DRAFT Year End Board Meeting Town of Shelby 4062 Salt Works Rd. Medina, NY

December 30, 2024 9:00 AM

<u>Please note:</u> We are live streaming our meetings through YouTube. See www.townofshelbyny.org and click on the link.

Present:

Scott Wengewicz, Supervisor Steve Seitz, Councilman Eddie Zelazny, Councilman Linda Limina, Councilwoman Darlene Rich Town Clerk

Absent: Jeff Schiffer, Councilman

Others:

John Pratt James Zelazny

Yonic Parada

Called to order at 9:00 AM

Pledge to the flag

List of bills to be paid.

Limina -Independent Health says its \$2100 but last she knew there was only one person on it. The whole bill is not here so we don't know who we are paying for \$1900 for this month. It's not a complete bill. She would still like to see the August, September and October Independent Health bills. Limina asked who shops the insurance.

Supervisor said that is set by union contract. He said we can't change the provider as it is written in the contract independent health.

Limina said we might want to look at the next negotiation option.

RESOLUTION 143-24 RESOLUTION TO PAY CLAIMS AGAINST THE TOWN

Motion-Seitz, Second-Schiffer

Discussion-Limina said she is going to vote to pay them but she is not happy about getting stuff at the last minute all the time.

Supervisor said this happens every year end meeting.

Limina said if we could have had the meeting at 6 PM like originally planned they would have had time to review the invoices. She said we should not be having the meeting during the daytime when people work, etc.

 General
 \$9889.84
 Highway \$7377.97

 Water 1
 \$ 30.53
 Water 3
 \$ 53.92

 Water 6
 \$ 99.19
 Water 7
 \$ 190.80

Water 8 \$ 193.17

Roll call vote:

Limina-aye Zelazny-aye Seitz-aye Wengewicz-aye

Absent-Schiffer

Motion carried.

RESOLUTION 144-24

RESOLUTION TO APPROVE THE AMBULANCE CONTRACT WITH THE VILLAGE OF MEDINA

Motion-Limina, Second-Seitz

Discussion-Supervisor said it doubled but cost of ambulance and everything pretty much stuck if we want ambulance service.

Seitz-We font have a lot of choice in it from what he has seen on the ambulance service.

Supervisor-We are not dealing with what the west end of the county

Roll call vote:

Limina-aye Zelazny-aye Seitz-aye

Wengewicz-aye

Absent-Schiffer

Motion carried.

RESOLUTION 145-24 (DENIED)

RESOLUTION TO AUTHORIZE THE SUPERVISOR TO MAKE YEAR END ADJUSTMENTS ENDING DECEMBER 31, 2024

Motion-Seitz, Second-Wengewicz

Discussion-Supervisor said he talked to Tina this morning. Her and Nicole from Drescher & Malecki are working on trying to finish up 2024.

Limina asked what adjustments.

Supervisor said they have to zero out the books. He said anything that is overdrawn they have to move.

Limina said she doesn't have the law in front of her but NYS law says that you are not allowed to overdraw a budget line during the year. She asked why are we overdrawn. Supervisor said he doesn't know if we are overdrawn.

Limina said if they already know there are adjustments that have to be made, we should know what those are. Is Tina telling us there are no adjustments currently but this set of bills could put us into some adjustment.

Supervisor said they are not done with December yet. They are done with November. They can't give us the year-end adjustments until they are done with December.

Limina said we shouldn't be voting on year-end adjustments until we know what they are. We should be able to do that at the January meeting and give them the approval to go back and make whatever adjustments have to happen as of December 31. She would want to know from Tina why she can't do that. She is curious to know what adjustments Dresher & Malecki has already done. Regarding an email from Kathy that they started at \$400,000 off and they are down to \$30,000.

Supervisor said they are planning on getting it down to \$10,000.

Limina asked what the \$370,000 worth of entries that they found that they made. She would like to know what they are. She said she is curious why things are being paid that we don't have. She said this is how we got in the mess with Williamson. We paid for things we didn't have answers to.

Zelazny said they are supposed to report every month.

Roll call vote:

Limina-no Zelazny-no Seitz-aye Wengewicz-aye Absent-Schiffer

Motion denied

Supervisor said as soon as he heard from Tina and NIcole he will let them know. Limina asked that they go back and ask them to provide that information today. Supervisor said if he can get it he will give to them. She is looking at what has been done so far.

Limina asked what software we are going with for January.

Supervisor said Single Source used Quickbooks. Margaret hasn't made a final decision yet. We are going with EBS payroll. We submit the payroll to them, they do payroll. They submit it to Single Source. Single Source recommends to us we transfer the funds; they make the pay. Margaret prefers to use quick books. That's what she used for other municipalities

Limina asked about the contractual lines and having a better tracking with categories that should have lines of their own. When budget is being done in the fall could see the spending of those lines. She needs to know to create that chart of accounts now. Limina asked about getting the agenda out Thursday night.

Clerk said she gets it on the website Friday at noon.

Limina said we need to do better getting information out to the public a little earlier and if there are things we are looking at there needs to be attachments. She said we are going to get caught by not providing any documentation that we are going to look at. It's supposed to be available 24 hours in advance if its available to us.

Zelazny said the bottom of the vouchers need to be signed by the department head. Limina said Single source will be doing the bills so they will make sure it is done.

Motion by Seitz, second by Zelazny to adjourn the meeting at 9:26 am

Respectfully submitted, Darlene A. Rich, MMC, RMC Town Clerk