



Minutes

Town of Cairo

Special Board Meeting @ 11:00AM

Location: Town Hall Conference Room

DRAFT

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday December 31, 2018, at the Town Hall, Main Street, Cairo, New York. Supervisor Benoit called the meeting to order at 11:00AM.

Attendance: Supervisor Benoit, Council Member Cords, Council Member Joyce.

Absent: Council Member Warner & Council Member Watts.

Resolution No. 2018-168 "Accept EDU Billing"

Offered by Council Member Cords and seconded by Council Member Joyce.

Whereas, it is necessary for the EDU Billing be authorized by the Town Board and documented in the minutes; therefore, be it

Resolved, that the Town Board does hereby accept the EDU Billing from the Sewer Administrator in the amount of \$68,482.50 dated December 4, 2018

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye. Council Member Warner – Absent, Council Member Watts – Absent. Motion carried.

Resolution No. 2018-169 "Write-off Rent from Inter-fund Loan"

Offered by Supervisor Benoit and seconded by Council Member Joyce.

Whereas, the Cairo Town Board agreed by resolution no. 166-14 that the animal control shelter would utilize 420 sq. ft. of the WWTP garage; and

Whereas, the animal control shelter is utilizing 560 sq. ft. of the garage; and

Whereas, the Cairo Town Board deemed that a fee of \$4.00 per sq. ft. which includes a stipend for electric, heat and water would be sufficient for rent; and

Whereas, the Sewer District has an inter-fund loan from the General Fund, therefore be it

Resolved, that in lieu of cash rent to the Sewer District from the General Fund, the monthly sum of \$186.67 will be written off the inter-fund loan due to the General Fund for an annual amount of \$2,240.04 for fiscal year 2018.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye. Council Member Warner – Absent, Council Member Watts – Absent. Motion carried.

Resolution No. 2018-170 “Amend 2018 Budget for DWI Patrols”

Offered by Council Member Cords and seconded by Council Member Joyce.

Whereas, the town received Stop DWI monies from the County of Greene for Stop DWI Patrols; and

Whereas, it is necessary for accounting purposes to track the expenses and revenues associated with these funds; therefore be it

Resolved, the Town Board does hereby authorize the Town Supervisor to amend the expense line item A-3120.126 Police Personal Services to reflect the increase in General Fund Appropriations \$9,320.84 and; increase the revenue line item A-2615 Stop DWI Reimbursement to reflect the increase in General Fund Revenue in the amount of \$9,320.84 in the 2018 budget.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye. Council Member Warner – Absent, Council Member Watts – Absent. Motion carried.

Resolution No. 2018-171 “Amend 2018 Budget to Reflect Receipt of 911 Sign monies and Expense of Signs Purchased”

Offered by Supervisor Benoit and seconded by Council Member Cords.

Whereas, the town received 911 sign monies from residents for the purchase of 911 signs; and

Whereas, it is necessary for accounting purposes to track the expenses and revenues associated with these funds; therefore be it

Resolved, the Town Board does hereby authorize the Town Supervisor to amend the expense line item A-3010.46 Public Safety – 911 Signs to reflect the increase in General Fund Appropriations \$152.50 and; increase the revenue line item A-3389 Other Public Safety to reflect the increase in General Fund Revenue in the amount of \$152.50 in the 2018 budget.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye. Council Member Warner – Absent, Council Member Watts – Absent. Motion carried.

Resolution No. 2018-172 “Amend 2018 Budget to Reflect Receipt of D.A.R.E. monies and D.A.R.E. Expenses”

Offered by Supervisor Benoit and seconded by Council Member Cords.

Whereas, the town received D.A.R.E donations for D.A.R.E. expenses for the town sponsored D.A.R.E Program; and

Whereas, it is necessary for accounting purposes to track the expenses and revenues associated with these funds; therefore be it

Resolved, the Town Board does hereby authorize the Town Supervisor to amend the Personal Services-DARE line item A3120.127 in the amount of \$506.60 and Contractual-DARE line item A3120.452 in the amount of \$1,523.92 to reflect the increase in General Fund Appropriations of \$2,030.52 and; increase the revenue line item A-2070 Contributions – private agency-youth to reflect the increase in General Fund Revenue in the amount of \$2,030.52 in the 2018 budget.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye. Council Member Warner – Absent, Council Member Watts – Absent. Motion carried.

Resolution No. 2018-173 “Budget Amendments and Payments of Bills on Abstract #313”

Offered by Supervisor Benoit and seconded by Council Member Joyce.

Whereas, town law requires that no fund or appropriation account may be overdrawn;
and

Whereas, payment of bills should be properly authorized and documented in the minutes;
therefore be it

Resolved, the Town Board does hereby authorize the following budget amendments:

| | | | |
|------|-----------|----------------------------------|------------|
| From | A1110.105 | Court – Persl Serv Security | -1,104.00 |
| To | A1110.102 | Court – Persl Serv Clerk 1 | +1,008.00 |
| To | A1110.103 | Court – Persl Serv Clerk 2 | +96.00 |
| From | A1220.4 | Supervisor – Contractual | -775.84 |
| From | A1220.107 | Supervisor – Persl Serv | -664.16 |
| To | A1220.108 | Supervisor – Persl Serv | +1,440.00 |
| From | A1330.4 | Tax Collector – Contractual | -162.50 |
| To | A1330.111 | Tax Collector – Persl Serv | +162.50 |
| From | A1355.113 | Assessor – Pers Serv. Clerk | -1,139.43 |
| From | A1990.4 | Contingent | -862.13 |
| To | A1355.112 | Assessor – Persl Serv | +1,656.00 |
| To | A1355.4 | Assessor – Contractual | +345.56 |
| From | A1410.117 | Town Clerk – Pers Serv. | -1,439.20 |
| To | A1410.118 | Town Clerk – Pers Serv.-Deputy | +1,383.00 |
| To | A1410.4 | Town Clerk – Contractual | +56.20 |
| From | A1990.4 | Contingent | -12,917.28 |
| To | A1420.4 | Law – Contractual | +8,336.50 |
| To | A1620.410 | Police Bldg – Contractual | +898.67 |
| To | A1620.411 | Library – Contractual | +855.76 |
| To | A1680.2 | Central Data – Equipment | +68.72 |
| To | A1680.417 | Central Data – Contractual | +6.11 |
| To | A1680.418 | Central Data – Contractual | +169.95 |
| To | A5182.4 | Street Lighting – Contractual | +977.03 |
| To | A6410.4 | Publicity – Contractual | +59.40 |
| To | A7110.4 | Parks – Contractual | +1,545.14 |
| From | A3120.125 | Police – Persl Serv | -4,000.00 |
| From | A3120.2 | Police – Equipment | -3,005.95 |
| From | A1990.4 | Contingent | -122.45 |
| To | A3120.126 | Police – Persl Serv | +4,972.06 |
| To | A3120.4 | Police – Contractual | +2,156.34 |
| From | A3620.113 | Safety Insp Clerk 2-Persl Serv | -2,884.50 |
| To | A3620.111 | Safety Insp Clerk 1-Persl Serv | +807.00 |
| To | A3620.130 | Safety Insp Code – Persl Serv | +1,440.00 |
| To | A3620.134 | Safety Insp Bldg Insp-Persl Serv | +637.50 |
| From | A4540.2 | Ambulance – Equipment | +219.01 |
| To | A4540.4 | Ambulance – Contractual | +219.01 |
| From | A1990.4 | Contingent | -.44 |
| To | A5010.135 | Hwy Admin – Persl Serv | +.44 |
| From | A8189.150 | Recycling – Persl Serv | -2,068.29 |
| To | A7110.150 | Parks – Persl Serv | +2,068.29 |
| From | A8020.150 | Planning Board – Persl Serv | -272.51 |
| To | A8020.107 | Planning Board – Pers Serv-Clerk | +192.50 |
| To | A8020.400 | Planning Board – Contractual | +80.01 |
| From | A1990.4 | Contingent | -383.21 |
| To | A8160.4 | Refuse & Garbage – Contractual | +383.21 |

| | | | |
|------|------------|-------------------------------|-------------|
| From | | Fund Balance | -131,767.21 |
| To | DA5130.400 | Machinery – Contractual | +26,879.36 |
| To | DA5142.150 | Snow Removal – Persl Serv | +49,985.55 |
| To | DA5142.2 | Snow Removal – Equipment | +6,229.00 |
| To | DA5142.4 | Snow Removal – Contractual | +43,961.07 |
| To | DA9030.8 | Social Security/Medicare | +3,823.87 |
| To | DA9089.803 | Benefits – Uniforms | +888.36 |
| From | SS8120.4 | Sanitary Sewers – Contractual | -548.86 |
| To | SS8110.102 | Sewer Admin – Persl Serv | +342.11 |
| To | SS8110.4 | Sewer Admin – Contractual | +206.75 |
| From | SW8310.2 | Water Admin – Equipment | -1,838.91 |
| To | SW8310.103 | Water Admin – Persl Serv | +1,797.25 |
| To | SW8310.4 | Water Admin - Contractual | +41.66 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #313, consisting of 2018 Vouchers #103634 through #103736 in the amount of \$310,851.43 is approved for payment. Excluding #103666 in the amount of \$110.00.

The total amount to be paid from the:

| | | | |
|----------------------|--------------|-----------------|------------|
| General Fund - | \$29,785.70 | Hydrant - | |
| Highway Fund - | \$272,106.63 | Sewer Fund - | \$4,531.50 |
| Soccer Field Proj. - | | Water Fund - | \$983.22 |
| Street Lighting - | | Capital Water - | |
| Trust & Agency - | \$368.19 | Sidewalk - | \$3,076.19 |

Respectfully Submitted

Kayla L. Warner
Town Clerk