



## Minutes

### Town of Cairo

#### Special Board Meeting @ 11:00AM

#### Location: Town Hall Conference Room

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	-1,249.43
From	A1990.4	Contingent	-862.13
To	A1355.112	Assessor – Persl Serv	+1,656.00
To	A1355.4	Assessor – Contractual	+455.56
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.

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