

FEBRUARY 28, 2019 UNOFFICIAL AUDIT MEETING MINUTES

The Lorraine Town Board opened their special meeting at 6:40 pm at the Municipal Building to audit the 2018 Town Supervisor financial records.

Present were: Town Supervisor Vince Moore, Councilman David Johnson, Councilman Lester Hobbs, and Town Clerk/Tax Collector Melinda Milne. Absent were: Councilman Joe Hodges and Councilman Gordon Hutton.

Citizens present: No citizens were present.

The Town Clerk read the public notice that was published on the Town of Lorraine website and the signboard.

The Board discussed the personnel policy changes requested at the February meeting. Supervisor Moore will make the appropriate updates & distribute.

The Board discussed as a follow-up the employee/Hgwy. Supt. Health Teamster HRA funding. They reviewed the specific language of the contract as it pertains to the HRA. Supervisor Moore will provide the appropriate invoices to fully fund the HRA for 2019 as stipulated in the contract.

The Board discussed the mowing contract/agreement for the upcoming season. The Board will pay the individual under the general fund.

Supervisor Moore updated the Board on a payroll tax issue related to calendar year 2018. He has been working with Bower's & Co. to rectify the discrepancy.

Supervisor Moore provided a copy of a proposed correspondence regarding the Brown Road petition for the Board for their review.

The Town Board reviewed the Town Supervisor's financial records for 2018 as presented by Supervisor Moore. The electronic upload to the NYS OSC was completed on February 16, 2019. A hard copy of the 2018 Fiscal Year End Report was provided for review along with supporting records, a year to year summary chart reflecting revenues/appropriations, and annual/monthly reconciles. The Board discussed recommendations made by NYS OSC. **MOTION #25 OF 2019** was made by Councilman Johnson and seconded by Councilman Hobbs to accept the Town Supervisor's financial records for the year 2018. All present were in favor. The motion was carried.

MOTION #26 OF 2019 was made by Councilman Johnson and seconded by Councilman Hobbs to pay an additional registration for the Local Government Conference prior to the next Town Board meeting. All present were in favor. The motion was carried.

MOTION #27 of 2018 was made by Councilman Hobbs and seconded by Councilperson Hodges to adjourn the meeting at 8:25 pm. All present were in favor. The motion was carried.