

Westmoreland Town Board
Audit/Special Meeting
January 28, 2025

The Special Meeting and Town Board Audit was called to order by Supervisor Charles Hebbard at 6:00 P.M. at the Westmoreland Town Hall, 100 Station Road, with the following Board members present; Councilpersons Burton Seymour, Kirk Donley, Randy Rundle and Peter Smith. Also present were Bookkeeper Diane Rolewicz, Town Justices Tom Hart and Keith Bowers, and Justice Court Clerk Lousie Snyder.

The Justice Court books were reviewed. Justice Bowers' bank statements and checkbook were studied, audited and signed by the Board. Justice Hart's bank statements and checkbook were studied, audited and signed by the Board. All board members agreed the court financials were correct. Justice Bowers commented that our court clerks do a great job keeping the department organized.

Councilperson Donley brings up the expected updates to the fee schedule for permits, and questions if anything can be updated in the codes book as well. The Town Justices express some thoughts on the way codes violations are processed within the court. A discussion ensues about the town's ability to penalize codes violations due to the absence of a town tax, followed by a discussion of how traffic tickets are handled within the court, and the Oneida County Traffic Diversion Program.

The Highway Fund was reviewed and discussed. The Bookkeeper explained that the Highway Fund consists of eight (8) different funds and a money market. The ending balance of each fund should match the bank statement; less any outstanding checks.

The Lighting Districts were reviewed next. The Town has three separate lighting districts that all share the same bank account. Tindall, Clark Mills and Westmoreland Lighting Districts were reviewed and signed by each Board member present as audited.

All Board members present examined the statements of the Martin Drive Sewer and the Trust and Agency and approved as audited.

The Water District consists of four (4) distinct districts and a money market account. Westmoreland Water, Tindall Consolidated Water, Spencer Settlement Water and Camelot Water Districts were all reviewed. Each District has its own checking account. The Water District Funds were approved and signed by the Board members as audited. Bookkeeper Rolewicz stated that there are still many outstanding checks due to the timing of the year-end meeting.

Supervisor Hebbard advises the board that there is an issue with the billing from City of Rome for Spencer Settlement water district. The amount of water they are charging for, is different from the amount that our residents are using, as per Mohawk Valley Water Authority.

26 A motion to was advanced by Councilperson Seymor, seconded by Councilperson Rundle to authorize moving funds from the General Fund to cover Spencer Settlement Water Fund if necessary. All Board members voted AYE and Supervisor Hebbard declared the motion carried.

The General Fund was audited and signed.

The Cemetery Trust Funds were audited, Trust and Agency were also audited and signed. A small discussion took place regarding the money in the trust fund accounts.

The Town Clerk's report and financial statements were reviewed. Each Board member present signed the minutes book as audited and approved.

27 A motion to was advanced by Councilperson Donley, seconded by Councilperson Rundle that all funds for the Town of Westmoreland have been audited by the Town Board and found to be satisfactory. All Board members voted AYE and Supervisor Hebbard declared the motion carried.

28 There being no other business to discuss, a motion was advanced by Councilperson Rundle, seconded by Councilperson Smith to adjourn this meeting. All Board members voted AYE and the Supervisor declared the motion carried and adjourned this meeting at 7:15 PM.

Respectfully submitted,
Anna C. Storey
Town Clerk