

TOWN OF BARTON

DONALD FOSTER, SUPERVISOR

AGENDA –FEBRUARY 12, 2024 @ 6:30 PM

Via In-Person

- 1. PLEDGE OF ALLEGIANCE**
- 2. PRIVILEGE OF THE FLOOR**
- 3. APPROVE MINUTES OF PREVIOUS MEETING**
- 4. APPROVE VOUCHERS FOR GENERAL, HIGHWAY, SEWER AND WATER FUNDS**
- 5. PERSONNEL**
 - a. Town Clerk
 - b. Highway Superintendent
- 6. NEW BUSINESS**
 - a. Resolution 03-2024 – Standard Work Day and Reporting Resolution
 - b. Resolution 04-2024 – Budget Modifications
 - c. Resolution 05-2024 – Authorization for Melanie Sinsabaugh to Conduct an Audit of the 2023 Town of Barton Court Records
 - d. Annual Review of the Town of Barton Procurement Policy
 - e. Tioga County REAP
 - f. Town of Barton - 200 Years Old
- 7. OLD BUSINESS**
- 8. ADJOURNMENT**

CERTIFIED COPY OF RESOLUTION ADOPTED BY THE BARTON TOWN BOARD

ADOPTED

RESOLUTION NO 03-2024

STANDARD WORK DAY AND REPORTING
RESOLUTION

WHEREAS, The New York State Retirement System created new reporting regulations in 2009 that require establishment of terms and work hours for elected and appointed officials and a resolution stating such at the onset of each term;

NOW THEREFORE upon a motion by Councilperson _____, seconded by Councilperson _____ and carried; therefore, be it

RESOLVED, that the Town of Barton hereby establishes the following as standard work days for elected and appointed officials, and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by the following officials to the Clerk of this body;

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Arrah Richards-McCarty	x4771	11026067	Town Clerk	01/01/24-12/31/27	7.00	26.05	<input type="checkbox"/>	Bi-Weekly	<input type="checkbox"/>
Frederick Schweiger	x2149	12977211	Highway Superintendent	01/01/24-12/31/27	8.00	30.08	<input type="checkbox"/>	B-Weekly	<input type="checkbox"/>
David Shipman	x2404	61346193	Councilperson	01/01/24-12/31/27	6.00	0.34	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
Appointed Officials:									
Melanie Sinsabaugh	x9246	10603521	Bookkeeper	01/01/24-12/31/24	6.00	3.57	<input type="checkbox"/>	Bi-Weekly	<input type="checkbox"/>
Catherine Kozemko	x7208		Assessor	01/01/24-09/30/25	7.00	8.99	<input type="checkbox"/>	Bi-Weekly	<input type="checkbox"/>
Nancy Perry	x3352	10675975	Court Clerk	01/01/24-12/31/24	6.00	2.53	<input checked="" type="checkbox"/>	Bi-Weekly	<input type="checkbox"/>

CERTIFIED COPY OF RESOLUTION ADOPTED BY THE BARTON TOWN BOARD

ADOPTED

RESOLUTION NO 04-2024

BUDGET MODIFICATIONS

WHEREAS, the Town of Barton was presented with the budget modifications for the 2023 year; and

WHEREAS, budget modifications requires Town Board approval; and

NOW THEREFORE upon a motion by Councilperson _____, seconded by Councilperson _____ and carried; therefore, be it

RESOLVED, the Town of Barton Town Board approves the following budget modifications:

GENERAL TOWNWIDE:

FROM	A1990.4	CONTINGENT	\$19,490.00	
TO	A1220.1	SUPERVISOR-PERSONAL SERVICES		\$230.00
	A1220.4	SUPERVISOR – CONTRACTUAL		\$200.00
	A1620.4	BUILDINGS – CONTRACTUAL		\$3710.00
	A1910.4	UNALLOCATED INSURANCE		\$3,140.00
	A3510.41	CONTROL OF DOGS-STRAY HAVEN		\$70.00
	A8160.1	REFUSE & GARBAGE – PERSONAL SERVICES		\$20.00
	A9010.8	NYS RETIREMENT		\$4,500.00
	A9030.8	SOCIAL SECURITY		\$2,070.00
	A9060.8	HOSPITAL & MEDICAL INSURANCE		\$5,550.00
			<u>\$19,490.00</u>	<u>\$19,490.00</u>

GENERAL PART TOWN:

FROM	B8810.4	CEMETERY - CONTRACTUAL	\$610.00	
TO	B3620.4	SAFETY INSPECTION - CONTRACTUAL		\$140.00
	B5182.4	STREET LIGHTING		\$10.00
	B8020.4	PLANNING - CONTRACTUAL		\$210.00
	B9030.8	SOCIAL SECURITY		\$250.00
			<u>\$610.00</u>	<u>\$610.00</u>

HIGHWAY TOWNWIDE:

FROM	DA5142.1	SNOW REMOVAL-PERSONAL SERVICES	\$16,460.00	
	DA9030.8	SOCIAL SECURITY	\$1,910.00	
	DA9040.8	WORKERS' COMPENSATION	\$1,000	
	DA9060.8	HEALTH & MEDICAL INSURANCE	\$5,250.00	
TO	DA5130.4	MACHINERY CONTRACTUAL		\$8,280.00
	DA5140.1	BRUSH & WEEDS-PERSONAL SERVICES		\$1,560.00
	DA5140.4	BRUSH & WEEDS-CONTRACTUAL		\$1,070.00
	DA5142.4	SNOW REMOVAL - CONTRACTUAL		\$7,660.00
	DA9010.8	STATE RETIREMENT		\$6,050.00
			<hr/>	
			\$24,620.00	\$24,620.00
			<hr/>	

HIGHWAY PART TOWN:

INCREASE	DB3501	CONSOLIDATED HIGHWAY AID (CHIPS)	\$50,000.00	
INCREASE	DB5112.2	CAPITAL OUTLAY (CHIPS)		\$50,000.00
INCREASE	DB1120	SALES TAX DISTRIBUTION BY COUNTY	\$108,650.00	
	DB5110.1	GENERAL REPAIRS-PERSONAL SERVICES		\$11,700.00
	DB5110.4	GENERAL REPAIRS-CONTRACTUAL		\$76,000.00
	DB5140.1	BRUSH & WEEDS – PERSONAL SERVICES		\$3,000
	DB9010.8	STATE RETIREMENT		\$4,900.00
	DB9030.8	SOCIAL SECURITY		\$4,050.00
	DB9060.8	HEALTH & MEDICAL INSURANCE		\$9,000.00
			<hr/>	
			\$158,650.00	\$158,650.00
			<hr/>	

WATER FUND:

FROM	F599	FUND BALANCE	\$10,560.00	
TO	F1710.4	CLERK - CONTRACTUAL		\$250.00
	F1989.4	OTHER GOVT SUPPORT		\$3,160.00
	F8320.4	WATER DISTRIBUTION		\$1,870.00
	F8330.4	WATER PURIFICATION		\$50.00
	F8340.4	WATER DISTRIBUTION		\$5,230.00
			<hr/>	
			\$10,560.00	\$10,560.00
			<hr/>	

SEWER FUND:

FROM	G1989.4	OTHER GOV'T SUPPORT	\$2,610.00	
TO	G1710.4	CLERK - CONTRACTUAL		\$200.00
	G8130.2	EQUIPMENT		\$2,300.00
	G8320.4	POWER & PUMPING		\$110.00
			<hr/>	
			\$2,610.00	\$2,610.00
			<hr/>	

CERTIFIED COPY OF RESOLUTION ADOPTED BY THE BARTON TOWN BOARD

ADOPTED

RESOLUTION NO. 05-2024

AUTHORIZATION FOR MELANIE SINSABAUGH TO CONDUCT
AN AUDIT OF THE 2023 TOWN OF BARTON COURT RECORDS

WHEREAS, Section 2019-A of the Uniform Justice Court Act requires that town justices annually provide their court records and dockets to the auditing board of the town, and that such records then be examined and that fact be entered into the minutes of the Town Board's proceedings; and

WHEREAS, the Unified Court System's Internal Audit Office is responsible for monitoring Town Board compliance with Section 2019-A; and

WHEREAS, the NYS Unified Court System requests that we provide a copy of the audit of the Town of Barton court records for fiscal year ending in 2023 and a copy of the board resolution acknowledging that the required examination was conducted; and

WHEREAS, Town of Barton Bookkeeper, Melanie Sinsabaugh, has agreed to conduct an audit and review of the Town of Barton court records for a fee of \$250.00; and

NOW THEREFORE upon a motion by Councilperson _____, seconded by Councilperson _____, and carried; therefore, be it

RESOLVED, that the Town Board of the Town of Barton authorizes Melanie Sinsabaugh to conduct an audit and review of the 2023 Town of Barton court records for a fee of \$250.00.