

**TOWN OF FORESTPORT**  
**TOWN BOARD MEETING MINUTES**  
**FORESTPORT TOWN HALL**  
**September 19, 2007**

Town of Forestport  
Regular Town Board Meeting Minutes @ 6:30 p.m.  
Forestport Town Hall  
September 19, 2007

PRESENT

Councilman-Brian Fox  
Councilman-William Rockhill  
Councilwoman-Mary Ann Rubyor  
Supervisor-Joan Ingersoll  
Attorney-William Riley

ABSENT

Councilman-Frederick Ritter  
Highway Superintendent-William Gardner

1. CALL TO ORDER:
2. TOWN CLERK MINUTES:

\*\*\* A Motion was made by Councilman William Rockhill and seconded by Councilwoman Mary Ann Rubyor not to accept the Town Board Meeting Minutes from Aug 15, 2007. Put them on next month meeting. Roll call vote:

Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES

Public Hearing for Compressive Subdivision from Aug 29, 2007

\*\*\* A Motion was made by Councilwoman Mary Ann Rubyor and seconded by Councilman William Rockhill to accept the minutes from the Public Hearing for Compressive Subdivision from Aug 29, 2007. Roll call vote:

Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES

Special Town Board Meeting Minutes from Compressive Subdivision from Aug 29, 2007

\*\*\* A Motion was made by Councilwoman Mary Ann Rubyor and seconded by Councilman William Rockhill to accept the Special Town Board Meeting Minutes from Compressive Subdivision from Aug 29, 2007. Roll call vote:

Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES

**Hearing Minutes for Sole Appointed Assessor from Aug 30, 2007**

**\*\*\* A Motion was made by Councilwoman Mary Ann Rubyor and seconded by Councilman William Rockhill to accept the Hearing Minutes for Sole Appointed Assessor from Aug 30, 2007. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

**Special Town Board Meeting Minutes for Sole Appointed Assessor from Aug 30, 2007**

**\*\*\* A Motion was made by Councilwoman Mary Ann Rubyor and seconded by Councilman Brian Fox to accept the Special Town Board Meeting Minutes for Sole Appointed Assessor from Aug 30, 2007. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

**GENERAL ABSTRACT:**

**\*\*\* A Motion was made by Councilman William Rockhill and seconded by Councilman Brian Fox to pay General Abstract # 9 Vouchers # 522 – 597 in the amount of \$24,037.52. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

**\*\*\* A Motion was made by Councilman William Rockhill and seconded by Councilman Brian Fox to pay the Escrow Abstract # 6 vouchers 22 in the amount of \$ 55.00. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Maryann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

CDBG (HUD GRANT) ABSTRACT:

\*\*\* A Motion was made by Councilman William Rockhill and seconded by Councilman Brian Fox to pay CDBG Grant Abstract # 9 Vouchers 30 - 36 in the amount of \$40,980.37. Roll call vote:

Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Maryann Rubyor-YES  
Supervisor-Joan Ingersoll-YES

HIGHWAY ABSTRACT:

\*\*\* A Motion was made by Councilman Brian Fox and seconded by Councilman William Rockhill to pay the Highway Abstract # 9 Vouchers # 254 - 299 in the amount of \$31,024.82. Roll call vote:

Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Maryann Rubyor-YES  
Supervisor-Joan Ingersoll-YES

3. JIM O'NEILL:

- Status sheets were not given to the Town Board. Jim O'Neill will bring them in next week
- Still taking applications. This will help for the next round for the next grant
- 2 project out for bids
- Small City Program is helping the people who need more money to finish their projects. This does not have anything to do with the Forestport Town Budget.
- Project are right where we were last month/3 more project are done
- This project is first come first serve. They are numbered when Jim receives them in his office
- The Town Board needs to adopt a policy to determine how the pay back portion of the HUD Grant allotment for rental houses is to be reallocated. Jim O'Neill will supply the Town Board this information.
- The Town can apply for another grant in Feb 2008

4. ATTORNEY WILLIAM RILEY:

- The Attorney will
- Arrive momentarily for this meeting.

5. TOWN CLERK REPORT:

- The Town's Shares is \$101.45 for the month of Sept-2007

**6. SUPERVISOR REPORT:**

- Chip check has been deposited into the bank
- Supervisor report and the Abstract will be sent to the Town Board because Dawn Campbell has been out of the office

**\*\*\* A Motion was made by Councilman Brian Fox and seconded by Councilman Mary Ann Rubyor to give permission to Supervisor Joan Ingersoll to make all necessary transfer that is needed to pay the bills for the month of September 2007. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Maryann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

**7. JUSTICE REPORT:**

**RESOLUTION**

**\*\*\*At The Regular Town Board Meeting held on Wednesday September 19<sup>th</sup> 2007, at 6:30 p.m. at the following Town Hall, 12012 Woodhull Road, Forestport, NY 13338 The Following was made by Councilman Brian Fox and seconded by Mary Ann Rubyor.**

**Approve Justice Mark Ritter applies for a Justice Court System grant for Equipment for the Town of Forestport Justice Department.**

**Roll Call Vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Maryann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

- Justice Report from January 2007 to August 2007 was reviewed
- Quarter report for the Justice from Office of the State Comptroller was reviewed

**8. NOCCOG:**

- NOCCOG Salary Survey was reviewed
- Budget calendar was given to the Town board by Gerry Ritter
- Digital Towpath is having an Annual Meeting. The Town board would like the Town Clerk another person to go to this meeting. Town Clerk Kathy Schmelzle said that she will attend this meeting. Another person to accompany the Town Clerk to go to this meeting. The Town Clerk will ask Tonya Brown if she would like to go. It is on. On September 27<sup>th</sup> 2007, 8:00 a.m. to 3:30 p.m.

**9. CAP 21:**

- Cap 21 LWRP voucher # 5, NYS DOS Agreement #C006419 has not been paid just submitted for payment
- There is one more payment for this grant

**10. OLD BUSINESS:**

- Trash day went really went good 400 loads and 227 tires were disposed
- The Town Board thanked Supervisor Joan Ingersoll for all her work on the 2007 Trash Days. Supervisor Joan Ingersoll would like a Thank-you note also to Kathy Bozek for her help at trash days
- Summer Recreation Summary was reviewed. Brad Smith, Supervisor Joan Ingersoll and Town Clerk Kathy Schmelzle had
- Donated funds to purchase Ice cream for all the Summer Rec children.
- When the Budget is completed the Town Board Members will pick them up. Councilwoman Mary Ann Rubyor said she would like her mailed.
- The workshops date will be October 9<sup>th</sup>, 11<sup>th</sup> and 16<sup>th</sup> 2007 from 6:00 p.m. to 8:00 p.m. Councilman Brian Fox asked the town Clerk Kathy Schmelzle to let Councilman Frederick Ritter know about the times for the workshop for the budget.
- Reminder about the Oneida county Association of Towns dinner at the Bufflehead September 25<sup>th</sup> 2007.
- Contract for fuel for 2007 -2008 was reviewed
- Local Law 2 and 3 for 2007 have been filed
- Letter to Trakside Blazer was sent about the increase of their rent to \$275.00 from \$250.00.
- Trakside groomer Contract is due and has been mailed out to the club

**\*\*\* A Motion was made by Councilman Brian Fox and seconded by Councilwoman Mary Ann Rubyor for Supervisor Joan Ingersoll to sign the contract with Trakside Blazer for the Groomer Contract. Roll call vote:**

**Councilman-Brian Fox-YES**  
**Councilman-Frederick Ritter-ABSENT**  
**Councilman-William Rockhill-YES**  
**Councilwoman-Maryann Rubyor-YES**  
**Supervisor-Joan Ingersoll-YES**

**\*\*\* A Motion was made by Councilman Brian Fox and seconded by Councilman William Rockhill to stay with the State Bids for the Fuel for the year of 2007 – 2008. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Maryann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

**\*\*\* A Motion was made by Councilwoman Mary Ann Rubyor and seconded by Councilman William Rockhill to go into an Executive Session for Litigation @ 7:30 p.m. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Maryann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

**\*\*\* A Motion was made by Councilman William Rockhill and seconded Councilwoman Mary Ann Rubyor to come out of Executive Session @ 8:14 p.m. with no action taken. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Maryann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

#### **11. OLD BUSINESS PUBLIC:**

- Councilwoman Mary Ann Rubyor asked Tom D if that letter needs to be done for the problem with the road in Otter Lake. Tom said he would like to wait until he hears from Watertown. Tom said he will keep in touch with Councilwoman Mary Ann Rubyor. Tom has told the Town Board that he thinks will be going to trial

#### **12. ASSESSORS:**

- Assessor's report was reviewed
- Letter was sent to Supervisor Joan Ingersoll for the Triennial Aid Application was received for 2007.
- Application has been coming in for the Sole Appointed Assessor. Interviews will be set up. The Committee for this will be Councilwoman Mary Ann Rubyor, and Brian Fox, Kathy Gydesen and Don Graff. Councilman William Rockhill said he does not want to be on this committee. The Town Board said no interview on Fridays. The Town Board need to think about wages, will it be a hourly or per parcel

- The Town Board needs to think about the one Assessor that still has 2 years left on her term
- The Assessor's last Hearing for small claims in Oct 14, 2007

**13. NEW BUSINESS:**

- Worker Compensation was reviewed for 2008
- The Town Board discussed cleaning up the portable garages, also known as car covers or tents and trailer boxes, no decision was made.

**14. NEW BUSINESS-PUBLIC:**

- Nothing from the public

**15. HIGHWAY:**

- William Gardner was not present at this meeting
- The Chips check was in the amount of \$76,644.28

**16. PLANNING AND CODES:**

- Nothing from the Planning Board this month

**Meeting was adjourned @ 8:37 p.m.  
Respectfully Submitted**



**Kathleen A Schmelzle  
Forestport Town Clerk**



**TOWN OF FORESTPORT**  
**WATER DISTRICT MEETING MINUTES**  
**FORESTPORT TOWN HALL**  
**September 19, 2007**

**Town of Forestport  
Water District Meeting Minutes @ 9:25 p.m.  
Forestport Town Hall  
September 19, 2007**

**PRESENT**

**Councilman-Brian Fox  
Councilman-William Rockhill  
Councilwoman-Mary Ann Rubyor  
Supervisor-Joan Ingersoll**

**ABSENT**

**Councilman-Frederick Ritter**

- 1. CALL TO ORDER:**
- 2. TOWN CLERK MINUTES:**

**\*\*\* A Motion was made by Councilman William Rockhill and seconded by Council Brian Fox to accept the Aug 15, 2007 Water District Meeting Minutes. Roll call vote:**

**Councilman-Brian Fox-ABSTAIN  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

**ABSTRACT:**

**\*\*\* A Motion was made by Councilwoman Maryann Rubyor and seconded by Councilman William Rockhill to pay General Abstract # 9 Vouchers # 111 – 127 in the amount of \$9,762.19. Roll call vote:**

**Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES**

- 3. OLD BUSINESS:**

- Electric line is in the Wells. Jack Dodson was here when they were done. The issue with grounding has been fixed
- Equipment was rented from Evans Equipment to do the job

4. NEW BUSINESS:

\*\*\* A Motion was made Councilman Brian Fox and seconded by Councilman William Rockhill to give Supervisor Joan Ingersoll permission to do all necessary transfers if needed to pay the bills for the month of Sept 2007. Roll call vote:

Councilman-Brian Fox-YES  
Councilman-Frederick Ritter-ABSENT  
Councilman-William Rockhill-YES  
Councilwoman-Mary Ann Rubyor-YES  
Supervisor-Joan Ingersoll-YES

- Water report was reviewed
- Sean Clive correspondence for the Grounding repair
- This loan will have to be paid by to General fund in a year with interest for fixing the grounding issue

5. NEW BUSINESS-PUBLIC:

- Nothing from the public

Meeting was adjourned @ 8:47 p.m.  
Respectfully Submitted

  
Kathleen A Schmelzle  
Water Clerk

**TOWN OF FORESTPORT**  
**SEWER DISTRICT MEETING MINUTES**  
**FORESTPORT TOWN HALL**  
**September 19, 2007**

**Town of Forestport  
Special Sewer District Meeting Minutes @ 8:37 p.m.  
Forestport Town Hall  
September 19, 2007**

**PRESENT**

Councilman-Brian Fox  
Councilman-William Rockhill  
Councilwoman-Mary Ann Rubyor  
Supervisor-Joan Ingersoll

**ABSENT**

Councilman-Frederick Ritter

1. **CALL TO ORDER:**
2. **TOWN CLERK MINUTES:**

\*\*\* A ***Motion*** was made by Councilwoman Mary Ann Rubyor and seconded by Councilman William Rockhill to accept the August 15, 2007 Sewer District Meeting Minutes. Roll call vote:

Councilman-Brian Fox-**ABSTAIN**  
Councilman-Frederick Ritter-**ABSENT**  
Councilman-William Rockhill-**YES**  
Councilwoman-Mary Ann Rubyor-**YES**  
Supervisor-Joan Ingersoll-**YES**

**ABSTRACT:**

\*\*\* A ***Motion*** was made by Councilman Brian Fox and seconded by Councilwoman Mary Ann Rubyor to pay Sewer Abstract # 9 Vouchers # 82 - 88 in the amount of \$927.53. Roll call vote:

Councilman-Brian Fox-**YES**  
Councilman-Frederick Ritter-**ABSENT**  
Councilman-William Rockhill-**YES**  
Councilwoman-Mary Ann Rubyor-**YES**  
Supervisor-Joan Ingersoll-**YES**

3. **OLD BUSINESS:**

- The Highway Department was pulling weeks down at the Sewer Beds and they are not going to be doing again. This has happen since John combs was appointed- the Highway Department crew were Pulling weeks down at the Sewer beds.
- The Highway men are not to be down there doing nothing.
- John Combs and Don Pfindler are doing a great job and they are doing a great job together
- 

3. **OLD BUSINESS PUBLIC:**

- Nothing from the public

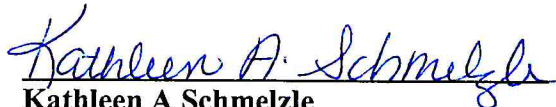
4. NEW BUSINESS:

- The Sewer report were reviewed
- Discharge report was reviewed
- The report are really great

5. NEW BUSINESS-PUBLIC:

- Nothing from the public

Meeting was adjourned @ 8:43 p.m.  
Respectfully Submitted

  
Kathleen A Schmelzle  
Sewer Clerk

MEMO TO: Town of Forestport Town Board Memebers

FROM: Dawn Campbell

SUBJECT: Petty Cash

The water petty cash amount is incorrect at \$250.00.

On 1/1/03 an entry was done for \$50.00 as beginning balance.

Another entry was done 9/9/03 under Journal entry date of 1/1/03 for the amount of \$200.00 as an adjustment.

Water billing clerk has	\$150.00
Water Collctor has	<u>\$50.00</u>
	\$200.00

An adjustment of \$50.00 was done on 11/19/07 to lower the amount from \$200.00 to \$150.00, so that the petty cash amount is \$200.00 in Water.

Entries: Original (adjusting entry)

Debit	210.08 Petty Cash Water	\$200.00
Credit	909.08 Fund Balance Water	\$200.00

Correcting (adjusting entry)

Debit	909.08 Fund Balance Water	\$50.00
Credit	210.08 Petty Cash Water	\$50.00