

Town of Olive
County of Ulster
State of New York
Thursday, December 29, 2011

Minutes of the annual audit meeting of the Town Board of the Town of Olive held Thursday, December 29, 2011, 3:00 pm at the Town Office Building, West Shokan, NY.

Members Present: Berndt Leifeld, Supervisor
 Linda Burkhardt, Board Member
 Bruce La Monda, Board Member
 Peter Friedel, Board Member
Member Absent: Henry Rank, Board Member
Recording Secretary: Sylvia B. Rozzelle, Town Clerk
Others Present: Jimmy Fugel, Highway Superintendent; Janice Lanzarotta, Bookkeeper;
 Ronald Wright and Timothy Cox, Town Justices; Don Van Buren, Board Member Elect

On a La Monda/Burkhardt motion the Town Board approved payment of the following audited bills: Highway Vouchers #414-#435, \$13,215.80; and General Fund Vouchers #561-#583, \$38,659.36.

Supervisor Leifeld noted the monthly income for November 2011 as \$117,389.48 and interest for November 2011 as \$812.55.

On a Leifeld/La Monda motion the Town Board approved the following transfers:
Transfer \$23,750.00 from DA9060.8 Highway Health Insurance to Trust & Agency
Transfer \$18,750.00 from A9060.8 General Fund Health Ins. to Trust & Agency

On a Leifeld/La Monda motion the Town Board approved the following Highway Fund budget modifications:
Transfer \$9,577.00 from 5130.1 Machinery (P.S.) to 5142.1 Snow Removal (P.S.)
Transfer \$665.00 from 5130.4 Machinery (Cont.) to 5142.4 Snow Removal (Cont.)

On a Leifeld/La Monda motion the Town Board approved the following General Fund budget modifications:
Transfer \$29,235.00 from 1990.4 Contingency to the following accounts in the amount of:
\$ 280.00 to 1110.1 Justice (Personal Services)
\$ 4.00 to 1220.4 Supervisor (Contractual)
\$ 324.00 to 1460.4 Records Management (Contractual)
\$ 166.00 to 1680.4 Data Processing (Contractual)
\$ 9,274.00 to 3120.1 Police (Personal Services)
\$ 410.00 to 3120.4 Police (Contractual)
\$ 186.00 to 8010.4 Zoning (Contractual)
\$ 24.00 to 8160.1 Refuse & Garbage (Personal Services)

\$18,510.00 to 8745.4 Flood Control (Contractual)
 \$ 57.00 to 9050.8 Unemployment Insurance

Supervisor Leifeld noted the Highway Fund balance as of 12/29/11 as \$245,979.83. Payroll through 12/31/11 totaled \$7,015.68; payroll taxes through 12/31/11 totaled \$536.70; and unpaid year-end expenditures totaled \$3,384.59 with total expenditures being \$10,936.97. Of the remaining Highway Fund balance of \$235,042.86, \$125,000.00 was applied to the 2012 budget leaving a balance in the Highway Fund of \$110,042.86. Per Highway Superintendent Fugel's request on a Burkhardt/La Monda motion the Town Board approved transferring the balance of \$110,042.86 to Capital Reserve "A" Machinery.

Supervisor Leifeld noted the General Fund balance as of 12/31/11 as \$423,009.94. Payroll through 12/31/11 totaled \$6,776.04; payroll taxes through 12/31/11 totaled \$574.86; unpaid year-end expenses totaled \$25,808.94; with total expenditures being \$33,159.84. Of the remaining General Fund unexpended balance of \$389,850.10, \$280,000.00 was applied to the 2012 budget leaving a balance of \$109,850.10.

Supervisor Leifeld noted the following Reserve Fund Balances as of 12/29/11 prior to transfers:

HIGHWAY CAPITAL RESERVE FUNDS

Reserve A Machinery	\$ 81,814.22
Reserve F Improvements	\$ 54,841.81
Escrow Retirement Account	<u>\$ 40,645.80</u>
Highway Reserve Fund Total	\$ 177,301.83

GENERAL CAPITAL RESERVE FUNDS

Reserve B Landfill	\$ 42,283.76
Reserve C Police	\$ 26,809.85
Reserve D Parks	\$ 57,436.35
Reserve E Assessor	\$ 76,769.43
Reserve G Handicapped	\$ 50,900.18
Reserve I Tax Stabilization (Health Insurance)	\$ 126,238.67
Reserve K Computers	\$ 21,871.67
Reserve L Buildings	\$ 153,106.26
Reserve R Records Management	\$ 4,748.96
Reserve T Tax Consultant/Legal Fund	\$ 93,422.41
Reserve X Retirement	\$ 26,510.98
Recreation Trust	\$ 22,688.27
Escrow Retirement Account	\$ 63,866.19
Boiceville Stormwater O&M	<u>\$ 83,396.98</u>
General Reserve Fund Total	\$ 850,049.96

Highway and General Fund Grand Total **\$1,027,351.79**

Supervisor Leifeld stated the estimate of repair on the landfill cover washout is around \$150,000.00 to \$160,000.00. It was noted that this amount is only the repair. The situation will then have to be mitigated. He stated that Tidal Basin is meeting with FEMA trying to get money towards this project.

On a Friedel/Leifeld motion the Town Board approved the distribution of the \$109,850.10 balance as follows; \$86,850.10 to Reserve "B" Landfill; \$20,000.00 to Reserve "C" Police; and \$3,000.00 to Reserve "R" Records Management.

On a Leifeld/Burkhardt motion the Town Board approved turning the meeting over to Deputy Supervisor La Monda.

On a La Monda/Burkhardt motion the Town Board approved the books of Supervisor Leifeld as presented.

On a La Monda/Burkhardt motion the Town Board approved returning the meeting to Supervisor Leifeld.

Town Justice Ronald C. Wright submitted summary report (#92-11) which noted 658 cases closed; \$38,070.00 in fines, \$32,615.00 in surcharges, and \$90.00 in Civil fees. On a Leifeld/Burkhardt motion the Town Board unanimously approved the books of Town Justice Wright as submitted.

Town Justice Timothy E. Cox submitted summary report (#93-11) which noted 562 cases closed; \$27,384.00 in fines, \$25,292.00 in surcharges, and \$265.00 in Civil fees. On a La Monda/Burkhardt motion the Town Board approved the books of Town Justice Timothy E. Cox.

On a La Monda/Leifeld motion the Town Board unanimously approved the books of the Town Clerk as submitted. Town Clerk revenues (#94-11) \$227,520.14 and Tax Collections totaled \$8,509,576.88.

On a Burkhardt/La Monda motion the Town Board empowered the Supervisor to transfer funds as needed for the end of the year closing of the books.

All business pertinent having been conducted the Town Board adjourned at 3:38 pm on a Leifeld/La Monda motion.

Sylvia B. Rozzelle, Town Clerk