

VILLAGE OF PALMYRA BOARD OF TRUSTEES

Regular Meeting

April 4, 1994

7:00 p.m.

PRESENT: Mayor James G. Elliott, Trustee Ann F. Guest, Trustee Harold E. Kruger, Trustee Daniel E. Wooden, Representatives Roy McMaster and Karen Wiemer, and Treasurer, Darlene Matteson.

CALL TO ORDER: Mayor Elliott called the meeting to order at 7:00 p.m.

SWEARING IN: The swearing in of the new Village Trustees, Ann F. Guest and Harold E. Kruger, and Village Justice Carol A. Salomon, followed by a brief reception.

MEETING RESUMED: Mayor Elliott resumed the meeting at 7:18 p.m. with a moment of silence for Mr. Larry Snyder past Palmyra Businessman and previous owner of Elmer's Service.

CHANGE IN AGENDA: Mayor Elliott moved to add the Crop Walk and Joint Fuel Facility to the agenda, seconded by Trustee Kruger, vote, 4 ayes, **CARRIED.**

CITIZEN P. RETAN ON LIGHTS ON NEIGHBORS' GARAGE: P. Retan complained about his neighbor's bright dusk to dawn light on his new garage. He stated that the light was so bright he could read the newspaper at night without the lights on. The Village has no law against this type of problem, stated P. Retan. Mayor Elliott noted that this should be something looked at after the master plan.

P. Retan also noted that Morelocks had been doing work at 123 Vienna and did not have a permit for work. Mayor Elliott thought that E. Dundas, Code Enforcement Officer should go see about the construction.

MINUTES 3-21-94 and 3-29-94: Trustee Guest made a motion to approve the mtg. min. of 3-21-94 and sp. mtg. min. of 3-29-94 as written, seconded by Trustee Wooden, vote, 4 ayes, **CARRIED.**

BUDGET TRANSFERS: Mayor Elliott moved to accept the list of transfers as follows seconded by Trustee Wooden. Trustee Kruger noted that he would like the specific department noted where the transfer is needed. Vote taken, 4 ayes, **CARRIED.**

WATER FUND

<u>FROM</u>	<u>AMOUNT</u>		<u>TO</u>	<u>AMOUNT</u>	
1990.4	\$5,325.		1910.4	\$5,325.	
8320.1	1,200.		8320.4	1,200.	
2					
8330.423	100.		8330.424	100.	
8330.1	120.		8330.11	120.	
8340.1	9,000.		8340.151	9,000.	
			8340.430	1,200.	
9010.8	9,000.		8340.4	7,400.	9,000.
			8340.2	400.	
1325.4	600.				
1490.1	2,000.	3,500.	8340.2	3,550.	
1640.2	950.				
1490.1	1,050.		8330.427	565.	

		1950.4	485.	1,050.
8310.1	1,600.	8330.427	1,600.	
8310.4	200.	8330.427	200.	
8320.1	800.	8330.427	800.	
8330.423	400.	8330.427	400.	
8330.425	120.	8330.427	120.	
8330.2	1,700.	8330.435	1,700.	

SEWER FUND

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
8130.424	\$ 50.	8130.423	\$ 50.

GENERAL FUND

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
1320.4	\$ 600.	1210.4	\$ 600.
1325.4	300.	1410.4	750.
1410.425	450.		
1640.4	3,300.	1640.424	3,200.
		1640.427	100
			3,300.
3120.1	1,000.	3120.11	1,000.
3120.423	1,000.	3120.419	1,000.
3410.4	4,050.	3410.2	550.
		3410.422	3,000.
		3410.428	500.
			4,050.
1640.426	1,000.	8810.426	1,000.
1490.1	14,000.	1640.1	14,000.
1910.4	1,000.	1964.4	1,000.
2545.4	15.	2546.4	15.
5410.1	4,100.	5142.1	9,300.
8170.1	5,200.		
	\$9,300.		
5110.427	2,500.	7140.4	500.
		7140.422	2,500.
			2,500.
7110.1	200.	8560.1	200.
8010.4	261.	8020.4	261.
8810.421	175.	8810.4	175.
8810.429	15.	8810.425	15.
8810.431	30.	8810.444	30.
8810.427	300.	8810.424	650.
8810.423	350.		
	\$650.		
1990.4	4,650	1450.4	250.
		1620.1	2,500.
		1680.4	1,900.
			4,650.

PUBLIC HEARING BUDGET 1994-95: Legal Notice read by Clerk Hays:
 Legal Notice
 Notice of Public Hearing on 1994-1995 Village Budget.

31

The Village of Palmyra will hold a public hearing (in conjunction with the regular Board Meeting) on Monday, April 4, 1994, at 7:30 p.m. The hearing will be held in the Trustees' Room of the Village Hall, 144 East Main Street, Palmyra, Wayne County, New York.

The hearing is for the purpose of allowing the Village residents to provide the Board of Trustees written or oral comments or ask questions on the tentative 1994-95 budgets of the Village funds.

Compensation proposed to be paid to each member of the Village Board of Trustees is \$4000; and to the Mayor \$5,000. A copy of the "Tentative 1994-95 Budget" will be on file and available for public inspection in the Office of the Village Clerk during normal office hours.

Village of Palmyra
Bonnie J. Hays
Village Clerk
Dated: March 23 1994

Roy McMaster representative of Donegan, Assoc. reviewed the 1994-95 Village of Palmyra Budget. Mr. McMaster used visual aids to explain expenditures and revenues. Upon completion of the explanation, E. Hartnagel asked where the savings was now that the VOP is using MHPC for the W/WW. R. McMaster responded that the sum of \$150,000 had been transferred to the reserve and that even after that transfer approx. \$47,000 savings was noted.

R. McMaster noted that the amount of expenditure in W/WW should drop even more next year.

HEARING CLOSED: Mayor Elliott declared the hearing closed at 8:24 p.m.

at 8:29 p.m. R. McMaster and Karen Wiemer of Donegan's left the meeting.

PUBLIC HEARING FOR LL#1, 1994, RESTRICTING FIRST FLOOR APTS.
Mayor Elliott opened the public hearing at 8:25 p.m. with the Clerk reading the legal notice:

Notice is hereby given that the Board of Trustees of the Village of Palmyra will hold a public hearing on a proposed Local Law No. 1, 1994, Restricting first (1st) apartments in a C-1 district (in conjunction with the regular board meeting) Monday, April 4, 1994, at 8:15 p.m. The hearing will be held in the Trustees' Room at the Village Hall, 144 E. Main Street, Palmyra, Wayne County, New York. The hearing is for the purpose of allowing the Village residents to provide the Board of Trustees with questions and discussion on the proposed amendment.

A copy of the proposed amendment will be on file and available for public inspection in the office of the Village Clerk during normal office hours.

BY ORDER OF THE VILLAGE BOARD
Village of Palmyra
Bonnie J. Hays, Village Clerk
Dated: March 19, 1994

Mayor Elliott explained the local law #4, 1993, and why it was not valid and needed to be done over as LL#1, 1994. The reason given was the lack of boundaries on LL#4, 1993. Mayor Elliott noted that there was a map attached to LL#1, 1994, with a written description of the boundaries.

32

Trustee Kruger asked about the existing apts. on first floors and what would happen to them. Mayor Elliott noted that no one had applied for a building permit, and a permit is required.

Mayor Elliott noted that many people do not shop downtown but in the malls. If the downtown is lost it will not be able to be brought back.

Trustee Kruger asked if there was money available and couldn't the small stores get the money as well as big stores, and Mayor Elliott responded that there was. Trustee Kruger inquired about how to get the information and who to ask. Mayor Elliott said Barb Harper can help since she is doing work with banks at this time. Mayor Elliott explained the Business group that he and Supervisor Lyons tried to get started and that there was a lack of interest. J. Merrick asked what is going to be done with the downtown, saying the average life of a business in the Village is 6-8 months. B. Joslin noted that many of the bldg. owners are refusing to make repairs on the bldgs. adding to the deterioration of downtown.

Trustee Wooden noted that he did not think that apts. on the first floor was going to help. Merrick noted that he would pay his mortgage and taxes no matter what he had to do. Trustee Wooden said that the poor business is not necessarily the responsibility of the VOP. J. Merrick noted that his bldgs. cannot be sold for what he paid for them.

B. Joslin asked if the VOP had planned to get another officer so that a foot patrol would be possible, as discussed last year. D. Wirth stated something had to be done with downtown parking and that the 2 hr. rule needed to be enforced. Trustee Kruger asked Chief Dalton to make an outline of the parking problems.

Mayor Elliott closed the public hearing at 8:50 p.m.

ROBERT RIDER: R. Rider welcomed the new VB MEMBERS and advised the VB of his intentions to split the parcel of land he has on Park Dr. and Throop St. He stated that by splitting the tenants (Winross) would be interested in buying or staying and fixing up the land. It would look much better. R. Rider stated that he would be seeing the Planning Board on Wednesday night. He also said that he could not find a negative impact on the VOP.

Trustee Wooden asked if Rider would need a variance because of the set backs on the side lot. E. Hartnagel noted that the more violations on each property should it be split.

WAYNE COUNTY TAKING OVER VOP ELECTIONS: M. Jankowski, Republican Party Chairperson and Joan Wiedrick, Democrat Party Chairperson, read letter stating their concerns about local elections being run in the VOP vs being run by the Cty. We would be the last to go with the Cty. on this said J. Wiedrick. The Cty would do the election professionally because that is what they do and it is their job. Mayor Elliott noted that having the CTY do the

election would cost \$300 - \$400 more for strips and absentee ballots, everything else would be done as it is done now by the

Clerk. We would save nothing and the Clerk is handling the election just as well. Trustee Kruger noted that this would give the Clerk less to do since she already has many responsibilities. Mayor Elliott noted his concern about the different rules in the elections from one level to another. Mayor Elliott noted that all rules should be the same such as caucus, election, etc.

The VB decided to invite the Wyn. Cty. BD. of Elec. to the May 16th meeting as well as the Chairperson of both parties at 7:30 p.m.

ABSTRACT #21: Mayor Elliott moved to authorize the Treasurer to pay the vouchers #1092 through 1136 totalling \$35,458.94, seconded by Trustee Wooden, vote, 4 ayes, CARRIED.

UTILITY BILL RESOLUTION: Mayor Elliott resolved to authorize the Treasurer to pay utility bills between VB meetings, should they become due, seconded by Trustee Wooden, vote, 4 ayes, CARRIED.

JOINT FUEL FACILITY AND CONTRACT: Trustee Kruger resolved that Mayor Elliott be authorized to sign the Joint Fuel Facility Contract, seconded by Trustee Wooden, vote, 4 ayes, CARRIED.

Mayor Elliott noted that the billing would be done the first time in advance so that the school would not have to pay out in advance, and subsequent payments would be done monthly when the bills become due. The VOP vehicles would each have a ring in their gas tanks which would register each time the vehicle got fuel and compute the amount.

Trustee Kruger asked if the School would go out for bids and Mayor Elliott replied each year. Attorney Nesbitt noted that the VOP was considered a small part of this joint venture and that the VOP would not be considered liable, the VOP cannot get charged anymore than the School. Also four cents is included to cover insurance for spills.

CROP WALK: Mayor Elliott moved to allow the Crop Walk to use the VOP sidewalks and VOP park on May 1, 1994, at 12:00 p.m. seconded by Trustee Kruger, vote, 4 ayes, CARRIED.

BASEBALL PARADE: Trustee Guest moved to allow the Pal-Mac Baseball Assoc. to have a parade of its members on April 30, 1994, at 10:00 a.m., seconded by Trustee Wooden, vote, CARRIED.

The next meeting: DECISION ON BUDGET, LL#1, 1994.

VILLAGE OF PALMYRA
Palmyra, New York

April 4, 1994 at 9:56 p.m.

BE IT RESOLVED that the Board of Trustees re-establishes the following standing committees and appoints the named trustee to Chair said committee. Each chairperson shall designate a board member who shall assume committee responsibility in the absence of the chairperson. Committee chairpersons shall be decided by motion and majority vote of the Village Board. Majority shall be considered three (3) "aye" votes.

- 1. Planning and Zoning _____ TRUSTEE GUEST
- 2. Water and Wastewater _____ TRUSTEE WOODEN
- 3. Streets, Walks, Curbs & lighting _____ TRUSTEE Kruger.
- 4. Cemetery and Parks _____ TRUSTEE KRUGER
- 5. Youth and Senior Citizens _____ TRUSTEE DREWS
- 6. Water shed _____ TRUSTEE WOODEN
- 7. Animal Control _____ MAYOR ELLIOTT
- 8. Fire Department _____ TRUSTEE DREWS
- 9. Flagpole and Village Hall _____ TRUSTEE GUEST

10. Economic Development & Revitalization

TRUSTEE KRUGER

11. Special events (includes park concerts, Canaltown Days Committe Representative).

TRUSTEE DREWS

The foregoing motion made by MAYOR ELLIOTT

Motion seconded by _____ TRUSTEE
WOODEN _____ Voting as follows: Trustee
Wooden ___aye___ Trustee Drews ___aye___
Trustee Guest ___aye___ Trustee Kruger ___aye___
Mayor Elliott _____aye___

Unanimous/Carried/Defeated

**ACTING
POLICE
JUSTICE:**

Mayor Elliott moved the appointment of

TERRY RODMAN

as ACTING VILLAGE POLICE JUSTICE for a period of one year beginning April 4, 1994, and ending April 5, 1995. Village Law 3-301, Section 2a. and Note 5 of revision 1992, Section 8. Appointment is made by the Board of Trustees, 3-301, Note 12, Section 13. With Justice approval.

Motion seconded by D. WOODEN. Voting as follows:

Trustee Wooden ___aye___
Trustee Drews ___aye___ Trustee Guest ___aye___ Trustee
Kruger ___aye___ Mayor Elliott _____aye___

Unanimous/Carried/Defeated

**COURT
CLERK:**

Mayor Elliott motioned the appointment of

LINDA INGRAM

as COURT CLERK, for a period of one year beginning April 4, 1994, and ending April 5, 1995. Village Law 4-400 Sub. para. C, ii.

Motion seconded by ___H. Kruger___ Voting as follows:

Trustee Wooden ___aye___ Trustee Drews ___aye___ Trustee
Guest _____aye___ Trustee
Kruger _____aye___ Mayor Elliott _____aye___

Unanimous/Carried/Defeated

**VILLAGE
ATTORNEY:**

Village attorney is not a village officer, merely employee of village Village Law 3-301 Note 23, Section 21 "Employees". Village Law 4-400, Note 1, Section 15, amendments.

**VILLAGE
CLERK:**

Mayor Elliott made a motion to appoint Bonnie Hays, Village Clerk, appointment from 4/4/94 for a period of two years (Local Law #7, 1975 specifies two-yr. term).

Motion seconded by _____ Ann Guest _____

Voting as follows: Trustee Wooden ___aye___
Trustee Drews ___aye___ Trustee Guest ___aye___

Trustee Kruger aye _____ Mayor Elliott aye _____

Unanimous/Carried/Defeated

Mayor Elliott made a motion to appoint

**VILLAGE
TREASURER:**

_____ Darlene Matteson _____, Village Treasurer, is appointed on 4/4/94 for a period of two years (Local Law #7, 1975 specifies two-yr. term).

Motion seconded _____ H. Kruger _____

Voting as follows: Trustee Wooden aye _____

Trustee Drews _____ Trustee Guest aye _____

Trustee Kruger aye _____ Mayor Elliott aye _____

Unanimous/Carried/Defeated

**DEPUTY
CLERK:**

Bonnie J. Hays , Village Clerk appointed Kerry K. Elvin as DEPUTY CLERK, for a period of one year beginning April 4, 1994, and ending April 5, 1995. The foregoing motion was made by

_____ no vote required _____

Motion seconded by _____ Voting as follows:

Trustee Wooden _____ Trustee Drews _____

Trustee Guest _____ Trustee Kruger _____

Mayor Elliott _____

Unanimous/Carried/Defeated

ASSESSOR:

Not applicable. No position at this time.

**CODE ENFORCE-
MENT OFFICER:**

Trustee Guest moved the appointment Edward Dundas as CODE ENFORCEMENT OFFICER, for a period of one year beginning April 4, 1994, and ending April 5, 1995.

Motion seconded by Trustee Kruger Voting as follows:

Trustee Wooden aye _____ Trustee

Drews aye _____ Trustee Guest aye _____

Trustee Kruger aye _____ Mayor Elliott aye _____

Unanimous/Carried/Defeated

ENGINEER:

Mayor Elliott advised that due to lack of sufficient need for an engineer on a retaining fee, that if and when needed, an engineer may be employed on a "fee basis."

The following appointments are made by the Mayor per Village Law, 4-400, 1.c.

**PUBLIC WKS. '
FOREMAN:**

_____ as PUBLIC WORKS' FOREMAN for the period until such time as retirement, just cause for termination, or resignation. Per NYCOM Handbook for Village Officials, Page 30, Annual Meeting. Also "Employee" of the Village not Public Official and bound by the original hiring agreement.

**CEMETERY &
PKS. FOREMAN:**

Roger Weaver

_____ as CEMETERY & PARKS' FOREMAN for the period until there is just cause, retirement or resignation.

NOTE: Appointment is not required unless vacancy occurs due to just cause, retirement, or resignation . Per NYCOM Handbook for Village Officials, Annual Meeting, Page 30. Also "Employee" of the Village not Public Official and bound by the original hiring agreement.

TAX COLLECTOR

Mayor Elliott moved that the TAX COLLECTOR shall be Darlene Matteson as part of the duties of the TREASURER (2) yr. until 1996.

Motion seconded by Trustee Wooden Voting as follows: Trustee Wooden aye Trustee Drews aye Trustee Guest aye Trustee Kruger aye Mayor Elliott aye Unanimous/Carried/Defeated

HEALTH OFFICER & REGISTRAR/VITAL STATISTICS:

Mayor Elliott advised that the terms for Dr. Lorenz, M.D., Health Officer; and Mrs. Beverly Hickman, Town Clerk, Registrar for Vital Statistics; were previously established and shall run until 1994 and 1995 respectively.

ANIMAL CONTROL OFFICER:

Mayor Elliott announced the appointment of Gary Rose as ANIMAL CONTROL OFFICER for a period of one year beginning April 4, 1994, and ending April 5, 1995.

Motion seconded by Trustee Kruger Voting as follows: Trustee Wooden aye Trustee Drews aye Trustee Guest aye Trustee Kruger aye Mayor Elliott aye Unanimous/Carried/Defeated

PLANNING/ZONING BOARD

Trustee Guest moved the appointment of

Thomas VanNess to the Zoning Board of Appeals for a five year term beginning April 4, 1994 and ending April 1999.

Motion seconded by Trustee Kruger Voting as follows: Trustee Wooden aye Trustee Drews aye Trustee Guest aye Trustee Kruger aye Mayor Elliott aye Unanimous/Carried/Defeated

Trustee Guest moved the appointment of Marsha Robbins, 1996, Elaine Hartnagel, 1999, and Fred Celentano, 1998.

to the Village Planning Board for a 5 year term beginning April 4, 1994 and ending as noted above.

Motion seconded by Mayor Elliott Voting as follows: Trustee Wooden aye Trustee Drews aye Trustee Guest aye Trustee Kruger aye Mayor Elliott aye Unanimous/Carried/Defeated

Trustee Guest moved the

appointment of

Peter Wilson
as Chairman of the Zoning Board of Appeals for a one year term beginning April 4, 1994 and ending April 1995.

Motion seconded Trustee Kruger Voting as follows: Trustee Wooden aye Trustee Drews _____ Trustee Guest aye Trustee Kruger aye Mayor Elliott aye

Unanimous/Carried/Defeated

Trustee Guest moved the appointment of

Marcia Robbins
as Chairman of the Village of Palmyra Planning Board for a one year term beginning April 4, 1994, and ending April 5, 1995.

Motion seconded by Mayor Elliott Voting as follows: Trustee Wooden aye Trustee Drews _____ Trustee Guest aye

Trustee Kruger aye Mayor Elliott aye Unanimous/Carried/Defeated

YOUTH COMMISSION

Mayor Elliott advised that, upon recommendation of the Board of Directors of the Community Center, he re-establishes the following officer positions on the YOUTH COMMISSION, election of said officers to be conducted in May:

1. PRESIDENT Tom Hunt.
2. VICE-PRESIDENT Dick Peck.
3. SECRETARY Tracy Hack.
4. TREASURER Carol Hack.

FIRE DEPT. OFFICIALS

Mayor Elliott advised, on the recommendation of the Palmyra Fire Company, Inc., as of April 1, 1994, the following appointments be made:

1. FIRE CHIEF Ron Hickman
2. FIRST ASST. CHIEF John Bruening
3. SECOND ASST. CHIEF Tom Wiedrick
4. THIRD ASST. CHIEF Warren Frederick

**F.D. EQUIPMENT CUSTODIAN:
(5)**

Mayor Elliott motioned the appointment of

Tom Fraser
as CUSTODIAN OF FIRE DEPARTMENT EQUIPMENT, for one year beginning April 1, 1994 and ending April 5, 1995.

Motion seconded by Trustee Wooden Voting as follows: Trustee Wooden aye Trustee Drews _____ Trustee Guest aye Trustee Kruger aye Mayor Elliott aye

Unanimous/Carried/Defeated

38
DEPUTY OR Mayor Elliott announced the appointment of
ACTING MAYOR:

Ann Guest
a TRUSTEE, as DEPUTY OR ACTING MAYOR, to serve during such absence of the Mayor, when required. Village Law Article 4, 1.h.

BANK DEPOSITORY:

The Marine Midland, shall be the depository for funds of the Village; the Village of Palmyra shall utilize the services of said bank regarding Village investments, however, the services of various other banks, and, may also be utilized from time-to-time, at the discretion of the Village Board.

Mayor Elliott moved passage of the above Resolution;

Motion seconded by Trustee Kruger Voting as follows: Trustee Wooden aye Trustee Drews Trustee Guest aye Trustee Kruger aye Mayor Elliott aye

Unanimous/Carried/Defeated

INVESTMENT COUNSELORS:

Bernard P. Donegan Assoc., Victor, N.Y. shall be utilized by the Village Board of Trustees as Investment Counselors for the Village of Palmyra for the investing of funds-Cemetery Trust and Pliny T. Sexton Trust Funds; as well as preliminary preparation/and finalization of the Annual Village Budget for which contracts shall be entered into by the Board of Trustees.

Mayor Elliott moved passage of the above Resolution;

Motion seconded by Trustee Wooden Voting as follows: Trustee Wooden aye Trustee Drews Trustee Guest aye Trustee Kruger aye Mayor Elliott aye

Unanimous/Carried/Defeated

OFFICIAL NEWSPAPER

The Courier Journal shall be approved as the official newspaper for the Village, to publish and bring such legal notices, statements, notices for bids and other legal notices for the ensuing year to the attention of the citizens of the Village of Palmyra.

The foregoing motion made by Mayor Elliott

Motion seconded by Trustee Wooden Voting as follows: Trustee Wooden aye Trustee Drews Trustee Guest aye Trustee Kruger aye Mayor Elliott aye

Unanimous/Carried/Defeated

EMPLOYEE BONDS

Motion by Mayor Elliott; seconded by Trustee Wooden that bonds be provided by PENCO

for the following bond amount for employees set by the Board:

To cover the Village Clerk, Treasurer, and Deputy Clerk.

Blanket Bond \$150,000 Voting as follows:

Trustee Drews _____ Trustee Wooden aye _____

Trustee Guest aye _____ Trustee Kruger aye _____

Mayor Elliott aye (_____)

Unanimous/Carried/Defeated

BOARD MEETINGS:

The regular meetings of the Board of Trustees of the Village of Palmyra shall be held at 7:30 p.m. on the **First and Third Monday**, in the months beginning 4/4/94 through 4/5/95, with the exception that any holidays which may fall on the above dates will automatically move the regular meeting night to the next day evening one meeting during the months of July and August

- first Monday's of said months. Trustee Kruger moved passage of the above

Resolution;

Motion seconded by Mayor Elliott

Voting as follows: Trustee Wooden no

Trustee Drews _____ Trustee Guest aye _____ Trustee

Kruger aye _____ Mayor Elliott aye _____

Unanimous/Carried/Defeated 3-1

SPECIAL MEETINGS:

The Mayor or two Trustees may call a Special Meeting of the Board of Trustees by a written notice at least seventy-two (72) hours before the date of the meeting or by personally calling such Board members at least twenty-four (24) hours before the hour of the meeting, with the exception, that in case of emergency, Board members shall be notified by means as may be most appropriate. When applicable, Board members shall sign a "Waiver of Notice of

Special Meeting" for the record. Such Special Board Meetings shall designate subject matter to be discussed at the time of notice.

Trustee no vote needed moved passage of the above Resolution.

OFFICE HOURS & HOLIDAYS

The office hours of the Village Clerk's Office shall be Monday through Friday, from 9:00 a.m. until 5:00 p.m. The Village Clerk's Office shall observe the holidays as specified in the Union Contract except for the following when said office shall be closed: General Fall Election; & Presidents' Day celebrated annually -- the third Monday in February.

Trustee Ann Guest moved passage of the above Resolution;

Motion seconded by Trustee Wooden Voting

as follows: Trustee Wooden aye _____ Trustee

Drews _____ Trustee Guest aye _____

Trustee Kruger aye _____ Mayor Elliott aye _____

Unanimous/Carried/Defeated

40
Mayor Elliott announced the following appointments:

1. Budget Officer Mayor Elliott
 2. Police Commission Mayor Elliott
- (By N. Y. Village Law, the above are Mayoral appointments)

RULES OF ORDER:

N.Y. Village Law, Roberts Rules of Order, and the Local Laws of the Village of Palmyra. The Board of Trustees reserves the right to inact any and all of the above stated rules of order should it be deemed necessary.

N.Y. Village Law 4-400(2)

"If the Mayor and Deputy Mayor are both absent or unable to perform the duties of the office, the trustees shall appoint one of their number to act as Deputy Mayor during the

absence or inability of the mayor and deputy mayor appointed by him."

AGENDA:

BE IT RESOLVED that the Village Clerk shall prepare a written Agenda for each Village Board meeting. Such Agenda shall contain but not necessarily be limited to:16

1. All requests written or verbal to address the Board that are received prior to 9:30 a.m. the Friday prior to a Monday meeting.
2. Trustee Committee reports.
3. Pertinent correspondence.
4. Business tabled from prior meeting.
5. Other items that Clerk deems necessary.

Copies of the Agenda, along with any documents relating to Agenda items, shall be placed in the trustees' "mailboxes" at the Village Hall prior to 5:00 p.m. on the Friday before a Board meeting. Requests for additions(s) to the Agenda arriving after 9:30 a.m. on Friday, shall be voted upon at the Village Board meeting and added to same upon approval by majority vote.

The foregoing motion made by Mayor Elliott

Motion seconded by Trustee Guest Voting as follows:
Trustee Wooden aye Trustee
Drews aye Trustee Guest aye
Trustee Kruger aye Mayor Elliott aye
Unanimous/Carried/Defeated

OFFICIAL:

At 10:28 p.m., with all Board members present, Mayor Elliott declared the Annual Organizational Meeting official; that the foregoing Resolutions shall take effect immediately.

_____ moved passage of the above Resolution;

Motion seconded by _____
Voting as follows: Trustee Wooden _____
Trustee Drews _____ Trustee Guest _____

Trustee Kruger _____ Mayor Elliott _____
Unanimous/Carried/Defeated

ANN.ORG.MTG

Continue with regular meeting: 10:29 p.m.

WATERSHED MEETING: Trustee Wooden moved that he and Forrest Huff and the entire Village Board be authorized to attend the Fingerlakes Watershed meeting on April 13, 1994.

FORGIVING PENALTY ON WATER BILLS: Trustee Wooden noted that two (2) residents call saying they did not get their water bills, however, they did get their reminders. The residents asked if the late penalty could be credited to the next bill. Trustee Guest suggested tabling the request.

CARRIED OVER BUSINESS: LL#1, 1994 Restriction of apts. C-1 district on first floor and Budget vote: Both issues for next meeting on April 18, 1994.

ADJOURNMENT: Mayor Elliott moved to adjourn the VB meeting at 10:40 p.m., seconded by Trustee Kruger, vote 4 ayes, CARRIED.

Respectfully submitted,

Bonnie J. Hays
Village Clerk

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