

**RECORD OF PROCEEDINGS**

**Orwell Village Council**

**Organizational Meeting**

**Date: January 2, 2025**

Organizational Meeting  
January 2, 2025  
Time: 6:00 p.m.

President of Council, Mr. Ruks, called the meeting to order at 6:03 p.m.

Roll Call:

Mr. Cottrell – present  
Ms. Cozad - present  
Mr. Denihan – present  
Mr. Hartz - present  
Mr. Ruks – present

Solicitor Cris Newcomb (via phone), Village Manager Tami Pentek and Finance Director-Clerk Kim McKinley were in attendance.

Public present: None

Item A: Place: Administration Center

Motion by: Ms. Cozad

Seconded by: by: Mr. Cottrell

Roll Call: Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea.

Meeting night for Council- Day of Week: third Tuesday of the month

Motion by: Ms. Cozad

Seconded by: by: Mr. Hartz

Roll call: Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea.

Work session- second Tuesday of the month

Motion by: Mr. Hartz

Seconded by: by: Mr. Cottrell

Roll Call: Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea.

Item B: The current version of Roberts Rules of Order shall be adopted by Council as official meeting rules.

Motion By: Mr. Hartz

Seconded by: By: Ms. Cozad

Roll Call: Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea.

Item C: Council Agenda: 4:00 p.m. - Sign bills  
4:30 p.m. – Meeting

- i. Meeting called to order.
- ii. Pledge
- iii. Roll call.
- iv. Accept agenda.
- v. Public
- vi. Minutes
- vii. Bills
- viii. SCAD report
- ix. Village Manager Departmental Reports
  - a. Public Service
    - Streets/Lands & Buildings
    - Water & Sewer
  - b. Safety
  - c. Parks & Recreation
  - d. Planning & Zoning Commission
- x. Solicitor's report
- xi. Finance Director - Clerks Report
- xii. Zoning Report
- xiii. Old Business
- xiv. New Business
- xv. Public
- xvi. Media
- xvii. Executive Session
- xviii. Adjournment

Motion By: Mr. Hartz

Seconded by: By: Ms. Cozad

Roll Call: Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea.

Item D: Newspaper of Record: Star Beacon

Motion By: Mr. Hartz

Seconded by: By: Mr. Cottrell

Roll Call: Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea.

Item E: Council Appointments:  
 Planning & Zoning Board  
 Zoning Board of Appeals:  
 Parks and Recreation:  
 Liaison to Orwell Area Joint Recreational District:

Appointments to Planning and Zoning Board: Ms. Pentek made the recommendations for the Planning and Zoning Board to include: Joanne Bevacqua, Wayne Carter, Linn Hess, David Strong, and Susan Robinson (Park & Rec Bd)

Motion By: Mr. Hartz

Seconded by: By: Ms. Cozad

Roll Call: Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea.

Appointment to Zoning Board of Appeals: Mrs. Pentek made the recommendations for the Zoning Board of Appeals to include: Robert Bevacqua, Barb Klingensmith, David Meckley, Terry Schaub, and Stuart Walker

Motion By: Ms. Cozad

Seconded by: By: Mr. Hartz

Roll Call: Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea.

Appointment to Parks & Recreation Board: Mrs. Pentek made the recommendations for the Parks and Recreation Board to include: Jackie Vasko, Tiffany Beals, Susan Robinson, Renee Takacs and Debbie Schimley.

Motion By: Mr. Denihan

Seconded by: By: Mr. Hartz

Roll Call: Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea.

Liaison to Orwell Joint Recreational District: Under further consideration.

Item F: Street Commissioner Chad Fernandez.

Motion By: Ms. Cozad

Seconded by: By: Mr. Cottrell

Roll Call: Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea.

Item G: SCAD Dave Hartz

Motion By: Ms. Cozad

Seconded by: By: Mr. Cottrell

Roll Call: Ms. Cozad – yea, Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea.

Alternate: Robert Denihan

Motion By: Ms. Cozad

Seconded by: By: Mr. Cottrell

Roll call: Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea.

Item H: Fire Chief for Orwell Volunteer Fire Department:

Ms. Pentek reported that Mr. Merlino has not completed the 240-training course required per charter. There has not been a compatible course offered in 2024. Changes to program requirements from the state expected soon. Mr. Ruks would like to reclassify Mr. Merlino as Assistant Fire Chief. Solicitor Newcomb recommended the reviewing the change with the Village Charter and State Fire Marshall for compliance. Mr. Hartz made a motion, seconded by Mr. Cottrell, to amend appointment from Fire Chief to Assistant Fire Chief.

Roll Call: Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea.

Assistant Fire Chief for Volunteer Fire Department Scott Merlino.

Motion By: Mr. Hartz

Seconded by: By: Mr. Cottrell

Roll Call: Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks – yea.

Item I: Council Appointment of President and Vice President.

Motion to Appoint: Chris Ruks as President of Council,

Motion By: Mr. Hartz

Seconded by: By: Ms. Cozad

Roll Call: Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz, Mr. Ruks-yea, Mr. Cottrell – yea.

Ms. Cozad made the recommendation of Mr. Hartz as Vice President of Council.

Mr. Ruks made the recommendation of Mr. Cottrell as Vice President of Council. Mr. Cottrell declined.

Mr. Ruks closed the nominations.

Motion to Appoint Dave Hartz as Vice President of Council,

Motion By: Ms. Cozad

Seconded by: Mr. Cottrell

Roll call: Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea.

Item J: Other

Motion to approve Kim McKinley as Privacy Officer,

Motion By: Ms. Cozad

Seconded by: By: Mr. Cottrell

Roll Call: Mr. Hartz-yea, Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea.

Motion to approve Village Manager as assistant Privacy Officer,

Motion By: Ms. Cozad

Seconded by: By: Mr. Cottrell

Roll Call: Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea.

Item K: Any other Business to come before this Council:

Motion to appoint two members of the "Legislative Authority" (Council) to the Volunteer Fire Fighters' Dependents Fund.

Appointee Names: Dave Hartz and Roberta Cozad

Motion By: Mr. Ruks

Seconded by: By: Mr. Cottrell

Roll Call: Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea.

Motion to appoint Records Retention/Review Committee.

Appointee Names: Kim McKinley, Cris Newcomb, and Chris Ruks

Motion By: Mr. Denihan

Seconded by: By: Mr. Cottrell

Roll Call: Ms. Cozad-yea, Mr. Denihan-yea, Mr. Hartz – yea, Mr. Ruks-yea, Mr. Cottrell-yea.

Liaison to Orwell Joint Recreational District: Any member of council. Solicitor Newcomb advised position may be per levy.

Motion By: Ms. Cozad

Seconded by: By: Mr. Cottrell

Roll Call: Mr. Denihan – yea, Mr. Hartz – yea, Mr. Ruks-yea., Mr. Cottrell-yea, Ms. Cozad-yea.

Item G: Public Comment: None

Adjournment:

Motion to adjourn: Ms. Cozad

Seconded by: Mr. Cottrell

Roll Call: Mr. Hartz-yea, Mr. Ruks-yea, Mr. Cottrell-yea, Ms. Cozad-yea, Mr. Denihan-yea.

Time: 6:30 p.m.

Passed:

January 21, 2025

Kimberly C. McHenry  
Clerk of Council

Approved:

Christopher A. [Signature]  
President of Council

Jamie Dentek  
Village Manager