

**ORGANIZATIONAL MEETING OF THE TOWN OF DUNKIRK  
JANUARY 2, 2020**

The Annual organizational Meeting of the Town Board of the Town of Dunkirk was held on Thursday, January 2, 2020 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 Juan Pagan  
Councilman G Jay Bishop

OTHERS PRESENT, 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)	\$12,141	per year
Town Clerk	\$17,991	per year
Town Councilmen (4)	\$5,278	per year

Duly moved by Councilman Pagan seconded by Councilman Walldorff and carried.

**APPROVE APOINTMENTS AND SALARIES AS FOLLOWS:**

Jeffrey Passafaro – Town Attorney	\$11,023	per year
Robert Penharlow - Deputy Supervisor	\$1,808	per year
Jeanne Ebersole I - Town Assessor	\$15,000	per year
Ryan Mourer - Fire Inspector	\$4,203	per year
Ryan Mourer - Building Inspector	\$9,648	per year
Ryan Mourer – Zoning Officer	\$7,475	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	\$4,500	per year
Ronald Raczka - Court Officer	\$19.12	per hour
James Curtin - Court Officer	\$19.12	per hour
Lisa Klajbor - Court Clerk	\$17.20	per hour
Janis Karpinske – Court Clerk (part time)	\$14.85	per hour
Kyle Bentley - Deputy Town Clerk	\$14.00	per hour
Kyle Bentley - Deputy Registrar of Vital statistics	\$14.00	per hour
Kyle Bentley - Deputy Tax Collector	\$14.00	per hour
Jean Crane - Bookkeeper to Supervisor	\$18.32	per hour
Jean Crane - Bookkeeper E.L.R.S. D.	\$18.32	per hour
Jean Crane - Secretary, Zoning Board	\$18.32	per hour
Jean Crane - Secretary, Planning Board	\$18.32	per hour

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Kenneth Mourer - Highway M.E.O.	\$19.12	per hour
Steven Haynes – Highway M.E.O.	\$19.12	per hour
Robert Nichols – Highway M.E.O.	\$17.00	per hour
Dog Control Officer	\$1,704	per year
Kyle Damon – Disaster Coordinator	\$280	per year

Duly moved by Councilman 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 Pagan and carried.

#### **MILEAGE REIMBURSEMENT**

Duly moved by Councilman Pagan to allow all Town Officials .58 per **mile** (federal mileage rate) for official Town business in 2020. The motion was seconded by Councilman Penharlow and carried.

#### **BONDING**

Duly moved by Councilman Walldorff to authorize Bonding for all employees and appointments for 2020 up to \$3,000,000. The motion was seconded by Councilman Penharlow and carried.

Duly moved by Councilman Pagan to appoint Ken Tarnowski as an alternate member to zoning board for 2020. The motion was seconded by Councilman Walldorff and carried.

Duly moved by Councilman Pagan to designate the **City of Dunkirk Shelter** as the dog shelter for the Town of Dunkirk for 2020. The motion was seconded by Councilman Penharlow and carried.

Duly moved by Councilman 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 Pagan and carried.

Duly moved by Councilman Penharlow to **designate the Observer** as the official newspaper for the Town of Dunkirk for 2020. The motion was seconded by Councilman Walldorff and carried.

Duly moved by Councilman Penharlow to have the following depositories for the Town of Dunkirk for 2020:

**Manufacturers & Traders Trust Co, Fredonia, New York**

**Key Bank Dunkirk, New York**

**Community Bank**

The motion was seconded by Councilman Pagan and carried.

DATED 01/02/2020

**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 Councilman Penharlow, seconded by Councilman Walldorff and carried.

At this time Supervisor Purol appointed Councilman Penharlow as Deputy Supervisor for the Town of Dunkirk for 2020.

**ABSTRACT OF AUDITED VOUCHERS**

Councilman Pagan made a motion to approve the payment of bills as presented by the Town Clerk on the January 2, 2020 Abstract. The motion was seconded by Councilman Walldorff and carried.

General Fund	\$4,946.92
Highway Fund	\$3960.52
Justice Fund	\$13,091.75
Plaza 59	\$1,747.59

On motion of Councilman Walldorff seconded by Councilman Pagan the meeting adjourned at 7:05p.m. Carried unanimously.

Respectfully submitted,

Jean Crane  
Town Clerk