

REGULAR MONTHLY WORKSHOP MEETING DECEMBER 26TH 2018

The regular workshop meeting of the Mayfield Town Board was held on Tuesday, December 26, 2017 9:15 am at the Mayfield Municipal Complex at 28 N. School St. Mayfield NY and opened with the Pledge of Allegiance let by Councilman VanAllen.

PRESENT: Supervisor Richard Argotsinger
Councilman Vincent Coletti
Councilman Jack Putman
Councilman Steve VanAllen

ABSENT: Councilman Thomas Ruliffson

ALSO PRESENT: Nathan Matthews

Bookkeeper Nathan Matthews held a brief discussion regarding the end of year bills, including transfers.

RES# 183 On motion by Councilman VanAllen, seconded by Councilman Coletti the following resolution was adopted 4 AYES (Argotsinger, Coletti, Putman, VanAllen)

RESOLVED that the Mayfield Town Board will amend the 2017 budget by increasing overall appropriations by line item CM8810.4 Cemetery Care – Contractual Expense in the amount of \$3300.00 and increase use of unrestricted fund balance line item CM0909 by \$3300.00.

TRANSFERS:

RES# 184 On motion by Councilman Coletti, seconded by Councilman VanAllen, the following resolution was adopted 4 AYES (Argotsinger, Coletti, Putman, VanAllen)

RESOLVED that the Mayfield Town Board will transfer the following funds:

\$1200.00 From: CM8810.4 – Cemetery Care – Contractual Exp.
To: CM8810.1 – Cemetery Care Personnel Services

REASON: To cover End of Year expenses.

\$100.00 From: CM8810.4 – Cemetery Care – Contractual Exp.
To: CM9030.8 – Cemetery – Social Security

REASON: To cover End of Year expenses

\$350.00 From: A1450.4 – Elections – Contractual Exp.
To: A1420.41 – Attorney – Contractual Exp.

REASON: To cover End of Year expenses

\$50.00 From: A1110.4 – Justice – Contractual Exp.
To: A1110.1 - Justice – Personal Services

REASON: To cover End of Year payroll

\$50.00 From: A5010.4 – Superintendent of Hwy – Contractual Exp
To: A5010.1 – Superintendent of Hwy – Personal Services

REASON: To cover End of Year payroll

\$500.00 From: A9010.8 – State Retirement

To: A9030.8 – Social Security
REASON: To cover End of Year expenses

\$5000.00 From: DB5110.4 – Hwy – General Contractual Exp.
To: DB5110.1 – Hwy – General Personal Services
REASON: To cover End of year Payroll

\$2000.00 From: DB5140.4 – Brush/Weeds – Contractual Exp.
To: DB9030.8 – Social Security
REASON: To cover End of Year expenses

ANNUAL UPDATE DOCUMENTS 2013-2016

RES# 185 On motion by Councilman VanAllen, seconded by Councilman Coletti the following resolution was adopted 4 AYES (Argotsinger, Coletti, Putman, VanAllen)

RESOLVED that the Mayfield Town Board shall not file the Annual Update documents 2013-2016

WHEREAS, THE GOVERNING Body of the Town of Mayfield recognizes that the last Annual Update Document filed was fiscal year ended 2012 and

WHEREAS, due to having unsupported documentation along with an accumulation of errors it is the intention of the Governing Body of the Town of Mayfield to not file Annual Update Documents for the fiscal years ended 2013, 2014, 2015 and 2016

NOW THEREFORE BE IT RESOLVED, that the Governing Body of the Town of Mayfield deems it in the best interest of the Town to direct the bookkeeper of the Town of Mayfield to take appropriate steps to begin filing the Annual Update Document for the fiscal year end 2017 and that Annual Update Documents are to be filed on an ongoing annual basis.

AND BE IT FURTHER RESOLVED, that this resolution be recorded in the Town Clerks' minutes and be a permanent record of the Town and a copy be filed with the Supervisors records for auditing purposes.

ADJUSTMENTS – DUE TO & DUE FROM

RES# 186 On motion by Councilman VanAllen, seconded by Councilman Coletti the following resolution was adopted 4 AYES (Argotsinger, Coletti, Putman, VanAllen)

RESOLVED that the Mayfield Town Board authorizes adjustments to due to, due from, cash accounts and fund balances

WHEREAS, the Governing Body of the Town of Mayfield recognizes that a good faith effort was made and due diligence was performed to reconcile the balance sheets and line items within and

WHEREAS, due to an accumulation of errors and having unsupported due to and due from transactions the funds are unable to be fully reconciled in a timely manner at this time.

NOW THEREFORE BE IT RESOLVED, that the Town Supervisor be authorized to transfer and adjust the funds below as indicated by accounts and amounts effective fiscal year 2017

A0391 – Due from other funds – Credit	-\$329,330.14
A0200 - Cash - Credit	-\$319,407.39
A0630 – Due to other funds - Debit	-\$1,094,066.31
A0632 – Due to other gov't Debit	-\$802.47
A0909 – Fund Balance - Credit	-\$446,131.25

B0391 – Due from other funds - Credit	-\$22,337.45
B0200 - Cash - Debit	\$11,407.28
B0630 – Due to other funds - Debit	\$82,259.14

B0909 – Fund Balance - Credit - \$71,328.97

CM0200 – Cash - Credit - \$13,139.63

CM0909 – Fund Balance - Debit - \$13,139.63

DA0391 – Due from other funds-Credit - \$442,708.53

DA0200 – Cash - Credit - \$189,491.32

DA0440 – Due from other Govt Credit - \$0.80

DA0630 – Due to other funds - Debit - \$482,445.24

DA0909 - Fund Balance - Debit - \$149,755.41

DB0391 – Due from other funds – Credit - \$713,474.15

DB0200 – Cash - Debit - \$267,969.17

DB0630 – Due to other funds - Debit - \$194,730.34

DB0909 – Fund Balance - Debit - \$250,774.64

TA0391 – Due from other funds - Credit - \$592,291.41

TA0392 – Due from Bank - Credit - \$100.46

TA0440 – Due from other gov't - Credit - \$1,669.79

TA0630 – Due to other funds - Debit - \$52,634.77

TA0631 – Due to other Gov't - Debit - \$84,909.59

TA0085 – Mayfield Fire Taxes - Credit - \$567,802.84

TA0200 – Cash Debit - \$1,024,320.14

AND BE IT FURTHER RESOLVED, that this resolution be recorded in the Town Clerks' minutes and be a permanent record of the Ton and a copy be filed with the Supervisors records for auditing purposes.

APPROVE PAYMENT OF YEAR END VOUCHERS

RES# 187 On motion by Councilman Coletti, seconded by Councilman VanAllen, the following motion was adopted 4 AYES (Argotsinger, Coletti, Putman, VanAllen)

RESOLVED that the Mayfield Town Board approves the payment of vouchers in the following accounts for abstract # 12 of 2017.

A GENERAL TOWNWIDE \$13,254.31

B GENERAL OUTSIDE VILLAGE \$158.90

DA HIGHWAY TOWNWIDE \$9,302.14

DB HIGHWAY OUTSIDE VILLAGE \$1,314.87

CLOSE ACCEPTANCE OF BILLS FOR 2017

RES#188 On motion by Councilman VanAllen, seconded by Councilman Coletti the following resolution was adopted 4 AYES (Argotsinger, Coletti, Putman, VanAllen)

RESOLVED that the Mayfield Town Board will not accept any more bills for the 2017 fiscal year.

ACCEPTANCE OF TRUCK BID

RES#189 On motion by Councilman Putman, seconded by Councilman Coletti the following resolution was adopted 4 AYES (Argotsinger, Coletti, Putman, VanAllen)

RESOLVED that the Mayfield Town Board will accept the bid for the truck at \$3,150.00

Bookkeeper Nathan Matthews will be in the Mayfield Office on Thursday mornings.

ACCEPT RESIGNATION

Supervisor Argotsinger read a resignation letter from Marylyn Salvione from the Planning Board.

RES# 190 On motion by Councilman Coletti, seconded by Councilman Putman the following resolution was adopted 4 AYES (Argotsinger, Coletti, Putman, VanAllen)

RESOLVED that the Mayfield Town Board will accept the resignation from Marylyn Salvione from the Planning Board.

NYMIR

Discussion about updating policies including Prior Notice, Hold Harmless, and Insurance from outside contractors.

ADJOURMENT

On motion by Councilman Coletti, seconded by Councilman VanAllen the meeting was adjourned at 10:15 am.

Respectfully Submitted

Nancy Parker
Town Clerk/RMO