



Resolution No. 69, 2025

Council Member Jeffers presented the following Resolution and moved its adoption:

**AUTHORIZING THE COMMON COUNCIL TO TAKE LEGAL AND
ADMINISTRATIVE ACTIONS TO PRESERVE EVIDENCE AND INVESTIGATE
ALLEGED MISCONDUCT BY THE CITY TREASURER**

WHEREAS, the Common Council has been made aware of allegations involving potential financial misconduct and misappropriation of public funds by the duly elected City Treasurer; and

WHEREAS, the integrity of the City's financial operations and public trust in its officials are of paramount importance to the effective governance of the City; and

WHEREAS, the Common Council has a responsibility to ensure the preservation of all records, communications, and documents that may be relevant to any investigation or legal proceeding related to such allegations; and

WHEREAS, once the Treasurer is removed from all City financial accounts, it is necessary for the Mayor to have the authority to designate and authorize additional individuals as signatories at the City's financial institutions in order to ensure continuity of operations and the conduct of day-to-day business; and

WHEREAS, it is prudent and in the public interest to authorize legal counsel, including the City Attorney and/or any retained outside legal counsel, to issue a preservation letter and to take all necessary actions to ensure that no relevant evidence is destroyed, altered, or otherwise made unavailable.

NOW, THEREFORE, BE IT

RESOLVED, that the Common Council hereby authorizes and directs legal counsel to issue a formal litigation hold/preservation letter to the City Treasurer and any other appropriate persons or departments, requiring the preservation of all documents, electronic communications, and records relating to the handling of city funds during the Treasurer's tenure; and be it further

RESOLVED, that the Common Council authorizes the City Attorney and/or retained legal counsel to take any and all actions necessary to protect the City's interests, including but not limited to supporting any legal proceedings for investigation, removal, or recovery of public funds, as may be deemed appropriate; and be it further

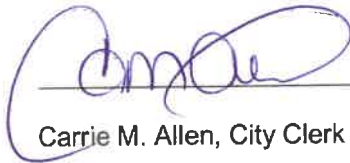
RESOLVED, that upon the removal of the Treasurer from all City financial accounts, the Mayor is authorized to designate and authorize additional individuals as signatories at the City's financial institutions as necessary to conduct the day-to-day business of the City; and be it further

RESOLVED, that a certified copy of this resolution shall be provided to the City Treasurer, City Attorney and any investigative authorities as needed.

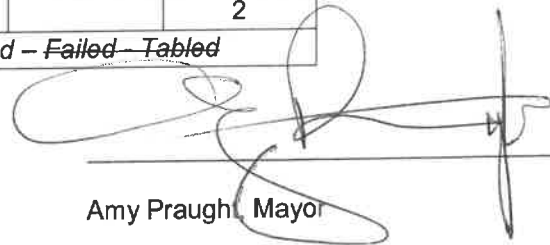
Seconded by Council Member: Parker

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ward 2 – Council Member Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ward 3 – Council Member Parker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3			2
RESULT	<i>Passed – Failed – Tabled</i>			



 Carrie M. Allen, City Clerk



 Amy Praught, Mayor



Resolution No. 70, 2025

Council Member Parker presented the following Resolution and moved its adoption:

AUTHORIZE CONSULTING SERVICES AGREEMENT WITH RBT PUBLIC ACCOUNTANTS

WHEREAS, the City of Johnstown is in need of a qualified, independent, certified public account to balance the City's financials; and

WHEREAS, RBT Public Accountants will provide consulting services for the completion of bank reconciliation, creation of supporting schedules, internal control review and other financial analysis pertaining to the City's fiscal years ended December 31, 2024 and 2025.

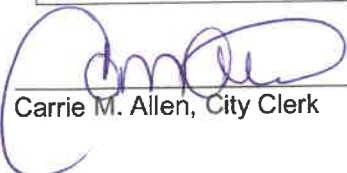
NOW, THEREFORE, BE IT

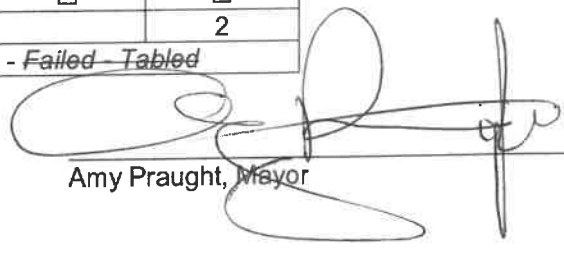
RESOLVED, that the Common Council hereby authorizes and directs RBT Certified Public Accounts to balance the City's financials for year ending December 31, 2024 and 2025, at their discounted hourly rate, attached hereto and in accordance with the terms of said agreement.

Seconded by Council Member: Spritzer

I, the undersigned, attest that the foregoing Resolution was adopted and passed by the Common Council of the City of Johnstown, on this date by the following:

	Yes	No	Abstain	Absent
Ward 1 – Council Member Hayner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ward 2 – Council Member Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ward 3 – Council Member Parker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ward 4 – Council Member Spritzer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member-at-Large Jeffers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESULT	3			2
	<i>Passed - Failed - Tabled</i>			


Carrie M. Allen, City Clerk


Amy Praught, Mayor



LIMITED LIABILITY PARTNERSHIP
CERTIFIED PUBLIC ACCOUNTANTS BUSINESS DEVELOPMENT CONSULTANTS

August 18, 2025

City of Johnstown
PO Box 160
33-41 East Main Street
Johnstown, NY 12095

Attention Amy Praught, Mayor

We are pleased to confirm our understanding of the nature and limitations of certain services we are to provide for the City of Johnstown, New York (the "City").

We will provide consulting services to the City including but not limited to assistance with the completion of bank reconciliations, creation of supporting schedules, internal control review and other financial analysis pertaining to the City's fiscal years ended December 31, 2024 and 2025, on an as needed basis.

You are responsible for the criteria of the services described above as well as determining that such criteria are appropriate for your purposes. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, and/or experience to oversee our non-attest services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them. We understand that you will provide us with the information required for any analysis and that you are responsible for the accuracy and completeness of that information.

Shannon M. Mannese, CPA, CFE and Michael A. Torchia Jr, CPA, CVA are the engagement partners and are responsible for supervising the engagement.

The services provided under the terms of this engagement are provided under the direction and supervision of the City. This engagement cannot be relied upon to disclose errors, fraud, or illegal acts that may exist. However, we will inform the appropriate level of management of any material errors that come to our attention and any fraud or illegal acts that come to our attention, unless they are clearly inconsequential. In addition, we have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal control as part of this engagement.

We will perform these services at a mutually agreed-upon time from the date of this letter through December 31, 2025. Our fees will be billed at our discounted hourly rates. The fee estimate is based on time spent at our discounted hourly rates and on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during fieldwork. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, if we elect to terminate our services, our engagement will be deemed to have been completed upon thirty days written notification of termination, even if we have not completed our work. You will be obligated to compensate us for all time expended.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Michael A. Torchia Jr., CPA, CVA

Partner

RESPONSE:

This letter correctly sets forth the understanding of the City of Johnstown, New York:

By: 
Title: Partner
Date: 8/18/25

Discounted Hourly Rates	2025
Partner	\$412
Quality Control	\$412
Manager	\$374
Supervisor	\$335
Senior Accountant	\$289
In-Charge Accountant	\$217
Associate Accountant	\$183
Administrative Assistant	\$170