

A month-end audit meeting of the Town Board of the Town of Moreau was held on June 26, 2014 in the Town of Moreau Municipal Building located at 351 Reynolds Road, Moreau, New York.

Deputy Supervisor Vittengl called the meeting to order at 6:30 p.m.

The Town Clerk called the roll.

Town Board Members Present

Gina LeClair	Councilwoman
Todd Kusnierz	Councilman
Robert J. Vittengl, Jr.	Deputy Supervisor

Town Board Members Absent

Bob Prendergast	Councilman
Preston L. Jenkins, Jr.	Supervisor

Also Present: Jeanne Fleury, Town Clerk; Rudy Klick, Special Projects Aide

It was noted for the record that Councilwoman LeClair signed the vouchers and dated them for June 27th instead of June 26th in error.

Previously the Town Board authorized MC Environmental to repair the gas vents at the landfill at a cost of \$1,718.00. The amount invoiced was \$1,811.46. The additional amount of \$93.46 was to cover additional materials needed to complete the work.

Councilman Kusnierz said they should have known what the job entailed, they have done it before. Did they blindly submit a quote?

Deputy Supervisor Vittengl read from the quote as follows: "The exact type and quality of piping and fittings required will be determined in the field."

A motion was made by Councilwoman LeClair and seconded by Councilman Kusnierz authorizing the additional amount of \$93.46 to be paid to MC Environmental.

Roll call vote resulted as follows:

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

A voucher was in for audit from GAR Associates in the amount of \$250.00 for a software license for the Assessor's Office for the period of November 2013 through November 2014. Board approval is needed to pay this voucher per Rudy Klick. It was noted that this software license was authorized for the year 2012 and was paid in January 2013.

Councilman Kusnierz asked what the software is for. He asked if the Board agreed to this and if they knew if it was an annual license or not. He said the Town has spent a lot of money on GAR Associates. He asked if we will have to do a software upgrade in the future.

It was decided to hold this voucher form payment and obtain more information.

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A voucher was in for audit from Saunders Fire & Safety for the repair and clearing of the low air panel in the amount of \$285.00.

This voucher was withheld from payment as the Board feels it should be under warranty as the system was just activated.

The Town Board previously authorized payment to the Saratoga County Animal Shelter per their contract with the Town minus \$9.00 for cats calls billed by the County. The amount was actually \$180.00 for the cat calls. A check was mailed to the Saratoga County Animal Shelter in the amount of \$1,382.25 and they returned the check to the Town of Moreau asking for the full amount of their contract, which was \$1,562.25. Authorization is needed to pay the \$180.00 for the cat calls.

Discussion followed between the three Board Members present. They discussed who came and got the cats, is there enough money in the budget to pay this additional amount and there should be, because we no longer contract with a DCO for a yearly stipend rather we pay them hourly based on calls.

Deputy Supervisor Vittengl stated that they should make sure that next year's contract reads Dog Control and not Animal Control and that the County knows we are not going to pay for cats.

A motion was made by Councilwoman LeClair and seconded by Councilman Kusnierz authorizing payment to the Saratoga County Animal Shelter for cat calls in the amount of \$180.00 making the total that will be paid to the Saratoga County Animal Shelter \$1,562.25 per their contract with the Town.

Roll call vote resulted as follows:

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

A voucher was in for audit from Crisafulli Bros. for a service call to unplug the septic line and removal of an object from the line in the amount of \$1,557.50. This voucher was previously submitted to the Board for approval at a prior Audit Meeting and payment was withheld pending a discussion with Crisafulli Bros.

This voucher was withheld from payment again at this meeting as it should be a warranty item.

Another voucher was in for audit from Crisafulli Bros. for a service call to replace the blower motor on the furnace that supplies heat to the meeting room and replacement of the thermostat in the Town Clerk's Office. This voucher was previously submitted to the Board for approval at an Audit Meeting and payment was withheld pending a discussion with Crisafulli Bros.

This voucher was withheld from payment again as it should be a warranty item.

A voucher was in for audit from Kost IT for installation of new computers and related work. The work exceeded the 80 hour block of hours previously approved by the Town Board by 19 1/2 hours. There was additional unforeseen troubleshooting required on the part of Kost IT in this project. This resulted in the additional 19 1/2 hours of labor at \$100.00 an hour or a total additional amount of \$1,950.00 above and beyond the previously approved 80 hours at \$100.00 or \$8,000.00.

Deputy Supervisor Vittengl asked Rudy if there were funds available to pay the additional amount and Rudy Klick replied that is what one of the transfers is for.

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Councilwoman LeClair asked if they needed to approve the transfers before approving the additional amount and Councilman Kusnierz replied no, they would authorize the transfers before they authorized payment of bills.

A motion was made by Councilwoman LeClair and seconded by Councilman Kusnierz authorizing an additional amount of \$1,950.00 to be paid to Kost IT.

Roll call vote resulted as follows:

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

It was noted that Invoice No. 1272338 dated 12/18/13 from Bartlett, Pontiff, Stewart & Rhodes in the amount of \$351.00 for legal services rendered regarding Bluebird Trace proposed PUD is being held pending receipt of funds into the Trust & Agency Account from the Developer.

A motion was made by Councilwoman LeClair and seconded by Councilman Kusnierz authorizing the following transfers:

Transfer \$2,000.00 from A1410.1 – General Fund – Town Clerk – Personnel
Transfer \$420.00 from A1410.2 – General Fund – Town Clerk – Equipment
Transfer \$141.00 from A1330.4 – General Fund – Tax Collection – Contractual
Transfer \$2,561.00 into A1410.4 – General Fund – Town Clerk – Contractual

This transfer is needed to pay Kost IT for April and May billings. More Money will need to be transferred into this account to continue to pay 2014 Kost IT for the monthly monitoring service.

Transfer \$300.00 from A5010.2 – General Fund – Superintendent of Highways – Equipment into A5010.476 – General Fund – Superintendent of Highways – Computer Services.

This transfer is needed to pay PS Technical Services for computer repairs.

Transfer \$100.00 from DB5130.405 – Highway Fund – Machinery – Equipment Repairs into DB5130.452 – Highway Fund – Machinery – Marking Lime & Paint.

This transfer is needed to pay Noble Ace Hardware.

Transfer \$156.00 from A1990.4 – General Fund – Special Items – Contingent Account into A5010.410 – General Fund – Superintendent of Highways – Attorney.

This transfer is necessary to pay our attorney for a claim regarding a highway employee.

Roll call vote resulted as follows:

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

A motion was made by Councilman Kusnierz and seconded by Councilwoman LeClair authorizing the payment of bills as audited.

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Roll call vote resulted as follows:

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

AUDITED CLAIMS

General Fund – A Account Claim nos. 667-677, 679-683, 685-686, 688, 691, 693-694, 697-698, 700, 702, 704-705, 707, 709, 711, 714, 717-718, 721-723, 725-726, 728-731, 735-739, 745, 757-759, 762, 767-769, 771-773, 775-776, 778, 779-781, 791-792, 794-797, 800-801, 804, 806	\$224,035.19
Town Outside Fund – B Account Claim nos. 697, 717, 723, 725, 737, 746-748, 752-756, 764, 769, 782-787	\$3,836.27
Highway Fund – DB Account Claim nos. 695-696, 699, 701, 703, 706-707, 713, 716-717, 719-720, 723, 727, 732-734, 737, 740-742, 760-761, 766, 772, 774-775, 777, 779, 793	\$55,807.98
Sewer District 1 Fund – GI Account Claim nos. 689-690, 693, 697, 708, 717	\$1,349.00
Water District 1 Fund – I Account Claim nos. 687, 689, 690, 692, 693, 697, 708, 715, 724, 798	\$2,194.21
Water District 2 Fund – II Account Claim nos. 687, 689, 690, 692-693, 697, 708, 712, 715, 717, 724, 737, 744, 763, 770, 775, 778, 798	\$1,930.69
Water District 4 Fund – IV Account Claim nos. 687, 689, 690, 692-693, 708, 715, 717, 724, 737, 744, 770, 798	\$5,696.86
Meadow Ridge Lighting District Fund – MR Account Claim nos. 670-671	\$82.41
Palette Lighting District Fund – PA Account Claim nos. 670-671	\$175.60
Palmerton Heights Lighting District Fund – PH Account Claim nos. 671	\$428.53
Pinewood Lighting District Fund – PW Account Claim nos. 670-671	\$247.40
Riverview Lighting District Fund – RV Account Claim nos. 670-671	\$278.12
Sherwood Forest Lighting District Fund – SH Account Claim nos. 670-671	\$263.43
Water District 3 Fund – SW Account Claim nos. 687, 689-690, 692-693, 708, 715, 717, 724, 798	\$243.60
Transfer Station Fund – TS Account Claim nos. 678, 684, 693, 710, 717, 737, 765, 802, 805	\$5863.93
Tanglewood Lighting District Fund – TW Account Claim nos. 670-671	\$122.77
Water District 5 Fund – V Account Claim nos. 687, 689, 690, 692, 693, 708, 715, 717, 724, 798	\$132.33
Water District 6 Fund – VI Account Claim nos. 687, 689, 690, 692-693, 708, 715, 717, 724, 744, 798-799	\$1030.56
Woodscape II Lighting District Fund – WP Account Claim nos. 671	\$311.86
Woodscape Lighting District Fund – WS Account Claim nos. 670-671	\$412.47
Trust & Agency Fund – TA Account	

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Claim nos. 789-790, 808	\$3243.50
Town Wide Recreation Capital Project Fund – HT Account Claim nos. 803	\$68.35
Highway Capital Project Fund – HH Account Claim nos. 788	\$78.00
Landfill Reserve Fund – LF Account Claim nos. 807	\$1,811.46

A motion was made by Councilwoman LeClair and seconded by Councilman Kusnierz to adjourn the meeting at 6:58 p.m.

Roll call vote resulted as follows:

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

Meeting adjourned.

Respectfully submitted,

Jeanne Fleury
Town Clerk