

AGENDA
FINANCE COMMITTEE
OCTOBER 7, 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) Jim Fitzgerald, *President of the Warren County SPCA*, to address the Finance Committee regarding SPCA funding.
 - 2) Supervisor Seeber to address the Committee regarding tabled Resolution No. 445 of 2015, *Community College - Supporting the Adirondack Community College Capital Improvement Plan for 2016-17*, as well as in relation to SUNY Adirondack's NSTEM Project.
 - 3) Request for transfer of funds as attached for Committee approval.
 - 4) **Requests from the Treasurer's Office:**
 - A) Request for a transfer of funds in the amount of \$400 from Budget Code A893.00, *Reserve Environmental Testing*, to Budget Code A.4120 436, *County Attorney, Advertising*, to cover advertising costs for Warrensburg Parcel No. 211.13-3-35 that the County has taken temporary title to for testing purposes.
 - B) Request for a Contingent Fund transfer in the amount of \$16,000 to Budget Code A.1325 210, *Treasurer, Furniture/Furnishings*, to replace office furniture that is 50-60 years old with newer models that will provide more efficiency, improved ergonomics and take up less space while providing a better appearance.
 - C) Request to amend Resolution No. 745 of 2011 to change the Unassigned Fund Balance from \$6 million - \$12 million to \$10 million - \$16 million.
 - D) Review of the Treasurer's 2016 Budget Request
 - 5) **Referral from the County Facilities Committee:**
Airport -
Request to establish Capital Project No. H362, *Airport - Natural Gas Conversion*, in the amount of \$35,000.
 - 6) **Referrals from the Health Services Committee:**
Mental Health -
 - A) Request to amend the County Budget in the amount of \$19,920 to reflect acceptance of funding from the NYS Office of Mental Health.
Public Health -
 - B) Request to amend the County Budget in the amount of \$36,582 to reflect the acceptance of COLA (*Cost of Living Adjustment*) funding for the WIC (*Women, Infants, Children*) program.
 - C) Request to amend the County Budget in the amount of \$1,352 to reflect the acceptance of COLA funding for the Rabies Grant program.
 - D) Request to amend the County Budget in the amount of \$2,635 to reflect the acceptance of COLA funding for the Disease Program through the IAP Grant.
 - E) Request to amend the County Budget in the amount of \$1,477 to reflect the acceptance of COLA funding for the Children with Special Health Care Needs grant.
Westmount Health Facility -
 - F) Request to appropriate \$398,790 from the Westmount Fund Balance and to amend the Budget as per the attached.

Continued

7) **Referrals from the Park Operations & Management Committee:**

- A) Request to authorize the appropriation of \$998.82 from Gaslight Village Parking Fees and to authorize reimbursements to the Village of Lake George for expenses incurred in relation to events held at the Festival Commons.
- B) Request to authorize the appropriation of \$6,000 from Gaslight Village Parking Fees to fund the construction of two ticket booths for the Festival Commons.
- C) Request to refund Diane Skiba the \$1,500 deposit submitted for a craft show scheduled for the Festival Commons which was subsequently cancelled.

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

Sheriff -

Request to amend the County Budget in the amount of \$20,000 to reflect the receipt of 2015 SLETPP (*Sheriff's Law Enforcement Terrorism Prevention Program*) grant funds.

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

DPW -

- A) Request to increase Capital Project H342, *Blair Road over Mill Brook*, in the amount of \$763,940.85.
- B) Request to establish Capital Project H361, *Brant Lake Lower Dam*, in the amount of \$45,000.
- C) Request to amend the County Budget in the amount of \$176,398 to transfer local match funds for various capital projects.
- D) Request to amend the County Budget in the amount of \$25,538.15 to transfer local match funds for Capital Project H362, *Airport Natural Gas Conversion*.
- E) Request to close Capital Project H318, *2011 Bridge Rehab Projects*, and authorize the estimated funds remaining of \$4,868 to the debt service fund.

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

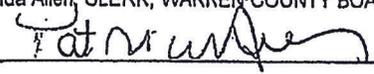
Journal Report of transfers approved by the County Administrator since the last Finance Committee meeting.

- 11) Finance Committee action is required on the following items as approved by the Personnel Committee: Personnel Agenda Items 2, 3, 4A, 4B, 5, and 6.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: Amanda Allen, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

SIGNED: 

DATE: 9/25/15

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4016.468	Long Term Care-Other payments/Contributions	A.4010.469	Health Services-Other payments/Contributions	\$4,000.00
2.	A.4016.860	Long Term Care-Hospitalization Expense	A.4010.861	Health Services-Retiree Health Expense	\$3,481.00
3.	A.4016.470	Long Term Care-Contract Expense	A.4010.861	Health Services-Retiree Health Expense	\$14,000.00
4.	A.4054.444	Preschool Program-Education Expense	A.4054.810	Preschool Program - Retirement Expense	\$200.00
5.	A.4016.470	Long Term Care-Contract Expense	A.4018.810	Preventive Program-Retirement Expense	\$4,000.00
	A.4016.470	Long Term Care-Contract Expense	A.4018.030.810	Disease Program-Retirement Expenses	\$1,500.00
	A.4016.470	Long Term Care-Contract Expense	A.4010.810	Health Services-Retirement Expense	\$13,000.00
	A.4016.470	Long Term Care-Contract Expense	A.4010.865	Health Services-Dental Expense	\$600.00
6.	A.4018.0020.810	Family Health-Retirement Expense	A.4018.0030.810	Disease Program-Retirement Expenses	\$1,000.00

Total Transfers

\$41,781.00

- To transfer funds from LTC Other payments to CHHA Other payments to cover Cash Assessment needed til year end 2015.
- To transfer funds from LTC Hospitalization to CHHA Retiree Health Insurance. To cover Retiree health for LTC employee who retired 8/15, being covered out of CHHA.
- To transfer funds from LTC program to CHHA Retiree Health Insurance to cover Retiree Health for employees that retired 2015.
- To transfer funds within the Preschool Program to cover Retirement expense to year end 2015
- To transfer funds from LTC program to cover expenses related to Retirement expense and dental expense to year end 2015.
- To transfer funds for retirement expense from Family Health to Disease program for nurse who works 1/4 time in Disease program (IAP GRANT).

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 Fund			

Please state reason for transfer request:

Total

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: Department of Public Works

SIGNED: 

DATE: September 29, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5112.8173 280	Glen Athol Road CR#13	D.5112.8230 280	2015 CR#10 Schroon River Road	\$1,800.00
D.5112.8205 280	2014 CR#15 Valentine Pond Road	D.5110.470	Maintenance of Roads, Contract	\$4,300.00
D.5112.8173 280	Glen Athol Road CR#13	D.5110.470	Maintenance of Roads, Contract	\$18,000.00
D.5112.8224 280	2015 CR#72 Garnet Lake Road	D.5110.470	Maintenance of Roads, Contract	\$9,000.00
D.5112.8231 280	2015 CR#29 Peaceful Valley Road	D.5110.470	Maintenance of Roads, Contract	\$40,000.00
D.5112.8222 280	2015 CR#14 Mountain Road	D.5112.8233 280	CR#66 Country Club Road	\$30,000.00
D.5112.8223 28	2015 CR#22 Harrisburg Road	D.5110.470	Maintenance of Roads, Contract	\$5,000.00

Please state reason for transfers requested:
 Transfer to D 5112.8233 280 for unforeseen field conditions
 Transfer to Maintenance of Roads for preventive maintenance - crack sealing roads

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: Social Services

SIGNED: *Maureen Schmielt*

DATE: 9/22/15

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A 6010 110	Salaries-Regular	A: 6010 130	Salaries-Part Time	\$60,000

Please state reason for transfers requested:

To cover salaries for 5 Heap staff through 12/31/15.

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: TOURISM

SIGNED:

DATE: 9/24/15

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A. 6417 110	SALARIES-REGULAR	A.6417 120	SALARIES-OVERTIME	\$2,500

Please state reason for transfers requested: EMPLOYEES REQUESTING OVERTIME IN LIEU OF COMP TIME

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.

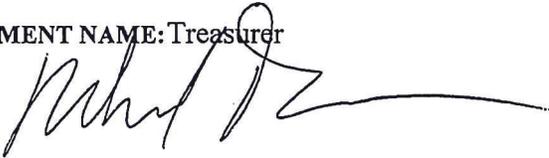
RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Treasurer

SIGNED:



DATE: October 7, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A 893.00	Reserve, Environmental Testing	A 4120 436	County Attorney-Advertising	\$400.00

Please state reason for transfers requested: Cover advertising cost for Warrensburg parcel 211.13-3-35 that the county has taken temporary title to for testing.

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:

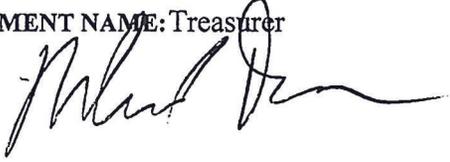
Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Treasurer

SIGNED: 

DATE: September 30, 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.1325 210	Furniture/Furnishings	\$16,000.00

Please state reason for transfer request: Replace office furniture that is 50 to 60 years old with furniture that will provide more efficiency, improved ergonomics, take up less office space and provide better appearance.

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: Treasurer

DATE: October 7, 2015

- (a) Purpose of Request: **To amend Resolution 745 of 2011**
- (b) Details: **Change the Unassigned Fund Balance from \$ 6,000,000 and \$ 12,000,000 to \$ 10,000,000 and \$ 16,000,000**
- (c) Previous Resolution Number: **None**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **None Required**

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

* as listed in budget and LOGOS

WARREN COUNTY TREASURER

MICHAEL R. SWAN
County Treasurer

ROBERT V. LYNCH II
Deputy Treasurer

TO: Ronald Conover, Chairman
Warren County Finance Committee

Paul B. Dusek,
County Administrator

FROM: Michael R. Swan,
Warren County Treasurer 

DATE: September 25, 2015

RE: Resolution 745 of 2011 which addresses Fund Balance Policy.

I would like to present to the Finance Committee a request to amend the above resolution, (copy attached) as it relates to the Unassigned Fund Balance. I am concerned, that with the amount of debt the county is taking on in the next few years and the volatility of the sales taxes, which is a large revenue source, that the county will have a cash flow problem if the fund balance drops to \$ 6,000,000.

If you look at the July 31st cash flow chart that is attached, you will see that there was a \$ 6,628,377 shortage in December 2014, a \$ 4,237,492 shortage in January 2015, a \$ 5,161,877 shortage in April of 2015 and a \$ 10,331,117 shortage in July 2015. However, the back to back total for December and January was \$ 10,865,869. As you can see, twice in an eight month period, we needed \$ 10 million to make up for the lack of revenue. If the fund balance was at \$ 6 million, we would have had to borrow money both times.

This fact, along with the New York State Controllars audit that instructed the county to keep \$ 4.5 million of the fund available to cover unpaid property taxes, is why I am requesting that Resolution 745 of 2011 be amended state a low of \$ 10 million and a high of \$ 16 million for the Unassigned Fund Balance.

Warren County
Cash Flow - General Fund
3 Month Projection
July 31, 2015

	Actual December, 2014	Actual January, 2015	Actual February, 2015	Actual March, 2015	Actual April, 2015	Actual May, 2015	Actual June, 2015	Actual July, 2015	Projected August, 2015	Projected September, 2015	Projected October, 2015
Beginning Cash Before Borrowing	28,224,704.00	21,596,327.00	17,358,835.00	40,059,453.00	35,942,789.00	30,780,912.00	32,312,049.00	35,307,486.00	24,976,369.00	27,577,025.00	30,137,615.00
Receipts											
State/Federal Aid	2,172,495.00	806,698.00	2,352,898.00	3,690,330.00	639,567.00	2,195,740.00	2,087,976.00	1,258,183.00	2,710,950.00	2,434,463.00	1,981,086.00
Sales Tax	5,234,655.00	2,669,662.00	3,540,189.00	2,882,890.00	3,766,739.00	3,480,929.00	4,418,274.00	4,066,513.00	5,270,371.00	4,200,000.00	6,000,000.00
Town Payments on Taxes	-	2,116,518.00	22,403,799.00	4,057,033.00	2,980,675.00	-	-	-	-	-	-
All Other Revenue	4,551,633.00	5,522,258.00	2,137,925.00	2,933,465.00	3,419,928.00	2,689,831.00	3,351,091.00	4,089,847.00	3,282,248.00	4,142,444.00	2,872,830.00
Total Receipts	11,958,784.00	11,115,136.00	30,434,811.00	13,563,718.00	10,806,909.00	8,366,500.00	9,857,341.00	9,414,543.00	11,263,569.00	10,776,907.00	10,853,916.00
Disbursements											
Payroll	3,468,811.00	2,474,517.00	2,440,283.00	2,393,482.00	2,387,925.00	2,420,282.00	2,443,142.00	3,852,063.00	2,460,459.00	2,531,911.00	2,478,342.00
Employee Benefits	6,753,537.00	1,129,446.00	717,084.00	1,369,137.00	995,495.00	979,746.00	991,759.00	1,061,377.00	1,016,388.00	1,016,388.00	1,018,686.00
Debt Service	917,148.00	171,991.00	7,186.00	-	283,910.00	-	421,979.00	1,433,848.00	-	-	60,734.00
All Other Disbursements	7,447,665.00	11,576,674.00	4,569,640.00	13,917,763.00	12,301,456.00	3,435,335.00	3,005,024.00	13,398,372.00	5,186,066.00	4,668,018.00	12,078,874.00
Total Disbursements	18,587,161.00	15,352,628.00	7,734,193.00	17,680,382.00	15,968,786.00	6,835,363.00	6,861,904.00	19,745,660.00	8,662,913.00	8,216,317.00	15,636,638.00
Ending Cash Before Borrowing	21,596,327.00	17,358,835.00	40,059,453.00	35,942,789.00	30,780,912.00	32,312,049.00	35,307,486.00	24,976,369.00	27,577,025.00	30,137,615.00	25,354,893.00
Short Term Borrowing	-	-	-	-	-	-	-	-	-	-	-
Proceeds Outstanding	-	-	-	-	-	-	-	-	-	-	-
Repayments	-	-	-	-	-	-	-	-	-	-	-
Net Short Term Borrowing	-	-	-	-	-	-	-	-	-	-	-
Ending Cash After Borrowing	21,596,327.00	17,358,835.00	40,059,453.00	35,942,789.00	30,780,912.00	32,312,049.00	35,307,486.00	24,976,369.00	27,577,025.00	30,137,615.00	25,354,893.00

December 16, 2011

December 16, 2011

1007

2 OF 2011
omas, Taylor, Goodspeed, Belden,

RESOLUTION NO. 744 OF 2011
Resolution introduced by Supervisors Thomas, Taylor, Goodspeed, Belden,
Monroe, VanNess, Kenny, Merlino and Conover

**WARREN COUNTY PROBATION
RESERVE FOR PROBATION
AND RELATED SOFTWARE
MANAGEMENT SYSTEM**

AUTHORIZING COUNTY TREASURER TO CLOSE A CERTAIN CAPITAL PROJECT

Warren County enter into an agreement
for services on selected 19th century
Justice Docket/Oliver Lyons for an
of \$750; 2) Surrogates Record, No. 2 for
of \$1,060; and 3) 1855 Census for an
of Eighty Dollars (\$1,880), for a total
of Three Hundred Ninety Dollars (\$3,690) for a
beginning June 18, 2012, now, therefore, be it
resolved that the Warren County Treasurer be, and hereby is, authorized and
directed to close the following Capital Project and return funds remaining in same to the
General Fund:

RESOLVED, that the Warren County Treasurer be, and hereby is, authorized and
directed to close the following Capital Project and return funds remaining in same to the
General Fund:

CAPITAL PROJECT

TITLE

H270.9550 280

Air Handler Installation
(Westmount Health Facility)

Adopted by unanimous vote.

OF 2011
omas, Taylor, Goodspeed, Belden,

RESOLUTION NO. 745 OF 2011
Resolution introduced by Supervisors Thomas, Taylor, Goodspeed, Belden,
Monroe, VanNess, Kenny, Merlino and Conover

**WARREN COUNTY PROBATION
RESERVE FOR PROBATION
AND RELATED SOFTWARE
MANAGEMENT SYSTEM**

**ACCEPTING AND APPROVING THE CORRECTIVE ACTION PLAN, UNASSIGNED
FUND BALANCE AND GASB FUND BALANCE POLICY FOR WARREN COUNTY**

Probation Department is requesting
for Probation Account (Custody Fee
and software to upgrade the caseload
Ten Thousand Six Hundred Dollars.

WHEREAS, the Office of the State Comptroller has conducted an audit of the County and
has made recommendations for the County to follow, and the Warren County Administrator
recommends that the County adopt a policy with regard to the Unassigned Fund Balance, and
as part of the budget for 2012 that balance has been rebuilt sufficiently to approximately
Seven Million (\$7,000,000) to Eight Million (\$8,000,000), and

WHEREAS, the Warren County Administrator has advised that adoption of said policy
necessarily means that the County recognizes that there are limits as to where the Fund
Balance should be and this policy proposes a Fund Balance of five percent (5%) as a low and
ten percent (10%) as a high, or Six Million (\$6,000,000) to Twelve Million (\$12,000,000), which
would provide fiscal stability for the County and would also enhance the credit worthiness of
the policy, and

WHEREAS, the Warren County Administrator has further advised that adopting the policy
will require the County, as a corrective action measure, to undertake multi-year planning and
would start the County on a modest initial approach of three (3) years which would assist in
the budget process and would assist in major policy decisions as well, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby accepts and approves
the Corrective Action Plan, Unassigned Fund Balance Policy and GASB Fund Balance Policy
as outlined above, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby directs the Warren
County Administrator to send a letter to the Office of the State Comptroller in a form approved
by the County Attorney.

Adopted by unanimous vote.

Supervisors hereby authorizes the Director
to use funds in the Reserve for Probation
to purchase new server and related software to
manage the system not to exceed Ten Thousand Six

and hereby is, authorized to transfer
funds (\$9,700) into Code A.3410 220,
and One Hundred Dollars (\$900) into Code

gme

RESOLUTION REQUEST FORM NO. 8**Request to Establish Capital Project or Capital Reserve Project***

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

DEPARTMENT NAME: DPW - Airport

DATE: 9/29/2015

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office): **H362 Airport - Natural Gas Conversion**
- (b) Is this a Capital Project? **Yes**
- (c) Is this a Capital Reserve Project? **No**
- (d) Amount of Project: **\$35,000**
- (e) Source of Funding (including name & title of codes, etc.): **A.9950 910 Transfers - Capital Projects**
- (f) Purpose of Establishment: **Install natural gas main/service lines and convert buildings to use natural gas for heat/hot water**

*Title should reflect department if possible:

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

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: Mental Health

DATE: 9/25/15

(a) Purpose of Amendment: Amend the 2015 Warren County budget to accept \$19,920 (\$39,840 annualized - 100%State Aid-OMH) to fund new mandated duties from the Office of Mental Health.

(b) Appropriation Code, Object Code, Full Title and Amount: A.4310-110 Salaries \$19,920.

(c) Revenue Code (with title), and Amount: A.4310.3490 Mental Health

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: Warren County Health Services-WIC Program

DATE: September 25, 2015

(a) **Purpose of Amendment:** To amend the 2015 budget to adjust the WIC Program to reflect the COLA (Cost of Living Adjustment) funds given in the amount of \$36,582.

(b) **Appropriation Code (with title), Object Code (with title) and Amount:**
A.4013.469 WIC-Other Payments \$36,582.00

Revenue Code (with title), and Amount:
A.4013.4403 WIC Revenue \$36,582.00

ATTACHMENT #6A

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: Warren County Health Services-Disease Program :

DATE: September 25, 2015

(a) **Purpose of Amendment:** To amend the 2015 budget to adjust the Disease Program to reflect the COLA (Cost of Living Adjustment) funds given for the Rabies Grant in the amount of **\$1,352.00**.

(b) **Appropriation Code (with title), Object Code (with title) and Amount:**
A.4018.0030.469 Disease Program- Other Payments \$1,352.00

Revenue Code (with title), and Amount:
A.4018.0030. 3407 Disease Program-Public Health Revenue \$1,352.00

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

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

DEPARTMENT NAME: Warren County Health Services-Disease Program

DATE: September 25, 2015

- (a) **Purpose of Amendment:** To amend the 2015 budget to adjust the Disease Program to reflect the COLA (Cost of Living Adjustment) funds given for the IAP Grant in the amount of **\$2,635.00**.

- (b) **Appropriation Code (with title), Object Code (with title) and Amount:**
A.4018.0030.469 Disease Program- Other Payments \$2635.00

Revenue Code (with title), and Amount:
A.4018.0030. 3407 Disease Program-Public Health Revenue \$2,635.00

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

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

DEPARTMENT NAME: Warren County Health Services-Family Health Program

DATE: September 25, 2015

(a) **Purpose of Amendment:** To amend the 2015 budget to adjust the Family Health Program to reflect the COLA (Cost of Living Adjustment) funds given for the CSHCN (Children with Special Health Care Needs) Grant in the amount of \$1,477.00.

(b) **Appropriation Code (with title), Object Code (with title) and Amount:**
A.4018.0020.469 Family Health –Other Payments \$1,477.00

Revenue Code (with title), and Amount:
**A.4018.0020.4452 Family Health–Children With Special Health Care Needs
Revenue \$1,477.00**

ATTACHMENT #6D

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: WESTMOUNT HEALTH FACILITY

DATE: September 25, 2015

- (a) Purpose of Request: Appropriate Fund Balance for \$398,790.00 dollars.

- (b) Details: Appropriate Fund Balance in the amount of \$398,790.00 to cover listed budget Amendments. See attached.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: See attached

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

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

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

DEPARTMENT NAME: WESTMOUNT HEALTH FACILITY

DATE: September 25, 2015

- (a) Purpose of Amendment: Request to Amend various 2015 Revenue and Expenditures to meet the future needs of Westmount Health Facility.
- (b) Appropriation Code (with title), Object Code (with title) and Amount: See Attached.
- (c) Revenue Code (with title), and Amount: See Attached.

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	
Fund EF - Westmount		
REVENUE		
	Department 240100 - Interest Income Totals	\$333
	Department 302000 - Private Pay Care Revenue Totals	\$440,640
	Department 302001 - Medicare Part A Care Revenue Totals	\$110,214
	Department 302002 - Medicaid Care Revenue Totals	\$619,200
	Department 302003 - Medicaid Therapy Revenue Totals	\$23,114
	Department 302008 - Private Pay Therapy Revenue Totals	\$800
	Department 302012 - Medicaid NYS Assessment Revenue Totals	\$44,514
	Department 501000 - Other Operating Revenue Totals	\$50
	Department 503101 - Cogeneration Reimbursement Totals	\$2,545
	Department 509500 - Vending Machine Revenue Totals	\$400
	Department 517500 - Rebates and Refunds Revenue Totals	\$50
	Department 517701 - Donated Gifts Totals	\$333
	Department 517702 - Operating Transfers Totals	\$50,000
	Department 521900 - Other Unclassified Revenue Totals	\$83
	REVENUE TOTALS	\$1,292,276
EXPENSE		
Department 60100 - Nursing Administration		
Sub Department 100 - Management and Supervision		
110	Salaries - Regular	\$32,248
810	Retirement	\$4,000
830	Social Security	\$1,380
831 -	Medicare Contribution	\$322
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$167
860	Hospitalization	\$2,223
861	Retires Hospitalization	\$4,606
865	Dental Insurance	\$96
	Sub Department 100 - Management and Supervision Totals	
	Sub Department 2700 - Physician Fees Totals	
	Sub Department 3700 - Other Fees Recerts/Crim Bkgnd Ck Totals	
	Sub Department 5906 - Supplies Totals	

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	
Fund	EF - Westmount	
	Sub Department 600 - Clerical & Other Admin Wages	
110	Salaries - Regular	\$4,636
120	Salaries - Overtime	\$43
130	Salaries - Part Time	\$1,970
810	Retirement	\$1,000
830	Social Security	\$412
831	Medicare Contribution	\$96
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$1,000
855	Disability	\$83
860	Hospitalization	\$1,193
865	Dental Insurance	\$48
	Sub Department 600 - Clerical & Other Admin Wages Totals	
	Sub Department 8500 - Dues - Nursing Home Association Totals	\$417
	Sub Department 8800 - Travel, Conferences, Workshops Totals	\$167
	Sub Department 8900 - Books, Periodicals, Subscription Totals	
	Sub Department 9101 - Other Direct Costs Advertising Totals	
	Department 60200 - Nursing - Nurses' Stations	
	Sub Department 100 - Management and Supervision	
110	Salaries - Regular	\$51,243
120	Salaries - Overtime	\$39,222
130	Salaries - Part Time	\$4,367
810	Retirement	\$10,000
830	Social Security	\$3,069
831	Medicare Contribution	\$717
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$333
855	Disability	\$167
860	Hospitalization	\$9,543
861	Retress Hospitalization	\$1,721
865	Dental Insurance	\$164
	Sub Department 100 - Management and Supervision Totals	

Westmount Health Facility

9/25/2015

Budget Amendment

Account	Account Description	
Fund	EF - Westmount	
435	Sub Department 2700 - Physician Fees	
	Medical Fees	\$158
110	Sub Department 300 - Registered Nurses Wages	\$29,481
120	Salaries - Regular	\$1,726
130	Salaries - Overtime	\$12,806
810	Salaries - Part Time	\$3,869
830	Retirement	\$2,729
830	Social Security	\$638
831	Medicare Contribution	\$0
840	Workmen's Compensation	\$333
850	Unemployment Insurance	\$167
855	Disability	\$8,960
860	Hospitalization	\$2,446
861	Retirees Hospitalization	\$164
865	Dental Insurance	
	Sub Department 300 - Registered Nurses Wages Totals	
439	Sub Department 3700 - Other Fees Recerts/Crim Bkgrnd Ck	\$175
444	Misc Fees & Expenses	\$165
	Travel/Education/Conference	
	Sub Department 3810 - Other Payments Disposal Linens	
	Sub Department 3810 - Other Payments Disposal Linens Totals	
	Sub Department 400 - LPN & Activities Director Wages	
110	Salaries - Regular	\$69,614
120	Salaries - Overtime	\$36,477
130	Salaries - Part Time	\$32,216
810	Retirement	\$15,798
830	Social Security	\$6,541
831	Medicare Contribution	\$1,530
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$6,667
855	Disability	\$5,000
860	Hospitalization	\$24,690

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	9/25/2015 Budget Amendment
Fund	EF - Westmount	
861	Retires Hospitalization	\$4,124
865	Dental Insurance	\$348
435	Sub Department 4900 - Medical Fee Other Medical Supply	
470	Medical Fees	\$5,000
	Contract	\$2,400
110	Sub Department 500 - Aides, Orderlies, Assistants	
120	Salaries - Regular	\$146,575
130	Salaries - Overtime	\$59,605
810	Salaries - Part Time	\$62,234
830	Retirement	\$28,005
831	Social Security	\$13,704
840	Medicare Contribution	\$3,203
850	Workmen's Compensation	\$0
855	Unemployment Insurance	\$5,833
860	Disability	\$1,333
861	Hospitalization	\$47,580
865	Retires Hospitalization	\$11,709
	Dental Insurance	\$716
	Sub Department 500 - Aides, Orderlies, Assistants Totals	
410	Sub Department 5600 - Employee Wearing Apparel	
	Supplies	\$1,667
210	Sub Department 5802 - Furniture Equipment	
	Furniture/Furnishings	\$1,833
260	Sub Department 5803 - Other Equipment	
	Other Equipment	\$1,932
410	Sub Department 5906 - Supplies	
	Supplies	\$5,833
413	Sub Department 6101 - Repair & Maint PS DA Bldg/Prop	
	Repair & Maint-Bldg/Property	\$167
422	Sub Department 6300 - Repair & Maint PS DA Equipment	
	Repair/Maint-Equipment	\$500
	Sub Department 6801 - Contracted Services	

Westmount Health Facility

Account	Account Description	9/25/2015 Budget Amendment
Fund EF - Westmount		
470	Contract	\$25,000
470	Sub Department 6802 - Contracted Services	\$35,667
	Contract	
	Sub Department 7300 - Equipment Rental	\$8,000
421	Equipment Rental	
427	Sub Department 8500 - Dues - Nursing Home Association Memberships & Dues	\$20
444	Sub Department 8800 - Travel, Conferences, Workshops	\$750
426	Sub Department 8900 - Books, Periodicals, Subscription	\$167
436	Sub Department 9101 - Other Direct Costs Advertising	\$1,000
424	Sub Department 9102 - Other Direct Costs Postage	\$33
	Postage	
	Department 72100 - Nursing - Laboratory Services	
435	Sub Department 2700 - Physician Fees	\$500
	Medical Fees	
470	Sub Department 6201 - Medical PS Lab	\$1,000
	Contract	
	Department 72400 - Nursing - Radiology	
	Sub Department 6202 - Medical PS Radiology	
470	Contract	\$1,300
	Department 72600 - Activities Program	
	Sub Department 100 - Management and Supervision	
110	Salaries - Regular	\$6,224
120	Salaries - Overtime	\$1,000
810	Retirement	\$1,182
830	Social Security	\$386
831	Medicare Contribution	\$90

Westmount Health Facility

9/25/2015

Budget Amendment

Account	Account Description	Budget Amendment
Fund EF - Westmount		
840	Workmen's Compensation	\$0
855	Disability	\$167
860	Hospitalization	\$2,446
861	Retirees Hospitalization	\$582
865	Dental Insurance	\$48
	Sub Department 2700 - Physician Fees	
435	Medical Fees	\$32
	Sub Department 3700 - Other Fees Recercts/Crim Bkgnd Ck	
439	Misc Fees & Expenses	\$35
	Sub Department 400 - LPN & Activities Director Wages	
110	Salaries - Regular	\$10,000
120	Salaries - Overtime	\$124
130	Salaries - Part Time	\$500
810	Retirement	
830	Social Security	\$302
831	Medicare Contribution	\$71
840	Workmen's Compensation	\$0
850	Unemployment Insurance	
855	Disability	\$167
	Sub Department 5000 - Food	
445	Foods	\$267
	Sub Department 5906 - Supplies	
410	Supplies	\$250
	Sub Department 8900 - Books, Periodicals, Subscription	
426	Subscriptions	\$50
	Sub Department 9101 - Other Direct Costs Advertising	
436	Advertising Fees	\$100
	Department 72700 - Pharmacy	
	Sub Department 2900 - Consulting Services	
437	Consulting Fees	\$1,024
	Sub Department 4400 - Prescription Drugs	
435	Medical Fees	\$17,000

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	Budget Amendment
Fund EF - Westmount		
435	Sub Department 4500 - Medicine Cabinet Drugs Medical Fees	\$1,667
470	Department 72900 - Dental Sub Department 2700 - Physician Fees Contract	\$3,700
435	Department 73300 - Physical Therapy Sub Department 2700 - Physician Fees Medical Fees	\$16
439	Sub Department 3700 - Other Fees Recerts/Crim Bkgrnd Ck Misc Fees & Expenses	\$18
110	Sub Department 500 - Aides, Orderlies, Assistants Salaries - Regular	\$4,280
120	Salaries - Overtime	\$500
810	Retirement	\$668
830	Social Security	\$265
831	Medicare Contribution	\$62
840	Workmen's Compensation	\$0
855	Disability	\$167
860	Hospitalization	\$1,193
865	Dental Insurance	\$20
260	Sub Department 5803 - Other Equipment Other Equipment	\$500
410	Sub Department 5906 - Supplies Supplies	\$167
470	Sub Department 6802 - Contracted Services Contract	\$15,000
444	Sub Department 8800 - Travel, Conferences, Workshops Travel/Education/Conference	\$33
410	Department 73400 - Occupational Therapy Sub Department 5906 - Supplies Supplies	\$200
	Sub Department 6802 - Contracted Services	

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	
Fund EF - Westmount		
470	Contract	\$10,000
	Sub Department 8900 - Books, Periodicals, Subscription	
426	Subscriptions	
	Department 73500 - Speech and Hearing Therapy	
	Sub Department 5906 - Supplies	
410	Supplies	\$67
	Sub Department 6802 - Contracted Services	
470	Contract	\$3,000
	Department 73800 - Social Services	
	Sub Department 200 - Cook & Social Worker Wages	
110	Salaries - Regular	
120	Salaries - Overtime	\$3,143
130	Salaries - Part Time	\$330
810	Retirement	\$195
830	Social Security	\$46
831	Medicare Contribution	\$0
840	Workmen's Compensation	\$167
850	Unemployment Insurance	
860	Hospitalization	
861	Retires Hospitalization	
865	Dental Insurance	\$1,164
	Sub Department 2900 - Consulting Services	
437	Consulting Fees	
	Sub Department 3700 - Other Fees Recerts/Crim Bkgnd Ck	
439	Misc Fees & Expenses	
	Sub Department 600 - Clerical & Other Admin Wages	
810	Retirement	
	Sub Department 8800 - Travel, Conferences, Workshops	
444	Travel/Education/Conference	
	Sub Department 8800 - Travel, Conferences, Workshops Totals	\$167
	Department 74100 - Medical Staff Service	
	Sub Department 800 - Physician	

Westmount Health Facility

Account	Account Description	9/25/2015 Budget Amendment
Fund EF - Westmount		
861	Retirees Hospitalization	\$1,164
	Department 82100 - Dietary Service	
	Sub Department 100 - Management and Supervision	
110	Salaries - Regular	\$7,482
120	Salaries - Overtime	
810	Retirement	\$1,422
830	Social Security	\$464
831	Medicare Contribution	\$108
840	Workmen's Compensation	\$0
855	Disability	\$167
860	Hospitalization	\$2,446
861	Retirees Hospitalization	\$1,223
865	Dental Insurance	\$48
	Sub Department 200 - Cook & Social Worker Wages	
110	Salaries - Regular	\$15,952
120	Salaries - Overtime	\$2,500
810	Retirement	\$3,221
830	Social Security	\$1,051
831	Medicare Contribution	\$246
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$167
855	Disability	\$167
860	Hospitalization	\$9,305
865	Dental Insurance	\$144
	Sub Department 2700 - Physician Fees	
	Sub Department 2700 - Physician Fees Totals	\$67
	Sub Department 2900 - Consulting Services	
	Sub Department 2900 - Consulting Services Totals	\$6,379
	Sub Department 3700 - Other Fees Recerts/Crim Bkgnd Ck	
	Sub Department 3700 - Other Fees Recerts/Crim Bkgnd Ck Totals	\$92
	Sub Department 5000 - Food	
	Sub Department 5000 - Food Totals	\$41,000

Westmount Health Facility		9/25/2015
Account	Account Description	Budget Amendment
Fund EF - Westmount		
	Sub Department 5503 - Equipment Rental	
	Sub Department 5503 - Equipment Rental Totals	\$200
	Sub Department 5600 - Employee Wearing Apparel	
	Sub Department 5600 - Employee Wearing Apparel Totals	\$83
	Sub Department 5803 - Other Equipment	
	Sub Department 5803 - Other Equipment Totals	\$467
	Sub Department 5906 - Supplies	
	Sub Department 5906 - Supplies Totals	\$5,000
	Sub Department 6101 - Repair & Maint PS DA Bldg/Prop	
	Sub Department 6101 - Repair & Maint PS DA Bldg/Prop Totals	\$333
	Sub Department 6300 - Repair & Maint PS DA Equipment	
	Sub Department 6300 - Repair & Maint PS DA Equipment Totals	\$833
	Sub Department 700 - FSH HK LL Maintenance	
110	Salaries - Regular	\$26,442
120	Salaries - Overtime	\$2,400
130	Salaries - Part Time	\$27,310
810	Retirement	\$4,902
830	Social Security	\$2,228
831	Medicare Contribution	\$522
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$167
855	Disability	\$833
860	Hospitalization	\$10,363
861	Retirees Hospitalization	\$1,679
865	Dental Insurance	\$204
	Sub Department 7300 - Equipment Rental	
	Sub Department 7300 - Equipment Rental Totals	\$200
	Sub Department 9101 - Other Direct Costs Advertising	
	Sub Department 9101 - Other Direct Costs Advertising Totals	\$88
	Department 82200 - Plant Operation and Maintenance	
	Sub Department 100 - Management and Supervision	
	Sub Department 100 - Management and Supervision	
	Salaries - Regular	\$9,132
110		

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	Budget Amendment
Fund EF - Westmount		
810	Retirement	\$1,735
830	Social Security	\$566
831	Medicare Contribution	\$132
840	Workmen's Compensation	\$0
860	Hospitalization	\$3,430
865	Dental Insurance	\$48
	Sub Department 2700 - Physician Fees	
	Sub Department 2700 - Physician Fees Totals	\$32
	Sub Department 3700 - Other Fees Recerts/Crim Bkgrd Ck	
	Sub Department 3700 - Other Fees Recerts/Crim Bkgrd Ck Totals	\$18
	Sub Department 5600 - Employee Wearing Apparel	
	Sub Department 5600 - Employee Wearing Apparel Totals	\$67
	Sub Department 5900 - Supplies/Auto Supplies/Repair	
	Sub Department 5900 - Supplies/Auto Supplies/Repair Totals	\$94
	Sub Department 5906 - Supplies	
	Sub Department 5906 - Supplies Totals	\$1,667
	Sub Department 5913 - Other Supplies - Snow & Ice	
	Sub Department 5913 - Other Supplies - Snow & Ice Totals	\$167
	Sub Department 5914 - Supplies - Auto & Gas/Oil	
	Sub Department 5914 - Supplies - Auto & Gas/Oil Totals	\$833
	Sub Department 6101 - Repair & Maint PS DA Bldg/Prop	
	Sub Department 6101 - Repair & Maint PS DA Bldg/Prop Totals	\$2,667
	Sub Department 6303 - Repairs & Maint - PS & DA Auto	
	Sub Department 6303 - Repairs & Maint - PS & DA Auto Totals	\$344
	Sub Department 6310 - Repairs & Maint PS & DA Equip	
	Sub Department 6310 - Repairs & Maint PS & DA Equip Totals	\$83
	Sub Department 6822 - Contracted Services	
	Sub Department 6822 - Contracted Services Totals	\$5,833
	Sub Department 700 - FSH HK LL Maintenance	
110	Salaries - Regular	\$18,347
120	Salaries - Overtime	\$371
810	Retirement	\$3,803

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	
Fund EF - Westmount		
830	Sodal Security	\$1,159
831	Medicare Contribution	\$270
840	Workmen's Compensation	\$0
860	Hospitalization	\$2,416
861	Retirees Hospitalization	\$2,329
865	Dental Insurance	\$116
	Sub Department 7100 - Contracted Svcs - Siemens Lease	
	Sub Department 7100 - Contracted Svcs - Siemens Lease Totals	\$13,160
	Sub Department 7300 - Equipment Rental	
	Sub Department 7300 - Equipment Rental Totals	\$50
	Sub Department 7500 - Gasoline	
	Sub Department 7500 - Gasoline Totals	\$16,667
	Sub Department 7700 - Fuel Oil	
	Sub Department 7700 - Fuel Oil Totals	\$500
	Sub Department 810 - General Insurance	
	Sub Department 810 - General Insurance Totals	\$417
	Sub Department 8300 - Licenses & Taxes	
	Sub Department 8300 - Licenses & Taxes Totals	\$3,600
	Sub Department 8800 - Travel, Conferences, Workshops	
	Sub Department 8800 - Travel, Conferences, Workshops Totals	\$33
Department 82400 - Housekeeping Service		
Sub Department 100 - Management and Supervision		
Sub Department 100 - Management and Supervision		
Sub Department 2700 - Physician Fees		
Sub Department 2700 - Physician Fees		\$582
Sub Department 3700 - Other Fees Recerts/Crim Bkgnd Ck		
Sub Department 3700 - Other Fees Recerts/Crim Bkgnd Ck		\$16
Sub Department 5906 - Supplies		
Sub Department 5906 - Supplies		\$34
Sub Department 6101 - Repair & Maint PS DA Bldg/Prop		
Sub Department 6101 - Repair & Maint PS DA Bldg/Prop		\$2,500
Sub Department 6300 - Repair & Maint PS DA Equipment		
Sub Department 6300 - Repair & Maint PS DA Equipment		\$200

Westmount Health Facility

Account	Account Description	9/25/2015 Budget Amendment
Fund EF - Westmount		
Sub Department 700 - FSH HK LL Maintenance	Sub Department 6300 - Repair & Maint PS DA Equipment Totals	\$50
110	Salaries - Regular	\$27,400
120	Salaries - Overtime	\$462
130	Salaries - Part Time	\$1,897
810	Retirement	\$4,366
830	Social Security	\$1,586
831	Medicare Contribution	\$371
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$1,000
855	Disability	\$167
860	Hospitalization	\$9,405
861	Retirees Hospitalization	\$4,092
865	Dental Insurance	\$116
Department 82500 - Laundry and Linen Service		
Sub Department 2700 - Physician Fees	Sub Department 2700 - Physician Fees Totals	\$22
Sub Department 5906 - Supplies	Sub Department 5906 - Supplies Totals	\$1,667
Sub Department 6300 - Repair & Maint PS DA Equipment	Sub Department 6300 - Repair & Maint PS DA Equipment Totals	\$167
Sub Department 700 - FSH HK LL Maintenance		
110	Salaries - Regular	\$9,929
120	Salaries - Overtime	\$144
130	Salaries - Part Time	\$3,794
810	Retirement	\$1,582
830	Social Security	\$801
831	Medicare Contribution	\$187
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$333
855	Disability	\$167
860	Hospitalization	\$2,278

Westmount Health Facility

Account	Account Description	9/25/2015 Budget Amendment
Fund EF - Westmount		
861	Retirees Hospitalization	\$2,446
865	Dental Insurance	\$20
	Department 83110 - Fiscal Services Office	
	Sub Department 100 - Management and Supervision	
110	Salaries - Regular	
120	Salaries - Overtime	\$11,680
810	Retirement	\$1,717
830	Social Security	\$560
831	Medicare Contribution	\$131
840	Workmen's Compensation	\$0
860	Hospitalization	\$3,430
861	Retirees Hospitalization	\$1,164
865	Dental Insurance	\$48
	Sub Department 3100 - Contracted Services - Auditing	
	Sub Department 3100 - Contracted Services - Auditing Totals	\$0
	Sub Department 3700 - Other Fees Recerts/Crim Bkgnd Ck	
	Sub Department 3700 - Other Fees Recerts/Crim Bkgnd Ck Totals	\$17
	Sub Department 5500 - Office Supplies	
	Sub Department 5500 - Office Supplies Totals	\$167
	Sub Department 600 - Clerical & Other Admin Wages	
110	Salaries - Regular	\$23,134
120	Salaries - Overtime	\$2,200
130	Salaries - Parttime	\$12,494
810	Retirement	\$3,907
830	Social Security	\$1,434
831	Medicare Contribution	\$336
840	Workmen's Compensation	\$0
850	Unemployment Insurance	\$167
860	Hospitalization	\$6,792
861	Retirees Hospitalization	\$4,192
865	Dental Insurance	\$40
	Sub Department 6300 - Repair & Maint PS DA Equipment	

Westmount Health Facility		9/25/2015
Account	Account Description	Budget Amendment
Fund EF - Westmount		
439	Sub Department 6800 - Contracted Services	\$1,083
	Sub Department 6300 - Repair & Maint PS DA Equipment Totals	
	Sub Department 8302 - Pymnts/Contrib - NYS Assessment	\$300
	Sub Department 6800 - Contracted Services Totals	
	Sub Department 8302 - Pymnts/Contrib - NYS Assessment Totals	\$25,000
	Sub Department 8303 - Misc Fees & Expense - Licenses	
	Misc Fees & Expenses	\$83
	Sub Department 8500 - Dues - Nursing Home Association	
	Sub Department 8500 - Dues - Nursing Home Association Totals	\$0
	Sub Department 8800 - Travel, Conferences, Workshops	
	Sub Department 8800 - Travel, Conferences, Workshops Totals	\$0
	Sub Department 8900 - Books, Periodicals, Subscription	
	Sub Department 8900 - Books, Periodicals, Subscription Totals	\$100
	Sub Department 9102 - Other Direct Costs Postage	
	Sub Department 83500 - Administrative Services	
110	Sub Department 100 - Management and Supervision	\$14,406
810	Salaries - Regular	\$1,513
830	Retirement	\$893
831	Social Security	\$209
840	Medicare Contribution	\$0
860	Workmen's Compensation	\$2,223
861	Hospitalization	\$582
865	Retrees Hospitalization	\$48
	Dental Insurance	
	Sub Department 3000 - Legal Services Purchased Fees	
	Sub Department 3000 - Legal Services Purchased Fees Totals	\$7,000
	Sub Department 3700 - Other Fees Recerts/Crim Bkgrnd Ck	
	Sub Department 3700 - Other Fees Recerts/Crim Bkgrnd Ck Totals	\$37
	Sub Department 5500 - Office Supplies	
	Sub Department 5500 - Office Supplies Totals	\$2,000
	Sub Department 5906 - Supplies	
	Sub Department 5906 - Supplies Totals	\$1,000

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	
Fund EF - Westmount		
Sub Department 5908 - Miscellaneous Fees	Sub Department 5908 - Miscellaneous Fees Totals	\$50
Sub Department 6300 - Repair & Maint PS DA Equipment	Sub Department 6300 - Repair & Maint PS DA Equipment Totals	\$33
Sub Department 6700 - Other Purch Serv - Data Process	Sub Department 6700 - Other Purch Serv - Data Process Totals	\$280
Sub Department 6822 - Contracted Services	Sub Department 6822 - Contracted Services Totals	\$833
Sub Department 7300 - Equipment Rental	Sub Department 7300 - Equipment Rental Totals	\$1,750
Sub Department 810 - General Insurance	Sub Department 810 - General Insurance Totals	
Sub Department 8200 - Interest Expense	Principal-Indebtedness	\$58,425
	Interest-Indebtedness	\$7,833
Sub Department 8400 - Telephone & Pagers	Sub Department 8400 - Telephone & Pagers Totals	\$967
Sub Department 8500 - Dues - Nursing Home Association	Sub Department 8500 - Dues - Nursing Home Association Totals	
Sub Department 8800 - Travel, Conferences, Workshops	Sub Department 8800 - Travel, Conferences, Workshops Totals	\$1,967
Sub Department 8900 - Books, Periodicals, Subscription	Sub Department 8900 - Books, Periodicals, Subscription Totals	\$133
Sub Department 9101 - Other Direct Costs Advertising	Sub Department 9101 - Other Direct Costs Advertising Totals	
Sub Department 9102 - Other Direct Costs Postage	Sub Department 9102 - Other Direct Costs Postage Totals	\$250
Sub Department 9105 - Other Direct Cost Ind Cost Alloc	Sub Department 9105 - Other Direct Cost Ind Cost Alloc Totals	\$136,000
Department 84100 - Depreciation - Major Moveable		
Department 9901 - Transfers		
Sub Department 0186 - Transfer-General		

Westmount Health Facility

9/25/2015
Budget Amendment

Account	Account Description	
Fund EF - Westmount		
910	Interfund Transfers	
	Sub Department 0186 - Transfer-General Totals	
	Department 9901 - Transfers Totals	
	EXPENSE TOTALS	\$1,691,066
	Fund EF - Westmount Totals	
	REVENUE TOTALS	\$1,292,276
	EXPENSE TOTALS	<u>\$1,691,066</u>
	Fund EF - Westmount Totals	<u>-\$398,790</u>
	Grand Totals	
	REVENUE TOTALS	
	EXPENSE TOTALS	
	Grand Totals	

Appropriate Fund Balance

\$398,790.00

Budgetrevision092015

\$0

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: Park O&M

DATE: September 24, 2015

- (a) Purpose of Request:
To authorize appropriation of funds in the amount of \$998.82 from Gaslight Village Parking Fees and to authorize reimbursements to the Village of Lake George

- (b) Details:
The purpose of this request is to fund reimbursements to the Village of Lake George for expenses incurred in relation to events held at the Festival Commons (see attached cost details submitted by the Village of Lake George)

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
Fund to be appropriated from A691.07, Deferred Revenue, Gaslight Village Parking Fees, to Budget code A.1625 470, Gaslight Village Property, Contract

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

* as listed in budget and LOGOS

No 2272

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

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

SEPT. 18, 2015
DATE

FOR: MOWING SOUTH PARCEL & FESTIVAL SPACE

LABOR FOR THREE DAYS	\$292.32
MATERIALS: GAS	30.00

Total Amount Due \$322.32

Very truly yours,
 DAVID HARRINGTON, SUPT. VILLAGE

MOWING SOUTH PARCEL/FESTIVAL SPACE					
EMPLOYEE	DATE	Location	per hour cost	HOURS	COST
Ron Goodspeed	7/30/2015	south parcel	\$ 18.27	6	\$ 109.62
	8/5/2015	festival space	\$ 18.27	6	\$ 109.62
	9/1/2015	festival space	\$ 18.27	4	\$ 73.08
LABOR TOTAL					\$ 292.32
SUPPLIES					
GAS					\$ 30.00
TOTAL DUE					\$ 322.32

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

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

SEPT. 17, 2015
DATE

FOR: WOOD PARK FESTIVAL WORKERS:

<u>BRITISH INVASION - AUG. 15-16, 2015</u>	<u>\$176.00</u>
<u>ELECTRIC LOVE FEST - AUG. 20, AUG. 22, AUG. 23</u>	<u>\$357.50</u>
<u>BREWFEST - SEPT. 5 - 6, 2015</u>	<u>\$143.00</u>

Total Amount Due \$676.50

Very truly yours,
 DAVE HARRINGTON, SUPT. DPW

WOOD PARK FESTIVAL WORKERS				
DATE	EMPLOYEE	cost per hour	hours worked	COST
8/15/2015	AI	\$ 11.00	5 1/2	\$ 60.50
8/16/2015	AI	\$ 11.00	10.5	\$ 115.50
TOTAL DUE				\$ 176.00

WOOD PARK FESTIVAL WORKERS				
ELECTRIC LOVE FESTIVAL				
DATE	EMPLOYEE	cost per hour	hours worked	COST
8/20/2015	AI	\$ 11.00	7	\$ 77.00
8/22/2015	AI	\$ 11.00	13.5	\$ 148.50
8/23/2015	AI	\$ 11.00	12	\$ 132.00
TOTAL DUE				\$ 357.50

(4)

WOOD PARK FESTIVAL WORKERS				
BREWFEEST				
DATE	EMPLOYEE	cost per hour	hours worked	COST
9/5/2015	AI	\$ 11.00	6 1/2	\$ 71.50
9/6/2015	AI	\$ 11.00	6 1/2	\$ 71.50
TOTAL DUE				\$ 143.00

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: Park O&M

DATE: September 24, 2015

- (a) Purpose of Request:
To authorize appropriation of \$6,000 from Gaslight Village Parking Revenues

- (b) Details:
To fund the construction of two ticket booths for the Festival Commons

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
Funds to be appropriated from A697.07, Deferred Revenue, Gaslight Village Parking Fees, to Budget Code A.1625 413, Gaslight Village Property, Repair & Maint.-Bldg/Property

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

* as listed in budget and LOGOS

Betsy Henkel

From: Grant, Leisa <grantl@warrencountyny.gov>
Sent: Monday, August 17, 2015 9:10 AM
To: Mayor Robert Blais
Cc: Henkel, Betsy (DPW)
Subject: Lake George Festival of Fine Arts & Crafts

Good Morning, Mayor Blais:

Betsy Henkel, Jeff Tennyson's accounting person will have to issue the refund since all the money is processed through an account set up in DPW. I have copied her on this email so that she can process that. Thanks, Leisa

*Leisa Grant
Principal Account Clerk
Warren County Tourism*

From: Mayor Robert Blais [<mailto:lqvmayor@nycap.rr.com>]
Sent: Friday, August 14, 2015 8:48 AM
To: Grant, Leisa
Subject:

Leisa:

Diane Skiba has cancelled her craft show for Aug. 29-30.

She had paid the \$1500 deposit to the County, how does it get returned to her?

Mayor Blais

Receipt Detail Inquiry

General

Status Posted
 Department Treasurer - Treasurer
 Batch 2015-00000204
 G/L Date 05/11/2015
 Receipt Number 2015-00002035
 Total Amount \$1,500.00
 Received From Lake George Festival of Fine Arts & Crafts
 Cashier Aleisha VanAlen
 Collection Station Aleisha's Desk
 Receipt Description
 Payment Date 05/11/2015

Transactions

Detail	Payment Category	Payment Code	Bank Account	Transaction Description	Quantity Unit Of Measure	Amount
Other		A 691.07	General	use of festival space		\$1,500.00

G/L Distribution

Payments

Payment Type	Payment Amount	Check Number	Credit Card Type	Expiration Date	Other Type	Authorization Code
Check	\$1,500.00	1805				

SOKS

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

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

DEPARTMENT NAME: Sheriff

DATE: September 28, 2015

- (a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect monies to be received from 2015 SLETPP grant.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
A.3110.260 Law Enforcement Other Equipment \$20,000.00
- (c) **Revenue Code (with title), and Amount:**
A.3110.4029 4381 NY State Terrorism Prevention Program \$20,000.00

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

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: 9/29/15**

- (a) Exact Title and Number of Project*: Blair Road over Mill Brook (H342.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$763,940.85
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):

\$785,275.00 Federal Share
 \$180,602.00 State Marchiselli Share
 -\$201,936.15 Local Match (transfer to \$25,538.15 to General Fund and transfer \$176,398.00 to County Road Fund)

\$ 763,940.85 TOTAL

- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To increase the project funding for Right of Way Acquisitions, Construction and Construction Inspection project phases and return surplus local match funds to the General Fund

RESOLUTION REQUEST FORM NO. 8***Request to Establish Capital Project or Capital Reserve Project****

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

DEPARTMENT NAME: DPW

DATE: 9/29/15

- (a) Exact Title and Number of Project (must be obtained from Treasurer's Office): H361.9550 280 Brant Lake Lower Dam
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project?
- (d) Amount of Project: \$45,000
- (e) Source of Funding (including name & title of codes, etc.): D.9950 910 Transfers - Capital Projects
- (f) Purpose of Establishment: Engineering assessment of the Brant Laker Lower Dam

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: 9/29/15

- (a) Purpose of Amendment: To transfer local match funds for various Capital Projects
- (b) Appropriation Code (with title), Object Code (with title) and Amount:
D.9950 910 - Interfund Transfers (\$176,398.00)
- (c) Revenue Code (with title), and Amount:
D.5010 5031 - Interfund Transfers (\$176,398.00)

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

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

DEPARTMENT NAME: DPW

DATE: 9/29/15

- (a) Purpose of Amendment: To transfer local match funds for Capital Project H362 - Airport Natural Gas Conversion

- (b) Appropriation Code (with title), Object Code (with title) and Amount:
A.9950 910 - Interfund Transfers (\$25,538.15)

- (c) Revenue Code (with title), and Amount:
A.5010 5031 - Interfund Transfers (\$25,538.15)

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: Department of Public Works

DATE: October 7, 2015

(a) Purpose of Request:

To Authorize closure of the following capital project and return any remaining funds to the funding source:

Project	Estimated Funds	Funding Source
H318 - 2011 Bridge Rehab Projects	\$4,868.00	Debt service Fund

(b) Details:

The project listed is complete.

(c) Previous Resolution Number:

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

See above.

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

* as listed in budget and LOGOS

WARREN COUNTY
Journal Report - September 2015

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Cik of Legislati - Clerk of the Legislative Board					
2015-00004013 Posted					
9/14/2015	A.1010 436	Advertising Fees	Budget Transfer from Object Code to A.1010 440	\$ 800.00	
9/14/2015	A.1010 440	Legal/Transcript Fees	Budget Transfer within Object Code to A.1010 436		\$ 800.00
County Auditor - County Auditor					
2015-00004032 Posted					
9/15/2015	A.1320 410	Supplies	Budget Transfer To A.1320 439 From A.1320 410	\$ 361.70	
9/15/2015	A.1320 439	Misc Fees & Expenses	Budget Transfer To A.1320 439 From A.1320 410		\$ 361.70
County Clerk - County Clerk					
2015-00003880 Posted					
9/8/2015	A.1410 424	Postage	Transfer of Funds Within Budget code to A 1410 444 Conf		\$ 100.00
9/8/2015	A.1410 444	Travel/Education/Conference	Transfer of Funds Within Budget code from A 1410 424	\$ 100.00	
DPW_DPW Admin - DPW_DPW Administration					
2015-00003802 Posted					
9/2/2015	A.7110 421	Equipment Rental	Transfer Within Object Code from A.7110 470	\$ 330.00	
9/2/2015	A.7110 470	Contract	Transfer Within Object Code to A.7110 421		\$ 330.00
9/2/2015	D.5110 421	Equipment Rental	Transfer Within Object Code from D.5110 465	\$ 15,000.00	
9/2/2015	D.5110 465	Road/Bridge Materials	Transfer Within Object Code to D.5110 421		\$ 15,000.00
2015-00003876 Posted					
9/4/2015	A.1620 410	Supplies	Transfer Within Object Code to A.1620 421	\$ 350.00	
9/4/2015	A.1620 421	Equipment Rental	Transfer Within Object Code from A.1620 410		\$ 350.00
2015-00003890 Posted					
9/9/2015	A.1620 260	Other Equipment	Transfer Within Object Code from A.1620 270	\$ 1,000.00	
9/9/2015	A.1620 270	Lawn & Landscaping	Transfer Within Object Code to A.1620 260		\$ 1,000.00
9/9/2015	A.1620 421	Equipment Rental	Transfer Within Object Code from A.1620 470	\$ 1,940.00	
9/9/2015	A.1620 470	Contract	Transfer Within Object Code to A.1620 421		\$ 1,940.00

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
	2015-00003976 Posted				
9/10/2015	A.7111 220	Office Equipment	Transfer Within Object Code to A.7111 260	\$	\$ 1.00
9/10/2015	A.7111 260	Other Equipment	Transfer Within Object Code from A.7111 270	\$ 21.53	
9/10/2015	A.7111 260	Other Equipment	Transfer Within Object Code from A.7111 220	\$ 1.00	
9/10/2015	A.7111 270	Lawn & Landscaping	Transfer Within Object Code to A.7111 260		\$ 21.53
9/10/2015	A.7111 410	Supplies	Transfer Within Object Code to A.7111 453		\$ 50.00
9/10/2015	A.7111 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code from A. 7111 445	\$ 578.00	
9/10/2015	A.7111 445	Foods	Transfer Within Object Code to A.7111 413		\$ 578.00
9/10/2015	A.7111 445	Foods	Transfer Within Object Code to A.7111 453		\$ 322.00
9/10/2015	A.7111 453	Uniforms & Clothing	Transfer Within Object Code from A.7111 445	\$ 322.00	
9/10/2015	A.7111 453	Uniforms & Clothing	Transfer Within Object Code from A.7111 410	\$ 50.00	
	2015-00004052 Posted				
9/16/2015	A.7110 421	Equipment Rental	Transfer Within Object Code from A.7110 470	\$ 431.00	
9/16/2015	A.7110 470	Contract	Transfer Within Object Code to A.7110 421	\$	\$ 431.00
	2015-00004139 Posted				
9/22/2015	A.5610 435	Medical Fees	Transfer Within Object Code from A.5610 470	\$ 40.00	
9/22/2015	A.5610 470	Contract	Transfer Within Object Code to A.5610 435	\$	\$ 40.00
9/22/2015	D.3310 435	Medical Fees	Transfer Within Object Code from A.5610 444	\$ 90.00	
9/22/2015	D.3310 444	Travel/Education/Conference	Transfer Within Object Code to D.3310 435	\$	\$ 90.00
	2015-00004239 Posted				
9/24/2015	D.5010 439	Misc Fees & Expenses	Transfer Within Object Code to D.5010 453	\$	\$ 72.00
9/24/2015	D.5010 453	Uniforms & Clothing	Transfer Within Object Code from D.5010 439	\$ 72.00	
	2015-00004308 Posted				
9/30/2015	D.5020 220	Office Equipment	Transfer Within Object Code to D.5020 250	\$	\$ 487.00
9/30/2015	D.5020 250	Technical Equipment	Transfer Within Object Code from D.5020 220	\$ 487.00	
OFA - Office for the Aging					
	2015-00003978 Posted				
9/10/2015	A.6780 444	Travel/Education/Conference	within object code transfer from A6780470	\$	\$ 500.00

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/10/2015	A.6780 470	Contract	within object code transfer to A6780444	\$	\$ 500.00
	2015-00004072 Posted				
9/17/2015	A.6772 410	Supplies	within object code transfer to A6772424	\$	\$ 300.00
9/17/2015	A.6772 424	Postage	within object code transfer from A6772410	\$ 300.00	
	2015-00004238 Posted				
9/24/2015	A.6773 422	Repair/Maint-Equipment	within object transfer from A6773445	\$	\$ 520.00
9/24/2015	A.6773 445	Foods	within object transfer to A6773422	\$ 520.00	
	2015-00004270 Posted				
9/28/2015	A.6773 436	Advertising Fees	within object code transfer from A6773445	\$	\$ 39.75
9/28/2015	A.6773 445	Foods	within object code transfer to A6773436	\$ 39.75	
	2015-00004298 Posted				
9/29/2015	A.6773 435	Medical Fees	within object code transfer from A6773445	\$	\$ 95.00
9/29/2015	A.6773 445	Foods	within object code transfer to A6773435	\$ 95.00	
	2015-00003958 Posted				
9/1/2015	A.4022 441	Auto-Supplies & Repair	Budget transfer within object code from A.4022 444	\$	\$ 400.00
9/1/2015	A.4022 441	Auto-Supplies & Repair	Budget transfer within object code from A.4022 442	\$	\$ 150.00
9/1/2015	A.4022 442	Automotive - Gas & Oil	Budget transfer within object code to A.4022 441	\$	\$ 150.00
9/1/2015	A.4022 444	Travel/Education/Conference	Budget transfer within object code to A.4022 441	\$	\$ 400.00
	2015-00003959 Posted				
9/9/2015	A.3641 210	Furniture/Furnishings	Budget transfer within object code from A.3641 220	\$	\$ 1,118.06
9/9/2015	A.3641 220	Office Equipment	Budget transfer within object code to A.3641 210	\$ 1,118.06	
	2015-00003958 Posted				
9/9/2015	A.3641 210	Furniture/Furnishings	Out of code transfer from A.3641 444	\$	\$ 405.90
9/9/2015	A.3641 210	Furniture/Furnishings	Out of code transfer from A.3641 445	\$	\$ 245.45
9/9/2015	A.3641 210	Furniture/Furnishings	Out of code transfer from A.3641 410	\$	\$ 700.00
9/9/2015	A.3641 210	Furniture/Furnishings	Out of code transfer from A.3641 428	\$	\$ 250.00
9/9/2015	A.3641 210	Furniture/Furnishings	Out of code transfer from A.3641 423	\$	\$ 90.12

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/9/2015	A.3641 410	Supplies	Out of code transfer to A.3641 210	\$	700.00
9/9/2015	A.3641 423	Telephone	Out of code transfer to A.3641 210	\$	90.12
9/9/2015	A.3641 428	Data Processing & Internet Fees	Out of code transfer to A.3641 210	\$	250.00
9/9/2015	A.3641 444	Travel/Education/Conference	Out of code transfer to A.3641 210	\$	405.90
9/9/2015	A.3641 445	Foods	Out of code transfer to A.3641 210	\$	245.45
	2015-00004002	Posted			
9/11/2015	A.3642 416	Oil & Gas-Heating	Budget transfer within object code to A.3642 439	\$	110.00
9/11/2015	A.3642 439	Misc Fees & Expenses	Budget transfer within object code from A.3642 416	\$	110.00
	2015-00004003	Posted			
9/11/2015	A.3410 422	Repair/Maint-Equipment	Budget transfer within object code from A.3410 441	\$	300.00
9/11/2015	A.3410 422	Repair/Maint-Equipment	Budget transfer within object code from A.3410 442	\$	400.00
9/11/2015	A.3410 441	Auto-Supplies & Repair	Budget transfer within object code to A.3410 422	\$	300.00
9/11/2015	A.3410 442	Automotive - Gas & Oil	Budget transfer within object code to A.3410 422	\$	400.00
	2015-00004051	Posted			
9/16/2015	A.3642 413	Repair & Maint.-Bldg/Property	Budget transfer within object code from A.3642 416	\$	710.00
9/16/2015	A.3642 416	Oil & Gas-Heating	Budget transfer within object code to A.3642 413	\$	710.00
	2015-00004111	Posted			
9/21/2015	A.3640 418	Ins-General Liability	Budget transfer within object code to A.3640 444	\$	250.00
9/21/2015	A.3640 444	Travel/Education/Conference	Budget transfer within object code from A.3640 418	\$	250.00
	Personnel - Civil Service				
	2015-00003889	Posted			
9/8/2015	A.1430 436	Advertising Fees	Budget Transfers within Object Code from A.1430 444	\$	60.00
9/8/2015	A.1430 444	Travel/Education/Conference	Budget Transfers within Object Code to A.1430 436	\$	60.00
	Planning_Planning - Planning,Planning				
	2015-00004012	Posted			
9/14/2015	A.8021 410	Supplies	Budget Transfer within Object Code from A.8021 418	\$	148.13
9/14/2015	A.8021 410	Supplies	Budget Transfer within Object Code from A.8021 426	\$	15.00

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/14/2015	A.8021 410	Supplies	Budget Transfer within Object Code from A.8021 441	\$ 600.00	
9/14/2015	A.8021 418	Ins-General Liability	Budget Transfer within Object Code to A.8021 410		\$ 148.13
9/14/2015	A.8021 426	Subscriptions	Budget Transfer within Object Code to A.8021 410		\$ 15.00
9/14/2015	A.8021 441	Auto-Supplies & Repair	Budget Transfer within Object Code to A.8021 410		\$ 600.00
Public Health_Health Services - Public Health,Health Services					
2015-00003812 Posted					
9/2/2015	A.4189 410	Supplies	Budget Transfer BT to A4189.410 fr A.4189.423 ,424,442	\$ 200.00	
9/2/2015	A.4189 423	Telephone	Budget Transfer BT to A4189.410 fr A.4189.423 ,424,442		\$ 100.00
9/2/2015	A.4189 424	Postage	Budget Transfer BT to A4189.410 fr A.4189.423 ,424,442		\$ 50.00
9/2/2015	A.4189 442	Automotive - Gas & Oil	Budget Transfer BT to A4189.410 fr A.4189.423 ,424,442		\$ 50.00
2015-00004005 Posted					
9/11/2015	A.4013 428	Data Processing & Internet Fees	Budget transfer WIC from A4013.469	\$ 82.00	
9/11/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.428		\$ 82.00
2015-00004018 Posted					
9/14/2015	A.4013 444	Travel/Education/Conference	Budget transfer WIC from A4013.469	\$ 200.00	
9/14/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.444		\$ 200.00
2015-00004088 Posted					
9/18/2015	A.4013 453	Uniforms & Clothing	Budget transfer WIC from A4013.469	\$ 25.00	
9/18/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.453		\$ 25.00
2015-00004142 Posted					
9/22/2015	A.4013 444	Travel/Education/Conference	Budget Transfer WIC from A4013.469	\$ 27.00	
9/22/2015	A.4013 469	Other Payments/Contributions	Budget Transfer WIC to A4013.444		\$ 27.00
9/22/2015	A.4018 444	Travel/Education/Conference	Budget Transfer Preventive to A4018.445		\$ 42.00
9/22/2015	A.4018 445	Foods	Budget Transfer Preventive from A4018.444	\$ 42.00	
2015-00004230 Posted					
9/24/2015	A.4016 442	Automotive - Gas & Oil	Budget transfer LT to A4016.444		\$ 80.00
9/24/2015	A.4016 444	Travel/Education/Conference	Budget transfer LT from A4016.442	\$ 80.00	
2015-00004277 Posted					

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/28/2015	A.4010 428	Data Processing & Internet Fees	Budget transfer Chha from A4010.441	\$ 2,500.00	
9/28/2015	A.4010 441	Auto-Supplies & Repair	Budget transfer Chha to A4010.428		\$ 2,500.00
9/29/2015	2015-00004300 Posted				
9/29/2015	A.4013 410	Supplies	Budget transfer WIC from A4013.469	\$ 2,000.00	
9/29/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.410		\$ 2,000.00
9/29/2015	2015-00004302 Posted				
9/29/2015	A.4013 435	Medical Fees	WIC budget transfer from A4013.469	\$ 750.00	
9/29/2015	A.4013 469	Other Payments/Contributions	WIC budget transfer to A4013.435		\$ 750.00
9/30/2015	2015-00004324 Posted				
9/30/2015	A.4013 422	Repair/Maint-Equipment	Budget transfer WIC from A4013.469	\$ 100.00	
9/30/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.422		\$ 100.00
Sheriff_Sheriff Law Enf - Sheriff, Sheriff Law Enforcement					
	2015-00003849 Posted				
9/3/2015	A.3110 230	Automotive Equipment	Budget Transfer Within Object Code To A.3110 260	\$ 3,500.00	
9/3/2015	A.3110 260	Other Equipment	Budget Transfer Within Object Code From A.3110 230		\$ 3,500.00
9/14/2015	2015-00004008 Posted				
9/14/2015	A.3020 250	Technical Equipment	Budget Transfer Within Object Code From A.3020 260	\$ 15,000.00	
9/14/2015	A.3020 260	Other Equipment	Budget Transfer Within Object Code To A.3020 250		\$ 15,000.00
Social Services - Social Services					
	2015-00004035 Posted				
9/15/2015	A.6030 210	Furniture/Furnishings	Budget Transfer from A. 6030 210 to A. 6030 260	\$ 339.00	
9/15/2015	A.6030 260	Other Equipment	Budget Transfer to A. 6030 260 from A. 6030 270		\$ 339.00
9/15/2015	A.6030 260	Other Equipment	Budget Transfer to A. 6030 260 from A. 6030 210	\$ 339.00	
9/15/2015	A.6030 270	Lawn & Landscaping	Budget Transfer from A. 6030 270 to A. 6030 260		\$ 200.00
9/17/2015	2015-00004078 Posted				
9/17/2015	A.6030 415	Electricity	Budget Transfer Within Codes from A. 6030 415 to A. 6030 444	\$ 400.00	

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/17/2015	A.6030 444	Travel/Education/Conference	Budget Transfer Within Codes to A. 6030 444 from A. 6030 415	\$ 400.00	
	2015-00004288	Posted			
9/29/2015	A.6010 220	Office Equipment	Budget Transfer within Object Code to A.6010 230	\$	\$ 230.00
9/29/2015	A.6010 230	Automotive Equipment	Budget Transfer within Object Code from A6010 220	\$ 230.00	
	2015-00004290	Posted			
9/29/2015	A.6030 418	Ins-General Liability	Budget Transfer to A. 6030 418 from A. 6030 445	\$	\$ 138.00
9/29/2015	A.6030 445	Foods	Budget Transfer from A. 6030 445 to A. 6030 418	\$ 138.00	
	2015-00004316	Posted			
9/30/2015	A.6030 210	Furniture/Furnishings	Budget Transfer to A. 6030 210 from A. 6030 410	\$	\$ 990.00
9/30/2015	A.6030 210	Furniture/Furnishings	Budget Transfer to A. 6030 210 from A. 6030 260	\$ 462.00	
9/30/2015	A.6030 260	Other Equipment	Budget Transfer from A. 6030 260 to A. 6030 210	\$	\$ 462.00
9/30/2015	A.6030 410	Supplies	Budget Transfer from A. 6030 410 to A. 6030 210	\$	\$ 990.00
Tourism - Tourism					
	2015-00004079	Posted			
9/17/2015	A.6417 426	Subscriptions	Transfer to A.6417 427	\$	\$ 505.00
9/17/2015	A.6417 427	Memberships & Dues	Transfer from A. 6417 426	\$ 505.00	
	2015-00004247	Posted			
9/25/2015	A.6417 410	Supplies	Transfer to A.6417 470	\$	\$ 8,759.00
9/25/2015	A.6417 470	Contract	Transfer from A.6417 410	\$ 8,759.00	
9/25/2015	A.6417 470	Contract	Transfer from A. 6417 481	\$ 8,887.00	
9/25/2015	A.6417 481	Tourism Promotion	Transfer to A. 6417 470	\$	\$ 8,887.00
Westmount_Administration - Westmount,Administration					
	2015-00003799	Posted			
9/2/2015	EF.60200.4900 435	Medical Fees	Within Budget Code Transfer From EF.83500.9105 469	\$ 2,000.00	
9/2/2015	EF.60200.8900 426	Subscriptions	Within Budget Code Transfer From EF.83500.9105 469	\$ 159.00	
9/2/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.4900 435	\$	\$ 2,000.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/2/2015	EF.83500.9105 469 2015-00003816 Posted	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.8900 426	\$	\$ 159.00
9/3/2015	EF.60200.6801 470	Contract	Within Budget Code Transfer From EF.83110.3100 470	\$ 19,500.00	
9/3/2015	EF.60200.8500 427	Memberships & Dues	Within Budget Code Transfer From EF.83500.9105 469	\$ 93.00	
9/3/2015	EF.82200.6303 441	Auto-Supplies & Repair	Within Budget Code Transfer From EF.83500.9105 469	\$ 1,006.00	
9/3/2015	EF.83110.3100 470	Contract	Within Budget Code Transfer To EF.60200.6801 470	\$	\$ 19,500.00
9/3/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.8500 427	\$	\$ 93.00
9/3/2015	EF.83500.9105 469 2015-00003881 Posted	Other Payments/Contributions	Within Budget Code Transfer To EF.82200.6303 441	\$	\$ 1,006.00
9/8/2015	EF.82200.7100 470	Contract	Within Budget Code Transfer From EF.83500.9105 469	\$ 10,299.00	
9/8/2015	EF.83500.9105 469 2015-00003993 Posted	Other Payments/Contributions	Within Budget Code Transfer To EF.82200.7100 470	\$	\$ 10,299.00
9/11/2015	EF.60200.4900 435	Medical Fees	Within Budget Code Transfer From EF.83500.9105 469	\$ 1,000.00	
9/11/2015	EF.82200.7100 470	Contract	Within Budget Code Transfer From EF.83500.9105 469	\$ 45.00	
9/11/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.82200.7100 470	\$	\$ 45.00
9/11/2015	EF.83500.9105 469 2015-00004001 Posted	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.4900 435	\$	\$ 1,000.00
9/11/2015	EF.83500.8800 444	Travel/Education/Conference	Within Budget Code Transfer From EF.83500.9105 469	\$ 69.00	
9/11/2015	EF.83500.9105 469 2015-00004034 Posted	Other Payments/Contributions	Within Budget Code Transfer To EF.83500.8800 444	\$	\$ 69.00
9/15/2015	EF.60200.4900 435	Medical Fees	Within Budget Code Transfer From EF.83500.9105 469	\$ 381.00	
9/15/2015	EF.60200.6801 470	Contract	Within Budget Code Transfer From EF.83500.9105 469	\$ 1,342.00	
9/15/2015	EF.73300.5906 410	Supplies	Within Budget Code Transfer From EF.83500.9105 469	\$ 44.00	
9/15/2015	EF.82200.6310 422	Repair/Maint-Equipment	Within Budget Code Transfer From EF.83500.9105 469	\$ 630.00	
9/15/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.73300.5906 410	\$	\$ 44.00
9/15/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.6801 470	\$	\$ 44.00
9/15/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.4900 435	\$	\$ 1,342.00
9/15/2015	EF.83500.9105 469 2015-00004048 Posted	Other Payments/Contributions	Within Budget Code Transfer To EF.82200.6310 422	\$	\$ 381.00
9/15/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.82200.6310 422	\$	\$ 630.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/16/2015	EF.60200.4900 435	Medical Fees	Within Budget Code Transfer From EF.83500.9105 469	\$ 32.00	
9/16/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.4900 435		\$ 32.00
	2015-00004067 Posted				
9/17/2015	EF.60200.4900 435	Medical Fees	Within Budget Code Transfer EF.83500.9105 469	\$ 3,000.00	
9/17/2015	EF.60200.500 855	Disability	Within Budget Code Transfer From EF.82500.700 855	\$ 37.00	
9/17/2015	EF.60200.6801 470	Contract	Within Budget Code Transfer From EF.83500.9105 469	\$ 6,000.00	
9/17/2015	EF.82500.700 855	Disability	Within Budget Code Transfer To EF.60200.500 855		\$ 37.00
9/17/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer EF.60200.4900 435		\$ 3,000.00
9/17/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.83500.6801 470		\$ 6,000.00
	2015-00004134 Posted				
9/22/2015	EF.60200.5802 210	Furniture/Furnishings	Within Budget Code Transfer From EF.60200.5803 260	\$ 1,836.00	
9/22/2015	EF.60200.5803 260	Other Equipment	Within Budget Code Transfer To EF.60200.5802 210		\$ 1,836.00
	2015-00004136 Posted				
9/22/2015	EF.60200.5802 210	Furniture/Furnishings	Within Budget Code Transfer From EF.60200.5803 260	\$ 20.00	
9/22/2015	EF.60200.5803 260	Other Equipment	Within Budget Code Transfer To EF.60200.5802 210		\$ 20.00
	2015-00004145 Posted				
9/23/2015	EF.60200.6801 470	Contract	Within Budget Code Transfer From EF.83500.9105 469	\$ 5,000.00	
9/23/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.6801 470		\$ 5,000.00
	2015-00004218 Posted				
9/24/2015	EF.60200.100 860	Hospitalization	Within Budget Code Transfer To EF.82400.700 861		\$ 700.00
9/24/2015	EF.82400.700 861	Retirees Hospitalization	Within Budget Code Transfer From EF.60200.100 860	\$ 700.00	
	2015-00004251 Posted				
9/25/2015	EF.83500.8800 444	Travel/Education/Conference	Within Budget Code Transfer From EF.83500.9105 469	\$ 13.00	
9/25/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.83500.8800 444		\$ 13.00
	2015-00004280 Posted				
9/29/2015	EF.60200.6801 470	Contract	Within Budget Code Transfer From EF.83500.9105 469	\$ 12,000.00	
9/29/2015	EF.83110.3100 470	Contract	Within Budget Code Transfer From EF.83500.9105 469	\$ 2,400.00	
9/29/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.83110.3100 470		\$ 2,400.00
9/29/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.6801 470		\$ 12,000.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
	2015-00004291	Posted			
9/29/2015	EF.83500.8800 444	Travel/Education/Conference	Within Budget Code Transfer From EF.83500.9105 469	\$ 99.00	
9/29/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.83500.8800 444		\$ 99.00
	2015-00004304	Posted			
9/30/2015	EF.60100.8800 444	Travel/Education/Conference	Within Budget Code Transfer From EF.83500.9105 469	\$ 573.00	
9/30/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60100.8800 444		\$ 573.00
	2015-00004307	Posted			
9/30/2015	EF.60100.8900 426	Subscriptions	Within Budget Code Transfer From EF.83500.9105 469	\$ 170.00	
9/30/2015	EF.83500.8800 444	Travel/Education/Conference	Within Budget Code Transfer From EF.83500.9105 469	\$ 290.00	
9/30/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60100.8900 426		\$ 170.00
9/30/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.83500.8800 444		\$ 290.00

Item 11

AGENDA
PERSONNEL COMMITTEE
OCTOBER 7, 2015
DRAFT AGENDA - SUBJECT TO CORRECTION

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/Personnel Officer:**
 - A) Report on tracking of salary implications for positions filled.
 - B) Review of County Human Resources Department budget.
 - 2) **Referral from the Criminal Justice Committee:**
Probation -
Request to create and fill the new position of Probation Officer Trainee #1, *Grade 18, Annual Base Salary \$39,004*, as well as to decrease the salary for the Probation Officer #2 position to \$3,500 effective October 19, 2015 and amend the Table of Organization and Salary Schedule accordingly.
 - 3) **Referral from the Health Services Committee:**
Mental Health -
Request to create the new position of Children and Youth SPOA (*Single Point of Access*) Coordinator, *Annual Salary \$53,500*, effective November 1, 2015 and amend the Table of Organization and Salary Schedule accordingly. This is a mandated position required by the New York State Office of Mental Health which will receive 100% State reimbursements.
 - 4) **Referrals from the Public Works Committee:**
DPW -
 - A) Request for ratifying authorization for enrollment in a job related course: Maja Tlokinska-Scroggins, *Senior Account Clerk*, to attend AS Accounting Courses at SUNY Adirondack which began in the Fall of 2015 and will conclude in December of 2015. This course is being taken in furtherance of Ms. Scroggins' accounting degree program at a total cost of \$2,250 for which the County will provide reimbursement for 50% upon completion of course with a grade of "C" or better.
 - B) Correcting the vacation accruals for Employee No. 6112 to immediately credit 17 days of vacation, make payment in the amount of \$2,415.75 to the aforementioned employee, authorize retroactive use of the corrected vacation time during a prior payroll period when said employee was off the County payroll, and to adjust the employee's earned service credits during this period.
 - 5) **Referral from the Support Services Committee:**
County Attorney -
Request to create the new position of Legal Assistant #3 for training purposes - details to be provided.
 - 6) **Referral from the Tourism Committee:**
Request to temporarily appoint Joanne Conley as Tourism Coordinator for a period of six months (10/19/15 - 4/19/16) pending a decision by the Tourism Committee to fill the position of Tourism Director. For this appointment, Ms. Conley is to receive an additional amount not to exceed \$3,000 in 2015, nor \$5,000 in 2016.
 - 7) **Requests/Items to be discussed by the County Administrator:**
Employee Health Insurance renewal review and such authorizations as are required within the Warren County Health Insurance Policies for 2015-16 with Capital Financial.
 - 8) **Request from the Chairman of the Board:**
Committee to hold an executive session to discuss the employment history of a particular employee.

Continued

IV. Vacancies Filled:

Clerk of the Board -

Sr. Legislative Office Specialist #1, *Annual Salary \$39,270*, due to resignation.

Countryside Adult Home -

Building Maintenance Mechanic, *Grade 13, Annual Salary \$35,960*, due to resignation.

County Attorney -

Legal Assistant #1, *Annual Salary to be determined*, due to retirement.

Social Services -

Social Welfare Examiner #6, *Grade 8, Annual Base Salary \$31,452*, due to resignation.

Keyboard Specialist #2, *Grade 3, Annual Base Salary \$25,193*, due to resignation.