

FINANCE COMMITTEE  
AGENDA  
SEPTEMBER 28, 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) Request for transfer of funds as attached for Committee approval.
  - 2) **Referral from the Economic Growth & Development Committee, Planning:**  
Request to increase Capital Project H372, *First Wilderness Plan Implementation 2016*, in the amount of \$10,000.
  - 3) **Referrals from the Health, Human & Social Services Committee:**  
***Employment & Training Administration-***
    - A) Request to amend the County Budget in the amount of \$3,500 to reflect the receipt of Federal Trade Investment Act funding as reimbursement for costs associated with the training of one dislocated workers.***Mental Health-***
    - B) Request for a transfer of funds in the amount of \$13,000 from the Contingent Account to cover the cost of the increase in retiree's hospitalization expense due to retirement of an employee in January of this year.
    - C) Request to amend the County Budget in the amount of \$18,816 to reflect the receipt of funds from New York State Office of Mental Health for the purpose of increasing Supported Housing capacity for individuals with serious mental issues.***Health Services-***
    - D) Request to amend the County Budget in the amount of \$2,000 to reflect the receipt of additional funding received from the Adirondack Rural Health Network for the Prevention Agenda Project.
  - 4) **Referrals from the Public Works Committee, DPW:**
    - A) Request to close Capital Project H300, *Fuel System Upgrades*, and transfer funds remaining in the amount of \$8,505.83 to the General Fund.
    - B) Request to amend the County Budget in the amount of \$8,505.83 to increase Budget Code A.9950 910, to provide funding for Capital Project H374, *Warrensburg Fuel Farm*.
    - C) Request to establish Capital Project H374, *Warrensburg Fuel Farm*, in the amount of \$148,000.
    - D) Request to amend the County Budget in the amount of \$139,494.17 to fund Capital Project H374, *Warrensburg Fuel Farm*, with the Reserve, DM 894.00, *Motor Fuel Systems*.
  - 5) **Referrals from the Support Services Committee, Clerk of the Board:**
    - A) Request for a transfer of funds in the amount of \$700 from the Contingent Account to cover the cost of legal transcript fees.
    - B) Request to amend Resolution Nos. 738 of 2012 and 366 of 2017 to reflect the correct totals for Capital Project No. H254, Fire Training Center Project. *Note: this request was not previously reviewed and approved by the Support Services Committee.*
  - 6) **Requests/Items to be Discussed by the County Administrator:**  
Journal Report of transfers approved by County Administrator staff since the last meeting.
  - 7) Finance Committee action is required on the following items approved by the Personnel & Higher Education Committee: Personnel & Higher Education Agenda Items 3 and 4A-E.
- V. **Pending Items:**
  - 1) Committee tabled request from the County Treasurer's Office to reintroduce his 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 14<sup>th</sup> Board Meeting. (*Reso. No. 242 of 2017- Tabled*) (08.31.17)

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

SIGNED: *Patricia*

DATE: September 25, 2017

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4010.110	Health Services-Full Time Salaries	A.4010.130	Health Services -Part Time Salaries	\$33,000.00
2.	A.4054.130	Preschool Program-Part Time Salary	A.4054.0080.130	Early Intervention-Part Time Salary	\$10,000.00
3.	A.4189.130	Bioterrorism-Part Time Salary Expense	A.4189.410	Bioterrorism-Supplies Expense	\$2,000.00
4.	A.4018.0020.860	Family Health-Hospitalization Expense	A.4018.0020.861	Family Health-Retiree Hospitalization Expense	\$2,240.00
<b>Total Transfers</b>					<b>\$47,240.00</b>

1. To transfer funds for the CHHA (Certified Home Health Agency) from Full time salaries to Part Time salaries to cover Per Diem nursing usage to year end.
2. To transfer funds to cover PT salary for EI Coordinator who works more hours while another EI Coordinator works hours in Family Health for CSHCN grant. Need to move to cover salary
3. To transfer funds to cover Supply Expense from Part Time Salary expense for BT to year end. Extra part time salary funds is due to an employee who left in March 2017.
4. To transfer funds to cover Retirement Health Insurance from Health Insurance expense. FT nurse retired, therefore need to move money to cover retiree health.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1890 469	Contingent Fund			

Please state reason for transfer request:

Total

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

*RESOLUTION REQUEST FORM NO. 10*

*Request for Transfer of Funds*

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

DEPARTMENT NAME: Information Technology

SIGNED: Michael Colvin

DATE: September 26, 2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1680.110	Salaries - Regular	A.1680.130	Salaries - Part Time	\$19,540
A.1680.110	Salaries - Regular	A.1680.120	Salaries - Overtime	\$3,000

Please state reason for transfers requested: Balance codes within budget without changing the budget

CONTINGENT FUND TRANSFER REQUESTS

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

Please state reason for transfer request:

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

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Office of Community Services/Mental Health

SIGNED:  (Robert York) DATE: 9/22/17

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.4310.220	Office Equipment	A.4310.861	Retiree's Hospitalization	\$2,000
A.4310.437	Consulting Fees	A.4310.861	Retiree's Hospitalization	\$5,000
A.4310.437	Consulting Fees	A.4310.862	Health Insurance Cost Reimbursement	\$1,500
A.4310.437	Consulting Fees	A.4310.865	Dental Insurance	\$150
A.4310.437	Consulting Fees	A.4310.423	Telephone	\$150

Please state reason for transfers requested: Increase in retiree's hospitalization costs due to retirement of Office Specialist in January, 2017. Health Insurance Cost reimbursement, Dental Insurance and Telephone are currently under-budgeted.

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: Increase in retiree's hospitalization costs due to retirement of Office Specialist in January, 2017.

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

**RESOLUTION REQUEST FORM NO. 10**

**Request for Transfer of Funds**

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

FROM: Planning and Community Development  
Name of Department

SIGNED: \_\_\_\_\_ DATE: 25 September 2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A8029.470	Contract	A9950 910 Transfers		\$10,000.00
A8021.110	Salary	A8022.470 Contract		\$30,000
A8021.130	Salary Part time	A8022.470		\$1,700
A8021.130	Salary Part time	A8022.130 Salary Part time		\$1,300

Sample: A.4018.0020 110 Preventive Program – Family Health – Salaries – Regular \$xxx.xx

Please state reason for transfers requested:

\*Please note: All amounts must be in whole dollars – no cents.

**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: To transfer to Capital funds as matching/supplemental funds and to correct workman comp balances

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

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Probation

SIGNED: 

DATE: 9/18/17

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3140.110	Probation - Salaries - Regular	A.3143.110	Probation - Pre-Trial Salaries Regular	\$17,672.88

Please state reason for transfers requested: The Probation Officer's Salary associated with the Pre-Trial Budget was in the Probation Budget for approximately four months. The transfer is needed to balance the Pre-Trial Budget.

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: 9/20/2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5112.8232 280	Co Roads, 2015 CR 18 Sagamore Road, Project	D.5112.8254 280	County Roads, 2016 CR 10 Schroon River Road, Project	\$ 7,006.31
D.5112.8234 280	Co Roads, 2016 CR#48 Trout Lake Road, Project	D.5112.8254 280	County Roads, 2016 CR 10 Schroon River Road, Project	\$ 547.50
DM.5130 110	Road Machinery, Machinery Salaries - Regular	DM.5130 130	Road Machinery, Machinery, Salaries - Part Time	\$ 660.60
D.5110 465	Co Roads, Maintenance, Road/Bridge Materials	D.5112.8265 280	County Roads, 2017 CR 8 Friends Lake Road, Project	\$ 1,401.97

<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.

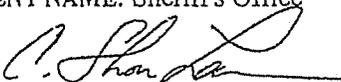
Transfer to Cover additional Type 6 Top Cost, Part time Machinery Coverage

*RESOLUTION REQUEST FORM NO. 10*

*Request for Transfer of Funds*

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

DEPARTMENT NAME: Sheriff's Office

SIGNED:  **UNDERSHERIFF** DATE: 09-15-2017

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3150 130	Correction Salaries Part Time	A.3150 120	Correction Salaries Overtime	\$70,000.00
A.3110 110	Law Enforcement Salaries Regular	A.3110 130	Law Enforcement Salaries Part Time	\$50,000.00
A.3110 110	Law Enforcement Salaries Regular	A.3110 250	Law Enforcement Technical Equipment	\$68,708.00

Please state reason for transfers requested:

**CONTINGENT FUND TRANSFER REQUESTS**

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

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. 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: Planning and Community Development

DATE: 25 September 2017

- (a) Exact Title and Number of Project\*:  
H372.9550 280 First Wilderness Plan Implementation 2016
- (b) Is this a Capital Project?  
Yes
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):  
\$10,000
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):  
H372 9950 5031 Transfers
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:  
Move supplemental funds into project.

**RESOLUTION REQUEST FORM NO. 7**

***Request to Amend County Budget\****

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

**DEPARTMENT NAME:** Employment and Training

**DATE:** September 25, 2017

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

(b) Appropriation Code, Object Code, Full Title and Amount: 40.6293.0305 433 - WIOA Dislocated Worker (Training-Client) \$3,500.

(c) Revenue Code (with title), and Amount: 40.6293.0305 4791 - WIOA Dislocated Worker - \$3,500.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Office of Community Services/Mental Health

SIGNED:  (Robert York) DATE: 9/22/17

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested: Increase in retiree's hospitalization costs due to retirement of Office Specialist in January, 2017. Health Insurance Cost reimbursement, Dental Insurance and Telephone are currently under-budgeted.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions	A.4310.861	Retiree's Hospitalization	\$13,000

Please state reason for transfer request: Increase in retiree's hospitalization costs due to retirement of Office Specialist in January, 2017.

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: Mental Health/Office of Community Services

DATE: 9/14/17

- (a) Purpose of Amendment: To amend the 2017 budget to accept funds (100% State Aid - NYS Office of Mental Health) in the amount of \$18,816 for purposes of increasing Supported Housing capacity for individuals with serious mental illness.
  
- (b) Appropriation Code, Object Code, Full Title and Amount: A4320.0120 470 - (Mental Health Programs-Mental Health Association), increase by \$18,816.
  
- (c) Revenue Code (with title), and Amount: A4320.0120 3490 (Mental Health Programs-Mental Health Association), increase by \$18,816.

**RESOLUTION REQUEST FORM NO. 7**

**Request to Amend County Budget\***

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

**DEPARTMENT NAME:** Warren County Health Services-Health Education Program

**DATE:** September 25, 2017

- (a) **Purpose of Amendment:** To amend the 2017 budget to adjust the Health Education Program to reflect the additional funds given from the Adirondack Rural Health Network for the Prevention Agenda Project in the amount of \$2,000.00.
- (b) **Appropriation Code (with title), Object Code (with title) and Amount:**  
**A.4018.0040.436 Health Education –Advertising Expense \$2,000.00**

**Revenue Code (with title), and Amount:**  
**A.4018.0040.1617 Health Education Revenue \$2,000.00**

**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: Department of Public Works

DATE: September 20, 2017

- (a) Purpose of Request: Close Capital Project, H300 Fuel Systems Upgrades, and transfer to source of Funding (General).
  
- (b) Details: Close Capital Project, H300 Fuel Systems Upgrades, and transfer \$8,505.83 to source of Funding (General).
  
- (c) Previous Resolution Number:
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: H300.9550 280 Capital Projects, Fuel Systems Upgrades \$8,505.83

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

\* as listed in budget and LOGOS

**RESOLUTION REQUEST FORM NO. 7**

***Request to Amend County Budget\****

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

**DEPARTMENT NAME:** Department of Public Works

**DATE:** September 20, 2017

- (a) Purpose of Amendment: To authorize and increase A9950 910 to Fund Capital Project H374 Warrensburg Fuel Farm \$8,505.83.
  
- (b) Appropriation Code, Object Code, Full Title and Amount:  
A.9950 910 \$8,505.83
  
- (c) Revenue Code (with title), and Amount: N/A

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

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

DEPARTMENT NAME: DPW

DATE: 9/20/17

- (a) Exact Title\* and Number of Project (must be obtained from Treasurer's Office): H374.9550 280 - Warrensburg Fuel Farm
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$148,000
- (e) Source of Funding (including name & title of codes, etc.): DM 894.00 Reserve Motor Fuel Farms (\$139,494.17) and A.9950 910 Transfers - Capital Project (\$8,505.83)
- (f) Purpose of Establishment: Upgrade of the existing equipment.

\*Title should reflect department if possible:

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

***RESOLUTION REQUEST FORM NO. 7***

***Request to Amend County Budget\****

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

**DEPARTMENT NAME: Department of Public Works**

**DATE: September 20, 2017**

- (a) Purpose of Amendment: To Fund Capital Project H374, Warrensburg Fuel Farm with the Reserve, DM 894.00 Motor Fuel Systems.
  
- (b) Appropriation Code, Object Code, Full Title and Amount: DM.9950 910, Transfers – Capital Projects \$139,494.17
  
- (c) Revenue Code (with title), and Amount: N/A

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Clerk of the Board

SIGNED:

DATE: 09.26.17

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested:

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions	A.1180 440	Justices & Constables, Legal/Transcript Fee	\$700.00

Please state reason for transfer request:

This expense is handled by journal entry through the Treasurer's Office to account for expenses related to State revenue credits - totals are estimated for budget  
Please file original request with Clerk of the Board and retain copy for your records.

**RESOLUTION REQUEST FORM NO. 20**

**MISCELLANEOUS**

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

**DEPARTMENT NAME:** Clerk of the Board

**DATE:** September 28, 2017

- (a) Purpose of Request:  
To amend Resolution Nos. 738 of 2012 and 366 of 2017 to reflect the correct funding amounts for Capital Project H254, Fire Training Center Project
  
- (b) Details:  
\$200,000 was received for this project through a Shared Municipal Services Incentive Grant - receipt of funds was recorded through Resolution No. 58 of 2012, Making Supplemental Appropriations, but Capital Project H254 was not increased accordingly by resolution. The amendments requested for Resolution Nos. 738 of 2012 and 366 of 2017 will make the appropriate increases to the project.
  
- (c) Previous Resolution Number:  
738 of 2012; 366 of 2017
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

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

\* as listed in budget and LOGOS

# Warren County Board of Supervisors

## RESOLUTION NO. \_\_\_ OF 2017

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

**AMENDING RESOLUTION NO. 738 OF 2012, INCREASING CAPITAL PROJECT NO. H254.9550 280 - FIRE TRAINING CENTER PROJECT; AUTHORIZING TRANSFER OF FUNDS AND AMENDING WARREN COUNTY BUDGET FOR 2012, TO CORRECT THE SUM PROVIDED BY PRIOR RESOLUTIONS**

WHEREAS, pursuant to Resolution No. 738 of 2012 Capital Project No. H254.9550 280 - Fire Training Center Project was increased in the amount of One Hundred Ninety-Seven Thousand Five Hundred Ninety-Eight Dollars (\$197,598), and

WHEREAS, the estimated total cost of Capital Project No. H254.9550 280 was incorrect as it did not include an amount of Two Hundred Thousand Dollars (\$200,000) which was added to the capital project by Resolution No. 58 of 2012, Making Supplemental Appropriations, and

WHEREAS, the source of funding was provided from Capital Project No. H254.9550 3002, Fire Training Center Project - Shared Municipal Services Incentive, now, therefore, be it

RESOLVED, that Resolution No. 738 of 2012 is hereby amended as follows:

2. The estimated total cost of Capital Project No. H254.9550 280 is now Five Hundred Sixty-Seven Thousand Five Hundred Ninety-Eight Dollars (\$567,598) and

4. The sum of Three Hundred Seventy Thousand Dollars (\$370,000) was provided by prior resolutions adopted by the Board of Supervisors, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 738 of 2012 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION NO. \_\_\_ OF 2017

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

### AMENDING RESOLUTION NO. 366 OF 2017, INCREASING CAPITAL PROJECT NO. H254 - FIRE TRAINING CENTER PROJECT; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2017, TO CORRECT THE TOTAL COST OF THE CAPITAL PROJECT

WHEREAS, pursuant to Resolution No. 366 of 2017, the Warren County Board of Supervisors authorized the County Treasurer to increase Capital Project No. H254 - Fire Training Center Project in the amount of Fifty-Nine Thousand Five Hundred Seventy-Five Dollars and Forty-Four Cents (\$59,575.44), and

WHEREAS, subsequent to the Board Meeting, it was determined that the amounts listed in 2. and 4. were incorrect, now, therefore, be it

RESOLVED, that Resolution No. 366 of 2017 be, and hereby is, amended as follows:

2. The estimated total cost of Capital Project H254 is now Six Hundred Twenty-Seven Thousand One Hundred Seventy-Three Dollars and Forty-Four Cents (\$627,173.44);
3. The proposed method of financing the increase to said Capital Project consists of the following:
  - a. The sum of Fifty-Nine Thousand Five Hundred Seventy-Five Dollars and Forty-Four Cents (\$59,575.44) shall be transferred from Capital Project No. H254.9550 2390 Fire Training Center Project - Share of Joint Activity, Gov't.
4. The sum of Five Hundred Sixty Seven Thousand Five Hundred Ninety-Eight Dollars (\$567,598) was provided by prior resolutions adopted by the Board of Supervisors, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 366 of 2017 will remain unchanged.

WARREN COUNTY  
Journal Report - August 2017

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Brd. of Election - Board of Elections					
8/1/2017	A.1450 220	Office Equipment	OUT OF CODE TRANSFER FROM A.1450 410	\$ 1,645.00	
8/1/2017	A.1450 220	Office Equipment	WITHIN OBJECT CODE TRANFER FROM A.1450 260	\$ 300.00	
8/1/2017	A.1450 260	Other Equipment	OUT OF CODE TRANSFER TO A.1450 422		\$ 200.00
8/1/2017	A.1450 260	Other Equipment	WITHIN OBJECT CODE TRANSFER TO A.1450 220		\$ 300.00
8/1/2017	A.1450 410	Supplies	OUT OF CODE TRANSFER TO A.1450 220		\$ 1,645.00
8/1/2017	A.1450 422	Repair/Maint-Equipment	OUT OF CODE TRANSFER FROM A.1450 260	\$ 200.00	
Building & Fire - Building & Fire Code					
8/15/2017	A.3620 423	Telephone	Budget Transfer within Object Code from A.3620 442	\$ 250.00	
8/15/2017	A.3620 442	Automotive - Gas & Oil	Budget Transfer within Object Code to A.3620 423		\$ 250.00
8/29/2017	A.3620 442	Automotive - Gas & Oil	Budget Transfer Within Object Code to A.3620 444		\$ 140.00
8/29/2017	A.3620 444	Travel/Education/Conference	Budget Transfer Within Object Code from A.3620 442	\$ 140.00	
Dist. Attorney_Dist. Attorney - District Attorney, District Attorney					
8/11/2017	A.1165 220	Office Equipment	Transfer out of object code from A.1165 440	\$ 1,500.00	
8/11/2017	A.1165 440	Legal/Transcript Fees	Transfer out of object code to A.1165 220		\$ 1,500.00
DPW_DPW Admin - DPW, DPW Administration					
8/1/2017	A.5610 422	Repair/Maint-Equipment	Transfer Within Budget Code to A.5610 424		\$ 85.00
8/1/2017	A.5610 424	Postage	Transfer Within Budget Code from A.5610 422	\$ 85.00	
8/4/2017	D.5110 422	Repair/Maint-Equipment	Transfer Within Code from D.5110 465	\$ 2,261.09	
8/4/2017	D.5110 465	Road/Bridge Materials	Transfer Within Code to D.5110 422		\$ 2,261.09
8/8/2017	A.5610 424	Postage	Transfer Within Budget Code from A.5610 435	\$ 27.00	
8/8/2017	A.5610 435	Medical Fees	Transfer Within Budget Code to A.5610 424		\$ 27.00
8/16/2017	A.1625 423	Telephone	Transfer Within Budget Code from A.1625 439	\$ 400.00	

WARREN COUNTY  
Journal Report - August 2017

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
8/16/2017	A.1625 439	Misc Fees & Expenses	Transfer Within Budget Code to A.1625 423		\$ 400.00
8/21/2017	A.7111 421	Equipment Rental	Transfer Within Budget Code from A.7111 453	\$ 10.00	
8/21/2017	A.7111 445	Foods	Transfer Within Budget Code from A.7111 453	\$ 70.00	
8/21/2017	A.7111 453	Uniforms & Clothing	Transfer Within Budget Code to A.7111 421		\$ 10.00
8/21/2017	A.7111 453	Uniforms & Clothing	Transfer Within Budget Code to A.7111 445		\$ 70.00
8/22/2017	A.1620 421	Equipment Rental	Transfer Within Budget Code from A.1620 422	\$ 1,285.64	
8/22/2017	A.1620 422	Repair/Maint-Equipment	Transfer Within Budget Code to A.1620 421		\$ 1,285.64
8/23/2017	A.5610 441	Auto-Supplies & Repair	Transfer Within Budget Code to A.5610 470		\$ 1,000.00
8/23/2017	A.5610 470	Contract	Transfer Within Budget Code from A.5610 441	\$ 1,000.00	
8/24/2017	A.1620 410	Supplies	Transfer Within Budget Code to A.1620 421		\$ 750.00
8/24/2017	A.1620 421	Equipment Rental	Transfer Within Budget Code from A.1620 410	\$ 750.00	
8/31/2017	D.5110 860	Hospitalization	Transfer Within Budget Code to D.5110 862		\$ 400.66
8/31/2017	D.5110 862	Health Insurance Cost Reimbursement	Transfer Within Budget Code from D.5110 860	\$ 400.66	
Employment & Tr_WIA-Admin(Staff) -					
Employment & Training,WIA-Admin (Staff)					
8/8/2017	40.6293.0300 210	Furniture/Furnishings	Object Code Change from 40.6293.0300 220	\$ 1,634.72	
8/8/2017	40.6293.0300 220	Office Equipment	Object Code Change to 40.6293.0300 210		\$ 1,634.72
8/8/2017	40.6293.0300 410	Supplies	Object Code Change to 40.6293.0300 423		\$ 4,000.00
8/8/2017	40.6293.0300 410	Supplies	Object Code Change to 40.6293.0300 426		\$ 800.00
8/8/2017	40.6293.0300 410	Supplies	Object Code Change to 40.6293.0300 428		\$ 3,300.00
8/8/2017	40.6293.0300 410	Supplies	Object Code Change to 40.6293.0300 434		\$ 5,000.00
8/8/2017	40.6293.0300 410	Supplies	Object Code Change to 40.6293.0300 439		\$ 38.83
8/8/2017	40.6293.0300 410	Supplies	Object Code Change to 40.6293.0300 444		\$ 1,000.00
8/8/2017	40.6293.0300 423	Telephone	Object Code Change from 40.6293.0300 410	\$ 4,000.00	
8/8/2017	40.6293.0300 426	Subscriptions	Object Code Change from 40.6293.0300 410	\$ 800.00	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
8/8/2017	40.6293.0300 428	Data Processing & Internet Fees	Object Code Change from 40.6293.0300 410	\$ 3,300.00	
8/8/2017	40.6293.0300 434	Allowances	Object Code Change from 40.6293.0300 410	\$ 5,000.00	
8/8/2017	40.6293.0300 439	Misc Fees & Expenses	Object Code Change from 40.6293.0300 410	\$ 38.83	
8/8/2017	40.6293.0300 444	Travel/Education/Conference	Object Code Change from 40.6293.0300 410	\$ 1,000.00	
8/8/2017	40.6293.0300 840	Workmen's Compensation	Object Code Change from 40.6293.0300 860	\$ 4,318.39	
8/8/2017	40.6293.0300 850	Unemployment Insurance	Object Code Change from 40.6293.0300 860	\$ 4,626.63	
8/8/2017	40.6293.0300 860	Hospitalization	Object Code Change to 40.6293.0300 840		\$ 4,318.39
8/8/2017	40.6293.0300 860	Hospitalization	Object Code Change to 40.6293.0300 850		\$ 4,626.63
8/8/2017	40.6293.0300 860	Hospitalization	Object Code Change to 40.6293.0300 865		\$ 1,000.00
8/8/2017	40.6293.0300 865	Dental Insurance	Object Code Change from 40.6293.0300 860	\$ 1,000.00	
8/8/2017	40.6293.0305 410	Supplies	Object Code Change to 40.6293.0305 423		\$ 3,000.00
8/8/2017	40.6293.0305 410	Supplies	Object Code Change to 40.6293.0305 426		\$ 500.00
8/8/2017	40.6293.0305 410	Supplies	Object Code Change to 40.6293.0305 427		\$ 70.58
8/8/2017	40.6293.0305 410	Supplies	Object Code Change to 40.6293.0305 428		\$ 2,000.00
8/8/2017	40.6293.0305 410	Supplies	Object Code Change to 40.6293.0305 434		\$ 3,000.00
8/8/2017	40.6293.0305 410	Supplies	Object Code Change to 40.6293.0305 436		\$ 4,000.00
8/8/2017	40.6293.0305 410	Supplies	Object Code Change to 40.6293.0305 439		\$ 14.75
8/8/2017	40.6293.0305 423	Telephone	Object Code Change from 40.6293.0305 410	\$ 3,000.00	
8/8/2017	40.6293.0305 426	Subscriptions	Object Code Change from 40.6293.0305 410	\$ 500.00	
8/8/2017	40.6293.0305 427	Memberships & Dues	Object Code Change from 40.6293.0305 410	\$ 70.58	
8/8/2017	40.6293.0305 428	Data Processing & Internet Fees	Object Code Change from 40.6293.0305 410	\$ 2,000.00	
8/8/2017	40.6293.0305 433	Training-Client	Object Code Change to 40.6293.0305 470		\$ 1,500.00
8/8/2017	40.6293.0305 434	Allowances	Object Code Change from 40.6293.0305 410	\$ 3,000.00	
8/8/2017	40.6293.0305 436	Advertising Fees	Object Code Change from 40.6293.0305 410	\$ 4,000.00	
8/8/2017	40.6293.0305 439	Misc Fees & Expenses	Object Code Change from 40.6293.0305 410	\$ 14.75	
8/8/2017	40.6293.0305 470	Contract	Object Code Change from 40.6293.0305 433	\$ 1,500.00	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
8/8/2017	40.6293.0305 810	Retirement	Object Code Change to 40.6293.0305 850		\$ 7,824.48
8/8/2017	40.6293.0305 840	Workmen's Compensation	Object Code Change from 40.6293.0305 860	\$ 2,791.33	
8/8/2017	40.6293.0305 850	Unemployment Insurance	Object Code Change from 40.6293.0305 810	\$ 7,824.48	
8/8/2017	40.6293.0305 860	Hospitalization	Object Code Change to 40.6293.0305 840		\$ 2,791.33
8/8/2017	40.6293.0305 860	Hospitalization	Object Code Change to 40.6293.0305 865		\$ 800.00
8/8/2017	40.6293.0305 865	Dental Insurance	Object Code Change from 40.6293.0305 860	\$ 800.00	
8/8/2017	40.6293.0310 210	Furniture/Furnishings	Object Code Change from 40.6293.0310 220	\$ 865.54	
8/8/2017	40.6293.0310 220	Office Equipment	Object Code Change to 40.6293.0310 210		\$ 865.54
8/8/2017	40.6293.0310 410	Supplies	Object Code Change to 40.6293.0310 423		\$ 4,000.00
8/8/2017	40.6293.0310 410	Supplies	Object Code Change to 40.6293.0310 424		\$ 200.00
8/8/2017	40.6293.0310 410	Supplies	Object Code Change to 40.6293.0310 426		\$ 851.62
8/8/2017	40.6293.0310 410	Supplies	Object Code Change to 40.6293.0310 427		\$ 335.58
8/8/2017	40.6293.0310 410	Supplies	Object Code Change to 40.6293.0310 428		\$ 1,300.00
8/8/2017	40.6293.0310 410	Supplies	Object Code Change to 40.6293.0310 436		\$ 16,000.00
8/8/2017	40.6293.0310 410	Supplies	Object Code Change to 40.6293.0310 439		\$ 6.37
8/8/2017	40.6293.0310 423	Telephone	Object Code Change from 40.6293.0310 410	\$ 4,000.00	
8/8/2017	40.6293.0310 424	Postage	Object Code Change from 40.6293.0310 410	\$ 200.00	
8/8/2017	40.6293.0310 426	Subscriptions	Object Code Change from 40.6293.0310 410	\$ 851.62	
8/8/2017	40.6293.0310 427	Memberships & Dues	Object Code Change from 40.6293.0310 410	\$ 335.58	
8/8/2017	40.6293.0310 428	Data Processing & Internet Fees	Object Code Change from 40.6293.0310 410	\$ 1,300.00	
8/8/2017	40.6293.0310 433	Training-Client	Object Code Change to 40.6293.0310 434		\$ 10,000.00
8/8/2017	40.6293.0310 433	Training-Client	Object Code Change to 40.6293.0310 444		\$ 3,000.00
8/8/2017	40.6293.0310 434	Allowances	Object Code Change from 40.6293.0310 433	\$ 10,000.00	
8/8/2017	40.6293.0310 436	Advertising Fees	Object Code Change from 40.6293.0310 410	\$ 16,000.00	
8/8/2017	40.6293.0310 439	Misc Fees & Expenses	Object Code Change from 40.6293.0310 410	\$ 6.37	
8/8/2017	40.6293.0310 444	Travel/Education/Conference	Object Code Change from 40.6293.0310 433	\$ 3,000.00	
8/8/2017	40.6293.0310 840	Workmen's Compensation	Object Code Change from 40.6293.0310 860	\$ 3,252.40	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
8/8/2017	40.6293.0310 850	Unemployment Insurance	Object Code Change from 40.6293.0310 860	\$ 291.41	
8/8/2017	40.6293.0310 860	Hospitalization	Object Code Change to 40.6293.0310 840		\$ 3,252.40
8/8/2017	40.6293.0310 860	Hospitalization	Object Code Change to 40.6293.310 850		\$ 291.41
8/8/2017	40.6293.0310 860	Hospitalization	Object Code Change to 40.6293.0310 861		\$ 4,000.00
8/8/2017	40.6293.0310 860	Hospitalization	Object Code Change to 40.6293.0310 865		\$ 400.00
8/8/2017	40.6293.0310 861	Retirees Hospitalization	Object Code Change from 40.6293.0310 860	\$ 4,000.00	
8/8/2017	40.6293.0310 865	Dental Insurance	Object Code Change from 40.6293.0310 860	\$ 400.00	
8/8/2017	40.6293.0313 210	Furniture/Furnishings	Object Code Change from 40.6293.0313 220	\$ 1,476.94	
8/8/2017	40.6293.0313 220	Office Equipment	Object Code Change to 40.6293.0313 210		\$ 1,476.94
8/8/2017	40.6293.0313 410	Supplies	Object Code Change to 40.6293.0313 423		\$ 1,681.58
8/8/2017	40.6293.0313 410	Supplies	Object Code Change to 40.6293.0313 426		\$ 606.33
8/8/2017	40.6293.0313 410	Supplies	Object Code Change to 40.6293.0313 427		\$ 643.87
8/8/2017	40.6293.0313 410	Supplies	Object Code Change to 40.6293.0313 428		\$ 460.84
8/8/2017	40.6293.0313 410	Supplies	Object Code Change to 40.6293.0313 433		\$ 201.25
8/8/2017	40.6293.0313 423	Telephone	Object Code Change from 40.6293.0313 410	\$ 1,681.58	
8/8/2017	40.6293.0313 426	Subscriptions	Object Code Change from 40.6293.0313 410	\$ 606.33	
8/8/2017	40.6293.0313 427	Memberships & Dues	Object Code Change from 40.6293.0313 410	\$ 643.87	
8/8/2017	40.6293.0313 428	Data Processing & Internet Fees	Object Code Change from 40.6293.0313 410	\$ 460.84	
8/8/2017	40.6293.0313 433	Training-Client	Object Code Change from 40.6293.0313 410	\$ 201.25	
8/8/2017	40.6293.0313 810	Retirement	Object Code Change to 40.6293.0313 840		\$ 1,963.37
8/8/2017	40.6293.0313 810	Retirement	Object Code Change to 40.6293.0313 861		\$ 1,600.00
8/8/2017	40.6293.0313 840	Workmen's Compensation	Object Code Change from 40.6293.0313 810	\$ 1,963.37	
8/8/2017	40.6293.0313 860	Hospitalization	Object Code Change to 40.6293.0313 865		\$ 500.00
8/8/2017	40.6293.0313 861	Retirees Hospitalization	Object Code Change from 40.6293.0313 810	\$ 1,600.00	
8/8/2017	40.6293.0313 865	Dental Insurance	Object Code Change from 40.6293.0313 860	\$ 500.00	
8/8/2017	40.6326 444	Travel/Education/Conference	Object Code Change from 40.6326 470	\$ 100.62	
8/8/2017	40.6326 470	Contract	Object Code Change to 40.6326 444		\$ 100.62

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Human Resources - Human Resources					
8/11/2017	A.1435 210	Furniture/Furnishings	Budget Transfer out of Object Code from A.1435.439	\$ 395.00	
8/11/2017	A.1435 439	Misc Fees & Expenses	Budget Transfer out of Object Code to A.1435.210		\$ 395.00
OFA - Office for the Aging					
8/8/2017	A.6772 413	Repair & Maint.-Bldg/Property	within object code transfer from A6772422 & A6772416	\$ 5,279.50	
8/8/2017	A.6772 416	Oil & Gas-Heating	within object code transfer to A6772413		\$ 2,247.63
8/8/2017	A.6772 422	Repair/Maint-Equipment	within object code transfer to A6772413		\$ 3,031.87
8/29/2017	A.6772 410	Supplies	within object code transfer from A6772432	\$ 1,200.00	
8/29/2017	A.6772 432	Special Project Supply	within object code transfer to A6772432		\$ 1,200.00
8/31/2017	A.6771 432	Special Project Supply	Within object code transfer to A6771436		\$ 50.50
8/31/2017	A.6771 436	Advertising Fees	Within object code transfer from A6771432	\$ 50.50	
Office of EMS - Office of Emergency Services					
8/11/2017	A.3410 410	Supplies	Budget transfer within object code from A.3410 418	\$ 449.86	
8/11/2017	A.3410 418	Ins-General Liability	Budget transfer within object code to A.3410 422		\$ 100.00
8/11/2017	A.3410 418	Ins-General Liability	Budget transfer within object code to A.3410 410		\$ 449.86
8/11/2017	A.3410 422	Repair/Maint-Equipment	Budget transfer within object code from A.3410 418	\$ 100.00	
8/28/2017	A.3640 410	Supplies	Budget transfer within object code from A.3640 441	\$ 1,000.00	
8/28/2017	A.3640 410	Supplies	Budget transfer within object code from A.3640 436	\$ 200.00	
8/28/2017	A.3640 410	Supplies	Budget transfer within object code from A.3640 426	\$ 180.00	
8/28/2017	A.3640 426	Subscriptions	Budget transfer within object code to A.3640 410		\$ 180.00
8/28/2017	A.3640 436	Advertising Fees	Budget transfer within object code to A.3640 410		\$ 200.00
8/28/2017	A.3640 441	Auto-Supplies & Repair	Budget transfer within object code to A.3640 410		\$ 1,000.00
8/31/2017	A.3410 422	Repair/Maint-Equipment	Budget transfer within object code from A.3410 442	\$ 150.00	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
8/31/2017	A.3410 442	Automotive - Gas & Oil	Budget transfer within object code to A.3410 422		\$ 150.00
8/23/2017	A.8021 410	Supplies	transfer w/i budget code to A.8021 444		\$ 300.00
8/23/2017	A.8021 444	Travel/Education/Conference	transfer w/i budget code from A.8021 410	\$ 300.00	
Probation_Probation - Probation,Probation					
8/30/2017	A.3140 439	Misc Fees & Expenses	Budget Transfers within Object Code from A.3140.444	\$ 110.00	
8/30/2017	A.3140 444	Travel/Education/Conference	Budget Transfers within Object Code to A.3140.439		\$ 110.00
Public Health_Health Services - Public Health,Health Services					
8/4/2017	A.4013 437	Consulting Fees	Budget Transfer WIC Audit to A.4013.437 from A.4013.469	\$ 3,333.00	
8/4/2017	A.4013 469	Other Payments/Contributions	Budget Transfer WIC Audit to A.4013.437 from A.4013.469		\$ 3,333.00
8/8/2017	A.4018.0030 410	Supplies	Budget transfer Dis Prog from A4018.0030.435	\$ 981.00	
8/8/2017	A.4018.0030 435	Medical Fees	Budget transfer Dis Prog to A4018.0030.410		\$ 981.00
8/10/2017	A.4189 422	Repair/Maint-Equipment	Budget transfer BT Grant to A4189.423		\$ 36.00
8/10/2017	A.4189 423	Telephone	Budget transfer BT Grant from A4189.422	\$ 36.00	
8/23/2017	A.4013 428	Data Processing & Internet Fees	Budget transfer WIC from A4013.469	\$ 200.00	
8/23/2017	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.428		\$ 200.00
8/23/2017	A.4013 220	Office Equipment	Out of code transfer WIC from A4013.469	\$ 2,500.00	
8/23/2017	A.4013 469	Other Payments/Contributions	Out of code transfer WIC to A4013.220		\$ 2,500.00
8/28/2017	A.4189 220	Office Equipment	Out of code Tran to A.4189 220 from A4189.422	\$ 130.00	
8/28/2017	A.4189 410	Supplies	Out of code Tran to A.4189 .410, f rom A.4189.422	\$ 57.00	
8/28/2017	A.4189 422	Repair/Maint-Equipment	Out of code Tran to A.4189 220&410 f rom A.4189.422		\$ 187.00
8/28/2017	A.4189 423	Telephone	Out of code Tran to A.4189.423 f rom A4189.330	\$ 300.00	
8/28/2017	A.4189 830	Social Security	Out of code Tran to A.4189 423 from A.4189.830		\$ 300.00
8/31/2017	A.4013 445	Foods	Budget Transfer WIC from A4013.469	\$ 88.00	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
8/31/2017	A.4013 469	Other Payments/Contributions	Budget Transfer WIC to A4013.445		\$ 88.00
Social Services - Social Services					
8/29/2017	A.6010 210	Furniture/Furnishings	Out of Budget Code Transfer from A.6010 410	\$ 1,000.00	
8/29/2017	A.6010 410	Supplies	Out of Budget Code Transfer to A.6010 210		\$ 1,000.00
Veterans Service - Veterans Service					
8/24/2017	A.6510 220	Office Equipment	Out of Code transfer from 469 for adjustable desk purchase	\$ 500.00	
8/24/2017	A.6510 469	Other Payments/Contributions	Out of Code transfer to 220 for adjustable desk purchase		\$ 500.00

PERSONNEL AND HIGHER EDUCATION COMMITTEE

AGENDA

SEPTEMBER 28, 2017

**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 College.
  - 2) **Items/Requests to be Discussed by the Human Resources Director and/or Personnel Officer:**
    - Human Resources -*
      - A) Review of report on tracking of vacancies filled.
      - B) Human Resources Budget presentation by the County Human Resources Director.
    - Civil Service-*
      - C) Civil Service Budget presentation by the Personnel Officer.
  - 3) **Referral from the Criminal Justice & Public Safety Committee, Sheriff:**

Request to amend the Table of Organization and Salary Schedule to delete the positions of Computer Programmer and Computer Support Technician at the Sheriff's Office effective October 23, 2017.
  - 4) **Referrals from the Health, Human & Social Services Committee:**
    - Countryside Adult Home-*
      - A) Request to amend the Table of Organization and Salary Schedule to delete the position of Institutional Aide #4 (part-time 32 hours) and create and fill the new position of Institutional Aide #16 (full-time), *Grade 3, Annual Salary \$26,585,,* effective October 23, 2017.
      - B) Request to amend the Table of Organization and Salary Schedule to delete the position of Institutional Aide #4 (part-time 24 hours) and create and fill the new position of Institutional Aide #17 (full-time), *Grade 3, Annual Salary \$26,585,,* effective October 23, 2017.
      - C) Request to amend the Table of Organization and Salary Schedule to delete the position of Institutional Aide #7 (part-time 24 hours), to offset the increase in hours resulting from the deletion of two part-time Institutional Aide positions to make them full-time.
    - Department of Social Services -*
      - D) Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Senior Caseworker #8, *Grade 18, Annual Salary \$44,101,* effective October 23, 2017.
    - Veterans' Services-*
      - E) Request to amend the Table of Organization and Salary Schedule to create the new position of Van Driver (per diem), *Grade 2, Annual Salary \$12.5129/hour,* effective October 23, 2017.
  
- V. **Pending Items:**
  - Personnel -* No items this month.
  - Higher Education -* No Items this month.
  
- VI. **Vacancies Approved for Filling by Oversight Committee:**
  - Public Health-* Registered Professional Nurse #32, *Grade 19, Annual Salary \$45,079,* due to resignation.  
Registered Professional Nurse, *Grade 19, Annual Salary \$45,079,* due to retirement.
  - Probation-* Probation Officer Trainee #1, *Grade 16, Annual Salary \$41,158,* due to retirement.
  - Public Works-* Automotive Mechanic #9, *Grade 9, Annual Salary \$34,351,* due to retirement.  
Motor Equipment Operator- Light #3, *Grade 5, Annual Salary \$28,951,* due to promotion.  
Motor Equipment Operator- Light #12, *Grade 5, Annual Salary \$28,951,* due to promotion.  
Motor Equipment Operator- Light #13, *Grade 5, Annual Salary \$28,951,* due to promotion.  
Building Maintenance Worker #11, *Grade 6, Annual Salary \$30,187,* due to promotion.
  - Social Services-* Social Welfare Examiner #21, *Grade 8, Annual Salary \$33,189,* due to termination  
Social Welfare Examiner #3, *Grade 8, Annual Salary \$33,189,* due to promotion.  
Keyboard Specialist #4, *Grade 3, Annual Salary \$26,585,* due to promotion.