

Criminal Justice &  
Public Safety Committee  
Warren County Assigned Counsel  
AGENDA  
September 24, 2019

Committee Members: LEGGETT, Geraghty, Simpson, Wild, Magowan, Sokol, Hogan, Braymer  
Driscoll and Merlino

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
  1. **Request: Budget Review**  
**Rationale: Approval and advancement of Budget to full Board.**
  2. **Request: Budget Amendment**  
**Rationale: Amend the Budget to accept year one monies from Hurrell-Harring funding so that positions can be filled and purchases made. The contract for this funding was just received last week.**
  3. **Request: New Contract for a Supervising Attorney.**  
**Rationale: To bring this office into compliance with Hurrell-Harring and the NYS Office of Indigent Legal Services.**
  4. **Request: Create and fill two new positions.**  
**Rationale: (1) Current PT employee has taken on additional responsibilities that warrant a position upgrade that matches her job duties. (2) Grant Administrator will be responsible for all aspects of current grants and state funding streams available to this office. She is also a current county employee and recently stepped down as a grant administrator for another county department.**
- IV. Referral/Pending Items: None
- V. Information for Discussion/Review:
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

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**Attachments**

- #1 Resolution Request Form #3
- #2 Resolution Request Form #7
- #3 Resolution Request Form #11
- #4 Resolution Request Form #12
- #5 Resolution Request Form #11
- #6 Resolution Request Form #12

# ***RESOLUTION REQUEST FORM NO. 3***

## ***Request for New Contract***

**DEPARTMENT NAME:** Assigned Counsel

**DATE:** 9/24/2019

- (a) Is this a Result of a Bid or Request for Proposal? **No**
- (b) Purpose of Contract: **Supervising Attorney**
- (c) Name of Contractor: **John J. Goodman, Esq.**
- (d) Address of Contractor: **104 Rabbit Road, Greenwich, NY 12834**
- (e) Contractor's Contact Person and Telephone Number: **Same as c & d, phone number is 518-692-7123**
- (f) Has or will the Contract be provided, if so, please attach: **Yes, same will be prepared by the County Attorney's Office.**
- (g) Commencement Date of Contract: **November 1, 2019**
- (h) Termination Date of Contract: **Pursuant to NYS Funding, when funds run out then so does the contract and the position.**
- (i) Payment Provisions: i) lump sum amount  
ii) hourly rate amount **\$150.00 per hour**  
iii) total amount not to exceed **\$1,193.38 or 8 (eight) hours per month**  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **Monthly**
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: **A. 1170 440 Legal Defense, Part Time Supervising Attorney, \$14,320.50****

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*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: Assigned Counsel**

**DATE: 9/24/2019**

- (a) Purpose of Amendment: **To amend the 2019 Warren County Budget due to receipt of OILS Year 1 Hurrell-Harring Funding Contract CSTWIDEHH49**
- (b) Appropriation Code, Object Code, Full Title and Amount:  
**A.1170 110 Legal Defense - Indigents, Salaries, Regular \$5,300.00**  
**A.1170 130 Legal Defense - Indigents, Salaries, Part Time \$12,395.04**  
**A.1170 810 Legal Defense - Indigents, Retirement \$443.87**  
**A.1170 110 Legal Defense - Indigents, Social Security \$1,097.09**  
**A.1170 110 Legal Defense - Indigents, Medicare Contribution \$256.58**  
  
**A.1170 470 Legal Defense - Indigents, Contracts \$31,769.65**  
**A.1170 210 Legal Defense - Indigents, Furniture \$5,000.00**
- (c) Revenue Code (with title), and Amount: **A.1170 3045 Legal Defense - Indigents, Office of Indigent Legal Services Distribution \$56,262.23**

# ***RESOLUTION REQUEST FORM NO. 11***

## ***Request to Create New Position***

**DEPARTMENT NAME: Assigned Counsel**

**DATE: 9/24/2019**

- (a) Title of Requested Position: **PT Account Clerk**
- (b) Annual **Base** Salary (and Grade if Applicable): **\$29,333 (FT), Grade 4**
- (c) Effective Date for New Position:\* **Immediately.**  
**This a position change for a current part-time employee. Same reflects additional duties and responsibilities that fall outside her current job title.**  
\*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department=s Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): **None**
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount: **This position is fully funded by CSTWIDEHH49, A. 1170-130-Legal Defense, Part Time Account Clerk, \$29,333, Grade 4.**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title?  
(This is necessary **BEFORE** bringing the request to committees.) **Civil Service is working with this office to complete this process.**
- (g) Is this a mandated position? If so, please explain: **No**
- (h) Is there expected revenue from this position? If so, please explain: **No**

# 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: Assigned Counsel Payroll Dept. No: 6.00  
Title of Position: Part-Time Account Clerk (Part-time) Base Salary of Position: \$29,333 Grade: 4  
Filling at Step # (If Known): Unknown  
Budget code and title: A.1170 130 Union  Non-Union   
This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other  
Employee No./Last Name: 7222 - Delam, Martha Date of Vacancy: New Position  
Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No  
Source of reimbursement:  Federal \_\_\_\_\_%  State 100%  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. PO 9/18/19

Human Resources Director has approved this form when initialed. 13 9/18/19

### 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 9/24/19

### 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 9/24/19

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Criminal Justice & Public Safety

- 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 [Signature]

Date 9/24/19

# ***RESOLUTION REQUEST FORM NO. 11***

## ***Request to Create New Position***

**DEPARTMENT NAME: Assigned Counsel**

**DATE: 9/24/2019**

- (a) Title of Requested Position: **PT Grant Administrator**
- (b) Annual **Base** Salary (and Grade if Applicable): **STBD, Grade TBD**
- (c) Effective Date for New Position:\* **October 1, 2019.**  
**Fully executed contract was just received last week. Employee is a current county employee and recently stepped down as Grant Administrator for another county department.**  
\*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department=s Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): **None**
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount: **Fully funded by CSTWIDEHH49, A.1170-130-Legal Defense, Part Time Grant Administrator, STBD, Grade TBD**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) **Civil Service is working with this office to complete this process.**
- (g) Is this a mandated position? If so, please explain: **No.**
- (h) Is there expected revenue from this position? If so, please explain: **No.**

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: Assigned Counsel Payroll Dept. No: 6.00
Title of Position: Part-Time Grant Administrator Base Salary of Position: \$TBD Grade: TBD
Filling at Step # (If Known): Unknown
Budget code and title: A.1170 130 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 11704 - Miller, Patty Date of Vacancy: New Position
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal State 100% 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 9/24/19

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 9/24/19

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Criminal Justice + Public Safety

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 9/24/19

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

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2020 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Legal Defense - Indigents

BUDGET ACCOUNT CODE: A.1170

OBJECT CODES	2018 EXPENDITURES	2019 ADOPTED	2019 AMENDED	2020 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$62,967.14	\$69,777.00	\$69,777.00	\$69,777.00
200's EQUIPMENT	\$0.00			\$5,000.00
400's CONTRACTUAL	\$966,554.03	\$980,642.00	\$1,032,352.50	\$1,092,631.00
800's EMPLOYEE BENEFITS	\$30,611.26	\$32,133.00	\$32,133.00	\$32,810.00
<b>TOTALS</b>	<b>\$1,060,132.43</b>	<b>\$1,082,552.00</b>	<b>\$1,134,262.50</b>	<b>\$1,200,218.00</b>

2018 REVENUES	2019 ADOPTED REVENUES	2019 AMENDED REVENUES	2020 DEPARTMENT REQUESTS
\$89,236.25	\$55,506.00	\$107,216.50	\$114,289.00

SIGNED: *J. Fountain*  
DEPARTMENT HEAD  
TITLE: Administrator  
DATE: 9/13/19

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request								
<b>Fund A - General</b>														
REVENUE														
Department 1170 - Legal Defense - Indigents														
<i>Miscellaneous &amp; Local Source</i>														
2701	Refund of Prior Year Expense	.00	.00	.00	.00	.00								
	<i>Miscellaneous &amp; Local Source Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00								
<i>State Aid</i>														
3019	Parole Services-Indigent	.00	.00	.00	.00	.00								
3025	Indigent Legal Services Fund	.00	.00	.00	.00	.00								
3028	Doe Vs. Pataki -Indigent Defense	.00	.00	.00	.00	.00								
3045	Office of Indigent Legal Services Distribution	89,236.25	55,506.00	107,216.50	49,708.80	114,289.00								
	<i>State Aid Totals</i>	\$89,236.25	\$55,506.00	\$107,216.50	\$49,708.80	\$114,289.00								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Comments</th> <th style="width: 15%;">Account</th> <th style="width: 15%;">Level</th> <th style="width: 55%;">Comment</th> </tr> </thead> <tbody> <tr> <td></td> <td>3045</td> <td>Departmental Request</td> <td>This revenue is this departments remaining portion \$45,413.58 of the Hurrell Herring Lawsuit proceeds for year one of a five year plan: \$14,978.00 RLC, \$9,386.00 PT Clerk, +\$29,512 LAS D#5, +\$15,000 LAS D#6.</td> </tr> </tbody> </table>							Comments	Account	Level	Comment		3045	Departmental Request	This revenue is this departments remaining portion \$45,413.58 of the Hurrell Herring Lawsuit proceeds for year one of a five year plan: \$14,978.00 RLC, \$9,386.00 PT Clerk, +\$29,512 LAS D#5, +\$15,000 LAS D#6.
Comments	Account	Level	Comment											
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Department 1170 - Legal Defense - Indigents Totals		\$89,236.25	\$55,506.00	\$107,216.50	\$49,708.80	\$114,289.00								
REVENUE TOTALS		\$89,236.25	\$55,506.00	\$107,216.50	\$49,708.80	\$114,289.00								

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
<b>Fund A - General</b>						
EXPENSE						
Department <b>1170 - Legal Defense - Indigents</b>						
Personal Services						
110	Salaries - Regular	54,955.92	56,058.00	56,058.00	37,516.02	56,058.00
	Position Transactions					
	Level	Position	Type	Code		Total Amount
	Departmental Request	1070 - Assigned Counsel Administrator	Earnings			56,058.00
						Departmental Request Totals
						\$56,058.00
130	Salaries - Part Time	8,011.22	13,719.00	13,719.00	5,341.80	13,719.00
	Position Transactions					
	Level	Position	Type	Code		Total Amount
	Departmental Request	2375 - Clerk - PT	Earnings			13,719.00
						Departmental Request Totals
						\$13,719.00
140	Salaries - Sick Leave Incentive	.00	.00	.00	.00	.00
	Personal Services Totals	\$62,967.14	\$69,777.00	\$69,777.00	\$42,857.82	\$69,777.00

Account	Level	Comment
110	Departmental Request	When Hurrell Herring monies are distributed an additional \$5,300.00 + \$424.20 fringe will be paid to me for retention.
130	Departmental Request	When the Hurrell Herring monies are distributed two new part-time employees will be starting. They will be paid as follows from those funds: PT Grant Manager - \$3,395.04 + fringe of \$684.84 Data Officer (employee shared by PD and this office) - \$4,617.20 + fringe of \$382.50

<i>Equipment</i>						
210	Furniture/Furnishings	.00	.00	.00	.00	.00
220	Office Equipment	.00	.00	.00	.00	5,000.00
220.1	Office Equipment - Reserve	.00	.00	.00	.00	.00
	Equipment Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00

Account	Level	Comment
220	Departmental Request	When the Hurrell Herring monies are distributed they will fully fund this request to purchase two new monitors and an additional workstation, \$5,000.

<i>Contractual Expense</i>						
410	Supplies	1,202.54	900.00	900.00	751.70	900.00
422	Repair/Maint-Equipment	.00	.00	.00	.00	.00
423	Telephone	169.86	300.00	300.00	108.75	300.00
424	Postage	72.08	50.00	50.00	41.42	75.00

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
<b>Fund A - General</b>						
EXPENSE						
Department <b>1170 - Legal Defense - Indigents</b>						
<i>Contractual Expense</i>						
426	Subscriptions	.00	128.00	128.00	36.55	128.00
427	Memberships & Dues	.00	125.00	125.00	.00	125.00
428	Data Processing & Internet Fees	132.00	201.00	201.00	132.00	264.00
437	Consulting Fees	.00	.00	.00	.00	6,859.00
439	Misc Fees & Expenses	60.00	100.00	100.00	.00	100.00
440	Legal/Transcript Fees	685,465.85	750,000.00	750,000.00	229,535.48	775,000.00
444	Travel/Education/Conference	.00	500.00	500.00	.00	500.00
470	Contract	279,451.70	228,338.00	280,048.50	94,835.54	308,380.00
<i>Contractual Expense Totals</i>		\$966,554.03	\$980,642.00	\$1,032,352.50	\$325,441.44	\$1,092,631.00

Account	Level	Comment
428	Departmental Request	When the Hurrell Herring monies are distributed I will have two new part-time employees that will require internet access, \$264.
437	Departmental Request	When the Hurrell Herring monies are finally disbursed they will pay this category in full. These monies will help defray the expense of experts, private investigators and medical records etc., \$6,859.
470	Departmental Request	When the Hurrell Herring monies are distributed they will cover \$14,320.50 for a Supervising Attorney and \$10,589.32 for partial payment of services rendered under our current contract with the Rural Law Center for coverage of appeals. Also included in this line item is the maintenance for the new software in the amount of \$8,380.76.

<i>Employee Benefits</i>						
Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
810	Retirement	8,193.75	8,801.00	8,801.00	6,087.99	9,081.00
<i>Position Transactions</i>						
	<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>	
	Departmental Request	1070 - Assigned Counsel Administrator	Benefit	Tier 4 A15 - Retirement Tier 4 A15	9,081.00	
					<i>Departmental Request Totals</i>	
					9,081.00	
830	Social Security	3,680.98	4,327.00	4,327.00	2,487.75	4,327.00
<i>Position Transactions</i>						
	<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>	
	Departmental Request	1070 - Assigned Counsel Administrator	Tax	FICA - Fica Withholding	3,476.00	
	Departmental Request	2375 - Clerk - PT	Tax	FICA - Fica Withholding	851.00	
					<i>Departmental Request Totals</i>	
					4,327.00	
831	Medicare Contribution	860.89	1,012.00	1,012.00	581.81	1,012.00
<i>Position Transactions</i>						
	<i>Level</i>	<i>Position</i>	<i>Type</i>	<i>Code</i>	<i>Total Amount</i>	
	Departmental Request	1070 - Assigned Counsel Administrator	Tax	Medicare - Medicare Withholding	813.00	

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request	
<b>Fund A - General</b>							
<b>EXPENSE</b>							
Department <b>1170 - Legal Defense - Indigents</b>							
<i>Employee Benefits</i>							
	Departmental Request	2375 - Clerk - PT		Tax	Medicare - Medicare Withholding	199.00	
						Departmental Request Totals	\$1,012.00
860	Hospitalization	13,639.77	15,049.00	15,049.00	10,418.22	15,425.00	
	<i>Position Transactions</i>						
	<i>Level</i>	<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>	
	Departmental Request	1070 - Assigned Counsel Administrator		Benefit	RES 2-PERSON - RES 2- Person Coverage	15,425.00	
						Departmental Request Totals	\$15,425.00
865	Dental Insurance	287.45	288.00	288.00	199.44	288.00	
	<i>Position Transactions</i>						
	<i>Level</i>	<i>Position</i>		<i>Type</i>	<i>Code</i>	<i>Total Amount</i>	
	Departmental Request	1070 - Assigned Counsel Administrator		Benefit	Dental Family - Delta Dental Family	288.00	
						Departmental Request Totals	\$288.00
<i>Employee Benefits Totals</i>		\$26,662.84	\$29,477.00	\$29,477.00	\$19,775.21	\$30,133.00	
<i>Other Benefits</i>							
840	Workmen's Compensation	354.42	353.00	353.00	352.26	317.00	
850	Unemployment Insurance	.00	.00	.00	.00	.00	
855	Disability	.00	.00	.00	.00	.00	
861	Retirees Hospitalization	3,594.00	2,303.00	2,303.00	1,535.04	2,360.00	
	<i>Other Benefits Totals</i>	\$3,948.42	\$2,656.00	\$2,656.00	\$1,887.30	\$2,677.00	
Department <b>1170 - Legal Defense - Indigents Totals</b>		\$1,060,132.43	\$1,082,552.00	\$1,134,262.50	\$389,961.77	\$1,200,218.00	
<b>EXPENSE TOTALS</b>		\$1,060,132.43	\$1,082,552.00	\$1,134,262.50	\$389,961.77	\$1,200,218.00	
<b>Fund A - General Totals</b>							
REVENUE TOTALS		\$89,236.25	\$55,506.00	\$107,216.50	\$49,708.80	\$114,289.00	
EXPENSE TOTALS		\$1,060,132.43	\$1,082,552.00	\$1,134,262.50	\$389,961.77	\$1,200,218.00	
<b>Fund A - General Totals</b>		(\$970,896.18)	(\$1,027,046.00)	(\$1,027,046.00)	(\$340,252.97)	(\$1,085,929.00)	
<b>Net Grand Totals</b>							
REVENUE GRAND TOTALS		\$89,236.25	\$55,506.00	\$107,216.50	\$49,708.80	\$114,289.00	
EXPENSE GRAND TOTALS		\$1,060,132.43	\$1,082,552.00	\$1,134,262.50	\$389,961.77	\$1,200,218.00	
<b>Net Grand Totals</b>		(\$970,896.18)	(\$1,027,046.00)	(\$1,027,046.00)	(\$340,252.97)	(\$1,085,929.00)	

2020 Salary Schedule (Position Budgeting)  
Legal Defense - Indigents

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
7222	DeLarm, Martha	Clerk - PT	\$13,719.00	Less than Half	Less P/T12/21/12	1/22/2016
	02-00 / \$13.19	N/A / \$13.19				
10758	LaFountain, Joy	Assigned Counsel Administrator	\$56,058.00	Full Time	Out of UnitFT	5/12/2004
	N/A / \$26.95	N/A / \$26.95				
		2	\$69,777.00			



2020 Assessments							
	Administrative Payroll Base	Administrative VAW	Administrative VFF	Claims Allocation	Year 2020 Total Assessment	Year 2019 Total Assessment	
Participant:							
Towns/Village/City:							
Glens Falls	\$ 51,702.33	\$ -	\$ -	\$ 177,375.97	\$ 229,078.30	\$ 271,184.73	
Bolton	\$ 8,644.14	\$ -	\$ -	\$ 19,597.18	\$ 28,241.32	\$ 29,515.89	
Chester	\$ 8,004.67	\$ -	\$ -	\$ 6,712.82	\$ 14,717.50	\$ 14,022.40	
Hague	\$ 3,263.14	\$ -	\$ -	\$ 5,042.35	\$ 8,305.48	\$ 9,273.42	
Horicon	\$ 4,974.63	\$ -	\$ -	\$ 13,427.66	\$ 18,402.29	\$ 12,782.05	
Johnsburg	\$ 5,655.48	\$ -	\$ -	\$ 36,106.96	\$ 41,762.44	\$ 39,650.24	
Lake George	\$ 10,974.63	\$ -	\$ -	\$ 21,004.88	\$ 31,979.51	\$ 31,367.88	
Luzerne	\$ 5,808.14	\$ -	\$ -	\$ 16,214.29	\$ 22,022.44	\$ 34,395.92	
Stony Creek	\$ 2,797.23	\$ -	\$ -	\$ 3,121.86	\$ 5,919.09	\$ 8,688.24	
Thurman	\$ 2,419.10	\$ -	\$ -	\$ 10,483.30	\$ 12,902.40	\$ 14,257.45	
Warrensburg	\$ 6,416.56	\$ -	\$ -	\$ 11,552.11	\$ 17,968.68	\$ 20,437.75	
Village of Lake George	\$ 7,347.59	\$ -	\$ -	\$ 26,912.93	\$ 34,260.51	\$ 36,417.80	
Other than Towns:							
SUNY Adirondack	\$ 93,389.22	\$ -	\$ -	\$ 12,427.40	\$ 105,816.62	\$ 113,866.64	
Crandall Library	\$ 9,594.46	\$ -	\$ -	\$ 854.23	\$ 10,448.70	\$ 11,322.62	
LG/LC Regional Planning	\$ 1,462.09	\$ -	\$ -	\$ 137.85	\$ 1,599.93	\$ 1,812.98	
County Departments:							
WC Administrator	\$ 1,351.78	\$ -	\$ -	\$ -	\$ 1,351.78	\$ 1,178.22	
WC Attorney	\$ 1,477.04	\$ -	\$ -	\$ -	\$ 1,477.04	\$ 1,160.25	
WC Auditor	\$ 461.78	\$ -	\$ -	\$ -	\$ 461.78	\$ 466.49	
WC Bd of Elections	\$ 1,410.41	\$ -	\$ -	\$ 6,279.73	\$ 7,690.14	\$ 9,925.42	
WC Bldg Codes	\$ 1,418.86	\$ -	\$ -	\$ 3,213.16	\$ 4,632.02	\$ 5,106.48	
WC Civil Service	\$ 873.72	\$ -	\$ -	\$ 0.00	\$ 873.72	\$ 893.32	
WC Clerk	\$ 4,155.01	\$ -	\$ -	\$ 164.90	\$ 4,319.91	\$ 4,395.97	
WC Data Processing	\$ 2,807.54	\$ -	\$ -	\$ 6.84	\$ 2,814.39	\$ 2,643.39	
WC District Attorney	\$ 5,591.63	\$ -	\$ -	\$ 26.44	\$ 5,618.07	\$ 5,835.56	
WC DPW	\$ 20,594.05	\$ -	\$ -	\$ 75,029.84	\$ 95,623.89	\$ 109,158.76	
WC DPW - Airport	\$ 779.60	\$ -	\$ -	\$ 134.28	\$ 913.88	\$ 1,184.24	
WC DPW - Bldg & Grounds	\$ 2,972.96	\$ -	\$ -	\$ 4,600.23	\$ 7,573.18	\$ 9,618.77	
WC DPW - Up Yonda	\$ 727.34	\$ -	\$ -	\$ 853.18	\$ 1,580.52	\$ 1,720.30	
WC E&T	\$ 2,265.98	\$ -	\$ -	\$ 6,039.02	\$ 8,305.00	\$ 8,618.38	
WC Health Services	\$ 12,702.10	\$ -	\$ -	\$ 14,973.55	\$ 27,675.64	\$ 25,120.41	
WC Historian	\$ 60.21	\$ -	\$ -	\$ -	\$ 60.21	\$ 68.59	
WC Human Resources	\$ 624.33	\$ -	\$ -	\$ -	\$ 624.33	\$ 671.96	
WC Legal Def	\$ 317.45	\$ -	\$ -	\$ -	\$ 317.45	\$ 352.26	
WC Mail Room	\$ 197.51	\$ -	\$ -	\$ -	\$ 197.51	\$ 233.14	
WC Mental Health	\$ 1,598.64	\$ -	\$ -	\$ -	\$ 1,598.64	\$ 1,859.29	
WC OES	\$ 1,360.87	\$ -	\$ -	\$ 2,743.20	\$ 4,104.07	\$ 3,515.43	
WC OFA	\$ 4,782.70	\$ -	\$ -	\$ 17,706.45	\$ 22,489.15	\$ 21,448.80	
WC Planning	\$ 1,667.10	\$ -	\$ -	\$ -	\$ 1,667.10	\$ 1,716.93	
WC Probation	\$ 5,028.65	\$ -	\$ -	\$ 3.56	\$ 5,032.21	\$ 5,789.92	
WC Public Defender	\$ 3,380.56	\$ -	\$ -	\$ 545.53	\$ 3,926.09	\$ 4,112.16	
WC Purchasing	\$ 802.71	\$ -	\$ -	\$ -	\$ 802.71	\$ 904.75	
WC Real Property	\$ 1,119.97	\$ -	\$ -	\$ 84.84	\$ 1,204.81	\$ 1,260.91	
WC Residential Hall	\$ 4,619.65	\$ -	\$ -	\$ 13,807.38	\$ 18,427.03	\$ 17,716.87	
WC Self-Insurance	\$ 767.58	\$ -	\$ -	\$ -	\$ 767.58	\$ 841.30	
WC Sheriff's Dept	\$ 39,858.48	\$ -	\$ -	\$ 57,879.22	\$ 97,737.70	\$ 91,085.59	
WC Sheriff's Dept - Jail	\$ 28,153.72	\$ -	\$ -	\$ 77,405.79	\$ 105,559.50	\$ 108,292.99	
WC Social Services	\$ 27,066.63	\$ -	\$ -	\$ 12,538.88	\$ 39,605.51	\$ 43,856.65	
WC Soil & Water	\$ 1,555.70	\$ -	\$ -	\$ -	\$ 1,555.70	\$ 1,683.42	
WC Supervisors	\$ 3,374.53	\$ -	\$ -	\$ 165.49	\$ 3,540.01	\$ 4,720.49	
WC Tourism	\$ 1,869.90	\$ -	\$ -	\$ 116.35	\$ 1,986.25	\$ 2,283.44	
WC Traffic Safety	\$ 116.04	\$ -	\$ -	\$ -	\$ 116.04	\$ 124.05	
WC Treasurer	\$ 3,419.77	\$ -	\$ -	\$ -	\$ 3,419.77	\$ 3,625.71	
WC Veterans	\$ 540.25	\$ -	\$ -	\$ 7,216.65	\$ 7,756.90	\$ 8,457.20	
WC WIC	\$ 1,327.18	\$ -	\$ -	\$ 389.05	\$ 1,716.23	\$ 2,072.47	
WC Wts and Meas	\$ 316.77	\$ -	\$ -	\$ -	\$ 316.77	\$ 321.07	
Westmount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Volunteers:				\$ 56,931.73	\$ 56,931.73	\$ 69,541.84	
Bakers Mills FD	\$ -	\$ -	\$ 557.19	\$ -	\$ 557.19	\$ 377.94	

**LaFountain, Joy**

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**From:** Hosford, Rob  
**Sent:** Wednesday, July 03, 2019 10:21 AM  
**To:** LaFountain, Joy  
**Subject:** 2018-2019 Annual Internet Billing

We're almost ready to do Internet Billing for the year. According to our records the Assigned Counsel department has 2 employee(s). The current rate is \$66 per user per year so in this case it would be \$132.

The Account Code that will be used is A1170 428

Please let me know if this information is incorrect.

This billing will occur via journal entry so nothing further is required from you.

The rate will be \$54 per user for next year.

Let me know if you have any questions at all.  
Thank you.

Rob Hosford  
Warren County IT Department  
X6252