

**REGULAR TOWN BOARD MEETING  
HELD AT THE MANSFIELD TOWN HALL  
IN EDDYVILLE  
OCTOBER 15, 2018 AT 7:00 P.M.**

**PRESENT**

**Robert Keis, Town Supervisor  
Nancy Meeder, Councilwoman  
Larry Johnson, Councilman  
Greg Meyer, Councilman  
Robert Schmidt, Councilman**

**ALSO PRESENT**

**Brad Hurley, Highway Superintendent**

**PUBLIC HEARING PRELIMINARY BUDGET FOR THE YEAR 2019**

Supervisor Keis, brought the Public Hearing to order on the Preliminary Budget for the year 2019. Notice was published, in the Town's Official Newspaper the Ellicottville Times.

Supervisor Keis noted that as required he has filed the Preliminary Budget for 2019 with the State Comptroller, that was under the two percent tax cap.

Regarding the Town and County Property Taxes Supervisor Keis noted that beginning in 2019, a New line item is to be added to the property tax bill Special District, as properties located in the Westmont Subdivision have water & sewer services. Supervisor Keis, noted in working with Town Assessor Robin Pearl and Cattaraugus County Real Property Tax a number was created for the Mansfield Water & Sewer.

There was no further discussion the public hearing was closed **ON A MOTION MADE BY** Councilwoman Meeder seconded by Councilman Meyer no opposed carried.

**REGULAR TOWN BOARD MEETING BROUGHT TO ORDER**

Supervisor Keis brought the October Board Meeting to order.

**SEPTEMBER TOWN BOARD MEETING MINUTES/APPROVED**

For approval of the September 10, 2018 Town Board Meeting Minutes **A MOTION WAS MADE BY** Councilman Schmidt seconded by Councilman Meyer no opposed carried to approve the September 10, 2018 Town Board Meeting Minutes by correcting the minutes approved in September should read in August. The second paragraph regarding Hart Road the last sentence was deleted.

**SPECIAL MEETING OCTOBER 1, 2018 MINUTES TO OPEN SALT STORAGE BUILDING BIDS/APPROVED**

For approval of the Minutes of the Special Meeting held October 1, 2018 to open Salt/Storage Building bid proposals **A MOTION WAS MADE BY** Councilman Meyer seconded by Councilman Schmidt no opposed carried to approve the October 1, 2018 Meeting Minutes.

**SUPERVISOR'S AND TOWN CLERK'S MONTHLY REPORTS**

After Supervisor Keis presented his monthly reports and the monthly reports of Town Clerk **A MOTION WAS MADE BY** Councilman Johnson seconded by Councilman Meyer no opposed carried to approve the financial reports of Supervisor and Town Clerk.

**BUDGET FOR THE YEAR 2019/ADOPTED**

With regard to Supervisor Keis's Budget for the Year 2019 there was no further discussion. For approval **A MOTION WAS MADE BY** Councilman Schmidt seconded by Councilwoman Meeder no opposed carried to Adopt the 2019 Preliminary Budget to be the Adopted Budget for the Year 2019.

**SALT/STORAGE BUILDING UPDATE**

With regard to the Salt/Storage Building, Highway Superintendent Hurley reported that highway has the location of the salt storage building prepared and ready for asphalt, depending on weather conditions Hybrid Building Solutions is to begin work next week.

**HEAT SENSORS IN HIGHWAY GARAGE**

With regard to prior discussion regarding heat sensors in the highway garage, there was no update to report.

**SEXUAL HARASSMENT POLICY**

Supervisor Keis reported that he received information from the State whereby, municipalities must have a policy in place for Sexual Harassment. He noted that training could be done by a Town representative who would attend the course and then train all those municipal elected officials, appointed officials and those who volunteer their services. Supervisor Keis stated that he asked Gil Wiswall, Code Enforcement Officer if he would consider to take the course then train Town employees.

Supervisor Keis stated that he has researched online for sample policies, and will keep Board members updated.

**CHARGE BACK TRANSACTION CATTARAUGUS COUNTY TREASURER**

Supervisor Keis, informed Board members that the Town is in receipt of a invoice submitted for payment from the Cattaraugus County Treasurer, regarding a charge back transaction, due to a Town property owner challenging his property assessment in court.

**AUDIT FINANCIAL ACCOUNTS**

After Board members audited Supervisor Keis three checking accounts and two savings accounts **A MOTION MADE** BY Councilman Johnson seconded by Councilman Schmidt no opposed carried to acknowledge and approve Supervisor Keis financial accounts that were in balance.

**AUDIT OF BILLS**

After Board members audited the billing statements submitted for payment **A MOTION WAS GIVEN BY** Councilman Johnson seconded by Councilman Schmidt no opposed carried to pay the following:

General Fund Voucher Numbers 197 to 224 in the amount of \$5,548.06  
Highway Fund voucher Numbers 158 to 173 in the amount of \$15,984.56

A motion to adjourn was given by Councilman Schmidt seconded by Councilman Johnson at 7:58 p.m.

Respectfully Submitted,

Betty Jane Horning, Town Clerk

