

SUPPORT SERVICES COMMITTEE
COUNTY ADMINISTRATOR AGENDA
OCTOBER 2, 2015

Committee Members: Supervisors Vanselow, McDevitt, Taylor, Frasier, Wood, Brock and Seeber

- I. Committee meeting called to order by Chairman
- II. Motion to approve the minutes of the prior meeting
- III. Action Agenda/New Business Items:
 1. Authorizing Amendment Agreement with National Business Equipment & Supply LLC to adjust number of copies and decrease Agreement amount.
 2. Budget Review.
- IV. Referrals/Pending Items:

None.
- V. Discussion Items:

None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments:

1. National Business Equipment & Supply LLC Revised Contract.
2. Resolution No. 712 of 2013.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: County Administrator

DATE: 10/2/2015

- (a) Purpose of Request: **Authorizing Amendment Agreement with National Business Equipment & Supply LLC to adjust number of copies and decrease amount.**
- (b) Details: **Decreasing contract amount from \$9,893.10 to \$9,733.04 per month.**
- (c) Previous Resolution Number: **712 of 2013**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A1671 421 Print Shop Equipment Rental. Annual Amount - \$116,796.48.**

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

* as listed in budget and LOGOS



505 Bradford Street, Albany NY 12206

518.724.6455 518.438.0493 Fax

national1927.com

SHIP TO				BILL TO			
Name		Customer #		Name		Customer #	
Address				County of Warren			
Address				Address		1340 State Route 9	
Address				Address			
City	State	Zip		City	State	Zip	
				Lake George	NY	12845	
Contact		E-mail		Contact		E-mail	
Phone		Check Box if Ship to is SAME as Bill to		Phone		Fax	

ITEM #	ID #	MAKE	MODEL/DESCRIPTION	SERIAL #	PRICE
Base Rate for	847,608	B/W Kyo/HP Printers	Excess at \$0.011 per copy		\$6,780.86 per year
Base Rate for	4,941,233	B/W Kyo MFP's	Excess at \$0.0045 per copy		\$17,294.32 per year
Base Rate for	201,318	Color Kyo MFP's	Excess at \$0.038 per copy		\$6,039.54 per year
Base Rate for	20,195	B/W Kyo/HP Printers	Excess at \$0.015 per copy		\$201.95 per year
Base Rate for	5,041	Color Kyo/HP Printers	Excess at \$0.05 per copy		\$201.64 per year
				Total	\$30,518.31 per year
				Per Month Base Rate	\$2,543.20

<input checked="" type="checkbox"/> OTHER - List Below (INCLUDING TRADES)	SUMMARY
Revised Contract	DELIVERY
Please see above for Revision of contract on all machines.	SUBTOTAL
	TAX
	TOTAL

SERVICE AGREEMENT

GOLD ALLIANCE PROGRAM – Priority Service Guaranteed (Covers all parts, labor, travel and supplies except paper and staples)
 Billed at \$ _____ per month, includes _____ B & W copies per month. Excess at \$ _____ per copy.
 Billed at \$ _____ per month, includes _____ COLOR copies per month. Excess at \$ _____ per copy.

STANDARD SERVICE AGREEMENT: Billed at \$ _____, Covers all parts, labor and travel. Excludes all consumables (toner, image units, fusers, stamps, etc.)

MAILING SYSTEMS AGREEMENT: Billed at \$ _____, Covers all parts, labor and travel. Excludes all consumables (ink, stamps, sealant, etc.)

ORDER ACCEPTANCE

NATIONAL Authorized Signature	Date
Customer Authorized Signature	Date
Print Name of Authorized Signor	Purchase Order

7/7/2015
Sales MG

TERMS AND CONDITIONS



Purchaser hereby agrees to the follow terms and conditions.

1. This order shall become binding once approved and accepted by National.
2. This order may not be cancelled or altered after acceptance without National's consent.
3. Seller shall not be liable for failure to deliver or for delays occasioned by causes beyond National's control, including without limitations, strikes, non-delivery or delays by shipper, carriers, or others, accidents or government acts.
4. National shall not be liable for any special, indirect or consequential damages, nor shall National be liable in any event for more than National's invoice price of any equipment or supplies.
5. This is a binding agreement and not a sale on approval or trial basis. Provisions of this agreement, once accepted by National, constitute the entire agreements between purchaser and National and supersede all other written or oral communication between the parties. National is specifically not bound by any oral or written representation made by its employees or salespeople to buyer which does not appear herein in writing.
6. All rights, title or interest to the equipment or supplies described herein shall remain the property of National (or its leasing agent) until paid in full.
7. Customer shall pay all Federal, State and Local sales, use, property, excise or other taxes imposed on or with respect to the equipment.
8. All invoices are due and payable with fifteen (15) days from the date of the invoice and buyer agrees to pay interest at a rate of 1.5% per month on any amounts not paid within those fifteen (15) days.
9. Buyer shall pay all of National's cost in collection of any amount due hereunder, in the recovery of any property pursuant hereto or in the enforcement of its rights against buyer, including attorney's fees whether or not suit is brought.
10. Customer shall not assign this agreement or any interest herein without the proper written permission of National.
11. Equipment Environment: Customer shall provide proper electrical service to the Equipment and shall provide an environment that is reasonably free of dust, humidity, hazardous chemicals or erratic temperature changes. Failure to provide a proper Equipment Environment may negate the terms of this Agreement.
12. Purchaser hereby jointly and severally releases, acquits, forgives, and discharges National from any actions, claims, demands, suits, agreements, judgments, liabilities, and proceedings whether arising in equity or in law and in particular arising from the pick-up and disposal of Trade-In equipment. This release shall remain binding upon all successors in interest and personal representatives of the contracting parties, to the extent permitted by law.
13. National makes no warranty expressed or implied, of the fitness for a particular use or merchantability.

SERVICE AGREEMENT

1. This service agreement is for a period of 1 year and is non-refundable and automatically renewed at the end of the contract period for successive twelve month periods, unless notification in writing is received within thirty (30) days prior to renewal date. Contract rates shall be those in effect at the time of renewal.
 - a. Payment of such invoice shall be deemed an acceptance by the customer of the terms and conditions of the agreement. If payment is not received by National in accordance with payment terms, National at its option, may require a physical inspection of the equipment prior to acceptance, with all costs incurred billed to the customer.
2. Customer will be responsible for supplying meter reads for all equipment not under meter collection software. In the event a timely meter read is not supplied by customer National Business Equipment will utilize an estimated read based on volume history for billing purposes.
3. National agrees to provide maintenance service availability Monday through Friday, excluding holidays, from 8:00AM to 5:00PM and to keep the equipment in good working order while operated in accordance with National's published specifications while the equipment is located in National's area of responsibility.
 - a. Service rendered under this agreement excludes any (a) service or parts required by damage caused by accident, neglect, misuse, altering the equipment, unfavorable environmental conditions, electric current fluctuations, work performed by other than a representative of National, or any force of nature. (b) service required due to the use of supplies not approved by National. (c) service connected with the unauthorized relocation of the equipment. In the event that the equipment is moved from the location set forth in this agreement then, at National's option, this agreement may be terminated and/or additional service charge may be made.
 - b. National agrees to provide toner in sufficient quantity as it relates to the customer's usage and the manufacturer's published yields which are based on the industry standards of 6% coverage on black & white and 25% coverage full color. In the event that the customer's actual yield varies from the manufacturer's published yields by more than 25%, National reserves the right to remedy this variance by either adjusting the amount of toner provided or adjusting the rate(s) of this agreement or invoicing the customers for excess toner used. This does not apply to mailing systems.
 - c. In the event National cannot offer a regular maintenance contract because normal maintenance and parts replacement can no longer keep the equipment in satisfactory operational condition, a Conditional maintenance contract may be offered. If National cannot repair your equipment, your account will be credited with the unused portion of your Conditional maintenance contract. Any credit balance must be used towards future purchase with National.
 - d. For connected digital equipment, network support is not included under this agreement. All support calls made on network support issues shall be billable at National's current software labor rate.
4. All service calls made on equipment not under maintenance contract shall include all parts, labor and travel costs. These costs are invoiced at National's current prevailing rates.
5. National shall have full and free access to the equipment to provide service thereon.
6. National reserves the right to hold service in the event the customer account balance is delinquent based on the National payment terms in effect at that time.
7. Customer agrees that National shall not incur any liability to customer for any loss of business. Loss of production, loss of data, expenses, or any other damage, direct, indirect or consequential, arising out of or in connection with the use or performance of this equipment.
8. This service agreement is not assignable or transferable by customer to a third party, nor is any portion refundable. However, the service agreement is transferable to a new machine purchased from National.
9. Buyer shall pay all of National's cost in the collection of any amount due hereunder, in the recovery of any property pursuant hereto or in the enforcement of its rights against buyer, including any attorney's fees whether or not suit be brought

Client Authorized Initials _____ Date ____/____/____

Sales MG
7/7/2015

Warren County Board of Supervisors

RESOLUTION NO. 712 OF 2013

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Bentley, Wood, Kenny, Merlino and Frasier

AUTHORIZING AMENDMENT AGREEMENT WITH NATIONAL BUSINESS EQUIPMENT & SUPPLY LLC TO ADJUST NUMBER OF COPIES AND INCREASE AGREEMENT AMOUNT

WHEREAS, Resolution No. 324 of 2012 authorized an agreement with National Business Equipment & Supply LLC for Print/Copy/Fax/Scan Output Assessment, Consolidation of Office Equipment and Contract for Multi-Function Copiers on a Cost per Copy Basis, (WC 49-11), for an initial term commencing June 1, 2012 and terminating May 31, 2017, for an amount not to exceed Nine Thousand Six Hundred Sixty-Two Dollars and Forty-Four Cents (\$9,662.44) per month, with an option to extend for an additional five (5) year term commencing June 1, 2017 and terminating May 31, 2022, for an amount not to exceed Five Thousand Five Hundred Seventy-Seven Dollars (\$5,577) per month with the County accepting Twenty-Two Thousand Five Hundred (\$22,500) from manufacturer to aid in the pay-off of existing leases, the County accepting the trade-in value for various copiers, printers, fax machines and scanners except for those under lease and that an additional fifty (50) HP units will be kept in reserve, and

WHEREAS, the County Administrator is requesting to amend the agreement to adjust the number of copies allowed under the agreement based on actual usage and increase the agreement amount to a sum not to exceed Nine Thousand Eight Hundred Ninety-Three Dollars and Ten Cents (\$9,893.10) per month for a term commencing August 1, 2013 and terminating May 31, 2017, now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an amendment agreement to adjust the number of copies allowed under the agreement based on actual usage and increase the agreement amount to a sum not to exceed Nine Thousand Eight Hundred Ninety-Three Dollars and Ten Cents (\$9,893.10) per month for a term commencing August 1, 2013 and terminating May 31, 2017 in a form approved by the County, and be it further

RESOLVED, that the funds shall be expended from Budget Code A.1671 421 Print Shop, Equipment Rental.

SUPPORT SERVICES COMMITTEE
AUDITOR AGENDA
OCTOBER 2, 2015

Committee Members: Supervisors Vanselow, McDevitt, Taylor, Frasier, Wood, Brock and Seeber

- I. Committee meeting called to order by Chairman
- II. Motion to approve the minutes of the prior meeting
- III. Action Agenda/New Business Items:
 1. Budget Review.
- IV. Referrals/Pending Items:

None.
- V. Discussion Items:

None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments:

1. 2016 Budget Request.

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: County Auditor
 BUDGET ACCOUNT CODE: A.1320

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$68,152.01	\$69,317.00	\$69,317.00	\$70,811.00
200's EQUIPMENT	\$322.00	\$0.00	\$100.00	\$0.00
400's CONTRACTUAL	\$965.60	\$1,424.00	\$1,324.00	\$1,724.00
800's EMPLOYEE BENEFITS	\$44,236.20	\$58,890.00	\$58,890.00	\$75,323.00
TOTALS	\$113,675.81	\$129,631.00	\$129,631.00	\$147,858.00

SIGNED: *Mark Dullaghan*
 DEPARTMENT HEAD
 TITLE: *County Auditor*
 DATE: *9/17/15*

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A					
	General					
Expenses						
Department:	1320					
	County Auditor					
	Personal Services					
110	Salaries - Regular	\$50,939.47	\$51,000.00	\$51,000.00	\$32,718.66	\$51,000.00
120	Salaries - Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
130	Salaries - Part Time	\$17,212.54	\$18,317.00	\$18,317.00	\$11,423.54	\$19,811.00
140	Salaries - Sick Leave Incentive	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Total Personal Services</u>	\$68,152.01	\$69,317.00	\$69,317.00	\$44,142.20	\$70,811.00
	Equipment					
210	Furniture/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220	Office Equipment	\$0.00	\$0.00	\$100.00	\$87.14	\$0.00
220.1	Office Equipment - Reserve	\$322.00	\$0.00	\$0.00	\$0.00	\$0.00
260	Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Total Equipment</u>	\$322.00	\$0.00	\$100.00	\$87.14	\$0.00

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund: A						
Expenses						
Department: 1320 County Auditor						
Contractual Expense						
410	Supplies	\$808.42	\$1,200.00	\$1,100.00	\$552.35	\$1,500.00
421	Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
422	Repair/Maint-Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
423	Telephone	\$5.02	\$50.00	\$50.00	\$2.59	\$50.00
424	Postage	\$2.16	\$50.00	\$50.00	\$1.26	\$50.00
425	Reproduction Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
426	Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
428	Data Processing & Internet Fees	\$90.00	\$124.00	\$124.00	\$124.00	\$124.00
435	Medical Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
436	Advertising Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
439	Misc Fees & Expenses	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00
444	Travel/Education/Conference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Contractual Expense	\$965.60	\$1,424.00	\$1,324.00	\$680.20	\$1,724.00

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund: A						
General						
Expenses						
Department: 1320 County Auditor						
Employee Benefits						
810	Retirement	\$13,126.32	\$13,170.00	\$13,170.00	\$8,662.18	\$13,241.00
830	Social Security	\$4,203.22	\$4,298.00	\$4,298.00	\$2,655.63	\$4,390.00
831	Medicare Contribution	\$983.01	\$1,006.00	\$1,006.00	\$621.07	\$1,027.00
860	Hospitalization	\$1,222.81	\$14,674.00	\$14,674.00	\$9,782.48	\$15,087.00
865	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Employee Benefits	\$19,535.36	\$33,148.00	\$33,148.00	\$21,721.36	\$33,745.00
Other Benefits						
840	Workmen's Compensation	\$0.00	\$336.00	\$336.05	\$336.05	\$402.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
861	Retirees Hospitalization	\$24,700.84	\$25,406.00	\$25,405.95	\$16,015.58	\$41,176.00
	Total Other Benefits	\$24,700.84	\$25,742.00	\$25,742.00	\$16,351.63	\$41,578.00
Department Total: County Auditor						
		\$113,675.81	\$129,631.00	\$129,631.00	\$82,982.53	\$147,858.00
Expense Totals						
		\$113,675.81	\$129,631.00	\$129,631.00	\$82,982.53	\$147,858.00
Fund Total: General						
		(\$113,675.81)	(\$129,631.00)	(\$129,631.00)	(\$82,982.53)	(\$147,858.00)
Revenue Grand Totals:						
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Grand Totals:						
		\$113,675.81	\$129,631.00	\$129,631.00	\$82,982.53	\$147,858.00
Net Grand Totals:						
		(\$113,675.81)	(\$129,631.00)	(\$129,631.00)	(\$82,982.53)	(\$147,858.00)

2016 - Salary Schedule Showing Grade-Step

Empl #	Name	Position	Jan1 Salary	Step Salary	Annual Sal.	Type	Union	Hire Date
10893	Mary Gallagher	County Auditor	\$51,000.04	\$0.00	\$51,000.04	Full Time	Appointed F/T	3/14/2005
		Audit Clerk	\$12,191.12	\$7,619.45	\$19,810.57			
		Department Total:	\$63,191.16	\$7,619.45	\$70,810.61			
		Grand Total:	\$63,191.16	\$7,619.45	\$70,810.61			

SUPPORT SERVICES COMMITTEE
CLERK OF THE BOARD AGENDA
OCTOBER 2, 2015

Committee Members: Supervisors Vanselow, McDevitt, Taylor, Frasier, Wood, Brock and Seeber

- I. Committee meeting called to order by Chairman
- II. Motion to approve the minutes of the prior meeting
- III. Action Agenda/New Business Items:
 - 1. Request to fill the vacant position of Sr. Legislative Office Specialist #1 due to resignation as well as any other vacancies which may be created due to promotion.
 - 2. Request to amend the Table of Organization and Salary Schedule to set the salary of the Secretary to the Clerk of the Board position - salary amount to be determined.
 - 3. Budget Review.
- IV. Referrals/Pending Items:
None.
- V. Discussion Items:
None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments:

- 1. Notice of Intent to Fill Vacant Position form - Sr. Legislative Office Specialist.
- 2. Resolution Request Form No. 13 - Decrease salary of Secretary to the Clerk of the Board
- 3. 2016 Budget Request.

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: **Clerk of the Board** Payroll Dept. No: **3.00**
Title of Position: **Sr. Legislative Office Specialist #1** Base Salary of Position: **\$39,270** Grade: **N/A**
Filling at Step # (If Known): **N/A** Request to Backfill Due to Promotion: Yes No
Budget code and title: **A.1040 110, Clerk-Legislative Board, Salaries-Regular Union** Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No.: **11263** Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal % State % Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other **UNCLASSIFIED PER**

Actual Impact to Budget Report will be provided monthly by Human Resources Director.

Candidate's qualifications must be approved by Personnel Officer prior to hiring.

Human Resources Director has approved this form when initialed. 17 9-22-15

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 8/23/15

BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature Frank E Thomas Date 9/24/15

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee _____

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature _____ Date _____

RESOLUTION REQUEST FORM NO. 13

Request to Increase or Decrease Salary of Non-Union Position

DEPARTMENT NAME: Clerk of the Board

DATE: October 2, 2015

- (a) Employee Name, Title and Employee No.: **Secretary to the Clerk of the Board**
- (b) Current Annual **Base** Salary (and Grade if Applicable): **To be determined**
- (c) Former Annual **Base** Salary (and Grade if Applicable): **\$37,000**
- (d) Effective Date for Salary Change:* **October 19, 2015**
*Please do not backdate request unless the purpose is to correct an error.
- (e) If This is a Request for a Salary Increase, Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount:
- (f) Justification of Request:
Position is being vacated due to promotion and will be filled by a newly hired employee; therefore, the salary will be decreased commensurately.

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Legislative Board
 BUDGET ACCOUNT CODE: A.1010

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$364,535.08	\$365,109.00	\$365,109.00	\$365,109.00
200's EQUIPMENT				\$0.00
400's CONTRACTUAL	\$590,075.97	\$679,544.00	\$679,544.00	\$679,998.00
800's EMPLOYEE BENEFITS	\$233,973.97	\$242,980.00	\$237,587.00	\$237,165.00
TOTALS	\$1,188,585.02	\$1,287,633.00	\$1,282,240.00	\$1,282,272.00

2014 REVENUES	2015 ADOPTED REVENUES	2015 ESTIMATED REVENUES	2016 DEPARTMENT REQUESTS
\$29,752,653.83	\$0.00	\$30,039,671.00	\$0.00

SIGNED: *Shirley Allen*
 DEPARTMENT HEAD
 TITLE: *Clerk of the Board*
 DATE: *9/10/15*

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund: A	General					
Expenses						
Department: 1010	Legislative Board					
Contractual Expense						
410	Supplies	\$5,267.60	\$5,000.00	\$5,000.00	\$2,842.28	\$5,000.00
417	Water/Sewer/Taxes	\$303,635.00	\$242,908.00	\$242,908.00	\$182,181.00	\$242,908.00
421	Equipment Rental	\$105.86	\$300.00	\$371.00	\$352.78	\$471.00
423	Telephone	\$327.20	\$500.00	\$305.99	\$68.80	\$500.00
424	Postage	\$1,105.72	\$1,000.00	\$1,000.00	\$819.12	\$1,000.00
425	Reproduction Expenses	\$1,408.82	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
426	Subscriptions	\$299.00	\$300.00	\$323.00	\$320.45	\$321.00
427	Memberships & Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
428	Data Processing & Internet Fees	\$135.00	\$186.00	\$186.00	\$186.00	\$246.00
435	Medical Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
436	Advertising Fees	\$2,364.87	\$2,000.00	\$2,100.00	\$2,007.15	\$2,200.00
437	Consulting Fees	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
439	Misc Fees & Expenses	\$2,238.48	\$300.00	\$300.00	\$133.68	\$300.00
440	Legal/Transcript Fees	\$1,828.00	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00
441	Auto-Supplies & Repair	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
442	Automotive - Gas & Oil	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
444	Travel/Education/Conference	\$17,237.09	\$19,000.00	\$19,000.00	\$9,311.37	\$19,000.00
445	Foods	\$823.32	\$300.00	\$300.00	\$84.42	\$300.00
470	Contract	\$251,000.01	\$401,250.00	\$401,250.01	\$258,333.34	\$401,250.00
481	Tourism Promotion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Contractual Expense		\$590,075.97	\$679,544.00	\$679,544.00	\$456,640.39	\$679,998.00
Account	Level	Comment				
470	Departmental Request	City of Glens Falls - \$99,000 ANCA - \$1,500 Warren Co. Historical Society - \$750 Invasive Species Prev. - \$300,000				

Employee Benefits

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund: A	General					
Expenses						
Department: 1010	Legislative Board					
Personal Services						
110	Salaries - Regular	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120	Salaries - Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
130	Salaries - Part Time	\$364,535.08	\$365,109.00	\$365,109.00	\$238,726.75	\$365,109.00
140	Salaries - Sick Leave Incentive	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Personal Services		\$364,535.08	\$365,109.00	\$365,109.00	\$238,726.75	\$365,109.00
Equipment						
210	Furniture/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220.1	Office Equipment - Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
250	Technical Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
260	Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Equipment		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

WARREN COUNTY

Budget Worksheet Report

810	Retirement	\$51,337.57	\$49,880.00	\$49,880.00	\$32,766.27	\$48,576.00
830	Social Security	\$21,457.21	\$22,642.00	\$22,642.00	\$13,990.12	\$22,642.00
831	Medicare Contribution	\$5,018.14	\$5,286.00	\$5,286.00	\$3,271.83	\$5,286.00
860	Hospitalization	\$95,304.53	\$104,665.00	\$99,376.00	\$66,250.94	\$107,849.00
865	Dental Insurance	\$1,841.52	\$1,968.00	\$1,864.00	\$1,242.80	\$1,968.00
Total Employee Benefits		\$175,958.97	\$184,441.00	\$179,048.00	\$117,522.06	\$186,321.00
Other Benefits						
840	Workmen's Compensation	\$1,531.00	\$2,652.00	\$2,652.00	\$2,651.59	\$2,927.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
861	Retirees Hospitalization	\$55,484.00	\$55,887.00	\$55,887.00	\$31,555.52	\$47,917.00
Total Other Benefits		\$58,015.00	\$58,539.00	\$58,539.00	\$34,207.11	\$50,844.00
Department Total: Legislative Board		\$1,188,585.02	\$1,287,633.00	\$1,282,240.00	\$847,096.31	\$1,282,272.00

2016 - Salary Schedule Showing Grade-Step

Empl.	Name	Position	Jan 1 Salary	Step Salary	Annual Sal.	Type	Union	Hire Date
Legislative Board								
12478	Douglas Beaty	Supervisor #20	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2014
12480	James Brock	Supervisor #3	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2014
11727	Ronald Conover	Vice Chairman BOS	\$7,952.00	\$0.00	\$7,952.00	Elected	Elected/PT	1/1/2010
5276	Dennis Dickinson	Supervisor #1	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2012
12043	Edna Frasier	Supervisor #5	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2012
11038	Kevin Geraghty	Chairman of Board	\$21,437.00	\$0.00	\$21,437.00	Elected	Elected/PT	1/1/2006
11035	Daniel Girard	Supervisor #14	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	11/10/2005
9628	William Kenny	Supervisor #9	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/1998
11726	Peter McDevitt	Supervisor #11	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2010
11037	Eugene Merlino	Supervisor #15	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2006
8446	Frederick Monroe	Supervisor #6	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/1992
10161	Rachel Seeber	Supervisor #2	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2014
12481	Matthew Simpson	Supervisor #8	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2014
11222	Matthew Sokol	Supervisor #17	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	11/22/2006
12479	John Strough	Supervisor #13	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2014
11400	Harold Taylor	Supervisor #19	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2008
10562	Frank Thomas	Supervisor #12	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	5/20/2003
12045	Ronald Vanselow	Supervisor #4	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2012
12046	Mark Westcott	Supervisor #7	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	1/1/2012
11876	Evelyn Wood	Supervisor #10	\$16,786.00	\$0.00	\$16,786.00	Elected	Elected/PT	11/15/2010
		Supervisor #16	\$16,786.00	\$0.00	\$16,786.00			

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Report run on: 8/11/2015

by: mckinstryj

Page: 1 of 2

	Supervisor #18	\$16,786.00	\$0.00	\$16,786.00
	Department Total:	\$365,109.00	\$0.00	\$365,109.00
	Grand Total:	\$365,109.00	\$0.00	\$365,109.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Clerk-Legislative Board

BUDGET ACCOUNT CODE: A.1040

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 I R
100's PERSONAL SERVICES	\$228,347.87	\$230,718.00	\$230,718.00	
200's EQUIPMENT	\$116.32	\$200.00	\$200.00	
400's CONTRACTUAL	\$279.49	\$3,100.00	\$3,080.00	
800's EMPLOYEE BENEFITS	\$134,233.16	\$138,519.00	\$138,519.00	
TOTALS	\$362,976.84	\$372,537.00	\$372,517.00	

SIGNED:


DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/11

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund: A	General					
Expenses						
Department: 1040	Clerk-Legislative Board					
<u>Personal Services</u>						
110	Salaries - Regular	\$228,347.87	\$230,718.00	\$230,718.00	\$161,820.59	\$214,770.00
120	Salaries - Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
140	Salaries - Sick Leave Incentive	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Total Personal Services</u>	\$228,347.87	\$230,718.00	\$230,718.00	\$161,820.59	\$214,770.00
<u>Equipment</u>						
210	Furniture/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220	Office Equipment	\$116.32	\$200.00	\$200.00	\$0.00	\$200.00
220.1	Office Equipment - Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Total Equipment</u>	\$116.32	\$200.00	\$200.00	\$0.00	\$200.00
<u>Contractual Expense</u>						
410	Supplies	\$0.00	\$2,500.00	\$2,480.00	\$63.93	\$2,480.00
417	Water/Sewer/Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421	Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
422	Repair/Maint-Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
423	Telephone	\$179.49	\$500.00	\$500.00	\$81.50	\$500.00
424	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
426	Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
427	Memberships & Dues	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
436	Advertising Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
439	Misc Fees & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
444	Travel/Education/Conference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
470	Contract	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Total Contractual Expense</u>	\$279.49	\$3,100.00	\$3,080.00	\$245.43	\$3,080.00

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund: A	General					
Expenses						
Department: 1040	Clerk-Legislative Board					
<u>Employee Benefits</u>						
810	Retirement	\$44,474.01	\$43,859.00	\$43,859.00	\$26,026.54	\$34,340.00
830	Social Security	\$13,421.57	\$14,304.00	\$14,304.00	\$9,576.33	\$13,316.00
831	Medicare Contribution	\$3,138.89	\$3,345.00	\$3,345.00	\$2,239.64	\$3,114.00
860	Hospitalization	\$58,685.31	\$60,464.00	\$60,464.00	\$34,534.78	\$48,077.00
865	Dental Insurance	\$696.00	\$696.00	\$696.00	\$484.00	\$816.00
	<u>Total Employee Benefits</u>	\$120,415.78	\$122,668.00	\$122,668.00	\$72,861.29	\$99,663.00
<u>Other Benefits</u>						
840	Workmen's Compensation	\$0.00	\$1,626.00	\$1,626.00	\$1,625.85	\$1,794.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
861	Retirees Hospitalization	\$13,817.38	\$14,225.00	\$14,225.00	\$11,674.38	\$25,313.00
	<u>Total Other Benefits</u>	\$13,817.38	\$15,851.00	\$15,851.00	\$13,300.23	\$27,107.00
<u>Department Total: Clerk-Legislative Board</u>		\$362,976.84	\$372,537.00	\$372,517.00	\$248,227.54	\$344,820.00

2016 - Salary Schedule Showing Grade-Step

Empl #	Name	Position	Jan1 Salary	Step Salary	Annual Sal.	Type
Clerk of the Legislative Board						
11101	Amanda Allen	Clerk of the Board	\$59,999.94	\$0.00	\$59,999.94	Full Time
11263	Charlene DiResta	Sr Legislative Ofc Specialist #1	\$39,269.98	\$0.00	\$39,269.98	Full Time
12775	Molly Ganotes	Legislative Office Specialist #4	\$34,000.10	\$0.00	\$34,000.10	Full Time
12431	Samantha Hogan	Secretary to the Clerk of Board	\$37,000.08	\$0.00	\$37,000.08	Full Time
11462	Sarah McLenithan	Deputy Clerk of the Board	\$44,499.91	\$0.00	\$44,499.91	Full Time
		Asst Secretary to Clk of the Brd	\$0.00	\$0.00	\$0.00	
		Department Total:	\$214,770.01	\$0.00	\$214,770.01	
		Grand Total:	\$214,770.01	\$0.00	\$214,770.01	

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Justices & Constables
BUDGET ACCOUNT CODE: A.1180

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 R
400's CONTRACTUAL	\$1,900.00	\$2,400.00	\$2,400.00	
TOTALS	\$1,900.00	\$2,400.00	\$2,400.00	

SIGNED:


DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/15

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A	General				
Expenses						
Department:	1180	Justices & Constables				
<u>Contractual Expense</u>						
440	Legal/Transcript Fees	\$1,900.00	\$2,400.00	\$2,400.00	\$1,280.00	\$2,400.00
444	Travel/Education/Conference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total Contractual Expense</u>		\$1,900.00	\$2,400.00	\$2,400.00	\$1,280.00	\$2,400.00
<u>Department Total: Justices & Constables</u>		\$1,900.00	\$2,400.00	\$2,400.00	\$1,280.00	\$2,400.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Medical Examiner & Coroners

BUDGET ACCOUNT CODE: A.1185

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 I R
100's PERSONAL SERVICES	\$47,147.10	\$48,089.00	\$48,089.00	
400's CONTRACTUAL	\$95,711.00	\$100,110.00	\$100,110.00	
800's EMPLOYEE BENEFITS	\$9,124.62	\$11,174.00	\$11,174.00	
TOTALS	\$151,982.72	\$159,373.00	\$159,373.00	

SIGNED:

Juanita Allen
DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/15

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A	General				
Expenses						
Department:	1185	Medical Examiner & Coroners				
<u>Personal Services</u>						
110	Salaries - Regular	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
130	Salaries - Part Time	\$47,147.10	\$48,089.00	\$48,089.00	\$31,442.86	\$48,089.00
140	Salaries - Sick Leave Incentive	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Total Personal Services</u>	\$47,147.10	\$48,089.00	\$48,089.00	\$31,442.86	\$48,089.00
<u>Contractual Expense</u>						
410	Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
427	Memberships & Dues	\$0.00	\$110.00	\$110.00	\$0.00	\$110.00
435	Medical Fees	\$95,711.00	\$100,000.00	\$100,000.00	\$59,116.48	\$100,000.00
444	Travel/Education/Conference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Total Contractual Expense</u>	\$95,711.00	\$100,110.00	\$100,110.00	\$59,116.48	\$100,110.00
<u>Employee Benefits</u>						
810	Retirement	\$5,517.89	\$7,496.00	\$7,496.00	\$4,481.16	\$7,377.00
830	Social Security	\$2,923.10	\$2,981.00	\$2,981.00	\$1,949.48	\$2,981.00
831	Medicare Contribution	\$683.63	\$697.00	\$697.00	\$455.91	\$697.00
860	Hospitalization	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
865	Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Total Employee Benefits</u>	\$9,124.62	\$11,174.00	\$11,174.00	\$6,886.55	\$11,055.00

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund: A	General					
Expenses						
Department: 1185	Medical Examiner & Coroners					
<u>Other Benefits</u>						
840	Workmen's Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total Other Benefits</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Medical Examiner & Coroners		\$151,982.72	\$159,373.00	\$159,373.00	\$97,445.89	\$159,254.00

2016 - Salary Schedule Showing Grade-Step

Empl #	Name	Position	Jan1 Salary	Step Salary	Annual Sal	Type	Union	Hire Date
8234	Paul Bachman	Coroners Physician	\$13,557.00	\$0.00	\$13,557.00	Elected	Elected/PT	11/16/1990
10184	Timothy Murphy	Coroner #4	\$8,633.00	\$0.00	\$8,633.00	Elected	Elected/PT	7/14/2000
6461	William Orluk	Coroner #1	\$8,633.00	\$0.00	\$8,633.00	Elected	Elected/PT	8/2/1983
9204	Gary Scidmore	Coroner #3	\$8,633.00	\$0.00	\$8,633.00	Elected	Elected/PT	3/10/1995
		Coroner #2	\$8,633.00	\$0.00	\$8,633.00			
		Department Total:	\$48,089.00	\$0.00	\$48,089.00			
		Grand Total:	\$48,089.00	\$0.00	\$48,089.00			

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Budget Officer
BUDGET ACCOUNT CODE: A.1340

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$9,270.04	\$9,455.00	\$9,455.00	\$9,455.00
400's CONTRACTUAL	\$219.41	\$200.00	\$220.00	\$220.00
800's EMPLOYEE BENEFITS	\$7,629.88	\$2,520.00	\$7,913.00	\$2,491.00
TOTALS	\$17,119.33	\$12,175.00	\$17,588.00	\$12,166.00

SIGNED:

Sharon A. Della
DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/15

WARREN COUNTY
Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A General					
Expenses						
Department:	1340 Budget Officer					
Personal Services						
110	Salaries - Regular	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
130	Salaries - Part Time	\$9,270.04	\$9,455.00	\$9,455.00	\$6,182.22	\$9,455.00
140	Salaries - Sick Leave Incentive	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Personal Services	\$9,270.04	\$9,455.00	\$9,455.00	\$6,182.22	\$9,455.00
Contractual Expense						
410	Supplies	\$219.41	\$200.00	\$220.00	\$0.00	\$220.00
436	Advertising Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Contractual Expense	\$219.41	\$200.00	\$220.00	\$0.00	\$220.00
Employee Benefits						
810	Retirement	\$1,793.95	\$1,797.00	\$1,797.00	\$1,194.19	\$1,768.00
830	Social Security	\$522.24	\$588.00	\$588.00	\$344.83	\$588.00
831	Medicare Contribution	\$122.12	\$137.00	\$137.00	\$80.63	\$137.00
860	Hospitalization	\$5,089.09	\$0.00	\$5,289.00	\$3,524.90	\$0.00
865	Dental Insurance	\$102.48	\$0.00	\$104.00	\$69.20	\$0.00
	Total Employee Benefits	\$7,629.88	\$2,520.00	\$7,913.00	\$5,213.55	\$2,491.00
Other Benefits						
840	Workmen's Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Other Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Budget Officer		\$17,119.33	\$12,175.00	\$17,588.00	\$11,395.77	\$12,166.00

2016 - Salary Schedule Showing Grade-Step

Empl #	Name	Position	Jan Salary	Step Salary	Annual Sal	Type	Union	Hire Date
		Budget Officer	\$9,455.00	\$0.00	\$9,455.00			
		Department Total:	\$9,455.00	\$0.00	\$9,455.00			
		Grand Total:	\$9,455.00	\$0.00	\$9,455.00			

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Unallocated Insurance
BUDGET ACCOUNT CODE: A.1910

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$186,686.18	\$182,000.00	\$182,000.00	\$182,000.00
TOTALS	\$186,686.18	\$182,000.00	\$182,000.00	\$182,000.00

2014 REVENUES	2015 ADOPTED REVENUES	2015 ESTIMATED REVENUES	2016 DEPARTMENT REQUESTS
\$0.00			\$0.00

SIGNED:

Amanda Allen
DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/15

WARREN COUNTY
Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A General					
Expenses						
Department:	1910 Unallocated Insurance					
Contractual Expense						
418	Ins-General Liability	\$186,686.18	\$182,000.00	\$182,000.00	\$171,072.72	\$182,000.00
440	Legal/Transcript Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
470	Contract	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Contractual Expense		\$186,686.18	\$182,000.00	\$182,000.00	\$171,072.72	\$182,000.00
Department Total: Unallocated Insurance		\$186,686.18	\$182,000.00	\$182,000.00	\$171,072.72	\$182,000.00
Expense Totals		\$186,686.18	\$182,000.00	\$182,000.00	\$171,072.72	\$182,000.00
Fund Total: General		(\$186,686.18)	(\$182,000.00)	(\$182,000.00)	(\$171,072.72)	(\$182,000.00)
Revenue Grand Totals:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Grand Totals:		\$186,686.18	\$182,000.00	\$182,000.00	\$171,072.72	\$182,000.00
Net Grand Totals:		(\$186,686.18)	(\$182,000.00)	(\$182,000.00)	(\$171,072.72)	(\$182,000.00)

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Municipal Assoc. Dues
BUDGET ACCOUNT CODE: A.1920

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$9,454.00	\$9,740.00	\$9,740.00	\$10,030.00
TOTALS	\$9,454.00	\$9,740.00	\$9,740.00	\$10,030.00

SIGNED:

[Signature]
DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/15

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A General					
Expenses						
Department:	1920 Municipal Assoc. Dues					
<u>Contractual Expense</u>						
427	Memberships & Dues	\$9,454.00	\$9,740.00	\$9,740.00	\$9,737.00	\$10,030.00
<u>Total Contractual Expense</u>		\$9,454.00	\$9,740.00	\$9,740.00	\$9,737.00	\$10,030.00
<u>Account Level Comment</u>						
427	Departmental Request		NYSAC Dues			
Department Total: Municipal Assoc. Dues		\$9,454.00	\$9,740.00	\$9,740.00	\$9,737.00	\$10,030.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

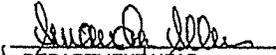
REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Control of Dogs

BUDGET ACCOUNT CODE: A.3510

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$8,000.00	\$8,000.00	\$20,000.00	\$20,000.00
TOTALS	\$8,000.00	\$8,000.00	\$20,000.00	\$20,000.00

SIGNED:


DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/15

WARREN COUNTY
Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A General					
Expenses						
Department:	3510 Control of Dogs					
	<u>Contractual Expense</u>					
470	Contract	\$8,000.00	\$8,000.00	\$20,000.00	\$0.00	\$20,000.00
	<u>Total Contractual Expense</u>	\$8,000.00	\$8,000.00	\$20,000.00	\$0.00	\$20,000.00
Department Total: Control of Dogs		\$8,000.00	\$8,000.00	\$20,000.00	\$0.00	\$20,000.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Southern Adir. Library

BUDGET ACCOUNT CODE: A.7410

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
TOTALS	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00

SIGNED:


DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/15

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A General					
Expenses						
Department:	7410 Southern Adlr. Library					
<u>Contractual Expense</u>						
439	Misc Fees & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
469	Other Payments/Contributions	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
<u>Total Contractual Expense</u>		\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
Department Total: Southern Adlr. Library		\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: A.P.A. Local Gov't Rev. Bd.
BUDGET ACCOUNT CODE: A.8026

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
TOTALS	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00

SIGNED:


DEPARTMENT HEAD

TITLE:

Clerk of the Board

DATE:

9/10/15

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund:	A General					
Expenses						
Department:	8026 A.P.A. Local Gov't Rev. Bd.					
Contractual Expense						
439	Misc Fees & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
470	Contract	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
	Total Contractual Expense	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
Department Total: A.P.A. Local Gov't Rev. Bd.		\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
Expense Totals		\$1,969,204.09	\$2,076,358.00	\$2,088,358.00	\$1,428,755.23	\$2,050,466.00
Fund Total: General		(\$1,969,204.09)	(\$2,076,358.00)	(\$2,088,358.00)	(\$1,428,755.23)	(\$2,050,466.00)
Revenue Grand Totals:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense Grand Totals:		\$1,969,204.09	\$2,076,358.00	\$2,088,358.00	\$1,428,755.23	\$2,050,466.00
Net Grand Totals:		(\$1,969,204.09)	(\$2,076,358.00)	(\$2,088,358.00)	(\$1,428,755.23)	(\$2,050,466.00)

SUPPORT SERVICES COMMITTEE
COUNTY ATTORNEY AGENDA
OCTOBER 2, 2015

Committee Members: Supervisors Vanselow, McDevitt, Taylor, Frasier, Wood, Brock and Seeber

- I. Committee meeting called to order by Chairman
- II. Motion to approve the minutes of the prior meeting
- III. Action Agenda/New Business Items:
 1. Request to fill Legal Assistant position which is expected to become vacant due to retirement in January of 2016
 2. Budget Review
- IV. Referrals/Pending Items:

None.
- V. Discussion Items:

None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments:

1. Notice of Intent to Fill Vacant Position form - Legal Assistant.
2. 2016 Budget Request.

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: **County Attorney**

Payroll Dept. No: **16.00**

Title of Position: **Legal Assistant #1**

Base Salary of Position: **Subject to Salary Study** Grade: **N/A**

Filling at Step # (If Known): **N/A**

Request to Backfill Due to Promotion: Yes No

Budget code and title: **A.1420 110, Law(County Attorney), Salaries-Regular** Union

Non-Union

This position is vacated due to: Retirement Resignation Termination Promotion Other

Employee No.: **4465**

Is this position mandated? Yes No

Is the position reimbursable? Yes No

Source of reimbursement: Federal

% State

% Other

%

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____

Actual Impact to Budget Report will be provided monthly by Human Resources Director.

Candidate's qualifications must be approved by Personnel Officer prior to hiring.

Human Resources Director has approved this form when initialed. _____

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

The Administrator has no objection to the filling of the vacancy.

The Administrator objects to the filling of the vacancy.

Administrator Signature _____ Date _____

BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.

The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature _____ Date _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee _____

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy.

In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.

In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature _____ Date _____

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

AUTHORITY FOR POLICY AND PROCEDURE

Resolution 155 of 2003, amended by Resolution Nos. 497 of 2006, 719 of 2006, 318 of 2007, 374 of 2011 and 259 of 2014, provides the policy and procedure for the establishment, filling and increasing or decreasing of salaries for positions within Warren County. Copies of the resolutions are available from the Clerk of the Board.

WHAT FORM TO USE

- For giving notice of intent to fill an existing vacant position, use this form.
- For creating a new position, complete Resolution Request Form No. 11.
- For increasing or decreasing salary of non-union position, complete Resolution Request Form No. 13.
- For reclassification of position, complete Resolution Request Form No. 14.

These forms are available from the Clerk of the Board.

HOW TO USE THIS FORM

Department heads must first file this notice of intent with the County Administrator. The County Administrator shall furnish a copy of the notice to the Budget Officer. Once both the County Administrator and the Budget Officer have executed the form, a copy must be submitted by the Department Head to the Supervisory Committee with their regular agenda. Once signed by the Chair of the Supervisory Committee, the Notice of Intent shall be submitted to the Clerk of the Board, who shall report the action on the Personnel Committee agenda and forward the fully executed form to the Department Head.

OBJECTIONS

If either the County Administrator, Budget Officer or Supervisory Committee objects to the position being filled, each should affix their signature to this form indicating they have an objection. In this case, the department head is advised that the position may not be filled unless otherwise determined by the Board of Supervisors. All requests to fill vacant positions must be approved by the County Administrator, Budget Officer and a 2/3 majority vote of the Supervisory Committee or oversight committee Chair approval as provided in the Rules of the Board.

NO OBJECTIONS

If the County Administrator, Budget Officer and Supervisory Committee have no objection to the position being filled, each should affix their signatures to this form indicating they have no objection.

PAPERWORK

To fill the position, complete the 426 Report of Personnel Change, attach the original of this form to the back of the 426, along with the Resolution approving same and submit to the Human Resources and Civil Service Department. Be certain to make a copy of both the 426 and this form for retention in your department files.

Department Heads are reminded that an oath of office must be filed in the Office of the County Clerk. Oaths of Office forms are available from the County Clerk.

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2016 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Law (County Attorney)

BUDGET ACCOUNT CODE: A.1420

OBJECT CODES	2014 EXPENDITURES	2015 ADOPTED	2015 AMENDED	2016 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$232,118.45	\$273,682.00	\$273,682.00	\$273,682.00
200's EQUIPMENT	\$115.94	\$300.00	\$300.00	\$300.00
400's CONTRACTUAL	\$150,831.95	\$209,658.00	\$248,158.00	\$211,658.00
800's EMPLOYEE BENEFITS	\$97,764.92	\$108,628.00	\$108,628.00	\$109,208.00
TOTALS	\$480,831.26	\$592,268.00	\$630,768.00	\$594,848.00

2014 REVENUES	2015 ADOPTED REVENUES	2015 ESTIMATED REVENUES	2016 DEPARTMENT REQUESTS
\$117,486.58	\$105,000.00	\$105,000.00	\$105,000.00

SIGNED:


DEPARTMENT HEAD

TITLE:

Warren County Attorney

DATE:

9/10/15

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2016 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund	A	General				
Revenue						
Department	1420	Law (County Attorney)				
<u>Departmental Income</u>						
1265	Attorney Fees	\$117,459.58	\$105,000.00	\$105,000.00	\$73,547.60	\$105,000.00
<u>Total: Departmental Income</u>		\$117,459.58	\$105,000.00	\$105,000.00	\$73,547.60	\$105,000.00
<u>Sale of Property And Compensation for Loss</u>						
2655	Minor Sales, Other	\$27.00	\$0.00	\$0.00	\$27.00	\$0.00
<u>Total: Sale of Property And Compensation for Loss</u>		\$27.00	\$0.00	\$0.00	\$27.00	\$0.00
Department Total: Law (County Attorney)		\$117,486.58	\$105,000.00	\$105,000.00	\$73,574.60	\$105,000.00

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund	A	General				
Revenue Totals		\$117,486.58	\$105,000.00	\$105,000.00	\$73,574.60	\$105,000.00
Expenses						
Department	1420	Law (County Attorney)				
<u>Personal Services</u>						
110	Salaries - Regular	\$232,118.45	\$237,682.00	\$237,682.00	\$151,057.13	\$237,682.00
120	Salaries - Overtime	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
130	Salaries - Part Time	\$0.00	\$35,000.00	\$35,000.00	\$2,117.50	\$35,000.00
140	Salaries - Sick Leave Incentive	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Personal Services</u>		\$232,118.45	\$273,682.00	\$273,682.00	\$153,174.63	\$273,682.00
<u>Equipment</u>						
210	Furniture/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220	Office Equipment	\$115.94	\$300.00	\$300.00	\$0.00	\$300.00
220.1	Office Equipment - Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total: Equipment</u>		\$115.94	\$300.00	\$300.00	\$0.00	\$300.00
<u>Contractual Expense</u>						
410	Supplies	\$16,480.88	\$23,000.00	\$23,000.00	\$5,697.07	\$23,000.00
421	Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
422	Repair/Maint-Equipment	\$0.00	\$1,208.00	\$1,208.00	\$60.00	\$1,208.00
423	Telephone	\$864.20	\$1,000.00	\$1,000.00	\$448.61	\$1,000.00
424	Postage	\$16,834.54	\$22,000.00	\$22,000.00	\$11,933.26	\$22,000.00
425	Reproduction Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
426	Subscriptions	\$9,433.47	\$11,000.00	\$11,000.00	\$4,697.99	\$13,000.00
427	Memberships & Dues	\$1,160.00	\$1,500.00	\$1,500.00	\$580.00	\$1,500.00
428	Data Processing & Internet Fees	\$180.00	\$800.00	\$800.00	\$248.00	\$800.00
436	Advertising Fees	\$3,610.68	\$6,000.00	\$6,000.00	\$4,305.99	\$6,000.00
437	Consulting Fees	\$93,215.00	\$120,000.00	\$123,500.00	\$50,985.00	\$120,000.00
439	Misc Fees & Expenses	\$180.00	\$1,000.00	\$1,000.00	\$526.00	\$1,000.00
440	Legal/Transcript Fees	\$8,873.20	\$22,000.00	\$57,000.00	\$34,705.66	\$22,000.00
444	Travel/Education/Conference	\$0.00	\$150.00	\$150.00	\$0.00	\$150.00

WARREN COUNTY
Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Fund	A	General				
Department	1420	Law (County Attorney)				
Total Contractual Expense		\$150,831.95	\$209,658.00	\$248,158.00	\$114,187.58	\$211,658.00
Employee Benefits						
810	Retirement	\$42,264.48	\$47,520.00	\$47,520.00	\$28,562.07	\$47,030.00
830	Social Security	\$14,054.84	\$16,730.00	\$16,730.00	\$9,257.46	\$16,792.00
831	Medicare Contribution	\$3,287.10	\$3,954.00	\$3,954.00	\$2,165.09	\$3,969.00
860	Hospitalization	\$34,186.50	\$35,072.00	\$35,072.00	\$23,361.04	\$36,061.00
865	Dental Insurance	\$552.00	\$552.00	\$552.00	\$368.00	\$552.00
Total Employee Benefits		\$94,344.92	\$103,828.00	\$103,828.00	\$63,733.66	\$104,404.00
Other Benefits						
840	Workmen's Compensation	\$0.00	\$1,307.00	\$1,307.00	\$1,306.40	\$1,594.00
850	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
855	Disability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
861	Retirees Hospitalization	\$3,420.00	\$3,493.00	\$3,493.00	\$2,057.60	\$3,210.00
Total Other Benefits		\$3,420.00	\$4,800.00	\$4,800.00	\$3,364.00	\$4,804.00
Department Total: Law (County Attorney)		\$480,831.26	\$592,268.00	\$630,768.00	\$334,459.87	\$594,848.00

WARREN COUNTY

Budget Worksheet Report

Account Number	Description	2014 Actual Amount	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	2016 Departmental Request
Revenue Totals:		\$117,486.58	\$105,000.00	\$105,000.00	\$73,574.60	\$105,000.00
Expense Totals		\$480,831.26	\$592,268.00	\$630,768.00	\$334,459.87	\$594,848.00
Fund Total: General		(\$363,344.68)	(\$487,268.00)	(\$525,768.00)	(\$260,885.27)	(\$489,848.00)
Revenue Grand Totals:		\$117,486.58	\$105,000.00	\$105,000.00	\$73,574.60	\$105,000.00
Expense Grand Totals:		\$480,831.26	\$592,268.00	\$630,768.00	\$334,459.87	\$594,848.00
Net Grand Totals:		(\$363,344.68)	(\$487,268.00)	(\$525,768.00)	(\$260,885.27)	(\$489,848.00)

2016 - Salary Schedule Showing Grade-Step

Emp#	Name	Position	Jan Salary	Step Salary	Annual Sal	Type	Union	Hire Date
County Attorney								
12008	Martin Auffredou	County Attorney	\$119,849.91	\$0.00	\$119,849.91	Full Time	Appointed F/T	9/26/2011
9100	Amy Bartlett	1st Assistant County Attorney	\$68,382.86	\$0.00	\$68,382.86	Full Time	Appointed F/T	4/3/1995
4465	Terry McGarr	Legal Assistant #1	\$41,820.06	\$0.00	\$41,820.06	Full Time	Out of Unit FT	12/18/2000
10522	Shelly VanNostrand	Legal Assistant #2	\$41,820.06	\$0.00	\$41,820.06	Full Time	Out of Unit FT	12/16/2002
		County Attorney Over Time	\$1,000.00	\$0.00	\$1,000.00			
		Asst. County Attorney - PT	\$35,000.00	\$0.00	\$35,000.00			
		Department Total:	\$307,872.89	\$0.00	\$307,872.89			
		Grand Total:	\$307,872.89	\$0.00	\$307,872.89			