

A G E N D A
FINANCE COMMITTEE
FEBRUARY 10, 2009

- 1) Request for Transfer of Funds attached for Committee approval. Supervisory Committee approval has been obtained as necessary.
- 2) **Referral from the County Treasurer:**
Request for a new contract with The Bonadio Group for the Annual Single Audit, commencing March 1, 2010 and terminating December 31, 2012 (with a three year renewal option available), for a lump sum amount of \$37,000 for 2009; \$38,000 for 2010; and \$39,000 for 2011.
- 3) **Referral from the County Clerk-Motor Vehicles Committee:**
Amending the 2010 County budget to increase estimated revenues and appropriations in the amount of \$32,852 to reflect receipt of unused funds from the 2009 Budget for LGRMIF awarded for 2009-2010.
- 4) **Referral from the County Facilities Committee:**
Amending the 2010 County budget to increase estimated revenues and appropriations in the amount of \$8,925 to reflect receipt of insurance recovery.
- 5) **Referral from the Health Services Committee:**
Westmount Health Facility:
Amending the 2010 County budget to increase estimated revenues and appropriations in the amount of \$3,000 to reflect amendments to the Unrestricted Fund Balance.
- 6) **Referrals from the Public Safety Committee:**
Office of Emergency Services:
 - A) Amending the 2010 County budget to increase estimated revenues and appropriations in the amount of \$109,500 to reflect receipt of Homeland Security grant funds.**Sheriff & Communications:**
 - B) Amending the 2010 County budget to increase estimated revenues and appropriations in the amount of \$43,384 to reflect receipt of revenues from the 2008-2011 Wireless 911 Reimbursement Program.
 - C) Request for a new contract with Business Electronics, Inc. to provide maintenance on the Verint Audiolog Recorder within the 911 Communications Center for a one time payment of \$9,200, commencing January 1, 2010 and terminating December 31, 2012.
- 7) **Referrals from the Public Works Committee:**
Airport:
 - A) Review of the justification provided by Don DeGraw, Airport Manager, regarding the need to purchase a snow blower and fire truck. Please note: the request was tabled by the Public Works Committee pending additional information.

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- B)** Authorizing the submission of a grant application to the FAA (Federal Aviation Administration) to purchase a single engine self propelled airport snow blower to replace the existing 1979 airport snow blower, in the amount of \$450,000, with a local share not to exceed \$11,250.
 - C)** Authorizing the submission of a grant application to the FAA to purchase a 1500 gallon capacity Airport fire truck, to replace the existing 100 gallon capacity 1992 airport fire truck, in the amount of \$850,000, with a local share not to exceed \$21,250.
 - D)** Authorizing the submission of a grant application to the FAA to have surface painted holding position markings and other mandatory pavement markings designed and installed, as required, by C&S Engineers and a painting contractor, in the amount of \$40,000, with a local share not to exceed \$1,000.
 - E)** Authorizing the issuance of a serial bond in the amount of \$782,000 for the local share for 2010 Capital Projects, said funds were removed from the 2010 Budget to be bonded.
- Parks, Recreation & Railroad:**
- F)** Amending the 2010 County budget to increase estimated revenues and appropriations in the amount of \$1,200 to reflect receipt of the Charles R. Wood grant award for the purpose of purchasing a watershed diorama for program presentation at the Up Yonda Farm.
 - G)** Amending the 2010 County budget to increase estimated revenues and appropriations in the amount of \$20,000 to reflect receipt of the Town of Bolton donation.
 - H)** Amending the 2010 County budget to increase estimated revenues and appropriations in the amount of \$60,368 to reflect receipt of 70% of State Snowmobile grant funds.
- 8)** Request to adopt the 2010 Purchasing Policy.
 - 9)** Paul Dusek, County Attorney, has requested to permission to address the Committee regarding the following:
 - A)** this year's foreclosure;
 - B)** mileage reimbursement for volunteers;
 - C)** request for the re-adoption of the resolution approving the contract with the APA (Adirondack Park Agency) Review Board.
 - 10)** Finance Committee action is required on the following items as approved by the Personnel Committee: Item Nos. 3C, 5A, 5B, 6A and 6B.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Administrative & Fiscal Services
Name of Department

SIGNED:  **DATE:** 2/2/10

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1910 418	Unallocated Insurance	A.5610 418	General Liability	20,000
A.1910 418	Unallocated Insurance	D.1910 418	Unallocated Insurance	23,400
A.3010 418	General Liability	D.1910 418	Unallocated Insurance	16,000
A.4010 418	General Liability	D.1910 418	Unallocated Insurance	13,500
DM.1910 418	Unallocated Insurance	D.1910 418	Unallocated Insurance	5,600

Sample: A.4018.0020 110 Preventive Program – Family Health – Salaries – Regular \$xxx.xx

Please state reason for transfers requested: **To adjust departmental budgets to reflect actual insurance premium.**

***Please note: All amounts must be in whole dollars – no cents.**

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Employment and Training
Name of Department

SIGNED:



DATE: 1/29/10

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
40 6293.0346 433	WIA DW Stim - Training-Client	40 6293.0346 110	WIA DW Stim - Salaries-Regular	\$ 18,000
40 6293.0346 433	WIA DW Stim - Training-Client	40 6293.0346 810	WIA DW Stim - Retirement	\$ 2,000
40 6293.0346 433	WIA DW Stim - Training-Client	40 6293.0346 830	WIA DW Stim - Social Security	\$ 2,000
40 6293.0346 433	WIA DW Stim - Training-Client	40 6293.0346 860	WIA DW Stim - Hospitalization	\$ 3,000
40 6293.0348 470	WIA Admin Stim - Contract	40 6293.0348 110	WIA Admin Stim - Salaries-Regular	\$ 10,000
40 6293.0348 470	WIA Admin Stim - Contract	40 6293.0348 810	WIA Admin Stim - Retirement	\$ 1,000
40 6293.0348 470	WIA Admin Stim - Contract	40 6293.0348 830	WIA Admin Stim - Social Security	\$ 1,000
40 6293.0348 470	WIA Admin Stim - Contract	40 6293.0348 860	WIA Admin Stim - Hospitalization	\$ 2,000

Please state reason for transfers requested: To align budget with planned expenditures.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: IOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Youth Bureau
Name of Department

SIGNED: Margaret King Smith DATE: January 29, 2010

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.7312 470	Contract	A.7312 445	Foods	\$200.00

Please state reason for transfers requested:

This budget is 100% state-funded. We received 2010 state funding amounts two weeks ago. The budget line items were estimated for the county budget process. Funds will be used for the 2010 Youth Leadership Summit at Adirondack Community College on March 17, 2010.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: G. Todd Lunt , Warren County Human Resource Dept.
Name of Department

SIGNED: **DATE:** 2/10/2010

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
9060 – 860	Benefits	1435 – 470	Contracts	\$25,000

Sample: A.4018.0020 110 Preventive Program – Family Health – Salaries – Regular \$xxx.xx

Please state reason for transfers requested: This will be utilized to pay for the administration of the HRA with EBS-RMSCO that we entered into in based on board resolution 752 of 2009. This amount was part of the 2010 projected health insurance calculation.

*Please note: All amounts must be in whole dollars – no cents.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Treasurer

DATE: February 3, 2010

- (a) Is this a Result of a Bid or Request for Proposal? RFP - WC 101-09
- (b) Purpose of Contract: Annual Single Audit
- (c) Name of Contractor: The Bonadio Group (the low bidder)
- (d) Address of Contractor: 6 Wembley Court, Albany, NY 12205
- (e) Contractor's Contact Person and Telephone Number: Alan Walther, 518-464-4080
- (f) Has or will the Contract be provided, if so, please attach: Will provide
- (g) Commencement Date of Contract: 3/1/10
- (h) Termination Date of Contract: 12/31/2012 (we have 3 year renewal option to 12/31/2015)
- (i) Payment Provisions:
- | | | |
|----|-----------------|-----------------------|
| i) | lump sum amount | \$37,000 - 2009 audit |
| | | \$38,000 - 2010 audit |
| | | \$39,000 - 2011 audit |
| | 3 year renewal | \$40,500 - 2012 audit |
| | | \$42,000 - 2013 audit |
| | | \$44,000 - 2014 audit |
- ii) hourly rate amount
- iii) total amount not to exceed
- iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. Upon Completion

- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount: A.1325 470 Treasurer - Contract \$37,000

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Records Management Project

DATE: 1/26/2010

(a) Purpose of Amendment: To amend 2010 budget to accept unused funds from 2009 Warren Co. Budget for LGRMIF awarded to Warren County for 2009-2010 cycle. Delayed use until receipt of payment.

(b) Appropriation Code (with title), Object Code (with title) and Amount:

A.1460.130	Records Management Project	\$ 8,750
A. 1460.425	Reproduction	23,432
A.1460.830	Social Security	543
A.1460.831	Medicare	127
TOTAL:		\$ 32,852

(c) Revenue Code (with title), and Amount: Records Mgt A. 3060 \$ 32,852

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

*If this is the result of a grant award, also complete and submit
Form No. 5 or 6

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 1/26/10

(a) Purpose of Amendment: SIGN REPLACEMENT - MUNICIPAL CENTER

(b) Appropriation Code (with title), Object Code (with title) and Amount: A. 1620.413 BUILDING MAINTENANCE & REPAIR

(c) Revenue Code (with title), and Amount: A. 1620.2680 INSURANCE RECOVERY

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: WESTMOUNT HEALTH FACILITY

DATE: January 22, 2010

- (a) Purpose of Amendment: Request to Amend 2010 Administrative Contracted Services Appropriations by Amending the Unrestricted Fund Balance.

- (b) Appropriation Code (with title), Object Code (with title) and Amount: EF.83500.6822 470 \$4,000.00 Westmount, Administrative Services, Contracted Services.

- (c) Revenue Code (with title), and Amount: EF.229000 909.00 Westmount, Unrestricted Fund Balance \$4,000.00

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Office of Emergency Services

DATE: February 19, 2010

- (a) Purpose of Amendment: Increase both sides of budget

- (b) Appropriation Code, Object Code, Full Title and Amount: A.3645 Homeland Security .130 - Part-Time Salary - \$1,375; .250 - Technical Equipment - \$82,125; .444 Education - \$6,000; .470 - Contract - \$20,000

Sample: A.1010 470 Legislative Board – Contract

- (c) Revenue Code (with title), and Amount: A.3645 3306 Homeland Security - State Aid - \$109,500

Sample: A. 6417.2654 Tourism Occupancy – Minor Sales – Tourism

*Please note all amount must be in whole dollars – no cents.

RESOLUTION REQUEST FORM NO. 7
Request to Amend County Budget*

*If this is the result of a grant award, complete and submit Form No. 5 or 6

DEPARTMENT NAME: Sheriff's Office

DATE: January 25, 2010

(a) Purpose of Amendment: To move money received as revenues from the following 2008-2011 Wireless 911 Reimbursement Program (Reso 696-2008)

(b) Appropriation Code (with title), Object Code (with title) and Amount:

Program Title	Appropriations & Object	Code Title	Amount
911 Reimbursement	A.3020 470	Sheriff's 911 Center - Contracts	\$11,000.00
911 Reimbursement	A.3020 423	Sheriff's 911 Center - Telephone	\$32,384.00

(c) Revenue Code (with title), and Amount: A.3110.3384 – Sheriff's Law Enforcement Other Sheriff's State Aid, \$43,384.00.

RESOLUTION REQUEST FORM NO. 3
Request for New Contract

DEPARTMENT NAME: **Sheriff's Office**

DATE: **January 25, 2010**

- (a) Is this a Result of a Bid or Request for Proposal? **Quotes**
- (b) Purpose of Contract: **Allow the Warren County Sheriff's Office to contract with Business Electronics, Inc. to provide maintenance on the Verint Audiolog Recorder within the 911 Communications Center.**
- (c) Name of Contractor: **Business Electronics, Inc.**
- (d) Address of Contractor: **1701 Highland Ave Cheshire, CT 06410**
- (e) Contact Person & Telephone No.: **Brad Larkin, 203-272-5336**
- (f) Has or will the Contract be provided, if so, please attach: **Provided to the County Attorneys Office.**
- (g) Commencement Date of Contract: **January 1, 2010**
- (h) Termination Date of Contract: **December 31, 2012**
- (i) Payment Provisions: **One time payment of \$9,200 due on execution of contract**
- (j) Where are the Funds?: **Sheriff's 911 Center, A. 3020 470 Contracts**

Notes:

**Quotes were returned from Business Electronic Inc, and Continuum Systems.
Quotes were not returned from Carousel, Avaya**

Previous Reso 589-2006

Airport Fire Truck Justification Sheet Year 2010

Current Truck Specs -	<ol style="list-style-type: none"> 1. 1992 Rapid Response Truck 2. 100 Gallons of pre-mixed foam/water 3. 500 lbs Dry Chemical 4. Unable to train without dispersing large amounts of expensive agents (not reimbursable) 5. Minimal tools on board 6. Well past 12-15 year normal life expectancy
Proposed New Truck Specs	<ol style="list-style-type: none"> 1. 1500 gallons of water 2. 200 gallons of foam 3. 500 lbs dry chemical 4. Able to train using water only 5. Ability to dispense 6000 gallons foam and water (3%) 6. Fully equipped with hand tools, lights, etc
ARFF Proximity Gear	<ol style="list-style-type: none"> 1. Each outfit is about \$3500 2. We need two outfits for training and use - \$7000 3. Outfits need replacement every 2-5 years 4. The truck comes with three new outfits worth \$10,500
SCBA	<ol style="list-style-type: none"> 1. Current gear is old and in need of replacement in coming years. 2. New Truck comes with three new SCBA packs, @ \$5000 each worth \$15,000 (+ -)
New FAA Regulations	<ol style="list-style-type: none"> 1. Current truck will limit air carrier aircraft using the airport to only 90' in length, if proposed ICAO standards come into effect. 2. New truck will meet ICAO standards allowing aircraft up to 126' in length to use the airport.
FAA Safety Recommendations	<ol style="list-style-type: none"> 1. For two consecutive years, the airports FAA Certification Safety Inspector has written recommendations to replace current truck with the purchase an Index B fire truck and associated gear. 2. In my opinion, in the event of a large accident the current truck would not be able to handle the situation and could put the county at risk of liability.
Community Support	<ol style="list-style-type: none"> 1. The new truck would be available to respond to unusual emergencies in the community and would have capabilities far exceeding current fire dept. equipment for foam and dry chemical discharge.
Cost	<ul style="list-style-type: none"> • County Share for purchase \$15,000 - \$21,000 (+ -) • Estimated Selling price of current truck \$10,000 - \$20,000 (+ -)

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RECOMMENDATIONS/COMMENTS
AIRPORT CERTIFICATION INSPECTION - 2009
FLOYD BENNETT MEMORIAL AIRPORT
12/16-17/08

The following recommendations/comments are provided as a result of the Airport Certification Inspection.

1. The 1992 ARFF vehicle is beyond its 12-15 year normal life expectancy. The vehicle should be replaced with a new vehicle including all new associated equipment. A vehicle meeting the requirements of at least an Index B airport should be considered for future development and planning. New protective clothing, SCBA breathing apparatus, and other equipment needed for ARFF personnel to perform their duties should also be included in the request for a new vehicle. A new digital Refractometer for AFFF testing should also be included. Contact the NYADO for funding availability.
2. The 1987 self-propelled snow broom is well beyond its normal life expectancy. The snow broom should be replaced. Contact the NYADO for funding availability.

RECOMMENDATIONS/COMMENTS
AIRPORT CERTIFICATION INSPECTION - 2010
FLOYD BENNETT MEMORIAL AIRPORT
1/12-13/10

The following recommendations/comments are provided as a result of the Airport Certification Inspection.

1. Enhanced taxiway centerline and surface painted runway holding position markings have been recently adopted as a requirement for all Part 139 certificated airports. The enhanced taxiway centerline markings have been painted. The surface painted runway holding position markings must be painted by December 31, 2010. The ACM Signage and Marking Plan, has been updated to include the markings and is currently under review. Contact the NYADO for funding availability for meeting this paint marking requirement by December 31, 2010.
2. The 1992 ARFF vehicle is beyond its 12-15 year normal life expectancy. The vehicle should be replaced with a new vehicle including all new associated equipment. A vehicle meeting the requirements of at least an Index B containing at least 1500 gallons of water and 450 lbs. of dry chemical should be considered for future development and planning since there is only minimal sized ARFF equipment available locally. New protective clothing, SCBA breathing apparatus,

and other equipment needed for ARFF personnel to perform their duties should also be included in the request for a new vehicle. Contact the NYADO for funding availability.

3. The 1979 Sicard Snow Blast self-propelled snow blower is well beyond its 12-15 year normal life expectancy. The vehicle currently has major problems and has been out of service for over a month due to parts availability. The snow broom should be replaced. Contact the NYADO for funding availability.

4. The 1987 Sweepster self-propelled snow broom is well beyond its 12-15 year normal life expectancy. The snow broom should be replaced. Contact the NYADO for funding availability.

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: DPW

DATE: February 3, 2010

- (a) Purpose of Grant: Authorizing the Chairman of the Board of Supervisors, in applying for and executing an grant agreement with the FAA, to purchase a single engine self propelled airport snow blower, to replace the existing 1979 airport snow blower.

- (b) Name of Grantor: FAA-AIP / NYS DOT

- (c) Address of Contractor: FAA - ADO, 600 Old County Road, Suite 446, Garden City, NY 11530 & NYS - DOT Albany

- (d) Grantor's Contact Person and Telephone Number: John Dermody, Manager 516-227-3803

- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? n/a

- (f) Effective Date of Grant: n/a

- (g) Termination Date of Grant: n/a

- (h) Total Dollar Amount Involved (not to exceed): \$450,000 total with a (not to exceed) \$11,250 County share.

- (i) Deadline to Submit Grant Application and/or Grant Agreement: February 26, 2010 .

- (j) Is a Budget amendment required? no If yes, also complete and submit Form No. 7.

- (k) Are the funds to go into a Capital Project or Capital Reserve Project? TBD If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.

- (i) Is a Local Share Required? yes If Yes, Where are the Funds? List Budget Code (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount: Transfers Capital Project - A9950 910, (95% Federal \$427,5000 & 2.5% State \$11,250 & 2.5% Local \$11,250)

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: DPW

DATE: February 3, 2010

- (a) Purpose of Grant: Authorizing the Chairman of the Board of Supervisors, in applying for and executing an grant agreement with the FAA, to purchase a 1500 gallon capacity Airport fire truck, to replace the existing 100 gallon capacity 1992 airport fire truck.
- (b) Name of Grantor: FAA-AIP / NYS DOT
- (c) Address of Contractor: FAA - ADO, 600 Old County Road, Suite 446, Garden City, NY 11530 & NYS - DOT Albany
- (d) Grantor's Contact Person and Telephone Number: John Dermody, Manager 516-227-3803
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? n/a
- (f) Effective Date of Grant: n/a
- (g) Termination Date of Grant: n/a
- (h) Total Dollar Amount Involved (not to exceed): \$850,000 total with a (not to exceed) \$21,250 County share.
- (i) Deadline to Submit Grant Application and/or Grant Agreement: February 26, 2010 .
- (j) Is a Budget amendment required? no If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? yes If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.

- (i) Is a Local Share Required? yes If Yes, Where are the Funds? List Budget Code (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount: Transfers Capital Project - A9950 910, (95% Federal \$807,500 & 2.5% State \$21,250 & 2.5% Local \$21,250)

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: DPW

DATE: February 3, 2010

- (a) Purpose of Grant: Authorizing the Chairman of the Board of Supervisors, in applying for and executing an grant agreement with the FAA, to have surface painted holding position markings and other mandatory pavement markings designed and installed, as required, by a C & S Engineers and a painting contractor.
- (b) Name of Grantor: FAA-AIP / NYS DOT
- (c) Address of Contractor: FAA - ADO, 600 Old County Road, Suite 446, Garden City, NY 11530 & NYS - DOT Albany
- (d) Grantor's Contact Person and Telephone Number: John Dermody, Manager 516-227-3803
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? n/a
- (f) Effective Date of Grant: n/a
- (g) Termination Date of Grant: n/a
- (h) Total Dollar Amount Involved (not to exceed): \$40,000 total with a (not to exceed) \$1000 County share.
- (i) Deadline to Submit Grant Application and/or Grant Agreement: March 25, 2010 for grant execution.
- (j) Is a Budget amendment required? no If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? yes If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.

- (i) Is a Local Share Required? yes If Yes, Where are the Funds? List Budget Code (with title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: A5610, (95% Federal \$38,000 & 2.5% State \$1000 & 2.5% Local \$1000)

CAPITAL PROJECT LIST - FEDERAL / STATE AID
2010 BUDGET

	<u>2010 County Share</u>
CORINTH ROAD (H.199-9550-280)	\$ 292,000.00
LAKE GEORGE BASIN SEWER (H.166-9550-280)	\$ 0
PADANARUM ROAD BRIDGE (H.257.9550.280)	\$ 0
GRIST MILL ROAD BRIDGE (H.259.9550.280)	\$ 0
TANNERY ROAD BRIDGE (H.258.9550.280)	\$ 0
BEACH ROAD RECONSTRUCTION (H.277.9550.280)	\$ 0
HARRINGTON ROAD BRIDGE OVER MILL CREEK (H.272.9550.280)	\$ 181,000.00
STORMWATER - LAKE GEORGE (NUMBER TO BE ASSIGNED)	\$ 0
ALDER BROOK BRIDGE (H.260-9550-280)	\$ 214,000.00
FUEL FARMS (H.159-9550-280)	\$ 0
MIDDLETON BRIDGE (H.278.9550.280)	\$ 40,000.00
MILTON ST. BRIDGE (H.214.9550.280)	\$ 0
AIRPORT PROJECTS	<u>\$ 55,000.00</u>
TOTAL	\$ 782,000.00
BRIDGE MAINTENANCE RESERVE FUND	\$ 0

Floyd Bennett Memorial Airport 2009 Annual Budget Request

July 1, 2009 Version Updated August 24, 2009

Airport Capital Improvement Program
FAA Grant Program
Airport Capital Reserve Fund (A9950)

Year 2010

Federal \$ -

Project Description	Total \$	County \$
Snow removal equipment - sweeper	\$450,000	2.5% = \$11,250
Fire Fighting equipment- New ARFF Truck	\$850,000 <i>1,000,000</i>	2.5% = \$21,250
PAPI Installation Rwy 12-30 (navigational aids)	\$300,000	2.5% = \$7,500
Rwy 1/19 Extension - Design, Mitigation and Permitting	\$500,000	2.5% = \$12,500
Land Easement - Forest Enterprises Parcel	\$100,000	2.5% = \$2,500
Total CIP \$	\$2.2 Million	
Total County Share \$		\$55,000

State Projects to be applied for: 90% -State 10% Local

Ramp Design & Construction	\$1.1 Million	10%= \$110,000
Ramp Bridge	\$300,000	10%= \$30,000
Total County Share \$		\$140,000

eliminate

**Total County Share of Federal & State Grants =
\$195,000**

#4

RESOLUTION REQUEST FORM NO. 7

*Request to Amend County Budget**

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Parks and Recreation

DATE: 01/26/10

(a) Purpose of Amendment:

Amend Up Yonda 2010 budget to reflect the Charles R. Wood grant award of \$1,200.00 for the purpose of purchasing a watershed diorama for program presentation.

(b) Appropriation Code (with title), Object Code (with title) and Amount:

Increase code: A.7111.2706/ donations by \$1,200.00 .

(c) Revenue Code (with title), and Amount:

Increase code: A.7111.410 / supplies by \$1,200.00 .

Note: In 2009 the grant amount of \$1,200.00 was deposited into Deferred Revenue code A.691.

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Parks and Recreation

DATE: 01/26/10

(a) Purpose of Amendment:

Amend 2010 budget to reflect the Town of Bolton donation of \$20,000.00.

(b) Appropriation Code (with title), Object Code (with title) and Amount:

Increase codes:	A.7111.0198.410	supplies	\$ 1,500.00
	A.7111.0198.424	postage	\$ 600.00
	A.7111.0198.436	advertise fees	\$ 2,300.00
	A.7111.0198.439	misc. fees	\$ 450.00
	A.7111.0198.445	foods	\$ 2,450.00
	A.7111.0198.470	contract	\$ 2,700.00

Increase codes:	A.7111.0197.130	salaries/PT	\$ 1,500.00
	A.7111.0197.410	supplies	\$ 4,000.00
	A.7111.0197.424	postage	\$ 1,000.00
	A.7111.0197.436	advertising fees	\$ 1,000.00
	A.7111.0197.439	misc. fees	\$ 2,500.00

(c) Revenue Code (with title), and Amount:

- Increase code: A.7111.0197.2002 - \$10,000.00 (Bolton Support)
- Increase code: A.7111.0198.2002 - \$10,000.00 (Bolton Bed Tax)

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Parks and Recreation

DATE: 01/26/10

(a) Purpose of Amendment:

Amend 2010 budget to reflect State snowmobile grant funds 70% payment.

(b) Appropriation Code (with title), Object Code (with title) and Amount:

Increase Expense Code A.7112.470 Snowmobile Grant-Contract to \$60,368.00.

(c) Revenue Code (with title), and Amount:

Increase Revenue Code A.7112 / 3889 Parks & Recreation Other \$60,368.00

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Purchasing

DATE: February 10, 2010

- (a) Purpose of Request: Proposing adoption of 2010 Purchasing Policy

- (b) Details: The Purchasing Policy has been updated to include previous amendments and changes in State Law. Additionally, many items of clarification have been addressed that were not previously in the policy.

- (c) Previous Resolution Number: 333 of 2000, 225 of 2002

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

A G E N D A
PERSONNEL COMMITTEE
FEBRUARY 10, 2010

- 1) **Referrals from the County Clerk-Motor vehicles Committee:**
 - A) Request to fill the vacant position of Recording Clerk, base salary of \$28,532, Grade 7, Employee No. 10875, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - B) Request to fill the vacant position of Senior Recording Clerk, base salary of \$31,957, Grade 10, Employee No. 9755, due to retirement. The Notice of Intent to Fill Vacant Position is attached.
 - C) Request to fill the vacant position of Assistant Records Manager, base salary of \$29,710, Grade 8, Employee No. 10044, due to promotion. The Notice of Intent to Fill Vacant Position is attached.

- 2) **Referral from the County Facilities Committee:**

Request to fill the vacant position of Cleaner, base salary of \$23,298, Grade 2, due to retirement. The Notice of Intent to Fill Vacant Position is attached.

- 3) **Referrals from the Health Services Committee:**

Health Services:

 - A) Authorizing Patricia Belden, Public Health Nurse, to enroll in a job related course entitled "Introduction to Family & Community Health" at the Albany School of Public Health. Please note: Ms. Belden has received a full scholarship for the courses and is only requesting reimbursement for the necessary books.

Westmount Health Facilities:

 - B) Request to fill the vacant position of Leisure Time Activity Aide, base salary of \$14,034 plus shift differential, Employee No. 10827, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - C) Reclassifying the position of Assistant Director of Nursing, base salary of \$48,701 to the position of MDS (Minimum Data Set) Coordinator, base salary of \$48,701, due to the restructuring of responsibilities; thereby amending the Department's Table of Organization.

Countryside Adult Home:

 - D) Request to fill the vacant position of Director, base salary of \$55,275, Employee No. 10872, due to resignation. The Notice of Intent to Fill Vacant Position is attached. *Please note: A copy of the job description is attached for review.*
 - E) Discussion regarding Committee restructuring of Countryside Adult Home from Health Services to Social Services.

4) Referrals from the Human Services Committee:**Office for the Aging:**

- A) Request to fill the vacant position of Director, base salary of \$52,000, Employee No. 1258, due to retirement. The Notice of Intent to Fill Vacant Position is attached.
- B) Request to fill the part-time position of Food Service Helper, 35 hours per week, base salary of \$23,298 (pro-rated to 35 hours), Grade 2, Employee No. 10355, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
- C) Request to fill the part-time position of Food Service Helper, 30 hours per week, base salary of \$23,298 (pro-rated to 30 hours), Grade 2, Employee No. 11264, due to promotion. The Notice of Intent to Fill Vacant Position is attached.

5) Referrals from the Public Works Committee:**DPW:**

- A) Decreasing the salary of the Deputy Superintendent from the former base salary of \$11,891 to the current base salary of \$0 to reflect the position in the Salary Schedule as unfunded; thereby amending the Department's Table of Organization.
- B) Creating the position of Deputy Superintendent of Operations, base salary of \$69,894 and deleting the position of Highway Manager, base salary of \$55,303; thereby amending the Department's Table of Organization.
- C) Request to fill the vacant position of Deputy Superintendent of Operations, base salary of \$69,894, due to creation. The Notice of Intent to Fill Vacant Position is attached.

6) Referrals from the Social Services Committee:

- A) Abolishing the position of Investigations Coordinator, base salary of \$43,703, Employee No. 5629, due to a promotion; thereby amending the Department's Table of Organization.
- B) Creating the position of Medicaid Clerk, base salary of \$25,916, Grade 5 and deleting the position of Social Welfare Examiner, base salary of \$33,678; thereby amending the Department's Table of organization.
- C) Request to fill the vacant position of Medicaid Clerk, base salary of \$25,916, Grade 5, due to creation. The Notice of Intent to Fill Vacant Position is attached.

-
- D)** Request to fill the vacant position of Intake Clerk, base salary of \$24,908, Grade 4, due to promotion. The Notice of Intent to Fill Vacant Position is attached.
 - E)** Request to fill the vacant position of Keyboard Specialist, base salary of \$23,799, Grade 3, due to promotion. The Notice of Intent to Fill Vacant Position is attached.
 - F)** Request to fill the vacant position of Keyboard Specialist, base salary of \$23,799, Grade 3, Employee No. 11464, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - G)** Request to fill the vacant position of Senior Caseworker, base salary of \$35,784, Grade 15, Employee No. 7007, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - H)** Request to fill the vacant position of Caseworker, base salary of \$34,776, Grade 14, due to promotion. The Notice of Intent to Fill Vacant Position is attached.
 - I)** Request to fill the vacant position of Support Investigator, base salary of \$29,710, Grade 8, Employee No. 11552, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - J)** Request to fill the vacant position of Account Clerk, base salary of \$24,908, Grade 4, Employee No. 7195, due to retirement. The Notice of Intent to Fill Vacant Position is attached.
 - K)** Request to fill the vacant position of Community Service Assistant, base salary of \$29,710, Grade 8, Employee No. 11394, due to termination. The Notice of Intent to Fill Vacant Position is attached.
 - L)** Request to fill the vacant position of Social Welfare Examiner, base salary of \$29,710, Grade 8, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - M)** Request to fill the vacant position of Caseworker, base salary of \$34,776, Grade 14, Employee No. 11050, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - N)** Request to fill the vacant position of Keyboard Specialist, base salary of \$23,799, Grade 3, Employee No. 11062, due to resignation. The Notice of Intent to Fill Vacant Position is attached.

- 7) Discussion concerning the creation of the position of Keyboard Specialist, base salary of \$23,799, Grade 3.
- 8) Discussion regarding the implementation of a half hour lunch break for all non-bargaining unit employees.
- 9) Discussion of the position of Commissioner of Administrative & Fiscal Services.
- 10) Todd Lunt, Director of Human Resources, has requested permission to address the Committee regarding Family Sick Leave, said provision was part of each labor agreement, as well as rules for non-bargaining unit employees and had a sunset date of December 31, 2009.

LARUE

Single engine
self-propelled snowblower



7060

series R44

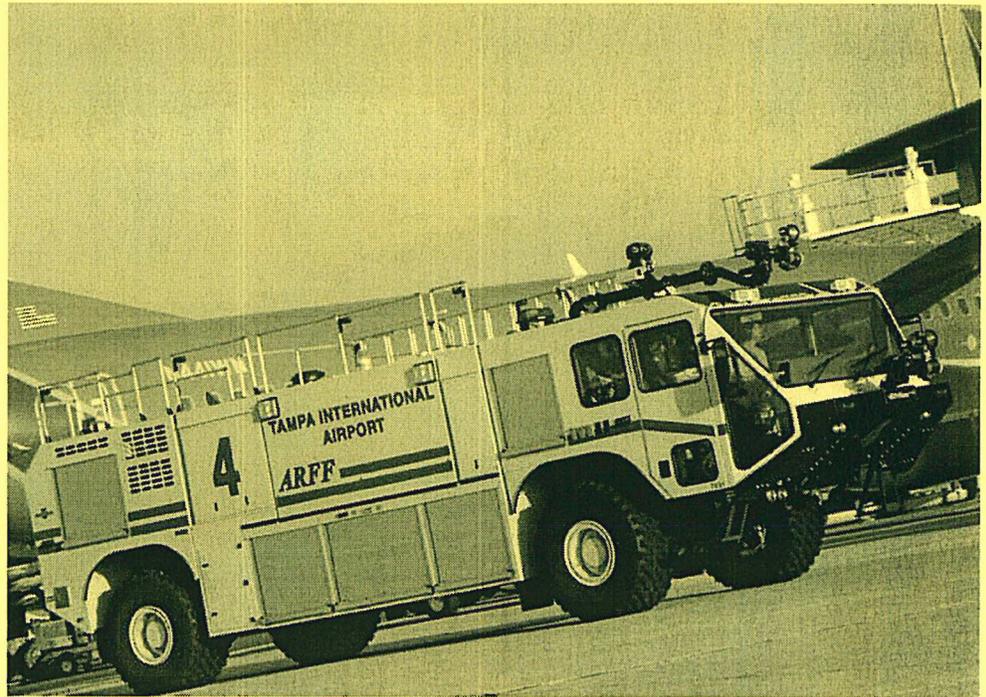
STRIKER® 1500

THE BENCHMARK IN ARFF RESPONSE.

The Oshkosh® Striker 1500 is custom engineered to offer the ultimate in fast emergency response, charging from 0 to 50 mph (80 km/h) within 25 seconds. The sleek aerodynamic styling tells you immediately this is no ordinary ARFF truck, but a revolutionary new concept in airport emergency response.

The Striker 1500 combines unchallenged mobility with a smooth, stable ride and easy operation. The custom cab delivers driver comfort and outstanding visibility. And all systems are designed to support the highest levels of efficiency and safety for the response team.

Oshkosh Corporation has shaped the technology of modern ARFF trucks for more than four decades. With the Striker, Oshkosh again sets the industry standard for performance.



EXTREME MOBILITY. Your response doesn't stop where the runway ends. With all-wheel drive and Oshkosh TAK-4® independent suspension as standard features, the Striker can outmaneuver and outperform any ARFF vehicle in its class on and off the runway. The unique independent suspension system reduces stopping distance and helps tires hug the pavement for enhanced cornering and handling. Ground clearance is a full 17 inches (43.2 cm).

ROCK SOLID STABILITY. The Striker features a wide track and low center of gravity to provide exceptional static side-slope stability of at least 30°. Independent suspension and optional central tire inflation also enhance stability while maneuvering.



UNMATCHED VISIBILITY. The Striker provides unobstructed panoramic views of the scene with excellent forward, upward and lateral visibility. The cab features almost 80 sq. ft. of glass.

PREMIUM RIDE QUALITY. No other ARFF vehicle can offer the ultra-smooth ride delivered by Oshkosh's patented independent suspension system. Enjoy more than 16 inches (40.6 cm) of wheel travel. And, more than 80,000 hours of testing make this system one more example of tough, Oshkosh reliability.

SPACIOUS, COMFORTABLE AND FIREFIGHTER FRIENDLY. This revolutionary cab was designed with firefighters' comfort and convenience in mind. It offers best-in-class interior space to comfortably seat up to five. Each seat features integral 3-point seat belts. The wrap-around, cockpit style instrument panel puts controls within easy reach of driver and crew. Controls

are grouped by function for quicker access during an emergency. The cab accommodates monitors for various cameras and systems. A high capacity heating and cooling system generates a full 60,000 Btu to ensure a comfortable interior temperature.

SUPERIOR FIRE POWER. For the confidence of unparalleled fire attack capability, the Striker 1500 can be equipped with both a dry chemical system (500 lb/225 kg) and Halotron™ I system (460 lb/207 kg), each with its own hosereel. A High Reach Extendable Turret (HRET) and high volume bumper turrets are also available. A 1,500 gallon (5678 l) water tank, 210 gallon (795 l) foam tank, 750 gpm (2838 lpm) roof turret and 300 gpm (1136 lpm) bumper turret are standard.

EASY MAINTENANCE. Preventative maintenance is quick and easy with single point access for lubrication fills, air tank drains, and electrical connections including circuit breaker box. Parts commonality between models is an added benefit when you upgrade your fleet to the new Striker Series from Oshkosh. And, you'll have the added confidence of knowing your vehicles are supported by expert Oshkosh technicians.

OSHKOSH

WARREN COUNTY
DEPARTMENT OF ADMINISTRATIVE AND FISCAL SERVICES

*WARREN COUNTY MUNICIPAL CENTER
1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845-9803*

JoAnn McKinstry, Deputy Commissioner

*Telephone 518-761-7655
Fax: 518-761-7652*

TO: Members of the Board of Supervisors

FROM: JoAnn McKinstry, Deputy Commissioner

DATE: February 10, 2010

RE: Response to the Budget Analysis Report from the County Treasurer

At the request of Finance Chairman, Supervisor Stec, attached are the responses from Department Heads regarding the Budget Analysis Report from Francis X. O'Keefe, County Treasurer.

Beginning with this report, the Department Head responses will be sent to me in writing. Attached is a report with the responses from Department Heads for your review. The responses are in bold print.

Please let me know if you have any questions or would like this procedure changed in any way.

Department of Public Works

Waste Management – After amending the budget for \$1.3 million to reflect the issuance of a budget note, the contractual expenditures are currently at 97% of the budget as of December 31, 2009 with a total expenditure amount of \$3.6 million. The decline of tipping fee income and sale of electricity which are used to offset expenditures had contributed to this problem.

Health Services

Health Services – The department is delinquent in their revenue submissions to the Treasurer's Office for November revenues. This has been a recurring problem throughout the year. It is important that revenues be reported to the Treasurer's Office on a monthly basis so that we can have a clearer picture of the County's financial position. The department is also delinquent in the submission of the third quarter claim for the General Public Health Works State aid claim which was reported in the previous budget analysis report.

Response from Department Head:

Note:

As discussed at the Health Services Committee Meeting last week (January 22), a tracking tool and Fiscal Accountability Goals has been developed. We will be monitoring progress on a quarterly basis, and providing ongoing information to the Health Services Committee. Our committee chairman, Matt Sokol, will communicate the information to the Budget Committee as he will be formally involved in monitoring our goals.

Problem:

Delinquent in revenue submission for November 2009

Explanation:

Will be submitted January 28, 2010

An update was provided regarding this situation at January 22 Health Services Committee Meeting.

Problem:

Delinquent in submission of 3rd quarter General Public Health Works State Aid Claim

Explanation:

This will be finalized, per Tawn Driscoll, January 29, 2010.

Sheriff

The Correction Division has currently recognized \$556,604 in Jail Services, Other Government revenue as of December 31, 2009 compared to \$489,295 as of December 31, 2008. The department has exceeded its budgeted revenue for 2009 by \$106,604.

The Law Enforcement department has recognized \$165,844 in Forfeited Crime Proceeds revenue as of December 31, 2009 compared to the \$57,256 that was recognized as of December 31, 2008.

Mental Health

Mental Health Programs –The previous Budget Analysis reported that one of the mental health agencies has not submitted its second quarter expense report to the County which was due August 14, 2009 and its third quarter expense report which was due November 14, 2009. We have still not received these reports at this time. We record the quarterly departmental revenue based on these reports so it is important that they are received timely.

Department response:

Rob York asked me to let you know that I received the missing Glens Falls Hospital reports (2009 2nd and 3rd quarter financials and vouchers) yesterday. Rob Lynch wanted us to

notify you that they will be going up to the auditor (tomorrow) for review. Please let me know if you wish further information, Pam Kaiser (792-7143)

Tourism

Tourism Occupancy –We have collected about \$353,805 less in occupancy taxes through January 14, 2010 for 2009 than we did through January 14, 2009 for 2008. This represents an 11% reduction. We will be collecting through March 31, 2010 for 2009 occupancy tax revenue.

Treasurer

Sales Tax – It has been noted that we have collected about \$3.7 million less in sales taxes as of December 31, 2009 than we did as of December 31, 2008. This represents an 8.1% reduction which is indicative of the economy. The 2009 sales tax revenue amount was below the budget by \$3.0 million. The total amount distributed to towns (including the amount to be disbursed January 29, 2010) in 2009 is \$1.75 million less than the amount distributed in 2008. The 2009 amount distributed to towns was below the budget by \$2.6 million which results in a net budget deficit of \$.4 (\$3.0 million minus \$2.6 million) for 2009 as outlined in the following table:

	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>
Sales Tax Revenue	\$45,100,000	\$42,055,321	\$(3,044,679)
Sales Tax Distribution	<u>\$22,350,000</u>	<u>\$19,735,365</u>	<u>\$2,614,635</u>
Net (County portion)	<u>\$22,750,000</u>	<u>\$22,319,956</u>	<u>\$(430,044)</u>

It is important to note that while the budget deficit is only \$.4 million, we had a net decline in the County's portion of sales tax of \$1.95 million (\$3.7 million minus \$1.75 million) from 2008. We have had the benefit of substantial sales tax budget surpluses in prior years to help absorb budget deficits in other areas and we do not have that benefit for 2009.

Interest –We have collected \$250,686 less in interest as of December 31, 2009 than we did as of December 31, 2008. This represents a 71% reduction which is indicative of the economy and our lack of cash available for investment. We ended with a budget shortfall of \$495,000 for interest earnings.

Risk Retention (Unemployment)

As of December 31, the County has paid \$38,965 in unemployment costs in 2008 and \$130,000 in 2009 which is an increase of 234%. The 2009 amount exceeded the budget by \$5,000.

District Attorney

The department has \$197,000 budgeted for State Aid in 2009, yet only \$82,595 (42 percent) has been currently claimed as of December 31, 2009. The department's Aid to Prosecution grant totaling \$40,375 has only been claimed through the second quarter and we just received the third quarter claim for the Impact grant in the amount of \$13,032. It is important that claims be made on a timely basis so that there is not a negative impact on cash flow. This issue has been reported in previous budget analysis reports.

We receive four grants on a regular basis, (Aid to Prosecution, North Country Investigators, Recruitment and Retention and Impact Tools) and one grant for a one-time equipment purchase (Video Recording of Statements Grant). Apart from the Recruitment and Retention grant for which DCJS is clarifying the documentation for last year, we have fully completed all past due vouchers and are nearly completed with the fourth quarter voucher and narratives. We have scheduled a meeting with Gary Schreivogl, who previously worked at DCJS, to review what steps we can implement to expedite payment for the County. We will advise you when we have established those procedures.

County Clerk

As of December 31, the department has received \$1,036,185 in County Clerk Fees in 2008 and \$1,322,803 in 2009 which is an increase of 28%. The 2009 amount exceeded the budget by \$22,803.

As of December 31, the department has received \$1,426,449 in Mortgage Tax in 2008 and \$1,925,093 in 2009 which is an increase of 35%. The 2009 amount was below the budget by \$224,907.

Automotive Gas

For 2009 the County has currently spent \$347,650 less on automotive gas than it did in 2008, which is a savings of 44%. The 2009 amount spent represents 50% of the budget. The 2009 amount includes gas billings through November.

Payroll

The table below shows the 2009 year end budget to actual results for the salary codes for the County. As noted, the County has saved \$1.37 million for the year.

	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>
Salaries - Regular	\$34,267,238	\$33,277,227	\$990,011
Salaries - Overtime	\$1,541,462	\$1,424,656	\$116,806
Salaries – Part time	\$1,897,664	\$1,637,402	\$260,262
Total	\$37,706,364	\$36,339,285	\$1,367,079

Overspent Line Items

Attached is a spreadsheet detailing the current amount of overspent line items. As of the date of this report, the County has overspent \$245,924.25 of its budget in individual line items. Departments have until February 1, 2010 to enter all of their 2009 invoices into New World and they are allowed to enter within object code budget transfer requests up until that date so the amount of overspent line items will more than likely change. There may be other changes as the result of the year end closing process.

See attached for Department Head response

Status of 2009 Public Improvement Bond Moneys

	<u>Appropriations</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Balance</u>
Railroad Stations	\$2,506,300	15,679	2,439,667	\$50,954
Health & Human Services Bldg	\$17,418,000	2,246,374	14,598,486	\$573,140
Point of Care	\$542,975	44,152	451,757	\$47,066
Purchase of DPW Equipment	\$2,495,225	0	2,492,066	\$3,159
Gaslight Village	\$1,227,475	0	1,227,412	\$63
Soil & Water	\$471,815	5,227	415,117	\$51,471
Bridges Rehabilitation	\$500,000	63,005	143,704	\$293,291
Total	\$25,161,790	2,374,437	21,768,209	\$1,019,144

Short Term Borrowing

We will issue a \$6.5 million Tax Anticipation Note at the end of January. This will be a first in a series of borrowing during the year 2010.

Fund/Department	Budget	Actual	Difference	Department Head Response
Warren County Overspent Line Items 12/31/2009				
Justices & Constables				
Legal/Transcript Fees	2,000.00	2,140.00	(140.00)	Charged from the State. Appropriation was under Budgeted for the past four years. Appropriation in this code should be increased.
County Auditor				
Salaries - Regular	95,652.00	96,019.82	(367.82)	See note
Purchasing				
Salaries - Regular	98,278.00	98,655.92	(377.92)	See note
County Attorney				
Salaries - Regular	309,068.00	309,554.83	(486.83)	Per Rob's request I am advising that I read over the Budget reports and it appears that the small overrun on salaries in the County Attorney's office was due to hours calculation as set forth in the footnote. I did not find any other overruns.
Personnel				
Salaries - Regular	157,282.00	157,784.72	(502.72)	See note
Board of Elections				
Office Equipment	-	179.98	(179.98)	The \$179.98 was part of a supplies order from the "Stockroom" and we recorded in our books under .410. It was part of a \$553.46 supply order that was required by new NYSBOE #6210 Regulations for Retention of New Machine Inventory, Maintenance and Security seals used in our election process. Had we known of the change we would have requested a transfer from some of the unspent \$62,085.50. I hope this explanation clears things up for the Finance Chairman & the Finance Committee.
Building #11				
Salaries - Overtime	1,126.00	1,371.78	(245.78)	See note for County Road

Warren County Overspent Line Items 12/31/2009	Budget	Actual	Difference	Department Head Response
Fund/Department Central Storeroom				
Salaries - Regular	41,823.00	53,083.11	(11,260.11)	The additional amount of \$11,260.11 represents the amount paid out for unused sick leave upon Marna's retirement. Since the retirement was not a planned event and only happened due to the fact that the position was made part-time during the 2010 budget process, there was no way for me to anticipate the need for this funding.
Print Shop				
Other Equipment	-	25.00	(25.00)	Items from the Stockroom are normally coded to .410. However, an item was considered equipment and was coded to .220. There are sufficient funds in this department to cover the expense.
Information Technology				
Supplies	7,937.00	7,992.89	(55.89)	
Telecommunications				
Salaries - Regular	50,642.00	50,836.79	(194.79)	See note
911 Center				
Salaries - Overtime	33,830.00	37,311.91	(3,481.91)	
Salaries - Part time	6,063.00	6,587.70	(524.70)	
Law Enforcement				
Electricity	315,000.00	326,303.23	(11,303.23)	
Probation				
Salaries - Sick Leave	4,000.00	4,800.00	(800.00)	
Probation - Pre Trial				
Salaries - Regular	46,187.00	46,364.56	(177.56)	See note
Corrections				
Salaries - Overtime	365,000.00	370,325.91	(5,325.91)	
Salaries - Part time	83,500.00	85,958.12	(2,458.12)	

Warren County Overspent Line Items 12/31/2009	Budget	Actual	Difference	Department Head Response
Fund/Department				
Traffic Safety Board				
Supplies	1,573.00	1,679.94	(106.94)	
Stop DWI Program				
Office Equipment	215.00	414.43	(199.43)	
Fire Prevention & Control				
Salaries - Part time	-	456.13	(456.13)	
Automotive - Gas & Oil	125.00	147.75	(22.75)	All overspent line items have been corrected in OES, other than the small salary differences that have already been explained by Rob Lynch.
Civil Defense				
Salaries - Regular	34,189.00	34,221.69	(32.69)	
Salaries - Part time	11,831.00	11,867.23	(36.23)	
Health Services				
Salaries - Overtime	150,000.00	156,976.63	(6,976.63)	Request for transfer of salary from part time to overtime should have occurred in November. Overtime is in direct response to patient care demands.
Tourism Occupancy				
Salaries - Regular	337,101.00	337,135.00	(34.00)	See note
Veterans Service				
Salaries - Regular	86,384.00	87,549.10	(1,165.10)	
Supplies	260.00	289.69	(29.69)	
Weights & Measures				
Salaries - Regular	45,064.00	45,237.31	(173.31)	See note
Nutrition for Elderly-Ham Co				
Salaries - Part time	137,207.00	142,524.89	(5,317.89)	This program is 100% reimbursed and overall the 6771 GL is underspent, once I realized this line would go over the transfer deadline had passed

Warren County
 Overspent Line Items
 12/31/2009

<u>Fund/Department</u>	<u>Budget</u>	<u>Actual</u>	<u>Difference</u>	
<u>Information Technology</u>				
Supplies	7,937.00	7,992.89	(55.89)	a late invoice from County stockroom - have the \$ in other 400 accounts to cover
<u>Telecommunications</u>				
Salaries - Regular	50,642.00	50,836.79	(194.79)	see note below