

**ORGANIZATIONAL MEETING OF THE TOWN OF DUNKIRK
JANUARY 15, 2019**

The Annual organizational Meeting of the Town Board of the Town of Dunkirk was held on Tuesday, January 15, 2019 at the TOWN HALL, 4737 Willow Road, Town of Dunkirk, New York with Supervisor Richard A. Purol presiding.

PRESENT

Supervisor Richard Purol
Councilman Henry Walldorff
Councilman Robert Penharlow
Councilman G Jay Bishop

ABSENT

Councilman Juan Pagan

OTHERS PRESENT: Attorney Jeffrey Passafaro, Jean Crane, Town Clerk.

Supervisor Purol opened the meeting with the Pledge of Allegiance.

APPROVAL OF SALARIES FOR ELECTED OFFICIALS

Richard Purol Town Supervisor	\$10,100	per year
Town Justices (2)	\$11,903	per year
Town Clerk	\$17,639	per year
Town Councilmen (4)	\$5,278	per year

Duly moved by Councilman Bishop, seconded by Councilman Penharlow and carried.

APPROVE APOINTMENTS AND SALARIES AS FOLLOWS:

Jeffrey Passafaro – Town Attorney	\$10,914	per year
Robert Penharlow - Deputy Supervisor	\$1,808	per year
Roger Newell - Town Assessor	\$14,669	per year
Ryan Mourer - Fire Inspector	\$4,120	per year
Ryan Mourer - Building Inspector	\$9,459	per year
Ryan Mourer – Zoning Officer	\$6,304	per year
Richard Purol - Budget Officer	\$2,160	per year
Richard A. Purol - Director of Maintenance ELRSD	\$4,000	per year
Richard A. Purol - Public Works Director	\$3,500	per year
Jean Crane - Registrar of Vital Records	\$700	per year
Jean Crane - Tax Collector	\$4,000	per year
Ronald Raczka - Court Officer	\$18.96	per hour
James Curtin - Court Officer	\$18.96	per hour
James Andin – Court Officer	\$18.96	per hour
Lisa Klajbor - Court Clerk	\$17.03	per hour
Janis Karpinske – Court Clerk (part time)	\$14.71	per hour
Kyle Bentley - Deputy Town Clerk	\$13.40	per hour
Kyle Bentley - Deputy Registrar of Vital statistics	\$13.40	per hour
Kyle Bentley - Deputy Tax Collector	\$13.40	per hour
Jean Crane - Bookkeeper to Supervisor	\$17.97	per hour
Jean Crane - Bookkeeper E.L.R.S. D.	\$17.97	per hour
Jean Crane - Secretary, Zoning Board	\$17.97	per hour
Jean Crane - Secretary, Planning Board	\$17.97	per hour

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Kenneth Mourer - Highway M.E.O.	\$18.94	per hour
Steven Haynes – Highway M.E.O.	\$18.94	per hour
Highway worker – part time	\$16.00	per hour
Steven Purol - Dog Control Officer	\$1,682	per year
Kyle Damon – Disaster Coordinator	\$270	per year

Duly moved by Walldorff, seconded by Councilman Penharlow and carried.

PAYABLE ANNUALLY

Zoning Board, per member per item	\$30.00	per item
Planning Board, per member per item	\$30.00	per item
Board of Assessment, per member, per meeting	\$75.00	per mtg.

Duly moved by Councilman Penharlow, seconded by Councilman Bishop and carried.

MILEAGE REIMBURSEMENT

Duly moved by Councilman Walldorff to allow all Town Officials **.58 per mile** (Federal mileage rate) for official Town business in 2019. The motion was seconded by Councilman Penharlow and carried.

BONDING

Duly moved by Councilman Bishop to authorize Bonding for all employees and appointments for 2019 up to \$3,000,000. The motion was seconded by Councilman Penharlow and carried.

No action was taken to appoint an alternate member to zoning board for 2019.

Duly moved by Councilman Walldorff to designate the **City of Dunkirk Shelter** as the dog shelter for the Town of Dunkirk for 2019. The motion was seconded by Councilman Bishop and carried.

Duly moved by Penharlow that the Regular Meeting of the Town Board of the Town of Dunkirk be held on the third Tuesday of every month at 6:30 p.m. at the Town Hall, 4737 Willow Road, Town of Dunkirk, New York. The motion was seconded by Councilman Walldorff and carried.

Duly moved by Councilman Penharlow to **designate the Observer** as the official newspaper for the Town of Dunkirk for 2019. The motion was seconded by Councilman Walldorff and carried.

Duly moved by Councilman Walldorff to have the following depositories for the Town of Dunkirk for 2019:

Manufacturers & Traders Trust Co, Fredonia, New York

Key Bank Dunkirk, New York

Community Bank

The motion was seconded by Councilman Bishop and carried.

DATED 01/15/19

TOWN PROCUREMENT POLICY

The Town Procurement Policy establishing internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of General Municipal Law Section 103 or any other law originally adopted September 8, 2012 and will remain in effect.

Duly moved by Penharlow, seconded by Councilman Walldorff and carried.

At this time Supervisor Purol appointed Councilman Penharlow as Deputy Supervisor for the Town of Dunkirk for 2019.

On motion of Councilman Bishop, seconded by Councilman Walldorff the meeting adjourned at 6:52 p.m. Carried unanimously.

Respectfully submitted,

Jean Crane
Town Clerk