

A month-end audit meeting of the Town Board of the Town of Moreau was held on December 2, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Supervisor Jenkins opened the audit meeting at 6:30 p.m.

The Town Clerk called the roll.

**Town Board Members Present**

Bob Prendergast            Councilman  
Robert J. Vittengl, Jr.    Councilman  
Todd Kusnierz            Councilman (entered meeting at 6:35)  
Preston L. Jenkins, Jr.    Supervisor

**Town Board Members Absent**

Gina LeClair                Councilwoman

**Also Present:** Leeann McCabe, Town Clerk and Rudy Klick, Special Projects aide

An invoice was received from WB Mason Co. in the amount of \$4199.94. The Town Board had approved \$4194.00 on September 9, 2014. This was for the purchase made by the Court for six file cabinets that were placed in the records storage room.

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast approving an additional \$5.94 for a total of \$4199.94 to be paid to WB Mason Co., Invoice #635345 for six file cabinets purchased from the Town Court for the records storage room.

Roll call resulted as follows:

Councilwoman LeClair	Absent
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

An invoice was received from Lane Enterprises for ~~Highway Shoulder work~~ **Culvert Pipe work** that was done on Hatchery and Sisson Roads in the amount of \$675.34. These roads weren't approved for the work to be done and need to be added.

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl approving Hatchery and Sisson Roads to be added to the list of roads to have ~~highway shoulder~~ **Culvert Pipe** work done and to pay Lane Enterprises \$675.34, invoice #s 356318 and #356685, from account DB5110.497.  
**[Amended 12/9/2014 lm]**

Roll call resulted as follows:

Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Yes

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl authorizing a seminar that was attended on October 23, 2014 by Jesse Fish and Earl Ruff at a cost of \$80.00.

A month-end audit meeting of the Town Board of the Town of Moreau was held on December 2, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Councilman Kusnierz	Absent
Supervisor Jenkins	Yes

Invoices 43950, 43951 and 43879 from Sanders Fire & Safety have been withheld from audit at previous audit meetings and they continue to be withheld from payment as the work should have been done under warranty.

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast authorizing change order #8 #2 for additional attic sprinkler heads to the Town Hall Municipal Building in the amount of \$3,000.00 for Crisafulli Bros. and to pay the voucher to Crisafulli Bros. in the amount of \$2850.00 out of the Town Hall Capital Project Fund HC 1620.2 **[Amended 12/9/2014 lm]**

Roll call vote resulted as follows:

Councilwoman LeClair	Absent
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl authorizing the final retainage payment to Crisafulli Bros. that had been previously withheld from audit in the amount of \$11,557.40 from account HC 1620.2

Roll call vote resulted as follows:

Councilman Kusnierz	Abstain
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Yes

Invoices 159558, 160689 and 166938 from Crisafulli Bros. Plumbing & Heating have been withheld from audit at previous audit meetings and they continue to be withheld from payment as the work should have been done under warranty.

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast authorizing payment to Alltek Energy Systems for a repair to a sprinkler in the Town Board Room at a cost of \$1,274.50 from account A1620.401.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Supervisor Jenkins	Yes

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast approving the purchase order for an emergency repair to Truck #11 (2008 Mack) from Albany Truck Sales in the amount of \$1571.82.

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Roll call vote resulted as follows:

Councilwoman LeClair	Absent
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

An invoice was received from C.T. Male Associates in the amount of \$2011.36 which is \$34.64 over the contract. They also have some work left to be done. Supervisor Jenkins requested that an amount of \$500.00 be added to the contract price to cover this invoice and anything remaining for the year.

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl approving \$500.00 be added to the contract for C.T. Male Associates.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Yes

An invoice #1272338 from Bartlett, Pontiff, Stewart & Rhodes, P.C. in the amount of \$351.00 is awaiting funds into the Trust & Agency Account from the developer of Bluebird Trace in order for the invoice to be paid.

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast to increase revenues by \$50,000.00 to A1640 General Fund – Ambulance Charges and to increase expenditures by \$50,000.00 to A4540.409.1 General Fund – Ambulance-Paramedic Program to receive and expend fees associated with ambulance services by contract with the Moreau Emergency Squad.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Supervisor Jenkins	Yes

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl to increase revenues by \$2,000.00 to B1601 Town Outside Village – Registrar Fees and to increase expenditures by \$2,000.00 to B4020.480 Town Outside Village – Registrar of Vital Statistics.

Roll call vote resulted as follows:

Councilwoman LeClair	Absent
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl authorizing the following transfers:

A month-end audit meeting of the Town Board of the Town of Moreau was held on December 2, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

\$8625.00 be transferred from A1990.4 General Fund – Special Items-Contingent Account and \$8625.00 be transferred to A1620.401 General Fund – Buildings – Contractual.

The transfer is necessary so the General Fund can reimburse the Municipal Center Capital Project for the moving expense in the amount of \$7,795.00 which was approved by the Town Board on October 28, 2014. Without this transfer, Crisafulli Bros. cannot be paid their final retainage invoice (\$11,557.40) and for the invoice for the additional attic sprinkler heads (\$2850) from the Municipal Center Capital Project checkbook.

\$5,000.00 be transferred from A9010.8 General Fund – Employee Benefits-NYS Retirement and \$5,000.00 be transferred to A1620.401 General Fund – Buildings-Municipal Center.

The transfer is necessary to pay a voucher to Alltek Sprinkler for a leak in the Board room ceiling (\$1,274.50) and for three vouchers to Crisafulli Bros for several repairs to the Municipal Complex that have been pending totaling \$2,790.00 from May-October 2014.

\$105.28 be transferred from A4068.4 General Fund – Insect Control – Contractual and \$17.94 be transferred to A1340.4 General Fund – Budget-Contractual and \$87.34 be transferred to A1410.4 General Fund – Town Clerk- Contractual.

The transfer is necessary to pay a Public Hearing ad in the Post Star in the Budget line item account and to pay a petty cash fund reimbursement and a voucher to Kost IT in the Town Clerk line item account

\$3,043 be transferred from A8810.1 General Fund-Cemeteries – Personal Services and \$500.00 be transferred from A8810.2 General Fund – Cemeteries – Equipment and \$1,154.71 be transferred from A8810.4 General Fund – Cemeteries-Contractual and \$4697.71 be transferred to A1355.4 General Fund – Assessor-Contractual.

The transfer is necessary to pay vouchers to Bartlett, Pontiff, Stewart & Rhodes and Lewis & Greer.

\$500.00 be transferred from A8160.4 General Fund-Refuse & Garbage-Contractual and \$500.00 be transferred to A1420.4 General Fund – Attorney-Contractual.

The transfer is necessary to pay a voucher to Bartlett, Pontiff, Stewart & Rhodes.

\$60.02 be transferred from A1315.4 General Fund-Special Project Aide-Contractual and \$1,500.00 be transferred from A1010.4 General Fund-Town Board-Contractual and \$1,560.02 be transferred to A1315.1 General Fund-Special Project Aide – Personal Services.

The transfer is necessary to pay personal services for the Special Project Aide for the remaining 2014 year.

\$1,550.00 be transferred from A1430.4 General Fund-Personnel-Contractual and \$412.50 be transferred to A1620.402 General Fund-Buildings – Annex Contractual and \$400.00 be transferred to A1620.404 General Fund-Buildings – 61 Hudson Street – Contractual and \$737.50 be transferred to A1620.405 General Fund-Buildings – William St. Garage-Contractual.

The transfer is necessary to pay vouchers to Bartlett, Pontiff, Stewart & Rhodes, utility companies & New York Fire & Signal.

\$525.00 be transferred from TS 1990.4 Transfer Station-Special Items-Contingent Account and \$525.00 be transferred to TS9030.8 Transfer Station – Employee Benefits-Social Security.

The transfer is necessary to pay Social Security taxes for the remaining 2014.

\$5,000.00 be transferred from LF1990.4 Solid Waste Reserve Fund=Special Items-Contingent and \$5,000.00 to transferred to LF8160.4 Solid Waste Reserve Fund-Refuse & Garbage-Contractual.

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The transfer is necessary to pay Jenkins, Beecher & Bethel, LLP and any remaining 2014 vouchers.

\$400.00 be transferred from I8340.4 Water District 1 – Transmission/Distribution-Contractual and \$400.00 be transferred to I8330.4 Water District 1-Purification-Contractual.

The transfer is necessary to pay vouchers for purification testing and remaining 2014 purification vouchers.

\$980.00 be transferred from II8340.4 Water 2-Transmission/Distribution-Contractual and \$600.00 be transferred to II8330.4 Water 2 –Purification-Contractual and \$80.00 be transferred to II9000.8 Water 2-Employee Benefits-Medicare and \$300.00 to transferred to II9030.8 Water 2 –Employee Benefits – Social Security.

A transfer is necessary to pay vouchers to pay for purification testing and 2014 remaining vouchers for purification, Medicare and Social Security employee benefits.

\$900.00 be transferred from IV8340.4 Water 4-Transmission/Distribution-Contractual and \$600.00 be transferred to IV8330.4 Water 4-Purification-Contractual and \$75.00 be transferred to IV9000.8 Water 4 – Employee Benefits – Medicare and \$225.00 be transferred to IV9030.8 Water 4-Employee Benefits-Social Security.

The transfer is necessary to pay vouchers to pay for purification testing and 2014 remaining vouchers for purification, Medicare and Social Security employee benefits.

\$1,526.00 be transferred from DB5142.1 Highway Fund – General Repairs-Personal Services and \$1,526.00 be transferred to DB5110.1 Highway Fund-Snow Removal-Personal Services.

The transfer is necessary to complete posting of PR#24-14 for the Highway Department Personal Services.

\$1,032.00 be transferred from DB1990.4 Highway Fund-Special Items-Contingent Account and \$1,032.00 be transferred to DB5110.450 Highway Fund-General Repairs-Drywells.

The transfer is necessary to pay a voucher to EJ USA for 6 Grates/Ring Frames.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Yes

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast to increase revenues by \$8,000.00 to TS2130 Transfer Station-Transfer Station Fees and to increase expenditures by \$8,000.00 to TS8160.1 Transfer Station-Refuse & Garbage-Personal Services.

The budget amendment is necessary due to a shortage in the Transfer Station-Personal Services account.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Councilman Kusnierz	Yes
Supervisor Jenkins	Yes

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A motion was made by Councilman Prendergast and seconded by Councilman Vittengl to pay bills as audited.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilwoman LeClair	Absent
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Supervisor Jenkins	Yes

**AUDITED CLAIMS**

General Fund – A Account Claim nos. 1286-1299,1302-1305, 1309-1313,1315-1316, 1319,1321,1330-1335 1339,1341,1342,1351,1353-1355,1359-1360,1364,1368,1375,1377,1378,1380- 1382,1384-1387,1391-1392,1397,1402	\$86,224.96
Town Outside Fund – B Account 1302,1310,1320,1324,1331,1335,1340,1343-1350,1356	\$ 2,931.41
Highway Fund –DB Account 1306-1307,1310,1313,1317-1318,1322,1325-1327,1329,1336-1339,1357,1361-1362 1367-1368,1379,1382-1383,1388-1389,1399-1401	\$92,468.87
Sewer District 1 Fund – GI Account 1298-1299,1304,1310	\$357.68
Water District 1 Fund – I Account 1297-1298,1304,1310,1314,1323,1339,1352,1354,1365,1398	\$353.75
Water District 2 Fund – II Account 1297-1298,1304,1310,1314,1323,1339,1352,1354,1365,1398	\$1,327.39
Water District 4 Fund – IV Account 1298-1299,1304,1323,1339,1352,1363,1365	\$3,912.21
Meadow Ridge Lighting District Fund _ MR Account 1286,1288	\$86.21
Palette Lighting District Fund – PA Account 1288	\$641.79
Pinewood Lighting District Fund – PW Account 1286, 1288	\$262.75
Riverview Lighting District Fund – RV Account 1286,1288	\$298.56
Sherwood Forest Lighting District Fund _ SH Account 1286, 1288	\$278.87
Moreau Industrial Park – SP Account 1310	\$676.00
Water District 3 Fund – SW Account 1298,1304,1323,1339,1365	\$199.76
Transfer Station Fund – TS Account 1296,1299,1303,1304,1310,1339,1358,1366,1369,1387	\$5380.76
Tanglewood Lighting District – TW Account 1286, 1288	\$131.39
Water District 5 Fund – V Account 1298-1299,1304,1323,1339,1365,1376	\$95.02
Water District 6 Fund – VI Account 1299,1304,1308,1323,1324,1352,1382	\$1082.79
Woodscape II Lighting Fund – WP Account 1286, 1288	\$328.87
Woodscape Lighting Fund – WS Account 1286, 1288	\$438.33

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Trust & Agency Fund – TA Account 1373, 1374, 1390	k	\$1,717.00
NYS Affordable Housing Fund –CD Account 1370		\$6,710.00
Municipal Center Capital Projects Fund – HC Account 1403		\$14,407.40
Highway Capital Projects Fund – HH Account 1371		\$299.00
WD1 EXT2 Capital Project – HI Account 1300, 1301		\$1,040.12
Landfill Reserve Fund – LF Account 1372,1404,1405		\$2,645.31

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast to adjourn the meeting at 7:50 p.m.

Roll call vote resulted as follows:

Councilwoman LeClair	Absent
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

Meeting adjourned.

Respectfully submitted,



Leeann McCabe  
Town Clerk