The eleventh regular meeting of the Andover Town Board for 2022 was held on November 09, 2022.

**Present:**

Gus Weber, Supervisor

Joe Kent, Deputy Supervisor, Councilman

Mandi Joyce-Phelps, Councilwoman

Matthew Zengerle, Councilman

Tasha Rossrucker, Clerk

**Absent:**

Kevin Waters, DCO

Heather Simon, Councilwoman

Jim Frungillo, Highway Superintendent

**Call Meeting to Order:** Meeting called to order by Supervisor Weber at 6:00 p.m.

**Public Hearing:** A motion was made by Mandi Joyce-Phelps and seconded by Matt Zengerle to open the Public Hearing at 6:00 pm.

A motion was made to close the Public Hearing at 6:25 pm was made by Matt Zengerle and seconded by Joe Kent.

**Pledge of Allegiance:** Led by Mandi Joyce-Phelps.

**Regular Meeting Minutes:** The regular meeting minutes from the October 2022 were distributed and discussed by the board; no changes were made. Motion made by Mandi Joyce-Phelps and seconded by Joe Kentto approve minutes**. 4 Members approving, 0 Disapproving, 1 absent Carried**

**Communications and Petitions:** None

**Reports**

**Dog Control Officer:**  Report was read aloud by Supervisor Gus Weber for the month of October. A motion to accept the DCO report was made by Joe Kent and seconded by Mandi Joyce-Phelps. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Highway Report:** Supervisor Gus Weber read Highway Superintendent Jim Frungillo’s report a loud. Jim said that the guys fixed a big pipe on Pixley Hill Rd., the guys have put shoulders down along the new blacktop, the guys have been helping the Village, they are getting the trucks ready for Winter and they have been ditching Hess Rd.

A safety Meeting was held at the end of October. One of the guys’ flash lights needed batteries and the back up lights did not work on one of the Peterbuilt trucks. They are working on getting both issues fixed. The guys are getting ready for winter. A motion was made to accept Highway Superintendent report by Mandi Joyce-Phelps and seconded by Matt Zengerle. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Town Clerk’s Report**: The October 2022 Clerk’s report was read aloud. The town collected $439.50 total. $416.00 were local shares and $1.00 goes to Ag and Markets and $22.50 to NYS Dept. of Health. A motion was made to accept Clerk’s reports for both months by Heather Simon and seconded by Mandi Joyce-Phelps**. 4 Members approving, 0 Disapproving, 1 absent Carried**

**Code Enforcement Report:** Supervisor Weber readCode Enforcement, Chuck Cagle’s report aloud. A motion was made to accept the code enforcement officer’s report by Mandi Joyce-Phelps and seconded by Joe Kent. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Town Justice Report:** Justice James Ames submitted the September and October 2022 reports which were reviewed by board members. A motion was made to accept the Town Justice report by Joe Kent and seconded by Mandi Joyce-Phelps. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Andover Police Department Report:** A police activity report was submitted by Officer Rumfelt for the month of October. The report was read aloud and reviewed. A motion was made to accept the Police report by Joe Kent and seconded by Matt Zengerle. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Financial Report:** The monthly report was received from the Bookkeeper and reviewed by the Board members. A motion was made to accept the financial report by Matt Zengerle and seconded by Mandi Joyce-Phelps. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Assessor’s Report:** no report was submitted.

**Bills:**

General A Vouchers 225-242 $3,361.10

 General B Vouchers 6 $1,250.00

 General DA Vouchers 62-70 $29,271.21

 Highway DB Vouchers 85-96 $84,002.55

Motion made by Joe Kent and seconded by Mandi Joyce-Phelps to pay the bills as submitted. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Unfinished Business:**

**Annual Audit Justice Accounts:** Justice Ames did his annual report on The Town Justice Accounts. The Board chose the months April and June. In April the court collected $810.00 in fines; In June the court collected $1,980.00 in fines. A motion was made by Joe Kent and seconded by Mandi Joyce-Phelps for Justice Jim Ames’s report. **4 Members approving, 0 Disapproving, 1 absent Carried**

**RESOLUTION 2022-13 : Annual Audit of Court Books:**

Judge Ames presented to the board the Court books for the annual audit. The previous audit was completed in December of 2021. Judge Ames produced computer reports, the cash book, and the receipt book and bank and deposit statements. The board randomly chose April and June to audit. The court collected $810.00 in fines in April and $1,980.00 in June. The cash book, bank statements and receipts all match. All records matched and records were found to be satisfactory. Monthly audit will remain the same and be completed at board meetings.

A motion was made to by Joe Kent and seconded by Mandi Joyce-Phelps.

Resolution to accept Justice audit:

**Vote:** Gus Weber, Supervisor aye

 Joseph Kent, Deputy Supervisor aye

Mandi Joyce-Phelps, Council Member aye

 Heather Simon, Council Member absent

 Matthew Zengerle, Council Member aye

**2023 Budget:** The Board reviewed the Budget and voted to accept the 2023 Budget for the Town of Andover. A motion was made by Mandi Joyce-Phelps and seconded by Matt Zengerle for the 2023 Budget. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Resolution 2022-14: Adopt 2023 Spending Plan**

**Offered by: Mandi Joyce-Phelps, Seconded by Matt Zengerle**

WHEREAS: It is required by law that the Town Board take action at the November Board meeting to adopt the 2023 Town Budget.

WHEREAS: This adopted budget is forwarded to Allegany County Clerk for filing after public hearing.

THEREFORE: Let it be resolved the Andover Town Board accepts and adopts the 2023 Town Budget at its regular meeting, which was held November 09, 2022 at 6pm.

After discussion of the proposal, the Town Supervisor instructed the Town Clerk to call roll call of the Town Board, which was done with the following results:

Poll of Officers:

Supervisor, Gus Weber, aye

Deputy Supervisor, Joseph Kent, aye

Heather Simmons, Councilwoman, absent

Mandi Joyce-Phelps, Councilwoman, aye

Matt Zengerle, Councilman, aye

**New Business:**

**Resignation of Historian:** A resignation letter was submitted by The Town Historian, Kim Haswell. With regrets the Board accepted the resignation letter and made a motion to post an ad in the paper looking to fill the Historian position. A motion was made by Joe Kent and seconded by Mandi Joyce-Phelps. **4 Members approving, 0 Disapproving, 1 absent Carried**

**Tobacco/ Cannabis Free Smoking Ban:** Signs will be purchased by the Town of Andover to put on Town property (Ponds) for the Tobacco/ Cannabis Ban.A motion was made by Joe Kent and seconded by Mandi Joyce-Phelps. **4 Members approving, 0 Disapproving, 1 absent Carried**

**District IV Legislator Meeting:** The District IV meeting will be held here at the Town of Andover, 22 E. Greenwood St on November 29 from 7-8 pm.

**Andover Chamber of Commerce:** The Andover Chamber of Commerce sent out an email for the Tree Decorating Event. The Board decided not to purchase a tree.

**Building Permit Overpayment:** Code Officer Chuck Cagle called Derek Rossrucker and told him that he overpaid on his building permit. This was discussed by the Board and they approved to refund Derek Rossrucker for his overpayment. A motion was made by Mandi Joyce-Phelps and seconded by Joe Kent. **4 Members approving, 0 Disapproving, 1 absent Carried**

A motion made by Matt Zengerle and seconded by Joe Kent to adjourn the meeting for the evening. Meeting adjourned at 6:55 p.m. **4 Members approving, 0 Disapproving, 1 absent Carried**

Respectfully submitted,

Tasha Rossrucker

Clerk