

TOWN OF PHILADELPHIA
TOWN BOARD MINUTES
FEBRUARY 12, 2025

PRESENT: SUPR SANDS, COUNCILPERSONS: WATSON, CARPENTER, KLOCK, GLEISNER;
CEO REMINGTON, ASSESSOR BROWN, HWY SUPT FREEMAN, CLERK BROWN

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

MINUTE APPROVAL

A MOTION OFFERED BY GLEISNER AND SECONDED BY KLOCK TO ACCEPT JAN 08, 2025
MINUTES WITH THE FOLLOWING CORRECTIONS:

SPELLING—SHOULD BE 'STINT' AND 'PURCHASE'
SUPT WENT TO A 'MEETING IN ALBANY' NOT TRAINING

ALL AGREE

FINANCIAL REPORT

FINANCIAL REPORT WAS READ BY SUPR SANDS

HIGHWAY REPORT

..ATTENDING A MEETING MARCH 4
..CONFIRMED HIS RETIREMENT TO BE JUNE 12, 2025

RECYCLING REPORT

..CARDBOARD BALE READY TO GO
..ORDERED WIRE (WRAPS THE BALES)

CEO REPORT

..APRIL 8, 9, 10 HE WILL BE ATTENDING A CONFERENCE
..HAS NOT HAD CONFIRMATION FROM THE MAYOR OF PHILADELPHIA IN REGARD TO THE
ELMER HOOVER PERMIT. WOULD LIKE IT IN WRITING
..IS WORKING ON SOLAR DECOMMISSIONING REPORT

ASSESSOR REPORT

..SHE REPORTED ABOUT THE 'SENIOR CITIZEN EXEMPTION', AS OF NOW, SOCIAL
SECURITY IS INCLUDED AS INCOME IN THE REPORT. THE TOWN CAN OPT OUT OF
ADDING SS INCOME TO THE REPORT

A MOTION OFFERED BY WATSON AND SECONDED BY KLOCK FOR THE
TOWN TO OPT OUT THE ADDING OF SS TO THE WAGE TOTAL FOR SENIOR
CITIZEN EXEMPTION APPLICANTS. ALL AGREE

ASSESSOR REPORT CONTINUE

..IN REGARD TO SOLAR PANEL TAXES: STRUCTURES, WIRES, ETC ARE NON-TAXABLE WHEREAS THE LAND IS AND UNDER THE NEW RE-VAL THOSE LAND VALUES WILL CHANGE

..REGARDING THE BASIC AND ENHANCED STAR PROGRAM EXEMPTION (WHICH AFFECTS THE SCHOOL TAXES). IF A PROPERTY HAS IT NOW IT WILL STAY ON, BUT IF THE PROPERTY OWNER IS A FIRST TIME APPLICANT, THEY NEED TO GO ONLINE, FILL OUT THE FORM AND A CHECK WILL BE ISSUED TO THEM (A ONE TIME ONLY REFUND) AND THEN IT WILL BE ON THEIR TAX BILL

..SHE THEN GAVE A HEADS UP ON SOME OF THE OTHER INSTANCES THAT SHE HAS ENCOUNTERED AND WORKING ON

COURT FINES

FINES FOR THE MONTH OF DEC 24 WERE \$2350.00 AND THE TOWN'S SHARE WAS \$927.00

OLD BUSINESS

..RECEIVED A LETTER FROM GYMO. IT UPDATED THE PROGRESS ON THE PARK PROJECT
..IN REGARDS TO DIFFERENT BOARD VACANCIES, SUPR SANDS STATED THAT THE BAR (BOARD OF ASSESSMENT REVIEW) HAS THREE VOLUNTEERS. TARA TURNER, LYNN MAY AND MATHEW MONTROY HAVE ACCEPTED THE POSITIONS.

A MOTION OFFERED BY CARPENTER AND SECONDED BY WATSON TO ACCEPT TARA TURNER, LYNN MAY, AND MATHEW MONTROY'S APPOINTMENT TO SERVE ON THE BOARD OF ASSESSMENT REVIEW (BAR) AS OF THIS DATE. TRAINING WILL BE NEEDED. ALL AGREE

..TWO APPLICANTS HAVE APPLIED FOR THE OPEN POSITION AT THE RECYCLE CENTER/PARK/HIGHWAY. INTERVIEWS WILL TAKE PLACE MONDAY, FEB 24, 2025 AT 6PM
..ELECTRIC WORK IN THE TOWN CLERK'S OFFICE IS DONE. MR WEEKS INSTALLED THREE NEW LINES

..THE BOARD HAD AUDITED THE SUPR'S BOOKS ON JANUARY 18TH. ALL AGREE THAT THEY WERE IN ORDER AND PASSED

NEW BUSINESS

..CHARGE BACK (COUNTY DOING WORK FOR US) FOR THE TOWN WAS \$7451.46. TO BE PAID FROM FEB ABSTRACT

..A LETTER FROM ATTORNEY BURROWS, IN REGARDS TO PUBLIC OFFICIAL/EMPLOYEES INDENMIFICATION WAS READ BY SUPR SANDS. AFTER SOME DISCUSSION, SUPR SANDS WILL LOOK INTO THE TOWN'S LIABILITY INSURANCE TO SEE IF WE ARE COVERED.

..VOLUNTEER TRANSPORTATION HAS ASKED FOR A CONTRIBUTION OF \$750.00 FOR 2025 (COPY OF LETTER ATTACHED)

NEW BUSINESS CONTINUE

A MOTION OFFERED BY CARPENTER AND SECONDED BY GLEISNER TO PAY THE REQUESTED \$750.00 FOR THE YEAR 2025 TO THE VOLUNTEER TRANSPORTATION CENTER, INC. TO BE PAID PER FEBRUARY ABSTRACT. ALL AGREE

..SHERIFF BURNET CALLED AND ASKED IF THERE WAS SPACE IN OUR COLD STORAGE GARAGE FOR THE STORAGE OF ONE SHERIFF'S CAR. ALL AGREE THAT THERE IS ROOM AND THE SHERIFF'S DEPT CAN USE IT

..SUPR HAS RECEIVED TWO QUOTES FOR A NEW UPGRADED FUEL OIL FURNACE FOR THE OFFICE BUILDING. THE RECENT FURNACE WAS INSTALLED IN 1998. THE QUOTES WERE FROM COOK'S PLUMBING AND HEATING, PHILADELPHIA AND JENKINS PLUMBING AND HEATING, GOUVERNEUR

MOTION OFFERED BY WATSON AND SECONDED BY CARPENTER TO ACCEPT THE BID FROM COOK'S PLUMBING AND HEATING, PHILADELPHIA, TO INSTALL A NEW UPGRADED FUEL OIL FURNACE WITH AIR CONDITIONING. TO BE INSTALLED IN APRIL OR MAY 2025. ALL AGREE

..RECEIVED MAIL FROM ATTORNEY BURROWS IN REGARDS TO 'STIPULATION AND ORDER OF SETTLEMENT FROM TRI-COUNTY SOLAR FUND VS TOWN OF PHILADELPHIA (SEE ATTACHED) HE IS REQUESTING A RESOLUTION, A PUBLIC HEARING AND THE PASSING OF A NEW TOWN LAW FOR THE OPTING OUT OF 'NY RPTL 487 (THIS MEANS THAT CERTAIN RENEWABLE ENERGY PROJECT ARE TAX EXEMPT AND THE DEVELOPERS MIGHT BE ABLE TO AVOID ANY OBLIGATION TO MAKE PAYMENTS TO THE TOWN UNDER PILOT PAYMENTS. OPTING OUT OF NY RPTL 487 IS AN EFFORT TO AVOID TOTAL TAX-EXEMPT STATUS. THEREFORE RESOLUTION #2025-2 WAS CREATED AND APPROVED. (SEE ATTACHED) PUBLIC HEARING IS SCHEDULED FOR WEDNESDAY, MARCH 12, 2025 AT 5:30PM

A MOTION OFFERED BY KLOCK AND SECONDED BY WATSON. A ROLL CALL VOTE: WATSON-AYE, KLOCK-AYE, GLEISNER-AYE, SANDS-AYE, CARPENTER-ABSTAINED.


..THE DOOR FROM THE COURT ROOM TO HALLWAY WAS DISCUSSED WITH SUPR SANDS AND COURT CLERK MYERS. SHE WOULD LIKE A DUTCH DOOR, THAT WOULD KEEP PATRONS OUT OF HER OFFICE. ALL AGREED.

SUPR SANDS THEN CALLED FOR AN EXECUTIVE SESSION AT 6:50PM REGARDING EMPLOYEE ISSUES.

SUPR SANDS CLOSED THE EXECUTIVE SESSION AT 7:11PM

ADJOURNMENT

A MOTION OFFERED BY CARPENTER AND SECONDED BY WATSON TO CLOSE THIS MEETING AT 7:13PM. AGREED

SUBMITTED BY,
BRENDA BROWN, TOWN CLERK 

January 20, 2025

Philadelphia Town Board

Re: Review of Justice Jenne books for year 2024.

For Justice Jenne:: Verified monthly Report Certificate to Cashbook Report. Matched Submission Log to Office State Comptroller Distribution Summary. Verified numerical order of all receipts. Deposits made by Justice in a timely manner. All monthly reports submitted to Comptroller. Fines for each month submitted. Bail or restitution deposited in a timely manner.

Justice Jenne:

Receipt books were for 01/04/24 through 12/29/2024

At random (weekly) I selected Individual Case History Report and matched fines on Receipt for Fine. I verified Submission Log for amounts. I compared monthly totals of log to total for month of receipts. Matched case # to receipt #. I verified "NYS Confirmation of Filing" of Submission Log. For 01/04/2024 through 12/29/2024 (4834 – 5024). I matched Case History Report to Monthly Submission Log.

Monthly Bank Statements and deposit slips included in Justice box. Civil cases and eviction folders included. Receipts matched to amounts listed.

Receipt #4875 for \$1,000, bail for Cook. Recorded same in bank statement in timely manner. Receipt #4889 not in April numerical order, dated 05/16 and recorded correctly in May.

Comptroller Report for February 2024 and December 2024 not available. I reviewed abstracts, and found February paid in April 2024. December's not yet sent to Town for payment.

Justice Clerk proficient in her work, and very helpful in explaining any differences. Case History reports in alphabetical order making it easier to find to verify.

If there is further information needed, or more work required, please feel free to contact me.

Respectfully submitted.



Carol Weaver

February 17, 2025
Philadelphia Town Board

Re: Town Clerk

I reviewed Town Clerk Receipt Book from 01/03/2024 through 12/30/2024 and Recycling Receipt Book from 01/02/2024 through 12/28/2024. I reviewed Town Clerk's Ledger from 01/02/2024 through 12/28/2024. Town Clerk's Receipts included: 19506-19550; 19551-60019651-700; 19701-750; 19751-798
Recycling Receipts included: 19469-500; 19601-650; 19801-818.

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 the addition of all categories to totals. July totals did not add across. I corrected the total in small bags, then added. August did not add across, stickers did not add down, corrected. September did not add across, wrong total brought forward, corrected.

I matched the 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).

Receipts from Clerk and Recycling were in numerical order for the entire year.

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

