

Town of Olive  
County of Ulster  
State of New York  
Tuesday, December 30, 2008

Minutes of the annual audit meeting of the Town Board of the Town of Olive held Tuesday, December 30, 2008, 3:00 pm at the Town Office Building, West Shokan, NY.

Members Present:                Berndt Leifeld, Supervisor  
                                      Henry Rank, Board Member  
                                      Bruce La Monda, Board Member  
                                      Peter Friedel, Board Member  
Member Absent:                Helen Chase, Board Member  
Recording Secretary:        Sylvia B. Rozzelle, Town Clerk  
Others Present:                Jimmy Fugel, Highway Superintendent; Janice Lanzarotta, Bookkeeper;  
                                      Ronald Wright, Town Justice

On a La Monda/Rank motion the Town Board unanimously approved payment of the following audited bills: Highway Vouchers #419-#450, \$37,581.22; General Fund Prepaid Voucher #613, \$336.00; Special Lighting District Voucher #11, \$49.45; and General Fund Vouchers #614-#663, \$36,323.37.

On a Leifeld/La Monda motion the Town Board approved giving permission to the Justice Court to donate an old computer to the Olive First Aid Unit.

Supervisor Leifeld stated the NYC DEP will send a representative to the February 10<sup>th</sup> Town Board meeting to inform the public as to the plans for the Route 28A realignment.

On a Leifeld/La Monda motion the Town Board unanimously reappointed David Jones as member to the Olive Planning Board. Mr. Jones' term will expire 12/31/2015.

On a Leifeld/La Monda motion the Town Board reappointed Sandy Friedel as member to the Zoning Board of Appeals. Board Member Friedel abstained. Mrs. Friedel's term will expire 12/31/2013.

Supervisor Leifeld stated the November monthly income was \$50,535.40 and interest for November was \$1,622.05.

On a Leifeld/Rank motion the Town Board approved the following budget modifications:

Transfer \$1,000.00 from 1110.2 Justice (Equip.) to 1110.1 Justices (Pers. Services)  
Transfer \$616.00 from 1110.4 Justices (Cont.) to 1110.1 Justices (Pers. Services)  
Transfer \$602.00 from 1220.4 Supervisor (Cont) to 1220.1 Supervisor (Pers. Services)  
Transfer \$321.00 from 1990.4 Contingency to 1410.1 Town Clerk (Pers. Services)

Transfer \$195.00 from 1460.1 Records Management (Pers. Services) to  
1460.4 Records Management (Cont.)  
Transfer \$1,000.00 from 1620.1 Buildings (Pers. Services) to 1620.2 Buildings (Equip.)  
Transfer \$1,030.00 from 1990.4 to 1620.2 Buildings (Equip.)  
Transfer \$12,526.00 from 1990.4 Contingency to 1620.4 Buildings (Cont.)  
Transfer \$430.00 from 3120.1 Police (Pers. Services) to 3120.2 Police (Equip.)  
Transfer \$592.00 from 3120.2 Police (Pers. Services) to 3120.4 Police (Cont.)  
Transfer \$263.00 from 3620.1 Safety Inspect. (Pers. Services) to  
3620.2 Safety inspection (Equip.)  
Transfer \$322.00 from 5010.1 Supt. of Highway (Pers. Services) to  
5010.2 Supt. of Highway (Equip.)  
Transfer \$448.00 from 1990.4 Contingency to 5132.4 Garage (Cont.)  
Transfer \$1,116.00 from 7110.4 Parks (Cont.) to 7110.1 Parks (Pers. Services)  
Transfer \$301.00 from 1990.4 Contingency to 7550.4 Celebrations (Cont.)  
Transfer \$150.00 from 8160.2 Refuse & Garbage (Equip.) to  
8160.1 Refuse & Garbage (Pers. Services)  
Transfer \$3284.00 from 1990.4 Contingency to 8190.4 Recycling MSW  
Transfer \$2,951.00 from 9060.8 Hospital & Medical to 9030.8 Social Security  
Transfer \$688.00 from 9060.8 Hospital and Medical to 9035.8 Medicare  
Transfer \$3.00 from 909SL Fund Balance to SL5182.4 Street Lighting (Cont.)

Supervisor Leifeld noted the General Fund balance as of 12/30/08 as \$506,796.51. Vouchers paid totaled \$36,323.37; payroll through 12/31/08 totaled \$19,907.35; payroll taxes through 12/31/08 totaled \$1,568.94 and unpaid year-end expenditures totaled \$11,170.47. On a Leifeld/La Monda motion the Town Board unanimously approved encumbering the Transfer Station insurance money in the amount of \$82,907.54. Expenditures and encumbered funds total \$151,877.67. Of the remaining General Fund balance of \$354,918.84, \$350,000.00 was applied to the 2009 budget leaving a General Fund balance of \$4,918.84.

Supervisor Leifeld noted the unexpended balance is much less than usual stating from 2007 to 2008 interest and penalties fell short \$1,457.00; mortgage tax fell short \$14,000.00; refuse and garbage fell short \$11,394.00, and interest income fell short \$5,377.00. He stated sales tax revenue in 2007 was \$80,465.00 and in 2008 was only \$38,700.00.

On a Leifeld/La Monda motion the Town Board unanimously approved the transfer of \$4,918.84 into Capital Reserve Fund "L" Buildings.

Supervisor Leifeld noted the Highway Fund balance as of 12/30/08 as \$255,529.63. Vouchers paid totaled \$37,581.22; payroll through 12/31/08 totaled \$29,635.11; payroll taxes through 12/31/08 totaled \$2,290.45; unpaid year-end expenses totaled \$15.00; with total expenditures being \$69,521.78. Of the remaining Highway Fund balance of \$186,007.85, \$125,000.00 unexpended balance was applied to the 2009 budget leaving a balance in the Highway Fund of \$61,007.85.

On a Leifeld/Friedel motion the Town Board unanimously approved the transfer of \$61,007.85 to Highway Reserve "A" Machinery.

On a Leifeld/La Monda motion the Town Board unanimously empowered the Supervisor to transfer Highway and General funds as needed for the end of the year closing of the books.

On a Leifeld/La Monda motion the Town Board unanimously approved the books of the Town Clerk as submitted. Town Clerk revenues (#92-08) for the year were \$212,348.05 and Tax Collections (#93-08) totaled \$6,710,353.40.

On a Leifeld/Chase motion the Town Board approved the Town Court records as submitted by Justice Cox and Justice Wright. Summary report (#94-08) for Town Justice Ronald C. Wright noted 602 cases closed; \$29,835.00 in fines, \$20,505.00 in surcharges, and \$75.00 in Civil fees. Summary report (#95-08) for Town Justice Timothy E. Cox noted 595 cases closed; \$33,663.00 in fines, \$20,335.00 in surcharges, and \$215.00 in Civil fees.

Supervisor Leifeld turned the meeting over to Deputy Supervisor La Monda at which time on a La Monda/Rank motion the Town Board approved the books of Supervisor Leifeld as presented. Deputy Supervisor La Monda turned the meeting back over to Supervisor Leifeld.

Supervisor Leifeld presented the following Reserve Fund balances prior to transfers:

HIGHWAY CAPITAL RESERVE FUNDS

Reserve A Machinery	\$ 159,346.36
Reserve F Improvements	\$ 54,120.27
Escrow Retirement Account	<u>\$ 51,164.28</u>
Highway Reserve Fund Total	\$ 264,630.91

GENERAL CAPITAL RESERVE FUNDS

Reserve B Landfill	\$ 56,470.31
Reserve C Police	\$ 35,350.34
Reserve D Parks	\$ 77,681.89
Reserve E Assessor	\$ 76,501.86
Reserve G Handicapped	\$ 54,102.95
Reserve I Tax Stabilization (Insurance)	\$ 125,798.60
Reserve K Computers	\$ 25,509.28
Reserve L Buildings	\$ 230,267.26
Reserve R Records Management	\$ 8,090.55
Reserve T Tax Consultant/Legal Fund	\$ 121,945.45
Reserve X Retirement	\$ 26,418.56
Recreation Trust	\$ 19,934.09
Escrow Retirement Account	<u>\$ 64,042.39</u>
General Reserve Fund Total	\$922,113.63

All business pertinent having been conducted the Town Board adjourned at 3:50 pm on a Leifeld/Rank motion in memory of Alfred Barringer, Clara Burke, Tisanne Gardner, Helmut Salewski, and Helen Wells.

---

Sylvia B. Rozzelle, Town Clerk