

**REGULAR TOWN BOARD MEETING
HELD AT THE MANSFIELD TOWN HALL
IN EDDYVILLE
MARCH 18, 2019 AT 7:00 P.M.**

PRESENT

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

ALSO, PRESENT

Brad Hurley, Highway Superintendent

ABSENT

Nancy Meeder, Councilwoman

PLEDGE OF ALLEGIANCE/MEETING BROUGHT TO ORDER

After all those present said the Pledge of Allegiance, Supervisor brought the March 18, 2019 Town Board Meeting to order.

MINUTES OF FEBRUARY 11, 2019/APPROVED

For approval of the February 11, 2019 Town Board Meeting Minutes **A MOTION WAS MADE BY** Councilman Meyer seconded by Councilman Schmidt no opposed carried to approve the minutes as read.

SUPERVISOR'S AND TOWN CLERK'S FINANCIAL REPORTS/APPROVED

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

SALT/STORAGE BUILDING UPDATE

With regard to construction of the Salt/Storage Building, Superintendent Hurley informed Board members that FEMA rates would be applied for the work that Highway has already completed on the project. Highway's next project is to dig a trench for the lighting. Superintendent Hurley stated that he would continue to obtain price quotes for lighting.

Superintendent Hurley also reported that sometime in May asphalt can be poured, pending weather conditions. It was noted that all materials would be contained inward, inside the Salt/Storage Building

HEAT SENSORS/ALARMS INSIDE HIGHWAY GARAGE

Heat Sensors for the Highway Garage there was no update.

RENEWAL OF REVENUE ANTICIPATION NOTE FOR THE SALT STORAGE BUILDING/APPROVED

Supervisor Keis informed Board members that the Revenue Anticipation Note for payment of the cost of construction of the Salt Storage Building has expired. Supervisor Keis stated that the Town could either pay the note off, as there is no penalty for early payment or use funds budgeted for Highway road work. However, it would take funds that Superintendent Hurley would need for early spring projects. Councilman Johnson stated to not tie up money budgeted for road work. For authorization and approval **A MOTION WAS MADE BY** Councilman Schmidt seconded by Councilman Meyer to RESOLVE to pass a RESOLUTION to authorize Supervisor Keis to sign all necessary documents prepared by Town Attorney WHEREAS, The Town Board of the Town of Mansfield, New York now desires to provide for the issuance of a renewed revenue anticipation note in the amount not to exceed \$300,000.00. A Roll Call Vote was Taken, Councilman Larry Johnson voted yes, Councilman Greg Meyer voted yes, Councilman Robert Schmidt voted yes, Robert Keis, Town Supervisor voted yes, Councilwoman Nancy Meeder was absent. Documents are on file.

CEMETERY MOWING 2019

With regard to the annual Cemetery Lawn Mowing, after discussion Board members voted to request for bid proposals **ON A MOTION MADE BY** Councilman Johnson seconded by Councilman Meyer no opposed carried to advertise for bid proposals for the mowing of the lawn around the Town Hall, Historical Society Building and Highway Garage, and to mow the Town's four cemeteries. Town

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Supervisor Keis asks that he be contacted for details before submitting a bid. Bids are to be one price for the entire mowing season. Bid proposals may be mailed to the Town Clerk in a sealed envelope clearly marked "Lawn Mowing Bid" or presented at the next Town Board Meeting by 7:00 P.M. at which time bids will be publicly opened and read. Said meeting to be held April 15, 2019 at the Mansfield Town Hall in Eddyville. The Town Board reserves the right to reject any or all bids.

ANNUAL FINANCIAL REPORT

Supervisor Keis informed Board members that he has filed his Annual Financial Report with the State Comptroller for the Fiscal Year Ended December 31, 2018. He noted a Fund Balance in the amount of \$183,000.00. After Board members reviewed the report **A MOTION MADE** by Councilman Meyer seconded by Councilman Johnson no opposed carried to acknowledge and approve Supervisor Keis Annual Financial Report for the Fiscal Year Ended December 31, 2018 as presented.

SHARED SERVICES CATTARAUGUS COUNTY WIDE

With regard to County Wide Shared Services that gives Municipal Savings, Supervisor Keis noted that the Town meets the required shared services due to the Town works with the County and nearby Towns.

HIGHWAY NEW SNOW PLOW TRUCK/APPROVED

With regard to Highway Superintendent Hurley's plan to purchase a New Snow Plow Truck to replace the 2003, that was bought used, to replace the truck lost in the fire. Superintendent Hurley stated that its dump box is bad, but would consider keeping the plow and sander. After discussion Board members duly voted **ON A MOTION MADE BY** Councilman Schmidt seconded by Councilman Johnson no opposed carried, to continue the purchase from Fleet Maintenance, Inc. West Seneca, NY the 2020 Western Star 4700SF Truck Cab and Chassis, in the amount of \$139,941.00, as per specifications dated March 6, 2019. And to continue the purchase from Valley Fab Equipment, Inc. Boston, NY the 2020 Year Everest Equipment offered on the Oneida County Piggy Back Contract REF# 1989 Multipurpose Dump Body, and Snow Removal Equipment. The price as specified Quote #BE20607 in the amount of \$112,065.72, specifications dated March 6, 2019. It was noted that if the 2020 Snow Plow Truck was ordered now it would arrive next February or March and would be paid from the 2020 Budget.

HIGHWAY

Highway Superintendent Hurley asked Board members to consider air-conditioning at the Highway Garage just for the office and break room. Superintendent Hurley stated that he has researched price quotes a 20 x 20 square foot installed is \$2,500.00.

After discussion Board members determined for Superintendent Hurley to obtain updated price quotes.

SUPERVISOR KEIS 2018 BOOKS OF ACCOUNTS AND DISBURSEMENTS AUDITED/APPROVED

After Board members completed their annual audit of Supervisor Keis accounting books of receipts and disbursements along with record books of payroll. **A MOTION WAS MADE BY** Councilman Johnson seconded by Councilman Schmidt no opposed carried to acknowledge and approve Supervisor's accounting books as presented.

AUDIT SUPERVISOR'S FINANCIAL ACCOUNTS

After Board members audited Supervisor Keis's three checking accounts **A MOTION WAS MADE BY** Councilman Meyer seconded by Councilman Schmidt no opposed carried to acknowledge and approve Supervisor's three checking accounts that were in balance as presented.

AUDIT OF BILLS

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

General Fund Voucher Numbers 38-60 and 62, in the amount of \$3,886.09. Voucher number 61 was a highway fund voucher.

Highway Fund Voucher Numbers 38-56, in the amount of \$26,411.20.

A motion to adjourn was given by Councilman Meyer seconded by Councilman Johnson at 8:43 p.m.

Respectfully Submitted,

Betty Jane Horning, Town Clerk

