

**TOWN OF HECTOR  
ANNUAL FINANCIAL AUDIT MEETING  
February 16, 2017**

**Members Present:**

Alvin J. White, Supervisor  
Beverly Morley, Councilwoman  
William Preston, Councilman  
Justin Boyette, Councilman  
John White, Councilman

**Others:**

Jane M. V. Ike, Clerk  
Irene VanNederynen  
Dale Jaynes, Town Justice

Absent: Michael Bergen, Councilman

Called to order at 7:00pm by Supervisor A. White, followed by Pledge of Allegiance.

**Public Comment:** None

Supervisor A. White opened the meeting with a discussion of the value that should be placed on expenditures to be classified as capital equipment; recommended \$500.

**RESOLUTION #30** – offered by J. White, seconded by B. Morley  
Resolved to set a value of \$500 for purposes of identifying capital equipment purchases.  
Ayes 5, Nays 0

Purpose of meeting was to audit the 2016 financial books and records of Department Heads.

**Justice Court** – Dale E. Jaynes, Town Justice: Audit check list reviewed and questions answered; reviewed income, expenses and court procedures.

**RESOLUTION #31** – offered by B. Preston, seconded by J. White  
Resolved to have audited and approve the books, records and reports of Town Justice Dale Jaynes for 2016 as presented. Ayes 5, Nays 0

Justice Fitzsimmons' records were reviewed and determined to be incomplete at this time; rescheduled for a tentative date of March 14, 2017 @ 5:00pm to review.

**Town Clerk:** Clerk Jane Ike presented check book records, deposits and disbursements, and monthly reports; also reviewed stats for hunting licenses, dog licenses, births, deaths, accessible parking permits, changes in revenues over last year, etc.

**RESOLUTION #32** – offered by J. Boyette, seconded by B. Preston  
Resolved to have audited and approve the books, records and reports of Town Clerk Jane Ike for 2016 as presented. Ayes 5, Nays 0

**Code Enforcement:** Clerk Jane Ike presented reports and financial records for Building Permits, Fire Inspections, Permit Renewals, Solid Fuel & Pool Installations; and total permit fees collected.

**RESOLUTION #33** – offered by A. White, seconded by B. Morley

Resolved to have audited and approve the books, records and reports presented by Town Clerk Jane Ike for Code Enforcement for 2016 as presented. Ayes 5, Nays 0

**Tax Collection:** Tax Collector Jane Ike presented tax collection records, explained processes and procedures; presented check book records, deposits, disbursements including monies paid to Supervisor and County Treasurer; amount of full payments; first installments; and delinquent bills turned over to the county in 2016.

**RESOLUTION #34** – offered by B. Preston, seconded by B. Morley

Resolved to have audited and approve the books, records and reports of Town Tax Collector Jane Ike for 2016 as presented. Ayes 5, Nays 0

**Water District Billing & Collection:** Water Collection Clerk Jane Ike presented the Water billing and collections 2016 records covering billing and collections; deposits, monthly reports; explained billing and collection procedures followed; reviewed balancing procedures with the Supervisor's Office.

**RESOLUTION #35** – offered by J. Boyette, seconded by B. Preston

Resolved to have audited and approve the books, records and reports for Water District Billing & Collection for 2016 as presented by Water Collection Clerk Jane Ike. Ayes 5, Nays 0

**Historian:** Town Historian Sandra Bradford submitted an annual report of activities for 2016.

**Town Supervisor:** Status of Supervisor's records for 2016 reviewed and discussed. Books for 2016 are closed; working on the AUD (Annual Financial Report); plan to have completed by February 28, 2017 as required.

**RESOLUTION #36** – offered by J. White, seconded by B. Morley

Resolved to have audited and approve the 2016 books, records and reports of the Town Supervisor for the Water District Fund; General Funds A & B; Highway Funds DA & DB; Fire Protection District Funds; Trumansburg Ambulance Fund; and Trust & Agency Fund for 2016 as presented by Supervisor Alvin White. Ayes 6, Nays 0

Adjourned at 7:50pm.

Respectfully submitted,

Jane M. V. Ike, Clerk