

AGENDA
FINANCE COMMITTEE
AUGUST 12, 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 Criminal Justice Committee:**
Public Defender -
Request to amend the County Budget to increase estimated revenues and appropriations in the amount of \$75,117 to reflect the receipt of funds from Year 1 Distribution of Upstate Quality Improvement and Caseload Reduction grant from the Office of Indigent Legal Services, Contract No. C000652.
 - 4) **Gaslight Village Ad Hoc Committee:**
Request to Increase Capital Project No. H338.9550 280, Lake George Environmental Park, in the amount of \$256,934.98.
 - 5) **Park Operations & Management Committee:**
Request to appropriate funding in the amount of \$4,522.08 from Budget Code A691.07 Deferred Revenue-Gaslight Village Parking fees to Budget Code A.1625 470 Gaslight Village Property to reimburse the Village of Lake George for various maintenance and event expenses at the Charles R Wood Park Festival Space.
 - 6) **Referral from the Public Works Committee:**
DPW -
 - A) Request to decrease Capital Project No. H258.9550 280, Tannery Bridge over Stony Creek in the amount of \$55,633.32;
 - B) Request to decrease Capital Project No. H319.9950 280, Hicks Road Reconstruction in the amount of \$314,607.73;
 - C) Request to decrease Capital Project No. H277.9550 280, Beach Road Reconstruction in the amount of \$136,821.15;
 - D) Request to increase Capital Project No. H332.9550 280, West Brook Parking Lot Project in the amount of \$687,411.81; and
 - E) Request to Amend the County Budget in the amount of \$66,880.55 to transfer local match funds for various projects.
 - 7) **Requests/Items to be Discussed by the County Administrator:**
 - A) Journal Report identifying transfers authorized by the County Administrator.
 - 8) Finance Committee action is required on the following items as approved by the Personnel Committee: Personnel Agenda Item 2-5.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Department of Public Works

SIGNED:

DATE: 7/28/15

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D5112.8209 280	2014 CR#17 Haviland Road	D5112.8230 280	2015 CR#10 Schroon River Road	\$25,000.00
D5112.8225 280	Stone Schoolhouse road -CR#71	D5112.8229 280	2015 CR#48 Trout Lake Road	7,000.00

Please state reason for transfers requested:

Project D5112.8230 - was extended to cover a larger area affected by winter damage, which require further repairs above and beyond initial road project.
Project D5112.8229 - Field Conditions Change - Additional Funds Needed.

CONTINGENT FUND TRANSFER REQUESTS

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

Please state reason for transfer request:

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

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Office of Emergency Services

SIGNED:

DATE: July 27, 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.3640 470	Civil Defense - Contract	\$3,000

Please state reason for transfer request:

Transfer requested to supplement the monies received from the Adirondack Gateway Council to fund a study of gaps in cell and broadband coverage.
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 Defender

DATE: 7/20/15

(a) Purpose of Amendment: To authorize expenditure of funds from Year 1 Distribution of Upstate Quality Improvement and Caseload Reduction grant from Office of Indigent Legal Services. Reference: Contract C000652, Resolution 560 of 2013.

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

A1171 110 Public Defender-Salaries-Regular	45,000.00
A1171 810 Retirement	4,680.00
A1171 830 Social Security	2,790.00
A1171 831 Medicare	653.00
A1171 860 Hospitalization	18,706.00
A1171 865 Dental	288.00

A1171 410 Supplies	250.00
A1171 220 Office Equipment	1,250.00
A1171 444 Travel/Education/Conference	1,500.00

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

A1171.3045 Public Defender-Office of Indigent Legal Services Distribution	75,117.00
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RESOLUTION REQUEST FORM NO. 9

***Request to Increase or Decrease or Amend Existing 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: DPW

DATE: 7-31-15

- (a) Exact Title and Number of Project*: Lake George Environmental Park (H338)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$256,934.98
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):

NYSEFC GIGP GRANT FUNDED WORK

\$163,291.48 NYSEFC Share (90%)
\$ 18,143.50 Local Match Share (10% - transfer from A.9950 910 - Transfers - Capital Projects)

OTHER LOCALLY FUNDED WORK

\$ 75,500.00 Local Funds (transfer from A.9950 910 Tranfers - Capital Projects)

- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: Funds for NYSEFC GIGP grant as well as 100% locally funded work in relation to the Charles R. Wood Park & Festival Space.

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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: DPW - Park O&M

DATE: 7/31/15

- (a) Purpose of Request: Authorize reimbursement to the V/O LG for various maintenance and event expenses at the CRW Park Festival Space

- (b) Details: See attached cost details submitted by V/O LG. Funds can be appropriated from A691.07 Deferred Revenue - Gaslight Village Parking fees to A.1625 470 Gaslight Village Property for payment to the Village. Total reimbursement requested is \$4,522.08.

- (c) Previous Resolution Number: NA

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A.1625 470 - Gaslight Village Property

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

* as listed in budget and LOGOS

Statement
VILLAGE OF LAKE GEORGE
 P.O. Box 791
 Lake George, New York 12845
 518-668-5771

TO: ATTN JEFF TENNYSON, SUPT.
WARREN COUNTY DPW
4028 MAIN ST
WARRENSBURG NY 12885

JUNE 12, 2015
 DATE

FOR: VILLAGE LABOR COSTS FOR JUNE 5, 6, AND 7, 2015 AT WOOD PARK FESTIVAL SPACE
DURING AMERICADE

SEE ATTACHED DETAILS

Total Amount Due \$809.50

Very truly yours,
 DAVE HARRINGTON, SUPT.

WOOD PARK FESTIVAL WORKERS				
2015				
DATE	ATTENDANT	cost per hour	hours worked	COST
5-Jun	Evan	\$ 15.50	3	\$ 46.50
5-Jun	John	\$ 13.50	4	\$ 54.00
6-Jun	Chris A	\$ 19.00	4.5	\$ 85.50
6-Jun	Evan	\$ 15.50	4	\$ 62.00
6-Jun	John	\$ 13.50	4	\$ 54.00
6-Jun	Chris B	\$ 28.00	2.5	\$ 70.00
6-Jun	Billy Joe	\$ 24.00	2.5	\$ 60.00
7-Jun	Howard	\$ 27.00	2.5	\$ 67.50
7-Jun	Roger	\$ 24.00	2.5	\$ 60.00
Dumpster				\$ 200.00
Disposal fee				\$ 50.00
Total				\$ 809.50

Statement
VILLAGE OF LAKE GEORGE
 P.O. Box 791
 Lake George, New York 12845
 518-668-5771

TO: ATTN JEFF TENNYSON, SUPT
WARREN COUNTY DPW
4028 MAIN ST
WARRENSBURG NY 12885

JUNE 18, 2015
 DATE

FOR: MOWING SOUTH PARCEL AND FESTIVAL SPACE

MAY 18 THRU JUNE 17, 2015

LABOR \$420.21

GAS EXPENSE 50.00

Total Amount Due \$470.21

Very truly yours,
 DAVE HARRINGTON, SUPT.

Mowing South Parcel/ Festival Space					
Employee	Date	Location	per hour cost	hours	cost
Ron Goodspeed	5/18/2015	south parcel	\$ 18.27	7	\$ 127.89
	5/22/2015	south parcel	\$ 18.27	1	\$ 18.27
	5/18/2015	festival space	\$ 18.27	4	\$ 73.08
	5/22/2015	festival space	\$ 18.27	3	\$ 54.81
	6/3/2015	festival space	\$ 18.27	4	\$ 73.08
	6/17/2015	festival space	\$ 18.27	4	\$ 73.08
Gas expense					\$ 50.00
Total					\$ 470.21

No 2241

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Statement
VILLAGE OF LAKE GEORGE
 P.O. Box 791
 Lake George, New York 12845
 518-668-5771

TO: ATTN JEFF TENNYSON, SUPT
WARREN COUNTY D.P.W.
4028 MAIN STREET

WARRENSBURG NY 12885

JUNE 19, 2015

DATE

FOR: SHAKE THE LAKE FESTIVAL

LABOR TOTAL \$340.75

PORT-A-JOHN'S 150.00

CLEANINGS 320.00

DUMPSTER 200.00

Total Amount Due \$1,010.75

Very truly yours,
 DAVE HARRINGTON, SUPT.

Wood Park Festival Workers				
Shake The Lake Festival				
DATE	ATTENDANT	cost per hour	hours worked	COST
6/12/2015	Evan	\$ 15.50	2	\$ 31.00
6/13/2015	Chris A	\$ 19.00	4	\$ 76.00
6/13/2015	Jeff S	\$ 21.75	6	\$ 130.50
6/14/2015	Chris A	\$ 19.00	2	\$ 38.00
6/14/2015	Jeff S	\$ 21.75	3	\$ 65.25
LABOR TOTAL				\$ 340.75
Porta Johns				\$ 150.00
Cleanings				\$ 320.00
Dumpster				\$ 200.00
Total				\$ 1,010.75

Statement
VILLAGE OF LAKE GEORGE
 P.O. Box 791
 Lake George, New York 12845
 518-668-5771

ATTN JEFF TENYSON, SUPT.
TO: WARREN COUNTY DPW
4028 MAIN ST
WARRENSBURG NY 12885

JUNE 29, 2015
DATE

FOR: WOOD PARK WORKERS FOR FIREMEN'S CONVENTION: JUNE 19 & JUNE 20, 2015

LABOR TOTAL \$206.00

PORT A JOHNS \$150.00

CLEANINGS \$320.00

Total Amount Due \$676.00

Very truly yours,
 DAVE HARRINGTON, SUPT.

Wood Park Festival workers				
Firemen's Convention				
date	attendent	cost per hour	hours worked	cost
6/19/2015	Evan	\$ 15.50	4	\$ 62.00
6/20/2015	Howard	\$ 18.00	8	\$ 144.00
Porta Johns				\$ 150.00
Cleanings				\$ 320.00
Total				\$ 676.00

No 2245

6

Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

TO: ATTN JEFF TENNYSON, SUPT.
WARREN COUNTY D.P.W.
4028 MAIN ST

WARRENSBURG NY 12885

JUNE 29, 2015
DATE

FOR: WOOD PARK WORKERS

ADIRONDACK WINE FESTIVAL

JUNE 27 & 28, 2015

LABOR \$143.00
CLEANINGS \$245.00
PORTA JOHNS \$150.00

Total Amount Due \$538.00

Very truly yours,
DAVE HARRINGTON, SUPT.

Wood Park Workers				
Adirondack Wine Festival				
Date	attendant	cost per hour	hours worked	cost
6/27/2015	AI	\$ 11.00	7	\$ 77.00
6/28/2015	AI	\$ 11.00	6	\$ 66.00
Porta Johns				\$ 150.00
Cleanings				\$ 245.00
Total Due				\$ 538.00

№ 2246

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Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

TO: SUPT JEFF TENNYSON
WARREN COUNTY DPW
4028 MAIN ST
WARRENSBURG NY 12885

7-8-2015

DATE

FOR: WOOD PARK FESTIVAL WORKERS

FOR ADIRONDACK MUSIC FESTIVAL

JULY 3-4, 2015 LABOR \$176.00

PORTA JOHNS \$150.00

CLEANINGS \$280.00

TOTAL DUE \$606.00

Total Amount Due \$606.00

Very truly yours,

DAVE HARRINGTON, SUPT.

Wood Park festival workers		ADK Music Festival		
date	attendent	cost per hour	hours worked	cost
7/3/2015	Al	\$ 11.00	8	\$ 88.00
7/4/2015	Al	\$ 11.00	8	\$ 88.00
Porta Johns				\$ 150.00
Cleanings				\$ 280.00
Total Due				\$ 606.00

No 2247

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Statement
VILLAGE OF LAKE GEORGE
 P.O. Box 791
 Lake George, New York 12845
 518-668-5771

TO: Attn Jeff Tennyson, Supt.

7-15-2015

DATE

WARREN COUNTY D.P.W.
4028 MAIN ST
WARRENSBURG NY 12885

FOR: MOWING EXPENSES: SOUTH PARCEL AND FESTIVAL SPACE

LABOR FOR JULY 8, 9, 13 AND 14, 2015 \$381.62

SUPPLIES: GAS 30.00

Total Amount Due \$411.62

Very truly yours,
 DAVE HARRINGTON, SUPT.

mowing south parcel/ festival space					
Employee	Date	Location	per hour cost	hours	cost
Ron Goodspeed	7/13/2015	south parcel	\$ 18.27	4	\$ 73.08
	7/14/2015	south parcel	\$ 18.27	2	\$ 36.54
weed wackers					
Howard	7/8/2015	south parcel	\$ 16.00	4	\$ 64.00
	7/9/2015	south parcel	\$ 16.00	4	\$ 64.00
Roger	7/8/2015	south parcel	\$ 18.00	4	\$ 72.00
	7/9/2015	south parcel	\$ 18.00	4	\$ 72.00
				Labor Total	\$ 381.62
Supplies					
gas					\$ 30.00
Total					\$ 411.62

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing 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: DPW

DATE:

- (a) Exact Title and Number of Project*: **Tannery Bridge over Stony Creek (H258)**
- (b) Is this a Capital Project?
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable): **\$55,633.32**
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
-\$55,633.32 Local Match (transfer to General Fund)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: **Transfer \$55,633.32 of
unneeded local match to the General Fund**

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing 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: DPW

DATE:

- (a) Exact Title and Number of Project*: **Hicks Road Reconstruction (H319)**
- (b) Is this a Capital Project?
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable): **\$314,607.73**
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
-\$251,765.78 Federal Share
\$337,940.04 State Marchiselli Share
**-\$400,781.99 Local Match (transfer \$71,410.34 to General Fund and
\$329,371.65 to County Road Fund)**
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: **Transfer \$71,410.34 to the
General Fund and \$329,371.65 to the County Road Fund of unneeded local
match**

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing 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: DPW

DATE:

- (a) Exact Title and Number of Project*: **Beach Road Reconstruction (H277)**
- (b) Is this a Capital Project?
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable): **\$136,821.15**
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
 - \$152,564.92 Federal Share**
 - \$ 28,600.08 State Marchiselli Share**
 - \$ 9.12 Other State Share**
 - \$136,758.03 Local Match (transfer to Debt Service Fund)**
 - \$176,500.00 EFC Share (90%)**
 - \$ 4,611.00 (transfer from D.9550 910 Transfers-Capital Projects)**
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: **Reconcile funding shares for final DOT grant project costs and increase shares for NYSEFC eligible work. Transfer \$136,758.03 of unneeded local match to the Debt Service Fund**

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing 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: DPW

DATE:

- (a) Exact Title and Number of Project*: **West Brook Parking Lot Project (H332)**
- (b) Is this a Capital Project?
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable): **\$687,411.81**
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
NYEFC GIGP Grant Funded Work
\$558,478.13 NYSEFC Share (90%)
\$ 62,053.13 Local Match (10% transfer from D.9950 910-Transfers-Capital Projects)

Other Locally Funded Work
\$66,880.55 Local Funds (100% local funds transfer from D.9950 910 - Transfers-Capital Projects)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: **Funding for construction phase of the project**

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: DPW

DATE: 7/28/15

(a) Purpose of Amendment:

To transfer local match funds for various capital projects

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

D.9950 910-Interfund Transfers (\$66,880.55)

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

D.5010 5031-Interfund Transfers (\$66,880.55)

WARREN COUNTY
Journal Report - July 2015

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Brd. of Election - Board of Elections					
	2015-00003119	Posted			
7/23/2015	A.1450 410	Supplies	BUDGET TRANSFERS WITHIN OBJECT CODE TO A.1450 428		\$ 85.00
7/23/2015	A.1450 428	Data Processing & Internet Fees	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 410	\$ 85.00	
Building & Fire - Building & Fire Code					
	2015-00003041	Posted			
7/17/2015	A.3620 439	Misc Fees & Expenses	Budget Transfer Within Object Code from A.3620 442	\$ 60.00	
7/17/2015	A.3620 442	Automotive - Gas & Oil	Budget Transfer Within Object Code to A.3620 439		\$ 60.00
County Auditor - County Auditor					
	2015-00002932	Posted			
7/14/2015	A.1320 220	Office Equipment	Out of Object Code Transfer - To A.1320 220 From A.1320 410	\$ 100.00	
7/14/2015	A.1320 410	Supplies	Out of Object Code Transfer - To A.1320 220 From A.1320 410		\$ 100.00
DPW_DPW Admin - DPW,DPW Administration					
	2015-00002767	Posted			
7/1/2015	A.5610 422	Repair/Maint-Equipment	Transfer Within Object Code from A.5610 465	\$ 80.00	
7/1/2015	A.5610 465	Road/Bridge Materials	Transfer Within Object Code to A.5610 422		\$ 80.00
7/1/2015	D.5010 830	Social Security	Transfer Within Object Code from D.5010 840	\$ 0.02	
7/1/2015	D.5010 840	Workmen's Compensation	Transfer Within Object Code to D.5010 830		\$ 0.02
7/1/2015	DM.5140 810	Retirement	Transfer Within Object Code from DM.5140 860	\$ 575.00	
7/1/2015	DM.5140 860	Hospitalization	Transfer Within Object Code to DM.5140 810		\$ 575.00

WARREN COUNTY Journal Report - July 2015

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
DPW_DPW Admin - DPW,DPW Administration	2015-00002854 Posted				
7/8/2015	A.5610 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code from A.5610 416	\$ 1,500.00	
7/8/2015	A.5610 416	Oil & Gas-Heating	Transfer Within Object Code to A.5610 413		\$ 1,500.00
DPW_DPW Admin - DPW,DPW Administration	2015-00002931 Posted				
7/1/4/2015	D.5010 210	Furniture/Furnishings	Transfer Within Object Code to D.5010 220		\$ 22.00
7/1/4/2015	D.5010 220	Office Equipment	Transfer Within Object Code from D.5010 210	\$ 22.00	
DPW_DPW Admin - DPW,DPW Administration	2015-00003035 Posted				
7/1/6/2015	D.5020 210	Furniture/Furnishings	Transfer Within Object Code from D.5020 220	\$ 246.00	
7/1/6/2015	D.5020 220	Office Equipment	Transfer Within Object Code to D.5020 210		\$ 246.00
DPW_DPW Admin - DPW,DPW Administration	2015-00003049 Posted				
7/1/7/2015	A.5610 422	Repair/Maint-Equipment	Transfer Within Object Code from A.5610 465	\$ 90.00	
7/1/7/2015	A.5610 465	Road/Bridge Materials	Transfer Within Object Code to A.5610 422		\$ 90.00
DPW_DPW Admin - DPW,DPW Administration	2015-00003150 Posted				
7/27/2015	A.7111 410	Supplies	Transfer Within Object Code from A.7111 413	\$ 500.00	
7/27/2015	A.7111 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code to A.7111 410		\$ 500.00
DPW_DPW Admin - DPW,DPW Administration	2015-00003174 Posted				

WARREN COUNTY Journal Report - July 2015

G/L Date	G/L Account Number	Account Description	Description	Amount	
				Increase Amount	Decrease Amount
7/28/2015	A.1625 415	Electricity	Transfer Within Object Code from A.1625 439	\$ 1,500.00	
7/28/2015	A.1625 439	Misc Fees & Expenses	Transfer Within Object Code to A.1625 415		\$ 1,500.00
DPW_DPW Admin - DPW,DPW Administration					
	2015-00003273			Posted	
7/31/2015	D.5110 421	Equipment Rental	Transfer Within Object Code from D.5110 465	\$ 50,000.00	
7/31/2015	D.5110 465	Road/Bridge Materials	Transfer Within Object Code to D.5110 421		\$ 50,000.00
Employment & Tr_WIA- Admin(Staff) - Employment & Training,WIA-Admin (Staff)					
	2015-00002815			Posted	
7/6/2015	40.6293.0313 410	Supplies	Object code change from 40.6293.0313 470	\$ 200.00	
7/6/2015	40.6293.0313 470	Contract	Object code change to 40.6293.0313 410		\$ 200.00
Legal Def-Indgnt - Legal Defense - Indigents					
	2015-00003125			Posted	
7/23/2015	A.1170 210	Furniture/Furnishings	Added monies to complete furniture purchase	\$ 77.21	
7/23/2015	A.1170 440	Legal/Transcript Fees	Added monies to complete furniture purchase		\$ 77.21
Mental Health - Mental Health					
	2015-00002816			Posted	
7/6/2015	A.4310 424	Postage	Budget Transfer within Object Code to A.4310-4445		\$ 125.00
7/6/2015	A.4310 445	Foods	Budget Transfer within Object Code to A.4310-4445	\$ 125.00	
OFA - Office for the Aging					
	2015-00003056			Posted	

WARREN COUNTY
Journal Report - July 2015

G/L Date	G/L Account Number	Account Description	Description	Increase Amount		Decrease Amount	
7/17/2015	A.6773 413	Repair & Maint.-Bldg/Property	within object code transfer to A6773435			\$	5.00
7/17/2015	A.6773 435	Medical Fees	within object code transfer from A6773413	\$	5.00		
Office of EMS - Office of Emergency Services				2015-00002817 Posted			
7/6/2015	A.3410 422	Repair/Maint-Equipment	Budget transfer within object code from A.3410 444	\$	360.00		
7/6/2015	A.3410 444	Travel/Education/Conference	Budget transfer within object code to A.3410 422			\$	360.00
Office of EMS - Office of Emergency Services				2015-00002872 Posted			
7/9/2015	A.3640 410	Supplies	Budget transfer within object code from A.3640 442	\$	300.00		
7/9/2015	A.3640 442	Automotive - Gas & Oil	Budget transfer within object code to A.3640 410			\$	300.00
Office of EMS - Office of Emergency Services				2015-00002919 Posted			
7/13/2015	A.3645.4011 423	Telephone	Budget transfer within object code to A.3645.4011 428			\$	8,100.00
7/13/2015	A.3645.4011 428	Data Processing & Internet Fees	Budget transfer within object code from A.3645.4011 423	\$	8,100.00		
Office of EMS - Office of Emergency Services				2015-00003167 Posted			
7/28/2015	A.3645.4011 410	Supplies	Budget transfer within object code to A.3645.4011 441			\$	473.32
7/28/2015	A.3645.4011 441	Auto-Supplies & Repair	Budget transfer within object code from A.3645.4011 410	\$	473.32		

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Office of EMS - Office of Emergency Services					
	2015-00003255 Posted				
7/30/2015	A.3645.4009 260	Other Equipment	Out of code transfer from A.3645.4009 410	\$ 3,200.00	
7/30/2015	A.3645.4009 260	Other Equipment	Out of code transfer from A.3645.4009 422	\$ 7,769.65	
7/30/2015	A.3645.4009 260	Other Equipment	Out of code transfer from A.3645.4009 428	\$ 2,061.28	
7/30/2015	A.3645.4009 260	Other Equipment	Out of code transfer from A.3645.4009 441	\$ 2,425.44	
7/30/2015	A.3645.4009 260	Other Equipment	Out of code transfer from A.3645.4009 444	\$ 1,440.00	
7/30/2015	A.3645.4009 410	Supplies	Out of code transfer to A.3645.4009 260		\$ 3,200.00
7/30/2015	A.3645.4009 422	Repair/Maint-Equipment	Out of code transfer to A.3645.4009 260		\$ 7,769.65
7/30/2015	A.3645.4009 428	Data Processing & Internet Fees	Out of code transfer to A.3645.4009 260		\$ 2,061.28
7/30/2015	A.3645.4009 441	Auto-Supplies & Repair	Out of code transfer to A.3645.4009 260		\$ 2,425.44
7/30/2015	A.3645.4009 444	Travel/Education/Conference	Out of code transfer to A.3645.4009 260		\$ 1,440.00
Office of EMS - Office of Emergency Services					
	2015-00003262 Posted				
7/30/2015	A.4022 422	Repair/Maint-Equipment	Budget transfer within object code from A.4022 423	\$ 300.00	
7/30/2015	A.4022 423	Telephone	Budget transfer within object code to A.4022 422		\$ 300.00
Personnel - Civil Service					
	2015-00002876 Posted				
7/9/2015	A.1430 435	Medical Fees	Budget Transfers Within Object Code to A.1430 436		\$ 220.00
7/9/2015	A.1430 436	Advertising Fees	Budget Transfers Within Object Code from A.1430 435	\$ 220.00	
Planning_Planning - Planning,Planning					
	2015-00003050 Posted				
7/17/2015	A.8021 442	Automotive - Gas & Oil	Budget Transfer within object code to A.8021 444		\$ 152.22

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
7/1/7/2015	A.8021 444	Travel/Education/Conference	Budget Transfer within object code from A.8021 442	\$ 152.22	
		Public Defender - Public Defender			
	2015-00003067	Posted			
7/20/2015	A.1171 439	Misc Fees & Expenses	Budget Transfer within Object Code to A.1171 440		\$ 600.00
7/20/2015	A.1171 440	Legal/Transcript Fees	Budget Transfer within Object Code to A.1171 439	\$ 600.00	
		Public Health_Health Services - Public Health,Health Services			
	2015-00002802	Posted			
7/2/2015	A.4010 435	Medical Fees	Budget transfer Chha from A4010.469	\$ 1,000.00	
7/2/2015	A.4010 469	Other Payments/Contributions	Budget transfer Chha to A4010.435		\$ 1,000.00
		Public Health_Health Services - Public Health,Health Services			
	2015-00002853	Posted			
7/7/2015	A.4013 220	Office Equipment	W/C budget transfer from A4013.260	\$ 95.00	
7/7/2015	A.4013 260	Other Equipment	W/C budget transfer to A4013.220		\$ 95.00
		Public Health_Health Services - Public Health,Health Services			
	2015-00003039	Posted			
7/16/2015	A.4013 210	Furniture/Furnishings	Budget Transfer W/C toA4013.210 from A4013.260	\$ 100.00	
7/16/2015	A.4013 260	Other Equipment	Budget Transfer W/C toA4013.210 from A4013.260		\$ 100.00

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Public Health_Health Services -					
Public Health,Health Services					
	2015-00003099	Posted			
7/21/2015	A.4013.260	Other Equipment	Budget transfer WIC to A.4013.260 from A.4013.469	\$ 2,000.00	
7/21/2015	A.4013.469	Other Payments/Contributions	Budget transfer WIC to A.4013.260 from A.4013.469		\$ 2,000.00
Public Health_Health Services -					
Public Health,Health Services					
	2015-00003116	Posted			
7/23/2015	A.4054.210	Furniture/Furnishings	Out of Code Transfer PS to A.4054.210 from A.4054.444	\$ 100.00	
7/23/2015	A.4054.444	Travel/Education/Conference	Out of Code Transfer PS to A.4054.210 from A.4054.444		\$ 100.00
Public Health_Health Services -					
Public Health,Health Services					
	2015-00003295	Posted			
7/31/2015	A.4013.442	Automotive - Gas & Oil	Budget transfer WIC to A4013.444		\$ 45.00
7/31/2015	A.4013.444	Travel/Education/Conference	Budget transfer WIC from A4013.442	\$ 45.00	
7/31/2015	A.4018.0030.423	Telephone	Budget transfer Dis Prog to A4018.0030.444		\$ 50.00
7/31/2015	A.4018.0030.444	Travel/Education/Conference	Budget transfer Dis Prog from A4018.0030.423	\$ 50.00	
Sheriff_Sheriff Law Ent -					
Sheriff,Sheriff Law Enforcement					
	2015-00002844	Posted			
7/7/2015	A.3110.418	Ins-General Liability	Budget Transfer Within Object Code From A.3110.441	\$ 2,815.00	
7/7/2015	A.3110.441	Auto-Supplies & Repair	Budget Transfer Within Object Code To A.3110.418		\$ 2,815.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Sheriff_Sheriff Law Enf - Sheriff_Sheriff Law Enforcement	2015-00002940 Posted				
7/14/2015	A.3110 413	Repair & Maint.-Bldg/Property	Budget Transfer Within Object Code To A.3110 442		\$ 20,558.00
7/14/2015	A.3110 442	Automotive - Gas & Oil	Budget Transfer Within Object Code From A.3110 413	\$ 20,558.00	
Sheriff_Sheriff Law Enf - Sheriff_Sheriff Law Enforcement	2015-00003061 Posted				
7/17/2015	A.3150 439	Misc Fees & Expenses	Budget Transfer Within Object Code From A.3150 445	\$ 500.00	
7/17/2015	A.3150 445	Foods	Budget Transfer Within Object Code To A.3150 439		\$ 500.00
Sheriff_Sheriff Law Enf - Sheriff_Sheriff Law Enforcement	2015-00003120 Posted				
7/23/2015	A.3110 413	Repair & Maint.-Bldg/Property	Budget Transfer Within Object Code To A.3110 442		\$ 25,963.00
7/23/2015	A.3110 442	Automotive - Gas & Oil	Budget Transfer Within Object Code From A.3110 413	\$ 25,963.00	
Sheriff_Sheriff Law Enf - Sheriff_Sheriff Law Enforcement	2015-00003157 Posted				
7/27/2015	A.3110 426	Subscriptions	Budget Transfer Within Object Code From A.3110 427	\$ 300.00	
7/27/2015	A.3110 427	Memberships & Dues	Budget Transfer Within Object Code To A.3110 426		\$ 300.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Social Services - Social Services					
	2015-00002925	Posted			
7/13/2015	A.6010.422	Repair/Maint-Equipment	Budget Transfer within Object Code to A.6010.428		\$ 18.85
7/13/2015	A.6010.428	Data Processing & Internet Fees	Budget Transfer within Object Code from A.6010.422	\$ 18.85	
Westmount_Administration - Westmount_Administration					
	2015-00002911	Posted			
7/13/2015	EF.83500.6700.428	Data Processing & Internet Fees	WITHIN OBJECT CODE TRANSFER From EF.83500.9105.469	\$ 32.00	
7/13/2015	EF.83500.9105.469	Other Payments/Contributions	WITHIN OBJECT CODE TRANSFER To EF.83500.6700.428		\$ 32.00
Westmount_Administration - Westmount_Administration					
	2015-00002933	Posted			
7/14/2015	EF.83500.3000.440	Legal/Transcript Fees	WITHIN OBJECT CODE TRANSFER From EF.83500.9105.469	\$ 629.00	
7/14/2015	EF.83500.9105.469	Other Payments/Contributions	WITHIN OBJECT CODE TRANSFER To EF.83500.3000.440		\$ 629.00
Westmount_Administration - Westmount_Administration					
	2015-00003117	Posted			
7/23/2015	EF.60200.9101.436	Advertising Fees	Within Object Code Transfer From EF.83500.9105.469	\$ 675.64	
7/23/2015	EF.83500.9105.469	Other Payments/Contributions	Within Object Code Transfer To EF.60200.9101.436		\$ 675.64
Westmount_Administration - Westmount_Administration					
	2015-00003127	Posted			
7/24/2015	EF.60200.9101.436	Advertising Fees	Within Object Code Transfer From EF.83500.9105.469	\$ 917.00	
7/24/2015	EF.83500.9105.469	Other Payments/Contributions	Within Object Code Transfer To EF.60200.9101.436		\$ 917.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
		Westmount_Administration - Westmount_Administration			
	2015-00003147	Posted			
7/27/2015	EF.60200.5802 210	Furniture/Furnishings	Within Object Code Transfer To EF.83500.5802 210		\$ 236.00
7/27/2015	EF.83500.5802 210	Furniture/Furnishings	Within Object Code Transfer From EF.60200.5802 210	\$ 236.00	
		Westmount_Administration - Westmount_Administration			
	2015-00003153	Posted			
7/27/2015	EF.83500.9100 439	Misc Fees & Expenses	Within Object Code Transfer From EF.93500.9105 469	\$ 553.00	
7/27/2015	EF.83500.9105 469	Other Payments/Contributions	Within Object Code Transfer To EF.83500.9100 439		\$ 553.00
		Westmount_Administration - Westmount_Administration			
	2015-00003178	Posted			
7/29/2015	EF.60100.8900 426	Subscriptions	Within Object Code Transfer From EF.83500.9105 469	\$ 212.00	
7/29/2015	EF.82100.8800 444	Travel/Education/Conference	Within Object Code Transfer From EF.83500.9105 469	\$ 99.00	
7/29/2015	EF.83500.9105 469	Other Payments/Contributions	Within Object Code Transfer To EF.60100.8900 426		\$ 212.00
7/29/2015	EF.83500.9105 469	Other Payments/Contributions	Within Object Code Transfer To EF.82100.8800 444		\$ 99.00

AGENDA
PERSONNEL COMMITTEE
AUGUST 12, 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:**
Report on tracking of salary implications for positions filled.
 - 2) **Referrals from the County Clerk-Motor Vehicles Committee:**
DMV -
Request to amend the Table of Organization and Salary Schedule for the DMV staff as approved by the Reallocation Committee effective January 1, 2016.
 - 3) **Referrals from the Criminal Justice Committee:**
Assigned Counsel -
Request to amend the Table of Organization and Salary Schedule to create and fill the new position of 6th Assistant Public Defender, *Annual Salary of \$45,000*, effective August 24, 2015.
 - 4) **Social Services:**
DSS
Request to reclassify the existing Senior Social Services Investigator position (*Grade13*) to a Supervising Social Services Investigator(*Grade 15, Annual Base Salary \$47,004*), effective January 1, 2016 and amend the Table of Organization accordingly.
 - 5) **Support Services:**
County Attorney
Request to ratify the actions of the County Attorney in hiring a Temporary Legal Assistant at the rate of \$25 per hour starting on July 29, 2015 and for a period not to exceed 8 weeks and to paid for through Budget Code A.1420.130-Part-Time Salaries.
 - 6) **Requests/Items to be discussed by the County Administrator:**
Discussion regarding vacant County Human Resources Director position.
- IV. **Vacancies Filled:**
 - Health Services*
 - 1) Part-Time Infant Feeding Advocate, Grade 3, *Annual Salary \$25193*, due to resignation. This is a mandated, non-Union position which receives 100% reimbursement through the WIC Program;
 - 2) Registered Professional Nurse, Grade 19, *Annual Salary \$42,719*, due to resignation. This is a non-mandated, Union position that receives varying levels of State, Federal and private insurance reimbursements.
 - Office for the Aging*
 - 1) Supervisor of Volunteers, Grade 2, *Annual Salary \$24,664*, due to resignation. This is a non-mandated, Union position that receives 20% Federal and 75% State reimbursements.
 - Public Defender-*
 - 1) 5th Assistant Public Defender, *Annual Salary \$54,091*, due to promotion. This is a non-mandated, non-Union position which receives no reimbursement.
 - Treasurer*
 - 1) Senior Account Clerk, Grade 7, *Annual Salary \$30,204*, due to resignation. This is a non-mandated, Union position that receives no reimbursement.