

A month-end audit meeting was held by the Town Board of the Town of Moreau on September 30, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Supervisor Jenkins called the meeting to order at 6:30 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 L. Jenkins Jr.	Supervisor

Town Board Members Absent

None

Also Present: Jeanne Fleury, Town Clerk; Paul Joseph, Highway Superintendent; Peggy Jenkins, Assessor; Reed Antis, Planning Board Member and Town Resident; Rudy Klick, Special Projects Aide

A correction of the minutes from September 25, 2012 was needed as the minutes read that Garry Robinson was hired to provide inspection services for the Burt Road Culvert Project when in fact he provided engineering services at the rate of \$85.00 per hour.

A motion was made by Councilman Vittengl and seconded by Councilwoman LeClair authorizing the correction of the minutes of September 25, 2012 on page 434 to read as follows:

“A motion was made by Councilman Vittengl and seconded by Councilwoman LeClair authorizing Garry Robinson to be the ~~inspector~~ **engineer** on the Burt Road culvert project at his hourly rate of \$85.00 per hour.”

Roll call vote resulted as follows:

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

A voucher and invoice was in for audit from Gallo Construction Corp. in the amount of \$6,604.78. This voucher and invoice has been on hold while we await more information from Tim Burley, Engineer for the Town, and completion of the job. This voucher and invoice was withheld from audit again this month.

Councilman Kusnierz received a call from Mr. Mrs. Donald Bouton. Mr. & Mrs. Bouton granted an easement to the Town of Moreau to use their land while the ~~Burt Clark~~ Road Culver Project was ongoing. They are extremely upset over the fact that their property has not been restored to the condition that it was before the construction project started on the culvert. It has been almost a year and their property has not been restored properly. Mr. Bouton stopped and talked to the contractor one day and the contractor said inappropriate and unprofessional things to Mr. Bouton. **[Amended 10/14/14 Per Town Board jf]**

Supervisor Jenkins stated that Tim Burley told him that there is quite a bit of work that needs to be done.

Councilman Kusnierz stated that they got the largest plants available at Toadflax to re-plant on Mr. & Mrs. Bouton's property and they seem to be okay with this, but there isn't any grass growing.

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Vouchers and invoices from Sanders Fire & Safety have been withheld from audit previously and were withheld from audit this month due to the fact that the work should have been done under warranty. A letter was sent to them and no response has been received.

Vouchers and invoices from Crisafulli Bros. have been withheld from audit previously and were withheld from audit this month due to the fact that the work should have been done under warranty. They have been notified of this fact.

A voucher and invoice was in for audit from Northwind Graphics for 94 shirts purchased for Flag Football in the amount of \$673.00. This is over the \$500.00 limit per the procurement policy before pre-approval is needed from the Town Board to purchase. The addition of names to the backs of the shirts put the cost over the \$500.00 limit.

Discussion followed.

Councilwoman LeClair said she was going on vacation and asked if Councilman Vittengl would talk with Sandy Boucher about the procurement policy again so this doesn't happen again. Councilman Vittengl said he would speak with Sandy about this.

A motion was made by Councilman Vittengl and seconded by Councilwoman LeClair authorizing the payment of \$673.00 to Northwind Graphics for the purchase of shirts for the Flag Football Program out of account A7310.4.

Roll call vote resulted as follows:

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

Rudy Klick indicated to the Board that approval was needed of a revised asphalt request to include Gorman Bros. and Nova Chip under County Contract #14PWPA30R for the following roads and following amounts:

Dyke Road	\$21,303.66
Feeder Dam Road	\$32,575.73
Hatchery Road	\$46,359.54
Total	\$100,238.93

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl authorizing the revised asphalt request to include Gorman Bros. and Nova Chip under County Contract #14PWPA30R for the following roads and amounts:

Dyke Road	\$21,303.66
Feeder Dam Road	\$32,575.73
Hatchery Road	\$46,359.54
Total	\$100,238.93

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Yes

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Councilman Vittengl	Yes
Supervisor Jenkins	Yes

It was noted that we are still awaiting funds into the Trust & Agency Account from the developer of Bluebird Trace in order to pay a voucher and invoice from Bartlett, Pontiff, Stewart & Rhodes in the amount of \$351.00.

Councilman Kusnierz asked about a charge on the voucher and invoice from Bartlett, Pontiff, Stewart & Rhodes that referenced a conversation with the Supervisor about a hot air balloon launch and he wanted to know what this was about.

Supervisor Jenkins stated that a request was received to launch a hot air balloon from in front of the municipal building and he consulted with the attorney and the attorney advised that this should not be allowed.

Councilman Kusnierz asked about the Kost IT voucher and invoice. He said he spoke with Fran Thibodeau the Principle Account Clerk and apparently they bill on top of the contract amount?

Rudy Klick replied that an error in their billing was detected in that they were billing a full hour for services when in fact they should have only billed for a quarter hour. Kost IT credited the Town for this mistake.

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

\$75.00 from A1220.2 – General Fund – Supervisor – Equipment into A1315.4 – General Fund – Special Project Aide – Contractual for the Special Project Aide to purchase ink for his printer.

\$181.05 from A1330.2 – General Fund – Tax Collection – Equipment; \$160.17 from A1330.4 – General Fund – Tax Collection – Contractual into A1410.4 – General Fund – Town Clerk – Contractual to pay vouchers for postage, Kost IT and Mailings Made Easy in September warrant.

\$200.00 from V8310.4 – Water 5 – Administration – Contractual into V8330.4 – Water 5 – Purification – Contractual to pay vouchers for water samples for September – December 2014.

Roll call vote resulted as follows:

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

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

Increase revenues by \$16,000.00 in A1640 – General Fund – Ambulance Charges and increase expenditures by \$160,000.00 in A4540.409.1 – General Fund – Ambulance – Paramedic Program to receive and expend fees associated with the paramedic program services with the Moreau Emergency Squad.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Yes

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Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Supervisor Jenkins	Yes

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

Roll call vote resulted as follows:

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

AUDITED CLAIMS

General Fund – A Account Claim nos. 1056-1064, 1067, 1069-1070, 1073-1082, 1086-1088, 1090-1091, 1093, 1095-1096, 1098, 1104-1106, 1109-1110, 1112, 1114-1117, 1120-1121, 1130, 1132, 1136-1137, 1140, 1142-1147, 1150-1152, 1154-1155, 1164-1166, 1168-1170, 1173, 1177	\$128,686.79
Town Outside Fund – B Account Claim nos. 1082, 1091, 1100, 1111, 1115, 1122-1129, 1133, 1139, 1146, 1154, 1156-1160	\$6,174.63
Highway Fund – DB Account Claim nos. 564, 1084-1086, 1089, 1097, 1101-1102, 1104, 1107-1108, 1113, 1115, 1118, 1135-1136, 1138, 1148, 1151, 1155, 1163, 1172, 1176	\$215,585.55
Sewer District 1 Fund – GI Account Claim nos. 1065, 1072, 1075, 1082, 1091, 1102, 1171	\$216.92
Water District 1 Fund – I Account Claim nos. 1068, 1072, 1075, 1082, 1086, 1091-1092, 1099, 1102-1104, 1110, 1115, 1131, 1134, 1141, 1146, 1171	\$658.36
Water District 2 Fund – II Account Claim nos. 1068, 1072, 1075, 1082, 1091-1092, 1099, 1102-1104, 1115, 1119, 1131, 1134, 1141, 1146, 1154, 1167, 1171	\$80,435.12
Water District 4 Fund – IV Account Claim nos. 1068, 1072, 1075, 1082, 1091-1092, 1099, 1102-1104, 1115, 1134, 1141, 1146, 1171	\$868.88
Meadow Ridge Lighting District Fund – MR Account Claim nos. 1057-1058	\$83.02
Pallette Lighting District Fund – PA Account Claim nos. 1057-1058	\$175.07
Palmerton Heights Lighting District Fund – PH Account Claim nos. 1058	\$427.13
Pinewood Estates Lighting District Fund – PW Account Claim nos. 1057-1058	\$248.20
Riverview Lighting District Fund – RV Account Claim nos. 1057-1058	\$278.41
Sherwood Forest Lighting District Fund – SH Account Claim nos. 1057-1058	\$264.44
Water District 3 Fund – SW Account Claim nos. 1068, 1072, 1082, 1091-1092, 1099, 1102-1104, 1115, 1131, 1134, 1141, 1146, 1171	\$400.36
Transfer Station Fund – TS Account Claim nos. 1066, 1071, 1075, 1082-1083, 1115, 1149, 1153-1154, 1161	\$6,682.77
Tanglewood Lighting District Fund – TW Account	

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Claim nos. 1057-1058	\$123.04
Water District 5 Fund – V Account Claim nos. 1068, 1072, 1075, 1082, 1091-1092, 1099, 1102-1104, 1115, 1131, 1134, 1141, 1146, 1171,	\$226.10
Water District 6 Fund – VI Account Claim nos. 1068, 1072, 1075, 1082, 1086, 1091-1092, 1099, 1102-1104, 1115, 1119, 1131, 1134, 1141, 1146, 1171	\$1,647.74
Woodscape II Lighting District Fund – WP Account Claim nos. 1058	\$309.94
Woodscape Lighting District Fund – WS Account Claim nos. 1057,1058	\$413.81
Trust & Agency Fund – TA Account Claim nos. 1175	\$15,413.75
Municipal Center Capital Project Fund – HC Account Claim nos. 1162	\$1,120.00
Landfill Reserve Fund – LF Account Claim nos. 1174	\$7,647.51

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl to adjourn the audit meeting at 6:50 p.m.

Roll call vote resulted as follows:

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

Meeting adjourned.

Respectfully submitted,

Jeanne Fleury
Receiver of Taxes