

A month-end audit meeting of the Town Board of the Town of Moreau was held on October 30, 2012 in the Town of Moreau Office Building, 61 Hudson Street, South Glens Falls, New York.

Supervisor Jenkins called the meeting to order at 6:35 p.m.

The Town Clerk called the roll.

Town Board Members Present

Robert J. Vittengl, Jr.	Councilman
Bob Prendergast	Councilman
Gina LeClair	Councilwoman
Todd Kusnierz	Councilman
Preston Jenkins	Supervisor

Town Board Members Absent

None

Also Present: Jeanne Fleury, Town Clerk; Rudy Klick, Special Projects Aide; Paul Joseph, Highway Superintendent; Elizabeth Lanfear, Town Resident; Steve Gram, Recreation Director (arrived at 6:55 p.m.)

A voucher was in for audit from Lightle Enterprises in the amount of \$524.39 for highway signs. Approval was not obtained by the highway superintendent before the purchase was made, because the shipping and handling was only estimated by Lightle Enterprises and when the actual invoice arrived the shipping and handling put the purchase over the \$500.00 limit in the Town's procurement policy that requires Town Board approval first. In order to pay this voucher approval is needed from the Town Board for this purchase.

Paul Joseph explained that for some reason Lightle Enterprises shipped the order by Federal Express rather than UPS resulting in higher shipping fees.

A motion was made by Councilwoman LeClair and seconded by Councilman Prendergast authorizing the purchase of highway signs from Lightle Enterprises in the amount of \$524.39 including shipping and handling.

Roll call vote resulted as follows:

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

Councilman Kusnierz asked Paul Joseph in the future to obtain the maximum shipping and handling fees before placing an order so the Town Board can include the shipping and handling fees in their resolution.

Councilman Kusnierz referred to voucher 1862 which was for the purchase of topsoil and said he noticed an environmental surcharge on the invoice. He asked what the surcharge was for.

Paul Joseph replied that the surcharge is a New York State regulation that started about two years ago.

Councilman Kusnierz referred to voucher 1863 that was for expenses incurred by the assessor for her attendance at a conference in Lake Placid. He said that he was shocked at the amount. He asked why the Town didn't receive a government rate from the hotel rather than the \$242.00 per night for a three night stay. He said there are other hotels in Lake Placid.

Supervisor Jenkins replied that the assessor probably wanted to stay in the hotel where the conference was being held.

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Councilman Kusnierz stated that it was a lot of money.

Supervisor Jenkins stated that the hotels in NYC are \$250.00 a night and Councilman Kusnierz stated that he would expect them to be, but not in the Adirondacks.

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl authorizing the following increase in appropriations:

Increase appropriations by \$1,000.00 in I8310.1 – Water District 1 – Administration – Personal Services
Increase appropriations by \$20,000.00 in I8310.4 – Water District 1 – Administration – Contractual
Increase appropriations by \$50.00 in I9000.8 – Water District 1 – Employee Benefits – Medicare
Increase appropriations by \$100.00 in I8310.4 – Water District 1 – Employee Benefits – Social Security

The total of \$21,150.00 will be financed from available unreserved fund balance that is needed to pay for current and anticipated vouchers, payroll and payroll taxes for November and December 2012.

Roll call vote resulted as follows:

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

A motion was made by Councilman Kusnierz and seconded by Councilwoman LeClair authorizing the following increase in appropriations:

Increase appropriations by \$14,000.00 in GI8110.2 – Sewer District – Administration – Equipment

The \$14,000.00 will be financed from available unreserved fund balance that is needed to pay for a \$14,000.00 industrial park remote telemetry system from Aqua Logics Systems, Inc. that the Town Board approved back on July 24, 2012.

Roll call vote resulted as follows:

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

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl authorizing the following increase in revenues and expenditures:

Increase revenues by \$964.20 in DB2770 – Highway Fund – Miscellaneous Revenues
Increase expenditures by \$964.20 in DB5130.405 – Highway Fund – Machinery – Equipment Repairs

The need to increase the highway fund revenues is due to the receipt of \$964.20 from Ray's Salvage for scrap metal and the increase in appropriations is for equipment repairs.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Yes

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Councilman Kusnierz	Yes
Supervisor Jenkins	Yes

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl authorizing the following increase in revenues and expenditures:

Increase revenues by \$16,280.58 in DB2680 – Highway Fund – Insurance Recoveries
Increase appropriations by \$16,280.58 in DB5130.405 – Highway Fund – Equipment Repairs

The increase in the highway fund revenues was due to the receipt of \$10,075.40 from Dawson's Body Shop, Inc. and \$6,205.18 from HCC U.S. Specialty Insurance Company and the increase in the highway fund appropriations is due to the receipt of an invoice from Arrowhead Equipment in the amount of \$15,735.00, Weller's Auto Parts in the amount of \$96.99 and GCR Tire Centers in the amount of \$554.12 for repairs to the Town's 2008 Mack Dump Truck that was involved in an accident on May 21, 2012.

Roll call vote resulted as follows:

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

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast authorizing the following increase in revenues and expenditures:

Increase revenues by \$50,219.01 in DB3960 – Highway Fund – Emergency Disaster Assistance
Increase appropriations by \$50,219.01 in DB5112.431.1 – Highway Fund – Improvements – Clark Road Culvert – FEMA 4020 DR NY

The increase in highway fund revenues is due to the receipt of \$37,664.26 (Federal Share) and \$12,554.75 (State Share) for a total of \$50,219.01 from the New York State Office of Emergency Management for damage done to the Clark Road culvert from hurricane Irene and the increase in appropriations is for the repair to the Clark Road culvert.

Roll call vote resulted as follows:

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

A motion was made by Councilman Prendergast and seconded by Councilwoman LeClair authorizing the following transfer of funds:

\$1,400.00 from A3510.1 – General Fund – Control of Dogs – Personal Services into A3510.4 – General Fund – Control of Dogs – Contractual to pay a voucher from the Saratoga County Animal Shelter.

\$11,530.00 from A1990.4 – General Fund – Special Items – Contingent Account with \$530.00 going into A6772.4 – General Fund – Programs for the Aging – Contractual and \$11,000.00 going into A7310.1 – General Fund – Youth Programs – Personal Services to pay the 2012 4th Quarter Saratoga County Office for the Aging Nutrition Agreement (\$530.00) and to complete payroll through December 31, 2012 for Youth Programs – Personal Services (\$11,000.00).

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\$215.32 from A5132.450 – General Fund – Garage – Supplies into A5132.2 – General Fund – Garage – Equipment to purchase a 12 foot fiberglass step ladder.

\$4,500.00 from VI8310.1 – Water District 6 – Administration – Personal Services and \$8,000.00 from VI9060.8 – Water District 6 – Employee Benefits – Hospital/Medical Insurance and \$3,067.22 from VI9730.0 – Water District 6 – Debt Service – Principal BAN with \$300.00 going into VI8340.4 – Water District 6 – Transmission and Distribution – Contractual and \$15,267.22 going into VI8310.4 – Water District 6 – Administration – Contractual to transfer money to pay voucher 1917 to Ti-Sales and voucher 1868 to Ferguson Waterworks and anticipated vouchers in November and December 2012 to the Town of Queensbury.

Roll call vote resulted as follows:

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

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

Roll call vote resulted as follows:

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

AUDITED CLAIMS

General Fund – A Account:

Claim nos. 1793, 1827, 1834-1836, 1839, 1841-1842, 1844, 1847-1849, 1851, 1853, 1855-1861, 1863, 1865, 1867, 1869-1870, 1872, 1875-1880, 1882, 1884-1889, 1892, 1895, 1905-1909, 1911-1912, 1915-1916, 1919-1921, 1924-1926, 1928, 1943-1944, 1946, 1948-1950, 1952-1953, 1955, 1957-1958, 1962-1964	\$ 78,766.63
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Town Outside Fund – B Account:

Claim nos. 1855, 1896-1902, 1913, 1919, 1930-1935, 1958	\$ 2,244.29
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Highway Fund – DB Account:

Claim nos. 1852, 1855, 1862, 1864, 1866-1867, 1871, 1873-1874, 1876, 1881, 1883, 1886, 1890-1891, 1893, 1903, 1910, 1922-1923, 1926, 1928-1929, 1945, 1947, 1951, 1954, 1956	\$183,097.52
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Sewer District 1 Fund – GI Account:

Claim nos. 1838, 1847, 1919, 1949, 1958	\$ 208.19
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Water District 1 Fund – I Account:

Claim nos. 1837, 1847, 1850, 1857, 1868, 1894, 1904, 1913, 1918-1919,

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1949, 1958	\$ 15,540.26
Water District 2 Fund – II Account:	
Claim nos. 1837, 1847, 1850, 1868, 1879, 1904, 1913-1914, 1917, 1919, 1949, 1958	\$ 12,491.75
Water District 4 Fund – IV Account:	
Claim nos. 1837, 1847, 1850, 1854, 1868, 1879, 1886, 1904, 1913, 1919, 1926, 1949, 1958	\$ 12,031.84
Water District 3 Fund – SW Account:	
Claim nos. 1837, 1847, 1850, 1868, 1894, 1904, 1913, 1919, 1949, 1958	\$ 7,436.56
Transfer Station Fund – TS Account:	
Claim nos. 1843, 1847, 1855, 1886, 1911, 1913, 1919, 1927, 1949	\$ 6,733.12
Water District 5 Fund – V Account:	
Claim nos. 1837, 1847, 1850, 1868, 1879, 1904, 1913, 1919, 1949, 1958	\$ 3,306.30
Water District 6 Fund – VI Account:	
Claim nos. 1837, 1840, 1847, 1850, 1868, 1879, 1904, 1913, 1917, 1919, 1949, 1958	\$ 15,327.70
Trust & Agency Fund – TA Account:	
Claim nos. 1939-1940	\$ 148.00
Town-Wide Capital Project Fund – HT Account:	
Claim nos. 1941-1942, 1959	\$ 3,190.38
Municipal Center Capital Project Fund – HC Account:	
Claim nos. 1936-1937, 1960	\$ 920.00
Water District 1 Extension 2 Capital Project Fund – HI Account:	
Claim nos. 1828-1833	\$ 149,255.58
Recreation Capital Project Fund – HP Account:	
Claim nos. 1938, 1961	\$ 2,449.20
Meadow Ridge Lighting District Fund – MR Account:	
Claim nos. 1834	\$ 70.84
Palette Lighting District Fund – PA Account:	

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Claim nos. 1834	\$	157.62
Palmerton Heights Lighting District Fund – PH Account:		
Claim nos. 1834	\$	528.51
Pinewood Lighting District Fund – PW Account:		
Claim nos. 1834	\$	208.77
Riverview Lighting District Fund – RV Account:		
Claim nos. 1834	\$	308.97
Sherwood Forest Lighting District Fund – SH Account:		
Claim nos. 1834	\$	242.94
Woodscape II Lighting District Fund – WP Account:		
Claim nos. 1834	\$	270.21
Woodscape Lighting District Fund – WS Account:		
Claim nos. 1834	\$	364.90
Tanglewood Lighting District Fund – TW Account		
Claim nos. 1834	\$	111.06

[Amended 11/13/12 jf]

A motion was made by Councilman Prendergast and seconded by Councilwoman LeClair to adjourn the Month-End Audit Meeting at 6:58 p.m.

Roll call vote resulted as follows:

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

Meeting adjourned.

Respectfully submitted,

Jeanne Fleury
Town Clerk

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