

**TOWN OF LODI**  
Special Meeting Minutes  
November 20, 2012

Present: Supervisor E. Lee Davidson, Councilwoman Winifred Jones, Councilwoman Noël Clawson, Highway Superintendent Len Carlsen and Town Clerk Nancy Jones

Also Present: Attorney Michael Mirras

Absent: Councilman Chance Van Cleef

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Supervisor Davidson called the Meeting to order at 7:02 p.m. All rose for the Pledge of Allegiance, followed by a moment of silence.  
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SUPERVISOR DAVIDSON MADE MOTION, SECONDED BY COUNCILWOMAN CLAWSON to decrease the line item A.5010.200 from \$2,900.00 to \$0.00 on the 2012 Preliminary Budget. Councilwoman Jones, Supervisor Davidson, Councilman Latini, Councilwoman Clawson all voting Aye.  
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COUNCILMAN LATINI MADE MOTION, SECONDED BY COUNCILWOMAN CLAWSON to decrease the line item A.5010.400 from \$2,900.00 to \$0.00 on the 2012 Preliminary Budget. Councilwoman Jones, Supervisor Davidson, Councilman Latini, Councilwoman Clawson all voting Aye.  
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**RESOLUTION OF TOWN BOARD**  
**ADOPTING BUDGET WITH AMENDMENTS**  
RESOLUTION NO.: 2012-11-05

RESOLVED, that the preliminary budget as amended on November 20, 2012 be adopted as the annual budget.

FURTHER RESOLVED, that such preliminary budget as amended be adopted as the annual budget of this Town for the fiscal year beginning on the 1<sup>st</sup> day of January 2013, and that such budget as so adopted be entered in detail in the minutes of the proceedings of this Town Board, and be it

FURTHER RESOLVED, that the Town Clerk of this Town shall prepare and certify in duplicate, copies of the said annual budget as adopted by this town board together with assessment rolls for benefit improvements, if any, adopted pursuant to Section 2-2-a subdivision 2 of the Town Law and deliver one copy thereof to the Supervisor of this Town to be presented by him to the Board of Supervisors of this County.

**2013 ANNUAL BUDGET OF THE TOWN OF LODI**

**General "A" Fund Appropriations**

Town Board P.S. (4 at \$1,406 each)	\$5,624.00
Town Board C.E.	\$950.00
Justice P.S.	\$6,000.00
Justice Clerk P.S.	\$18,630.00
Justice C.E.	\$6,950.00
Supervisor P.S.	\$6,000.00
Bookkeeper P.S.	\$4,150.00
Supervisor Equip. & Cap. Outlay	\$6,300.00
Supervisor C.E.	\$5,000.00

Bookkeeper C.E.	\$5,000.00
Assessor C.E.	\$21,600.00
Town Clerk P.S.	\$12,000.00
Deputy Town Clerk C.E.	\$3,000.00
Town Clerk C.E.	\$6,000.00
Attorney C.E.	\$6,500.00
Elections C.E.	\$1,600.00
Buildings Equip. & Cap. Outlay	\$25,000.00
Buildings C.E.	\$5,500.00
Buildings Supplies & Materials	\$4,500.00
Buildings Electric	\$3,000.00
Buildings Heat	\$6,500.00
Property Repair C.E.	\$1,500.00
Unallocated Insurance	\$21,000.00
Municipal Assoc. Dues	\$700.00
Unclassified	\$0.00
Contingent	\$10,000.00
Dog Control P.S.	\$3,000.00
Dog Control C.E.	\$2,000.00
Registrar Vital Stat. P.S.	\$400.00
Supt. of Highway P.S.	\$38,000.00
Supt. of Highway C.E.	\$1,500.00
Garage Furn. C.E.	\$500.00
Garage C.E.	\$4,000.00
Garage Supplies & Materials	\$0.00
Garage Electric	\$2,500.00
Garage Heat	\$9,000.00
Youth Program	\$3,000.00
Youth Program C.E.	\$700.00
Historian P.S.	\$500.00
Historian C.E.	\$500.00
Planning C.E.	\$0.00
Planning Farmland	\$0.00
Planning and Survey Water Project	\$10,000.00
Cemeteries P.S.	\$1,030.00
Cemeteries P.S.	\$6,500.00
Cemeteries Equip. & Cap. Outlay	\$500.00
Cemeteries C.E.	\$4,000.00
Cemeteries, Grave Opening	\$0.00
Cemeteries, Vandalism Fee	\$0.00
State Retirement	\$15,000.00
Social Security Employee Benefits	\$10,000.00
Worker's Comp.	\$11,485.00
Unemployment Insurance	\$8,000.00
Hospital & Medical Ins.	\$6,558.00
Health Savings	\$5,200.00
<b>Total General "A" Fund</b>	<b>\$336,877.00</b>

**Appropriations.....**

**General "A" Fund Revenues**

Int. & Penalties Real Property Tax	\$2,500.00
Franchise-Cable	\$1,500.00
Clerk Fees	\$400.00
Sale Cemetery Lots	\$0.00
Charges Cemetery Services	\$700.00
Due From Other Governments	\$3,600.00
Interest & Earnings	\$200.00
Rental of Real Property	\$0.00
Dog Licenses	\$3,000.00
Licenses (Junk Dealer)	\$25.00
Fines & Forfeited Bail	\$10,000.00
Dog Fines & Penalties	\$0.00
Excess Scrap & Materials	\$0.00
Refund-Prior Years Exp.	\$0.00
Unclassified Revenue	\$0.00
State Revenue Sharing	\$6,000.00
Mortgage Tax	\$15,000.00
Tax Maps & Assessments	\$0.00
Other Gen Gov/Forest Ser.	\$1,500.00
Other General Government Aid	\$0.00
<b>Total General "A" Fund Revenues.....</b>	<b>\$44,425.00</b>

Real Property Taxes General "A" Fund.....	\$277,452.00
Total General "A" Fund Revenues.....	\$44,425.00
Appropriated Fund Balance.....	\$15,000.00
<b>Total General "A" Fund.....</b>	<b>\$336,877.00</b>

**General "B" Fund Appropriations Outside of Village**

Registrar of Vital Statistics P.S.	\$300.00
Library C.E.	\$1,750.00
Planning C.E.	\$600.00
Ag Comm. C.E.	\$0.00
Social Security Employee Benefits	\$31.00
<b>General "B" Fund Appropriations Total Outside of Village.....</b>	<b>\$2,681.00</b>

**General "B" Fund Revenues Outside of Village**

Due from Other Governments	\$1,500.00
Interest Earned	\$2.00

Refund-Prior Years Exp.	\$0.00
Per Capitia	\$600.00
<b>Total General "B" Fund Revenues Outside of Village.....</b>	<b>\$2,102.00</b>

Real Property Taxes General "B" Fund.....	\$579.00
Total General "B" Outside of Village Revenues.....	\$2,102.00
<b>Total General "B" Fund.....</b>	<b>\$2,681.00</b>

**Highway "DA" Fund Appropriations**

Bridges C.E.	\$3,000.00
Bridges HAS	\$10,000.00
Machinery Equip. Equip. & Cap Outlay	\$10,000.00
Machinery Equip. New	\$20,000.00
Machinery Equip. Rental	\$5,000.00
Machinery C.E.	\$43,500.00
Misc. C.E.	\$0.00
Snow Removal P.S.	\$76,638.00
Snow Removal P.S.	\$0.00
Snow Removal C.E.	\$6,000.00
Snow Removal. Fuel	\$22,000.00
State Retirement	\$15,000.00
Social Security	\$5,500.00
Worker's Compensation	\$11,485.00
Hospital & Medical Ins.	\$6,433.00
Health Savings	\$5,200.00
<b>Total Highway Fund Appropriations.....</b>	<b>\$239,756.00</b>

**Highway "DA" Fund Revenues**

Services for Other Governments	\$0.00
Interest & Earnings	\$100.00
<b>Total Highway "DA" Fund Revenues.....</b>	<b>\$100.00</b>

Real Property Taxes Highway "DA" Fund.....	\$239,656.00
Total Highway "DA" Fund Revenues.....	\$100.00
Appropriated Fund Balance.....	\$0.00
<b>Total Highway "DA" Fund.....</b>	<b>\$239,756.00</b>

**Highway "DB" Fund Appropriations Outside of Village:**

General Repairs P.S.	\$70,638.00
General Repairs C.E.	\$110,854.00

General Repairs Fuel		\$24,100.00
General Repairs Road Repair-Town	40,000.00	\$70,000.00
Improvements Capital Outlay C.E.		\$81,786.00
Miscellaneous Part-time P.S.		\$0.00
Misc. Equip. & Capital Outlay		\$3,000.00
Misc. Brush & Weeds C.E.		\$3,000.00
Employees Uniforms		\$0.00
State Retirement		\$15,000.00
Social Security		\$5,200.00
Worker's comp.		\$11,485.00
Hospital & Medical Ins.		\$6,433.00
Health Savings		\$5,200.00
Serial Bond Principal		\$35,000.00
Serial Bond Interest		\$6,707.00
Lease Payment Principal		\$16,839.00
Lease Payment Interest		\$1,359.00
<b>Total Highway "DB" Fund Appropriations Outside of Village....</b>		<b>\$466,601.00</b>

**Highway "DB" Fund Revenues Outside of Village**

Interest Earnings		\$250.00
State Aid/Chips		\$81,786.00
<b>Total Highway "DB" Fund Revenues Outside of Village.....</b>		<b>\$82,036.00</b>

Real Property Taxes.....		\$304,565.00
Total Highway "DB" Fund Revenues Outside of Village.....		\$82,036.00
Appropriated Fund Balance.....		\$80,000.00
<b>Total Highway "DB" Fund.....</b>		<b>\$466,601.00</b>

**Fire Protection District**

<b>Appropriation:</b> Ovid-Lodi Fire District.....		<b>\$111,407.00</b>
<b>Revenue:</b> Real Property Taxes.....		<b>\$111,407.00</b>

**Ambulance**

<b>Appropriation:</b> South Seneca Ambulance.....		<b>\$40,606.00</b>
<b>Revenue:</b> Real Property Taxes.....		<b>\$40,606.00</b>

**Summary of Lodi Town Budget for 2012**

<b>Fund</b>	<b>Appropriation</b>	<b>Est. Revenue</b>	<b>Unexpended Balance</b>	<b>To Be Raised By Taxes</b>
General Fund "A"	\$336,877.00	\$44,425.00	\$15,000.00	\$277,452.00
General O.V. Fund "B"	\$2,681.00	\$2,102.00	\$0.00	\$579.00
Highway Fund "DA"	\$239,756.00	\$100.00	\$0.00	\$239,656.00
Highway Fund O.V. "DB"	\$466,601.00	\$82,036.00	\$80,000.00	\$304,565.00
Ovid-Lodi Fire "S"	\$111,407.00	\$0.00	\$0.00	\$111,407.00
Ambulance "SM"	\$40,606.00	\$0.00	\$0.00	\$40,606.00
<b>Totals:</b>	<b>\$1,197,928.00</b>	<b>\$128,663.00</b>	<b>\$95,000.00</b>	<b>\$974,265.00</b>

Moved: Councilwoman Jones  
 Seconded: Councilwoman Clawson

Councilman Van Cleef	Absent
Councilwoman Jones	Aye
Councilman Latini	Nay
Councilwoman Clawson	Aye
Supervisor Davidson	Aye

Date: November 20, 2012

Nancy Jones, Lodi Town Clerk

**RESOLUTION NO. 2012-11-06**

**WHEREAS**, there were unplanned expenses in some budget lines and therefore insufficient amounts of budgeted appropriations in some of the Town Fund Budgets to meet obligations of the Fund for the year 2012 and

**WHEREAS**, in conformity with Town Law and good bookkeeping practices, accounts should not be over appropriated, be it

**RESOLVED**, that the financial Officer is hereby authorized and directed to make the transfers from unencumbered balances to offset any shortages in appropriations,

DEBIT:

Debit: A-8810.120 Cemetery Hourly Expenses \$800.00

CREDIT: A- Appropriations \$800.00

Credit: A-8810.410 Grave opening and closing Expenses \$600.00

Credit: A-8810.420 Cemetery Vandalism fee Expenses \$200.00

Moved: Councilwoman Clawson  
Seconded: Councilwoman Jones

Councilman Van Cleef	Absent
Councilwoman Jones	Aye
Councilman Latini	Aye
Councilwoman Clawson	Aye
Supervisor Davidson	Aye

Date: November 8, 2012  
Nancy M. Jones, Lodi Town Clerk

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RESOLUTION NO. 2012-11-07

**WHEREAS**, there were unplanned expenses in some budget lines and therefore insufficient amounts of budgeted appropriations in some of the Town Fund Budgets to meet obligations of the Fund for the year 2012 and

**WHEREAS**, in conformity with Town Law and good bookkeeping practices, accounts should not be over appropriated, therefore be it

**RESOLVED**, that the financial Officer is hereby authorized and directed to make the transfers from unencumbered balances to offset any shortages in appropriations,

Debit: B-8020.410 Agricultural Advisory Expenses \$46.00

Credit: B-8020.400 Planning Committee Contractual Expenses \$27.00  
Credit: B-9030.800 Social Security Employee Benefits Expenses \$19.00

Moved: Councilwoman Clawson  
Seconded: Councilwoman Jones

Councilman Van Cleef	Absent
Councilwoman Jones	Aye
Councilman Latini	Aye
Councilwoman Clawson	Aye
Supervisor Davidson	Aye

Date: November 8, 2012  
Nancy M. Jones, Lodi Town Clerk

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RESOLUTION NO. 2012-11-08

**WHEREAS**. The Town of Lodi has made due search for the account funds received when the Town of Lodi received ownership of the West Cemetery Funds, and

**WHEREAS**, no records have can be found noting the total funds received or deposits made in the early years, and

**WHEREAS**, the current balance in the PN fund as of October 31, 2012 is \$20,559.75 and there is a need to transfer \$4,042.00 for the purchase of capital equipment, and

**WHEREAS**, the New York States Comptroller's office is requesting a definition of funds noted as non-expendable and expendable, now therefore be it

**RESOLVED**, that \$4,042.00 be transferred from the PN account to the general fund for the purchase of a new riding lawn mower and

**RESOLVED**, that of the balance then on hand (\$16,517.75) \$15,000 be declared non-expendable and carried forward as such, and the remainder (\$1,517.75) be declared expendable funds and carried forward as such.

Journal Entry:	Debit: PN.599	\$4,042.00
	Credit: PN. 9901.9	\$4,042.00
	Debit: A.1990.400	\$4,042.00
	Credit: A.8810.200	\$4,042.00

Moved: Councilwoman Jones  
Seconded: Councilwoman Clawson

Councilman Van Cleef	Absent
Councilwoman Jones	Aye
Councilman Latini	Aye
Councilwoman Clawson	Aye
Supervisor Davidson	Aye

Date: November 8, 2012  
Nancy M. Jones, Lodi Town Clerk

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RESOLUTION NO. 2012-11-09

**WHEREAS**, expenses for the Planning Board should be paid from the General Fund B (part town) and were instead paid from the General Fund A (townwide fund) and

**WHEREAS**, in conformity with Town Law and good bookkeeping practices, accounts should not be over appropriated, be it

**RESOLVED**, that the financial Officer is hereby authorized and directed to make the transfers from unencumbered balances to offset any shortages in appropriations,

Debit: A: 200 (Cash)	\$527.00
Credit: A-8020.400 Planning Contractual Expenses	\$527.00
Debit: B: 8020.400 Planning Contractual Expenses	\$527.00
Credit: B: 200 Cash	\$527.00



Moved: Councilwoman Jones  
Seconded: Supervisor Davidson

Councilman Van Cleef	Absent
Councilwoman Jones	Aye
Councilman Latini	Aye
Councilwoman Clawson	Aye
Supervisor Davidson	Aye

Date: November 8, 2012  
Nancy M. Jones, Lodi Town Clerk

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RESOLUTION NO. 2012-11-10

**WHEREAS**, the Town of Lodi is committed to good bookkeeping practices and accurate recording of all transactions, and

**WHEREAS**, the Town Clerk and town Bookkeeper, as well as the board, would benefit from a different program than the one currently being used, be it therefore

**RESOLVED**, that the financial Officer is hereby authorized to accept the proposal from Williamson Law Book Company for the Town Clerk, Municipal Accounting/Budget, and NYS Municipal Payroll Software programs as outlined in their proposal of November 16, 2012; and be it further

**RESOLVED**, that funds currently allocated in the 2012 Supervisors contractual expense be used to provide the installation, training and mileage fees to insure that the programs are operational on January 1, 2013, and the balance of the proposal be funded through allocations in the 2013 General fund A budget.

Moved: Councilwoman Clawson  
Seconded: Supervisor Davidson

Councilman Van Cleef	Absent
Councilwoman Jones	Aye
Councilman Latini	Aye
Councilwoman Clawson	Aye
Supervisor Davidson	Aye

Date: November 8, 2012  
Nancy M. Jones, Lodi Town Clerk

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Town Bookkeeper, Diane Nelson thanked the Town Board for approving the new accounting and payroll software. She stated it will make her job much easier, especially at budget time and will help her to provide much more meaningful reports for the board on a regular basis.

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Supervisor Davidson reported that last Tuesday night at the County Board of Supervisors they voted to continue using the county drivers as long as they can and anyone that will be let go in these driving positions will be done by attrition only.

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A December Open House - Get Together was planned for December 15<sup>th</sup> @ 2:00 pm. Town Clerk, Nancy Jones will invite the public with notices in the paper and postings at the post office and library. Assemblyman Brian Kolb has been invited.

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A year end meeting was planned for the third Thursday in December, the 20<sup>th</sup> at 7:00 PM.

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HEARING NO FURTHER BUSINESS COUNCILWOMAN JONES MADE MOTION, SECONDED BY COUNCILWOMAN CLAWSON to adjourn the meeting at 8:07 PM.

Respectfully Submitted,  
Nancy Jones, Lodi Town Clerk  
Dated: November 20, 2012