

Village of Scottsville
Board of Trustees – Treasurer Meeting
Tuesday, July 21, 2020
Due to COVID-19 the meeting was held remotely.

Call to Order Mayor Eileen Hansen called the July 21, 2020 Village of Scottsville Board of Trustees to order at 6:05 pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Eileen Hansen, Mayor
Kathie Carl, Deputy Mayor
Christie Offen, Trustee
Leslie Wagar, Trustee
Absent: Todd Shero, Trustee
Also Present: Anne Hartman, Village Clerk
Katie Garner, Treasurer

Treasurer – Katie Garner

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5. Reserve Accounts - 06/30/2020
6. AP Checking Rec - 06/30/2020
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9. Revenue Report - 06/30/2020
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Treasurers Report:

Pay Bills:

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve payables on the AP Check List Report through July 21, 2020, with General Payables totaling \$47,080.20.

Vote: Carried (4-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	ABSENT		

Updates:

Updates:

Received second half of EFC Grant \$15,000.00

Received first half of 2020 town fire district payment \$70,000
 Keeping track of various DPW Grant items i.e. CDBG - Catch Basin Grant
 Spending most of my time closing out 2019-2020 Fiscal Year; getting ready to begin AUD
 Annual Update Document
 Helping with some of the SF District information needed
 Ended the 2019-2020 Fiscal Year with surplus of unassigned general fund balance after paying off loan
 from Sewer Reserve of \$130,000.00 to fund reserves (see page 3)
 Fire fund no longer has a deficit!!!! (see page 2)
 This is the busiest time of the year for a Treasurer with closing out prior year, starting new fiscal year,
 AUD etc. but everything seems to be going well and on track

Budget Transfers Year End

	Description	Transfer to	Transfer from
A1325.1	Treasurer Salaries	208.95	
A.1325.4	Treasurer Contractual		208.95
A.1440.4	Engineer Contractual	5,272.00	
A.5182.2	Street Lighting Equipment	8,935.00	
A.1420.4	Law Contractual		8,450.00
A.1620.4	Municipal Building Use		5,110.53
A.5182.4	Street Lighting Contractual		646.47
A.5010.1	Street Admin Salaries	1,645.13	
A.5110.4	Street Maintenance Contractual		1,645.13
A.8140.1	Storm Sewer Salaries	549.94	
A.8140.4	Storm Sewers Contractual		549.94
G.9010.8	ERS Expense	6.46	
G.9040.8	Workers Comp	566.00	
G.9060.8	Health Insurance		572.46
SF.3410.4	Fire Department Contractual	188.12	
SF.3410.41	Fire Department Chargebacks	2,015.00	
SF.9040.8	Workers Comp		

	2,203.12
	19,386.60
	19,386.60

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve the Year End Transfers in the amount of \$19,386.60 as listed above.

Vote: Carried (4-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	ABSENT		

General Fund Reserve Transfers:

After a review of the 2019-2020-year end fund balances, the Board resolves to transfer \$130,000 of the 2019-2020 unassigned general fund balance A909; into the following reserves as of May 31, 2020;

General Fund		
A230-EQ	General Equipment Reserve	100,000.00
A230-RP	Retirement/Pension Reserve	30,000.00
		130,000.00

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the General Fund Reserve Transfer in the amount of \$130,000.00 as listed above.

Vote: Carried (4-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	ABSENT		

Budget Resolution- Fire Equipment and Fire Facility Reserves

Fire budgeted to appropriate \$34,000 from the Fire Equipment reserve and \$6,500 from the Fire Facility reserve.

The Fire facility work was not done, and a review of the actual expenses from Fire equipment code did not reveal appropriate items beyond turnout gear to appropriate reserve money for.

The Budget also included funding the reserves \$10,000 each for the Fire Truck reserve and the Fire equipment reserve.

The Fire "fund" was able to generate enough of a surplus to eliminate the prior deficit without funding any reserves.

However, there is not enough money in the fund to fund the reserves without going back into a deficit. *Therefore the Board resolves to leave the reserves alone with respect to budgeted activity.*

Resolution made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to leave the Fire Equipment and Fire Facility Reserves alone with respect to budgeted activity.

Vote: Carried (4-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	ABSENT		

Budget Resolution – Capital Fund loan from Sewer Reserve repaid

The Capital Fund has borrowed \$106,880.96 from the Sewer Reserve. This loan needs to be repaid by year end

There is surplus in the budget to transfer down to the Interfund Transfer Line

WHEREAS, the Capital Fund has borrowed \$106,880.96 from the Sewer Reserve to be repaid by year end;and

WHEREAS, the General fund has a surplus of unassigned funds available; and

WHEREAS, the Board has the authority to transfer funds upon a resolution; and

WHEREAS, this is accomplished through an interfund transfer.

THEREFORE BE IT RESOLVED, by the Board of Trustees of the Village of Scottsville to use a portion

of the surplus in unassigned fund balance to repay the loan as follows:

Code	Description	Transfer to	Transfer from
A.1990.4	Contingent		7,000
A.5110.1	Streets Salary		20,000
A.5110.2	Streets Equip		2,000
A.5110.4	Streets Contractual		36,881
A.5142.1	Snow Salary		6,000
A.9060.8	Health Ins		35,000
A.9901.9	Transfer out	106,881	
		<u>106,881</u>	<u>106,881</u>

Resolution made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the budget resolution as listed above to repay the Capital Fund loan from the Sewer Reserve in the amount of \$106,881.

Vote: Carried (4-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	ABSENT		

Budget Amendments

None

Out of District Second Garbage Tote Fee

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to set a \$75.00 fee for a second garbage tote for out of district customers paid annually June 1 – May 31.

Vote: Carried (4-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	ABSENT		

Discussion

Deputy Mayor Carl asked about the new garbage truck and going back to recycling pick up every week. Mayor Hasnsen responded that is the plan.

Canawaugus Park update: Met with Monroe County Sheriff Office, NYDEC, NY Park and Recreation, NY State Police to discuss crowd control and parking. Signage will be put up to give law enforcement something to enforce.

Adjournment

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to adjourn the Village Board meeting at 6:24 pm.

Vote: *Carried (4-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	ABSENT		

Respectfully submitted by,



Anne Hartman
Village Clerk