

## WEST SENECA INTERNAL AUDIT COMMITTEE

MEETING MINUTES for June 15<sup>th</sup> 6PM Meeting

Meeting Location: West Seneca Senior Center 4620 Seneca St. West Seneca NY 14224

The meeting is called to order at 6PM

COMMITTEE MEMBERS PRESENT Chairman William Bauer, Secretary Jeffrey Piekarec Member Elena Osmanski, Member Robin Stolinski

COMMITTEE MEMBERS ABSENT: Thomas Robertson Jr

- Review and approval of May meeting minutes: Motion by a Bauer, Second by Stolinski to approve the minutes from the May Meeting.

AYES

NOES

BAUER

STOLINSKI

PIEKAREC

OSMANSI

Motion approved 4-0

- New Committee Member Elena Osmanski introduced herself to the committee, describing her professional and educational experience, as well as her eagerness to serve the town of West Seneca. Committee Members then introduced themselves before giving an overview of what the committee has been working on since its inception in December.
- Review and commenting on financial data received from the Finance Department concerning Modern Disposal. Committee members continued to review data from – sanitation and recycling invoices/data. Committee discussed tonnage used on each route/day as they continued to look for possible efficiencies in the sanitation recycling operations. Committee members expressed some interest inviting the highway superintendent to a future meeting to discuss this further. Committee members continued to express their wish that the highway/sanitation department develop a map or lists of current street routes that each sanitation truck goes down each day. Some committee members remain surprised that no map/list currently exists within the department. There was some brief discussion on the possibility of purchasing/installing GPS systems in some or all town vehicle/equipment to help track the routes/locations. This would have to be researched further in terms of cost, legalities, and operating procedures before deciding on whether or not a formal recommendation should be made.

- Committee members expressed some interest in possibly having the independent auditors appear before a future meeting to discuss their findings/report. Chairman Bauer stated that he will reach out to them.
- Reading of public comments: There were no members of the public who wished to speak at this meeting.
- Next Meeting Tuesday: July 13<sup>th</sup> at 6PM in the small conference room in the CCL on Union Rd.

Motion to Adjourn the meeting at 6:54PM By Chairman Bauer, Seconded by Stolinski

Ayes

Noes

Bauer

Piekarec

Stolinski

Osmanski

Motion Passed 4-0

Minutes Prepared by

*Jeffrey Piekarec*

Internal Audit Committee Secretary