

The Organizational Meeting of the Board of Trustees of the Village of Albion was held Monday, April 5, 2021 at 6:00 PM, at the Village Hall, 35 East Bank Street, Albion, New York.

Present were Mayor Eileen S Banker, Trustees Stanley Farone, Gary Katsanis and Attorney John C Gavenda. Trustee Christopher Barry was absent. Also present were 10 residents/students.

Mayor Banker opened the meeting with the pledge of allegiance at 6:00 PM.

Zachary Burgess was sworn in as Trustee.

**PUBLIC HEARING FOR FIRE CONTRACTS**

Mayor Banker opened the Public Hearing at 6:00 PM to hear comments regarding the Fire Contracts between the Town of Albion and Village of Albion and the Town of Gaines and the Village of Albion.

There were no residents present who wished to speak.

**CLOSED PUBLIC HEARING**

Moved by Trustee Farone and seconded by Trustee Katsanis that in as much as there was no one present who wished to speak relating to the Fire Contracts between the Town of Albion and Village of Albion and the Town of Gaines and the Village of Albion, the Public Hearing closed at 6:03 PM.

CARRIED  
4 Ayes                      0 Nays

**APPROVED MAYOR TO SIGN FIRE CONTRACTS**

Moved by Trustee Katsanis and seconded by Trustee Banker approving Mayor Banker sign the Fire Contracts with the Town of Albion and Town of Gaines. The contracts are for January 1, 2021 through December 31, 2022.

CARRIED  
4 Ayes                      0 Nays

**APPROVED NYS LEASE AGREEMENT**

Moved by Trustee Farone and seconded by Trustee Burgess approving Deputy Mayor Katsanis to sign the lease agreement with New York State for Assemblyperson Stephen M Hawley. The term of the lease is June 1, 2021 through May 31, 2023 with a two percent (2%) increase.

CARRIED  
3 Ayes                      0 Nays  
Trustee Farone  
Trustee Burgess              1 Abstained  
Trustee Katsanis              Mayor Banker

**EMERGENCY DECLARED FOR WTP PUMPS**

The Board of Trustees discussed the request from Water Treatment Plant Chief Operator Adam Rush to declare an emergency so that two (2) new pumps can be purchased. The following happened to determine it to be an emergency: 2010 low service pumps #1 and #2 were installed by an outside contractor. 2013 the Village Department of Public Works installed pump #3 which was not put into service right away. Pump #1 was removed from service due to worn out motor bearings, putting pump #3 into service. In November 2020 pump #2 starting showing signs of motor bearing failure and pump #3 had an increase in vibration caused by how the pump’s sole plate was attached to the concrete foundation. It was installed by using tap cons instead of concrete anchors. The plant started running with pumps #1 and #2. Pump #2 was taken out of service because of excessive bearing noise. Currently running pumps #1 and #3. Pump #3 can’t be running at capacity due to the vibration. Pump #1, had new bearings replaced in the motor in February 2021, but the lower pump bearings have already experienced excessive wear.

Moved by Trustee Farone and seconded by Trustee Katsanis approving the request from Water Treatment Plant Chief Operator Adam Rush to have an emergency declared on the ordering of two (2) National Pump Vertical Turbine Pumps from Koester for \$71,400 to be paid out of water fund balance.

CARRIED  
4 Ayes                      0 Nays

**APPROVED ANNUAL APPOINTMENTS**

Moved by Trustee Farone and seconded by Trustee Burgess approving Mayor Banker's appointments of the following:

|  |   |
|--|---|
| Linda Babcock  | Fair Housing Officer for a one-year term                  |
| Karen Conn   | Planning Board for a term ending April 1, 2026            |
| Trellis Pore   | Zoning Board for a term ending April 1, 2026              |
| Bernard Baldwin, Mike Beach, Annette Finch, Saul Harrison, |   |
| Carly Ward, Terry Wilbert                                  | Recreation Committee for terms of one-year each           |
| Mary Ann Braunbach   | Historic Preservation Commission for a term of four years |
| Pam Davies, Lisa Hicken, Carol Tibbitts                    | Grievance Committee for a one-year term each              |

CARRIED

4 Ayes

0 Nays

**TABLED LIBRARY BOARD**

Mayor Banker tabled the appointment of someone as the Village's representative to the Library Board.

**PROCUREMENT POLICY ADOPTED**

Moved by Trustee Katsanis and seconded by Trustee Farone adopting the Village of Albion's Procurement Policy, Chapter 66 of the Village Code, for goods and services which are not required by law to be publicly bid.

CARRIED

4 Ayes

0 Nays

**INVESTMENT POLICY ADOPTED**

Moved by Trustee Katsanis and seconded by Trustee Farone to adopt the Village of Albion Investment Policy that was approved at the October 22, 2014 meeting.

CARRIED

4 Ayes

0 Nays

**RESOLUTION 2021-7 OFFICIAL BANKS APPROVED**

The following Resolution 2021-7 was proposed by Trustee Farone who moved its adoption and seconded by Trustee Katsanis:

WHEREAS, the Board of Trustees has determined that the Village Law Section 4-412 (3) (2) requires the designation of banks or trust companies for the deposit of all Village monies:

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees designates the following institutions as depositories of all moneys received by the Village Treasurer, Clerk and Receiver of taxes: Bank of America, 5 Star Bank, Federal Home Loan Bank, Key Bank, JP Morgan Chase and Greene County Commercial Bank.

CARRIED

4 Ayes

0 Nays

**ADOPTED POST-ISSUANCE TAX COMPLIANCE**

Moved by Trustee Farone and seconded by Trustee Katsanis adopting the Post-Issuance Tax Compliance and Continuing Disclosure Policies and Procedures for Tax Exempt Notes/Bonds as provided by bond council Timothy R McGill.

CARRIED

4 Ayes

0 Nays

**RESOLUTION 2021-8 FOR EARLY PAYMENTS APPROVED**

The following Resolution 2021-8 was proposed by Trustee Burgess who moved its adoption and seconded by Trustee Farone:

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight, express charges, car rental fees, pager fees, schooling fees, credit cards, charge cards (ex. Home Depot) and medical reimbursements, and

WHEREAS, all such claims shall be presented at the next regular meeting for audit, and

WHEREAS, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount the Board of Trustees disallows.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, express charges, car rental fees, pager fees, schooling fees, credit cards, charge cards and medical reimbursements and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same be jointly and severally liable for any amount disallowed by the Board of Trustees.

CARRIED

4 Ayes

0 Nays

#### **RESOLUTION 2021-9 FOR MILEAGE RATE**

The following Resolution 2021-9 was proposed by Trustee Katsanis who moved its adoption and seconded by Trustee Burgess:

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of .50 cents per mile.

CARRIED

4 Ayes

0 Nays

#### **RESOLUTION 2021-10 FOR SCHOOL ATTENDANCE**

The following Resolution 2021-10 was proposed by Trustee Katsanis who moved its adoption and seconded by Trustee Farone:

WHEREAS, there is to be held during the coming official year;

- A. The New York State Conference of Mayors Annual Meeting and Training School;
- B. The New York State Conference of Mayors Fall Training School for Fiscal Officers and Municipal Clerks;
- C. The New York State Conference of Mayors, Public Works School, and

WHEREAS, attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefit the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are authorized to attend the following schools:

- A. Board of Trustees, Mayor, Clerk-Treasurer and Deputy Clerk-Treasurer are hereby authorized to attend the NYS Conference of Mayors Annual Meeting and the NYS Conference of Mayors Fall Training School for Fiscal Officers and Municipality Clerks.
- B. Superintendent of the DPW is hereby authorized to attend the NYS Conference of Mayors Public Works School.

CARRIED

4 Ayes

0 Nays

#### **NEWSPAPER APPROVED**

Moved by Trustee Farone and seconded by Trustee Katsanis approving the Batavia Daily News as the official newspaper for the Village of Albion.

CARRIED

4 Ayes

0 Nays

#### **ADOPTED DISASTER MANUAL**

Moved by Trustee Farone and seconded by Trustee Burgess adopting the updated Emergency Disaster Preparedness Manual as written.

CARRIED

4 Ayes

0 Nays

**DISASTER COORDINATOR APPOINTED**

Moved by Trustee Farone and seconded by Trustee Katsanis appointing Lieutenant David Mogle as the Village of Albion Disaster Coordinator.

CARRIED

4 Ayes                      0 Nays

**MEETING DATES APPROVED**

Moved by Trustee Katsanis and seconded by Trustee Burgess setting the official meeting dates for the Village Board of Trustees as the second Wednesday of every month for the Regular Meetings and fourth Wednesday of every month for the Workshop Meetings at 6:00 PM.

CARRIED

4 Ayes                      0 Nays

**TRUSTEE COMMITTEES**

Appoint Trustees to Committees:

|                         |                       |                      |                        |
|-------------------------|-----------------------|----------------------|------------------------|
| <u>Trustee Katsanis</u> | <u>Trustee Farone</u> | <u>Trustee Barry</u> | <u>Trustee Burgess</u> |
| Codes                   | Fire Department       | Animal Control       | Cemetery               |
| HPC                     | Police Department     | Attorney             | Fire Department        |
| Insurance               | Recreation            | Cemetery             | Public Relations       |
| Planning Board          | Street Department     | Insurance            | Recreation             |
| Street Department       | Village Office        | Police Department    | Trailer Parks          |
| Water and Sewer         |                       | Water and Sewer      | Village Office         |

\*Mayor Banker to serve as ex-officio member of each committee as prescribed.

**EXECUTIVE SESSION**

Moved by Trustee Katsanis and seconded by Trustee Burgess to adjourn to executive session to discuss personnel matters at 6:36 PM.

CARRIED

4 Ayes                      0 Nays

**EXECUTIVE SESSION CLOSED**

Moved by Trustee Katsanis and seconded by Trustee Farone to come out of executive session at 6:56 PM.

CARRIED

4 Ayes                      0 Nays

**APD UNION CONTRACT**

Trustee Farone will contact Sergeant Annable to discuss the Police Benevolent Contract that is expiring May 31, 2021.

**MEETING ADJOURNED**

Moved by Trustee Farone and seconded by Trustee Katsanis that there being no further business, meeting is hereby adjourned at 7:02 PM.

CARRIED

4 Ayes                      0 Nays

Respectfully submitted,

Linda K Babcock  
Clerk-Treasurer