

A G E N D A
FINANCE COMMITTEE
MAY 8, 2013

- 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.
- 2) Referral from the Human Services Committee:**
Employment & Training Administration:
Amending the 2013 County budget to increase estimated revenues and appropriations in the amount of \$4,050 to reflect receipt of Federal funds to reimburse training for dislocated workers through the Trade Adjustment Act.
- 3) Referral from the Occupancy Tax Coordination Committee:**
Appropriating funds from the Occupancy Tax Reserve (A.881.00) to the following codes:
- A.1620 413 Buildings Repair & Maint.-Bldg/Property in the amount of \$800 to install plexiglass over town posters;
 - A.6417 470 Tourism Occupancy-Contract in the amount of \$25,000 to assist the Lake George Regional Chamber in updating/running the Exit 17 Information Center;
 - A.6417 469 Tourism Occupancy-Other Payments/Contributions in the amount of \$39,827 to pay towns, City of Glens Falls and Village of Lake George the 25% due to them because of the increase in occupancy tax collections; and
 - A.6417 480 Tourism Occupancy-Special Events in the amount of \$2,500 to fund the Village of Lake George's Save Our Lake Blues Festival.
- 4) Referrals from the Public Safety Committee:**
Office of Emergency Services:
- A)** Amending the 2013 County budget to increase estimated revenues and appropriations in the amount of \$29,003 to reflect the correct budget code for Local Emergency Management Performance Grant (LEMPG) funding.
- B)** Amending the 2013 County budget to decrease estimated revenues and appropriations in the amount of \$29,003 to reflect the correct budget code for LEMPG funding.
- Sheriff & Communications:**
- C)** Amending the 2013 County budget to increase estimated revenues and appropriations in the amount of \$1,000 to reflect monies received from Warren/Washington County DWI Victim Impact Panel.
- D)** Amending the 2013 County budget to increase estimated revenues and appropriations in the amount of \$73,558 to reflect monies received from Glens Falls Dispatch Consolidation Grant.

- 5) **Referrals from the Support Services Committee:**
County Administrator:
- A) Requesting to transfer funds in the amount of \$103,445.83 from various departmental budgets to the Contingent Fund as a result of new Union contracts and changes in non-bargaining benefits.
 - B) Requesting a Contingent Fund transfer in the amount of \$109,262 to various departmental budgets to cover salary adjustments.
 - C) Amending the 2013 County budget to increase estimated revenues and appropriations in the amount of \$10,652 to reflect transfer of funds from the Contingent Account.
 - D) Amending the 2013 County budget to increase estimated revenues and appropriations in the amount of \$811 to reflect transfer of funds from the Contingent Account.
 - E) Amending the 2013 County budget to increase estimated revenues and appropriations in the amount of \$2,596 to reflect transfer of funds from the Computer Reserve Fund.
 - F) Appropriating funds from the Computer Reserve Fund to departmental budgets to purchase computers and related equipment and software.
- 6) Finance Committee action is required on the following item as approved by the Personnel Committee: Item Nos.
- IV. **Topics to be reported on/discussions/updates**
- 1) Response to the Budget Analysis Report from the County Treasurer as prepared by the County Administrator, will be emailed when completed.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: PUBLIC DEFENDER

SIGNED:

DATE: May 3, 2013

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1171 110	Salaries			\$2,139.57
A.1171 810	Retirement			\$585.18
A.1171 830	Social Security			\$132.65
A.1171 831	Medicare			\$31.02
		A.1171 410	Supplies	\$100.00
		A.1171 444	Travel/Education/Conference	\$2,788.42

Please state reason for transfers requested: Transferring New York State Office of Indigent Legal Services funding to reflect the cost of supplies for the copying of appeals and to allocate the necessary funds for required Continuing Legal Education

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 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: Office for the Aging

SIGNED:

DATE: 4.26.13

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A6783 110	Home Energy Assist. Prog- Sal Reg	A6783 424	Home Energy Assist. Prog- Postage	5.00

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

Please state reason for transfers requested: Staff has been instructed not to charge any postage to HEAP because we do not have it budgeted and someone forgot.

*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.

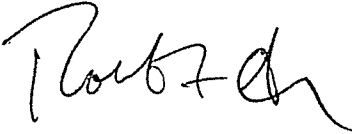
RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Probation Department

SIGNED:



DATE: 4/30/13

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3140.410	Supplies	A.3140.220	Office Equipment	\$100.00

Please state reason for transfers requested: Funds are needed to pay for calculator.

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:

REQUEST FOR TRANSFER OF FUNDS

17

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

FROM: PUBLIC WORKS

Name of Department

SIGNED:  DATE: 4/26/2013

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.7111 110	Up Yonda Farms Salaries - Regular	A.7111 130	UpYonda Salaries, Part Time	\$ 4,800.00
DM.5140 110	Road Machinery, Motor Fuel Farms Salaries - Regular	DM.5140 120	Road Machinery, Motor Fuel Farms Salaries, Overtime	\$ 500.00

Please state reason for transfers requested:

To transfer Regular Salaries in Up Yonda Farms to Part Time Salaries due to changes in staff
And to transfer Regular Salaries in Motor Fuel Farms to Overtime Salaries to allow for emergency call ins.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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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: WESTMOUNT HEALTH FACILITY
Name of Department

SIGNED: _____

DATE: April 26, 2013

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
EF.60200.6802 470	Westmount, Nursing-Nurses' Station Contracted Services Contract	EF.82400.700 130	Westmount, Housekeeping Serv. FSH HK LL Maintenance Salaries – Part-time	\$13,667.00
EF.82500.700 130	Westmount, Laundry & Linen Services FSH, LL – Salaries Part-time	EF.82500.700 120	Westmount, Laundry & Linen Ser FSH, LL – Salaries – Over time	\$2,000.00
EF.82500.700 130	Westmount, Laundry & Linen Services FSH, LL – Salaries Part-time	EF.83110.600 120	Westmount, Fiscal Services Clerial & Other Admin Wages Salaries – Over-time	\$1,000.00
EF.83500.100 120	Westmount, Administration Services Management & Supervision Salaries – Over-time	EF.83110.600 120	Westmount, Fiscal Services Clerical & Other Admin Wages Salaries – Over-time	\$257.00
EF.73800.600 130	Westmount, Social Services Clerical & Other Admin, Salaries – Part time	EF.83110.600 120	Westmount, Fiscal Services Clerical & Other Admin Wages Salaries – Over-time	\$547.00

Please state reason for transfers requested: Correct reporting of part-time & over time.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

FROM: WESTMOUNT HEALTH FACILITY
Name of Department

SIGNED: _____

DATE: April 26, 2013

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
EF.82200.7500 414	Westmount, Plant Oper & Maint Gasoline & Gas-Natural	EF.82200.100 120	Westmount, Plant Oper & Maint Management & Supervision Salaries – Over-time	\$3,000.00

Please state reason for transfers requested: Correct reporting for over time.

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: Employment and Training

DATE: April 26, 2013

- (a) Purpose of Amendment: add federal funds to county budget to reimburse training for dislocated workers through the Trade Adjustment Act

- (b) Appropriation Code (with title), Object Code (with title) and Amount:
40.6293.0305 - WIA Dislocated Worker 433 (Training-Client) \$4,050.

- (c) Revenue Code (with title), and Amount: 40.4791- WIA - \$4,050.

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: Tourism

DATE: May 1, 2013

- (a) Purpose of Request: to appropriate funds from the Occupancy Tax Reserve for the following items: 1) \$800 to County Facilities budget to install plexiglass over Town posters; 2) \$25,000 to assist the Lake George Regional Chamber in updating/running the Exit 17 Information Center; 3) \$39,827 to pay towns, City of Glens Falls, and Village of Lake George the 25% due them due to the increase in Occupancy Tax collections. 4) \$2500 to fund the Village of Lake George's Save Our Lake Blues Festival
- (b) Details: see above
- (c) Previous Resolution Number: none
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A.881.00, Reserve, Occupancy Tax \$68,127: \$800 to A.1620 413 Bldgs - Repair & Maintenance-Bldg/Property; \$25,000 to A.6417 470, Contract; \$39,827 to A.6417 469 Other Payments/Contributions; \$2500 to A.6417 480, Tourism - Special Events

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

* 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: Office of Emergency Services

DATE: April 29, 2013

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

(b) Appropriation Code, Object Code, Full Title and Amount:

A.3645.4006 110 – FY12 LEMPG – Salaries – Regular	\$26,942
A.3645.4006 830 – FY12 LEMPG – Social Security	\$ 1,670
A.3645.4006 831 – FY12 LEMPG – Medicare Contribution	\$ 391

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

A.3645.4006 4305 FY12 LEMPG – Local Emergency Management Performance Grant	\$29,003
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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: April 29, 2013

(a) Purpose of Amendment: Decrease both sides of the budget

(b) Appropriation Code, Object Code, Full Title and Amount:

A.3640 110 – Civil Defense – Salaries – Regular	(\$26,942)
A.3640 830 – Civil Defense – Social Security	(\$ 1,670)
A.3640 831 – Civil Defense – Medicare Contribution	(\$ 391)

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

A.3640 4305 – Civil Defense – Local Emergency Management Performance Grant	(\$29,003)
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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: Sheriff

DATE: ~~March~~ ^{April} 22, 2013

- (a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect monies received from Warren/Washington County DWI Victim Impact Panel.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|------------|--------------------|------------|
| A.3110 120 | Law Enforcement OT | \$1,000.00 |
|------------|--------------------|------------|
- (c) **Revenue Code (with title), and Amount:**
- | | | |
|-------------|------------------------|------------|
| A.3110 1511 | Sheriff's Misc. Income | \$1,000.00 |
|-------------|------------------------|------------|

*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, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Sheriff

DATE: ~~March~~ ^{April} 22, 2013

- (a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect monies received from Glens Falls Dispatch Consolidation Grant.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|------------|-----------------------------|-------------|
| A.3020 220 | 911 Center Office Equipment | \$73,558.00 |
|------------|-----------------------------|-------------|
- (c) **Revenue Code (with title), and Amount:**
- | | | |
|-------------|----------------------------|-------------|
| A.3020 3384 | 911 Center Other State Aid | \$73,558.00 |
|-------------|----------------------------|-------------|

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

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Office of the County Administrator

SIGNED:

DATE: 5/8/2013

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested:

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
See attached		A.1990 469.01	Contingent Account- Other Payments/Salaries	103,445.83

Please state reason for transfer request: To transfer funds from departmental budgets to contingency as a result of new Union contracts and changes in non-bargaining benefits.

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

Warren County
Hospitalization Budget Transfer

<u>Account</u>	<u>Transfer From</u>	<u>Account</u>	<u>Transfer To</u>
A.1010 860 Legislative Board, Hospitalization	661.36	A.1990 469.01 Contingent Acct,	43,592.43
A.1011 860 Admin & Fiscal Services, Hospitalization	221.34	Other Payments/Salaries	
A.1040 860 Clerk - Legislative Board, Hospitalization	324.52		
A.1165 860 District Attorney, Hospitalization	744.69		
A.1168 860 Crime Victims Assist - DA, Hospitalization	158.10		
A.1170 860 Legal Defense - Indigents, Hospitalization	84.21		
A.1171 860 Public Defender, Hospitalization	550.69		
A.1325 860 County Treasurer, Hospitalization	1,219.63		
A.1345 860 Purchasing, Hospitalization	162.26		
A.1355 860 Real Property Tax Service, Hospitalization	417.48		
A.1410 860 County Clerk, Hospitalization	1,675.08		
A.1420 860 County Attorney, Hospitalization	191.14		
A.1430 860 Civil Service, Hospitalization	279.09		
A.1450 860 Board of Elections, Hospitalization	168.42		
A.1490 860 Public Works Admin - DPW, Hospitalization	110.67		
A.1620 860 Buildings, Hospitalization	1,351.10		
A.1624 860 Health & Human Svcs Bldg, Hospitalization	652.20		
A.1665 860 Public Records, Hospitalization	221.10		
A.1670 860 Mail Room, Hospitalization	79.00		
A.1680 860 Information Technology, Hospitalization	672.32		
A.1681 860 Telecommunications, Hospitalization	51.59		
A.3020 860 Sheriff's 911 Center, Hospitalization	1,550.71		
A.3110 860 Sheriff's Law Enforcement, Hospitalization	1,270.29		
A.3140 860 Probation, Hospitalization	1,398.70		
A.3143 860 Probation - Pretrial, Hospitalization	73.70		
A.3144 860 Probation - Day Reporting, Hospitalization	120.30		
A.3150 860 Sheriff's Correction Division, Hospitalization	5,660.83		
A.3410 860 Fire Prevention and Control, Hospitalization	51.59		
A.3620 860 Building & Fire Code, Hospitalization	583.07		
A.3640 860 Civil Defense, Hospitalization	204.51		
A.4010 860 Health Services, Hospitalization	3,324.73		
A.4013 860 WIC, Hospitalization	570.59		
A.4016 860 Long Term Home Health, Hospitalization	367.79		
A.4018 860 Preventive Program, Hospitalization	184.37		
A.4018.0020 860 Family Health, Hospitalization	147.40		
A.4018.0030 860 Disease Control, Hospitalization	147.40		
A.4054 860 Ed Physically Handicapped, Hospitalization	73.70		
A.4054.0060 860 Educ Phys-Early Inter, Hospitalization	278.40		
A.4310 860 Mental Health Admin, Hospitalization	238.98		
A.5610 860 Airport, Hospitalization	430.79		
A.6010 860 Social Services, Hospitalization	12,310.38		
A.6030 860 Countryside, Hospitalization	1,994.01		
A.6510 860 Veterans, Hospitalization	110.67		
A.6610 860 Weights & Measures, Hospitalization	110.67		
A.6772 860 Office for the Aging, Hospitalization	159.17		
A.6772.0350 860 Long Term Care, Hospitalization	11.35		
A.6773 860 Nutrit for Elderly - Warren, Hospitalization	433.53		
A.6778 860 Comm Service-Warren, Hospitalization	90.89		
A.6780 860 Comm Serv Elderly/Hamilton, Hospitalization	13.76		
A.6783 860 Home Energy Assist Prog, Hospitalization	79.76		
A.6785 860 OFA Point of Entry Warren, Hospitalization	22.40		
A.6786 860 OFA Point of Entry Hamit, Hospitalization	19.08		
A.6788 860 EISEP - Warren, Hospitalization	12.86		
A.6789 860 EISEP - Hamilton, Hospitalization	12.61		
A.6793 860 Weather Refer and Pack, Hospitalization	42.51		
A.6795 860 Title III - OFA, Hospitalization	11.21		
A.6986 860 OFA MIPPA/ADRC, Hospitalization	151.96		
A.6987 860 Title VII Elder Abuse, Hospitalization	33.30		
A.6988 860 OFA HIIICAP, Hospitalization	60.10		
A.7110 860 Parke & Recreation, Hospitalization	868.71		
A.7111 860 Up Yonda Farm, Hospitalization	220.01		
A.7113 860 Railroad, Hospitalization	38.98		
A.8021 860 Planning (and Comm Dev), Hospitalization	110.67		

43,592.43

WARREN COUNTY
Sick Leave Incentive Budget Transfer

Account	Transfer From	Account	Transfer To
A.1011 140- Admin & Fiscal Services, Salaries - Sick Leave Incentive	\$400.00	A.1990 469.01- Contingent Account, Other Payments/Salaries	\$59,853.40
A.1011 830- Admin & Fiscal Services, Social Security	\$24.80		
A.1011 831- Admin & Fiscal Services, Medicare	\$5.80		
A.1040 140 - Legislative Board, Salaries - Sick Leave Incentive	\$800.00		
A.1040 830- Legislative Board, Social Security	\$49.60		
A.1040 831- Legislative Board, Medicare	\$11.60		
A.1168 140- Crime Victims-Assist DA, Salaries - Sick Leave Incentive	\$400.00		
A.1168 830 - Crime Victims-Assist DA, Social Security	\$24.80		
A.1168 831- Crime Victims-Assist DA, Medicare	\$5.80		
A.1171 140- Public Defender, Salaries - Sick Leave Incentive	\$800.00		
A.1171 830- Public Defender, Social Security	\$49.60		
A.1171 831- Public Defender, Medicare	\$11.60		
A.1355 140- Real Property Tax Service Agency, Salaries - Sick Leave Incentive	\$800.00		
A.1355 830- Real Property Tax Service Agency, Social Security	\$49.60		
A.1355 831- Real Property Tax Service Agency, Medicare	\$11.60		
A.1410 140- County Clerk, Salaries - Sick Leave Incentive	\$2,000.00		
A.1410 830- County Clerk, Social Security	\$124.00		
A.1410 831 - County Clerk, Medicare	\$29.00		
A.1420 140- Law (County Attorney), Salaries - Sick Leave Incentive	\$1,600.00		
A.1420 830 - Law (County Attorney), Social Security	\$99.20		
A.1420 831- Law (County Attorney), Medicare	\$23.20		
A.1450 140- Board Of Elections, Salaries - Sick Leave Incentive	\$1,600.00		
A.1450 830- Board Of Elections, Social Security	\$99.20		
A.1450 831- Board of Elections, Medicare	\$23.20		
A.1490 140- Public Works Admin - DPW, Salaries - Sick Leave Incentive	\$800.00		
A.1490 830 - Public Works Admin - DPW, Social Security	\$49.60		
A.1490 831- Public Works Admin - DPW, Medicare	\$11.60		
A.1620 140- Buildings, Salaries - Sick Leave Incentive	\$2,000.00		
A.1620 830- Buildings, Social Security	\$124.00		
A.1620 831- Buildings, Medicare	\$29.00		
A.1624 140- Health & Human Services Building, Salaries - Sick Leave Incentive	\$1,200.00		
A.1624 830- Health & Human Services Building, Social Security	\$74.40		
A.1624 831- Health & Human Services Building, Medicare	\$17.40		
A.1655 140- Public Records, Salaries - Sick Leave Incentive	\$1,200.00		
A.1655 830 - Public Records, Social Security	\$74.40		
A.1655 831- Public Records, Medicare	\$17.40		
A.1680 140- Information Technology, Salaries - Sick Leave Incentive	\$2,000.00		
A.1680 830- Information Technology, Social Security	\$124.00		
A.1680 831- Information Technology, Medicare	\$29.00		
A.1681 140- Telecommunications, Salaries - Sick Leave Incentive	\$400.00		
A.1681 830- Telecommunications, Social Security	\$24.80		
A.1681 831- Telecommunications, Medicare	\$5.80		
A.3140 140- Probation, Salaries - Sick Leave Incentive	\$4,000.00		

A.3140 830- Probation, Social Security	\$248.00
A.3140 831- Probation, Medicare	\$58.00
A.3143 140- Probation - Pretrial, Salaries - Sick Leave Incentive	\$400.00
A.3143 830- Probation - Pretrial, Social Security	\$24.80
A.3143 831- Probation - Pretrial, Medicare	\$5.80
A.3020 140- Sheriff's 911 Center, Salaries - Sick Leave Incentive	\$4,400.00
A.3020 830- Sheriff's 911 Center, Social Security	\$272.80
A.3020 831- Sheriff's 911 Center, Medicare	\$63.80
A.3150 140- Sheriff Correction Division, Salaries - Sick Leave Incentive	\$12,000.00
A.3150 830- Sheriff Correction Division, Social Security	\$744.00
A.3150 831- Sheriff Correction Division, Medicare	\$174.00
A.3620 140- Building & Fire Code, Salaries - Sick Leave Incentive	\$1,600.00
A.3620 830- Building & Fire Code, Social Security	\$99.20
A.3620 831- Building & Fire Code, Medicare	\$23.20
A.3640 140- Civil Defense, Salaries - Sick Leave Incentive	\$400.00
A.3640 830- Civil Defense, Social Security	\$24.80
A.3640 831- Civil Defense, Medicare	\$5.80
A.6010 140- Social Services, Salaries - Sick Leave Incentive	\$9,600.00
A.6010 830- Social Services, Social Security	\$595.20
A.6010 831- Social Services, Medicare	\$139.20
A.6030 140- Countryside Adult Home, Salaries - Sick Leave Incentive	\$4,000.00
A.6030 830- Countryside Adult Home, Social Security	\$248.00
A.6030 831- Countryside Adult Home, Medicare	\$58.00
A.6510 140- Veterans Services, Salaries - Sick Leave Incentive	\$400.00
A.6510 830- Veterans Services, Social Security	\$24.80
A.6510 831- Veterans Services, Medicare	\$5.80
A.6610 140- Weights & Measures, Salaries - Sick Leave Incentive	\$400.00
A.6610 830- Weights & Measures, Social Security	\$24.80
A.6610 831- Weights & Measures, Medicare	\$5.80
A.7110 140- Parks & Recreation, Salaries - Sick Leave Incentive	\$1,200.00
A.7110 830- Parks & Recreation, Social Security	\$74.40
A.7110 831- Parks & Recreation, Medicare	\$17.40
A.7111 140- Up Yonda Farm, Salaries - Sick Leave Incentive	\$1,200.00
A.7110 830- Up Yonda Farm, Social Security	\$74.40
A.7110 831- Up Yonda Farm, Medicare	\$17.40
Totals	<u>\$59,853.40</u>

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Office of the County Administrator

SIGNED: 

DATE: 5/8/2013

FROM CODE TITLE TO CODE TITLE AMOUNT

Please state reason for transfers requested:

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- Payments/Other	See Attached		\$109,262

Please state reason for transfer request: To transfer funds to departmental budgets to cover salary adjustments.

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

Non Bargaining Salary and Benefit Adjustment

Position	From Code	To Code	Pro-rated Adjustment (799%)	Social Security 6.2%	Medicare 1.45%	Retirement Adjustment
Office of the County Administrator	A.1990 469	A.1011 110	\$ 2,805	\$		
	A.1990 469	A.1011 830		\$ 174		
	A.1990 469	A.1011 831		\$	\$ 41	
Board of Elections	A.1990 469	A.1011 810				\$ 549
	A.1990 469	A.1450 110	\$ 3,674			
	A.1990 469	A.1450 830		\$ 228		
Building Codes	A.1990 469	A.1450 831		\$	\$ 53	
	A.1990 469	A.1450 810				\$ 764
	A.1990 469	A.3620 110	\$ 632			
Civil Service/Personnel	A.1990 469	A.3620 830		\$	\$ 39	
	A.1990 469	A.3620 831			\$ 9	
	A.1990 469	A.3620 810				\$ 131
Clerk of the Board	A.1990 469	A.1430 110	\$ 1,264			
	A.1990 469	A.1430 830		\$ 78		
	A.1990 469	A.1430 831		\$	\$ 18	
Countryside Adult Home	A.1990 469	A.1430 810				\$ 203
	A.1990 469	A.1040 110	\$ 2,528			
	A.1990 469	A.1040 830		\$ 157		
County Attorney	A.1990 469	A.1040 831		\$	\$ 37	
	A.1990 469	A.1040 810				\$ 559
	A.1990 469	A.6030 110	\$ 632			
County Auditor	A.1990 469	A.6030 830		\$	\$ 9	
	A.1990 469	A.6030 831				\$ 131
	A.1990 469	A.6030 810				
County Clerk	A.1990 469	A.1420 110	\$ 4,029			
	A.1990 469	A.1420 830		\$ 250		
	A.1990 469	A.1420 831		\$	\$ 58	
District Attorney	A.1990 469	A.1420 810				\$ 919
	A.1990 469	A.1320 110	\$ 1,027			
	A.1990 469	A.1320 830		\$ 64		
County Auditor	A.1990 469	A.1320 831		\$	\$ 15	
	A.1990 469	A.1320 810				\$ 214
	A.1990 469	A.1410 110	\$ 1,264			
District Attorney	A.1990 469	A.1410 830		\$ 78		
	A.1990 469	A.1410 831		\$	\$ 18	
	A.1990 469	A.1410 810				\$ 296
District Attorney	A.1990 469	A.1165 110	\$ 6,268			

Non Bargaining Salary and Benefit Adjustment

Position	From Code	To Code	Pro-rated Adjustment (79%)	Social Security 6.2%	Medicare 1.45%	Retirement Adjustment
	A.1990 469	A.1165 830		\$ 389		
	A.1990 469	A.1165 831			\$ 91	
	A.1990 469	A.1165 810				\$ 1,218
Airport	A.1990 469	A.5610 110	\$ 632			
	A.1990 469	A.5610 830		\$ 39		
	A.1990 469	A.5610 831			\$ 9	
	A.1990 469	A.5610 810				\$ 131
DPW Buildings & Grounds	A.1990 469	A.1620 110	\$ 632			
	A.1990 469	A.1620 830		\$ 39		
	A.1990 469	A.1620 831			\$ 9	
	A.1990 469	A.1620 810				\$ 131
DPW	A.1990 469	A.1490 110	\$ 1,264			
	A.1990 469	A.1490 830		\$ 78		
	A.1990 469	A.1490 831			\$ 18	
	A.1990 469	A.1490 810				\$ 263
Parks & Rec	A.1990 469	A.7110 110	\$ 1,264			
	A.1990 469	A.7110 830		\$ 78		
	A.1990 469	A.7110 831			\$ 18	
	A.1990 469	A.7110 810				\$ 263
Up Yonda Farm	A.1990 469	A.7111 110	\$ 1,896			
	A.1990 469	A.7111 830		\$ 118		
	A.1990 469	A.7111 831			\$ 27	
	A.1990 469	A.7111 810				\$ 394
Emergency Medical Services	A.1990 469	A.4022 110	\$ 260			
	A.1990 469	A.4022 830		\$ 16		
	A.1990 469	A.4022 831			\$ 4	
Fire Prevention	A.1990 469	A.3410 130	\$ 1,050			
	A.1990 469	A.3410 830		\$ 65		
	A.1990 469	A.3410 831			\$ 15	
	A.1990 469	A.3410 810				\$ 235
County Historian	A.1990 469	A.7510 130	\$ 253			
	A.1990 469	A.7510 830		\$ 16		
	A.1990 469	A.7510 831			\$ 4	
Information Technology	A.1990 469	A.1680 110	\$ 3,666			
	A.1990 469	A.1680 830		\$ 227		
	A.1990 469	A.1680 831			\$ 53	
	A.1990 469	A.1680 810				\$ 762

Non Bargaining Salary and Benefit Adjustment

Position	From Code	To Code	Pro-rated Adjustment (79%)	Social Security 6.2%	Medicare 1.45%	Retirement Adjustment
Assigned Counsel	A.1990 469	A.1171 110	\$ 632	\$ 39	\$ 9	\$ 131
	A.1990 469	A.1171 830				
	A.1990 469	A.1171 831				
Medical Exam & Coroners	A.1990 469	A.1171 810	\$ 3,160	\$ 196	\$ 46	\$ 526
	A.1990 469	A.1185 130				
	A.1990 469	A.1185 830				
Office for the Aging	A.1990 469	A.1185 831				
	A.1990 469	A.1185 810	\$ 1,975	\$ 122	\$ 29	\$ 411
	A.1990 469	A.6778 110				
Office of Emergency Services	A.1990 469	A.6778 830	\$ 632	\$ 39	\$ 9	\$ 131
	A.1990 469	A.6772 830				
	A.1990 469	A.6772 831				
Planning	A.1990 469	A.3640 110	\$ 1,975	\$ 122	\$ 29	\$ 411
	A.1990 469	A.3640 830				
	A.1990 469	A.3640 831				
Probation	A.1990 469	A.3640 810	\$ 2,607	\$ 162	\$ 38	\$ 694
	A.1990 469	A.8021 110				
	A.1990 469	A.8021 831				
Public Defender	A.1990 469	A.8021 810	\$ 3,871	\$ 240	\$ 56	\$ 805
	A.1990 469	A.3140 830				
	A.1990 469	A.3140 831				
Public Health	A.1990 469	A.3140 810	\$ 4,424	\$ 274	\$ 64	\$ 894
	A.1990 469	A.1170 110				
	A.1990 469	A.1170 830				
Long Term Coordinator	A.1990 469	A.1170 831	\$ 4,057	\$ 252	\$ 59	\$ 877
	A.1990 469	A.4010 830				
	A.1990 469	A.4010 831				
Assigned Counsel	A.1990 469	A.4010 810	\$ 632	\$ 39	\$ 9	\$ 131
	A.1990 469	A.4016 110				
	A.1990 469	A.4016 830				
Assigned Counsel	A.1990 469	A.4016 831				
	A.1990 469	A.4016 810				
	A.1990 469	A.4016 830				

Non Bargaining Salary and Benefit Adjustment

Position	From Code	To Code	Pro-rated Adjustment (79%)	Social Security 6.2%	Medicare 1.45%	Retirement Adjustment
Assistant Director Public Health	A.1990 469	A.4018 810				
	A.1990 469	A.4018 0020 110	\$ 632			\$ 131
	A.1990 469	A.4018 0020 830		\$ 39		
	A.1990 469	A.4018 0020 831		\$ 9		
	A.1990 469	A.4018 0020 810				\$ 131
Director Pub Health/Patient Svc	A.1990 469	A.4018 110	\$ 632			
	A.1990 469	A.4018 830		\$ 39		
	A.1990 469	A.4018 831		\$ 9		
	A.1990 469	A.4018 810				\$ 180
Purchasing	A.1990 469	A.1345 110	\$ 2,044			
	A.1990 469	A.1345 830		\$ 127		
	A.1990 469	A.1345 831		\$ 30		
	A.1990 469	A.1345 810				\$ 425
Real Property	A.1990 469	A.1355 110	\$ 1,264			
	A.1990 469	A.1355 830		\$ 78		
	A.1990 469	A.1355 831		\$ 18		
	A.1990 469	A.1355 810				\$ 263
Sheriff Corrections	A.1990 469	A.3150 110	\$ 1,234			
	A.1990 469	A.3150 830		\$ 77		
	A.1990 469	A.3150 831		\$ 18		
	A.1990 469	A.3150 810				\$ 276
Sheriff Law Enforcement	A.1990 469	A.3110 110	\$ 1,896			
	A.1990 469	A.3110 830		\$ 118		
	A.1990 469	A.3110 831		\$ 27		
	A.1990 469	A.3110 810				\$ 454
Social Services	A.1990 469	A.6010 110	\$ 3,911			
	A.1990 469	A.6010 830		\$ 242		
	A.1990 469	A.6010 831		\$ 57		
	A.1990 469	A.6010 810				\$ 862
Telecommunications	A.1990 469	A.1681 110	\$ 632			
	A.1990 469	A.1681 830		\$ 39		
	A.1990 469	A.1681 831		\$ 9		
	A.1990 469	A.1681 810				\$ 131
County Treasurer	A.1990 469	A.1325 110	\$ 1,896			
	A.1990 469	A.1325 830		\$ 118		
	A.1990 469	A.1325 831		\$ 27		
	A.1990 469	A.1325 810				\$ 368
Veterans Services	A.1990 469	A.6510 110	\$ 1,975			

Non Bargaining Salary and Benefit Adjustment

Position	From Code	To Code	Pro-rated Adjustment (79%)	Social Security 6.2%	Medicare 1.45%	Retirement Adjustment
	A.1990 469	A.6510 830		\$ 122		
	A.1990 469	A.6510 831			\$ 29	
	A.1990 469	A.6510 810				\$ 411
Weights & Measures	A.1990 469	A.6610 110	\$ 976			
	A.1990 469	A.6610 830		\$ 61		
	A.1990 469	A.6610 831			\$ 14	
	A.1990 469	A.6610 810				\$ 203
Total General Fund			\$ 76,094	\$ 4,718	\$ 1,103	\$ 15,882
DPW County Road	A.1990 469	D.9901 910	\$ 8,374.00	\$ 519.19	\$ 121.42	\$ 1,638.14
DPW Road Machinery	A.1990 469	DM.9901 910	\$ 632	\$ 39	\$ 9	\$ 131
Grand Total			\$ 85,100	\$ 5,276	\$ 1,234	\$ 17,652

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 the County Administrator

DATE: 5/8/2013

(a) Purpose of Amendment: To increase revenue and appropriations to reflect transfer of funds from Contingent Account.

(b) Appropriation Code, Object Code, Full Title and Amount:

D.5020 110	County Road-Salaries	\$	7,742
D.5020 830	County Road-Social Security	\$	480
D.5020 831	County Road-Medicare	\$	112
D.5020 810	County Road-Retirement	\$	1,507
D.5010 110	County Road-Salaries	\$	632
D.5010 830	County Road-Social Security	\$	39
D.5010 831	County Road-Medicare	\$	9
D.5010 810	County Road-Retirement	\$	131
		\$	10,652

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

D.5010 5031 County Road-Interfund Transfers \$10,652.

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 the County Administrator

DATE: 5/8/2013

(a) Purpose of Amendment: To increase revenue and appropriations to reflect transfer of funds from Contingent Account.

(b) Appropriation Code, Object Code, Full Title and Amount:

DM.5130 110	Road Machinery Salaries	\$	632
DM.5130 830	Road Machinery Soc Security	\$	39
DM.5130 831	Road Machinery Medicare	\$	9
DM.5130 810	Road Machinery Retirement	\$	131
		\$	811

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

DM.5130 5031 Road Machinery-Interfund Transfers \$811.

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 the County Administrator

DATE: 5/8/2013

- (a) Purpose of Amendment: To increase revenue and appropriations to reflect transfer of funds from Computer Reserve Fund.

- (b) Appropriation Code, Object Code, Full Title and Amount:
D.5010 220.1 County Road Highway Admin Office Equipment Reserve \$2,025.00
D.5020 220.1 County Road Engineering Office Equipment Reserve \$571.00

- (c) Revenue Code (with title), and Amount:
D.5010 5031 County Road-Interfund Transfers \$2,596.

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: Office of the County Administrator

DATE: 5/9/2013

- (a) Purpose of Request: To appropriate funds from the Computer Reserve Fund to departmental budgets to purchase computers and related equipment and software.
- (b) Details: To appropriate funds in the amount of \$31,131.00 from the Computer Reserve (A.895.00) to codes:

Department	Budget Code		Total
Civil Service	A.1430 220.1	Office Equipment Reserve	\$ 884.00
DA	A.1165 220.1	Office Equipment Reserve	\$ 1,350.00
DA - Crime Victims	A.1168 220.1	Office Equipment Reserve	\$ 700.00
DPW	A.9901 910	Interfund Transfers	\$ 571.00
DPW	A.9901 910	Interfund Transfers	\$ 2,025.00
Info Technology	A.1680 220.1	Office Equipment Reserve	\$ 571.00
OFA	A.6778 220.1	Office Equipment Reserve	\$ 9,450.00
Planning	A.8021 220.1	Office Equipment Reserve	\$ 1,142.00
Planning - GIS	A.8022 220.1	Office Equipment Reserve	\$ 675.00
Probation	A.3140 220.1	Office Equipment Reserve	\$ 2,284.00
Public Health	A.4010 220.1	Office Equipment Reserve	\$ 3,775.00
Health Education	A.4010 0040 220.1	Office Equipment Reserve	\$ 350.00
Preventive	A.4018 220.1	Office Equipment Reserve	\$ 350.00
Family Health	A.4018 0020 220.1	Office Equipment Reserve	\$ 1,608.00
Early Intervention	A.4054 0060 220.1	Office Equipment Reserve	\$ 1,608.00
Real Property	A.1355 220.1	Office Equipment Reserve	\$ 442.00
Social Services	A.6010 220.1	Office Equipment Reserve	\$ 1,578.00
Treasurer	A.3025 220.1	Office Equipment Reserve	\$ 1,768.00
Total			\$31,131.00

- (c) Previous Resolution Number: N/A
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A.895.00 Computer Reserve Fund.

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

* as listed in budget and LOGOS