

**VILLAGE OF ANDOVER
ORGANIZATIONAL MEETING
April 8, 2014
5:52 p.m.**

APPOINTMENTS BY MAYOR

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

APPOINTMENTS MADE BY MAYOR WITH APPROVAL BY BOARD: Motion made by

Maria E Wood, Clerk-Treasurer-Registrar, Record Management Officer.
Karey Hanks, Deputy Clerk-Treasurer
James W Ames, Acting Village Justice.
Mary Smith-Gerbes, Court Clerk
Mabel McCormick, 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 Robert Carter, and seconded by Melanie Thorp to approve the following salaries:

- ❖ Maria E. Wood, Clerk Treasurer, \$32,463.54 per year.
- ❖ Karey Hanks, Deputy Clerk Treasurer, \$10.30 per hour.
- ❖ James Rumpfelt, Police Officer, \$44,041.77 per year.
- ❖ Part-time police officers, Matt Heller; \$14.50/hr., all other part-timers \$13.00/hr
- ❖ Jeffrey Smith Superintendent of Public Works, \$43,284.00 per year.
- ❖ Edward VanBuskirk \$20.11 and Robert Cornell III \$15.96, per year Public Works Maintenance workers. CARRIED

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

MOTION FOR PAID HOLIDAYS TO FULL-TIME EMPLOYEES AND DEPUTY CLERK:

Made by Melanie Thorp, and seconded by Robert Carter.
New Years Day, Martin Luther King Day, Presidents Day, Good Friday,
Memorial Day, Independence Day, Labor Day, Veterans Day, 2 days at
Thanksgiving, 2 days at Christmas. CARRIED

The following approvals were all made on one motion made by Robert Carter and seconded by Melanie Thorp.

MOTION that clerk be authorized to pay contract charges, payrolls, and invoices bearing a discount coming due before date of audit.

MOTION that village officials wishing to attend meetings and workshops for the benefit of the village be authorized to do so, upon prior approval by the Board of Trustees, with expenses paid from appropriate fund.

MOTION to set regular meetings on the second Tuesday of each month at 6:00 pm, at the village office.

MOTION to call a special meeting by the Mayor or any Trustee upon notice of the entire Board.

MOTION authorizing deputy clerk to review Justice Records at the end of the year and to obtain monthly reports.

MOTION 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 6:08 pm.

CARRIED