

ORGANIZATIONAL MEETING – JUNE 2, 2011

Mayor Riordan opened the meeting at 7:00 p.m. with the Pledge of Allegiance. Also present were Deputy Mayor Reynolds, Trustees Adamson, Suitor and VanDeusen, Attorney Caserta and approximately 20 Lewiston-Porter students.

APPOINTMENTS TO BE APPROVED

Mayor Riordan read the appointments as follows:

DEPUTY MAYOR – RALEIGH REYNOLDS  
CLERK TREASURER / REGISTRAR – BARBARA J. CASTILON  
DEPUTY CLERK TREASURER – CYNTHIA J. TRIPOLI  
DEPUTY CLERK – DONNA J. JEFFS  
ATTORNEY – THOMAS J. CASERTA  
BUILDING INSPECTOR – WILLIAM A. CHOBOY  
VILLAGE ARBORIST – JEFFREY TOWER

Trustee Suitor motioned to accept the aforementioned appointments, seconded by Trustee Adamson and duly carried.

ANNUAL BUSINESS

The following resolution was read by Mayor Riordan:

- Official depository of the Village of Youngstown – HCBC
- Official newspaper – Greater Niagara Newspapers
- Signatures for Village checks – Mayor or Deputy Mayor and the Clerk Treasurer, Deputy Clerk Treasurer or Deputy Clerk
- The Mayor is authorized to approve expenses for Village Officials to attend workshops or other official functions.
- The Department of Public Works is authorized to use the Niagara County group bidding for Village purposes.
- The Superintendent of the Department of Public Works is authorized to issue parking tickets for violations of Village of Youngstown Codes.
- The regular meetings and work sessions of the Board of Trustees shall be held twice a month on the second and fourth Thursdays except during June, July and August when the meeting will be held once a month on dates to be determined as work load dictates.
- Authorization for payment in advance of audit of claims for recurring charges for public utility services, contracts, postage, freight and express charges.
- The mileage allowance for the use of personal vehicles for Village business shall be based on the prevailing IRS rate.
- The Village Clerk Treasurer or Deputy Clerk Treasurer is hereby authorized to invest monies in accordance with the Investment Policy adopted June 5, 1995.
- The Procurement Policy Guidelines as amended June 5, 1995 are hereby adopted.
- Authorization is hereby given for petty cash expenditures up to \$40.00 for the purchase of miscellaneous items.

Trustee VanDeusen motioned to accept the resolution, seconded by Deputy Mayor Reynolds and duly carried.

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With no further business, Trustee Sutor motioned to adjourn the meeting, seconded by Deputy Mayor Reynolds and carried. The Organizational meeting ended at 7:07 p.m.

Respectfully submitted,

Barbara J. Castilon  
Clerk Treasurer