

**AGENDA**  
**FINANCE COMMITTEE**  
**FEBRUARY 11, 2015**  
*DRAFT AGENDA - SUBJECT TO CHANGE*

*Committee Members: Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson.*

- 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) **Request from the Treasurer's Office:**  
Request for a new contract with Bartlett, Pontiff, Stewart & Rhodes, P.C. for bond counsel services relating to the expansion of the existing court space.
  - 3) **Referral from the Criminal Justice Committee:**  
*District Attorney -*  
Request to amend the County Budget to include unanticipated revenues and appropriations in the amount of \$10,000 in grant funding.
  - 4) **Referrals from the Economic Growth & Development Committee:**  
*Planning & Community Development -*
    - A) Request to amend the County Budget to establish CD74 and reflect the receipt of unanticipated revenues and appropriations in the amount of \$400,000 from the New York State Community Development Block Grant program as part of the 2014 Regional Economic Development Council Consolidated Funding Application.
    - B) Request to establish Capital Project No. H.356 9550.280, *First Wilderness Implementation 2014*, in the amount of 832,900 to administer the grant award from the Local Waterfront Revitalization Program.
  - 5) **Referral from the Health Services Committee:**  
*Office of Community Services -*  
Request to amend the 2015 County Budget to reflect the receipt of unanticipated revenues and appropriations in the amount of \$100,000 for the Office of Community Services. These are passthrough funds from New York State Office of Mental Health to provide 100% funding for the Parsons Child and Family Center Contract which is being increased from \$325,624 to \$425,624.
  - 6) **Referral from the Human Services Committee:**  
*Employment & Training Administration -*  
Request to amend the 2015 County Budget to reflect the receipt of unanticipated revenues and appropriations in the amount of \$15,203 from the Federal Trade Adjustment Act for the training of five dislocated workers.
  - 7) **Referral from the Occupancy Tax Coordination Committee:**  
Request to authorize the issuance of a serial bond and bond anticipation note in the amount of \$221,906 to cover the purchase and installation of a fence and masonry columns at the Festival Space of the Charles R. Wood Park, contingent upon determination that the use of occupancy tax discretionary, surplus and reserve funding is not sufficient to cover the cost and bonding is determined to be necessary. Due to the time frame, the Occupancy Tax Coordination Committee recommends that the resolution for the serial bond and bond anticipation note be presented at the February 20, 2015 Board Meeting with the understanding that the resolution would be rescinded if it was determined to be unnecessary.

8) **Referrals from the Public Safety Committee:**

*Office of Emergency Services -*

- A) Request to amend the 2015 County Budget to carry over \$59,399.85 in unexpended grant funding received from the FY14 State Homeland Security Program.
- B) Request to amend the 2015 County Budget to carry over \$22,521.02 in unexpended grant funding received from the FY13 State Homeland Security Program.
- C) Request to amend the 2015 County Budget to carry over \$32,198.63 in unexpended grant funding received from the FY13 Hazmat Grant Program.
- D) Request to amend the 2015 County Budget to carry over \$6,847.67 in unexpended grant funding received from the Local Emergency Planning Grant Program.

*Sheriff's Office -*

- E) Request to amend the 2015 County Budget to carry over \$2,154 in unexpended public donations provided for the K-9 Unit.
- F) Request to amend the 2015 County Budget to carry over \$21,284 in unexpended funding received from the PSAP Consolidation Grant.
- G) Request to amend the 2015 County Budget to reflect the receipt of unanticipated revenues and expenditures totaling \$227,715 from the SLETPP, Child Passenger Safety, Governors Traffic Safety and PSAP Operations Grants.

9) **Referrals from the Public Works Committee:**

*DPW -*

- A) Request to appropriate a total of \$286,123.94 from the County Road Fund Balance, *D.909.00*, to various road projects to increase the equipment rental budgets which should have been offset at the close of 2014, but were inadvertently overlooked. This request pertains to a transfer of existing funding, no new money is requested.

*Parks, Recreation & Railroad -*

- B) Request to amend the 2015 County Budget to reflect the receipt of unanticipated revenues and expenditures in the amount of \$500 for Pearsall Grant funding received for Up Yonda Farm.

10) **Referrals from the Support Services Committee:**

- A) At their December 15, 2014 meeting, the Support Services Committee made a referral to the Finance Committee, requesting consideration of establishing an Insurance Deductible Reserve Fund using the \$22,384 the County saved on the annual premium for Property & Casualty insurance by increasing the deductible for Law Enforcement Professional Liability coverage for 2015 from \$25,000 to \$50,000.

11) **Requests/Items to be Discussed by the County Administrator:**

- A) Journal Report identifying transfers authorized by the County Administrator.
- B) Request to appropriate funds in the amount of \$60,000 from the Computer Reserve, *Budget Code A.895.00*, to the Information Technology Office Equipment Reserve, *Budget Code A.1680 220.1*, for the purchase of computers and related equipment/software.
- C) Request to appropriate funds totaling \$158,905 from the Vehicle Reserve Fund, *Budget Code A.896.00*, to Departmental Budgets (*Sheriff and Civil Defense*) to purchase vehicles.

12) **Request/Item to be Discussed by the County Attorney:**

- A) Request for additional funding to support the costs of special counsel retained in connection with the Gillette lawsuit against Warren County. The County Administrator has recommended these funds be transferred from the Contingent Fund to the County Attorney's Legal/Transcript Budget Code, *A.1420 440*. The County Administrator has also noted that the amount of funding necessary to sustain the special counsel costs for the year will be projected by Mr. Auffredou and it should be understood that Mr. Auffredou will only be able to provide an estimate of cost based on his best judgement of what legal proceedings will occur.

*Requests/Items to be Discussed by the County Attorney, continued*

- B) Request to authorize the annual contract with the Warren County SPCA in an amount not to exceed \$8,000 for contractual services such as: investigations of complaints regarding cruelty to animals; commencing necessary court proceedings to correct those conditions; removing, caring for or putting up for adoption and/or destroying or otherwise disposing of abandoned and/or injured distressed cats and domestic animals; inspecting dude ranches; retaining the services of Humane Officer; etc.
- 13) Finance Committee action is required on the following items as approved by the Personnel Committee: Personnel Agenda Items 2, 3, 4A-E and 6.

**RESOLUTION REQUEST FORM NO. 10**

**Request for Transfer of Funds**

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

**DEPARTMENT NAME:** Office for the Aging

**SIGNED:**

**DATE:** 1/21/15

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A6771 445	Nutrition for Eld Ham Cty- Food	A6771 260	Nutrit for Eld Ham Cty- Other Equipment	\$3,500.00

**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- Other Payments/Contributions			

**Please state reason for transfer request:**

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

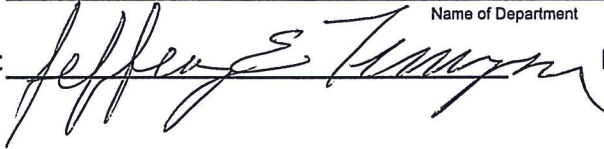
**REQUEST FOR TRANSFER OF FUNDS**

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

FROM: PUBLIC WORKS

Name of Department

SIGNED:  DATE: 1/21/2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.7110 110	General. Parks & Recreation Salaries, Regular	A.1490 110	General DPW Administration Salaries, Regular	\$ 6,000.00

Please state reason for transfers requested:

Salary Adjustments needed for training of New Fiscal Manager  
Fiscal Manager #2 Position, 3 Weeks of Training, plus terminal vacation

**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:

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME: Treasurer**

**DATE: February 4, 2015**

- (a) Is this a Result of a Bid or Request for Proposal? **Yes**
- (b) Purpose of Contract: **Bond Attorney for Court House Addition**
- (c) Name of Contractor: **Bartlett, Pontiff, Stewart & Rhodes, P.C.**
- (d) Address of Contractor: **One Washington St. Glens Falls PO Box 2168**
- (e) Contractor's Contact Person and Telephone Number: **J. Lawrence Paltrowitz  
518-792-2117**
- (f) Has or will the Contract be provided, if so, please attach: **No**
- (g) Commencement Date of Contract: **February 20, 2015**
- (h) Termination Date of Contract: **December 31, 2016**
- (i) Payment Provisions:
  - i) lump sum amount **See Attached**
  - 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.
- (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: **To be paid with Bond Money at time of closing.****

**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

## Tabulation Sheet RFP for Bond Counsel January 2015

FIRM	Bartlett, Pontiff Stewart & Rhodes Glens Falls	Orrick, Herrington & Sutcliffe New York City	Hawkins, Delafield & Wood New York City	Bond, Schoeneck & King Syracuse	Harris Beach Albany	Fitzgerald, Morris, Baker, Firth Glens Falls	Hodgson Russ Albany
SERVICES	RATES	RATES	RATES	RATES	RATES	RATES	RATES
\$ 16 Million Bond	\$ 1,000 base fee, \$ 75/1,000 of amount up to 10,000,000 = \$ 7,500 plus \$ 50/1,000 for next 6,000,000 = \$ 3,000	\$ 3,000 base fee \$ 750 Review fee \$ 60/1,000 of amount up to 10,000,000 = \$ 6,000 \$ 30/1,000 next 6,000,000 = \$ 1,800	\$ 2,000 base fee \$ 250 Reso fee \$ 250 Distribution fee \$ 75/1,000 of amount up to 5,000,000 = \$ 3,750 \$ 50/1000 over 5,000,000 = \$ 5,500	\$ 1,200 base fee \$ 60/1,000 of amount = \$ 9,600	\$ 3,500 base fee \$ 80/1,000 of amount = \$ 12,800	Not to exceed \$ 16,000	\$ 3,500 base fee \$ 750 Reso fee \$ 1,000/1,000 of amount = \$ 16,000
	TOTAL \$ 11,500	TOTAL \$ 11,550	TOTAL \$ 11,750	TOTAL \$ 10,800*	TOTAL \$ 16,300	TOTAL \$ 16,000	TOTAL \$ 20,250
\$ 8 Million Bond	\$ 1,000 base fee, \$ 75/1,000 up to 10,000,000 = \$ 6,000	\$ 3,000 Base fee \$ 750 Review fee \$ 60/1,000 up to 10,000,000 = \$ 4,800	\$ 2,000 base fee \$ 250 Reso fee \$ 250 Distribution fee \$ 75/1,000 up to 5,000,000 = \$ 3,750 \$ 50/1,000 over 5,000,000 = \$ 1,500	\$ 1,200 base fee \$ 60/1,000 of amount = \$ 4,800	\$ 3,500 base fee \$ 80/1,000 of amount = \$ 6,400	Not to exceed \$ 15,000	\$ 3,500 base fee \$ 750 Reso fee \$ 1,000/1,000 of Amount = \$ 8,000
	TOTAL \$ 7,000	TOTAL \$ 8550	TOTAL \$ 7,750	TOTAL \$ 6,000 *	TOTAL \$ 9,900	TOTAL \$ 15,000	TOTAL \$ 12,250

\*This does not include preparation of Bond Resolutions, Disclosure Materials, or credit enhancement documents, making presentations to rate agencies, participation in conferences, or attendance at sales or closings. These services will be billed on an hourly rate ranging from \$ 275 to \$ 335 per hour.

## **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: District Attorney**

**DATE: 1-7-15**

- (a) Purpose of Amendment:  
To amend the county budget to accept \$10,000.00 per the grant agreement.
  
- (b) Appropriation Code, Object Code, Full Title and Amount:  
A.1165 220 Office Equipment District Attorney's Office \$10,000.00
  
- (c) Revenue Code (with title), and Amount:  
A.1165 3483 Drug Enforcement \$10,000.00

# **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:** Planning and Community Development

**DATE:** 28 January 2015

(a) Purpose of Amendment:

Establish CD 74 to administer grant award

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

74 8662 470 - \$365,000; 74 8662 437 \$20,000; 74 8686 410 \$15,000.

**Sample: A.1010 470 Legislative Board – Contract**

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

74 4910 Community Development - \$400,000

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

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



ANDREW M. CUOMO  
GOVERNOR

December 19, 2014

DARRYL C. TOWNS  
COMMISSIONER/CEO

NEW YORK STATE  
DIVISION OF HOUSING  
& COMMUNITY  
RENEWAL

HOUSING  
TRUST FUND  
CORPORATION

STATE OF  
NEW YORK MORTGAGE  
AGENCY

NEW YORK STATE  
HOUSING FINANCE  
AGENCY

NEW YORK STATE  
AFFORDABLE HOUSING  
CORPORATION

STATE OF  
NEW YORK MUNICIPAL  
BOND BANK AGENCY

TOBACCO SETTLEMENT  
FINANCING  
CORPORATION

Honorable Kevin Geraghty  
Chairperson  
Warren County  
1340 State Route 9  
Lake George, NY 12845

Re: CDBG Program Award  
NYS CDBG Project #1197PF20-14  
REDC CFA #42627

Dear Chairperson Geraghty:

Congratulations. On behalf of Governor Andrew Cuomo and the Housing Trust Fund Corporation, it is my pleasure to inform you that Warren County has been awarded \$400,000.00 in New York State Community Development Block Grant program funds as part of the 2014 Regional Economic Development Council (REDC) Consolidated Funding Application (CFA) round.

In 2011, Governor Cuomo launched the REDC and the CFA to provide each region with the tools to create and implement their own roadmap for economic prosperity and job creation. This community-based model uses local assets to drive local economic growth and has resulted in unprecedented partnerships and collaboration that are building a reinvigorated economy. The 2014 REDC CFA process made \$750 million in economic development resources available from 33 programs across 12 state agencies. The agency programs provide resources for projects focused on community development and job creation, direct assistance to businesses, waterfront revitalization, energy and environmental improvements, sustainability and low-cost financing. NYS Homes and Community Renewal's Office of Community Renewal is proud to have contributed nearly \$30 million to this year's Consolidated Funding Application.

Our agency will contact you shortly to outline the procedures necessary to advance your REDC CFA award, and satisfy the conditions of the grant agreement. Please be advised that no work can be performed, nor any cost incurred, prior to the execution of the grant agreement and approval of all required environmental review materials. Should you have any questions in the interim, please do not hesitate to contact the Office of Community Renewal at (518) 474-2057.

Congratulations again to you and your community. We look forward to working with you on the implementation of this and other important community development projects in your community.

Sincerely,



Darryl C. Towns  
Chairperson  
NYS Housing Trust Fund Corporation

cc: Christian M. Leo, Vice President, Office of Community Renewal  
Wayne LaMothe, Assistant Director

## RESOLUTION REQUEST FORM NO. 8

### Request to Establish Capital Project or Capital Reserve Project\*

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

DEPARTMENT NAME: Planning and Community Development

DATE: 28 January 2015

- (a) Exact Title\* and Number of Project (must be obtained from Treasurer's Office):  
H356 – First Wilderness Plan Implementation 2014
- (b) Is this a Capital Project?
- (c) Is this a Capital Reserve Project?  
No
- (d) Amount of Project:  
H349.9550 280 - \$832,900,
- (e) Source of Funding (including name & title of codes, etc.):  
H349.9550 2790 - \$422,450 – Share of Joint Activity, Local, H349.9550 3897 - \$410,450 – Culture & Recreation
- (f) Purpose of Establishment:  
Administer grant award from Local Waterfront Revitalization Program

\*Title should reflect department if possible:

Le. Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport *Replace VASI with PAPI*.



STATE OF NEW YORK  
DEPARTMENT OF STATE  
ONE COMMERCE PLAZA  
99 WASHINGTON AVENUE  
ALBANY, NY 12231-0001

ANDREW M. CUOMO  
GOVERNOR

CESAR A. PERALES  
SECRETARY OF STATE

December 17, 2014

The Honorable Kevin B. Geraghty  
Chairman of the Board of Supervisors  
Warren County  
1340 State Route 9  
Lake George, NY 12845

Dear Chairman Geraghty:

In 2011, Governor Cuomo launched the Regional Economic Development Councils and the Consolidated Funding Application (CFA) to provide each region with the tools to create and implement their own roadmap for economic prosperity and job creation. This community-based model uses local assets to drive local economic growth and has resulted in unprecedented partnerships and collaboration that are building a reinvigorated economy.

Building on the success of the first three rounds, the 2014 CFA made \$709.2 million in economic development resources available from over 30 programs across 12 state agencies for projects focused on community development and job creation, direct assistance to business, waterfront revitalization, energy and environmental improvements, sustainability and low-cost financing. The New York State Department of State is proud to have contributed over \$11.75 million of that amount.

On behalf of Governor Cuomo, I am pleased to inform you that funding has been awarded through the Department of State Local Waterfront Revitalization Program under Title II of the Environmental Protection Fund to undertake the following project(s):

- CFA #38885 - \$410,450.00  
First Wilderness Plan Implementation 2014

In the near future, your office will be contacted by the Department of State Office of Planning and Development regarding next steps in developing a contract work program, MWBE goals, and other terms and conditions. I urge you to work closely with our program staff to ensure progress toward achieving a fully executed contract.

If you have any questions, please call Kenneth Smith at (518) 473-3373 or email [Kenneth.Smith@dps.ny.gov](mailto:Kenneth.Smith@dps.ny.gov).

I am pleased that the State of New York is able to assist your efforts in improving your waterfront. Congratulations and we look forward to working with you on this special initiative.

Sincerely,

Cesar A. Perales  
Secretary of State

cc: Arnie Will  
Wayne LaMothe

# ***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 Community Services**

**DATE: 01/21/15**

- (a) Purpose of Amendment: To allow the pass-through of 100% state aid from New York State Office of Mental Health(OMH) to Parsons Child and Family Center Contract.
- (b) Appropriation Code (with title), Object Code (with title) and Amount:
1. Appropriation Code: A.4320.0165 (Home-Based Crisis Intervention (HBCI) Program)
  2. Object Code: 470 (Contractual Expense) increase to \$425,624 from \$325,624.
- (c) Revenue Code (with title), and Amount: A.4320.3490 (Mental Health - Other Gov't) Increase by \$100,000.

# **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: January 21, 2015**

(a) Purpose of Amendment: add federal funds to county budget to reimburse training for 5 dislocated workers through the Trade Adjustment Act

(b) Appropriation Code, Object Code, Full Title and Amount: 40.6293.0305 433 - WIA Dislocated Worker (Training-Client) \$15,203.

(c) Revenue Code (with title), and Amount: 40.6293.0305 4791- WIA Dislocated Worker - \$15,203.

PROPOSED PROJECT COST ASSESSMENT:					Document Date: 02.02.15
Contract 7 - Festival Space Perimeter Fence: Lake George Environmental Park at the Charles R. Wood Park Village of Lake George, Warren County, New York					
Note: 1. Costs contained herein are conceptual estimates for discussion and planning purposes. 2. Costs reflected in this evaluation represent 2015 prices. 3. Concrete paved walkways are not included in this cost estimate.					
ITEM NO.	ITEM DESCRIPTION	Quantity	UNIT	UNIT PRICE	TOTAL COST (including profit, labor and overhead applied to labo)
<b>Perimeter Fence System</b>					
<b>A. Site Preparation and Coordination</b>					
1	Construction Layout	1	LS	\$1,500.00	\$1,500
<b>SUBTOTAL A</b>					<b>\$1,500</b>
<b>B. Perimeter Fence</b>					
1	Fence panels and posts	1,100	Lf	\$95.00	\$104,500
2	Double leaf gates (10' opening width)	2	EA	\$5,000.00	\$10,000
<b>SUBTOTAL B</b>					<b>\$114,500</b>
<b>C. Concrete Grade Beam Fence Base</b>					
1	Trenching, backfilling and hauling of excess cut	1,100	LF	\$10.00	\$11,000
2	Aggregate subbase (24" width x 12" depth)(.08 CY/LF)	1,100	LF	\$2.00	\$2,200
3	Concrete grade beam (12" wide x 16" depth) (slip form install)	1,100	LF	\$18.00	\$19,800
4	Sod (stockpile and reuse existing topsoil)( 1 foot strip each side)	2,200	SF	\$1.00	\$2,200
<b>SUBTOTAL C</b>					<b>\$35,200</b>
<b>D. Festival Space West Brook Road Entrance Control</b>					
1	Removable bollard system (includes foundation)	3	EA	\$2,150.00	\$6,450
2	Heavy steel chain (.394 dia., 1.5 lbs/foot)	40	LF	\$8.50	\$340
<b>SUBTOTAL D</b>					<b>\$6,790</b>
<b>E. SUBTOTAL 1 Cost Summary A-D</b>					<b>\$157,990</b>
<b>F. Contractor Mobilization and General Requirements</b>					
1	Mobilization (5% of E)				\$7,900
2	General requirements (6% of E)				\$9,479
<b>SUBTOTAL F</b>					<b>\$17,379</b>
<b>G. SUBTOTAL 2 Cost Summary E-F</b>					<b>\$175,369</b>
<b>H. Project Development Contingency</b>					
1	Project Development Contingency (10% of G)				\$17,537
<b>SUBTOTAL H</b>					<b>\$17,537</b>
<b>TOTAL PROJECT VALUE (Project Development Contingency + Subtotal 2)</b>					<b>\$192,906</b>

ITEM NO.	ITEM DESCRIPTION	Quantity	UNIT	UNIT PRICE	TOTAL COST (including profit, labor and overhead applied to labor)
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**Entrance Columns\*Not included in fencing costs above**

**I. Main Entrance Columns (Battered side and flag poles)**

1	Column concrete core, foundations and spread footings	2	LS	\$2,000.00	\$4,000
2	Stone veneer	2	LS	\$5,500.00	\$11,000
3	Stone Cap	2	LS	\$500.00	\$1,000
4	Flag Pole System	2	LS	\$1,000.00	\$2,000
<b><i>SUBTOTAL I</i></b>					<b><i>\$17,000</i></b>

**J. East and West Side Entrance Columns (No battered edge and flagpoles)**

1	Column core, foundations and spread footings	2	LS	\$1,500.00	\$3,000
2	Stone veneer	2	LS	\$4,000.00	\$8,000
3	Stone Cap	2	LS	\$500.00	\$1,000
<b><i>SUBTOTAL J</i></b>					<b><i>\$12,000</i></b>

<b>K.</b>	<b><i>SUBTOTAL 3 Cost Summary I-J</i></b>				<b><i>\$29,000</i></b>
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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: January 21, 2015

(a) Purpose of Amendment: Increase both sides of the budget to accommodate grant funds.

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

A.3645.4010 250 – FY14 State Homeland Security Program – Technical Equipment	\$13,400
A.3645.4010 260 – FY14 State Homeland Security Program – Other Equipment	\$26,200
A.3645.4010 423 – FY14 State Homeland Security Program – Telephone	\$6919.94
A.3645.4010 428 – FY14 State Homeland Security Program – Data/Internet	\$639.91
A.3645.4010 470 – FY14 State Homeland Security Program – Contract	\$12,240

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

A.3645.4010 4380 – FY14 State Homeland Security Program – State Homeland Security Program	\$59,399.85
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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: January 21, 2015

(a) Purpose of Amendment: Increase both sides of the 2015 budget to accommodate grant funds.

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

A.3645.4007 240 – FY13 State Homeland Security Program – Highway Equipment	\$14,500
A.3645.4007 250 – FY13 State Homeland Security Program – Technical Equipment	\$1,954.93
A.3645.4007 260 – FY13 State Homeland Security Program – Other Equipment	\$3,681.09
A.3645.4007 422 – FY13 State Homeland Security Program – Repair/Maint Equip.	\$385
A.3645.4007 441 – FY13 State Homeland Security Program – Auto Supplies/Repair	\$2,000

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

A.3645.4007 4380 – FY13 State Homeland Security Program – State Homeland Security Program	\$22,521.02
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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: January 21, 2015

(a) Purpose of Amendment: Increase both sides of the 2015 budget to accommodate grant funds.

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

A.3645.4009 260 – FY13 Hazmat Grant Program – Other Equipment	\$2,270.84
A.3645.4009 410 – FY13 Hazmat Grant Program – Supplies	\$5,700
A.3645.4009 422 – FY13 Hazmat Grant Program – Repair/Maint Equip	\$13,560.85
A.3645.4009 423 – FY13 Hazmat Grant Program – Telephone	\$4,182.56
A.3645.4009 428 – FY13 Hazmat Grant Program – Data Processing/Internet	\$1,079.52
A.3645.4009 441 – FY13 Hazmat Grant Program – Auto Supplies/Repair	\$2,404.86
A.3645.4009 444 – FY13 Hazmat Grant Program – Travel/Edu/Conference	\$3,000

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

A.3645.4009 4382 – FY13 Hazmat Grant Program – Hazmat Grant Program	\$32,198.63
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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: January 21, 2015

(a) Purpose of Amendment: Increase both sides of the 2015 budget to accommodate grant funds.

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

A.3641 210 - Local Emergency Planning – Furniture	\$2,500
A.3641 220 - Local Emergency Planning - Office Equipment	\$2,843.03
A.3641 410 - Local Emergency Planning - Supplies	\$237.60
A.3641 423 - Local Emergency Planning - Telephone	\$209.20
A.3641 428 - Local Emergency Planning - Data Processing/Internet	\$206.44
A.3641 444 - Local Emergency Planning - Travel/Edu./Conference	\$584.90
A.3641 445 - Local Emergency Planning - Foods	\$266.50

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

A.3641 4306 – Local Emergency Planning – Local Emergency Plan – Fed	\$6,847.67
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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: January 28, 2015

- (a) **Purpose of Amendment:** Amend the County Budget to reflect a carryover of revenue from 2014 to 2015 for K-9 donations.
  
- (b) **Appropriation Code, Object Code, Full Title and Amount:**  
A.3110 410 Law Enforcement Supplies \$2,154.00
  
- (c) **Revenue Code (with title), and Amount:**  
A.3110 2711 K-9 Gifts \$2,154.00

\*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:** January 16, 2015

- (a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect monies transferred from 2014 budget for PSAP Consolidation Grant.
  
- (b) **Appropriation Code, Object Code, Full Title and Amount:**  
A.3020 4025 250 911 Center Technical Equipment \$21,284.00
  
- (c) **Revenue Code (with title), and Amount:**  
A.3020 3384 Sheriff's Other State Aid \$21,284.00

\*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:** January 16, 2015

(a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect monies to be received from SLETPP grant, Child Passenger Safety grant, Governors Traffic Safety Grant, & PSAP Operations grant.

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

A.3110 260	Law Enforcement Other Equipment	\$40,706.00
A.3110 410	“ “ Supplies	43,708.00
A.3110 120	“ “ Overtime	30,750.00
A.3110 220	“ “ Office Equipment	47,767.00
A.3110 250	“ “ Technical Equipment	54,407.00
A.3110 422	“ “ Equipment maintenance	10,377.00

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

A.3110 3384	Sheriff's Other State Aid	\$227,715.00
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\*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: Department of Public Works**

(a) Purpose of Amendment; To Amend the County Road Project Budgets per attached list. The Internal County Road Equipment Rental Budget that should have been transferred to the 2014 Road Projects in 2014 and was not. The excess Budget in D.5110 421, County Road Equipment Rental Budget will be closed out to the County Road fund balance at year end 2014, Account D.909.00. This Amendment will correct the error by increasing the 2014 Road Project Budget Balances. The Source of funding will be an appropriation of County Road Fund Balance D.909.00 \$286,123.94

(b)

(c) Appropriation Code, Object Code: See list of Road Projects Attached \$286,123.94

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

County Road Budget Transfers to Road Projects for DPW Equipment Usage.

2014

			Amount
D.5112	8184	421 Glen Athol Road	\$ 3,352.93
D.5112	8196	421 Bay Road	\$ 37,433.12
D.5112	8197	421 Harrisburg Road	\$ 15,437.30
D.5112	8198	421 Valley Woods Road	\$ 15,452.07
D.5112	8199	421 New Hague Road	\$ 21,383.06
D.5112	8201	421 Mountain Ave.	\$ 17,714.85
D.5112	8202	421 Garnet Lake Road	\$ 34,092.63
D.5112	8203	421 River Street	\$ 7,103.53
D.5112	8204	421 Horicon Ave	\$ 15,524.91
D.5112	8205	421 Valentine Pond Road	\$ 20,919.90
D.5112	8206	421 Dartmouth Road	\$ 13,423.52
D.5112	8208	421 Olmsteadville Road	\$ 26,638.56
D.5112	8209	421 Haviland Road	\$ 26,034.62
D.5112	8210	421 East River Road	\$ 2,773.88
D.5112	8214	421 Schroon River Road	\$ 5,764.16
D.5112	8216	421 Hadley Road	\$ 6,586.27
D.5112	8217	421 West Hague Road	\$ 14,006.65
D.5112	8218	421 Diamond Point Road	\$ 2,481.98
			\$ 286,123.94

**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, Recreation & Railroad**

**DATE: 1/26/15**

(a) Purpose of Amendment:

**To amend the county budget for Up Yonda Farm as the result of the Pearsall Grant received 2014 for 2015.**

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

**A.7111 .0198 .410 General Fund , Up Yonda Farms, Supplies \$500.00**

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

**A.7111 .2714 General Fund, Up Yonda Farm, Grants from Local Businesses.  
\$500.00**

## ***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: Office of the County Administrator**

**DATE: 1/28/2015**

- (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 \$60,000 from the Computer Reserve (A.895.00) to codes:  
  
A.1680 220.1 Information Technology Office Equipment Reserve \$60,000
- (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

# ***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: 2/11/2015**

- (a) Purpose of Request: To appropriate funds from the Vehicle Reserve Fund to Departmental Budgets to purchase vehicles.
- (b) Details: To appropriate funds in the amount of \$158,905 from the Vehicle Reserve (A.896.00) to codes:

A.3110 230.1 Sheriff Law Enforcement Auto Equip Reserve	130,000
A.3640 230.1 Civil Defense Auto Equip Reserve	28,905
- (c) Previous Resolution Number: 671 of 2012
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: A.896.00 Vehicle Reserve Fund

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

\* as listed in budget and LOGOS

THIS AGREEMENT made by and between the COUNTY OF WARREN, a municipal corporation and political subdivision established under the Laws of the State of New York, having its principal offices and place of business located at the Warren County Municipal Center with a mailing address of 1340 State Route 9, Lake George, New York 12845 (the "County"), and

WARREN COUNTY SOCIETY FOR PREVENTION OF CRUELTY TO ANIMALS, INC., a not-for-profit corporation organized and existing under the Laws of the State of New York, having an address of C/O John Corcoran, 46 Nancy Road, Lake George, New York 12845 (the "Society").

WHEREAS, it is provided by Section 224 of the County Law that the Board of Supervisors shall have power to contract with a non-profit corporation within the County for the prevention of cruelty to animals, and

WHEREAS, the Society has for many years existed and been engaged in the prevention of cruelty to animals in the County,

NOW, THEREFORE, for the purposes of carrying out the provisions of said Act, providing for the prevention of cruelty to animals in the County and in consideration of the sum of money hereinafter provided to be paid, the parties agree as follows:

1. During the term of this Agreement and pursuant to the provisions herein, the County agrees to pay the Society a sum not to exceed Eight Thousand Dollars (\$8,000) to be used solely for the prevention of cruelty to animals in the County, subject to the terms and conditions hereinafter set forth.

2A. In consideration of the sum to be paid, the Society agrees to furnish the following services and to use the funds for the purposes of:

- i. making investigations of complaints made to it of cruelty to animals and taking such action at law or otherwise including proceedings or actions in a court of law as may be deemed necessary to correct any condition found to exist;
- ii. removing and caring for or putting up for adoption and/or destroying or otherwise dispose of abandoned and/or injured or distressed cats and/or other domestic animals and removing, caring for and/or destroying or disposing of injured or distressed wildlife, all within the limitations prescribed by law. The term domesticated animal used herein shall have the same meaning as set forth in Agriculture & Markets Law §108;
- iii. inspecting all dude ranches and riding stables at reasonable intervals to require a reasonable and proper housing, feeding, care and use of horses and other animals found therein;
- iv. paying for expenses incurred for the cost of board, care, treatment and euthanasia of animals which will be required to carry out the terms of this agreement;
- v. retaining the services of a humane officer; and
- vi. complying with all applicable provisions of the Public Health Law of the State of New York during the term of this agreement.

B. The Society agrees that all of its services, including those services outlined above, will be provided on a fair and equitable basis throughout the County and to the extent that staffing and resources of the Society will allow.

3. The County shall pay to the Society a sum not to exceed Eight Thousand Dollars (\$8,000)

upon rendering of a verified account of the disbursements for the services rendered with verified or certified vouchers therefor attached for the year 2015 on a quarterly basis. Each account and/or voucher submitted showing the disbursements shall specifically describe the services rendered, the costs thereof and identify the Town where the animal for which services were provided originated.

4A. The Society further covenants and agrees that it will file with the Clerk of the Board of Supervisors of Warren County at the Warren County Municipal Center on or before the 12<sup>th</sup> day of February, 2016, a written report which shall specify the sums expended by the Treasurer of the Society during the preceding period for the payment of salaries, purchase of food, materials and supplies and the payment of traveling expenses, and which shall also contain a general report of the activities carried out by the Society under the terms of this agreement during the preceding year.

B. In addition to the yearly report provided for in paragraph 4(A) hereof, the Society also agrees to furnish and submit to the Clerk of the Board of Supervisors, not later than twelve o'clock noon (12:00p.m.) on the Friday following Labor Day, a letter outlining the costs incurred by the Society through August 30, 2015.

5. The Society covenants and agrees that it will not permit its officers and employees to charge or attempt to charge in any way the credit of the County for any salaries or expenses of any nature incurred by the Society other than to the extent and in the amount provided by this Agreement, and that any obligations incurred by the Society in excess of the amount prescribed in this agreement will be the obligations solely of the Society, and the Society shall refund to the County at the end of the fiscal year any unexpended balance remaining of the funds provided by the County under this agreement.

6. The duties and obligations as well as the rights and benefits accruing hereunder as well as any interest herein, shall not be transferred, delayed and/or assigned without the previous consent in writing of the Board of Supervisors, who shall have sole discretion in this regard.

7. The Society will, during the currency of this contract, carry the following insurance through companies licensed to do business in the State of New York and, at minimum, rated A.M. Best A- or better:

- A. Comprehensive General Liability Insurance insuring the operations of the Society from claims for bodily injury not less than \$2,000,000 in the aggregate per occurrence, and property damage liability of not less than \$50,000 per occurrence, including coverage for automobiles owned by, leased to, or used on behalf of the Society ; and
- B. Workers' Compensation Insurance and Disability Benefit Insurance in accordance with the Laws of the State of New York.

The above insurance coverage shall provide that the County is named as an additional insured on a primary and non-contributory basis. Certificates of Insurance indicating that the foregoing insurance is in effect will be filed with the Office of the County Attorney, stating that the County will be notified in writing by the insurer prior to cancellation or failure to renew.

8. To the fullest extent permitted by law, the Society shall indemnify, hold harmless and defend Warren County, its boards, officers, employees and volunteers against any and all losses, claims, actions, demands, damages, liabilities, or expenses, including but not limited to attorney's fees and all other costs of defense, by reason of the liability imposed by law or otherwise upon Warren County, its boards, officers, employees and volunteers for damages because of bodily injuries, including death, at any time resulting therefrom, sustained by any person or persons, including the Society's employees, or on account of damages to property including loss of use thereof, arising directly or indirectly from the performance of the Society's work or from any of the acts or omissions on the part of the Society, its employees, agents, representatives, materialmen, suppliers, and/or subcontractors. If such indemnity is made void or otherwise impaired by any

law controlling the construction thereof, such indemnity shall be deemed to conform to the indemnity permitted by law, so as to require indemnification, in whole or in part, to the fullest extent permitted by law. Warren County and the Society shall notify each other in writing within thirty (30) days of any such claims or demands and shall cooperate in the defense of any such actions.

9. This agreement constitutes the full understanding of the parties and may not be changed or amended except by further written agreement. This agreement may be executed by each party signing or executing multiple copies thereof, or separate copies thereof, so long as the same are identical and each party executes at least one (1) copy. All copies of this agreement executed by the parties shall be considered one and the same agreement so long as at least one (1) copy of the agreement is executed by each party. This agreement may not be assigned, in whole or in part, by the Society without prior approval by the County in writing. Any dispute under this Agreement or related to this Agreement shall be decided in accordance with the laws of the State of New York.

10. The Society, in accordance with its status of independent contractor, covenants and agrees that it will conduct itself consistent with such status, that its employees will neither hold themselves out as nor claim to be officers or employees of the County of Warren, and that they will not make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the County of Warren, including, but not limited to, Workers' Compensation coverage, unemployment benefits, social security coverage or employee retirement membership or credit.

11. This Agreement shall be for a term commencing January 1, 2015 and terminating December 31, 2015. This Agreement may be terminated by the County for convenience or cause upon forty-five (45) days written notice.

12. It is understood by and between the parties hereto that this agreement shall be deemed executory only to the extent of the monies available to the County for the performance of the terms hereof and no liability on account thereof shall be incurred by the County beyond monies available to or appropriated by the County for the purpose of the agreement and that said agreement shall automatically terminate upon the termination of County, State or Federal funding available for such contract purpose.

IN WITNESS WHEREOF, this agreement has been executed by the duly authorized officers of the respective parties.

Approved as to Form:  
  
\_\_\_\_\_  
Warren County Attorney

COUNTY OF WARREN  
  
By: \_\_\_\_\_  
KEVIN B. GERAGHTY, CHAIRMAN  
Board of Supervisors

Date: \_\_\_\_\_

WARREN COUNTY SOCIETY FOR THE  
PREVENTION OF CRUELTY TO ANIMALS, INC.

By: \_\_\_\_\_

Title \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF NEW YORK    )  
                                  ) ss.:  
COUNTY OF            )

On the \_\_\_\_ day of \_\_\_\_\_, in the year 2015 before me, the undersigned, a Notary Public in and for said state, personally appeared \_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
Notary Public

AGENDA  
PERSONNEL COMMITTEE  
FEBRUARY 11, 2015

*Committee Members: Taylor, Kenny, Sokol, Merlino, Dickinson, Girard, Vanselow, Wood and Simpson*

I. Committee meeting called to order by Chairman.

II. Motion to approve minutes of the prior Committee meeting.

III. Action Agenda

1) Requests/Items to be discussed by the Human Resources Director:

- A) Employee Assistance Program RFP outcome/recommendation.
- B) Report on tracking of salary implications for positions filled.

2) Referrals from the Criminal Justice Committee:

*Probation -*

- A) Request to amend the Table of Organization to delete the position of Probation Officer #8 effective February 23, 2015. The Probation Director has advised this position is no longer necessary due to the increase of the Probation Assistant #2 from part-time to full-time status in April of 2014.

*Public Defender -*

- B) Request from the Public Defender to be granted an additional 189 hours of sick leave to bring the total leave accrued to 980 hours (*140 days*); upon his retirement, Mr. Wappett would receive payment for one half of the accrued sick leave (*490 hours, or 70 days*), the maximum allowed. The Criminal Justice Committee did not make a decision to approve this request; they requested the County Administrator, County Attorney and Human Resources Director to review the matter and provide advisement to the Personnel Committee for further discussion.

3) Referral from the Public Works Committee:

*DPW -*

Request to create and fill the full-time position of Fiscal Manager #2, *Annual Base Salary \$51,537*, to allow for three weeks of training due to a retirement. The Superintendent of Public Works has advised that the Fiscal Manager will retire in early April; in order to provide appropriate training, he has requested the creation of this new position to allow the current Fiscal Manager to provide three weeks of training for her replacement. A cost of \$6,000 has been estimated for the salary of the new position, as well as a payout of accrued vacation leave time, which has been transferred within the existing DPW Budget. At the close of the three-week training period, the position is to remain vacant and unfunded until it is eliminated through the 2016 Budget process.

4) Referrals from the Social Services Committee:

*Countryside Adult Home -*

- A) Request to amend the Table of Organization to delete the positions of Institutional Aide/P #1, (*Grade 3, Annual Base Salary \$25,193 pro-rated to 32 hours per week*), and Institutional Aide/P #5, (*Grade 3, Annual Base Salary \$25,193 pro-rated to 8 hours per week*), and create and fill the new position of Institutional Aide FT #15, (*Grade 3, Annual Base Salary \$25,193*), effective February 23, 2015.
- B) Request to amend the Table of Organization to delete the position of Leisure Time Activity Aide #1, (*Grade 3, Annual Base Salary \$25,193*), and create and fill the new positions of Leisure Time Activity Aide PT #2, (*Grade 3, Annual Base Salary \$25,193 pro-rated to 16 hours per week*), and Leisure Time Activity Aide PT #3, (*Grade 3, Annual Base Salary \$25,193 pro-rated to 24 hours per week*), effective February 23, 2015.

***Referrals from the Social Services Committee, continued***

***Department of Social Services -***

- C) Request to amend the Table of Organization to move Intake Clerk #6 from its current categorization as 20 hours per week in Dept. 00 and 20 hours per week in Dept. 03 to 40 hours per week in Dept. 02 effective February 23, 2015.
- D) Request to amend the Table of Organization to delete the position of Deputy Commissioner of the Department of Social Services (*Annual Salary \$63,256*) and create the new full-time position of Deputy Commissioner/Chief Legal Counsel (*Annual Salary \$78,460*) effective March 1, 2015.
- E) Request to amend the Table of Organization to delete the position of Social Services Attorney and create the new position of Assistant Social Services Attorney, Part-Time, (*less than 20 hours per week, Annual Salary of \$30,000-\$35,000*) effective March 1, 2015.

**5) Requests/Items to be Discussed by the County Administrator:**

Request to amend Resolution No. 628 of 2014, *which authorized carryover of an additional five days of vacation for Patricia C. Nennerger*, to authorize payment for the additional five days of vacation carryover at the 2014 pay rate of \$36.7802 per hour in accordance with Resolution No. 336 of 2010.

**6) Requests/Items to be Discussed by the County Attorney:**

Request to amend the Table of Organization to set the hours for the Asst. County Attorney-PT which will be less than part-time (*not to exceed 20 hours per week*) with no benefits. This position was established as part of the 2015 Budget process, but the part-time status was not identified at that time.

**IV. Vacancies Filled:**

***Department of Public Works -***

- 1. Fiscal Manager, *Annual Salary \$51,537*, due to retirement. This is a non-mandated, non-Union position which receives no reimbursements.

***Employment & Training Administration -***

- 1. Employment & Training Counselor, *Grade 9, Annual Base Salary \$32,553*, due to resignation. This is a non-mandated, Union position which receives 100% Federal reimbursement.

***Office of Emergency Services -***

- 1. Second Deputy EMS Coordinator, *Annual Salary \$5,028*, due to resignation. This is a non-mandated, non-Union position which receives no reimbursements.

***Treasurer -***

- 1. Account Clerk #1, *Grade 4, Annual Base Salary \$12,279 (19 hours per week)*, due to resignation. This is a non-mandated, Union position which receives no reimbursements.

**V. Request for executive session:**

The Clerk of the Board has requested an executive session to discuss the employment history of a particular unnamed person in the Clerk of the Board's Office.