

AGENDA
FINANCE COMMITTEE
JULY 8, 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) **Requests from the Treasurer's Office:** None.
 - 3) **Referral from the County Facilities Committee:**
Buildings & Grounds -
Request to determine a source of funding for Clark Patterson Lee Task 4A, *Development of Temporary Family Courtroom Plans and Specifications*, in an amount not to exceed \$30,000.
 - 4) **Human Services Committee:**
Employment & Training Administration -
 - A) Request to amend the County Budget to create Fund 41, *Workforce Investment and Opportunity Act (WIOA)*, in the amount of \$701,110 and to appropriate the annual allocation of Title I Funds for the WIOA 2015 program year.
 - B) Request to amend the County Budget to increase revenues and appropriations in the amount of \$6,108 to reflect the receipt of unanticipated funding through the Federal Trade Adjustment Act for the training of one dislocated worker.
 - 5) **Referrals from the Public Safety Committee:**
Office of Emergency Services -
 - A) Request to amend the County Budget to increase revenues and appropriations in the amount of \$40,649 to reflect the receipt of FY14 Hazardous Materials Emergency Preparedness grant funds.
 - B) Request for a Contingent Fund transfer totaling \$8,500 to support the costs of installing communications equipment in Office of Emergency Services' vehicles.
 - 6) **Referral from the Public Works Committee:**
Parks, Recreation & Railroad -
Request to amend the County Budget to reflect the receipt of a \$1,800 donation to Up Yonda Farm Environmental Education Center from Daniel R. Lewis. *Note: The Public Works Committee previously authorized the Chairman of the Board to forward a letter of appreciation for this donation.*
 - 7) **Referral from the Real Property Tax Services Committee:**
Request to appropriate \$2,000 from the Environmental Testing Reserve Fund (A893.00) to Budget Code A.1355 470 (*Real Property Tax Service Agency, Contract*) to support the Phase I environmental testing for Town of Warrensburg Tax Map Parcel No. 211.13-3-35.
 - 8) **Requests from the Sheriff's Office:**
 - A) Request for a Contingent Fund transfer in the amount of \$20,558.32 to provide funding for replacement of a 400-gallon hot water storage tank for the Corrections Facility Kitchen. *This request was not reviewed by the Public Safety Committee.*
 - B) Request for a Contingent Fund transfer in the amount of \$25,963 to provide funding for the replacement of HVAC damper controls at the Warren County Correctional Facility. *This request was not reviewed by the Public Safety Committee.*
 - C) Request for a resolution in opposition to New York State Assembly Bill A6430 which represents an unfunded mandate.

Continued

9) **Referral from the Social Services Committee:**

Department of Social Services -

Request to amend the County Budget to increase revenues and appropriations in the amount of \$17,885 to reflect the receipt of unanticipated State funding for the Special Delinquency Prevention Program.

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

Information Technology -

Request to appropriate funds from the Computer Reserve Fund, A895.00, to Budget Codes A.1680 220.1, *Information Technology, Office Equipment Reserve*, (\$65,899) and A.6010 220, *Social Services, Office Equipment*, (\$18,369).

11) **Requests from the WC Soil & Water Conservation District to be addressed by Supervisor Thomas:**

- A) Request for a source of funding to support the purchase a vacuum excavator at a cost of \$109,000, with all funds to be reimbursed through the NYSDEC Water Quality Improvement Grant received by the Warren County Soil & Water Conservation District.
- B) Request for the appropriation of up to \$15,000 from the vehicle reserve fund to replace the Warren County Soil & Water Conservation District's 2001 Dodge pickup.

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

- A) Journal Report identifying transfers authorized by the County Administrator.
- B) Proposal to accept \$10,000 in funding from the Adirondack Gateway Council for study of gaps in cell and broadband coverage (*this funding just recently offered, there is a time limitation for acceptance*).

13) Finance Committee action is required on the following items as approved by the Personnel Committee:
Personnel Agenda Item 2 .

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Department of Public Works

SIGNED: 

DATE: June 29, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D5112.8225 280	Stone Schoolhouse Road - CR#71	D5112.8229 280	Trout Lake Road - CR48	\$5,200.00
D5112.8223 280	Harrisburg Road - CR#22	D5112.8229 280	Trout Lake Road - CR48	\$12,000.00

Please state reason for transfers requested:

Field Condition change. Need additional funds for D5112.8229 280 Trout Lake Road CR48.

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. 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: County Facilities

DATE: June 30, 2015

- (a) Purpose of Request:
Authorizing Clark Patterson Lee Task 4A, Development of Temporary Family Courtroom Plans and Specifications, in an amount not to exceed \$30,000.

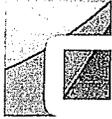
- (b) Details:
To determine placement of temporary Family Courtroom until the Court Space Expansion project is complete.

- (c) Previous Resolution Number:

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

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

* as listed in budget and LOGOS



Clark Patterson Lee
DESIGN PROFESSIONALS

June 26, 2015

Mr. Jeffery Tennyson, P.E.
Superintendent
Warren County Department of Public Works
4028 Main Street
Warrensburg, NY 12885

**RE: WC 75-14 – ARCHITECTURAL/ENGINEERING CONSULTING SERVICES
WARREN COUNTY MUNICIPAL CENTER COURTHOUSE EXPANSION
TASK 4A – Development of Temporary Family Courtroom Plans and Specifications**

Dear Jeff:

In accordance with our discussions, we are pleased to submit a proposal for **Task 4A, Development of Temporary Family Courtroom Plans and Specifications** for the expansion of the Warren County Court facilities, which will be concurrent with **Task 4, Design Development**.

This work shall be completed per service agreement WC 75-14 Periodic Professional Multidiscipline Engineering Services CPL has with Warren County. The following presents our Scope of Work recommended for this phase of the project.

Scope of Work

Clark Patterson Lee will assist the County with the conversion of the existing Supreme Court Law Library to an interim Family Court Suite, which will be utilized during Phase I construction of the new Family Court addition.

We will work with the County to select appropriate structural, mechanical, electrical, and interior needs for the temporary space. Basic room by room information will be generated. Specific features will be determined, such as furniture requirements.

Drawings, design details, and technical specifications will be provided as necessary for county forces to build the interim space. Clark Patterson Lee will coordinate with Office of Courts Administration and Local Courts as necessary.

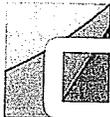
Clark Patterson Lee will provide any additional services as needed for the Interim Family Courtroom.

Fee Proposal and Schedule

Clark Patterson Lee will provide the services described above on a **Time and Materials** basis at the **Hourly Billing Rates** provided in the current service agreement WC 75-14 for a fee **Not to Exceed \$30,000**. We are prepared to begin work as soon as authorized to proceed.

We appreciate the opportunity to submit our proposal and look forward to assisting you in this endeavor. If you have any questions or require additional information, please contact me at (800) 274-9000.

30 Century Hill Drive
Suite 104
Latham, NY 12110
clarkpatterson.com
518.463.4107 TEL
518.463.3823 FAX



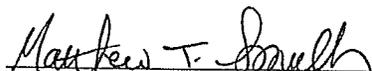
Jeffery Tennyson, P.E.
Warren County DPW
June 26, 2015
Page 2 of 2

Acceptance

Agreed to the foregoing scope and fee to be completed in accordance with the terms and conditions of service agreement WC 75-14, Periodic Professional Multidiscipline Engineering Services:

CONSULTANT:
CLARK PATTERSON LEE
30 Century Hill Drive, Suite 104
Latham, NY 12110

OWNER:
WARREN COUNTY
Department of Public Works
4028 Main Street
Warrensburg, NY 12885



(signature)

Matthew T. Smullen, P.E.
Principal

Date: June 26, 2015

(signature)

Print Name: _____

Title: _____

Date: _____

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 Administration

DATE: June 26, 2015

- (a) Purpose of Amendment: Create Fund 41 – Workforce Investment and Opportunity Act and amend County budget for annual allocation of Workforce Investment and Opportunity Act Funds for program year 2015 – WIOA Title I Program.
- (b) Appropriation Code, Object Code, Full Title and Amount: See attached detail sheet
- (c) Revenue Code (with title), and Amount: See attached detail sheet

RESOLUTION REQUEST FORM NO. 7
Request to Amend County Budget – Attachment
26-Jun-15

REVENUES

41.6293.4791	Program Year 2015 WIOA Title I Program	\$701,110
41.6293.0300 4791	Program Year 2015 WIOA Title I Program - Adult	\$216,818
41.6293.0305 4791	Program Year 2015 WIOA Title I Program - Dislocated Worker	\$187,496
41.6293.0310 4791	Program Year 2015 WIOA Title I Program - Youth	\$225,609
41.6293.0313 4791	Program Year 2015 WIOA Title I Program - Admin	\$71,186

APPROPRIATIONS

	Program Year 2015 WIOA Title I Program - Adult	\$216,818 /
41.6293.0300 110	Salaries – Regular	\$80,000
41.6293.0300 200 220	Office Equipment	\$1,700
41.6293.0300 410	Office Supplies	\$3,000
41.6293.0300 411	Rent - Building/Property	\$13,200
41.6293.0300 433	Training - Client	\$63,598
41.6293.0300 810	Retirement	\$14,900
41.6293.0300 830	Social Security	\$4,960
41.6293.0300 831	Medicare Contribution	\$1,160
41.6293.0300 860	Hospitalization	\$28,200
41.6293.0300 861	Retirees Hospitalization	\$6,100
	Program Year 2015 WIOA Title I Program - Dislocated Worker	\$187,496 /
41.6293.0305 110	Salaries – Regular	\$70,500
41.6293.0305 200 220	Office Equipment	\$1,500
41.6293.0305 410	Office Supplies	\$3,000
41.6293.0305 411	Rent - Building/Property	\$11,400
41.6293.0305 433	Training - Client	\$54,703
41.6293.0305 810	Retirement	\$12,800
41.6293.0305 830	Social Security	\$4,371
41.6293.0305 830 831	Medicare Contribution	\$1,022
41.6293.0305 860	Hospitalization	\$22,200
41.6293.0305 861	Retirees Hospitalization	\$6,000
	Program Year 2015 WIOA Title I Program - Youth	\$225,609 /
41.6293.0310 110	Salaries - Regular	\$53,500
41.6293.0310 130	Salaries - Part Time	\$76,000
41.6293.0310 200 220	Office Equipment	\$1,400
41.6293.0310 410	Office Supplies	\$4,900
41.6293.0310 411	Rent - Building/Property	\$11,500
41.6293.0310 433	Training - Client	\$23,478
41.6293.0310 470	Contract	\$20,500
41.6293.0310 810	Retirement	\$11,800
41.6293.0310 830	Social Security	\$8,029
41.6293.0310 830 831	Medicare Contribution	\$1,102
41.6293.0310 860	Hospitalization	\$8,000
41.6293.0310 861	Retirees Hospitalization	\$5,400
	Program Year 2015 WIOA Title I Program - Admin	\$71,186 /
41.6293.0313 110	Salaries - Regular	\$38,726
41.6293.0313 200 220	Office Equipment	\$700
41.6293.0313 410	Office Supplies	\$700
41.6293.0313 411	Rent - Building/Property	\$6,800
41.6293.0313 810	Retirement	\$7,700
41.6293.0313 830	Social Security	\$2,399
41.6293.0313 830 831	Medicare Contribution	\$561
41.6293.0313 860	Hospitalization	\$10,800
41.6293.0313 860 861	Retirees Hospitalization	\$2,800

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: June 26, 2015

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

(b) Appropriation Code, Object Code, Full Title and Amount: 40.6293.0305 433 - WIA Dislocated Worker (Training-Client) \$6,108.

(c) Revenue Code (with title), and Amount: 40.6293.0305 4791 - WIA Dislocated Worker - \$6,108.

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: June 29, 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.3645.4013 470 – FY14 Hazardous Materials Emergency Preparedness - Contract \$40,649

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

A.3645.4013 4382 – FY14 Hazardous Materials Emergency Preparedness –
Hazmat Grant Program

\$40,649

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Office of Emergency Services

SIGNED:

DATE: June 29, 2015

<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>
A.1990 469	Contingent Account- Other Payments/Contributions	A.3410 422	Fire Prev. & Control-Repair/Maint Equip	\$2,825.00
		A.3640 422	Civil Defense-Repair/Maint Equip	\$5,175.00
		A.4022 422	Emergency Medical Svs - Repair Maint. Equip.	\$1,500.00

Please state reason for transfer request: Transfer needed for installation of communications equipment in OES vehicles

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

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: Public Works / Parks, Recreation & Railroad

DATE: June 29, 2015

(a) Purpose of Amendment:

To reflect a \$1,800.00 donation to Warren County's Up Yonda Farm Environmental Education Center from Daniel R. Lewis of 5274 Lakeshore Drive, Bolton Landing, NY 12814.

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

A.7111 410 Up Yonda Farm, Supplies \$1,800.00

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

A.7111 2706 Up Yonda Farm, Donations \$1,800.00

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: Real Property Tax Services

DATE: June 30, 2015

- (a) Purpose of Request:
To appropriate \$2,000 from the Environmental Testing Reserve Fund (A893.00) to Budget Code A.1355 470 (Real Property Tax Service Agency, Contract)

- (b) Details:
To fund Phase I environmental testing for Town of Warrensburg Tax Map Parcel No. 211.13-3-35

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
A893.00, Reserve, Environmental Testing Fund

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

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Sheriff's Office

SIGNED:  UNDERSHERIFF DATE: 07-01-2015

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- Other Payments/Contributions	a.3110 413	Repair & Maintenance Building / Property	\$20,558.32

A. 3110 260

Please state reason for transfer request: Replace 400 Gallon Hot Water Storage Tank for Correctional Facility Kitchen

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



95 Hudson River Rd.
Waterford, NY 12188
(518) 238-2383 Ph. (518) 233-0123 Fax

3/27/15

Warren County Sheriff

Re: Domestic water storage

Dear JR,

Thank you for this opportunity to quote on the replacement of the domestic hot water storage tank.

Our base bid proposal is based on the following:

1. Shut down, isolate and remove existing failed domestic water storage tank
2. Furnish and install(2) 200 gallon replacement ASME storage tanks in place of existing
3. Furnish and install piping modifications for new storage tanks
4. Furnish and install necessary isolation valves so either tank can be individually isolated from the other without shutting down the system
5. Furnish and install necessary pipe covering insulation for all new and disturbed piping
6. Rigging of existing failed tank and off-site disposal
7. Start up, fill and vent system

Our proposal excludes the following:

1. Overtime hours of any kind.
2. Parts and/or materials not listed.
3. Performance and/or operation of related systems and/or equipment.
4. Labor to install equipment, parts, and/or materials of any kind not listed
5. Labor to replace parts and components not listed.

The above base bid to be completed as follows:

Materials, equipment, subs, etc.	\$11,780
Labor (96 MH X \$84/hr)	\$8,064

Plus any applicable tax. This proposal to be in effect for thirty (30) days.

I trust you will find this proposal meets your requirements and standards. It is our company's goal to meet your needs and provide you with the best possible service. If you should have any questions or require additional information on the above, please do not hesitate to contact us.

Very truly yours,

Daniel A. Keating
BPI Mechanical Service, Inc.

BPI Mechanical Services Inc95 Hudson River Road
Waterford, NY 12188**Invoice**

Invoice #: 1257

Invoice Date: 5/28/2015

Due Date: 6/27/2015

Job# 15-11331 Re...

P.O. Number:

Bill To:Warren County Purchasing Department
1340 State Route 9
Lake George, NY 12845

Work Ticket #

Description	Hours/Q...	Rate	Service Date	Amount
Domestic Water Storage. As per quoted price of \$19,844.00. Warren County Sheriff's dept.		19,844.00		19,844.00T
Sales Tax		0.00%		0.00

Thank you for your business.

Total \$19,844.00**Payments/Credits** \$0.00**Balance Due** \$19,844.00

Phone #

518-238-2383

BPI Mechanical Services Inc95 Hudson River Road
Waterford, NY 12188**Invoice**

Invoice #: 1279
Invoice Date: 6/6/2015
Due Date: 7/6/2015
Job# 15-11331 Re...
P.O. Number:

Bill To:

Warren County Purchasing Department
 1340 State Route 9
 Lake George, NY 12845

Work Ticket #

5682

Description	Hours/Q...	Rate	Service Date	Amount
Additional time/materials for DHW tank. Warren County Jail.				
Wilcox, Stephen F	2	84.00	6/5/2015	168.00T
Wilcox, Stephen F	2	84.00	6/5/2015	168.00T
30-240 degree thermometer	2	45.93		91.86T
Thermometer wells	2	15.24		30.48T
1" Propress check valve	1	230.10		230.10T
1" press x 1-1/4" npt	1	25.88		25.88T
Sales Tax		0.00%		0.00

Total	\$714.32
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Payments/Credits	\$0.00
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Balance Due	\$714.32
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Phone #

518-238-2383

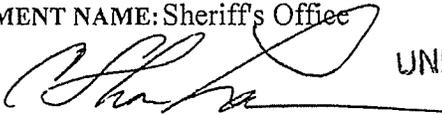
RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Sheriff's Office

SIGNED:



UNDERSHERIFF

DATE: 07-01-2015

<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>
A.1990 469	Contingent Account- Other Payments/Contributions	a.3110 413	Repair & Maintenance Building / Property	\$25,963.00

Please state reason for transfer request: Replacement of Damper Assemblies at the Warren County Correctional Facility

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

WARREN COUNTY BID TABULATION SHEET

BID NO: WC 41-15 ITEM(S): REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY CORRECTIONAL FACILITY DATE: MAY 21, 2015 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER			NAME & ADDRESS OF BIDDER		
	Trane US, Inc. Attn: William B. Willows 301 Old Niskayuna Road Latham, NY 12110 Ph: 518-785-1315 Fx: 518-785-4359			BPI Piping, Inc. Attn: Dan Keating 95 Hudson River Road Waterford, NY 12188 Ph: 518-238-2383 Fx: 518-233-0123		
DESCRIPTION OF ITEM	BID PRICE			BID PRICE		
LUMP SUM COST FOR BASE BID	\$25,963.00			\$27,390.00		
SCHEDULE #1 - HOURLY LABOR RATES:	Hourly	OT	Emerg.	Hourly	OT	Emerg.
HVAC FORMAN	\$115.00	\$172.50	\$172.50	\$84.00	\$125.00	\$125.00
HVAC TECHNICIAN	\$115.00	\$172.50	\$172.50	\$84.00	\$125.00	\$125.00
PLUMBER, JOURNEYMAN	n/a	n/a	n/a	\$84.00	\$125.00	\$125.00
PLUMBER, APPRENTICE	n/a	n/a	n/a	\$84.00	\$125.00	\$125.00
SHEET METAL WORKER, JOURNEYMAN	n/a	n/a	n/a	\$84.00	\$125.00	\$125.00
SHEET METAL WORKER, APPRENTICE	n/a	n/a	n/a	\$84.00	\$125.00	\$125.00
BOILER MAKER, JOURNEYMAN	n/a	n/a	n/a	\$84.00	\$125.00	\$125.00
BOILER MAKER, APPRENTICE	n/a	n/a	n/a	\$84.00	\$125.00	\$125.00
SCHEDULE #2						
Specialized Equipment furnished % mark up	20%			15%		
Materials Used % mark up	20%			28%		
Parts Used % mark up	20%			28%		
BID AWARDED TO:						
JULIE A. BUTLER, PURCHASING AGENT	Resolution No.					
	TERM OF BID: COMMENCE UPON EXECUTION ON AGREEMENT AND TERMINATE UPON COMPLETION OF PROJECT					

**WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY**

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

PROPOSAL OF: Trane US, Inc.

COMPANY NAME

TO: Julie A. Butler, Purchasing Agent
Human Services Building
1340 State Route 9
Lake George, NY 12845

The undersigned has carefully examined the specifications to provide all necessary machinery, tools, apparatus, labor and other means of service and do all the work and furnish all the materials called for by said contract at each site.

A. LUMP SUM COST FOR BASE BID: \$ \$25,963.00

B. HOURLY RATES FOR TYPICAL EMPLOYEE TITLES IN THE EVENT UNANTICIPATED WORK IS REQUIRED:

SCHEDULE #1 HOURLY LABOR RATES			
EMPLOYEE POSITION/TITLE	STANDARD RATE/HOUR	OVERTIME RATE/HOUR	EMERGENCY RATE/HOUR
HVAC Forman	\$ 115.00	\$ 172.50	\$ 172.50
HVAC Technician	\$ 115.00	\$ 172.50	\$ 172.50
Plumber, Journeyman	\$ N/A	\$ N/A	\$ N/A
Plumber, Apprentice	\$ N/A	\$ N/A	\$ N/A
Sheetmetal Worker, Journeyman	\$ N/A	\$ N/A	\$ N/A
Sheetmetal Worker, Apprentice	\$ N/A	\$ N/A	\$ N/A
Boilermaker, Journeyman	\$ N/A	\$ N/A	\$ N/A
Boilermaker, Apprentice	\$ N/A	\$ N/A	\$ N/A

*Each of the employee positions/titles listed above **must** either be someone presently in the employ of Bidder or be a qualified sub(s) available to Bidder. A List of qualified employees and/or subs will be **required** from the three lowest responsible Bidders by the Warren County Sheriff.

**WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY**

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

SCHEDULE #2 MARK-UP PERCENTAGE	
Specialized Equipment Furnished Percent Mark-Up	20 %
Materials Used Percent Mark-Up	20 %
Parts Used Percent Mark-Up	20 %

The vendor hereby certifies that there are no Federal or State taxes included in the above prices

DATE: 5/20/15 FEDERAL ID #: 25-0900465

SIGNATURE OF BIDDER: _____ TITLE: Account Manager

NAME OF BIDDER (PRINTED): William B. Willows

EMAIL ADDRESS OF BIDDER: wwillows@trane.com

NAME OF FIRM: Trane US, Inc.

NUMBER YEARS IN BUSINESS OF FIRM: 100+

BUSINESS ADDRESS: 301 Old Niskayuna Road Latham, NY 12110

PHONE #: (518) 785-1315 FAX #: (518) 785-4359

ALL BIDDERS: Please list three (3) current references, preferably school or government.

	COMPANY NAME	CONTACT PERSON	PHONE #
1.	Warren County Sheriff	JR Diamond	518-743-3582
2.	Queensbury DMNA	John Fallarino	518-786-4810
3.	Plattsburgh Schools	Norbert Neiderer	518-561-6840

Financial statement, if desired, will be requested at a later date. D.B.A. and/or Certificate of Incorporation will be required from successful Bidder.

The attached Corporate Resolution (if applicable), Iran Divestment Act and Bidder Certification must be completed and signed and made a part of the Bid Proposal.

WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

CERTIFICATION

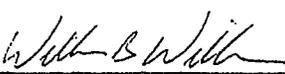
Non-Collusive Certification required of all bidders under Section 103-d of the General Municipal Law as amended by Chapter 675 of the Laws of 196, and further amended by Chapter 56 of the Laws of 2010, effective June 22, 2010.

- (a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies, as to its own organization, under penalty of perjury, that to the best of knowledge and belief:
 - (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
 - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
 - (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.
- (a-1) Notwithstanding the foregoing, the statement of non-collusion may be submitted electronically in accordance with the provisions of subdivision one of section one hundred three of the General Municipal Law.
- (b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth, in detail, the reasons therefor. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.
- (c) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing on its behalf;
- (d) That attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signatory of this bid, or proposal, on behalf of the corporate bidder.

Individual Bidder

Co-Partnership

By _____
Partner



Corporation

By _____
President

WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

CORPORATE RESOLUTION

RESOLVED that _____
(Name)

be authorized to sign and submit the Bid, or Proposal, of this Corporation for the following project:

(Title of Project)

and to include in such Bid Proposal the Certificate as to non-collusion required by Section 103-d of the General Municipal Law as the act and deed of such corporation, and for any inaccuracies of misstatements in such certifies this Corporate Bidder shall be liable under the penalties of perjury.

The foregoing is a true and correct copy of the Resolution adopted by _____
_____ Corporation at a meeting of its Board of Directors held on
the _____ Day of _____, 20_____, and
is still in force and effective on this _____ Day of _____,
20_____.

SECRETARY
(Signature)

(SEAL OF CORPORATION)

* Please see Attached Letter in lieu of Resolution



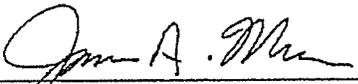
Trane
3600 Pammel Creek Road
La Crosse, WI 54601 USA
T: (608) 787-2000
www.irco.com

CERTIFICATE

I, James A. Mau, Assistant Secretary of Trane U.S. Inc., 3600 Pammel Creek Road, La Crosse, WI 54601, a Delaware corporation, do hereby certify that William B. Willows, who signed the attached document, is Account Manager for Trane U.S. Inc. and that he is duly authorized to execute such documents on behalf of the corporation.

(CORPORATE SEAL)





James A. Mau – Assistant Secretary

5/20/2015
Date

WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the "Act"), Chapter 1 of the 2012 Laws of New York, a new provision has been added to State Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the County receive information that a Bidder/Contractor is in violation of the above-referenced certification, the County will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the County shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default.

The County reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, William B. Willows, being duly sworn, deposes and says that he/she is the
ACCOUNT MANAGER of the TRANE US, INC. Corporation

and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

William B. Willows

SIGNED

SWORN to before me this

20 day of MAY

201 15

Notary Public: Janet E. Jordan

Janet E. Jordan
Notary Public, State of New York
Qualified in Albany County
No. 01JO4785069
Commission Expires January 31, 2018

WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

PROPOSAL OF: BPI PIPING, INC.

COMPANY NAME

TO: Julie A. Butler, Purchasing Agent
Human Services Building
1340 State Route 9
Lake George, NY 12845

The undersigned has carefully examined the specifications to provide all necessary machinery, tools, apparatus, labor and other means of service and do all the work and furnish all the materials called for by said contract at each site.

- A. LUMP SUM COST FOR BASE BID: \$ 27,390.-
- B. HOURLY RATES FOR TYPICAL EMPLOYEE TITLES IN THE EVENT UNANTICIPATED WORK IS REQUIRED:

SCHEDULE #1 HOURLY LABOR RATES			
EMPLOYEE POSITION/TITLE	STANDARD RATE/HOUR	OVERTIME RATE/HOUR	EMERGENCY RATE/HOUR
HVAC Forman	\$ 84.-	\$ 125.-	\$ 125.-
HVAC Technician	\$ 84.-	\$ 125.-	\$ 125.-
Plumber, Journeyman	\$ 84.-	\$ 125.-	\$ 125.-
Plumber, Apprentice	\$ 84.-	\$ 125.-	\$ 125.-
Sheetmetal Worker, Journeyman	\$ 84.-	\$ 125.-	\$ 125.-
Sheetmetal Worker, Apprentice	\$ 84.-	\$ 125.-	\$ 125.-
Boilermaker, Journeyman	\$ 84.-	\$ 125.-	\$ 125.-
Boilermaker, Apprentice	\$ 84.-	\$ 125.-	\$ 125.-

*Each of the employee positions/titles listed above **must** either be someone presently in the employ of Bidder or be a qualified sub(s) available to Bidder. A List of qualified employees and/or subs will be **required** from the three lowest responsible Bidders by the Warren County Sheriff.

**WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY**

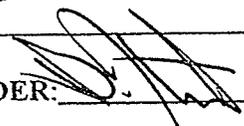
DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

SCHEDULE #2 MARK-UP PERCENTAGE		
Specialized Equipment Furnished Percent Mark-Up	15	%
Materials Used Percent Mark-Up	28	%
Parts Used Percent Mark-Up	28	%

The vendor hereby certifies that there are no Federal or State taxes included in the above prices

DATE: 5-21-15 FEDERAL ID #: 141803537

SIGNATURE OF BIDDER:  TITLE: V.P.

NAME OF BIDDER (PRINTED): DANIEL KEATING

EMAIL ADDRESS OF BIDDER: DANK@BPIPIPING.COM

NAME OF FIRM: BPI PIPING, INC.

NUMBER YEARS IN BUSINESS OF FIRM: 17

BUSINESS ADDRESS: 95 HUDSON RIVER RD. WATERFORD, NY

PHONE #: (518) 238 2383 FAX #: (518) 233 0123

ALL BIDDERS: Please list three (3) current references, preferably school or government.

COMPANY NAME	CONTACT PERSON	PHONE #
1. ALBANY CSD	BRIAN DENGLER	518 376 7068
2. HVCC	RICH EDWARDS	518 629 7427
3. ALBANY JAIL	KEVIN WITA	518 221 5999

Financial statement, if desired, will be requested at a later date. D.B.A. and/or Certificate of Incorporation will be required from successful Bidder.

The attached Corporate Resolution (if applicable), Iran Divestment Act and Bidder Certification must be completed and signed and made a part of the Bid Proposal.

WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

CERTIFICATION

Non-Collusive Certification required of all bidders under Section 103-d of the General Municipal Law as amended by Chapter 675 of the Laws of 196, and further amended by Chapter 56 of the Laws of 2010, effective June 22, 2010.

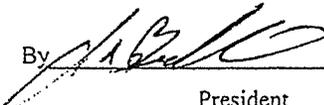
- (a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies, as to its own organization, under penalty of perjury, that to the best of knowledge and belief:
 - (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
 - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
 - (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.
- (a-1) Notwithstanding the foregoing, the statement of non-collusion may be submitted electronically in accordance with the provisions of subdivision one of section one hundred three of the General Municipal Law.
- (b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth, in detail, the reasons therefor. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.
- (c) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing on its behalf;
- (d) That attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signatory of this bid, or proposal, on behalf of the corporate bidder.

Individual Bidder

Co-Partnership

By _____
Partner

BPI PIPING, INC.
Corporation

By 
President

WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

CORPORATE RESOLUTION

RESOLVED that JOSEPH BURKHE
(Name)

be authorized to sign and submit the Bid, or Proposal, of this Corporation for the following project:

REPLACE DAMPER ASSEMBLIES
(Title of Project)

and to include in such Bid Proposal the Certificate as to non-collusion required by Section 103-d of the General Municipal Law as the act and deed of such corporation, and for any inaccuracies of misstatements in such certifies this Corporate Bidder shall be liable under the penalties of perjury.

The foregoing is a true and correct copy of the Resolution adopted by BPI PIPING, INC.

_____ Corporation at a meeting of its Board of Directors held on
the 21 Day of MAY, 20 15, and
is still in force and effective on this 21 Day of MAY,
20 15.



SECRETARY
(Signature)

(SEAL OF CORPORATION)



WC 41-15 - REPLACEMENT OF DAMPER ASSEMBLIES AT THE WARREN COUNTY
CORRECTIONAL FACILITY

DATE: MAY 21, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3RD FL

PROPOSAL

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

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By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

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During the term of the Contract, should the County receive information that a Bidder/Contractor is in violation of the above-referenced certification, the County will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the County shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default.

The County reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, _____, being duly sworn, deposes and says that he/she is the
_____ of the _____ Corporation

and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.



SIGNED

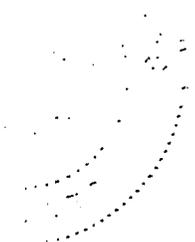
SWORN to before me this

19th day of May

2015

Notary Public: Janice Morales

JANICE MORALES
Notary Public, State of New York
NO 01105000037
Qualified in Schenectady County
Term Expires November 10, 20



Warren County Sheriff's Office

1400 State Route 9
Lake George, New York 12845
(518) 743-2500

Nathan H. York
Warren County Sheriff

Major James A. LaFarr
Office of Professional Standards
Administration



Undersheriff C. Shawn Lamouree
Division Commander
Law Enforcement Division

Captain Michael T. Gates
Division Commander
Correction Division

July 7, 2015

NON SUPPORT OF A6430 AS UNFUNDED MANDATE

WHEREAS, in the waning days of the legislative session NYS Assembly Bill A6430 was discharged expeditiously through committees of both houses and various entities were never given an opportunity to make comments, and

WHEREAS, it makes amendments to the current law on security restraints for female pregnant prisoners on how and when they may be used, as well as "no restraint" provisions, and that a sheriff must find extraordinary circumstances exist, must seek medical consultation, must justify use in writing, must not have correction staff present during birth yet be responsible for security, must give written notice to any female incarcerated and again if pregnant, must provide annual training for all correctional transport staff, and must report in writing annually to the (1) Governor, (2) the temporary president of the senate, (3) the minority leader of the senate, (4) the speaker of the assembly, (5) the minority leader of the assembly, (6) the chairperson of the senate crime victims, (7) crime and correction committee and (8) the chairperson of the assembly correction committee every time the use of restraints on a woman under this bill, and

WHEREAS, everyone involved in the custody of a pregnant female needs to understand the different medical issues involved and that she be dealt with accordingly and safely, however the language in this bill is excessive, overstated, and extraordinary burdensome in many ways resulting in an unfunded mandate, and an increase in the overtime of corrections costs to the counties, and in some circumstances will jeopardize safety, create escape possibilities, and security concerns of all involved, and this is not the time for such issues,

NOW, THEREFORE, BE IT RESOLVED, that the Warren County Board of Supervisors urges the nonsupport of this legislation, and that the extreme provisions be amended to avoid the unfunded mandate to counties while maintaining the safety of the female and the security of the incarceration for everyone, and

RESOLVED, that a copy of this resolution be sent to Governor Cuomo, Senator Little, Assemblyman Stec, the NYS Association of Counties, the NYS Sheriffs' Association, and Sheriff Nathan H. York.

Nathan H. York



Warren County Sheriff



RESOLUTION REQUEST FORM NO. 7 ATTACHMENT #3

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: SOCIAL SERVICES

DATE: 6/26/15

- (a) Purpose of Amendment: **Amend the County Budget to increase revenues and appropriations in the amount of \$17,885 for Special Delinquency Prevention**

- (b) Appropriation Code, Object Code, Full Title and Amount: **A.7312 470 - Special Delinquency Prevention Contract \$17,885**

- (c) Revenue Code (with title), and Amount: **A.7312 3822 - Special Delinquency Prevention State Aid \$17,885**

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: Information Technology

DATE: July 1, 2015

- (a) Purpose of Request:
Request to appropriate funds from the Computer Reserve Fund, A895.00, to Budget Codes A.1680 220.1, Information Technology-Office Equipment Reserve, (\$65,899) and A.6010 220.1, Social Services-Office Equipment Reserve, (\$18,369)

- (b) Details:
See attached explanation

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
A895.00, Computer Reserve Fund

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

* as listed in budget and LOGOS

Request:

Request to appropriate \$65,899 from the Computer Reserve (*A895.00*) to Budget Code 1680.220.1 (*Information Technology-Office Equipment - Reserve*).

Request to appropriate \$18,369 from the Computer Reserve (*A895.00*) to Budget Code 6010.220 (*Social Services- Office Equipment*).

Rationale:Budgeted:

\$31,500 for PC replacements with extra being set aside for future

\$30,505 was budgeted for Microsoft Licenses.

\$62,005 available.

Anticipated Need:

\$30,774 for county licenses

\$8,301 for county pc replacements

Unanticipated Need:

\$6,917 for Office suite licenses that we found were in use but not paid for.

\$891 for Visual Studio Pro and Project Pro found in use but not paid for.

\$16,770 for Public Health Toughbooks.

\$2,246 for MSDN Platforms license.

Total needed for County: \$65,899

\$18,369 for Social Services PC replacements with \$13,777 being reimbursed by the state, leaving an expense of \$4,592

After the budget cycle was completed, the Toughbooks and Social Services were identified as needing to be in the computer replacement plan. Public Health found funds to replace 10 last year with the hope we would be able to find funds to replace 10 this year from the reserve fund. Social Services found funds to replace 20 PC's with the hope we be able to find funds to replace 39 this year. Using funds that were set aside for future years can be used towards the non-budgeted items and then address the shortfall created during the normal budget process.

WARREN COUNTY
Journal Report - June 2015

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
County Clerk - County Clerk					
6/22/2015	2015-00002594 Posted	Supplies	Transfer within object code to A.7510 28 from A7510410		1
6/22/2015	A.7510 410	Data Processing & Internet Fees	Transfer within object code from A7510410 to A7510428	1	
6/22/2015	A.7510 428				
County Clerk - County Clerk					
6/26/2015	2015-00002725 Posted	Data Processing & Internet Fees	transfer within the budget code from A7510 444 to A7510 428	62	
6/26/2015	A.7510 428	Travel/Education/Conference	transfer within the budget code to A. 7510 428 from A7510 444		62
6/26/2015	A.7510 444				
Dist. Attorney_Dist. Attorney - District Attorney, District Attorney					
6/15/2015	2015-00002520 Posted	Repair/Maint-Equipment	Transfer within budget code from A.1165 424	50	
6/15/2015	A.1165 422	Postage	Transfer within budget code to A. 1165 422		50
6/15/2015	A.1165 424				
DPW_DPW Admin - DPW, DPW Administration					
6/1/2015	2015-00002293 Posted	Retirement	Transfer Within Object Code to D.5142 860		5,528.00
6/1/2015	D.5142 810	Retirement	Transfer Within Object Code to D.5142 865		55
6/1/2015	D.5142 810	Hospitalization	Transfer Within Object Code from D.5142 810	5,528.00	
6/1/2015	D.5142 860	Dental Insurance	Transfer Within Object Code from D.5142 810		55
6/1/2015	D.5142 865				
DPW_DPW Admin - DPW, DPW Administration					
6/4/2015	2015-00002362 Posted	Supplies	Budget Transfer Within Object Code to A.7111.0198 428		220
6/4/2015	A.7111.0198 410	Data Processing & Internet Fees	Budget Transfer Within Object Code from A.7111.0198 410	220	
6/4/2015	A.7111.0198 428				

WARREN COUNTY
Journal Report - June 2015

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
DPW_DPW Admin - DPW,DPW Administration	2015-00002371 Posted				
6/4/2015	A.7111 416	Oil & Gas-Heating	Transfer Within Object Code to A.7111 428		465
6/4/2015	A.7111 428	Data Processing & Internet Fees	Transfer Within Object Code from A.7111 416	465	
6/4/2015	A.7111.0198 410	Supplies	Transfer Within Object Code from A.7111.0198 428	220	
6/4/2015	A.7111.0198 428	Data Processing & Internet Fees	Transfer Within Object Code to A.7111.0198 410		220
DPW_DPW Admin - DPW,DPW Administration	2015-00002513 Posted				
6/12/2015	A.5610 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code from A.5610 414	111	
6/12/2015	A.5610 416	Oil & Gas-Heating	Transfer Within Object Code to A.5610 413		111
DPW_DPW Admin - DPW,DPW Administration	2015-00002542 Posted				
6/16/2015	A.1620 421	Equipment Rental	Budget Transfer Within Object Code from A.1620 470	2,000.00	
6/16/2015	A.1620 470	Contract	Budget Transfer Within Object Code to A.1620 421		2,000.00
DPW_DPW Admin - DPW,DPW Administration	2015-00002605 Posted				
6/22/2015	D.5110 410	Supplies	Transfer Within Object Code to D.5110 444		500
6/22/2015	D.5110 444	Travel/Education/Conference	Transfer Within Object Code from D.5110 410	500	
DPW_DPW Admin - DPW,DPW Administration	2015-00002623 Posted				
6/23/2015	A.7111.0198 410	Supplies	Transfer Within Object Code to A.7111.0198 424		600
6/23/2015	A.7111.0198 424	Postage	Transfer Within Object Code from A.7111.0198 410	600	

WARREN COUNTY
Journal Report - June 2015

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
6/24/2015	2015-00002695 Posted				
6/24/2015	40.6293.0300 411	Rent-Building/Property	Object code change to 40.6293.0300 860		9,500.00
6/24/2015	40.6293.0300 422	Repair/Maint-Equipment	Object code change to 40.6293.0300 423		194.08
6/24/2015	40.6293.0300 423	Telephone	Object code change from 40.6293.0300 422	194.08	
6/24/2015	40.6293.0300 433	Training-Client	Object code change to 40.6293.0300 434		2,000.00
6/24/2015	40.6293.0300 433	Training-Client	Object code change to 40.6293.0300 861		2,000.00
6/24/2015	40.6293.0300 434	Allowances	Object code change from 40.6293.0300 433	2,000.00	
6/24/2015	40.6293.0300 810	Retirement	Object code change to 40.6293.0300 831		500
6/24/2015	40.6293.0300 831	Medicare Contribution	Object code change from 40.6293.0300 810	500	
6/24/2015	40.6293.0300 860	Hospitalization	Object code change from 40.6293.0300 411	9,500.00	
6/24/2015	40.6293.0300 861	Retirees Hospitalization	Object code change from 40.6293.0300 433	2,000.00	
6/24/2015	40.6293.0305 411	Rent-Building/Property	Object code change to 40.6293.0305 434		1,000.00
6/24/2015	40.6293.0305 411	Rent-Building/Property	Object code change to 40.6293.0305 810		1,000.00
6/24/2015	40.6293.0305 411	Rent-Building/Property	Object code change 40.6293.0305 861		1,000.00
6/24/2015	40.6293.0305 434	Allowances	Object code change from 40.6293.0305 411	1,000.00	
6/24/2015	40.6293.0305 810	Retirement	Object code change from 40.6293.0305 411	1,000.00	
6/24/2015	40.6293.0305 861	Retirees Hospitalization	Object code change from 40.6293.0305 411	1,000.00	
6/24/2015	40.6293.0310 410	Supplies	Object code change from 40.6293.0310 427	894.34	
6/24/2015	40.6293.0310 424	Postage	Object code change to 40.6293.0310 426		123.74
6/24/2015	40.6293.0310 426	Subscriptions	Object code change from 40.6293.0310 424	123.74	
6/24/2015	40.6293.0310 427	Memberships & Dues	Object code change to 40.6293.0310 410		894.34
6/24/2015	40.6293.0313 220	Office Equipment	Object code change to 40.6293.0313 444		1,257.95
6/24/2015	40.6293.0313 410	Supplies	Object code change from 40.6293.0313 439	22.42	
6/24/2015	40.6293.0313 421	Equipment Rental	Object code change to 40.6293.0313 426		39.9
6/24/2015	40.6293.0313 426	Subscriptions	Object code change from 40.6293.0313 421	39.9	
6/24/2015	40.6293.0313 439	Misc Fees & Expenses	Object code change to 40.6293.0313 410		22.42
6/24/2015	40.6293.0313 444	Travel/Education/Conference	Object code change from 40.6293.0313 220	1,257.95	
6/24/2015	40.6293.0313 470	Contract	Object code change to 40.6293.0313 810		15,373.10

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
6/24/2015	40.6293.0313 470	Contract	Object code change to 40.6293.0313 830		1,000.00
6/24/2015	40.6293.0313 470	Contract	Object code change to 40.6293.0313 831		500
6/24/2015	40.6293.0313 470	Contract	Object code change to 40.6293.0313 840		271.91
6/24/2015	40.6293.0313 470	Contract	Object code change to 40.6293.0313 860		7,500.00
6/24/2015	40.6293.0313 470	Contract	Object code change to 40.6293.0313 861		1,500.00
6/24/2015	40.6293.0313 470	Contract	Object code change to 40.6293.0313 865		100
6/24/2015	40.6293.0313 810	Retirement	Object code change from 40.6293.0313 470	15,373.10	
6/24/2015	40.6293.0313 830	Social Security	Object code change from 40.6293.0313 470	1,000.00	
6/24/2015	40.6293.0313 831	Medicare Contribution	Object code change from 40.6293.0313 470	500	
6/24/2015	40.6293.0313 840	Workmen's Compensation	Object code change from 40.6293.0313 470	271.91	
6/24/2015	40.6293.0313 860	Hospitalization	Object code change from 40.6293.0313 470	7,500.00	
6/24/2015	40.6293.0313 861	Retirees Hospitalization	Object code change from 40.6293.0313 470	1,500.00	
6/24/2015	40.6293.0313 865	Dental Insurance	Object code change from 40.6293.0313 470	100	
6/24/2015	40.6293.0353 810	Retirement	Object code change to 40.6293.0353 860		1,477.27
6/24/2015	40.6293.0353 830	Social Security	Object code change to 40.6293.0353 865		3.44
6/24/2015	40.6293.0353 860	Hospitalization	Object code change from 40.6293.0353 810	1,477.27	
6/24/2015	40.6293.0353 865	Dental Insurance	Object code change from 40.6293.0353 830	3.44	
Employment & Tr_WIA-Admin(Staff) - Employment & Training, WIA-Admin (Staff)					
2015-00002696 Posted					
6/24/2015	40.6326 470	Contract	Object code change to 40.6326 810		536.78
6/24/2015	40.6326 470	Contract	Object code change to 40.6326 830		645.38
6/24/2015	40.6326 470	Contract	Object code change to 40.6326 831		327.99
6/24/2015	40.6326 470	Contract	Object code change to 40.6326 860		795.07
6/24/2015	40.6326 810	Retirement	Object code change from 40.6326 470	536.78	
6/24/2015	40.6326 830	Social Security	Object code change from 40.6326 470	645.38	
6/24/2015	40.6326 831	Medicare Contribution	Object code change from 40.6326 470	327.99	
6/24/2015	40.6326 860	Hospitalization	Object code change from 40.6326 470	795.07	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Infotech - Information Technology					
6/17/2015	2015-00002566 Posted	Office Equipment	Budget Transfer from A1680 422	2,871.00	
6/17/2015	A.1680 220	Repair/Maint-Equipment	Budget Transfer to A1680 220		2,871.00
6/17/2015	A.1680 422				
Infotech - Information Technology					
6/18/2015	2015-00002573 Posted	Furniture/Furnishings	Budget Transfer within Object Code from A1680 220	2,871.00	
6/18/2015	A.1680 210	Office Equipment	Budget Transfer within Object Code to A1680 210		2,871.00
6/18/2015	A.1680 220				
OFA - Office for the Aging					
6/11/2015	2015-00002489 Posted	Data Processing & Internet Fees	Within object code transfer from A6778470	806	
6/11/2015	A.6778 428	Contract	Within object code transfer to A6778428		806
6/11/2015	A.6778 470				
OFA - Office for the Aging					
6/16/2015	2015-00002541 Posted	Postage	Within object code transfer from A6780444	0.54	
6/16/2015	A.6780 424	Travel/Education/Conference	Within object code transfer to A6780424		0.54
6/16/2015	A.6780 444				
Office of EMS - Office of Emergency Services					
6/11/2015	2015-00002485 Posted	Travel/Education/Conference	Budget transfer within object code to A.3645.4011 445	208.7	
6/11/2015	A.3645.4011 444	Foods	Budget transfer within object code from A.3645.4011 444	208.7	
6/11/2015	A.3645.4011 445				
Office of EMS - Office of Emergency Services					
6/22/2015	2015-00002610 Posted	Auto-Supplies & Repair	Budget transfer within object code to A.3640 445		152.15
6/22/2015	A.3640 441				

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
6/22/2015	A.3640 445	Foods	Budget transfer within object code from A.3640 441	152.15	
Office of EMS - Office of Emergency Services	2015-00002694 Posted				
6/24/2015	A.3410 422	Repair/Maint-Equipment	Budget transfer within object code from A.3410 441	200	
6/24/2015	A.3410 441	Auto-Supplies & Repair	Budget transfer within object code to A.3410 422		200
Public Health_Health Services - Public Health,Health Services	2015-00002296 Posted				
6/1/2015	A.4010 410	Supplies	Budget transfer for Rent to A.4010.411 fm A.4010.410		1
6/1/2015	A.4010 411	Rent-Building/Property	Budget transfer for Rent to A.4010.411 fm A.4010.410	1	
Public Health_Health Services - Public Health,Health Services	2015-00002300 Posted				
6/1/2015	A.4010 435	Medical Fees	Budget Transfer Chhha to from A4010.470	16,000.00	
6/1/2015	A.4010 470	Contract	Budget Transfer Chhha to A4010.435		16,000.00
Public Health_Health Services - Public Health,Health Services	2015-00002335 Posted				
6/2/2015	A.4018.0030 410	Supplies	Budget transfer Dis Prog from A4018.0030.423	360	
6/2/2015	A.4018.0030 423	Telephone	Budget transfer Dis Prog to A4018.0030.410		360
Public Health_Health Services - Public Health,Health Services	2015-00002373 Posted				
6/4/2015	A.4018.0020 220	Office Equipment	Budget transfer Fam Hlth to A4018.0020.260		195

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
6/4/2015	A.4018.0020 260	Other Equipment	Budget transfer Fam Hlth from A4018.0020.220	195	
Public Health_Health Services - Public Health,Health Services	2015-00002512 Posted				
6/12/2015	A.4013 444	Travel/Education/Conference	WIC budget transfer from A4013.469	120	
6/12/2015	A.4013 469	Other Payments/Contributions	WIC budget transfer to A4013.444		120
Public Health_Health Services - Public Health,Health Services	2015-00002716 Posted				
6/25/2015	A.4013 410	Supplies	Budget transfer WIC from A4013.469	1,000.00	
6/25/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.410		1,000.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement	2015-00002554 Posted				
6/17/2015	A.3110 413	Repair & Maint.-Bldg/Property	Budget Transfer Within Object Code From A.3110 442	45,807.00	
6/17/2015	A.3110 442	Automotive - Gas & Oil	Budget Transfer Within Object Code To A.3110 413		45,807.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement	2015-00002616 Posted				
6/23/2015	A.3110 413	Repair & Maint.-Bldg/Property	Budget Transfer Within Object Code From A.3110 442	715	
6/23/2015	A.3110 442	Automotive - Gas & Oil	Budget Transfer Within Object Code To A.3110 413		715
Social Services - Social Services	2015-00002624 Posted				
6/23/2015	A.6010 437	Consulting Fees	Budget Transfer within Object Code to A.6010 439		3,000.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
6/23/2015	A.6010 439	Misc Fees & Expenses	Budget Transfer within Object Code from A.6010 437	3,000.00	
Tourism - Tourism					
	2015-00002352	Posted			
6/3/2015	A.6417 470	Contract	Transfer from A. 6417 481	595	
6/3/2015	A.6417 481	Tourism Promotion	Transfer to A. 6417 470		595
Tourism - Tourism					
	2015-00002626	Posted			
6/23/2015	A.6417 470	Contract	Transfer to A.6417 481		1,101.00
6/23/2015	A.6417 481	Tourism Promotion	Transfer from A.6417 470	1,101.00	
Tourism - Tourism					
	2015-00002708	Posted			
6/25/2015	A.6417 423	Telephone	Transfer to A. 6417 481		84.33
6/25/2015	A.6417 481	Tourism Promotion	Transfer from A.6417 423	84.33	
Westmount_Administration - Westmount_Administration					
	2015-00002281	Posted			
6/1/2015	EF.82200.6310 422	Repair/Maint-Equipment	Within Object Code Transfer From EF.83500.9105 469	774	
6/1/2015	EF.83500.9105 469	Other Payments/Contributions	Within Object Code Transfer To EF.82200.6310 422		774
Westmount_Administration - Westmount_Administration					
	2015-00002471	Posted			
6/10/2015	EF.83110.9102 424	Postage	Within Object Code Transfer From EF.83500.9105 469	8	
6/10/2015	EF.83500.9105 469	Other Payments/Contributions	Within Object Code Transfer To EF.83110.9102 424		8
Westmount_Administration - Westmount_Administration					
	2015-00002517	Posted			

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
6/12/2015	EF.60200.9101 436	Advertising Fees	Within Object Code Transfer From EF.83500.9105 469	297	
6/12/2015	EF.83500.6700 428	Data Processing & Internet Fees	Within Object Code Transfer From EF.83500.9105 469	33	
6/12/2015	EF.83500.9105 469	Other Payments/Contributions	Within Object Code Transfer To EF.60200.9101 436		297
6/12/2015	EF.83500.9105 469	Other Payments/Contributions	Within Object Code Transfer To EF.83500.6700 428		33

AGENDA
PERSONNEL COMMITTEE
JULY 8, 2015
DRAFT AGENDA - SUBJECT TO CHANGE

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) Report on tracking of salary implications for positions filled.
- B) Warren County Voluntary Benefits Survey.

2) **Referral from the Public Works Committee:**

DPW -

Request for approval of a job-related course completed by Maja A. Tiokinska-Scroggins and to authorize reimbursement for 50% of the course costs. (*Course Title: Math of Finance, Office Productivity, Accounting for Not-for-Profit Governmental Organizations, Accounting Micro Applications II; Course Location: SUNY Adirondack; Course Term: January 2015 - May 2015; Total Course Cost: \$2,250.20*).

3) **Requests/Items to be discussed by the County Administrator:**

- A) Update on the status of the County Human Resources Director position.
- B) Appointment to the Reallocation Committee to replace Gretchen Steffan.
- C) Extension of agreement with Capital Financial for PBA Health Reimbursement Account Administrative Contract with the HRA ending June 30, 2015 and 90-day run out period.

4) **Requests/Items to be discussed by the County Attorney:**

Sick Leave Donation Policy for Non-Bargaining Unit Employees.

IV. **Vacancies Filled:**

County Clerk -

- 1) Recording Clerk, *Grade 7, Annual Base Salary \$30,204*, due to resignation. This is a non-mandated, Union position which receives no reimbursements. ***Note: The filling of this position was approved by the County Clerk-Motor Vehicles Committee contingent upon the necessary approvals from the County Administrator and Budget Officer being provided.***

DPW -

- 1) MEO Light #16, *Grade 5, Annual Base Salary \$27,345*, due to resignation. This is a non-mandated, Union position which receives no reimbursements.
- 2) MEO Medium #4, *Grade 7, Annual Base Salary \$30,204*, due to retirement. This is a non-mandated, Union position which receives no reimbursements.
- 3) MEO Medium #22, *Grade 7, Annual Base Salary \$30,204*, due to resignation. This is a non-mandated, Union position which receives no reimbursements.