

A G E N D A
FINANCE COMMITTEE
DECEMBER 7, 2011

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meeting.
- III. **Action Agenda**
 - 1) Request for Transfer of Funds attached for Committee approval. Supervisory Committee approval has been obtained as necessary.
 - 2) **Referrals from the County Treasurer:**
 - A) Amending the 2011 County budget to increase estimated revenues and appropriations in the amount of \$2,464,558 to reflect receipt of proceeds from the sale of the Hudson Falls Waste Disposal and Electric Generation Facility and receipt of the excess bond funds from the Trustee.
 - B) Amending the 2011 County budget to increase estimated revenues and appropriations in the amount of \$900,000 to transfer the operating surplus to the General Fund.
 - C) Adopting the Fund Balance Policy in accordance with GASB Statement No. 54.
 - 3) **Referral from the Community College Committee:**

Authorizing payments to SUNY Adirondack for the year 2012 for the sum of \$1,781,326 as follows:
January 2012 - \$593,776
April 2012 - \$593,775
July 2012 - \$593,775.
 - 4) **Referral from the County Clerk-Motor Vehicles Committee:**

Requesting a new contract with Brown's River Marotti Company to perform conservation services on selected 19th century court and census record books, commencing December 19, 2011 and terminating six months after commencement, for a total amount of \$3,690.
 - 5) **Referral from the Criminal Justice Committee:**

Probation:
Requesting to utilize funds in the Reserve for Probation (Custody Fee Investigations) to purchase a new server and related software to handle upgrades to the caseload management system, in the amount of \$10,600.

6) Referrals from the Health Services Committee:

Health Services:

A) Amending the 2011 County budget to increase estimated revenues and appropriations in the amount of \$4,239 to reflect receipt of a one time ARRA Grant from the New York State Department of Health (NYS DOH) to purchase supplies and equipment for the Immunization Program.

Westmount Health Facility:

B) Closing Capital Project No. H270.9550 280 Air Handler Installation (Westmount Health Facility).

7) Referral from the Public Safety Committee:

Fire Prevention & Building Code Enforcement:

Requesting a Contingent Fund Transfer in the amount of \$3,000 to Code A.3620 442 Building & Fire Code-Automotive- Gas & Oil, due to an anticipated shortage from additional staff and higher prices than anticipated.

8) Referrals from the Public Works Committee:

Airport:

A) Establishing Capital Project No. H330.9550 280 Airport Terminal Roof, in the amount of \$150,000, for all expenses related to the removal and replacement of the Airport terminal roof, with the source of funding to be the liquidated Reserve Fund for Airport Planning and Improvement.

B) Establishing an Airport Reserve Fund for repair, upgrade, replacement, new installation and expansion projects, with the initial source of funding to be the remainder of funds liquidated from the existing reserve for Airport Planning and Improvement.

DPW:

C) Increasing Capital Project No. H327.9550 280 Tropical Storm Irene in the amount of \$300,000, for reconstruction expenses, with the source of funding to be 75% Anticipated FEMA reimbursement in the amount of \$225,000 and 25% local share in the amount of \$75,000.

9) Referrals from the Support Services Committee:

Board of Elections:

A) Requesting authorization for the two Commissioners and the two Deputy Commissioners to attend the Election Commissioner's Association New York State Board of Elections Winter Conference in Ithaca, NY from January 17, 2012 through January 20, 2012 at a cost of \$538 per person.

B) Resolution requesting that the State move its Primary Election to August to coincide with the Federal Primary held in August.

Clerk of the Board:

- C)** Requesting a Contingent Fund transfer in the amount of \$20,000 to Code A.1185 435 Medical Examiner & Coroners-Medical Fees, due to a shortfall.

County Administrator:

- D)** Request to establish a petty cash fund in the amount of \$25 for the Mailroom to pay for return postage due from time to time.

Auditor:

- E)** Requesting a Contingent Fund transfer in the amount of \$2,560 to Code A.1320 810 County Auditor-Retirement, due to retirement funds not being allocated for the Audit Clerk position.

- 10)** Authorizing payment to Treasurer of Warren County Soil & Water Conservation District in the amount of \$284,000.

- 11)** Finance Committee action is required on the following items as approved by the Personnel Committee: Item Nos. 4A and 6A.

IV. Topics to be reported on/discussions/updates

- 1)** Paul Dusek, County Administrator, to address the Committee regarding the following:

- A)** Discussion on the continuation of the Digital Duplicator Lease.
- B)** Amending Resolution No. 534 of 2011, Authorizing Agreement with Aeon Nexus Corporation for County Spend Assessment.
- C)** Request for a one month extension of Perkin's Recycling Lease.
- D)** Review of Corrective Action Plan, Unassigned Fund Balance Policy and GASB Fund Balance Policy.

- 2)** Response to the Budget Analysis Report from the County Treasurer as prepared by the County Administrator, attached for review.