



# VILLAGE OF BARKER BOARD OF TRUSTEES

## Annual Organizational Meeting

April 6, 2020 7:00PM

Barker Fire Hall Parking Lot

Mayor Aaron Nellist  
Trustee R. James Baker  
Trustee Seanna Corwin-Bradley  
Trustee Benjamin Seward  
Trustee Aaron Davis

### COVID-19 Precautions in Place

#### Attendance

At 7:00pm meeting is called to order by Mayor Nellist by administering the Pledge of Allegiance

#### PUBLIC HEARING FOR THE TENTATIVE BUDGET FY June 1, 2020-May 31, 2021

General Fund-\$407,969	Tax Rate at \$7.65/thousand and an increase of 5 cents totaling a revenue increase of \$3,801.24
<u>Water Fund- \$102,919</u>	
<b>TOTAL \$ 510,888</b>	

#### Resolution # 2-2020- Adoption of the FY 2020-2021 Budget and Set the Tax Rate

WHEREAS, the tentative budget for the fiscal year 2020-2021 has been duly presented to the Board of Trustees by the Budget Officer and

WHEREAS, a duly advised public hearing has been held thereon,

THEREFORE BE IT RESOLVED, pursuant to section 5-508 (4) of Village Law, that the said tentative budget as changed, altered and revised, be and hereby adopted as the Budget of the Village of Barker for the fiscal year 2020-2021.

THEREFORE BE IT FURTHER RESOLVED that the tax rate for the fiscal year 2020-2021 budget be set at \$7.65 per thousand.

The **Sales tax** received for March 2020 was \$9,710.60

The **Approval of Minutes** for the monthly board meeting/budget session March 9, 2020

#### Resolution # 3-2020- Investment Policy

This policy is on file with the Village Clerk-Treasurer

#### Resolution # 4-2020- Procurement Policy

This policy is on file with the Village Clerk-Treasurer

#### Resolution # 5-2020- Ethics Policy

This policy is on file with the Village Clerk-Treasurer

#### Resolution # 6-2020- Fund Balance Policy

This policy is on file with the Village Clerk-Treasurer

#### Resolution # 7-2020- Work Place Violence Prevention Policy

This policy is on file with the Village Clerk-Treasurer

#### Resolution # 8-2020- Sexual Harassment Policy

This policy is on file with the Village Clerk-Treasurer

#### Resolution # 9-2020- Mileage Allowance

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 automobiles while performing their official duties on behalf of the Village of Barker; and

WHEREAS, the rate determined by the IRS may change throughout the year, at any point shall the rate of reimbursement change it shall change the reimbursement allowed under Village Policy, as well.

NOW THEREFORE BE IT RESOLVED,

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of 57.5 cents per mile.

Section 2. That this resolution takes effect immediately.

### **Resolution # 10-2020- Advanced Approval of Claims**

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit claims for public utility services, postage, freight and express charges, 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 movement disallowed by the Board of Trustees;

NOW THEREFORE BE IT RESOLVED,

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

Section 2. That is resolution shall take effect immediately.

### **Resolution #11-2020- Attendance at Schools and Conferences**

WHEREAS, there is to be held during the coming fiscal year:

New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks

New York State Conference of Mayors Public Works Training School

New York Association of Local Government Records Officers

Niagara County Municipal Clerks Association meetings

Niagara County MuSIP Ad Hoc Advisory Committee

Niagara County Association of Town Highway Superintendents

Western New York Water Works Association

Western New York Fire Marshall's Inspectors Association

Niagara Frontier Building Officials Association

New York State Municipal Finance Officers Association

New York State Office of the State Comptroller

New York State Association of City and Village Clerks

New York State and Local Retirement System

International Municipal Clerks (IIMC) Approved Institute

WHEREAS, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

That the Superintendent of Public Works, Clerk-Treasurer, Deputy Clerk-Treasurer and Building Inspector be authorized to attend these previously names meetings with the understanding that their primary responsibilities to the Village are met.

This resolution shall take effect immediately.

### **Resolution # 12-2020- Designation of Official Depository**

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

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees of the Village of Barker does hereby designate M&T as the depository of all money received by the Village Clerk-Treasurer

Section 2:.. That this resolution shall take effect immediately.

### **Resolution # 13-2020- Setting the Monthly Meetings of the Village of Barker Board of Trustees, regular work sessions and setting the Annual Organizational Meeting**

WHEREAS, the Village of Barker Board of Trustees meets on a monthly basis; and

WHEREAS a regular time and day for these meetings is necessary to provide public attendance

THEREFORE BE IT RESOLVED that the first Monday of the month is hereby established as the regular work session at six o'clock PM in the Village Hall/Police Station and

THEREORE BE IT RESOLVED that he monthly meetings of the Village of Barker Board of Trustees shall be held on the second Monday of each month at seven o'clock PM in the Barker Fire Hall and

THEREFORE BE IT FURTHER RESOLVED that the annual organizational meeting of the Village of Barker Board of Trustees shall be held on the first Monday of April at seven o'clock PM replacing the regular Board Meeting for April.

### **Resolution # 14-2020- Procedure for Calling Special Meetings**

WHEREAS. It is not uncommon for special meetings to be necessary in the addition to the regular meetings of the Village of Barker Board of Trustees, and

WHEREAS, it is necessary, as well, to have a procedure for calling such meetings, and

WHEREAS, it is also necessary to notify the public and the news media of these special meetings,

THEREFORE BE IT RESOLVED, that these special meetings may be held at the request of the Mayor alone and/or at the request of two or more Trustees, and

THEREFORE BE IT FURTHER RESOLVED that the Clerk-Treasurer will notify each member individually and that in the absence of the Clerk-Treasurer, the Mayor will provide the notification and

That this resolution shall take effect immediately.

**Resolution # 15-2020- Amending Accruals for Full Time Village Officials and Employees**

WHEREAS the Village of Barker has experienced extraordinary circumstances this past fiscal year due to the COVID-19 pandemic; and WHEREAS the Village full time Officials and Employees are subject to certain criteria pertaining to accruals that need to be used in the current fiscal year; and

WHEREAS the Village Board of Trustees understands and grants a onetime exception to the Employee Handbook policy regarding accruals NOW THEREFORE BE IT RESOLVED that the Village of Barker Board of Trustees extends the exception of two weeks carryover and one week of buyout pertaining to the use of accruals from the current fiscal year to be used in the next fiscal year without recourse.

**Unpaid Water-** Authorize the Clerk-Treasurer to collect unpaid water rents, delinquent as of April 1<sup>st</sup>, 2020 by sending the outstanding amounts to Niagara County Department of Real Property for placement on the Village Tax Roll. The total of unpaid amount as of April 1, 2020 is \$9,682.46.

**Clerks Report**

- ✓ Water bills will be mailed April 10<sup>th</sup> and are due May 11<sup>th</sup> without penalty

**Public Works Report  
Code Enforcement Report**

**Police Report**

- Hiring of Jeremy Blair as Part Time Police Officer at the rate of \$13.50 per hour

**Correspondence:**

NC Treasurer IN REM Foreclosure Proceeding List- Dec. 26, 2019  
NYS OSC Village of Barker’s Fiscal Stress Score-No Designation  
M&T Bank revised Treasury Management Services Agreement Notification  
Notice of Chapter 7 Bankruptcy Case  
ARGO Insurance notification about COVID-19 coverage/losses  
NC Gallonage Report

<b>Approval of Claims and Bill Payment:</b>			Abstract	Voucher #'s
General Fund-\$	Water Fund-\$		T&A Fund-\$	
H3-Village Hall Fire	Abstract		Voucher #	H3-\$ TOTAL \$

**Public Comment  
Board Comment  
Adjournment**

**Next work session will be Monday, May 4, 2020@ 6:00pm @ the Village Hall/Police Station  
Next regularly scheduled meeting will be Monday, May 11, 2020 @ 7:00pm @ the Barker Fire Hall**