

Town of Olive
County of Ulster
State of New York
Wednesday, December 30, 2009

Minutes of the annual audit meeting of the Town Board of the Town of Olive held Wednesday, December 30, 2009, 3:00 pm at the Town Office Building, West Shokan, NY.

Members Present: Berndt Leifeld, Supervisor
 Henry Rank, Board Member
 Helen Chase, Board Member
 Bruce La Monda, Board Member
 Peter Friedel, Board Member

Recording Secretary: Sylvia B. Rozzelle, Town Clerk

Others Present: Jimmy Fugel, Highway Superintendent; Janice Lanzarotta, Bookkeeper;
 Ronald Wright, Town Justice; John Ingram, Fire Department President; John "Pup"
 Wullum, Fire Chief; Steve Fuller, Asst. Fire Chief Company #3; Linda Burkhardt, Town
 Board Member Elect.

On a La Monda/Friedel motion the Town Board unanimously approved payment of the following audited bills: Highway Vouchers #385-#422, \$16,140.16; General Fund Prepaid Voucher #568, \$6,500.00; and General Fund Vouchers #569-#610, \$39,769.09.

On a Leifeld/La Monda motion and unanimous approval the Town Board reappointed Helene Grant to the Planning Board. Her term will begin 1/1/10 and will expire 12/31/16.

Supervisor Leifeld noted the monthly income for November 2009 as \$53,644.66 and interest for November 2009 as \$551.60.

On a Leifeld/La Monda motion the Town Board approved the transfer of \$57,500.00 from the General Fund and \$30,000.00 from the Highway Fund to the Health Reimbursement Account.

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

- Increase 2680 Insurance Recoveries revenue by \$17,860.00
- Increase 1620.4 Building (Cont.) by \$17,860.00
- Transfer \$1,934.00 from 1110.4 Justices (Cont.) to 1110.1 Justice (Personal Services)
- Transfer \$310.00 from 1220.4 Supervisor (Cont.) to 1220.1 Supervisor (P.S.)
- Transfer \$292.00 from 1355.4 Assessor (Cont.) to 1355.1 Assessor (P.S.)
- Transfer \$167.00 from 1460.1 Records Management (P.S.) to 1410.1 Town Clerk (P.S.)
- Transfer \$4,604.00 from Reserve "C" Police to 3120.4 Police (Cont.)
- Transfer \$1,242.00 from 1990.4 Contingency to 3120.4 Police (Cont.)
- Transfer \$576.00 from Contingency to 3120.2 Police (Equip.)
- Transfer \$5,150.00 from 1990.4 Contingency to 6140.4 Home Relief (Cont.)

Transfer \$259.00 from 1990.4 Contingency to 7550.4 Celebrations
Transfer \$870.00 from 8010.2 Zoning (Equip.) to 8010.1 Zoning (Personal Services)
Transfer \$14.00 from 8010.4 Zoning (Cont.) to 8010.1 Zoning (Personal Services)

Charlie Blumstein stated that a judge has been appointed to the large parcel suit and requested a letter of commitment from the Town Board to be filed with the judge. Mr. Blumstein asked Supervisor Leifeld to contact other Supervisor's for additional letters of support to which Supervisor Leifeld stated he would do so. General consensus of the Town Board was to address this issue at the January 4th Organizational meeting.

On a Leifeld/Friedel motion the Town Board unanimously approved the contract with the Olive Fire Department.

On a Leifeld/Freidel motion the Town Board empowered the Supervisor to sign the contract with the Olive Fire Department.

Supervisor Leifeld noted the General Fund balance as of 12/31/09 as \$388,522.12. Payroll through 12/31/09 totaled \$24,904.53; payroll taxes through 12/31/09 totaled \$1,971.73; unpaid year-end expenses totaled \$11,645.82; with total expenditures being \$38,522.08. Of the remaining General Fund unexpended balance of \$350,000.04, \$350,000.00 was applied to the 2010 budget leaving a balance of \$.04. On a Leifeld/La Monda motion the Town Board approved transferring \$.04 to Capital Reserve "T" Tax/Legal Consultant.

Supervisor Leifeld noted the Highway Fund balance as of 12/30/09 as \$238,598.50. Payroll through 12/31/09 totaled \$26,458.56; payroll taxes through 12/31/09 totaled \$2,024.08; and unpaid year-end expenditures totaled \$1,015.09 with total expenditures being \$29,497.73. Of the remaining Highway Fund balance of \$209,100.77, \$125,000.00 was applied to the 2010 budget leaving a balance in the Highway Fund of \$84,100.77. On a Leifeld/La Monda motion the Town Board approved transferring the balance of \$84,100.77 to Capital 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.

Town Justice Ronald C. Wright submitted summary report (#79-09) which noted 624 cases closed; \$35,090.00 in fines, \$32,410.00 in surcharges, and \$168.00 in Civil fees. On a Leifeld/La Monda motion the Town Board unanimously approved the books of Town Justice Wright as submitted.

Town Justice Wright submitted summary report (#80-09) for Town Justice Timothy E. Cox which noted 476 cases closed; \$30,910.00 in fines, \$22,905.00 in surcharges, and \$135.50 in Civil fees. On a Leifeld/La Monda motion the Town Board approved the books of Town Justice Timothy E. Cox.

Supervisor Leifeld introduced Resolution #15 of 2009 Audit of Town of Olive Town Justice Court Records. On a Leifeld/Chase motion and unanimous roll vote the Town Board approved Resolution #15 of 2009. Roll vote being: Rank, yes; Chase, yes; La Monda, yes; Friedel, yes; and Leifeld, yes.

Resolution #15 of 2009
Town of Olive
Audit of Town of Olive Town Justice Court Records

WHEREAS, the NY State Unified Court System's ACTION PLAN FOR THE JUSTICE COURTS included initiatives to improve accountability and controls over Justice Court finances and records; and,

WHEREAS, Section 2019-a of the Uniform Justice Court Act requires that justices annually provide their court records and dockets to their respective town board and that such records then be examined or audited and that fact be entered into the minutes of the board's proceedings; and,

WHEREAS, the Town of Olive Town Board did audit and examine said records and dockets provided by Town Justice Cox and Town Justice Wright at the annual audit held on December 30, 2009; and,

WHEREAS, the Town of Olive Town Board did by board motion approve said records and dockets of both justices as submitted on December 30, 2009; and,

WHEREAS, the Unified Court System requires said Town Board approval be done by resolution;

THEREFORE, BE IT RESOLVED, the Town Board of the Town of Olive does hereby accept the books of Town Justice Cox and Town Justice Wright as previously audited and approved on December 30, 2009.

	Aye	Nay
Berndt Leifeld, Supervisor	_____	_____
Henry Rank, Board Member	_____	_____
Helen Chase, Board Member	_____	_____
Bruce La Monda, Board Member	_____	_____
Peter Friedel, Board Member	_____	_____

Signed and certified this 30th day of December, 2009

Sylvia B. Rozzelle, Town Clerk
Town of Olive

On a Leifeld/Chase motion the Town Board unanimously approved the books of the Town Clerk as submitted. Town Clerk revenues (#81-09) \$220,476.72 and Tax Collections totaled \$7,434,674.86.

Supervisor Leifeld turned the meeting over to Deputy Supervisor La Monda at which time on a La Monda/Friedel motion the Town Board approved the books of Supervisor Leifeld as presented. On a La Monda/Friedel motion 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	\$ 142,004.25
Reserve F Improvements	\$ 54,299.28
Escrow Retirement Account	<u>\$ 51,308.41</u>
Highway Reserve Fund Total	\$ 247,611.94

GENERAL CAPITAL RESERVE FUNDS

Reserve B Landfill	\$ 52,032.75
Reserve C Police	\$ 30,768.37
Reserve D Parks	\$ 77,733.77
Reserve E Assessor	\$ 76,546.31
Reserve G Handicapped	\$ 50,752.19
Reserve I Tax Stabilization (Health Insurance)	\$ 125,871.72
Reserve K Computers	\$ 25,547.11
Reserve L Buildings	\$ 218,317.52
Reserve R Records Management	\$ 4,957.14
Reserve T Tax Consultant/Legal Fund	\$ 114,567.21
Reserve X Retirement	\$ 26,433.93
Recreation Trust	\$ 20,790.92
Escrow Retirement Account	<u>\$ 64,221.62</u>
General Reserve Fund Total	\$888,540.56

All business pertinent having been conducted the Town Board adjourned at 3:30 pm on a Leifeld/La Monda motion.

Sylvia B. Rozzelle, Town Clerk