

The regular meeting of the DeRuyter Town Board was held at 7:30PM on the above date in the Genevieve D. Staley Civic Center.

Present were Supervisor Degear, Clerk Wightman, Highway Superintendent Cook, Councilmen Barnes, Coon, Hathaway and Jones, Joe Yankowski and Amy Worlock.

TOWN CLERK'S REPORT:

- Due to the early meeting, the written report has not been completed but will be submitted next month.

HIGHWAY SUPERINTENDENT'S REPORT:

- 95% of the post-flood FEMA paperwork is complete.
- No salt yet – OGS is not responding to inquiries.
- A section of Arnold Road has been closed until repairs can be made.
- Should be receiving 2-way radios tomorrow.
- The seasonal roads list was filed.
- Cleaning ditches, cutting shoulders.

SUPERVISOR'S REPORT:

- Written monthly reports submitted.

CORRESPONDENCE:

- Dog Control Officer Inspection Report completed on 9/4/2013. Department of Agriculture and Markets rated our DCO satisfactory.

OLD BUSINESS:

- FEMA/storm relief update
- CCAP update
 - Supervisor Degear presented a grant budget update
 - the flagpole lights have been installed and are working
 - the lights at the front of the building have been installed but are not functional yet
 - the light on the sign has been installed but needs to be changed slightly
 - Ladd Construction should begin work next week
 - Supervisor Degear suggests we accept FES Installations' cost quotation #WB082713DURESS (option B). Motion by Councilmen Jones and Barnes to accept cost quotation #WB082713DURESS (option B), submitted by FES Installations, Inc. at a cost of \$1,319.66. All in favor and carried.
 - Further landscaping at the front of the building was discussed
 - Fencing to disguise the new generator and air conditioners discussed
- Supervisor Degear meets tomorrow with Ruritan representatives concerning gazebo project.

NEW BUSINESS:

- Lake Watershed meeting – Supervisor Degear recently attended a meeting of Lake Association representatives, Onondaga County Highway Department representatives, Madison County Highway Department representatives and the Town of Fabius Supervisor. A lake watershed plan will be developed. Madison County Soil and Water has secured \$5,000 toward plan development.
- Steve Lorraine from Madison County Soil and Water – Madison County Hazard Mitigation Plan
- Madison County Snow & Ice agreement - Motion by Coon and Barnes to adopt:

#56 RESOLVED THAT WHEREAS, the Board of Supervisors of Madison County adopted Resolution No. 251-13 on August 13, 2013 designating the improved roads of the County Road System of the County upon which snow and ice removal should be performed; and

WHEREAS, the County Superintendent of Highways was authorized to enter into agreements with the Town for the aforementioned purpose starting October 1, 2013 through April 30, 2014 at rates specified in the Agreement;

NOW, THEREFORE, BE IT RESOLVED, that the Town Superintendent of Highways of the Town of DeRuyter, Madison County be and hereby is authorized and directed to enter into an agreement with the County of Madison to perform snow and ice removal upon the improved County Road system as per attached Agreement.

The roll call vote was taken with the following results:

Supervisor Degear	Aye
Councilman Coon	Aye
Councilman Barnes	Aye
Councilman Hathaway	Aye
Councilman Jones	Aye

The Clerk declared the foregoing duly carried.

- Supervisor Degear submitted a Fund Balance Policy. After review, motion by Councilmen Barnes and Coon to adopt:

#57 RESOLVED: That this Town Board does hereby adopt the following Fund Balance Policy

Town of DeRuyter Fund Balance Policy

Purpose

The Town Board of the Town of DeRuyter is responsible for the appropriate accounting of public funds, the sound management of municipal finances, and the adequate funding of services desired by the public. This fund balance policy is meant to help the Town maintain a prudent level of financial resources to provide essential services, maintain sufficient cash flow, and manage unanticipated occurrences.

Background

The New York State Office of the State Comptroller and the New York State Government Finance Officers Association recommend that local governments establish a policy to maintain reasonable levels of unexpended surplus funds in their General Funds to hedge against unanticipated expenditures and/or revenue shortfalls, without withholding funds that could otherwise be put to productive use.

The Governmental Accounting Standards Board (GASB) issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which is intended to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied.

Definitions

GASB Statement No. 54 replaces the previous fund balance classifications with the following:

Nonspendable fund balance consists of assets that are inherently nonspendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principal of endowments.

Restricted fund balance consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments, or through constitutional provisions or enabling legislation.

Committed fund balance consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of formal action to remove the constraint. The New York State Office of the State Comptroller believes that in most cases, local governments in New York will not have committed fund balance to report.

Assigned fund balance consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level of decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the General Fund, and in funds other than the General Fund, assigned fund balance represents the residual amount of fund balance.

Unassigned fund balance represents the residual classification for the government's General Fund, and could report a surplus or deficit. In funds other than the General Fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or unassigned.

Policy

1. This policy shall apply to the Town's General Townwide Fund, General Part Town Fund, Highway Townwide Fund, and Highway Part Town Fund.
2. When resources are available from multiple classifications, the Town spends funds in the following order: restricted, committed, assigned, unassigned.
3. The DeRuyter Town Board is the decision-making authority that can commit fund balance. The action to commit fund balance must occur prior to the fiscal year-end in order to report such commitments in the financial statements of the respective period. The commitment may only be modified by a resolution authorized by the Town Board
4. The Town Supervisor has the authority to assign unrestricted fund balance amounts where the Town's intent is for those amounts to be used for specific purposes. This delegation of authority is for the sole purpose of reporting these amounts in the annual financial statements.
5. Unexpended Surplus Funds
 - a. For the purpose of this policy, unexpended surplus funds consist of Assigned Unappropriated Fund Balance and Unassigned Fund Balance.
 - b. The Town shall strive to maintain unexpended surplus funds of not less than 25% and not more than 50% of General Townwide, General Part Town, and Highway Townwide Funds adopted budget appropriations, excluding interfund transfers for fringe benefits.
 - c. The Town shall strive to maintain unexpended surplus funds of not less than 10% more than expected funding from the Consolidated Highway Improvement System (CHIPS) and not more than 30% more than the expected CHIPS funding.
 - d. The Town Supervisor shall report the amount and percentage of applicable fund unexpended surplus funds to the Town Board upon completion of the Annual Update Document each year.
 - e. In the event that unexpended surplus funds exceed 50% of adopted budget appropriations, the excess may be utilized for any lawful purpose approved by the Town Board. In order to minimize the long term effect of such use, the excess should be appropriated to fund one-time expenditures which do not result in recurring operating costs, and/or be used to establish or increase reserves.
 - f. In the event that unexpended surplus funds fall below 25% of adopted budget appropriations, the Budget Officer shall make a recommendation to the Town Board to restore the balance to the minimum level in the next budget year or other appropriate period of time.

Review

This policy shall be reviewed by the Town Board on an annual basis.

The roll call vote was taken with the following results:

Supervisor Degear	Aye
Councilman Coon	Aye
Councilman Barnes	Aye
Councilman Hathaway	Aye
Councilman Jones	Aye

The Clerk declared the foregoing duly carried.

- Tentative Budget – the 2014 tentative budget was submitted and reviewed. . Councilmen Hathaway and Coon moved to adopt:

#58 RESOLVED: That this Town Board does hereby prepare and approve as the preliminary budget of this Town for the fiscal year beginning on the first day of January 2014, the itemized statement of estimated revenues and expenditures on file in the office of the Town Clerk, and be it

FURTHER RESOLVED, that this Town Board shall meet at 7:30PM on the 7th day of November, 2013 for the purpose of holding a public hearing on such preliminary budget and be it

FURTHER RESOLVED, that the Town Clerk shall give notice of such public hearing in the manner provided in Section 113 of the Town law, and that such notice be published in substantially the following form:

Notice is hereby given that the preliminary budget of the Town of DeRuyter for the fiscal year beginning January 1st, 2014 has been filed in the office of the Town Clerk at DeRuyter where it is available for inspection by any interested persons during regular hours.

Further notice is given that the Town Board of the Town of DeRuyter will meet and review said budget and hold a public hearing thereon at the Genevieve D. Staley Civic Center, 735 Utica Street on the 7th day of November, 2013 at 7:45PM and that at such hearing any person may be heard in favor or against any item or items therein contained.

Pursuant to Section 113 of the Town Law, the proposed salaries of the Town Officers are as follows:

Supervisor		\$10,000
Councilmen	4@	\$1,500
Justice	1@	\$5,825
Justice	1@	\$5,000
Clerk/Collector		\$21,500
Highway Supt.		\$41,760

The roll call vote was taken with the following results:

Supervisor Degear	Aye
Councilman Jones	Aye
Councilman Hathaway	Aye
Councilman Barnes	Aye
Councilman Coon	Aye

The Clerk declared the foregoing duly carried.

OTHER BUSINESS:

- As per the above resolution, next month's meeting will be held on November 7th instead of the regular meeting date of November 14th.

PUBLIC COMMENT: None

- Motion by Councilmen Barnes and Jones to accept the Supervisor's statement. All in favor and carried.
- Motion by Councilmen Barnes and Hathaway to pay the bills as audited

Abstract #1017	\$20,384.98
Abstract #1018	\$42,300.11

All in favor and carried.

- Motion by Councilmen Coon and Hathaway to adjourn. All in favor and carried.

Respectfully submitted,

Rebecca Wightman
Town Clerk