

A month-end meeting of the Town Board of the Town of Moreau was held on December 22, 2015 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York

The Supervisor called the audit meeting to order at 6:30 p.m.

**Town Board Members Present**

|                         |                                   |
|-------------------------|-----------------------------------|
| Bob Prendergast         | Councilman                        |
| Gina LeClair            | Councilwoman                      |
| Todd Kusnierz           | Councilman [arrived at 6:37 p.m.] |
| Robert J. Vittengl, Jr. | Councilman                        |
| Preston L. Jenkins, Jr. | Supervisor                        |

**Town Board Members Absent**

None

**Also Present:** Leeann McCabe, Town Clerk; Rudy Klick, Special Project Aide; Paul Joseph, Highway Superintendent

An invoice was received from Saratoga Land Management in the amount of \$4,710.90 for work done at the Tech Park. This was at a rate of 20% which hadn't been approved by the Board.

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast approving a rate of 20% to Saratoga Land Management for work done at the Tech Park.

Roll call vote resulted as follows:

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

There were three invoices received from Garry Robinson with a charge rate of \$80.00 per hour for Assistant Engineer. The last rate the Town had from Mr. Robinson for Assistant Engineer was \$75.00 per hour and this was back in 2012. Councilman Prendergast stated that the Town should pay at the rate that was provided to them.

A motion was made by Councilman Prendergast and seconded by Councilwoman LeClair to pay the invoices received from Garry Robinson, at the rate of \$75.00 per hour for Assistant Engineer.

Roll call vote resulted as follows:

|                        |        |
|------------------------|--------|
| Councilman Kusnierz    | Absent |
| 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 payment to Garry Robinson for the preparation of the Annual Stormwater Report. This will be paid from account B8540.4.

The amount charged on the invoice will be reduced to reflect the \$75.00 per hour fee for Assistant Engineer that was approved by the Town Board previous to this resolution, in lieu of the \$80.00 fee that was charged.

Roll call vote resulted as follows:

A month-end meeting of the Town Board of the Town of Moreau was held on December 22, 2015 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York

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

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl approving payment to Garry Robinson for an invoice received for work done on the Pavement Preservation Grant.

The amount charged on the invoice will be reduced to reflect the \$75.00 per hour fee for Assistant Engineer that was approved by the Town Board previous to this resolution, in lieu of the \$80.00 per hour fee that was charged.

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 Prendergast and seconded by Councilman Vittengl approving payment to Garry Robinson for an invoice received for engineering work done for the repair of the Highway Garage roof.

The amount charged on the invoice will be reduced to reflect the \$75.00 per hour fee for Assistant Engineer that was approved by the Town Board previous to this resolution, in lieu of the \$80.00 per hour fee that was charged.

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 Councilman Vittengl approving payment to Lightle Enterprises of Ohio for road signage in the amount of \$539.91. This will be paid from account A3310.498.

The amount was over the \$500.00 procurement policy and therefore needed Town Board approval

Roll call vote resulted as follows:

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

Two invoices were received from FW Webb in the amount of \$534.82 for the same job. The total was over the \$500.00 procurement policy and therefore needs Town Board approval.

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl approving payment to FW Webb in the amount of \$534.82. This will be paid from account HP 7180.4.

A month-end meeting of the Town Board of the Town of Moreau was held on December 22, 2015 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York

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

An invoice was received from MDS Solutions in the amount of \$555.00. This was over the \$500.00 procurement policy due to shipping charges and therefore needs Town Board approval.

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl approving payment to MDS Solutions for road signs in the amount of \$555.00. This will be paid from account A3310.498.

Roll call vote resulted as follows:

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

Two vouchers were received from Matthew Bender with electronic signatures and need Town Board approval to be processed.

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl approving payment of an invoice with an electronic signature to Matthew Bender in the amount of \$73.88.

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 approving payment of an invoice with an electronic signature to Matthew Bender in the amount of \$75.78.

Roll call vote resulted as follows:

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

An invoice was received from Northwind Graphics in the amount of \$1,995.25 for Basketball T-shirts. The amount was over the \$500.00 procurement policy and therefore needs Town Board approval.

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast approving payment to Northwind Graphics in the amount of \$1,995.25. This will be paid from account A7310.4.

Roll call vote resulted as follows:

|                        |     |
|------------------------|-----|
| Councilman Vittengl    | Yes |
| Councilman Prendergast | Yes |
| Councilwoman LeClair   | Yes |

A month-end meeting of the Town Board of the Town of Moreau was held on December 22, 2015 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York

|                     |     |
|---------------------|-----|
| Councilman Kusnierz | Yes |
| Supervisor Jenkins  | Yes |

An invoice was received from Falls Farm & Garden last month and was withheld from audit until more information was received relating to a tractor repair. The information was received from the Recreation Maintenance Director.

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl approving payment to Falls Farm & Garden in the amount of \$1,160.35. This will be paid from account A7140.4.

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 Prendergast and seconded by Councilman Vittengl that \$12,175.00 be transferred from A9060.8 General Fund-Employee Benefits-Medical Insurance and \$5,000.00 be transferred to A1420.4 General Fund –Attorney-Contractual and that \$675.00 be transferred to A9045.8 General Fund-Employee Benefits-Health Insurance Option and that \$6,500.00 be transferred to A5182.4 General Fund-Street Lighting-Contractual.

This transfer is needed to pay the remaining National Grid & Constellation Energy Service vouchers for 2015 street lighting; Attorney fees and to pay the December 2015 Health Insurance Option.

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 that \$3,293.25 be transferred from A1990.4 General Fund-Special Items-Contingent Account and that \$3,293.25 be transferred to A1355.4 General Fund –Assessor – Contractual.

This transfer is needed to pay a Lewis & Greer voucher if board approves and remaining 2015 vouchers.

Roll call vote resulted as follows:

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

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl approving payment of an invoice from Lewis & Greer for work done on an Article 7 in the amount of \$3,792.50. This will be paid from account A1355.4.

Roll call vote resulted as follows:

|                        |     |
|------------------------|-----|
| Councilman Prendergast | Yes |
| Councilwoman LeClair   | Yes |
| Councilman Kusnierz    | Yes |

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|                     |     |
|---------------------|-----|
| Councilman Vittengl | Yes |
| Supervisor Jenkins  | Yes |

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast that \$1,425.00 be transferred from A1320.4 General Fund-Independent Audit/Accounting-Contractual and that \$1,425.00 be transferred to A1315.1 General Fund-Special Project Aide-Personal Services.

This transfer is needed to complete 2015 personnel services.

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 Vittengl and seconded by Councilman Prendergast that \$200.00 be transferred from A3510.1 General Fund-Control of Dogs-Personal Services and that \$200.00 be transferred to A3510.4 General Fund-Control of Dogs-Contractual.

This transfer is needed to pay attorney fees and a petty cash reimbursement for control of dogs.

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 Vittengl and seconded by Councilwoman LeClair that \$3,000.00 be transferred from A1990.4 General Fund-Special Items-Contingent Account and that \$3,000.00 be transferred to A5132.415 General Fund-Garage-National Grid.

This transfer is needed to pay remaining 2015 utility vouchers for the Highway Garages.

Roll call vote resulted as follows:

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

A motion was made by Councilman Vittengl and seconded by Councilwoman LeClair that \$1,600.00 be transferred from IV9060.8 Water District 4-Employee Benefits-Medical Insurance and that \$1,600.00 be transferred to IV8310.1 Water District 4-Administration-Personal Services.

This transfer is needed to pay December 2015 Personal Services in Water District 4.

Roll call vote resulted as follows:

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

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A motion was made by Councilman Vittengl and seconded by Councilman Prendergast that \$425.00 be transferred from HP7180.4 Recreation Cap Proj-Administration-Contractual and that \$425.00 be transferred to HP7180.2 Recreation Cap Proj-Administration-Contractual.

This transfer is needed to pay Ferguson Waterworks for a hydrant extension at the Recreation Park.

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 that \$13,833.00 be transferred from A9060.8 General Fund-Employee Benefits-Health Insurance and that \$13,833.00 be transferred to A5132.472 General Fund-Garage-Building Repairs.

This budget transfer will be needed if the Town Board decides to accept Jack Hall's quote to repair the heating units at the old highway garage.

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 Councilwoman LeClair to increase revenues by \$35,000.00 to A1640 General Fund –Ambulance Charges and to increase expenditures by \$35,000.00 to 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 |
| Councilwoman LeClair   | Yes |
| Councilman Kusnierz    | Yes |
| Supervisor Jenkins     | Yes |

A motion was made by Councilman Prendergast and seconded by Councilwoman LeClair to approve payment of bills as audited.

Roll call vote resulted as follows:

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

### **AUDITED CLAIMS**

A month-end meeting of the Town Board of the Town of Moreau was held on December 22, 2015 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York

|  |             |
|--|-------------|
| General Fund – A Account<br>Claim nos. 1303, 1305-1317, 1319-1320, 1326-1327, 1331-1332, 1335, 1337, 1339, 1341, 1345, 1351-1352, 1355-1358, 1361-1362, 1364-1366, 1368-1369, 1371, 1373, 1382-1383, 1394-1395, 1397, 1401-1403, 1406-1409, 1412-1413, 1415-1417 | \$82,507.16 |
| Town Outside Fund – B Account<br>Claim nos. 1307, 1321-1322, 1326, 1331, 1354, 1359-1360, 1375-1376, 1384-1389, 1397-1398, 1414, 1418-1425   | \$9,063.51  |
| Highway Fund – DB Account<br>Claim nos. 1318, 1325-1326, 1328-1334, 1340-1341, 1343, 1346, 1348-1351, 1371-1372, 1374, 1378, 1380, 1383, 1396, 1400, 1404-1405, 1414   | \$63,001.30 |
| Sewer District 1 Fund – GI Account<br>Claim nos. 1307, 1312, 1314, 1324, 1326-1327, 1353, 1377, 1397   | \$2,441.38  |
| Water District 1 Fund – I Account<br>Claim nos. 1307, 1312-1314, 1317, 1327, 1342, 1347, 1367, 1370, 1377, 1379, 1397  | \$1,592.11  |
| Water District 2 Fund – II Account<br>Claim nos. 1307, 1312-1314, 1317, 1327, 1338, 1341-1342, 1347-1348, 1367, 1370, 1377, 1397   | \$1,533.35  |
| Water District 4 Fund – IV Account<br>Claim nos. 1307, 1312-1314, 1317, 1327, 1341-1342, 1347, 1362, 1367, 1370, 1377, 1379, 1397  | \$4,607.32  |
| Meadow Ridge Lighting District Fund – MR Account<br>Claim nos. 1308-1309   | \$89.68     |
| Palette Lighting District Fund – PA Account<br>Claim nos. 1308-1309  | \$204.89    |
| Palmerton Heights Lighting District Fund – PH Account<br>Claim nos. 1309   | \$453.16    |
| Pinewood Lighting District Fund – PW Account<br>Claim nos. 1308-1309   | \$275.21    |
| Riverview Lighting District Fund – RV Account<br>Claim nos. 1308   | \$314.20    |
| Sherwood Forest Lighting District Fund –SH Account<br>Claim nos. 1308-1309   | \$291.64    |
| Moreau Industrial Park Fund – SP Account<br>Claim nos. 1326, 1426  | \$4,788.90  |
| Water District 3 Fund – SW Account<br>Claim nos. 1326, 1426  | \$351.12    |
| Transfer Station Fund – TS Account<br>Claim nos. 1307, 1312-1314, 1336, 1345, 1362, 1381, 1397, 1410, 1440   | \$6,372.65  |
| Tanglewood Lighting District Fund – TW Account<br>Claim nos. 1308-1309   | \$137.94    |
| Water District 5 Fund – V Account<br>Claim nos. 1307, 1312-1314, 1317, 1327, 1342, 1347, 1367, 1370, 1377, 1379, 1397  | \$3,115.16  |
| Water District 6 Fund – VI Account<br>Claim nos. 1307, 1312-1314, 1317, 1323, 1327, 1342, 1347, 1363, 1367, 1370, 1377, 1379, 1397   | \$2,737.90  |
| Woodscape II Lighting District Fund – WP Account<br>Claim nos. 1309  | \$331.69    |
| Woodscape Lighting District Fund – WS Account<br>Claim nos. 1308-1309  | \$459.08    |
| Highway Capital Project Fund – HH Account<br>Claim nos. 1390, 1427   | \$7,860.00  |
| Recreation Capital Project Fund – HP Account<br>Claim nos. 1391-1392, 1399, 1411, 1428   | \$17,893.07 |
| Landfill Reserve Fund – LF Account<br>Claim nos. 1393  | \$4,590.94  |

A month-end meeting of the Town Board of the Town of Moreau was held on December 22, 2015 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York

VOIDED Claim no. 1344

A motion was made by Councilwoman LeClair and seconded by Councilman Prendergast to close the audit meeting for the evening at 7:00 p.m.

Roll call vote resulted as follows:

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

Meeting adjourned.

Respectfully submitted,

Leeann McCabe  
Town Clerk