

**REGULAR TOWN BOARD MEETING
HELD AT THE MANSFIELD TOWN HALL
IN EDDYVILLE
DECEMBER 20, 2021 AT 7:00 P.M.**

PRESENT

**Robert Keis, Town Supervisor
Nancy Meeder, Councilwoman
Carl Calarco, Supervisor Elect
Robert Schmidt, Councilman
Michael Telaak, Councilman**

ALSO, PRESENT

**Brad Hurley, Highway Superintendent
Dale Baldwin, Town Justice**

PLEDGE OF ALLEGIANCE/DECEMBER MEETING BROUGHT TO ORDER

After all those present said the Pledge of Allegiance, Supervisor Keis brought the December Town Board Meeting to order.

APPROVAL OF NOVEMBER TOWN BOARD MEETING MINUTES

For approval of the November 15, 2021, Town Board Meeting Minutes, **A MOTION WAS MADE BY** Councilman Schmidt seconded by Councilman Telaak, no opposed carried to approve the November Minutes as read, by including the word "to" between the words Contingent to Brush and Weeds on page 2.

APPROVAL OF SUPERVISOR'S AND TOWN CLERK'S MONTHLY REPORTS

After Supervisor Keis presented his and Town Clerk's Financial Reports **A MOTION WAS MADE BY** Councilman Schmidt, seconded by Councilwoman Meeder no opposed motion carried.

BOARD APPROVED TO CREATE A BOOKKEEPER POSITION AND APPOINT A BOOKKEEPER

Newly elected Town Supervisor Carl Calarco, informed Board members that he had found someone who would fit the position as his bookkeeper. He noted that Aimee Kilby, currently is employed as Business Manager at Ellicottville Central School.

Supervisor Keis, noted that some municipalities hire accounting firms, he stated he had contacted Civil Service, should there be any requirements. Supervisor noted a bookkeeper would work at the discretion of the Supervisor and would be on the Town's payroll, with an hourly rate. The Supervisor's salary would be revised, and the bookkeeper position would be paid from the Contractual Expenditures Account.

After discussion Board members voted **ON A MOTION MADE BY** Carl Calarco seconded by Councilwoman Meeder no opposed carried to create a position of Bookkeeper, to Supervisor.

HIGHWAY UPDATE/APPROVED

Highway Superintendent Hurley reported that the New Truck has arrived, which replaces the truck that was rolled. Supervisor Keis noted that this is a Capital Project, funds would be transferred from the Highway Fund and would be paid before the end of the year.

A MOTION WAS MADE BY Councilman Schmidt, seconded by Councilman Telaak no opposed carried to approve the New Truck a Capital Project, and truck be paid by funds transferred from the Highway Fund.

Superintendent Hurley also reported that the Kent Road Bridge was denied for Bridge New York.

BUDGET TRANSFERS/APPROVED 2021

For approval of Supervisor Keis budget transfers for 2021 **A MOTION WAS MADE BY** Councilwoman Meeder seconded by Councilman Schmidt no opposed carried to approve the following transfers:

GENERAL FUND

\$529.00 From A1990.4 Contingent to A1355.4 Assessor Contractual Expense

\$228.36 From A1990.4 Contingent to A1410.4 Clerk/Collector

AUDIT FINANCIAL ACCOUNTS

After Board members audited Supervisor Keis two checking accounts **A MOTION WAS MADE BY** Councilwoman Meeder seconded by Carl Calarco no opposed motion carried.

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Board members acknowledged and approved, Supervisor's two checking accounts that were in balance as presented.

PAYMENT OF BILLS

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

General Fund Voucher Numbers 247 to 285, in the amount of \$14,018.34
Highway Fund Voucher Numbers 176 to 201, in the amount of \$56,536.54

SUPERVISOR KEIS RETIREMENT/SUPERVISOR FOR 32 YEARS AND 7 MONTHS

This evening Bob Keis (Lucky) presided over his last Town Board Meeting, as he is now retired from serving the Town of Mansfield, as Supervisor for 32 years and 7 months.

We all gave Bob our Best of Wishes, to enjoy his retirement and his adventures ahead with his family.

The Town Board Meeting was adjourned at 8:03 p.m. by Councilwoman Meeder.

Respectfully Submitted,

Betty Jane Horning, Town Clerk