

TOWN OF PHILADELPHIA
TOWN BOARD MINUTES
APRIL 10, 2024

PRESENT: SUPR SANDS, COUNCILPERSONS CARPENTER, KLOCK, WATSON,
GLEISNER, SUPT FREEMAN

ABSENT: BRENDA BROWN, CLERK

VISITORS: ALAN COOPER (REPRESENTING THE NORTH COUNTRY
ADVENTURE TEAM

SUPR SANDS CALLED THIS MEETING TO ORDER AT 5:30PM FOLLOWED BY
THE PLEDGE

ACCEPTANCE OF MINUTES

A MOTION OFFERED BY COUNCILPERSON KLOCK AND SECONDED BY
COUNCILPERSON WATSON TO ACCEPT MARCH MINUTES AS WRITTEN

FINANCIAL REPORT

SUPR SANDS READ THE FINANCIAL REPORT

HIGHWAY REPORT

SUPT FREEMAN REPORTS THAT THE GRADALL HAS BEEN PAINTED

RECYCLING REPORT

SUPT FREEMAN REPORTS

**\$115 PER TON FOR CARDBOARD.

**SPRING CLEAN-UP IS MAY 6TH THROUGH MAY 17TH. SIGN UP IN THE TOWN
CLERKS OFFICE

**RECYCLE CENTER WILL BE OPEN ON WEDNESDAYS STARTING MAY 1ST

OLD BUSINESS

**GYMO-PARK GRANT-BOND RESOLUTION IS DONE

**ELECTRICAL ISSUES—RYAN GLEISNER TO FIX

**TOWN PROPERTY ON CR 30—TOWN HIGHWAY CREW TO PUT IN A
DRIVEWAY AND PARKING AREA. SIGNAGE TO BE PUT UP BY DEC

NEW BUSINESS

**SUPR STATES THAT AN AGREEMENT WITH PHILLY FUELS TO LOCK IN PROPANE PRICES OF \$1.84 PER GALLON UNTIL 04/30/2025 HAS BEEN APPROVED

**CEMETERY COMMITTEE WILL MEET 04/16/2024 AT 4:30PM HERE

RESOLUTION: 2024-07 OPENING ACCOUNT WITH 'NY CLASS'
A MOTION OFFERED BY COUNCILPERSON WATSON AND SECONDED BY COUNCILPERSON CARPENTER, FOR THE SUPR TO OPEN A MUNICIPALITY SAVINGS ACCOUNT WITH 'NY CLASS' A ROLL CALL VOTE:
WATSON- AYE, KLOCK-AYE, CARPENTER-AYE, GLEISNER-AYE
ALL AGREE

A MOTION OFFERED BY COUNCILPERSON CARPENTER AND SECONDED BY COUNCILPERSON WATSON TO CLOSE THIS MEETING AT 6:30PM. ALL AGREE

RESPECTFULLY SUBMITTED BY:
COUNCILPERSON CARPENTER
TYPED BY CLERK BROWN

May 2, 2024
Philadelphia Town Board

Re: Town Clerk

I reviewed Town Clerk Receipt Book from 01/03/2023 through 12/30/2023 and Recycling Receipt Book from 01/02/2023 through 12/30/2023. I reviewed Town Clerk's Ledger from 01/02/2023 through 12/30/2023. Town Clerk's Receipts included: 19085-19100, 19201-19250, 19151-191200, 19301-19350, 19351-19400, 19401-19450, and 19501-19505. Recycling Receipts included: 19103-19150, 19251-19300, and 19451-19468.

I matched General Receipt Book to Town Clerk's Cash Receipt Book (ledger), for dates above.

I matched Cash Receipts Book to bank deposit slips.

I randomly selected addition of all categories to totals. In February Totals did not add across. I corrected total in trash total, then did add. In September Receipt #19402 listed in two columns—Conservation and Spayed/renew. Totals did not add across. Wrong amount listed in Conservation.

I matched Recycling worksheet to Cash Receipt Book. Any adjustments needed are made to trash by Town Clerk.

My random selections shows dollars in correct categories. (Exception listed above). Two months had amounts on wrong line, but added down correctly.

Receipts from Clerk and Recycling were mostly in consecutive numerical order, with following exceptions: January first two receipt had wrong digit, 19109 not listed, 19110 was but actual amount voided; 19099 not filled in but ok when filled in; In May 19251 listed as 19151 June #19255 not filled in; August 19363-19369 listed as 19263-19269.

May #19176 listed as \$512.20, but in Ledger as \$515.20.

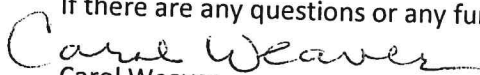
I must stress once again how important it is to keep receipts in numerical order, be accurate in amounts, and mark and list any VOIDS. This is not an issue of dollars, but of procedure, if done properly protects the clerks from any questions. I have told both clerks to look at last number used before entering new number. Also important is to add across totals at month end. Last column plus category totals have to add to Receipt amount totals.

Reviewed deposits, and all were made in a timely manner.

Cross referenced totals of cash receipts book to Town Clerk Board Reports. All balanced.

The books are neat, well labeled and easy to follow. I reviewed with Brenda all items.

If there are any questions or any further work needed, please feel free to contact me.


Carol Weaver