

## ORGANIZATIONAL RESOLUTIONS

### Rules of Procedure:                    **Resolution #1**

Whereas, the Town Board adopted certain rules of procedure for this Board, now therefore be it resolved that the said rules adopted during 1959 and as amended be, and are hereby, adopted in their entirety by this Board for the year **2018**

### Appointment of Town Officials:    **Resolution #2**

Whereas, the Town Board of the Town of Tully requires the appointment of certain officials, now therefore be it resolved that the following appointments are hereby made by this Board with the following salaries:

Dog Control:	CNYSPCA	See Contracts Folder
Deputy Supervisor:	John Masters	
Town Historian:	Nancy Chawgo	\$3,050.00
Justice Clerk:	Catherine Goodwin	\$23,300.00
	Janis Hartnett	\$23,300.00
Deputy Town Clerk:	Aurelia Pellettiere	\$2,330.00
Assessor:	Cristine DeFuoco	\$24,700.00
Part time deputy codes enforcement officer	Ralph Lamson	\$10,000.00
Custodian	Betty Fairchild	\$10.40/hr

### Appointment of Zoning and Planning Board members:    **Resolution #3**

Whereas, the Town Board of the Town of Tully is in need of members for the Zoning Board of Appeals and members for the Planning Board, now therefore be it resolved that the following appointments are hereby made at the following stipend with terms ending 12/31 of fiscal year...

Zoning Board of Appeals	2019	John McMahon	\$400.00	appt. 12/19
	2021	Brian Albro	\$400.00	appt. 12/21
	2017	Michael Vaccaro	\$400.00	appt. 12/17
	2018	Tom Cantwell	\$400.00	appt. 12/18
	2020	William Ralbovsky	\$600.00	<b>appt. 12/20</b>

Planning Board	2024(T) Hans Christopherson	\$1000.00	appt. 12/17
7yrs			
	2018(T) William Marinich	\$1000.00	appt. 12/11
7yrs			
	2021(T) Anthony Battle	\$1000.00	appt. 11/14 7yrs
	2020(T) Joseph Puccia	\$1200.00	appt. 12/2013
7yrs			
	2019(V) Dave Meixell		appt. 12/2012
	2022(V) Steve Breitzka		appt. 12/2015
	2023(V) Charles Wykstra		appt. 12/2016 7yrs

Designation of Depository of funds:

**Resolution #4**

Whereas, it will become necessary during the year **2018** for the Town officials to deposit monies in bank during the year, now therefore, it is resolved that the **NBT Bank** be designated as the proper bank for deposit of funds of the said Town of Tully for the maximum amount of \$2,000,000.00

Authorizing designation of official newspaper: **Resolution #5**

Whereas, it is necessary for the Town of Tully to designate an official newspaper now, therefore, it is resolved that the **Syracuse Post Standard** be and hereby is designated as the official newspaper for the Town of Tully, and it is further resolved that every official notice may be published in the Tully\_Newsletter for informational purposes only and at the discretion of the Board

Authorizing Town officials to be paid mileage: **Resolution #6**

Whereas, certain Town officials are required to use their privately owned cars on official Town business and whereas, it is desired to reimburse said Town officials for the use of their privately owned cars while traveling on Town business, now, therefore, it is resolved that said Town officials be reimbursed at the rate of **.545 cents** per mile for all traveling done on official Town business upon being authorized the use of such automobile

Authorizing Town Highway Superintendent to purchase tools, equipment etc: **Resolution #7**

Whereas, it is necessary for the Town Highway Superintendent to make purchases of certain tools, equipment and implements and

whereas, because of emergencies arising, said purchase may be made without prior approval of the Town Board

now, therefore, it is

resolved that the Town Highway Superintendent be and hereby is authorized to make purchases of tools, equipment and implements without prior approval of the Town Board in an amount not to exceed \$1500.00, and be it further resolved that the Town Highway Superintendent is hereby authorized to make purchases of tires for trucks and machinery without prior approval of the Town Board in an amount not to exceed \$2000.00, and be it further resolved that in the event of an emergency, and whereby purchases of tools and/or equipment exceed \$1500.00, such amount must be authorized by the Supervisor or Deputy Supervisor

Designating Registration and Election Polling Places: **Resolution #8**

Whereas, this Town Board deems the Tully Municipal Building to be a proper place for registration, primaries and elections,

now, therefore, it is

resolved that the Board designates the Tully Municipal Building for registration, primaries and elections

Designation of Board Meeting Nights: **Resolution #9**

Whereas, the Town Board of the Town of Tully desires to conduct regular meetings and work sessions each month during the year 2018

now, therefore, be it

resolved that the regular monthly meeting be held on the second Wednesday of every month or at such time as the Town Board should designate. Work sessions will be held on the fourth Wednesday of each month or at such time as the Town Board should designate

Authorizing claims to be audited: **Resolution #10**

Whereas, it will become necessary for the Town Board to consider claims for payment during this year,  
now, therefore, it is  
resolved that the Town Board of the Town of Tully be and is hereby authorized to audit and pay proper certified and authorized claims as may come before it during the year; that utility, postage and health insurance claims may be paid prior to audit

Resolution fixing salaries, etc.: **Resolution #11**

Whereas, the Town Board of Tully sets salaries of its officers and other elected and appointed officials as set up in said budget,  
now, therefore, be it  
resolved that the salaries of such officers and other elected and appointed officials shall be paid in said amounts as set up in the budget, said salaries to be paid quarterly or monthly with the exception of the Zoning Board of Appeals members and Planning Board members who are to be paid semi-annually and the Highway Superintendent who is to be paid bi-weekly

Authorization of attendance at annual meeting of Association of Towns:

**Resolution #12**

Whereas, the Association of Towns is holding its annual meeting in New York City, and  
whereas it will be advantageous to the Town of Tully to have certain Town officials attend such meeting  
now, therefore, be it  
resolved that the Town Board Members, Superintendent of Highways, Town Clerk, Planning Board Members and Zoning Board of Appeals Members are hereby authorized to attend such annual meeting on the aforementioned dates and that all reasonable expenses incurred as a result of such attendance be reimbursed to them subject to the prior approval of the Board of such attendance and the discretionary imposition of a maximum amount to be reimbursed to the office attending such meeting

Changing reporting time of Supervisor's Year-end report: **Resolution #13**

Whereas, the Town Law Section 29(10A) provides an alternate method of preparing and publishing the supervisor's annual report,  
now, therefore, be it  
resolved that the Supervisor shall submit to the Town Clerk within 60 days after the close of the fiscal year his annual report pursuant to provision of Section 29(10a) of the Town Law

Appointment of Parks & Recreation Commission: **Resolution #14**

Whereas, the Town of Tully is in need of members for the Parks & Recreation commission,

now, therefore, be it

resolved that the following appointments are hereby made with terms ending 12/31 of fiscal year...

- 2019 Lucas Erno appt. 12/2012
- 2020 Gary Heymann appt. 12/2013
- 2021 Sarah Randall Panzarella appt. 12/2016 to fill Ryan Dando's seat
- 2022 David Courtwright appt. 1/2016
- 2023 William Donald appt. 11/2016
- 2024 Jeffrey Proulx appt. 1/2018 filling out J. Pellettier term
- 2018 Eric Nash appt. 1/2018 filling out R. Drzewicki term

Resolution fixing salary of Parks & Recreation Coordinator: **Resolution #15**

Whereas, the Town Board of the Town of Tully formed a Parks & Recreation commission and so designating a coordinator,

now, therefore, be it

resolved that the Town of Tully is desirous of paying said coordinator Ryan Dando the annual salary of \$12,960.00 payable monthly

Authorizing payment of Highway employees and Ambulance district employees:**Resolution #16**

Whereas the Town Board of the Town of Tully is desirous of paying Town of Tully employees bi-weekly,

now, therefore, be it

resolved that the Town of Tully Highway employees and the Ambulance District employees be paid bi-weekly at the following base rates:

Highway employees	2@ \$47,236.80
	1@ \$47,652.80
	1@ \$47,860.80
Ambulance	1@ \$68,450.00 Capt./EMT
	4@ \$44,950.00 FF/EMT
	2@ \$41,270.00 EMT
Part-Time Staff	\$17.00/hr.

Appointment of Grievance Day Board of Review:Resolution #17

Whereas, the Town Board of the Town of Tully is in need of a Grievance Day Board of Review,  
now, therefore, be it

resolved that the following appointments are hereby made at the following stipend per person per day attended and with terms ending **9/30** of fiscal year...

2020	Joseph Pellettiere	\$100.00	reappointed 10/2015
2021	Millie Elgaway	\$100.00	reappointed 12/2016
2017	Robert Hynes	\$100.00	reappointed 4/2012
2018	John Consler	\$100.00	appt. 4/2013
2019	Michael Greenwood	\$100.00	appt. 2/2015

Resolution adopting and specifying particulars of and persons covered under official undertakings:

Resolution #18

Whereas, official undertakings are required under Section 25 of the Town Law and Section 11 of the Public Officers Law for certain Town officials, and are optional for others, unless specifically provided for by resolution of the Town Board, and likewise the law provides for any or all such persons to be covered under a blanket surety bond or insurance product rather than the traditional secured or bonded undertaking:

now, therefore, be it resolved that an official blanket undertaking be procured instead of individual undertakings covering the Town Supervisor, Town Clerk, Collector or Receiver of Taxes, Justices of the Peace, Town Superintendent of Highways, Town Bookkeeper and Budget Officer, Town Zoning and Enforcement Officer, Fire Marshall, and that such undertaking contain provisions defending and indemnifying against such claims and losses arising from, out of or:

- a. through the failure of the officers, clerk and employees covered there under to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and
- b. through fraudulent, dishonest or similar acts or omissions committed by the officers, clerks and employees and covered there under, and further, that
- c. such blanket undertaking hereby approved as required is intended to and shall cover all such officers, clerks and employees of the Town as aforementioned and so required to post undertakings and, in addition, as permitted under Town Law Section 25, all such associating and subordinate employees, clerks and officers of each such department or part of Town government, including without limitation the Town Justices and Town Justice court;
- d. each of the foregoing department, part and justice court's respective deputies, clerks, secretaries, assistants and the like having claims made or liability

arising from failure to properly perform such duties, and having access to Town, resident or other funds and property held by or for which the Town is responsible, or any records thereof, and thus subjecting such funds to potential theft, misappropriation, defalcation, loss or waste and otherwise as are intended, contemplated or eligible for coverage under such comprehensive blanket undertaking or coverage and including without limitation that such undertaking contain provisions indemnifying, defending and holding the Town against claims or losses: (a) through the failure of such officers, clerks, employees and other persons aforementioned to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and/or (b) through fraudulent or dishonest acts committed by such officers, clerks, employees and other persons aforementioned, it having been and being the intent of the board to extend such coverage in the broadest and most comprehensive manner to all such officers, clerks, deputies, employees and other persons capable of being covered there under, as aforementioned and to ensure its blanket undertaking provides such broad and comprehensive coverage; and, it is

**FURTHER RESOLVED**, a copy of this resolution be delivered to the surety or insurer's representative for the Town with correspondence advising that unless promptly notified in writing to the contrary, such submission is for the purpose of ensuring and confirming such undertakings as now or previously provided for had been in place prior to thirty days of the date of commencement of office for any public officer, appointed or elected, that coverage has been and remains in place, full force and effect from its effective date, not later than January 1, 2016, and that this resolution and the undertaking(s) and or blanket undertakings/policies be filed at the office of the Town Clerk and at such other place(s) as may be required by law.

Make Application to the NYS Division of Youth:

**Resolution #19**

Whereas, the Town Board of the Town of Tully so desires to make application to the NYS Division of Youth,  
now, therefore, be it  
resolved that the Town Board of the Town of Tully makes application to the NYS Division of Youth (Syracuse-Onondaga County Youth Bureau)

Authorizing the Supervisor to enter into contracts:      **Resolution #20**

Whereas it is desirous for the Town Board of the Town of Tully to enter into contracts,

now, therefore, be it

resolved that the Supervisor is authorized to enter into contracts with the following:

- a) Legal
- b) Accounting
- c) Tully Area Historical Association
- d) Tully American Legion Post 936
- e) Senior Citizens of Tully
- f) Dog Shelter Services and Control

Authorizing an early monthly payroll in December of each year:      **Resolution #21**

Whereas, it is the Town Board's desire to pay its employees earlier in

December than other months during the year due to the holidays,

now, therefore, be it

resolved that the Town Board authorizes the final monthly payroll of the year to be paid at the Town Board meeting in December.

(Note: Dissolved Ambulance Commission @ 12/2011 Meeting so original resolution 19 (appt. of Amb. Comm.) deleted from Organizational Resolutions)