**1-16-2014 – REGULAR BOARD MEETING**

Present:

Councilman Cheryl L. Earl

Councilman Lenard R. Hochadel

Councilman David L. Montgomery

Councilman Douglas J. Morrell

Supervisor Beverly Gambino

Also Present:

Highway Superintendant Donald Hopkins

Deputy Town Clerk Jennifer Bray

Approx. 25 guests

The Sardinia Town Board held its Regular Town Board meeting for January on January 16, 2014 at the Sardinia Town Hall/Community Center. Supervisor Gambino called the meeting to order at 6:33 PM. She asked if there was any members of the American Legion present that would like lead the Pledge to the Flag. James H Wiedemann started the Pledge and a moment of silence followed. The minutes from the December 12, 2013 regular board meeting were submitted by Town Clerk Betsy Marsh. A motion to approve from Councilman Morrell, second by Councilman Montgomery was passed by all. The Supervisor then asked for committee reports.

Highway Superintendant Donald Hopkins stated that a copy of the Shared Service Agreement that was passed last month needed to be sent to the Highway Association as well as to the adjoining towns such as Arcade, Freedom, Ashford and Yorkshire that he would share services with. He also noted that due to the extreme winter that we have had he has used about 75% of the supply of sand and salt. He does have a supply stockpiled at the county building in Concord that they have been hauling in but said there may be a sand bill at next months meeting. He said the new roof at the Highway Garage was working very well. There is less ice and they have been able to keep the heat set lower. He let the board know that in regards to the truck bids that were opened last month with the low bid being West Herr at $27,905 but there was no quorum at the Special Meeting to award the bid. He talked to West Herr but they no longer have the truck that they bid and can’t get one. They faxed a price change to him for $937 more then the original bid for a truck with more options but still kept them as the low bid. After some discussion on a motion from Councilmen Earl with a second by Councilmen Morrell, it was decided that the truck should be rebid.

Supervisor Gambino stated that she was contacted by Gerald George asking why there are no Right to Farm Community signs in town. She said Farm Bureau used to give them away to towns that wanted them so she contacted them and was able to get 3 of them to use for the big signs on the main roads coming into town. One on Rt 39 and one on each end of Rt 16. She thanked the Highway department for getting the new signs up and asked Don Hopkins to tell the board what they found when they put them up. He said the Welcome to Sardinia signs are in bad shape with rotten posts and supports. The highway employees fixed them as best as they could. Supervisor Gambino said that she would like to look at fixing or maybe replacing them and asked if anyone would like to form a committee to looking this. Councilmen Hochadel and Morrell said they would.

Councilmen Earl reported that she had been South Towns Rural Preservation meeting and they have applied for a $250,000 grant to help families in this area with home maintenance items like windows, doors and siding. Information on this is in the Clerk’s office. She asked if the Supervisor would set up a meeting with the different department heads to try to keep everyone one up to date on polices and procedures of the town. She then asked if the Town Clerks office could get the directory of officials updated on the town web site. Deputy Clerk Bray explained that Erie County that hosts our website had been in the process of making a change so the all of the updates can be done by the Town Clerk’s office directly and that the change over is now complete and some changes were made that day.

Councilmen Hochadel had nothing report.

Councilmen Morrell had nothing to report but wanted to say the Highway Department and the Fire Company have done a great job this winter.

Councilmen Montgomery reported that he had attended Erie County Water Quality meeting. They received a grant for the Niagara Water Shed Project for $508,000 for use in this area but nothing is set for it at this time. An update on the Scooby Hill Dam, Army Crop of Engineers wants Erie County to handle but the County will not send the money until they hear more from the Army Corp of Engineers, so it looks like 2016 before anything will be done. Gene Parzych of Matteson Corners Rd agreed and said he had been to other Environmental meetings and is hearing the same thing. Next Councilmen Montgomery reported that Legislator John Mills is working with Erie County to try to get funding for the towns to deal with abandoned properties and that he is going to try to come to a Town Board Meeting in the future. He also reported that there are Erie County Soil & Water tree and shrub program applications are in the Town Clerk’s office and that the next meeting of the South Towns Planning and Development if next week.

Supervisor Gambino said she had a couple of things to go over. She said one thing we have to look at is that the computers and Windows XP will be obsolete on April 9th. She met with a computer technician from Aurora and he said that our system was locked and security program was removing files so he fixed that. He also said the server we have is top of the line. There are six computers that need to be updated and he felt he could get a good deal from the State Bid system. He will be getting the information and numbers together to give a presentation to the Board. Next she talked about the Elevator and the need for repairs to it. She asked the Building Care Taker Albert Hansen to explain some of the problems and the work it will take to fix it. He stated that there is a hydraulic cylinder valve needed replace and explained how that would need to be done. She asked if he could work with her on getting pricing to get this fixed right. Lastly the Supervisor reported on the “TRUST” .There were 979 checks written for a total of $1,166,318.50, six checks have not cleared with a total of $6925.50. On the advice of the Town Account and past Attorney 1099’s will need to be sent for these by the 14 or 15 of February but she will be getting an opinion from the new Town Attorney before that. If they do need to be sent she asked for a motion for approval to buy the 1099 forms at a cost of $599. A motion was made by Councilmen Earl seconded by Councilmen Morrell carried by all.

Supervisor Gambino stated that there was never a fund transfer last year to cover the “TRUST” and the there had not been any fund transfers for the last three month so therefore it was needed to close out the books for 2013.

**Resolution #1, 2014**

**APPROVAL OF FUND TRANSFER**

**WHEREAS,** the Town of Sardinia Board approves the following transfer of funds:

**TRANSFER FROM AMOUNT TRANSFER TO**

Fund Balance $1,166,318.50 A1935.40

**NOW, THEREFORE, BE IT RESOLVED,** the Sardinia Town Board approves the above mentioned transfer of funds for 2013, and any other funds needed to close the books for 2013.

**Be it so resolved,**

Upon a motion from Councilmen Montgomery, seconded by Councilmen Morrell

Aye: All Nay: None Abstain:

Next the Supervisor moved on to the approval of the bills. She noted that the Procurement Policy for the Town states that you must have approval from the Town Board for any purchases over $500. She had pulled a voucher from the warrant in the amount of $629.24 for envelopes that was not pre-approved and asked the Board to look at and decide if they would approve it and pay it. She noted that the Town should look at updating the policy. She then asked for a motion to approve the following bills for 2013 and 2014 as well as adding the voucher for $629.24 to the 2013 bills.

2013 Total of $24,950.72 with the General Fund being $13559.61, Highway Fund being $10,301.53 and the Street Lighting being $1089.58

2014 Total of $84,120.70 with the General Fund being$39,351.02, Highway Fund being $2092.58 and the Fire Protection being $42677.10

A motion to pay the bills was made by Councilmen Montgomery, seconded by Councilmen Morrell

Aye: All Nay: None Abstain:

The Supervisor explained that the next resolution was for services that will be rendered by the Towns accounting firm. Robert Church asked why there was an hourly cost difference ranging from $65-$125 per hour. The Supervisor explained that we are charged bases on who at the firm is completing the work needed.

**Resolution #2, 2014**

**APPROVAL FOR AUDITOR AND ACCOUNTANT CONSULTANT**

**WHEREAS**, the Sardinia Town Budget includes funds for the Town to retain Drescher & Malecki LLP as our auditor to prepare a review of the 2013 expenditures and finances of the town at a cost not to exceed $10,750.00 and the AUD (Annual Update Document) at a cost of $900.00 and assist in consultation for the year 2014 in accounting at a cost of $65.00 hour to $125.00 hour, and

**NOW**, **THEREFOR BE IT RESOLVED**, the Sardinia Town Board approves the firm of Drescher & Malecki LLP to perform the 2013 audit and report back to the Town Board at a cost not to exceed $11650.00 and to perform 2014 accounting assistance at a cost of $65.00 to $125.00 hour.

**Be it so resolved,**

Upon a motion from Councilmen Earl, seconded by Councilmen Montgomery

Aye: All Nay: None Abstain:

The Supervisor explained the next resolution was to conduct the annual audits on the Justice Court and the Town Clerk. She said the Town could save some money by having the Town Board audit the Town Clerk’s office and asked when a time would be good. It was decided that Thursday January 23rd at 10am was the good time for the Board.

**Resolution #3, 2014**

**AUDIT ON COURT AND TOWN CLERK DEPARTMENTS FOR 2013**

**WHEREAS**, the Sardinia Town Board recognizes the need for periodic review and audit of departments within the Town, and

**WHEREAS**, it is necessary to complete these audits in order to be compliant with the State of New York, and

**NOW**, **THEREFOR BE IT RESOLVED**, the Sardinia Town Board authorizes our accounting firm, Drescher & Malecki to perform audits on the Town Court Departments for the year 2013 at a cost not to exceed $1450.00 and

**NOW**, **THEREFOR**, the Sardinia Town Board recognizes that they may audit the Town's Clerk Office on their own as a board, set up a time and date of January 23, 2012 to audit the Town Clerk's department.

**Be it so resolved,**

Upon a motion from Councilmen Morrell, seconded by Councilmen Montgomery

Aye: All Nay: None Abstain:

The next resolution is for the renewal of the third year of the Milton Cat generator contract for the generator that is at the Town Hall.

**Resolution #4, 2014**

**RENEWAL OF SERVICE CONTRACT FOR GENERATOR WITH MILTON CAT**

**WHEREAS**, the Sardinia Town Board recognizes the need for continuing maintenance and the importance of the Town Hall's generator, and

**NOW**, **THEREFOR BE IT RESOLVED** that the On Site Scheduled Maintenance agreement with Milton Cat be renewed at the annual Price not to exceed $1940.00

**Be it so resolved,**

Upon a motion from Councilmen Montgomery, seconded by Councilmen Morrell

Aye: All Nay: None Abstain:

The Supervisor stated that they had received a letter from Chris Warner and the Chaffee-Sardinia Youth Baseball league asking to use the gym in late January to start practicing for the upcoming baseball season. Councilmen Earl stated that she had asked Mr. Warner to contact when he would be using the building so she could let the building cleaner and care taker know. She also said we had insurance on file for them but would ask them to update it.

**Resolution #5, 2014**

**REQUEST FROM CHRIS WARNER, CHAFFEE SARDINIA YOUTH BASEBALL TO USE THE GYM IN LATE JANUARY**

**WHEREAS**, the Sardinia Town Board has received a request from the Chaffee Sardinia Youth Baseball President to use the Sardinia Town Hall in late January 2014, and

**WHEREAS**. the Town Clerk has confirmed that availability and the Chaffee Sardinia Youth Baseball have a Certificate of Insurance on file, and

**NOW**, **THEREFOR BE IT RESOLVED**, the Sardinia Town Board authorizes the Chaffee Sardinia Youth Baseball the use of the Sardinia Town Hall starting in late January 2014

**Be it so resolved,**

Upon a motion from Councilmen Hochadel, seconded by Councilmen Montgomery

Aye: All Nay: None Abstain:

The Supervisor said that she had a couple of things that didn’t get on the agenda. She had received the American Legions 2013 financial report as well as the Fire Company Treasure report. She also had received a request from the Chaffee Sardinia Fire Company to use Veterans Park and the bathrooms at the park from June 23, 2014 until July 1, 2014 for their annual carnival which they have held for 65 years. Councilmen Earl asked if they would be providing proof of insurance? The Supervisor said that they would. She asked for a motion to approve use of the park as well as the bathrooms and porta pottys.

A motion was made by Councilmen Hochadel, seconded by Earl

Aye: All Nay: None Abstain:

Supervisor Gambino asked if there anyone had anything else. There not being she asked for a motion to adjourn.

A motion was made by Councilmen Earl, seconded by Councilmen Montgomery to adjourn at 7:11 PM

Respectfully Submitted

Jennifer Bray,

Deputy Town Clerk