

**TOWN OF ROSENDALE
TOWN BOARD AUDIT MEETING
January 17, 2024**

Supervisor Walsh called the meeting to order at 4:41 PM. followed by the Pledge.

PRESENT: Supervisor Jeanne L. Walsh
 Councilman Joseph Havranek
 Councilmember Timothy Craven
 Councilmember Ashley Sweeney
 Councilmember Carrie Wykoff

ALSO PRESENT: Ken Hassett; Deputy Supervisor, Jill La Fera; Assistant to Supervisor, Taylor McGrane, Bookkeeper and Mandy Donald, Town Clerk.

Councilman Havranek -

He worked on the audit with the Bookkeeper, Taylor McGrane, the Highway Fund 10 transactions, the Sewer Fund 5 transactions, the Water Fund 5 transactions, Capital Reserve Highway 2 transactions, Sewer Water Fund accounts receivable 5 transactions and General Fund 10 transactions. These transactions were reviewed with the Bookkeeper and all supporting/documentation was completed, there were no issues found, and everything was in order.

Councilmember Craven –

He audited with the Town Clerk 20 transactions. With Taylor McGrane the Bookkeeper he audited 5 General Fund, 5 RMC, Court accounts Judge Pape, Judge Ragucci, bail and fine accounts 5 each were reviewed with some discrepancies of checks. These discrepancies were found to be a check Judge Pape had written to correct a mistake for the credit card account and two checks Judge Ragucci wrote to himself in order to transfer funds from the Bank of Greene County to open the court account for Judge Ragucci at M&T Bank.

Supervisor Walsh stated the reason for the discrepancies was that Judge Ragucci was originally set up with the Town of Rosendale’s approved Bank of Greene County that Judge Ragucci chose not to have oversight by the Town Supervisor’s Office and chose to move his court account to M&T Bank. In doing so the reason for a check written by Judge Pape for the credit card account was because Judge Ragucci’s M&T account was not set up properly for him to take the credit card payments during Court.

Councilmember Craven –

A correction in his previous statement is that he reviewed with Taylor McGrane our Bookkeeper 10 General Fund transactions and no RMC.

Councilmember Wykoff –

She reviewed 15 transactions for RMC with Taylor McGrane, our Bookkeeper, 2 transactions in the Solar account, 10 in the General Fund and all was in order. Taylor has been with us less than a year and she wanted to say she presented our audits very well and has done a great job with the systems she has put into place as she has her finger on the pulse of everything. She reviewed the 2023 payroll with Donna Fong and it was very enlightening. Donna really took some time with me to talk me through all of the budget transfers, her process and how she processes her work with such due diligence, and all was in order.

Councilmember Sweeney –

She reviewed 10 transactions from the General Fund, 2 transactions in a Special Lighting District, 2 transactions from the Capital Reserve, the Capital Reserve Rec 2 transactions, 2 transactions for Youth Programming, 2 transactions from Recreation Subdivision, and 2 for the American Rescue Plan on January 12th, 2024, in person with Taylor McGrane our Bookkeeper and all was in order. She thanked Taylor for all that she does, I appreciate that. She also reviewed 5 transactions with Deborah Checchia, the Tax Collector, on January 11th, 2024, in person and all was in order. She also did 2 transactions with Jill LaFera's, Supervisor's Secretary for Capital Reserve Sewer, 2 in the Capital Reserve Water, 2 transactions, New York Rising 2 transactions account which is now closed, and they were verified in person today on January 17th, 2024.

Councilmember Wykoff made a motion to approve the audit of the books for the year of 2023. Seconded by Councilman Havranek; ROLL VOTE 5 Yes.

Supervisor Walsh and the Town Board discussed the Ulster County Housing Smart Community Initiative and the benefits it will have for the Town of Rosendale since we have already established points towards being able to receive funding from grants available.

Supervisor Walsh made a motion to adjourn the meeting at 5:11 PM. Seconded by Councilmember Sweeney; ROLL VOTE 5 Yes.

Respectfully Submitted by

Christine Harrison
Deputy Town Clerk