

**FINANCE COMMITTEE
AGENDA
AUGUST 31, 2017**

Committee Members: *Sokol, Seeber, Dickinson, Merlino, Strough, Beaty, Frasier, McDevitt, Simpson, Geraghty and Vacant*

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meetings.
- III. Privilege of the floor

- IV. **Action Agenda**
 - 1) **Dr. Duffy to address the Committee with respect to a request for reimbursable funding.**
 - 2) **Request for transfer of funds as attached for Committee approval.**
 - 3) **Requests/Items to be discussed by the County Treasurer:**
 - A) Request to amend the County Budget in the amount of \$45,112 to cover the cost of the 2017 bond issuance using the premium received.
 - B) Request to amend Resolution No. 402 of 2016 to amend the Budget Code to include additional code V.9710 469, *Serial Bonds, Other Payments/Contributions*, as appropriate.
 - C) Request to re-introduce request to either authorize the Treasurer's Office to write off uncollected Medicaid receivables carried over on December 31, 2015 from Westmount or find someone to take over the re-billing and renew the billing software contract which was tabled at the June 14th Board Meeting. (*Resolution No. 242 of 2017- Tabled*)
 - D) Request to amend Resolution No. 671 of 2012 to change the name of the Computer Reserve Fund (A 895.00) to Computers and Telecommunications Reserve Fund (A 895.00) and to change the purpose to the purchase of computers and related peripheral devices, computerized time clocks and telecommunications equipment.
 - 4) **Referral from the County Facilities Committee, Airport:**
Request to increase Capital Project H325, *Avigation Easement- Runway 30*, in the amount of \$9,974 to cover the cost of real estate closing costs which exceeded the anticipated amount.
 - 5) **Referral from the August 15, 2017 Criminal Justice & Public Safety Committee Meeting, Office of Emergency Services:**
Request to increase Capital Project No. H.254, *Fire Training Center Project-Project*, in the amount of \$59,575.44 to reflect reimbursement receipts from Washington County in the amount of \$13,715.39, plus the anticipated reimbursement receipt of \$45,860.05 for 50% of the waterline installation cost for the Fire Training Center.
 - 6) **Referral from the Park Operations & Management Committee:**
Request to appropriate funds in the amount of \$19,400 from Budget Code A691.07, *Deferred Revenue-Gaslight Village Parking Fees*, to Budget Code A.1625 470, *Gaslight Village Property Contract*, to pay for contract with Warren County Soil & Water Conservation District.
 - 7) **Referral from the Public Works Committee, DPW:**
 - A) Request to decrease Capital Project No. H354, *Highway Preservation Project*, in the amount of \$236,367 to adjust funding in accordance with Supplemental Agreement No. 1.
 - B) Request to decrease Capital Project No. H352, *CR 13 and CR 31 Bridge Painting Project (Pin 1760.01)*, in the amount of \$78,425 to adjust funding in accordance with Supplemental Agreement No. 1.
 - C) Request to increase Capital Project No. H343, *West Brook Sidewalk Project*, in the amount of \$1,036.95 to reduce the County's Local Share and increase other Governments Share (Town of Lake George) in accordance with the final construction costs.
 - D) Request to amend the County Budget in the amount of \$858.35 to reflect the receipt of insurance recovery funds to pay for damage sustained to a DPW vehicle.

Continued

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

- A) Journal Report of transfers approved by County Administrator staff since the last meeting.
- B) Request to appropriate funds in the amount of \$87,703 from the Westmount Legacy Reserve Fund to the Public Nursing Home Budget to allocate funds for retirement costs.

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

Discussion regarding Proposed Local Law No. 3 of 2017, entitled "A Local Law Repealing Local Law No. 5 of 2004, Imposing a Wireless Surcharge Authorized by Article Six of the County Law of the State of New York; and Imposing the Wireless Communications Surcharges Pursuant to the Authority of Tax Law §186-g".

- 10) Finance Committee action is required on the following items approved by the Personnel & Higher Education Committee: Personnel & Higher Education Agenda Items 3A & 3B.

V. **Pending Items:**

- 1) Continue the discussion with Terry Comeau, *County Coroner*, regarding his presentation pertaining to the streamlining of coroner expenses. (05.04.17)

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Warren County Clerk

SIGNED: *Samiaj Uqil*

DATE: 8/16/2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A 1410 130	Part Time Salaries	A 1410 120	Overtime Salaries	S 700

Please state reason for transfers requested:
To balance OT account - due to high volume, vacations, seasonal demands.

CONTINGENT FUND TRANSFER REQUESTS

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

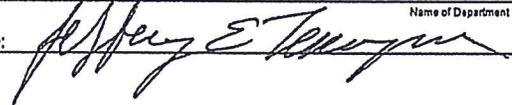
Please state reason for transfer request:

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

REQUEST FOR TRANSFER OF FUNDS

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

FROM: Department of Public Works Name of Department

SIGNED:  DATE: 8/21/2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5110 421	County Roads, Maint of Roads, Equipment Rental	D.5112.8261 421	County Roads, 2017 CR 22 Harrisburg Road, Equip Rental	\$ 16,330.69
D.5112.8263 280	Co Roads, 2017 CR 3 Warrensburg Road, Project	D.5112.8263 421	County Roads, 2017 CR 3 Warrensburg Rd, Equip Rental	\$ 9,682.49
D.5110 421	County Roads, Maint of Roads, Equipment Rental	D.5112.8266 421	County Roads, 2017 CR 76 Dartmouth Road, Equip Rent	\$ 12,662.05
D.5110 421	County Roads, Maint of Roads, Equipment Rental	D.5112.8257 421	County Roads, 2017 CR 55 Valentine Pond Road, Eq Rent	\$ 12,920.82
D.5110 421	County Roads, Maint of Roads, Equipment Rental	D.5112.8262 421	County Roads, 2017 CR 30 Schroon River Road, Eq Rent	\$ 13,255.55
D.5110 421	County Roads, Maint of Roads, Equipment Rental	D.5112.8264 421	County Roads, 2017 CR 13 Glen Athol Road, Equip Renta	\$ 19,122.96
D.5110 110	County Roads, Maint of Roads, Salaries - Regular	D.5110 120	County Roads, Maint of Roads, Salaries - Over Time	\$ 16,000.00

\$99,974.56

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

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

Transfer to cover Road Internal Equipment Rental Costs

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Office of the County Administrator

SIGNED:

DATE: 8/31/2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1011 110	County Administrator Salaries Regular	A.1011 130	County Administrator Salaries Part Time	\$10,000

Please state reason for transfers requested: To appropriate funds from Full time salaries to Part time salaries to cover the Salary for Acting County Administrator through the end of the year.

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. 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: Treasurer

DATE: August 17, 2017

- (a) Purpose of Amendment: **To cover the costs of the 2017 bond issuance using the premium received.**

- (b) Appropriation Code, Object Code, Full Title and Amount: **V.9710 469, Serial Bonds, Other Payments/Contributions, \$45,112.00**

- (c) Revenue Code (with title), and Amount: **V 2710, Premium on Obligations, \$45,112.00**

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: Treasurer

DATE: August 17, 2017

- (a) Purpose of Request: **To amend resolution No. 402 of 2016**
- (b) Details: **Amend budget code to include additonal code V.9710 469 - Serial Bonds, Other Payments/Contributions, as appropriate.**
- (c) Previous Resolution Number: **402 of 2016**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **V.9710 469**

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

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

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

DEPARTMENT NAME: Treasurer

DATE: May , 2017

- (a) Purpose of Request: Write off uncollected Medicaid receivables carried over on December 31, 2015 from Westmount or find someone to take over the re-billing and then renew the billing software contract.
- (b) Details: The County has not had anyone since the end of 2016 handling the re-billing of Medicaid claims. The County Attorney's office has made numerous attempts to find someone to take this over but has been unsuccessful. The County does not have an extension from Medicaid to file the older claims so these will not be able to be re-billed. The County has not renewed the software contract so we no longer have access to the billing program for reports and to re-bill claims. The last Accounts Receivable Aging report that was printed was dated 7/26/16 so we do not have current information on the age of the receivables. The following Medicaid accounts are currently outstanding:
- A 384.00 Medicaid Receivable - \$475,495.24
A 384.03 Medicaid Assessment Receivable - \$43,213.13
A 384.05 Medicaid Managed Receivable - \$33,975.00
- (c) Previous Resolution Number: N/A
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A 389.01 Allowance for Receivables - Nursing Home

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

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 242 OF 2017

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL, SEEBER, DICKINSON, MERLINO, STROUGH, BEATY, FRASIER, MCDEVITT, SIMPSON, GERAGHTY AND VACANT

AUTHORIZING THE COUNTY TREASURER TO WRITE OFF UNCOLLECTED MEDICAID RECEIVABLES CARRIED OVER FROM DECEMBER 31, 2015 FOR THE WESTMOUNT HEALTH FACILITY

RESOLUTION TABLED

WHEREAS, the County Treasurer has requested to write off uncollected Medicaid receivables for the former Westmount Health Facility in the total amount of Five Hundred Fifty-Two Thousand Six Hundred Eighty-Three Dollars and Thirty-Seven Cents (\$552,683.37), as follows:

A.384.00, Medicaid Receivable - \$475,495.24

A.384.03, Medicaid Assessment Receivable - \$43,213.13

A.384.05, Medicaid Managed Receivable - \$33,975.00,

and

WHEREAS, the Finance Committee has considered and approved the request, now, therefore, be it

RESOLVED, that Medicaid receivables in the amount of Five Hundred Fifty-Two Thousand Six Hundred Eighty-Three Dollars and Thirty-Seven Cents (\$552,683.37) for the former Westmount Health Facility have been deemed uncollectible and that such amounts be written off by the County Treasurer, as outlined above.

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: August 25, 2017

- (a) Purpose of Request: **To Amend Resolution No. 671 of 2012**
- (b) Details: **Change the name of the Computers Reserve Fund (A 895.00) to Computers and Telecommunications Reserve Fund (A 895.00). Change the purpose to the purchase of computers and related peripheral devices, computerized time clocks and telecommunications equipment.**
- (c) Previous Resolution Number: **No. 671 of 2012**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **N/A**

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

* as listed in budget and LOGOS

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-Airport

DATE: 8/21/2017

- (a) Exact Title and Number of Project*: **H325 - Avigation Easement - Runway 30**
- (b) Is this a Capital Project? **Yes**
- (c) Is this a Capital Reserve Project? **No**
- (d) Amount of Increase (if applicable): **\$9,974**
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.): **A.9950
910 Transfer Capital Projects - \$499: NYSDOT Aviation Bureau - \$499:
FAA \$8,976**
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: **Cover real estate closing costs
that exceeded anticipated amount.**

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: Office of Emergency Services

DATE: August 15, 2017

- (a) Exact Title and Number of Project*:
H.254.9550 280 Fire Training Center Project - Projects
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):
\$59,575.44
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
H.254.9550 2390 - Fire Training Center - Share of Joint Activity, Gov't
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
To correct the Fire Training Center Project to reflect reimbursement receipts from Washington County in the amount of \$13,715.39.

To reflect anticipated reimbursement receipt of \$45,860.05 for 50% of the waterline installation cost.

Total increase requested is \$59,575.44

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 Operations & Management

DATE: August 22, 2017

- (a) Purpose of Request: **Appropriating \$19,400 from Deferrred Revenue - Gaslight Village to Gaslight Village Property to cover cost of contract with Warren County Soil & Water Conservation District.**
- (b) Details: **Contract with WC Soil & Water for plant/material removal from ponds in Wood Park in the amount of \$19,400 A.1625 470**
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **Deferred Revenue - Gaslight Village Parking Fees, A691.07**

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

* as listed in budget and LOGOS

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: 8/21/17

- (a) Exact Title and Number of Project*: H354 County Highway Preservation Project (CR 17, 52 & 79)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable): \$236,367.00
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):

-\$189,093.00 Federal Share

-\$ 35,456.00 State Marchiselli Share (Actual Available)

-\$ 11,818.00 Local Match Share (return surplus funds to D.9950 910 Transfers - Capital Projects)

- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: Adjust funding shares in accordance with NYSDOT Supplemental Agreement No. 1

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: 8/21/17

- (a) Exact Title and Number of Project*: H352 CR 13 & CR 31 Bridge Painting Project (PIN 1760.01)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable): \$78,425.00
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
- \$ 62,740.00 Federal Share
- \$ 11,763.50 State Marchiselli Share (actually available)
- \$ 3,921.50 Local Match (return to D.9950 910 Transfers - Capital Projects)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: Adjust funding shares in accordance with NYSDOT Supplemental Agreement No. 1

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: 8/21/17

(a) Exact Title and Number of Project*: H343 West Brook Sidewalk Project

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Increase (if applicable): \$1,036.95

(e) Amount of Decrease (if applicable):

(f) Source of Funding (if Increase) (including name & title of codes, etc.):

\$	0.00	Federal Share
\$	0.00	State Marchiselli Share
-	\$33,486.41	Local Match Share (return to D.9950 910 Transfers - Capital Projects)
+	\$34,523.36	Other Governments Share (Town of Lake George Share per Resolution 378 of 2016)

(g) Changes in Funding (if Amendment):

(h) Purpose of Increase or Decrease or Amendment: To reduce County local match share and increase Other Governments Share (Town of Lake George) in accordance with the final project construction costs

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

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

DEPARTMENT NAME: Department of Public Works

DATE: August 28, 2017

- (a) Purpose of Amendment: To Amend 2017 budget \$858.35 dollars to reflect Insurance Recovery payment received August 2, 2017, for damages to 2008 Ford F350, Inventory 08-07, DOL 6/9/17 at WC Fish Hatchery.

- (b) Appropriation Code, Object Code, Full Title and Amount: DM.5130 441 Road Machinery, Auto-Supplies & Repair \$858.35.

- (c) Revenue Code (with title), and Amount: DM.5130 2680 Road Machinery, Machinery, Insurance Recovery \$858.35.

WARREN COUNTY ATTORNEY'S OFFICE

Warren County Municipal Center
1340 State Route 9
Lake George, New York 12845
Telephone 518 - 761 - 6463
Fax 518 - 761 - 6377

LAW DEPARTMENT

DATE: 8/2/17
TO: Michael Swan
FROM: Laney Morgan
RE: Insurance check National General Claim #2851870

Enclosed please find National General Insurance's check #405571368 in the amount of \$858.35, representing payment for damage to DPW's 2008 Ford F350 Inventory #08-07 (VIN# 1FDWF36R98EC83170) by Catherine Dzierba on 06/09/2017 at the Warren County Fish Hatchery, Warrensburg, NY. National General Insurance is the underwriter for New South Insurance, Ms. Dzierba's carrier.

Initially, the check was made payable to the Warren County Sheriff. I requested a reissuance of the check payable to Warren County. However, they made the new check payable to "Warren County Attorney." If the bank will not accept this check, kindly return it to us and we will request that they reissue another one.

In accord with Rob Lynch's email from 2/23/17, I am forwarding this to you, rather than the DPW.

C: Jeff Tennyson, DPW ✓



2851870
06/09/2017
2001699267

P O Box 3199
Winston-Salem, NC 27102-3199

REMITTANCE ADVICE

CHECK NUMBER	ACCOUNT	ID	ISSUE DATE	CHECK AMOUNT
0405571368	EPIC CLAIMS	21	07/26/2017	\$858.35
8631755040				DO NOT CASH

WARREN COUNTY ATTORNEY
1340 STATE ROUTE 9
LAKE GEORGE NY 12845-3435

** DESCRIPTION **

Property Damage, WARREN COUNTY ATTORNEY

DETACH CAREFULLY AND RETAIN THIS PORTION FOR YOUR RECORDS PRIOR TO CASHING OR DEPOSITING



P O Box 3199
Winston-Salem, NC 27102-3199

AMOUNT: Eight Hundred And Fifty Eight And 35/100 US Dollars

PAY TO THE
ORDER OF WARREN COUNTY ATTORNEY

Property Damage, WARREN COUNTY ATTORNEY



CHECK NO. 0405571368
50-937/213

POLICY/VENDOR/CLAIM/DATE OF LOSS
2851870 06/09/2017

VOID AFTER SIX MONTHS
ISSUE DATE

07/26/2017 AMOUNT \$858.35

New South Insurance Company

Countersignature

⑈0405571368⑈ ⑆021309379⑆

508072712⑈

WARREN COUNTY
Journal Report - July 2017

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Brd. of Election - Board of Elections					
7/20/2017	A.1450 220	Office Equipment	OUT OF CODE TRANSFER from A.1450 410	\$ 5,000.00	
7/20/2017	A.1450 410	Supplies	OUT OF CODE TRANSFER-to A.1450 220		\$ 5,000.00
Dist. Attorney_Dist. Attorney - District Attorney,District Attorney					
7/17/2017	A.1165 410	Supplies	Transfer from A.1165 410 to A.1165 441		\$ 120.73
7/17/2017	A.1165 441	Auto-Supplies & Repair	Transfer from A.1165 410 to A.1165 441	\$ 120.73	
DPW_DPW Admin - DPW,DPW Administration					
7/3/2017	A.7110 250	Technical Equipment	Transfer Within Budget Code to A.7110 270	\$ 329.95	
7/3/2017	A.7110 270	Lawn & Landscaping	Transfer Within Budget Code from A.7110 250		\$ 329.95
7/14/2017	D.5110 422	Repair/Maint-Equipment	Transfer Within Budget Code from D.5110 470	\$ 600.00	
7/14/2017	D.5110 470	Contract	Transfer Within Budget Code to D.5110 422		\$ 600.00
7/19/2017	A.7110 418	Ins-General Liability	Transfer Within Budget Code from A.7110 470	\$ 1,814.00	
7/19/2017	A.7110 470	Contract	Transfer Within Budget Code to A.7110 418		\$ 1,814.00
7/27/2017	A.1626 410	Supplies	Transfer Within Budget Code from A.1626 470	\$ 16.00	
7/27/2017	A.1626 470	Contract	Transfer Within Budget Code to A.1626 410		\$ 16.00
7/27/2017	DM.5130 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code to DM.5130 470	\$ 17,830.38	
7/27/2017	DM.5130 470	Contract	Transfer Within Budget Code from DM.5130 413	\$ 17,830.38	
7/31/2017	D.5110 421	Equipment Rental	Transfer Within Budget Code from D.5110 465	\$ 17,000.00	
7/31/2017	D.5110 465	Road/Bridge Materials	Transfer Within Budget Code to D.5110 421		\$ 17,000.00
Human Resources - Human Resources					
7/11/2017	A.1435 220	Office Equipment	Budget Transfers out of Object Code from A.1435.410	\$ 395.00	
7/11/2017	A.1435 410	Supplies	Budget Transfers out of Object Code to A.1435.220		\$ 395.00

WARREN COUNTY
Journal Report - July 2017

ITEM 8A

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
7/27/2017	A.1435 410	Supplies	Budget Transfer within Object Code from A.1435 439	\$ 395.00	
7/27/2017	A.1435 439	Misc Fees & Expenses	Budget Transfer within Object Code to A.1435 410		\$ 395.00
OFA - Office for the Aging					
7/14/2017	A.6772 410	Supplies	within object code transfer to A6772439	\$ 60.00	
7/14/2017	A.6772 439	Misc Fees & Expenses	within object code transfer from A6772410		\$ 60.00
7/19/2017	A.6772 410	Supplies	within object code transfer from A6772423	\$ 21.69	
7/19/2017	A.6772 423	Telephone	within object code transfer to A6772410		\$ 21.69
Office of EMS - Office of Emergency Services					
7/11/2017	A.3640 418	Ins-General Liability	Budget transfer within object code from A.3640 442	\$ 153.21	
7/11/2017	A.3640 442	Automotive - Gas & Oil	Budget transfer within object code to A.3640 418		\$ 153.21
7/17/2017	A.4022 418	Ins-General Liability	Budget transfer within object code to A.4022 422	\$ 100.00	
7/17/2017	A.4022 422	Repair/Maint-Equipment	Budget transfer within object code from A.4022 418		\$ 100.00
Planning_Planning - Planning,Planning					
7/31/2017	A.8021 427	Memberships & Dues	Budget Transfer within object code from A.8021 441	\$ 100.00	
7/31/2017	A.8021 441	Auto-Supplies & Repair	Budget Transfer within object code to A.8021 427		\$ 100.00
Public Health_Health Services - Public Health,Health Services					
7/5/2017	A.4010 426	Subscriptions	Budget transfer Chhha from A4010.435	\$ 35.00	
7/5/2017	A.4010 435	Medical Fees	Budget transfer Chhha to A4010.426		\$ 35.00
7/14/2017	A.4189 423	Telephone	Budget Transfer BT To A.4189.423 from A4189.424	\$ 150.00	
7/14/2017	A.4189 424	Postage	Budget Transfer BT To A.4189.423 from A4189.424		\$ 150.00

WARREN COUNTY
Journal Report - July 2017

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
7/14/2017	A.4018.0030 220	Office Equipment	Budget transfer Dis Prog from A4018.0030.260	\$ 250.00	
7/14/2017	A.4018.0030 260	Other Equipment	Budget transfer Dis Prog to a4018.0030.220.		\$ 250.00
7/18/2017	A.4018.0030 410	Supplies	Budget Transfer Disease to A.4018.0030.410 fm A.4018.0030.424	\$ 200.00	
7/18/2017	A.4018.0030 424	Postage	Budget Transfer Disease to A.4018.0030.410 fm A.4018.0030.424		\$ 200.00
7/25/2017	A.4010 860	Hospitalization	Budget transfer CHHA to A.4010.861 fm A.4010.460		\$ 25,000.00
7/25/2017	A.4010 861	Retirees Hospitalization	Budget transfer CHHA to A.4010.861 fm A.4010.460	\$ 25,000.00	
7/25/2017	A.4018.0020 860	Hospitalization	Bud Trans FH Retiree health to A.4018.0020.861 fmA.4018.0020.860		\$ 600.00
7/25/2017	A.4018.0020 861	Retirees Hospitalization	Bud Trans FH Retiree health to A.4018.0020.861 fmA.4018.0020.860	\$ 600.00	
7/26/2017	A.4013 260	Other Equipment	WIC Out of Code Budget Transfer from A4013.469	\$ 3,662.00	
7/26/2017	A.4013 469	Other Payments/Contributions	WIC Out of Code Budget Transfer to A4013.260		\$ 3,662.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement					
7/12/2017	A.3110 220	Office Equipment	Budget Amendment Out of Code from A.3110 442	\$ 650.00	
7/12/2017	A.3110 415	Electricity	Budget Amendment within object code to A.3110 418		\$ 483.00
7/12/2017	A.3110 418	Ins-General Liability	Budget Amendment within object code from A.3110 415	\$ 483.00	
7/12/2017	A.3110 442	Automotive - Gas & Oil	Budget Amendment Out of Code to A.3110 220		\$ 650.00
Social Services - Social Services					
7/12/2017	A.6030 428	Data Processing & Internet Fees	Budget Transfer to A. 6030 428 from A. 6030 440	\$ 36.00	
7/12/2017	A.6030 440	Legal/Transcript Fees	Budget Transfer from A..6030 440 to A. 6030 428		\$ 36.00
7/20/2017	A.6010 440	Legal/Transcript Fees	Budget Transfer within Object Code from A.6010 470	\$ 3,100.00	
7/20/2017	A.6010 470	Contract	Budget Transfer within Object Code to A.6010 440		\$ 3,100.00
7/27/2017	A.6010 440	Legal/Transcript Fees	Budget Transfer within Object Code Transfer from A6010 470	\$ 60.00	

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
7/27/2017	A.6010 470	Contract	Budget Transfer within Object Code Transfer to A6010 440	\$	\$ 60.00
7/31/2017	A.6010 220	Office Equipment	Out of Budget Code Transfer from A.6010 470	\$ 10,245.00	
7/31/2017	A.6010 470	Contract	Out of Budget Code Transfer to A.6010 220		\$ 10,245.00
Tourism - Tourism					
7/7/2017	A.6417 426	Subscriptions	Transfer from A.6417 470	\$ 1,000.00	
7/7/2017	A.6417 470	Contract	Transfer to A.6417 426		\$ 1,000.00
7/21/2017	A.6417 470	Contract	Transfer from A.6417 481	\$ 15,350.00	
7/21/2017	A.6417 481	Tourism Promotion	Transfer to A.6417 470		\$ 15,350.00
Veterans Service - Veterans Service					
7/10/2017	A.6510 410	Supplies	funds transfer from 469	\$ 100.00	
7/10/2017	A.6510 469	Other Payments/Contributions	funds transfer to 410		\$ 100.00
Weights & Meas - Weights & Measures					
7/11/2017	A.6610 418	Ins-General Liability	Budget Transfers within Object Code from A.6610 439	\$ 43.00	
7/11/2017	A.6610 439	Misc Fees & Expenses	Budget Transfers within Object Code to A.6610 418		\$ 43.00

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

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

DEPARTMENT NAME: Office of the County Administrator

DATE: August 31, 2017

(a) Purpose of Request: To appropriate funds from the Westmount Legacy Reserve Fund to the Public Nursing Home Budget to allocate funds for retirement costs.

(b) Details: To appropriate funds in the amount of \$87,703 from the Westmount Legacy Reserve (A.897.00):

A.4530 810 Public Nursing Home - Retirement	\$87,703
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(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A.897.00 Westmount Legacy Reserve Fund \$87,703

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

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 335 OF 2017

RESOLUTION INTRODUCED BY SUPERVISORS SOKOL AND THOMAS

**INTRODUCING PROPOSED LOCAL LAW NO. 3 OF 2017, REPEALING
LOCAL LAW NO. 5 OF 2004 AND IMPOSING WIRELESS COMMUNICATIONS
SURCHARGES PURSUANT TO THE AUTHORITY OF TAX LAW §186-G,
AND AUTHORIZING PUBLIC HEARING THEREON**

RESOLVED, that proposed Local Law No. 3 of 2017 entitled "A Local Law Repealing Local Law No. 5 of 2004, Imposing a Wireless Surcharge Authorized by Article Six of the County Law of the State of New York; and Imposing the Wireless Communications Surcharges Pursuant to the Authority of Tax Law § 186-g", attached hereto and made a part hereof, be, and the same hereby is, introduced before the Warren County Board of Supervisors, and in order to give interested members of the public the opportunity to be heard thereon, the Board of Supervisors shall hold a public hearing at the Board Room in the Warren County Municipal Center on the 15th day of September, 2017, at 10:00 a.m., on the matter of the adoption of said proposed Local Law No. 3 of 2017, and be it further

RESOLVED, that the Clerk of the Board of Supervisors be, and hereby is, authorized and directed to give notice of such public hearing in the manner provided by law.

RESOLUTION No. 335 OF 2017

PAGE 2 OF 3

COUNTY OF WARREN
PROPOSED LOCAL LAW NO. 3 OF 2017

A LOCAL LAW REPEALING LOCAL LAW NO. 5 OF 2004, IMPOSING A WIRELESS SURCHARGE AUTHORIZED BY ARTICLE SIX OF THE COUNTY LAW OF THE STATE OF NEW YORK; AND IMPOSING THE WIRELESS COMMUNICATIONS SURCHARGES PURSUANT TO THE AUTHORITY OF TAX LAW §186-g’

BE IT ENACTED, by the Board of Supervisors of the County of Warren, New York, as follows:

Section 1. Legislative Intent. Local Law No. 5 of 2004, A Local Law Imposing a Wireless Surcharge is hereby REPEALED.

Section 2. Imposition of County of Warren Wireless Surcharge. (a) Pursuant to the authority of Tax Law §186-g, there are hereby imposed and there shall be paid surcharges within the territorial limits of the County of Warren on: (i) wireless communications service provided to a wireless communications customer with a place of primary use within such County at the rate of thirty cents (\$.30) per month on each wireless communications device in service during any part of the month; and (ii) the retail sale of prepaid wireless communications service sold within such County, at the rate of thirty cents (\$.30) per retail sale, whether or not any tangible personal property is sold therewith. (b) Wireless communications service suppliers shall begin to add such surcharge to the billings of its customers and prepaid wireless communications sellers shall begin to collect such surcharge from its customers commencing December 1, 2017. (c) Each wireless communications service supplier and prepaid wireless communications seller is entitled to retain, as an administrative fee, an amount equal to three percent of its collections of the surcharges imposed by this Local Law, provided that the supplier or seller files any required return and remits the surcharges due to the New York State Commissioner of Taxation and Finance on or before its due date.

Section 3. Administration of surcharges. The surcharges imposed by this Local Law shall be administered and collected by the New York State Commissioner of Taxation and Finance as provided in paragraph (8) of Tax Law §186-g, and in a like manner as the taxes imposed by Articles Twenty-eight and Twenty-nine of the Tax Law.

Section 4. Applicability of State law to surcharges imposed by this Local Law. All the provisions of Tax Law §186-g shall apply to the surcharges imposed by this Local Law with the same force and effect as if those provisions had been set forth in full in this Local Law, except to the extent that any of those provisions is either

*RESOLUTION NO. 335 OF 2017**PAGE 3 OF 3*

inconsistent with or not relevant to the surcharge imposed by this Local Law.

Section 5. Net collections received by this County from the surcharges imposed by this Local Law shall be expended only upon authorization of the Board of Supervisors and only for payment of system costs, eligible wireless 911 service costs, or other costs associated with the administration, design, installation, construction, operation, or maintenance of public safety communications networks or a system to provide enhanced wireless 911 service serving such County, as provided in paragraph (9) of Tax Law §186-g, including, but not limited to, hardware, software, consultants, financing and other acquisition costs. The County shall separately account for and keep adequate books and records of the amount and object or purpose of all expenditures of all such monies. If, at the end of any fiscal year, the total amount of all such monies exceeds the amount necessary for payment of the above mentioned costs in such fiscal year, such excess shall be reserved and carried over for the payment of those costs in the following fiscal year.

Section 6. Effective Date. This Local Law shall take effect on December 1, 2017.

PERSONNEL AND HIGHER EDUCATION COMMITTEE

AGENDA

AUGUST 31, 2017

Draft Agenda-Subject to Change

Committee Members: Seeber, Frasier, McDevitt, Brock, Vanselow, Montesi, Leggett, Braymer, Geraghty, Simpson and Hyde

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meetings.
- III. Privilege of the floor

- IV. **Action Agenda**
 - 1) SUNY Adirondack representatives to provide an update on the construction of the NSTEM and WORC buildings.
 - 2) Items/Requests to be Discussed by the Human Resources Director and/or Personnel Officer:

Human Resources -

 - A) Jaeger & Flynn Associated to demonstrate the employee view of their Benefits Administration System, Employee Navigator, and a review of voluntary vision options.
 - B) Review of the recommendations from the Reallocation Committee.
 - C) Review of the draft job posting for the County Administrator position.
 - D) Review of the updated Exit Interview form.
 - E) Review of report on tracking of vacancies filled.
 - 3) Referrals from the Health, Human & Social Services Committee:

Department of Social Services -

 - A) Request to amend the Table of Organization and Salary Schedule to set the salary of the Part-Time Community Services Worker at \$15 per hour.
 - B) Request to amend the Departmental Table of Organization and Salary Schedule to reduce the salary of the Assistant Social Services Attorney position from \$71,400 to \$65,000 and for authorization to fill same due to resignation. *Note: this request was not reviewed and approved by the Health, Human & Social Services Committee but is being brought forth with the authorization of the Committee Chair, Supervisor Frasier, in order to meet the need to amend the salary and fill the position as quickly as possible.*
 - 4) Request/Item to be Discussed by the Warren County Wellness Committee:
~~Wellness Committee to speak about employee wellness initiatives.~~ *(Postponed until September meeting)*

- V. Pending Items:

Personnel - No items this month.

Higher Education - No Items this month.

- VI. Vacancies Approved for Filling by Oversight Committee:

<i>County Clerk-</i>	Recording Clerk, PT, <i>Grade 7, Annual Salary \$31,872 pro-rated to \$15.3233 per hour</i> , due to resignation. Motor Vehicle License Registration Clerk PT, <i>Grade 8, Base Salary \$33,189 pro-rated to \$15.9562 per hour</i> , due to vacancy.
<i>Health Services-</i>	Public Health Liaison, <i>Grade 7, Annual Salary \$31,872</i> , due to vacancy. <i>(Emergency Fill)</i>
<i>Information Tech -</i>	Computer Help Desk Technician 1 #1, <i>Annual Salary \$40,000</i> , due to resignation. <i>(Emergency Fill)</i>
<i>Public Works-</i>	Motor Equipment Operator-Medium #2, <i>Grade 7, Annual Salary \$31,872</i> , due to promotion. Motor Equipment Operator- Light #16, <i>Grade 5, Annual Salary \$28,951</i> , due to promotion.
<i>Real Property-Sheriff-</i>	Real Property Clerk, <i>Grade 4, Annual Salary \$27,824</i> , due to promotion. Patrol Officer #39, <i>Annual Salary \$40,390</i> , due to retirement. Cook Manager, <i>Annual Salary \$38,635.70</i> , due to resignation. Cook #2, <i>Annual Salary \$33,666.49</i> , due to promotion.

WARREN COUNTY CORONER

PAYMENT FOR SERVICES PROPOSAL

County Law Article 17a Section 673: *"Notwithstanding any general, special or local law, the coroner, or coroner and coroner's physician, or the medical examiner, shall have authority to the extent required for the investigation to remove and transport the body upon taking charge of it".*

As a rule, the Warren County Coroner's have designated funeral homes to assist them in the removal and transport of remains to a designated location for further investigation. Although we are not aware of any past issues, we would like to recommend that funeral homes providing these services become "contracted providers" for the county. This action would require funeral firms to provide proof of worker's compensation insurance to Warren County, essentially covering their own employees, and anybody designated for assistance in the removal of the deceased by the funeral firm.

PAYMENT FOR SERVICES PROPOSAL:

In 2016, there were approximately 36 Coroner's cases that required removal of the deceased and transportation to Albany Medical Center for furthering the investigation into the cause of death.

The average removal cost in 2016 was \$636.11, per case. The vouchers presented to the county ranged from \$1244 to \$375 for this service.

The average 2015 removal cost, approximately \$320.00. Transport to Glens Falls Hospital.

In 2017, the average to date is approximately \$825.00.

Vouchers included reimbursement for mileage to and from Albany Medical Center at various rates, extra personnel, vehicle usage, heavy duty/light duty body bags, and equipment usage.

To control the county's cost for removal and transport to Albany. Proposed:

REMOVAL: \$500.00 – (Includes Vehicle, and any related removal equipment; staff; personal protective equipment; treatment, transport, and disposal of hazardous materials, mileage) With exigent removals stipend, approved by the Coroner, up to \$1000 total. (\$75.00 per person for extra personnel)

MILEAGE: From Warren County line to Albany Medical, approx. 50 miles @ \$1.50 per mile. \$75.00.

INFECTIOUS DISEASE TRANSPORT BODY BAG: Black, heavy duty \$75.00. White, light/med duty \$50.00.

ALBANY MEDICAL CENTER: Attachment 1, Morgue and Laboratory Fee Schedule.

FORENSIC MEDICAL SERVICES, PC: \$1000 Autopsy fee and Death Certificate.

RESOURCE RECOVERY: Research the ability to recover some/all funds for autopsies conducted as a result of a motor vehicle accident or industrial accident.

Albany Medical Center
Morgue and Laboratory Fee Schedule

Effective January 1, 2017

Morgue Facility Use (includes onsite toxicology, histology and microbiology)	\$884.00
Histology Services Only (without morgue facility use)	\$198.00
Forensic Toxicology Services Only (without morgue facility use)	\$355.00
Forensic Toxicology Services Requested but not performed at AMC	Billed at AMC's cost plus a \$25 handling fee
<p>In an effort to decrease cost to the counties current Forensic Toxicology provided by NMS may become available at AMC. The availability and price of these tests will be communicated to the County as they become available.</p>	
Microbiology Only (Without morgue facility use)	50% discount of AMC's specific charge schedule in effect at the time of service
Histology or Laboratory Services Requested but not Performed at AMC (this will include any return sample fees and drug confirmation charges)	Billed at AMC's cost plus a \$25 handling fee
Other Laboratory Testing performed on site at AMC (e.g. HIV serology, molecular testing, electron microscopy, chemistry procedures)	50% discount of AMC's specific charge schedule in effect at the time of the service
Radiology Fee - Global	50% discount of AMC's specific charge schedule in effect at the time of the service