

Recommended Resolutions Corresponding to the 2020 Budget, Capital Plan, Fund Balance Policy

Resolution #2019-____ Paid Family Leave benefit for Full-time, Non-elected Highway Employees

WHEREAS, the Town of Enfield wishes to provide the Paid Family Leave benefit to all non-elected, full-time employees, therefore be it

RESOLVED, the Town will provide Paid Family Leave benefits, effective January 1, 2020, with the Town absorbing the full cost.

RESOLVED, a certified copy of this Resolution will be sent to W.J. Farmer Insurance Agency LLC.

Motion by: _____ Seconded: _____

Resolution #2019-____ Re-name Energy Escrow Savings to Justice Court Fund Grant Savings and Transfer Funds

WHEREAS, the Town of Enfield bank account, Energy Escrow Savings, at the Tompkins County Trust Company is no longer in use, and;

WHEREAS, the Town will move Justice Court Fund Grant funds to a designated savings account with the Tompkins County Trust Company, therefore be it

RESOLVED, the Town Board authorizes Supervisor McGee to move remaining funds in the amount of 474.29 from Energy Escrow Savings to General Fund Savings,

RESOLVED, the Town Board authorizes Supervisor McGee to decrease General Fund Savings by \$7151.44 (remaining amount of Justices JCAP Grant) and increase Justice Court Fund Grant Savings by \$7151.44.

Resolution #2019-____ Clothing Allowance Increase

WHEREAS, the Town of Enfield provides a clothing allowance for full-time Highway employees and the Highway Superintendent, therefore be it

RESOLVED, the Enfield Town Board authorizes the increase of the clothing allowance from \$400.00 to \$450.00 annually, beginning January 1, 2020.

Resolution #2019- ____ Authorizing the Supervisor to Sign the Comp Alliance Membership Participation Agreement

WHEREAS, the Town of Enfield obtains Worker’s Compensation benefits through the New York State Municipal Workers’ Compensation Alliance, and;

WHEREAS, the renewal of the agreement with the Comp Alliance has been sent to the Town, therefore be it

RESOLVED, the Town Board authorizes the Supervisor to sign the Membership Participation Agreement renewal.

Resolution #2019- ____ Procurement Policy Amendment

WHEREAS, the procurement policies of local municipalities are controlled by New York State GML §103 and can be more restrictive but not less restrictive than this statute and,

WHEREAS in 2012, the Town of Enfield General Policy on Procurement, #400.3, (created in 1996 and amended in 1997) does not clearly state legal requirements for Highway Superintendent purchasing, therefore be it

RESOLVED, the Town of Enfield amends Guideline #8 of the Town of Enfield General Policy on Procurement to read:

The Superintendent of Highways is authorized to purchase tools, parts, supplies, equipment, and other items normally required in the completion of departmental work without the approval of the Town Board, provided that funds have previously been appropriated to do so. All expenditures reliant upon Reserve Funds require a Resolution of the Town Board prior to purchase.

Resolution #2019- ____ CHIPS Reimbursement Intervals

WHEREAS, the Enfield Town Board is working to build the Highway Fund balance to appropriate levels, per the Fund Balance Policy of 2019, and must be mindful of cash-flow until appropriate levels are met, and

WHEREAS, the Highway Superintendent expends funds for improvements that are reimbursed through the Consolidated Highway Improvement Program, therefore be it

RESOLVED, the Town of Enfield directs the Highway Superintendent to apply for reimbursement of CHIPS funds at quarterly intervals to maintain proper cash-flow.

Budget Amendments

Budget Amendment #2019- _____ Move Funds for Bookkeeper Software

WHEREAS, expenditures for software for the Bookkeeper have exceeded the amount budgeted, therefore be it

RESOLVED, the Town Board authorizes Supervisor McGee to decrease A1316.42, Bookkeeper-Williamson Programs by \$54.00, and decrease A1316.43- Bookkeeper-Postage by \$25.00, and decrease A1220.41 Supervisor-Contractual by \$60.76 and increase A1316.41- Bookkeeper-Contractual by \$139.76.

Budget Amendment #2019- _____ Move Funds for Highway Superintendent Computer and Printer

WHEREAS, expenditures for computer equipment have exceeded the amount budgeted, therefore be it

RESOLVED, the Town Board authorizes Supervisor McGee to decrease A1910.4 Special Items-Contingent Account, by \$782.97 and increase A5010.4- Highway Superintendent Contractual by \$782.97.

Budget Amendment #2019- _____ Move Revenue to Bridge Repair

WHEREAS, unexpected revenue was received for the old culvert pipe from the Rothermich Rd. culvert replacement, and;

WHEREAS, the Highway Superintendent has requested those funds be placed in the Bridge Repair line, therefore be it

RESOLVED, the Town Board authorizes Supervisor McGee to decrease DA2771 Miscellaneous Revenue by \$523.20, and increase DA5120.4 Bridge Repairs Contractual by \$523.20.

Budget Amendment #2019- _____ Move Funds for Repairs

WHEREAS, expenditures for unexpected repairs have exceeded the amount budgeted, therefore be it

RESOLVED, the Town Board authorizes the Supervisor to decrease DA5110.4- General Repair-Contractual by \$5,000.00 and increase DA5130.4 Machinery- Contractual by \$5,000.00.