

At a regular meeting of the Board of Trustees of the Village of Morrisville, held the 5th day of November, 2020, via videoconferencing technology due to the coronavirus pandemic, there were:

Present:	Thomas Lane	Mayor
	Michael Higgins	Trustee
	Kathleen Roher	Trustee
	Judy Scholefield	Trustee
	William Donnelly	Trustee
	Amy Will	Clerk-Treasurer
	Nadine Bell	Attorney

Others: Michael Bischoff, on behalf of the Morrisville Fire District.

Mayor Lane opened the meeting at 7:00 p.m. Clerk Will made the following statement: “This meeting is being held in compliance with Governor Cuomo’s Executive Order 202.11. Notice of this meeting was made to the news media at least seven days in advance and was also posted on the Village signboard and web site. The public may listen to or view this meeting via web-based video technology by using Zoom. Public comment will only be allowed this evening during the designated Public Comment section of the agenda. The public does not have the right to speak outside these allotted times and any public in attendance this evening will be muted at all other times.”

Clerk Will conducted a roll call and determined all members of the Board of Trustees were present for this meeting, representing a quorum. Clerk Will stated that in person attendance is not permitted at this meeting. A transcript of this meeting will be available at a later date.

Minutes of the October 1, 2020 meeting were reviewed. Trustee Scholefield made a motion to adopt the minutes as written, seconded by Mayor Lane. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Public Comment: Mr. Bischoff discussed the 1941 Chevrolet Fire Truck, known as Engine 241. After the separation of the fire district this truck along with the 1887 Burroughs Hose Company fabric banner were transferred from the village to the district by contract. A provision of that contract is that ownership reverts back to the village in the event the district no longer desires to own them. Mr. Bischoff said the district secured a grant for the purchase of a new aerial truck and their intention is to store the new truck in the bay where the 1941 Chevrolet currently is. The board of fire commissioners voted to cede ownership of the 1941 Chevrolet back to the village with a request that the truck be removed from the fire house by November 15. Trustee Donnelly addressed the letter from Sue Greenhagen, chairperson of the Morrisville Historic Preservation Commission, voicing their opposition to a proposal that the truck be stored in the Engine House. Trustee Donnelly agreed with Ms. Greenhagen’s suggestion that the truck be sold or donated. Mr. Bischoff said they estimate the value of the truck to be only around \$2,500. Trustee Donnelly sees the truck as a burden to the village in terms of storage and maintenance, the amount of money from a possible sale is irrelevant. He agrees there is not space in the Engine House to store this. Mr. Bischoff advised the board that the district obtained a metal storage container with the intention of storing the truck inside it on the piece of property owned by the fire company adjacent to the old MECS bus garage. However it was determined that the fire company they don’t have a right of way to access the property as they thought they did. The adjoining property owner will not allow them to cross their property to access this location. Trustee Higgins would like to see the truck stay within the community and

questioned whether the storage container could be moved to the DPW and the truck stored there. Attorney Bell said if the village board wishes to store the shipping container and truck, a very simple lease agreement could be entered into. She continued that it doesn't sound like the fire district wants to give the truck up, but for the space issue they would keep it. Mr. Bischoff confirmed this and said if they had access to their property at the bus garage he wouldn't be here tonight. Attorney Bell said the fire district could maintain ownership of the truck and enter into a simple lease agreement for storage of the container. The village could charge a nominal amount, a dollar consideration per year, to allow the storage container on village property. Trustee Higgins felt this would be best for everyone. Mr. Bischoff indicated they would like to keep the truck if they could find a suitable home for the storage container. Mayor Lane suggested the board further discuss and get back to Mr. Bischoff tomorrow. Mr. Bischoff left the meeting at this point.

Trustee Roher said if the village has space for the container we should store it at the DPW. Trustee Lane said we looked at possibly storing the truck at the old Jail location, but that isn't conducive because of the dirt floor and we need it for storage. Trustee Donnelly thought the board should keep in mind that we don't want something that is going to be a burden to us if there is no long range plan for it. Mayor Lane suggested a one year lease, with the option to renew. Attorney Bell said by having a term it provides some control. Trustee Higgins said this situation came about quickly and agreed that we enter into a one year lease which would allow time to consider the future of the truck. Trustee Roher made a motion to enter into a lease agreement with the Morrisville Fire District to place a shipping/storage container on village property near the Department of Public Works building for the nominal fee of \$1.00, seconded by Trustee Donnelly. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Wastewater Treatment: Mayor Lane noted that one of the pumps in the lift station went bad last week. There was a backup pump available at the shop so the DPW was able to get that issue resolved. However, the backup pump does not have a warranty because it was purchased in excess of five years ago. Mr. Commins wanted to purchase another to keep on hand and Mayor Lane told him to go ahead and do so. A sensor also went bad and was replaced.

Department of Public Works: Mayor Lane indicated the tree in Cedar Street Park was taken down and replaced. He addressed the tree at 66 East Main Street purportedly located in the village's right of way. An estimate from Hutchings Tree Removal hasn't been obtained yet. Mayor Lane said that it will be easier for a tree removal company to take the entire tree down and chip it up rather than tie the DPW up with clean up. Attorney Bell said if the village is inclined to remove the tree we can rely on the survey. She continued that we are more likely in a position of having ownership than not. Unless the village has something indicating to the contrary, with the presence of a legitimate survey, she said the village should base their actions upon a belief that the tree is the village's responsibility. Mayor Lane tabled the matter until an estimate for removal is obtained.

Mayor Lane discussed the snow removal contract with the Town of Eaton. This contract is typically acted upon earlier in the year but due to the pandemic there was a delay. The only change to the agreement is the per plow amount; it is increasing from \$320 to \$325. Trustee Donnelly made a motion to adopt Resolution Number 20-21, seconded by Trustee Roher.

**RESOLUTION NO. 20-21
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION AUTHORIZING AN AGREEMENT WITH
THE TOWN OF EATON FOR SNOW AND ICE CONTROL OF VILLAGE STREETS
FOR CALENDAR YEAR 2021**

BE IT RESOLVED, that the Board of Trustees hereby approves the contract with the Town of Eaton to perform snow and ice control of village streets for calendar year 2021 in the form and content as attached hereto and made a part hereof, and does hereby authorize and direct the Mayor to execute said contract on behalf of the Village of Morrisville.

Dated: November 5, 2020

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Historic Preservation Commission: Trustee Scholefield would like to attend the NY Statewide Preservation Conference in December which is being conducted virtually. There is a registration fee of \$25.00. She will register for the conference and submit a receipt for reimbursement of the fee. Sue Greenhagen is also attending.

Planning Board/Zoning Board of Appeals: Mayor Lane noted that he made an error last month in designating the liaison for the planning and zoning boards. He said that his intention was to make both Trustees Higgins and Scholefield co-liaison to both boards. He asked that if one can't make it to a meeting that the other attend.

Mayor Lane attended the October meeting of the Planning Board. The Crouse Community Center application was approved with conditions. Attorney Bell is working on two agreements; a maintenance covenant and easement agreement with the property owner and an intermunicipal agreement with the Town of Eaton. The maintenance covenant and easement agreement provides that the property owner will maintain their storm water facilities and if they do not the village can go in and do it for them, but charge them for the cost to do so. The intermunicipal agreement provides that the Town agrees to maintain the facilities that are within the town.

Crossing Guard: Mayor Lane arranged for the purchase of a portable sign for the crossing guard to place in the road when she is crossing children.

Trustee: Trustee Higgins attended two webinars this week; Understanding Your Place in Village Government, which he recommends others view, and Public Employer Emergency Management Planning. He and Clerk Will are going to begin work on the required pandemic operation plan which must be complete by April 1, 2021.

Clerk-Treasurer Report: The board was provided financial reports detailing income and expenditures to date by fund.

Clerk Will discussed the NYS Public Service Law moratorium on water service disconnections. NYCOM released additional guidance this week which indicates sewer service is not contemplated by this statute. Since this was not previously clear, she advised the board that late fees have not been assessed to the operation and

maintenance (O&M) or sewer portion of outstanding bills. The board held a lengthy discussion regarding this. Attorney Bell noted that the board has the ability to waive the late fee for operation and maintenance and sewer charges if they so desire. After discussion, the board determined late fees would be assessed to the O&M and sewer portion of outstanding bills.

Trustee Donnelly made a motion to adopt Resolution Number 20-22, seconded by Trustee Roher.

**RESOLUTION NO. 20-22
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION ADOPTING THE VILLAGE OF MORRISVILLE
CREDIT CARD POLICY**

NOW THEREFORE, IT IS HEREBY RESOLVED, that the Board of Trustees of the Village of Morrisville hereby adopts the Village of Morrisville Credit Card Policy as attached hereto and made a part hereof.

Dated: November 5, 2020

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

**VILLAGE OF MORRISVILLE
CREDIT CARD POLICY**

1. Purpose

1.1 To document the purchasing and internal control practices of the Village of Morrisville with respect to the use of a credit card and to identify the roles and responsibilities of the individuals involved in purchasing, the Village is establishing guidelines for purchasing goods and services by means of a Village of Morrisville credit card in accordance with New York State General Municipal Law (GML) Section 104(b) and the Village of Morrisville Procurement Policy.

1.2 For the purpose of this policy, the term “Village Treasurer” refers to the Village Treasurer as appointed by the Board of Trustees.

2. Policy

2.1 The credit card issued shall be with one of the authorized Village depositories pursuant to Section VII of the Village’s Investment Policy.

The Village of Morrisville is the official card holder and the Village Treasurer is responsible for said card(s). A card user can only be an authorized employee. All card users are required to complete the Credit Card Policy Acknowledgement & Card User Agreement prior to use.

2.2 All purchases will be made in accordance with GML Section 103 and the Village of Morrisville Procurement Policy.

2.3 The Village Treasurer shall maintain custody of the credit card except that the Mayor shall maintain possession of his/her village-issued credit card.

2.4 A Department Head seeking to use the credit card shall make such request to the Village Treasurer by submitting documentation to justify the need for the use of the credit card, and shall include an estimate of the anticipated purchase amount. Upon approval, the credit card will be released by the Village Treasurer to the Department Head for the purchase of only the goods and/or services requested and approved. The Department Head is fully responsible and liable for the use of the card including in circumstances where a subordinate is making the purchase. The Department Head will return the card to the Village Treasurer as soon as the transaction is concluded.

2.5 All purchases made with a Village credit card must be reported with receipts and associated documentation detailing the goods or services purchased, cost, date of the purchase and the official business explanation therefore. Individual itemized and original signed receipts are required to provide evidence that expenses are prudent and proper. If the charge is for meals, an itemized receipt, a list of those in attendance and the purpose of the meeting must be provided as well as any other requirements of the Procurement Policy.

The card user is responsible for managing any returns or exchanges and ensuring that proper credit is received for returned merchandise.

The Village of Morrisville is exempt from sales tax, and as such, no sales tax should be included with the cost of any purchase. Sales tax exemption letters are available from the Village Treasurer. It is the responsibility of the card user to make certain that sales tax is not charged to the charge card. Card users should bring sales tax issues to the attention of the store or Charge Card Company.

2.6 The credit card is only to be used in the following situations:

- a. Emergencies that are of a public safety nature;
- b. When a purchase cannot be paid through the normal accounts payable process;
- c. Charges shall not exceed \$500 without the prior approval of the Board of Trustees;
- d. Conference/Training and lodging when authorized by the Board of Trustees.

2.7 Purchases made via phone, fax or the Internet are generally discouraged. However, if no other no other avenue is available, authorized card users may make phone, fax or Internet purchases only if the vendor is a trusted source or the website uses appropriate encryption.

2.8 The credit card shall not be used for cash advances, personal use of any kind or any other type of personal purchase. Use of credit cards for personal purchases or expenses with the intention of reimbursing the Village is prohibited and will result in disciplinary action.

Misuse of a Village credit card by an authorized employee may result in loss of credit card privileges and/or disciplinary action against the employee. The card user will be personally liable for expenditures that cannot be shown to be related to the business of the Village of Morrisville.

Lack of proper documentation or authorizations will result in loss of credit card privileges and/or personal liability.

2.9 The credit card is not to be used to pay invoices or statements of any kind without the prior written approval of the Village Treasurer.

2.10 It is the responsibility of the card user to immediately notify the Village Treasurer of any lost or stolen credit card.

2.11 Any credit card in the possession of an Officer or employee must be immediately surrendered to the Village Treasurer or Mayor upon termination of appointment or employment. The Village reserves the right to withhold final payroll checks and payout of accrued leave until any card(s) is surrendered.

Trustee Higgins made a motion to adopt Resolution Number 20-23, seconded by Trustee Donnelly.

**RESOLUTION NO. 20-23
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION TO ADOPT THE VILLAGE OF MORRISVILLE
INVESTMENT POLICY**

WHEREAS, General Municipal Law Section 39 requires the adoption of an Investment Policy.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the Board of Trustees of the Village of Morrisville hereby adopts the Village of Morrisville Investment Policy as attached hereto and made a part hereof.

Dated: November 5, 2020

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

**Village of Morrisville
Investment Policy**

I. SCOPE

This investment policy applies to all moneys and other financial resources available for deposit and investment by the Village of Morrisville on its own behalf or on behalf of any other entity or individual.

II. OBJECTIVES

The primary objectives of the Village's investment activities are, in priority order:

- To conform with all applicable federal, State and other legal requirements (legality);
- To adequately safeguard principal (safety);
- To provide sufficient liquidity to meet all operating requirements (liquidity); and
- To obtain a reasonable rate of return (yield).

III. DELEGATION OF AUTHORITY

Village Law § 4-408 designates the Treasurer as Chief Fiscal Officer. The Village Board of Trustee's responsibility for administration of the investment program is delegated to the Chief Fiscal Officer who shall establish written procedures for the operation of the investment program consistent with these

investment policies. Such procedures shall include internal controls to provide a satisfactory level of accountability based upon records incorporating the description and amounts of investments, the fund(s) for which they are held, the place(s) where kept, and other relevant information, including dates of sale or other dispositions and amounts realized. In addition, the internal control procedures shall describe the responsibilities and levels of authority for key individuals involved in the investment program.

IV. PRUDENCE

- A. All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Village to govern effectively.
- B. Investments shall be made with prudence, diligence, skill, judgment and care, under circumstances then prevailing, which knowledgeable and prudent persons acting in like capacity would use, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.
- C. All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions.

V. DIVERSIFICATION

It is the policy of the Village of Morrisville to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

The Village Board of Trustees shall establish appropriate limits for the amount of investments which can be made with each financial institution or dealer, and shall evaluate this listing at least annually.

VI. INTERNAL CONTROLS

- A. It is the policy of the Village of Morrisville for all moneys collected by any officer or employee of the government to transfer those funds to the Chief Fiscal Officer within three days of deposit, or within the time period specified in law, whichever is shorter.
- B. The Chief Fiscal Officer is responsible for establishing and maintaining internal control procedures to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization, properly recorded, and managed in compliance with applicable laws and regulations.

VII. DESIGNATION OF DEPOSITARIES

Official depositories shall be designated by resolution of the Board of Trustees at the Village's annual meeting, the first Thursday of July.

VIII. SECURING DEPOSITS AND INVESTMENTS

All deposits and investments at a bank or trust company, including all demand deposits, certificates of deposit and special time deposits (hereinafter, collectively, "deposits") made by officers of the Village of Morrisville that are in excess of the amount insured under the provisions of the Federal Deposit Insurance Act, including pursuant to a Deposit Placement Program in accordance with law, shall be secured by:

- A. By a pledge of eligible securities with an aggregate market value, or provided by General Municipal Law §10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the policy.
- B. By an eligible irrevocable letter of credit issued by a qualified bank other than the bank with the deposits in favor of the government for a term not to exceed 90 days with an aggregate value equal to 140% of the

aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.

C. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

IX. COLLATERALIZATION AND SAFEKEEPING

A. Eligible securities used for collateralizing deposits shall be held by the Village's designated bank or trust company subject to security and custodial agreements.

B. The security agreement shall provide that eligible securities are being pledged to secure such deposits together with agreed-upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon a default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the Village, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Village of Morrisville or its custodial bank.

C. The custodial agreement shall provide that pledged securities will be held by the custodial bank or trust company as agent of, and custodian for, the Village, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt, substitution or release of the collateral and it shall provide for the frequency of revaluation of collateral by the custodial bank or trust company and for the substitution of collateral when a change in the rating of a security causes ineligibility. The security and custodial agreements shall also include all other provisions necessary to provide the Village with a perfected security interest in the eligible securities and to otherwise secure the Village's interest in the collateral, and may contain other provisions that the Village Board of Trustees deems necessary.

X. PERMITTED INVESTMENTS

A. As provided by General Municipal Law Section 11, the Board of Trustees authorizes the Chief Fiscal Officer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- (1) Special time deposit accounts in, or certificates of deposit issued by, a bank or trust company located and authorized to do business in the State of New York.
- (2) Obligations of the United States of America.
- (3) Obligations guaranteed by agencies of the United States of America, where the payment of principal and interest are guaranteed by the United States of America.
- (4) Obligations of the State of New York.
- (5) Obligations issued pursuant to Local Finance Law Section 24.00 or 25.00 (with approval of the State Comptroller) by any municipality, school district or district corporation in the State of New York other than the Village of Morrisville.
- (6) Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general state statutes governing such entities or whose specific enabling legislation authorizes such investments.
- (7) Certificates of Participation (COP's) issued pursuant to General Municipal Law §109-b.
- (8) Obligations of the Village, but only with moneys in a reserve fund established pursuant to General Municipal Law Section 6-c, 6-d, 6-e, 6-f, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.

B. All investment obligations shall be payable or redeemable at the option of the Village within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable in any event at the option of the Village within two years of the date of purchase. Time deposit accounts and certificates of deposit shall be payable within such times as the proceeds will be needed to meet expenditures for which the moneys were obtained, and shall be secured as provided in Sections VIII and IX herein.

Except as may otherwise be provided in a contract with bondholders or noteholders, any moneys of the Village authorized to be invested may be commingled for investment purposes, provided that any investment of commingled moneys shall be payable or redeemable at the option of the Village within such time as the proceeds shall be needed to meet expenditures for which such moneys were obtained, or as otherwise specifically provided in General Municipal Law Section 11. The separate identity of the sources of these funds shall be maintained at all times and income received shall be credited on a pro rata basis to the fund or account from which the moneys were invested.

Any obligation that provides for the adjustment of its interest rate on set dates is deemed to be payable or redeemable on the date on which the principal amount can be recovered through demand by the holder

XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

All financial institutions and dealers with which the Village transacts business shall be creditworthy, and have an appropriate level of experience, capitalization, size and other factors that make the financial institution or the dealer capable and qualified to transact business with the Village. The Chief Fiscal Officer shall evaluate the financial position and maintain a listing of proposed depositories, trading partners, and custodians. Recent Reports of Condition and Income (call reports) shall be obtained for proposed banks, and security dealers that are not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Village shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amounts of investments that can be made with each financial institution or dealer.

XII. PURCHASE OF INVESTMENTS

The Chief Fiscal Officer is authorized to contract for the purchase of investments:

1. Directly, from an authorized trading partner; or
2. By participation in a cooperative investment agreement with other authorized municipal corporations pursuant to Article 5-G of the General Municipal Law and in accordance with Article 3-A of the General Municipal Law.

All purchased obligations, unless registered or inscribed in the name of the Village, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Village by the bank or trust company.

Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law Section 10(3)(a). The agreement shall provide that securities held by the bank or trust company, as agent of, and custodian for, the Village, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to secure the local government's perfected interest in the securities, and the agreement may also contain other provisions that the governing board deems necessary. The security and custodial

agreements shall also include all other provisions necessary to provide the Village with a perfected interest in the securities.

The Chief Fiscal Officer, where authorized, can direct the bank or trust company to register and hold the evidences of investments in the name of its nominee, or may deposit or authorize the bank or trust company to deposit, or arrange for the deposit of any such evidences of investments with a federal reserve bank or other book-entry transfer system operated by a federally regulated entity. The records of the bank or trust company shall show, at all times, the ownership of such evidences of investments, and they shall be, when held in the possession of the bank or trust company, at all times, kept separate from the assets of the bank or trust company. All evidences of investments delivered to a bank or trust company shall be held by the bank or trust company pursuant to a written custodial agreement as set forth in General Municipal Law Section 10(3)(a), and as described earlier in this section. When any such evidences of investments are so registered in the name of a nominee, the bank or trust company shall be absolutely liable for any loss occasioned by the acts of such nominee with respect to such evidences of investments.

XIII. COURIER SERVICE

The Chief Fiscal Officer may, subject to the approval of the Village Board of Trustees by resolution, enter into a contract with a courier service for the purpose of causing the deposit of public funds with a bank or trust company. The courier service shall be required to obtain a surety bond for the full amount entrusted to the courier, payable to the Village and executed by an insurance company authorized to do business in the State of New York, with a claims-paying ability that is rated in the highest rating category by at least two nationally recognized statistical rating organizations, to insure against any loss of public deposits entrusted to the courier service for deposit or failure to deposit the full amount entrusted to the courier service.

The Village may agree with the depository bank or trust company that the bank or trust company will reimburse all or part of, but not more than, the actual cost incurred by the Village in transporting items for deposit through a courier service. Any such reimbursement agreement shall apply only to a specified deposit transaction, and may be subject to such terms, conditions and limitations as the bank or trust company deems necessary to ensure sound banking practices, including, but not limited to, any terms, conditions or limitations that may be required by the Department of Financial Services or other federal or State authority.

XIV. ANNUAL REVIEW AND AMENDMENTS

The Village shall review this investment policy annually, and it shall have the power to amend this policy at any time.

XV. DEFINITIONS

The terms “public funds,” “public deposits,” “bank,” “trust company,” “eligible securities,” “eligible surety bond,” and “eligible letter of credit” shall have the same meanings as set forth in General Municipal Law Section 10.

Schedule A

Schedule of Eligible Securities for Collateralizing Deposits and Investments in Excess of FDIC Coverage (See Investment Policy, Section VIII)

<p>“Eligible Securities” For Collateral</p>	<p>For purposes of determining aggregate “market value”, eligible securities shall be valued at these percentages of “market value”: 100%</p>
<p>(i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.</p>	<p>100%</p>
<p>(ii) Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank and the African Development Bank</p>	<p>100%</p>
<p>(iii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the market value of the obligation that represents the amount of the insurance or guaranty.</p>	<p>100%</p>
<p>(iv) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of this State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.</p>	<p>100%</p>
<p>(v) Obligations issued by states (other than the State of New York) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.</p>	<p>100% if rated in the highest category; 90% for 2nd highest; 80% for 3rd highest</p>
<p>(vi) Obligations of the Commonwealth of Puerto Rico rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization</p>	<p>100% if rated in the highest category; 90% for 2nd highest; 80% for 3rd highest</p>
<p>(vii) Obligations of counties, cities and other governmental entities of another state having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization</p>	<p>100% if rated in the highest category; 90% for 2nd highest; 80% for 3rd highest</p>
<p>(viii) Obligations of domestic corporations rated in one of the two highest rating categories by at least one nationally recognized statistical rating organization</p>	<p>80%</p>
<p>(ix) Any mortgage-related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by federal bank regulatory agencies.</p>	<p>70%</p>
<p>(x) Commercial paper and bankers’ acceptances issued by a bank (other than the bank with which the money is being deposited or invested) rated in the highest short-term category by at least one nationally recognized statistical rating organization and having maturities of not longer than 60 days from the date they are pledged.</p>	<p>80%</p>
<p>(xi) Zero-coupon obligations of the United States government marketed as “Treasury STRIPS.”</p>	<p>80%</p>

Clerk Will advised the board that last month when the resolution to recognize Mark Shepard was read, the board did not formally adopt such. The matter was brought before the board again this evening for action and Trustee Roher made a motion to adopt Resolution Number 20-24, seconded by Trustee Scholefield.

**RESOLUTION NO. 20-24
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION RECOGNIZING FORMER MAYOR MARK SHEPARD
FOR HIS YEARS OF SERVICE TO THE COMMUNITY**

WHEREAS, Mark L. Shepard was born in Herkimer, New York. He is the son of Donald and Elizabeth Shepard, and moved to Morrisville in 1964. Mark is a 1972 graduate of Morrisville-Eaton Central School; and

WHEREAS, Mark and Connie Shepard married August 25, 1973 and are the proud parents of Tracy, Nicole and Juliana. They are now loving grandparents to Gavin, Katie, Will and Emma; and

WHEREAS, former Mayor Shepard began his elected career as Trustee in June 1996. He served sixteen years before being elected as Mayor in 2012; and

WHEREAS, his length of service to the village includes many worthwhile and lasting accomplishments including: construction of waste water treatment plant, creation of the Cedar Street Park, numerous water system projects, the reconstruction of US Route 20, a stream remediation project to prevent flooding, forming a Master Plan Committee, implementation of the Community Beautification Project, overseeing the Village of Morrisville Bicentennial Celebration; and

WHEREAS, former Mayor Shepard demonstrated the spirit of public service by serving on the Board of Trustees of the Village of Morrisville for 24 years and during his tenure served with three Mayors, fourteen Trustees, four Village Clerks, three Superintendent of Public Works and nine Code Enforcement Officers; and

WHEREAS, former Mayor Shepard's commitment to public service extends beyond village government, as is evident through his extensive volunteering in many organizations over the years, including the Boy Scouts, Morrisville Fire Department, Smithfield-Eaton Volunteer Ambulance Corps (SEVAC), Morrisville-Eaton Youth Commission, Morrisville Community Church, and the Community Food Pantry, to name a few; and

WHEREAS, former Mayor Shepard's contributions to this community earned him local awards including Morrisville Lions Club "Citizen of Merit Award" and the Morrisville Historic Preservation Commission "Marion H. Taylor Preservation Award"; and

WHEREAS, former Mayor Mark Shepard's outstanding service to the Morrisville community reflects well upon himself and the Village that he led for so many years.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of the Village of Morrisville does hereby recognize former Mayor Mark Shepard for a life of outstanding service and extraordinary contributions to the Morrisville community and extends their best wishes as he enjoys a well-earned retirement; and

BE IT FURTHER RESOLVED that a copy of this resolution be presented to former Mayor Mark Shepard and that a copy of the resolution become a permanent record of the village and be prominently displayed at the Village Office.

Dated: October 1, 2020

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Clerk Will advised the board of NYS Retirement System reporting changes. For employees who are currently a member of the retirement system, a standard work day has been established for reporting purposes. One of the changes being made to reporting is all officials and employees who receive a salary must be reported, regardless of whether they are a member. To do so, a standard workday needs to be established for those titles which are not currently being reported. Trustee Roher made a motion to adopt Resolution Number 20-25, seconded by Mayor Lane.

**RESOLUTION NO. 20-25
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

BE IT RESOLVED, that the VILLAGE OF MORRISVILLE (LOCATION CODE 40465), hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
YOUTH COMMISSION DIRECTOR	8
SCHOOL CROSSING GUARD	8
CLERK TO THE JUSTICE	8
JANITOR	8
PARKING ENFORCEMENT OFFICER	8
LABORER	8
HEAVY EQUIPMENT OPERATOR	8

Dated: November 10, 2020

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

The board reviewed a letter from Carol Stevens of Skyline Drive who requested an adjustment to her water/sewer bill due to a burst pipe within her home. The account history was provided. Trustee Roher authorized a credit of

\$17.21 to the operation and maintenance portion of Carol Steven’s bill (Account 000230), seconded by Trustee Scholefield. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

The board discussed upcoming meetings and whether they would continue to meet remotely. So long as virtual meetings are authorized by the Governor, the board felt it was in everyone’s best interest to continue doing so. Clerk Will to draft a legal notice for Attorney Bell’s review.

Trustee Roher made a motion authorizing the following budget transfer: A1620.42-2 (Village Office Maintenance) \$1,000.00 from A1990.4 (Contingency), seconded by Mayor Lane. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Vouchers were scanned and emailed to each member of the board for review prior to the meeting. Trustee Scholefield made a motion to pay audited vouchers as indicated below, seconded by Trustee Roher.

General Fund – Vouchers 102-132
Water Fund – Vouchers 26-33

Waste Water Operation & Maintenance Fund – Vouchers 30-38

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

With no further business before the board, Trustee Higgins made a motion to adjourn the meeting at 8:47 p.m., seconded by Trustee Scholefield. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Michael Higgins	Trustee	Voted	Yes
Kathleen Roher	Trustee	Voted	Yes
William Donnelly	Trustee	Voted	Yes
Judy Scholefield	Trustee	Voted	Yes
Thomas Lane	Mayor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted. Meeting adjourned.

Respectfully submitted,

Amy Will
Clerk-Treasurer