December 30, 2019 Town of Albion Year End Meeting

Agenda:

- 1. Call Meeting to Order
- 2. Pledge of Allegiance
- 3. Exit Message
- 4. FYI: Remind residents to sign attendance sheet
- 5. Roll Call
- 6. Public Comment
- 7. Motion to approve the agenda
- 8. Resolution to approve the vouchers.
- 9. Resolution to approve year end transfers.
- 10. FYI Organizational Meeting January 6, 2020 at 5:00 pm.
- 11. FYI Regular Meeting January 13, 2020 at 5:00 pm.
- 12. Purchase of a trench box spreader Michael Neidert
- 13. Purchase of a tilt bed trailer Michael Neidert
- 14. Executive Session

30-Dec-19 Albion Town Board Year End Meeting Please sign in:

| 1 | 28 |
|----|----|
| 2 | |
| 3 | 30 |
| 4 | |
| 5 | |
| 6 | |
| 7 | |
| 8 | 35 |
| 9 | |
| 10 | |
| 11 | |
| 12 | 39 |
| 13 | 40 |
| 14 | |
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| 16 | |
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| 18 | 45 |
| 19 | |
| 20 | 47 |
| 21 | 48 |
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December 30,2019

Albion Town Board year end meeting held in the Town hall, 3665 Clarendon Rd.

Meeting called to order at 5:00 pm.

Pledge of Allegiance was said and the exit message was given.

Present were Councilperson Darlene Benton, Councilperson Matthew Passarell, Supervisor Richard Remley and Councilperson Arnold Allen. Councilperson Jake Olles was absent.

Supervisor Richard Remley: I need a motion to approve the agenda.

Motion was made by Councilperson Arnold Allen and was seconded by Councilperson Darlene Benton approving the agenda with item #14 deleted. Motion carried by the following vote:

Councilperson Darlene Benton, aye Supervisor Richard Remley, aye Councilperson Arnold Allen, aye Councilperson Matthew Passarell, aye Councilperson Jake Oiles, absent

Supervisor Richard Remley: I need a resolution for the vouchers.

Resolution #140

Payment of Claims

Whereas, the following are against the Town:

General, Highway, Water & Sewer

614 - 637

\$ 73,165.67

Motion was made by Councilperson Arnold Allen and was seconded by Councilperson Matthew Passarell approving the payment of the above listed claims. Resolution duly adopted by the following vote:

Councilperson Darlene Benton, aye
Supervisor Richard Remley, aye
Councilperson Arnold Allen, aye

Councilperson Matthew Passarell, aye Councilperson Jake Olles, absent

Supervisor Richard Remley: I need a resolution for the year end transfers.

Resolution #141

Year End

The year end transfers as submitted by EFPR Solution in their entirety are hereby filed with and made a part of these minutes.

Motion was made by Councilperson Darlene Benton and was seconded by Councilperson Matthew Passarell approving the year end transfers as submitted by EFPR Solutions. Resolution duly adopted by the following vote:

Councilperson Darlene Benton, aye Supervisor Richard Remiey, aye Councilperson Arnold Allen, aye

Councilperson Matthew Passarell, aye Councilperson Jake Olles, absent

Supervisor Richard Remley: I need a motion to authorize the purchase of a trencher box.

Motion was made by Councilperson Arnold Allen and was seconded by Councilperson Matthew Passarell authorizing the Highway Superintendents purchases of a trench box and tilt bed

trailer in an amount that does not exceed the 2020 budgeted amount. Motion carried by the following vote:

Councilperson Darlene Benton, aye Supervisor Richard Remley, aye Councilperson Arnold Allen, aye Councilperson Matthew Passarell, aye Councilperson Jake Olles, absent

Supervisor Richard Remley: I need a motion to close.

Motion was made by Councilperson Matthew Passarell and was seconded by Councilperson Arnold Allen to close the meeting at 5:13 pm. Motion carried by the following vote:

Councilperson Darlene Benton, aye Supervisor Richard Remley, aye Councilperson Arnold Allen, aye Councilperson Matthew Passarell, aye Councilperson Jake Olles, absent

TOWN OF ALBION RECOMMENDED TRANSFERS FOR THE 12/31/19 MEETING

GENERAL FUND - TOWNWIDE

| Transfer From: | A1620.200 | Buildings, Equip & Cap Outlay | \$ | 26,740.00 |
|----------------|---|--|----------------------|---|
| | | | \$ | 26,740.00 |
| Transfer To: | A1010.100 A1110.103 A1110.400 A1330.400 A1450.400 | Legislative Board, Pers Serv Municpal Court, Pers Serv, Clerk Municipal Court, Cont Exp T'ax Collection, Contr Exp Elections, Contr Exp | \$ \$ \$ \$ | 5.00 4,900.00 750.00 150.00 125.00 |
| | A1650.400 A1670.400 A3310.400 A4025.400 A9030.800 A9055.800 A9060.800 | Central Comm System, Contr Exp Central Print & Mail, Contr Exp Traffic Control, Contr Exp Laboratory, Contr Exp Social Security, Empl Bnfts Disability Insurance, Empl Bnfts Hospital & Medical (dental) Ins, Empl Bnfts | * * * * * * * | 1,900.00 160.00 400.00 75.00 225.00 25.00 18,025.00 |
| | | | \$ | 26,740.00 |
| | | GENERAL FUND - OUTSIDE VILLAGE | | |
| Transfer From: | B1989.400 B4020.400 B7310.400 B8020.400 | Other Gen Govt Support Registrat of Vital Stat, Contr Expend Youth Prog, Contr Expend Planning, Contr Expned | \$ \$ \$ | 500.00 300.00 2,000.00 800.00 |
| Transfer To: | B1420.400 B8010.400 | Law, Contr Exp Zoning, Contr Exp | \$ \$ | 2,600.00 1,000.00 3,600.00 |
| | | HIGHWAY FUND - TOWNWIDE | | |
| Transfer From: | DA5130.200 | Machinery, Equip & Cap Outlay | \$ \$ | 11,200.00 |
| Transfer To: | DA5140.400 DA9060.800 | Brush and Weeds, Contr Exp Hospital & Medical (dental) Ins, Contr Exp | \$ \$ | 100.00 11,100.00 11,200.00 |

HIGHWAY FUND - OUTSIDE VILLAGE

| Transfer From: | | UNANTICIPATED REVENUE | | |
|------------------|--------------|---|-------------|------------|
| 17ansjer 17om. | DB3501 | St Aid - Consolidated Highway Aid | \$ | 43,500.00 |
| | DB5999 | Unexpended Balance | \$ | 111,240.00 |
| | DBS/// | Oliospelided Ballinee | | 154,740.00 |
| | • | | | |
| | | | | |
| Transfer To: | DB5112.200 | Perm Imprve Highway, Equip & Cap Outlay | \$ | 26,600.00 |
| 170000000 | DB5120.100 | Maint of Bridges, Pers Serv | \$ | 3,900.00 |
| | DB5120.200 | Maint of Bridges, Equip & Cap Outlay | \$ | 121,900.00 |
| | DB9030.800 | Social Security, Empl Bnfts | \$ | 190,00 |
| | DB9060.800 | Hospital & Medical (dental) Ins, Empl Bnfts | \$ | 2,150.00 |
| | DDyyyound | 1100p-un = 11111111 (| | · |
| | | | \$ | 154,740.00 |
| | | • | | |
| | | | | |
| | | ecwidd Digithich #1 | | |
| | | SEWER DISTRICT #1 | | |
| Transfer From: | SS1.8130.400 | Sewage Treat Disp, Contr Expend | \$ | 50.00 |
| 1 ransjer 1 rom: | 331.6130.400 | Gewage Treat 1918p, Gold Experio | π | |
| | | | | 50.00 |
| | | | | |
| | | | | |
| Transfer To: | SS1.8120.400 | Sanitary Sewers, Contr Expend | \$ | 50.00 |
| 1.6.000 | 001101201100 | 1 | | |
| | | | \$ | 50.00 |
| | | | | |
| | | | | |
| | | SEWER DISTRICT #2 | | |
| | | SEWER PIOTIGOT 1/2 | | |
| Transfer From: | | UNANTICIPATED REVENUE | | |
| Transfer 1 rom. | SS2.2120 | Sewer Rents | \$ | 15.00 |
| | 002,2120 | No well Italia | n n | |
| | | | \$ | 15.00 |
| | | | | |
| | | | | |
| Transfer To: | SS2.8130.400 | Sewage Treat Disp, Contr Expend | \$ | 15.00 |
| , | | ** | | |
| | | | \$ | 15.00 |
| | | | | |

WATER DISTRICT #1

| Transfer From: | SW1.2140 SW1.2770 SW1.5999 | UNANTICIPATED REVENUE Metercd Water Sales, District 1 Unclassified (Maint.) Unexpended Fund Balance | * * | 29,500.00 145.00 3,000.00 32,645.00 |
|----------------|--|--|----------------|--|
| Trausfer To: | SW1.8320.400 SW1.8340.400 SW1.9730.700 | Source Supply Pwr & Pump Contr Exp District 1 Water Trans & Distrib, Contr, District 1 Debt Interest, Bond Anticipation Note | \$ \$ \$ | 30,120.00 1,700.00 825.00 32,645.00 |
| | | WATER DISTRICT #2 | | |
| Transfer From: | SW2.2140 | UNANTICIPATED REVENUE Motered Water Sales, District 2 | \$ | 885.00 |
| | | | \$ | 885.00 |
| Transfer To: | SW2.8310.400 SW2.8320.400 SW2.8340.400 | Water Administration, Contr Expend District 2 Source Supply Pwr & Pump Contr Exp District 2 Water Trans & Distrib, Contr, District 2 | \$ \$ | 5.00 730.00 150.00 885.00 |
| | | WATER DISTRICT #3 | | |
| Transfer From: | SW3.8310.200 SW3.8330.400 | Water Administration, Equip & Cap Outlay, Distrcit 3 Water Purification, Contr Expend, District 3 | \$ \$ | 800.00 155.00 |
| | | | \$ | 955.00 |
| Transfer To: | SW3.8310.100 SW3.8310.400 SW3.8340.400 | Water Administration, Pers Serv Water Administration, Contr Expend District 3 Water Trans & Distrib, Contr, District 3 | \$ \$ \$ | 5.00 150.00 800.00 |
| | | | \$ | 955.00 |

WATER DISTRICT #4

| Transfer From: | SW4.8320.400 | Source Supply Pwr & Pump, Contr Expend, District 4 | \$ | 1,755.00 |
|----------------|--|--|----------------|---------------------------------------|
| | | | \$ | 1,755.00 |
| Transfer To: | SW4.8310.100 SW4.8310.400 SW4.8340.400 | Water Administration, Pers Serv Water Administration, Contr Expend District 4 Water Trans & Distrib, Contr, District 4 | \$ \$ \$ | 5.00 50.00 1,700.00 1,755.00 |
| · | | | | |
| | | WATER DISTRICT #5 | | |
| Transfer From: | SW5.8320.400 | Source Supply Pwr & Pump, Contr Expend, District 5 | \$ | 610.00 |
| | | | \$ | 610.00 |
| | | | | |
| Transfer To: | SW5.8310.100 | Water Administration, Pers Serv | \$ | 5.00 |
| J | SW5.8340.103 | Water Trans & Distrib, Pers Serv | \$ | 5.00 |
| | SW5.8340.400 | Water Trans & Distrib, Contr, District 5 | \$ | 600.00 |
| | | | \$ | 610.00 |
| | | | | |
| | | WATER DISTRICT #8 | | |
| Transfer From: | SW8.8320.400 | Source Supply Pwr & Pump, Contr Expend, District 5 | \$ | 5.00 |
| | | | \$ | 5.00 |
| | | | | |
| Transfer To: | SW8.8340.103 | Water Trans & Distrib, Pers Serv | \$ | 5.00 |
| | | | \$ | 5.00 |
| | | | | |
| | | WATER DISTRICT #9 | | |
| Transfer From: | SW9.8320.400 | Source Supply Pwr & Pump, Contr Expend, District 9 | \$ | 50.00 |
| | | | \$ | 50.00 |
| | | | | |
| Transfer To: | SW9.9710.700 | Debt Interest, Serial Bonds, District 9 | \$ | 50.00 |
| | | | \$ | 50.00 |
| | | | | |

December 17, 2019

To: Albion Town Board

Re: Trench Box Purchase

I am seeking approval from the Town Board for the purchase of a Trench Box. This has been included in the 2020 budget and will need to go out to bid with the following specs:

MODULAR ALUMINUM TRENCH BOX 6'X8'

- Aluminum side walls 2' x 8' sections prefered
- Adjustable Steel Spreaders with travel of 36"-60"
- Lifting Lugs
- Adaptable to 3 or 4 sided configuration
- Adaptable for Adjustable Legs
- Pick-up truck transportable
- Rating not less than 17' in C-60 soil

Thank You,

Michael Neidert

December 17, 2019

To: Albion Town Board

Re: Equipment Trailer Purchase

I am seeking approval from the Town Board for the purchase of an Equipment Trailer. This has been included in the 2020 budget and will need to go out to bid with the following specs:

SPLIT DECK TILT BED TRAILER

- PAYLOAD CAPACITY OF 14,000lbs
- 17' TILT DECK WITH 4' STATIONARY DECK
 - 102" MAXIMUM WIDTH
 - 24" OR LESS DECK HEIGHT LOADED
 - LED LIGHTING
 - ELECTRIC BRAKES
 - OAK DECKING
 - TOOL BOX
 - "D" RING TIE DOWNS
 - SAFETY CHAINS
 - 7-WAY SAE PLUG
 - REMOVABLE FENDERS
 - PINTLE HITCH RING

Thank You,

Michael Neidert

| 2019-12-30 Town of Albion - Abstract of Claims | f Claims | : : | | | | | | | |
|--|----------------|--------------------|----------------|---------|--------|---------------|-------------|-----------------------|----------|
| Claimant | AA | | DA | DB | Water | Sewer | Amount | Date Ck# | # |
| 614 Orleans County Personnell | 9040.8 | 9040.8 | 9040.8 | 9040.8 | | | \$35,015.00 | 12/31/2019 | 2820 |
| 615 NYS Association of Towns | 1920.4 | | :: — | · . · · | | | \$900.00 | 12/31/2019 | 2815 |
| 616 Business Automation | 1330.4, 1410.4 | | | | | | \$2,640.00 | 12/31/2019 | 2818 |
| 617 Time Warner Cable | 1620.4 | | | | | | \$528.93 | | 2830 |
| 618 Univera Healthcare | 9060.8 | | 9060.8 | 8.0906 | | | \$563.16 | | 2809 |
| 619 Quill | | | | | | . . | \$726.52 | | 2829 |
| 620 OC Real Property | 1680.4A | } | | | | ļ | \$12,103.13 | _ | 2828 |
| 621 MVP Healthcare | 9060.8 | | 9060.8 | 9060.8 | | | \$6,892.06 | \$6,892.06 12/20/2019 | 2810 |
| 622 Town of Albion Tax Collector | 1950.4 | | | | 1950.4 | | \$704.09 | 12/31/2019 | 2832 |
| 623 Joan Weet | 1110.1B | | | | | | \$275.00 | 12/31/2019 | 2834 |
| 624 Matthew Bender | 1110.4 | | :: | | | :: | \$38.61 | 12/31/2019 | 2826 |
| 625 Toshiba Business Solutions | 1620.4 | | : | | | | \$161.42 | 12/31/2019 | 2831 |
| 626 Marchese Computer | 1650.4 | | | | | | \$240.00 | | 2825 |
| 627 James D Bell | : | 1420.4 | | | | | \$2,083.33 | | 2816 |
| 628 COP Security | 1110.4 | | :: | | | | \$816.00 | | 2819 |
| 629 Valley Fab & Equipment | | : : : : | 5142.4 | | : : : | | \$184.95 | 12/31/2019 | 2833 |
| 630 George & Swede | | | 5130.4 | | | | \$212.61 | 12/31/2019 | 2824 |
| 631 Fastenal Company | | | 5130.4 | | · · · | | \$136.92 | 12/31/2019 | 2822 |
| b32. UK Auto Body | | | 5130.4 | | | | \$47.00 | 12/31/2019 | 2821 |
| 633 Bentley Bros | | i | 5130.4 | | : | | \$55.15 | 12/31/2019 | 2817 |
| 634 American Rock Salt | | | 5142.4, 5148.4 | | | | \$7,868.87 | 12/31/2019 | 2814 |
| 635 Advance Auto Parts | ::: | | 5130.4 | | . : [| | \$67.94 | 12/31/2019 | 2813 |
| b36 NYSEG | 1620.4 | : - | | | | | \$836.81 | \$836.81 Auto Payment | <u> </u> |
| 637 FedEx | 1010.4 | | . | | | | \$68.17 | 12/31/2019 | 2823 |
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| | . :1 | | | | · | | \$73,165.67 | | : |
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