New York CLASS (see attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#24-1221) – SCHEDULE OF REGULAR BOARD MEETINGS – Offered by Trustee Perry and seconded by Trustee Haggstrom – the Board of Trustees has determined that the schedule of the regular board meetings for the upcoming year are set as follows (see attached) – the board of trustees will hold said meetings at 7:00pm at the Angelica Grange, 55 Park Circle, Angelica NY –

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#25-1221) – PROCEDURES FOR CALLING SPECIAL MEETINGS – Offered by Mayor Claypool and seconded by Trustee Tylenda – Special board meetings of the Board of Trustees are all those board meetings other than regular meetings – may be called by the Mayor or any two Trustees upon notice to the entire board. Notice shall be given by telephone, in

person, or in writing including email or text messages at least 24 hours in advance unless an emergency exists – (see attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#26-1221) – ATTENDANCE AT SCHOOLS AND CONFERENCES – Offered by Trustee Perry and seconded by Trustee Haggstrom – Officers and employees are authorized to attend schools and or training upon board approval for the coming official year – (see attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#27-1221) – MUTUAL AID AGREEMENT BETWEEN THE MUNICIPALITIES OF ALLEGANY COUNTY, NEW YORK – Offered by Trustee Tylenda and seconded by Trustee Haggstrom – Whereas, the Board of Trustees of the Village of Angelica hereby agrees to allow Jeremy Morton (12/31/21)/ Michael Trivisonoli, Streets Supervisor to extend Mutual Aid assistance to another participating municipality within the County of Allegany when requested to do so by such municipality in time of abnormal snow or work conditions. This agreement is subject to the conditions listed in the written agreement - (see attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#28-1221) – RULES OF PROCEDURE FOR VILLAGE OF ANGELICA BOARD MEETINGS – Offered by Mayor Claypool and seconded by Trustee Haggstrom – the Board of Trustees has determined that board meetings will be conducted according to the following Rules of Procedure (see attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#29-1221) – PROCUREMENT POLICIES AND PROCEDURES – Offered by Trustee Tylenda and seconded by Trustee Perry – The procurement policy was adopted on December 20, 2021, by majority vote of the Board of Trustees of the Village of Angelica – (file and attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#30-1221) – INVESTMENT – Offered by Trustee Perry and seconded by Trustee Haggstrom – The investment policy was adopted on December 20, 2021, by majority vote of the Board of Trustees of the Village of Angelica – (file and attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

RESOLUTION (#31-1221)– CREDIT CARD POLICY – Offered by Mayor Claypool and seconded by Trustee Haggstrom – The Credit Card Policy was adopted on December 20, 2021, by majority vote of the Board of Trustees of the Village of Angelica – (file and attached)

Roll Call Vote – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

2022 ORGANIZATIONAL MEETING – Mayor Claypool motioned that the next organizational meeting will be held on December 19, 2022 – second Trustee Haggstrom – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye – carried.

With no further business to discuss Trustee Tylenda motioned to adjourn at 7:14pm – second Trustee Haggstrom – Perry-Aye, Tylenda-Aye, Haggstrom-Aye, Claypool-Aye – carried.

Respectfully Submitted,

Mackenzie Marsh
Deputy Clerk-Treasurer