

**VILLAGE OF ANDOVER
ORGANIZATIONAL MEETING
April 19, 2016
5:50 p.m.**

APPOINTMENTS BY MAYOR

Deputy Mayor: Melanie Thorp
Chairman of Streets: Richard Bull
Chairman of Police: Robert Carter
Chairman of Water: Melanie Thorp
Chairman of Electric: Bonnie Golish

APPOINTMENTS MADE BY MAYOR WITH APPROVAL BY BOARD: Motion made by Bonnie Golish and seconded by Melanie Thorp

- Maria E Wood, Clerk-Treasurer-Registrar, Record Management Officer.
- Pam Reed, Deputy Clerk-Treasurer
- James W Ames, Acting Village Justice.
- Mary Smith-Gerbes, Court Clerk
- Kimberly Haswell, Historian, Historian is paid by the Town of Andover.
- Steuben Trust Company, Andover Office official depository.
- Chuck Cagle, Code Enforcement/Building Inspector.
- Village Attorney, Michael Finn, hourly as needed. Other Attorneys will be used for special matters, if needed. CARRIED

MOTION to set salaries made by Melanie Thorp, and seconded by Bonnie Golish to approve the following salaries:

- ❖ Maria E. Wood, Clerk Treasurer, \$34,106.19 per year.
- ❖ Pam Reed, Deputy Clerk Treasurer, \$10.81 per hour.
- ❖ James Rumpfelt, Police Officer, \$27,000.00 per year.
- ❖ Part-time police officers, Matt Heller; \$14.50/hr., Ken Youngren \$15.00 all other part-timers \$13.00/hr
- ❖ Jeffrey Smith Superintendent of Public Works, \$45,453.15 per year.
- ❖ Edward VanBuskirk \$21.12 and Robert Cornell III \$16.75, per hour Public Works Maintenance workers. CARRIED

MOTION TO APPOINT Wellsville Daily Reporter as official newspaper, made by Bonnie Golish, and seconded by Melanie Thorp . CARRIED

MOTION FOR PAID HOLIDAYS TO FULL-TIME EMPLOYEES:

Made by Bonnie Golish, and seconded by Melanie Thorp.

New Years Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, 2 days at Thanksgiving, 2 days at Christmas. CARRIED

The following approvals were all made on one motion made by Melanie Thorp and seconded by Bonnie Golish.

MOTION

- That clerk is authorized to pay contract charges, payrolls, and invoices bearing a discount coming due before date of audit.
- The village officials wishing to attend meetings and workshops for the benefit of the village are authorized to do so, upon prior approval by the Board of Trustees, with expenses paid from appropriate fund.
- To set regular meetings on the third Tuesday of each month at 6:00 pm, at the village office.
- To call a special meeting by the Mayor or any Trustee upon notice of the entire Board.
- Authorizing deputy clerk to review Justice Records at the end of the year and to obtain monthly reports.
- To set travel reimbursement rate at \$.50 per mile.

On a motion made by Melanie Thorp, and seconded by Bonnie Golish the meeting was adjourned at 6:01 pm.

CARRIED