

FINANCE COMMITTEE  
AGENDA  
AUGUST 1, 2019

**Committee Members:** *Sokol, Simpson, Merlino, Dickinson, Strough, Beaty, Frasier, McDevitt, Geraghty, Braymer and Hyde*

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meetings.
- III. Action Agenda
  - 1) **Request for transfer of funds as attached for Committee approval.**
  - 2) **Items/Requests to be Discussed by the County Treasurer:**
    - A) Request to authorize enrollment in job-related courses: Monica Stark, *Junior Accountant*, to enroll in Advanced Accounting and Intro to Mathematical Modeling in Business at SUNY Plattsburg. Courses begins August 26, 2019; Cost: \$700. If this request is approved, Ms. Stark will be due reimbursement of 50% of course costs upon completion with a grade of "C" or better.
    - B) Request for a transfer of funds in the amount of \$7,453 from Budget Code A.1325 110, *County Treasurer, Salaries-Reg*, to Budget Code A. 1325 130, *County Treasurer, Salaries-Part-Time*, to cover the salary of the Principal Account Clerk/Typist- Temp position.
  - 3) **Referrals from the County Facilities Committee:**
    - Airport -***
      - A) Request to close the following Capital Projects and remaining funds returned to the funding source listed: H359, *Upgrade Fuel Farm*, in the amount of \$149.93 and returned to A.892.00, *Airport Reserve*; and H379, *Airport Security Systems*, in the amount of \$38,000 returned to A.892.00, *Airport Reserve*.
    - Buildings and Grounds -***
      - B) Request to appropriate funding in the amount of \$122,000 from A.909.00, *Unappropriated Surplus*, to A.1620 413, *Buildings, Repair & Maint - Bldg/Property*, to pay for installation of a new boiler in the Warren County Municipal Center Building.
  - 4) **Referrals from the Criminal Justice & Public Safety Committee:**
    - Assigned Counsel -***
      - A) Request to amend the County Budget in the amount of \$51,710.50 to reflect the receipt of funding from the New York State Office of Indigent Legal Services (*NYSOILS*) for OILS Distribution No. 7, Contract No. C700052.
    - Sheriff -***
      - B) Request to amend the County Budget in the amount of \$33,138.44 to reflect receipt of revenue from the Hadley-Luzerne School District to cover the cost of the School Resource Officer within the School District.
  - 5) **Referrals from the Economic Growth & Development Committee, Planning:**
    - A) Request to increase Capital Project H.380, *Promoting the First Wilderness*, in the amount of \$6,851.
    - B) Request to increase Capital Project H341, *Flood Mitigation Grant*, in the amount of \$858.18.
    - C) Request to close the following Capital Projects and return remaining funds to the General Fund: H297, *County Quadrecentennial Program*, with no remaining funds to be returned; H314, *First Wilderness Scenic Byways*, in the amount of \$9.61; H341, *Flood Mitigation Grant*, with no remaining funds to be returned; and H363, *Loc Gov Records Mgmt*, in the amount of \$11.37.

*Continued*

6) **Referrals from the Public Works Committee, Parks Recreation & Railroad:**

- A) Request to amend the County Budget in the amount of \$5,000 to reflect receipt of funds donated by the Lewis Trust.
- B) Request to establish A899.00, *Reserve, County Railroad Repairs*, for the purpose of accumulating money to finance the cost of repairs relating to the County-owned Railroad.
- C) To appropriate funds in the amount of \$132,510.59 from A.891.00, *Reserve, Railroad Repairs*, to A.899.00, *Reserve, County Railroad Repairs*.
- D) To appropriate funds in the amount of \$53,100 from A.899.00, *Reserve, County Railroad Repairs*, to Budget Code A.7113 470, *Railroad, Contract*, to pay for the repair/contract work along the County Railroad.

7) **Referrals from the Support Services Committee:**

***Board of Elections -***

- A) Request to amend the 2019 County Budget in the amount of \$88,134 in anticipation of NYS Board of Elections funding for Early Voting and E-Poll Books.

***Clerk of the Board -***

- B) Request for a transfer of funds in the amount of \$50,000 from the Contingent Account to Budget Code A.1185 435, *Medical Examiners & Coroners, Medical Fees*, to cover the cost of autopsy/medical examiner fees for the remainder of 2019. (*Note: This request was not reviewed by the Support Services Committee*).

***County Clerk -***

- ~~C) Request amend the 2019 County Budget in the amount of \$5,000 to reflect receipt of a bequest from the Estate of John Austin, former County Historian and Warren County Judge, for the care and maintenance of his historical and genealogical library which had also been donated to Warren County and will be housed in the Warren County Records Storage Center. This request no longer needed - as per the County Treasurer's Office the funds will be accounted for in the Expendable Trust Fund administered by the Treasurer.~~

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

- A) Journal Reports of transfers approved by the County Administrator staff during June of 2019.
- B) Request to approve the 2020 Lake Champlain-Lake George Regional Planning Board budget and salary schedule as adopted by their Board of Directors at their July 16, 2019 Board meeting.
- C) Request to authorize the County Treasurer to write-off uncollected Medicaid receivables carried over from December 31, 2015 for the former Westmount Health Facility.

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

IV. **Pending Items:**

*No items this month.*

V. Privilege of the Floor

VI. Motion to Adjourn

*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: 07.22.2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1010 860	Legislative Board, Hospitalization	A.1340 860	Budget Officer, Hospitalization	\$5,320.90
A.1010 860		A.1340 865	Dental Insurance	101.92

Please state reason for transfers requested:

Transfer to cover Budget Officer's Hospitalization and Dental Insurance expenses for 2019

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

SIGNED: \_\_\_\_\_

DATE: July 29, 2019

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4013.110	WIC-Full Time Salaries	A.4013.410	WIC-Supplies Expense	\$3,000.00
	A.4013.810	WIC-Retirement Expense	A.4013.410	WIC-Supplies Expense	\$273.00
	A.4013.830	WIC-Social Security Expense	A.4013.410	WIC-Supplies Expense	\$186.00
	A.4013.831	WIC-Medicare Expense	A.4013.410	WIC-Supplies Expense	\$44.00
2.	A.4018.0020.130	Family Health-Part Time Salaries	A.4018.0020.220	Family Health-Office Equipment	\$1,100.00
	A.4018.0020.810	Family Health-Retirement Expense	A.4018.0020.410	Family Health-Supplies Expense	\$100.00
	A.4018.0020.830	Family Health-Social Security Expense	A.4018.0020.410	Family Health-Supplies Expense	\$68.00
	A.4018.0020.831	Family Health-Medicare Expense	A.4018.0020.410	Family Health-Supplies Expense	\$16.00

**Total Transfers** **\$4,787.00**

- 1 To transfer funds within the WIC program from Salary and Fringe to Supplies. An employee was out in beginning of the year on FMLA, therefore we want to move part of that Salary/Fringe to Supplies needed for program to year end. Fully covered by the WIC Grant.
2. To transfer funds within the Family Health Program from Salary/Fringe to Office Equipment to purchase a laptop for the Service Coordinator of the CSHCN Grant. Fully Covered by Grant.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Fund			

Please state reason for transfer request:

Total

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

**RESOLUTION REQUEST FORM NO. 10****Request for Transfer of Funds**TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORSFROM: Planning and Community Development  
Name of Department

SIGNED: \_\_\_\_\_ DATE: 29 July 2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A8021.110	Salary	A9950 910	Transfers	\$858.18

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

Please state reason for transfers requested:  
to clear a negative balance in H341

\*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:

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 SUPERVISORSFROM: Planning and Community Development  
Name of Department

SIGNED: DATE: 29 July 2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A8021.110	Salary Full Time	A8022.110	Salary	\$1,628
A8021.110	Salary Full Time	A8022.880	FICA	\$100.94
A8021.110	Salary Full Time	A8022.831	Medical	\$23.61
A8021.110	Salary Full Time	A8022.810	Retirement	\$255.60

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

Please state reason for transfers requested:

offset salary increase

\*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

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: 7/23/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5148	110 Co Roads, Services to Other Govts Salaries - Regular	D.5148 120	Co Roads, Services to Other Govts Salaries - Overtime	\$1,660.07
D.5148	110 Co Roads, Services to Other Govts Salaries - Regular	D.5148 130	Co Roads, Services to Other Govts Salaries - Parttime	\$554.03

\$2,214.10

<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: Salaries - Overtime, Part time, unbudgeted Town Paving.

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

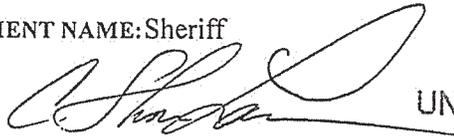
**RESOLUTION REQUEST FORM NO. 10**

**Request for Transfer of Funds**

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

DEPARTMENT NAME: Sheriff

SIGNED:



UNDERSHERIFF

DATE: 07/29/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3020.4034 4380	Sheriff's 911 Center, 2016 Interoperable Comm Grant, State Homeland Sec Pgm	A.3020.4034 3380	Same	\$71,448.56
A.3020.4036 4380	Sheriff's 911 Center, 2017 Interoperable Comm Grant, State Homeland Sec Pgm	A.3020.4036 3380	Same	\$226,070.60
A.3020.4037 4380	Sheriff's 911 Center, 2017-18 PSAP Grant	A.3020.4037 3380	Same	\$6,891.96
A.3020.4039 4380	Sheriff's 911 Center, 2018 Interoperable Comm Grant, State Homeland Sec Pgm	A.3020.4039 3380	Same	\$522,261.00
A.3020.4040 4380	Sheriff's 911 Center, 2018-19 PSAP Grant State Homeland Sec Pgm	A.3020.4040 3380	Same	\$169,025.00

Please state reason for transfers requested: Transfer budget to the proper grant revenue code.

**CONTINGENT FUND TRANSFER REQUESTS**

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

Please state reason for transfer request:

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

*RESOLUTION REQUEST FORM NO. 10*

*Request for Transfer of Funds*

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

DEPARTMENT NAME: Tourism

SIGNED:

DATE: 08/01/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6417.002 480	Tourism/Occupancy, Occupancy Tax, Tourism-Special Events	A.9550 910	Transfers Capital Project, Interfund Transfers	\$6,851

**Please state reason for transfers requested:**  
To fund H380 Promoting the First Wilderness capital project

**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. 19**  
**Application for Approval to Enroll in Job-Related Courses by Employee**

1. Name: Monica I Stark
2. Position: Junior Accountant 3. Department: Treasurer  
 (attach job description)
4. Course Title: Advanced Accounting , Intro to Mathematical Modeling in Business
5. Institution or School: SUNY Plattsburgh
6. Please explain how this course relates to your current position (attach course description):  
 These courses are required in order to receive my bachelors degree in accounting They help me improve my knowledge with regards to my daily job duties as a junior accountant.
7. Starting Date: August 26,2019 8. Completion Date: December 13,2019
9. Cost (attach documentation): \$ 700.00
10. Employee Signature: Monica Stark Date: 7/22/19
11. Supervisor Comments (Approve/Deny)  
 Supervisor Signature: [Signature] Date: 7/22/19
12. Department Head Comments (Approve/Deny) Is funding in the department budget? (Yes/No)  
 Department Head Signature: [Signature] Date: 7/22/19
13. Human Resources Comments (Approve/Deny)  
 Human Resources Signature: [Signature] Date: 7/23/19
14. Committee Recommendation (Approve/Deny)  
 Committee Chair Signature: [Signature] Date: 8/1/19

If approved by Committee, and resolution approving the course is adopted by the Board of Supervisors, candidate may enroll and be eligible for up to 50% reimbursement for costs in number 9 above. Employee must complete the course with at least a grade of C, its equivalent, or better. Employee then submits a Tuition Reimbursement Voucher with receipts verifying costs as listed and a copy of their final grade.

701307996 Monica Stark  
 Fall 2019  
 Jul 22, 2019 12:20 pm

## Student Schedule

Total Credit Hours: 6.000

CRN	Course Number	Title	Reg. Credits Stat	Grade Mode	Date Range	Days	Time	Location	Assigned Instructor
7368	ACC 401 WB1	Advanced Accounting	RW 3.000	Standard Letter	Aug 26, 2019 - Dec 13, 2019		TBA	Web Course (WEB)	Samy Garas
8444	MGM 350 WB1	Introduction to Mathematical Modeling in Business	RW 3.000	Standard Letter	Aug 26, 2019 - Dec 13, 2019		TBA	Web Course (WEB)	TBA

**RELEASE: 7.6S1**

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Fall 2019  
Jul 22, 2019

## Catalog Entries

Select the Course Number to get further detail on the course. Select the desired Schedule Type to find available classes for the course.

### ACC 401 - Advanced Accounting

Advanced financial accounting measurement and reporting issues including the following topics: mergers and acquisitions; consolidated financial statement; partnerships; governmental and not for profit organizations; accounting for financially distressed firms; foreign currency financial statements and foreign currency transactions. Prerequisite(s): ACC302. Semester(s) Offered: Fall.

3.000 Credit hours  
3.000 Lecture hours

**Levels:** Undergraduate

**Schedule Types:** Lecture, Lecture/Web Hybrid, Web  
All Sections for this Course

Business and Economics Division  
Accounting (Academic) Department

**Course Attributes:**  
Upper Division Requirement

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**RELEASE: 8.7.2.4**

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Fall 2019  
Jul 22, 2019

## Catalog Entries

Select the Course Number to get further detail on the course. Select the desired Schedule Type to find available classes for the course.

### **MGM 350 - Introduction to Mathematical Modeling in Business**

This course is an introduction to the principles and practice of Operations Research. In particular, the course focuses on mathematical programming and optimization techniques, which develop and use mathematical models to solve complex business problems and support managerial decision making. The course will cover basic deterministic methods of operations research (linear programming, network flows, integer programming, transportation, assignment, and transshipment problems, project management (CPM/PERT), data envelopment analysis (DEA), multicriteria decision models) and their applications to resource allocation problems in business. The emphasis is on mathematical formulation of real world business problems, interpretation of computer solutions, and sensitivity analysis of optimal solutions. Prerequisite(s): ECO260, MAT221, MIS275, MGM280. Semester(s) Offered: Fall, Spring.  
3.000 Credit hours  
3.000 Lecture hours

**Levels:** Undergraduate

**Schedule Types:** Lecture, Lecture/Web Hybrid, Televised/Videoconferenced, Web  
All Sections for this Course

Business and Economics Division  
Mgmt, Info Systems & Analytics Department

**Course Attributes:**  
Liberal Arts, Upper Division Requirement

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**RELEASE: 8.7.2.4**

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701307996 Monica Stark  
Jul 22, 2019 12:16 pm

# SUNY Plattsburgh Account Summary by Term

Due Date: 16-AUG-2019

## FALL 2019 TUITION AND FEES

Description	Charge	Credit
<b>TUITION &amp; MANDATORY FEES</b>		
Tuition	1,770.00	
Career Services Fee	19.98	
College Fee	10.20	
Technology Fee	101.28	

## PAYMENTS AND FINANCIAL AID

Federal Pell Grant

1,511.00

## BALANCE DUE

390.46

+ 309.54

*estimated costs*

*(textbooks both courses)*

[Process an Online Student Payment] | [Enroll in the College Payment Plan]

PROXY - Process a Guest Payment

\$ 700

RELEASE: 8.0

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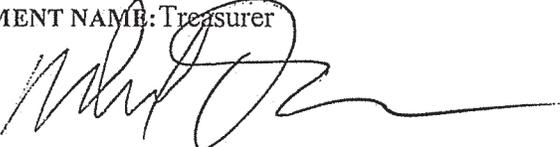
RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Treasurer

SIGNED:



DATE: 7/23/19

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1325 110	County Treasurer, Salaries-Reg	A.1325 130	County Treasurer, Salaries-Part Time	\$7,453.00

Please state reason for transfers requested: To cover Principal Account Clerk/Typist - Temp position.

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. 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: DPW - Airport

DATE: July 23, 2019

- (a) Purpose of Request: To authorize closure of the following capital projects and return any remaining funds to funding sources.

Project	Estimated Funds	Funding Source
H359 - Upgrade Fuel Farm	\$149.93	Airport Reserve A892.00
H379 - Airport Security Systems	\$38,000	Airport Reserve A892.00

- (b) Details: The projects are complete or have been cancelled.

- (c) Previous Resolution Number: N/A

## 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: Buildings & Grounds

DATE: July 23, 2019

- (a) Purpose of Request: To Appropriate from Unappropriated Surplus (A 909.00) to Buildings, Repair & Maint - Bldg/Property (A.1620 413) in the amount of \$122,000.00 for repair of two Boilers located at the Municipal Center.
  
- (b) Details: To Appropriate from Unappropriated Surplus (A 909.00) to Buildings, Repair & Maint - Bldg/Property (A.1620 413) in the amount of \$122,000.00 for repair of two Boilers located at the Municipal Center.
  
- (b) Previous Resolution Number:
  
- (c) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: A 909.00, Unappropriated Surplus, \$122,000.

**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:** Assigned Counsel

**DATE:** 7/29/2019

- (a) Purpose of Amendment: **To Amend the 2019 Budget due to receipt of OILS Distribution #7 C700052 Contract**
  
- (b) Appropriation Code, Object Code, Full Title and Amount: **A.1170 Legal Defense - Indigents, Contracts \$51,710.50**
  
- (c) Revenue Code (with title), and Amount: **A.1170 3045 Legal Defense - Indigents, Office of Indigent Legal Services Distribution \$51,710.50**

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

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

DEPARTMENT NAME: Sheriff

DATE: July 29, 2019

- (a) **Purpose of Amendment:** Amend County Budget to reflect revenue and associated expenditures for the Hadley Luzerne Central School District.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- |  |             |
|--|-------------|
| A.3120.1001 130 SRO Hadley Luzerne Salaries Part-Time    | \$30,811.38 |
| A.3120.1001 830 SRO Hadley Luzerne Social Security       | \$1,910.10  |
| A.3120.1001 831 SRO Hadley Luzerne Medicare Contribution | \$446.76    |
- (c) **Revenue Code (with title), and Amount:**
- |   |             |
|---|-------------|
| A.3120.1001 2260 LE Public Safety Other Gov't | \$33,168.44 |
|---|-------------|

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

**RESOLUTION REQUEST FORM NO. 9*****Request to Increase or Decrease or Amend Existing Capital Project or  
Capital Reserve Project\****

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

**DEPARTMENT NAME: Planning and Community Development**

**DATE: 29 July 2019**

- (a) Exact Title and Number of Project\*:  
**H380 Promoting the First Wilderness**
- (b) Is this a Capital Project?  
**Yes**
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):  
**H380.9550 280 – Projects - \$6,851**
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):  
**A.9550 910 – Capital projects**
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:  
**Reso 220 of 2019 authorized Occupancy Tax revenues to offset contract costs.**

**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: 29 July 2019**

- (a) Exact Title and Number of Project\*:  
**Flood Mitigation Grant**
- (b) Is this a Capital Project?  
**Yes**
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):  
**H341.9550 280 – Projects - \$858.18**
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):  
**A.9550 910 – interfund transfers**
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:  
**Public Hearing expenses**

**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: Planning and Community Development**

**DATE: 29 July 2019**

(a) Purpose of Request:

Resolution to authorize closing the following accounts as all funds have been expensed and the grantor agency has closed out the program. H297 County Quadrecentennial Program, H314 First Wilderness Scenic Byways, H341 Flood Mitigation Grant, H363 Loc Gov Records Mgmt Imprv Fund.

(b) Details:

**Any remaining funds to be returned to the General Fund.**

~~H297~~ ~~H297~~ Balance of \$0.00

H314 Balance of \$9.61

H341 Balance of 0.00

H363 Balance of \$11.37

(c) Previous Resolution Number:

(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

**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, Up Yonda Farm

**DATE:** 7/23/19

- (a) Purpose of Amendment:  
To Amend the County Budget to increase DPW / Up Yonda Farm various Appropriations with Revenue Funds obtained by Lewis Donations.
- (b) Appropriation Code, Object Code, Full Title and Amount:
- |            |   |            |
|------------|---|------------|
| A.7111 260 | General, Up Yonda Farm, Other Equipment | \$ 500.00  |
| A.7111 410 | General, Up Yonda Farm, Supplies        | \$4,500.00 |
- (c) Revenue Code (with title), and Amount:  
A.7111 2706 General, Up Yonda Farm, Donation \$5,000.00

The Northern Trust Company  
600 Brickell Avenue, Suite 2400  
Miami, Florida 33131



Christopher A. Walters  
Vice President  
Wealth Management  
(305) 789-1379  
[caw8@ntrs.com](mailto:caw8@ntrs.com)

June 19, 2019

Up Yonda Farm  
P.O. Box 1453  
Bolton Landing, NY 12814

Re: **Global Village Charitable Trust**

Dear Sir/Madam:

The Global Village Charitable Trust is a perpetual trust established by Daniel Lewis for the benefit of worthy and charitable causes and institutions with capable, passionate, all-in lay and staff leadership, who regularly communicates its measurable community impact, and fiscal performance.

We are pleased to enclose a check in the amount of \$5,000.00 made payable to Up Yonda Farm. Should you have any questions or concerns, please feel free to contact me at your convenience.

Sincerely,

**Donation Acknowledgement Mailing Address**

Global Village Charitable Trust  
c/o Daniel R. Lewis  
4000 Ponce De Leon Blvd., Ste 510  
Coral Gables, FL 33146-1431

**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:** Public Works - Parks, Recreation & Railroad

**DATE:** July 23, 2019

- (a) Purpose of Request: To establish A899.00, Reserve, County Railroad Repairs, Pursuant to section 6-d of the General Municipal Law, to accumulate money, to finance the cost of repairs relating to the county owed railroad.
  
- (b) Details: Appropriation Code: This reserve will be funded with a transfer of \$132,510.59 from A891.00, Reserve, Railroad Repairs.
  
- (c) Previous Resolution Number:
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: Reserve, Railroad Repairs A 891.00 \$132,510.59

**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:** Public Works - Parks, Recreation & Railroad

**DATE:** July 23, 2019

- (a) Purpose of Request: To transfer funds from A891.00, Reserve, Railroad Repairs \$132,510.59 to A899.00, Reserve, County Railroad Repairs,
  
- (b) Details: Appropriation Code To transfer funds from A891.00, Reserve, Railroad Repairs \$132,510.59 to A899.00, Reserve, County Railroad Repairs.
  
- (c) Previous Resolution Number: 2011/382
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: Reserve, Railroad Repairs A 891.00 \$132,510.59

**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:** Public Works - Parks, Recreation & Railroad

**DATE:** July 23, 2019

- (a) Purpose of Request: To appropriate from A899.00, Reserve, County Railroad Repairs to A.7113 470, General, Railroad, Contract.
- (b) Details: Appropriation Code A.7113 470, General, Railroad, Contracts \$53,100.00
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: A899.00 Reserve, County Railroad Repairs, \$53,100.00.

**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: Board of Elections**

**DATE: 7/22/2019**

- (a) Purpose of Amendment: **To Amend the 2019 Budget in anticipation of NYS Board of Elections funding for Early Voting and E-Poll Books**
  
- (b) Appropriation Code, Object Code, Full Title and Amount: **A.1450 220 Board of Elections, Office Equipment \$42,537, A.1450 470 Board of Elections, Contracts \$45,597**
  
- (c) Revenue Code (with title), and Amount: **A.1450 3051 Board of Election, County BOE Reimb Program - E Poll Books \$51,050, A.1450 3052 Board of Elections, NYS Aid to Localities - Early Vote \$37,084**

**RESOLUTION REQUEST FORM NO. 10**

*Request for Transfer of Funds*

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

**DEPARTMENT NAME:** Medical Examiner & Coroners

**SIGNED:**

**DATE:** 08/01/2019

<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.1185 435	Medical Examiners & Coroners, Medical Fees	\$50,000.00

**Please state reason for transfer request:**

2019 Budget has been expended (\$100,000), seeking funds to cover autopsy/medical examiner fees for the remainder of 2019

**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: Historian

DATE: 7/16/2019

- (a) Purpose of Amendment: To establish revenue and appropriation accounts to accommodate bequest of John Austin to the Warren County Historian.
- (b) Appropriation Code, Object Code, Full Title and Amount: A.7510 220  
Equipment: \$ 5000
- (c) Revenue Code (with title), and Amount: A. 7510 1271 \$ 5000

THIS ITEM NO LONGER NEED AS PER CO. TREASURER  
FUNDS TO BE ACCOUNTED FOR IN EXPENDABLE TRUST FUND  
ADMINISTERED BY THE TREASURER

**WARREN COUNTY**  
**Journal Report - June 2019**

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Admn. Fiscal Sv - Administrative Fiscal Services					
6/17/2019	A.1011 410	Supplies	Transfer within Budget Code to A.1011 423	\$ 200.00	\$ 200.00
6/17/2019	A.1011 423	Telephone	Transfer within Budget Code from A.1011 410	\$ 200.00	
6/17/2019	A.1011 423	Telephone	Transfer within Budget Code from A.1011 444	\$ 290.00	
6/17/2019	A.1011 444	Travel/Education/Conference	Transfer within Budget Code to A.1011 423	\$ 290.00	
Building & Fire - Building & Fire Code					
6/3/2019	A.3620 220	Office Equipment	Out of Code Transfer from A.3620 410	\$ 54.00	
6/3/2019	A.3620 410	Supplies	Out of Code Transfer to A.3620 220	\$ 54.00	\$ 54.00
Dist. Attorney_Dist. Attorney - District Attorney, District Attorney					
6/17/2019	A.1165 250	Technical Equipment	Budget Transfer out of Object Code from A.1165 410	\$ 66.41	
6/17/2019	A.1165 410	Supplies	Budget Transfer out of Object Code to A.1165 250	\$ 66.41	\$ 66.41
DPW_DPW Admin - DPW,DPW Administration					
6/3/2019	A.7113 465	Road/Bridge Materials	Transfer Within Budget Code from A.7113 470	\$ 1,200.00	
6/3/2019	A.7113 470	Contract	Transfer Within Budget Code to A.7113 465	\$ 1,200.00	
6/3/2019	D.5110 410	Supplies	Transfer Within Budget Code to D.5110 439	\$ 1,000.00	
6/3/2019	D.5110 439	Misc Fees & Expenses	Transfer Within Budget Code from D.5110 410	\$ 1,000.00	
6/4/2019	A.1628 410	Supplies	Transfer Within Budget Code from A.1628 422	\$ 1,430.00	
6/4/2019	A.1628 422	Repair/Maint-Equipment	Transfer Within Budget Code to A.1628 410	\$ 1,430.00	
6/4/2019	A.1490 419	Settlements	Transfer Within Budget Code from A.1490 423	\$ 200.00	
6/4/2019	A.1490 423	Telephone	Transfer Within Budget Code to A.1490 419	\$ 200.00	
6/6/2019	D.5110 421	Equipment Rental	Transfer Within Budget Code from D.5110 465	\$ 4,160.00	
6/6/2019	D.5110 465	Road/Bridge Materials	Transfer Within Budget Code to D.5110 421	\$ 4,160.00	
6/6/2019	D.5142 410	Supplies	Transfer Within Budget Code to D.5142 421	\$ 2.00	
6/6/2019	D.5142 421	Equipment Rental	Transfer Within Budget Code from D.5142 410	\$ 2.00	
6/6/2019	D.3310 410	Supplies	Transfer Within Budget Code to D.3310 424	\$ 2.00	
6/6/2019	D.3310 424	Postage	Transfer Within Budget Code from D.330 410	\$ 2.00	

**WARREN COUNTY**  
**Journal Report - June 2019**

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
6/11/2019	D.5110 410	Supplies	Transfer Within Budget Code to D.5110 421	\$ 5,236.00	\$ 5,236.00
6/11/2019	D.5110 421	Equipment Rental	Transfer Within Budget Code from D.5110 410	\$	\$
6/14/2019	A.1628 410	Supplies	Transfer Within Budget Code from A.1628 422	\$ 2,000.00	\$
6/14/2019	A.1628 422	Repair/Maint-Equipment	Transfer Within Budget Code to A.1628 410	\$	\$ 2,000.00
6/17/2019	A.5610 861	Retirees Hospitalization	Transfer Within Budget Code to A.5610 862	\$ 57.01	\$ 57.01
6/17/2019	A.5610 862	Health Insurance Cost Reimbursement	Transfer Within Budget Code from A.5610 861	\$	\$ 92.00
6/17/2019	A.7111.0198 410	Supplies	Transfer Within Budget Code to A.7111.0198 424	\$ 92.00	\$
6/17/2019	A.7111.0198 424	Postage	Transfer Within Budget Code from A.7111.0198 410	\$	\$ 92.00
6/20/2019	A.7110 410	Supplies	Transfer Within Budget Code to A.7110 418	\$ 1,451.00	\$ 1,451.00
6/20/2019	A.7110 418	Ins-General Liability	Transfer Within Budget Code from A.7110 410	\$	\$ 151.00
6/24/2019	A.1490 423	Telephone	Transfer Within Budget Code to A.1490 424	\$ 151.00	\$
6/24/2019	A.1490 424	Postage	Transfer Within Budget Code from A.1490 423	\$	\$ 151.00
6/24/2019	D.3310 424	Postage	Transfer Within Budget Code D.3310 444	\$ 72.00	\$
6/24/2019	D.3310 444	Travel/Education/Conference	Transfer Within Budget Code to D.3310 424	\$	\$ 72.00
6/27/2019	A.7113 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code from A.7113 470	\$ 330.00	\$
6/27/2019	A.7113 470	Contract	Transfer Within Budget Code to A.7113 413	\$	\$ 330.00
Infotech - Information Technology					
6/5/2019	A.1680 210	Furniture/Furnishings	Budget Transfer out of Object Code from A.1680 410	\$ 200.00	\$
6/5/2019	A.1680 410	Supplies	Budget Transfer out of Object Code to A.1680 210	\$	\$ 200.00
OFA - Office for the Aging					
6/26/2019	A.6772.4300 260	Other Equipment	Outside budget code transfer from A67724300410	\$ 13,895.58	\$
6/26/2019	A.6772.4300 410	Supplies	Outside budget code transfer to A67724300260	\$	\$ 13,895.58
6/27/2019	A.6772 260	Other Equipment	Outside budget code transfer from A6772410	\$ 592.35	\$
6/27/2019	A.6772 410	Supplies	Outside budget code transfer TO a6772260	\$	\$ 592.35
Office of EMS - Office of Emergency Services					
6/28/2019	A.3645.4018 250	Technical Equipment	Out of code transfer from A.3645.4018 410	\$ 11.21	\$

**WARREN COUNTY**  
**Journal Report - June 2019**

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
6/28/2019	A.3645.4018 410	Supplies	Out of code transfer to A.3645.4018 250	\$	\$ 11.21
<b>Public Defender - Public Defender</b>					
6/17/2019	A.1171 437	Consulting Fees	Transfer from A.1171 439 to A.1171 437	\$ 1,125.00	
6/17/2019	A.1171 439	Misc Fees & Expenses	Transfer from A.1171 439 to A.1171 437	\$	\$ 1,125.00
6/27/2019	A.1171 437	Consulting Fees	Transfer from A.1171 470 to A.1171 437	\$ 895.00	
6/27/2019	A.1171 470	Contract	Transfer from A.1171 470 to A.1171 437	\$	\$ 895.00
<b>Public Health_Health Services - Public Health, Health Services</b>					
6/4/2019	A.4010 423	Telephone	Budget transfer Chha to A4010.428	\$	\$ 1,500.00
6/4/2019	A.4010 428	Data Processing & Internet Fees	Budget transfer Chha from A4010.423	\$ 1,500.00	
6/7/2019	A.4189 220	Office Equipment	Budget Transfer BT to A..4189.220 from .260 computers,printer..	\$	\$ 1,600.00
6/7/2019	A.4189 260	Other Equipment	Budget Transfer BT to A..4189.220 from .260 computers,printer..	\$	\$ 1,600.00
6/10/2019	A.4189 220	Office Equipment	BT Grant budget transfer from A4189.260	\$ 112.00	
6/10/2019	A.4189 260	Other Equipment	BT Grant budget transfer to A4189.220	\$	\$ 112.00
6/10/2019	A.4010 260	Other Equipment	Chha Out of Code Transfer from A4010.441+469	\$	\$ 5,229.00
6/10/2019	A.4010 441	Auto-Supplies & Repair	Chha Out of Code Transfer to A4010.260	\$	\$ 3,000.00
6/10/2019	A.4010 469	Other Payments/Contributions	Chha Out of Code Transfer to A4010.260	\$	\$ 2,229.00
6/10/2019	A.4010 426	Subscriptions	budget transfer Chha from A4010.469	\$	\$ 806.00
6/10/2019	A.4010 469	Other Payments/Contributions	budget transfer Chha to A4010.426	\$	\$ 806.00
6/11/2019	A.4010 220	Office Equipment	Budget transfer Chha to A4010.260	\$	\$ 80.00
6/11/2019	A.4010 260	Other Equipment	Budget transfer Chha from A4010.220	\$	\$ 80.00
6/14/2019	A.4189 423	Telephone	Budget transfer BT to A4189.428	\$	\$ 32.00
6/14/2019	A.4189 428	Data Processing & Internet Fees	Budget transfer BT from A4189.423	\$	\$ 32.00
6/17/2019	A.4054.0060 410	Supplies	Budget Transfer EI To A.4054.0060.410 fm A.4054.0060.444	\$	\$ 100.00
6/17/2019	A.4054.0060 444	Travel/Education/Conference	Budget Transfer EI To A.4054.0060.410 fm A.4054.0060.444	\$	\$ 100.00
6/20/2019	A.4018.0030 260	Other Equipment	Out of Code Transf To A.4018.0030.260 fm A.4018.0030.435 Fridge	\$	\$ 2,500.00
6/20/2019	A.4018.0030 435	Medical Fees	Out of Code Transf To A.4018.0030.260 fm A.4018.0030.435 Fridge	\$	\$ 2,500.00

**WARREN COUNTY**  
**Journal Report - June 2019**

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
<b>Residential Hall - Countryside Adult Home</b>					
6/4/2019	A.6030 220	Office Equipment	Budget transfer with in object code from 260 to 220	\$ 1,100.00	
6/4/2019	A.6030 220	Office Equipment	budget transfer within object code from 260 to 220	\$ 1,100.00	
6/4/2019	A.6030 260	Other Equipment	budget transfer within object code from 260 to 220		\$ 1,100.00
6/12/2019	A.6030 220	Office Equipment	Budget transfer with in object code from 220 to 260		\$ 1,100.00
6/12/2019	A.6030 413	Repair & Maint.-Bldg/Property	Budget transfer in object code from 413 to 444		\$ 1,200.00
6/12/2019	A.6030 444	Travel/Education/Conference	Budget transfer in object code from 413 to 444	\$ 1,200.00	
6/26/2019	A.6030 427	Memberships & Dues	Budget Transfer within Object Code from A.6030 470	\$ 675.00	
6/26/2019	A.6030 470	Contract	Budget Transfer within Object Code to A.6030 427		\$ 675.00
<b>Social Services - Social Services</b>					
6/4/2019	A.6010 220	Office Equipment	Out of Code Transfer FROM A.6010 444	\$ 2,000.00	
6/4/2019	A.6010 444	Travel/Education/Conference	Out of Code Transfer TO A.6010 220		\$ 2,000.00
6/17/2019	A.6010 426	Subscriptions	Budget Transfer within Object Code FROM A.6010 470	\$ 1,300.00	
6/17/2019	A.6010 470	Contract	Budget Transfer within Object Code TO A.6010 426		\$ 1,300.00
6/19/2019	A.6010 210	Furniture/Furnishings	Out of Budget Code Transfer from A.6010 410	\$ 2,000.00	
6/19/2019	A.6010 410	Supplies	Out of Budget Code Transfer to A.6010 210		\$ 2,000.00
<b>Tourism - Tourism</b>					
6/6/2019	A.6417.0002 469	Other Payments/Contributions	Transfer to A.6417.0002 480		\$ 47,500.00
6/6/2019	A.6417.0002 480	Tourism-Special Events	Transfer from A.6417.0002 469	\$ 47,500.00	
<b>Traffic Safety - Traffic Safety</b>					
6/10/2019	A.3311 436	Advertising Fees	Transfer of funds within object code from A3311 410	\$ 200.00	
6/10/2019	A.3315 410	Supplies	Transfer of funds within object code to A3311 436		\$ 200.00
<b>Treasurer Disb - Treasurer Departmental Activity</b>					
6/18/2019	A.1325 210	Furniture/Furnishings	Out of Code Budget Transfer from A.1325 410 to A.1325 210	\$ 69.03	
6/18/2019	A.1325 410	Supplies	Out of Code Budget Transfer from A.1325 410 to A.1325 210		\$ 69.03

**RESOLUTION REQUEST FORM NO. 20**

**MISCELLANEOUS**

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

**DEPARTMENT NAME:** County Administrator

**DATE:** 7/29/2019

- (a) Purpose of Request:  
**To approve the Lake Champlain Lake George Regional Planning Board 2020 Budget**
  
- (b) Details:  
**Per the 5 County (Warren, Washington, Essex, Clinton and Hamilton) LCLGRP MOA (copy attached) the LCLGRRB has provided each member county with the attached 2020 LCLGRP budget and salary for approval**
  
- (c) Previous Resolution Number:  
**440/2018**
  
- (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

## LCLGRP 2020 Budget - Approved 7.16.19

Expense Category	2019 Budget	2020 Budget
Salaries	\$ 175,250.00	\$ 236,450.00
Fringe for Employees	\$ 87,625.00	\$ 80,000.00
Fringe for Retirees	\$ 25,000.00	\$ 27,500.00
Insurance	\$ 5,000.00	\$ 5,000.00
Workers Comp Insurance	\$ 2,200.00	\$ 2,300.00
Rent	\$ 4,500.00	\$ 5,520.00
Legal	\$ 4,500.00	\$ 7,500.00
Accounting	\$ 10,000.00	\$ 10,000.00
Audit	\$ 10,000.00	\$ 12,900.00
Credit Reports	\$ 200.00	\$ 250.00
UCC Renewals/Filings	\$ 45.00	\$ 160.00
Technology Assistance	\$ 650.00	\$ 650.00
Website	\$ 460.00	\$ 425.00
Professional Services	\$ -	\$ -
Operating Expenses	\$ 10,000.00	\$ 20,000.00
Travel and Training	\$ 7,500.00	\$ 7,175.00
<b>LCLGRP Total</b>	<b>\$ 342,930.00</b>	<b>\$ 415,830.00</b>
<b>A/GFTC Total</b>		<b>\$ 380,000.00</b>
<b>TOTAL</b>	<b>\$ 342,930.00</b>	<b>\$ 795,830.00</b>

Revenue Category	Subcategories	2019 Budget	2020 Budget
County Allocations		\$ 31,682.00	\$ 42,499.00
	<i>Clinton County</i>	\$ 10,211.00	\$ 10,211.00
	<i>Essex County</i>	\$ 5,369.00	\$ 8,044.00
	<i>Hamilton County</i>	\$ 1,675.00	\$ 2,730.00
	<i>Warren County</i>	\$ 12,954.00	\$ 12,954.00
	<i>Washington County</i>	\$ 8,500.00	\$ 8,560.00
US EDA Planning Grant		\$ 70,000.00	\$ 70,000.00
NYS DEC 604(b) Planning Grant		\$ 65,000.00	\$ 107,500.00
Water Quality Grant Admin		\$ 50,000.00	\$ 90,500.00
	<i>Lake George Assessment</i>		\$ 30,000.00
	<i>Lake George Economic Study</i>		\$ 5,000.00
	<i>LCBP P quantifying grant</i>		\$ 30,000.00
	<i>Washington Co. MS4 grant</i>		\$ 4,000.00
	<i>Champlain WQIP</i>		\$ 7,000.00
	<i>Upper Hudson WQIP</i>		\$ 4,000.00
	<i>Upper Hudson DOS</i>		\$ 7,500.00
	<i>Stormwater Tradeshow</i>		\$ 3,000.00
Interest from Loans		\$ 95,818.00	\$ 70,781.00
Town of Schroon RLF		\$ 3,500.00	\$ 3,500.00
Northern Borders Admin		\$ 4,050.00	\$ 4,050.00
AGFTC - Host Agency Agreement		\$ 27,000.00	\$ 27,000.00
<b>LCLGRP Total</b>		<b>\$ 347,050.00</b>	<b>\$ 415,830.00</b>
<b>A/GFTC Total</b>			<b>\$ 380,000.00</b>
<b>TOTAL</b>			<b>\$ 795,830.00</b>

**Lake Champlain – Lake George Regional Planning Board  
2020 Salary Schedule**

**APPROVED – 7.16.19**

**Budget Year 2020**

<b>Position Title</b>	<b>2020 Salary</b>
Director	\$78,000.00
Senior Planner	\$58,425.00
Senior Account Clerk	\$42,025.00
Economic Development Coordinator	\$58,000.00

# Warren County Board of Supervisors

## RESOLUTION NO. 440 OF 2018

**RESOLUTION INTRODUCED BY SUPERVISORS MCDEVITT, BEATY, LEGGETT, BRAYMER, STROUGH, HOGAN, MAGOWAN, SIMPSON AND WILD**

**APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE FIVE COUNTIES OF CLINTON, ESSEX, HAMILTON, WARREN AND WASHINGTON AND THE LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD**

WHEREAS, the Lake Champlain-Lake George Regional Planning Board (“LCLGRPB”) was established in accordance with resolutions passed by the Counties of Warren, Washington, Essex, Clinton and Hamilton in 1967, as may have been amended, as a Regional Planning Board pursuant to New York General Municipal Law (“GML”) Article 12-B, Section 239-h, and

WHEREAS, the five counties have, as required by GML, adopted amended bylaws as proposed by and passed by the Lake Champlain-Lake George Regional Planning Board of Directors of July 25, 2018, and

WHEREAS, pursuant to GML Section 239-h, the counties must adopt a Memorandum of Agreement spelling out the duties and responsibilities of all parties and the financial contribution required by the member counties, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby approves the Memorandum of Agreement between the five member counties of Warren, Washington, Essex, Clinton and Hamilton and the Lake Champlain Lake George Regional Planning Board as per the attached “Schedule A”.

## RESOLUTION No. 440 OF 2018

PAGE 2 OF 5

## MEMORANDUM OF AGREEMENT

BETWEEN THE FIVE COUNTIES OF CLINTON, ESSEX, HAMILTON,  
WARREN AND WASHINGTON

AND THE

LAKE CHAMPLAIN – LAKE GEORGE REGIONAL PLANNING BOARD

OCTOBER, 2018

WHEREAS, the Lake Champlain-Lake George Regional Planning Board (“LCLGRP”) was established in accordance with resolutions passed by counties of Warren, Washington, Essex, Clinton and Hamilton (the “Counties”) in 1967, as may have been amended, as a Regional Planning Board pursuant to New York General Municipal Law (“GML”) Article 12-B, Section 239-h; and

WHEREAS, the five counties have, as required by GML, adopted amended bylaws as proposed by and passed by the Lake Champlain Lake George Regional Planning Board of Directors on July 25 2018, and

WHEREAS, pursuant to General Municipal Law 239-h the counties must adopt a Memorandum of Agreement spelling out the duties and responsibilities of all parties and the financial contributions required by the member counties; It is

THEREFORE, DULY RESOLVED that the LCLGRP hereby adopts the following Memorandum of Agreement:

## ARTICLE 1

## DUTIES

The duties of the LCLGRP shall be as follows:

1. Provide access to information on domestic assistance programs including searches on public and private funding sources for specific development projects,
2. Develop a Comprehensive Economic Development Strategy which maintains the Region’s federal funding eligibility from EDA,
3. Prepare grant and loan applications on behalf of municipalities to secure development, planning and water quality improvement project funds from such agencies as the US Commerce Department, US Rural Development Administration, Natural Resource Conservation Service, NYS Urban Development Corporation, NYS Department of Environmental Conservation, NYS Environmental Facilities Corporation, and NYS Department of State. Grantsmanship services offered through the Board have helped local governments acquire millions in funding for the creation of industrial parks, energy and telecommunications projects, and water, sewer and transportation infrastructure upgrades,
4. Operate a small business Revolving Loan Fund to provide funding at below market rate for qualifying small businesses for fixed asset and working capital needs,

*RESOLUTION No. 440 OF 2018*

PAGE 3 OF 5

5. Work as the designated Local Development District for management of Northern Borders Regional Commission funding, which brings federal infrastructure improvement and telecommunications funding into the region,
6. Prepare regional watershed management planning documents on community revitalization and water quality and natural resource improvement projects,
7. Assist municipalities with work required under federal and state permits, such as the New York State Municipal Separate Sewer System (MS4) Program,
8. Provide technical assistance to municipalities, non-profit organizations and citizens groups for an array of water quality related issues,
9. Host technical trainings for local engineers, landscape architects, municipal code enforcement officers, highway department personnel and municipal planning and zoning board members,
10. Act as the federal clearinghouse for multi-jurisdictional land use planning and community development projects,
11. Publish priority issue documents and undertake special studies in response to issues of local importance,
12. Host agency for the Glens Falls/Adirondack Transportation Council, which is a Metropolitan Planning Organization created by the NYS Governor in 1982. The three core products of the metropolitan planning process are; the 20-year Long Range Plan that articulates regional goals, objectives and priorities for regional transportation system maintenance and improvements; the Transportation Improvement Program, which is a five-year roster of planned federal investments in capital projects for roads; and the Unified Planning Work Group that develops a one to two year list of planning and programming activities. Key emphasis areas are capital planning, rehabilitation and reconstruction for transportation corridors, traffic counts, travel demand modeling, pavement scoring, safety assessments and infrastructure vulnerability assessments.

## ARTICLE 2

**REPORTS**

1. Annual Report. The LCLGRP shall make an annual report of its activities to the Member County legislative bodies on or before June 30th of each year.
2. Independent Audit. To insure the fiscal, organizational and programmatic accountability of the LCLGRP, there shall be an annual independent audit which will be provided as part of the Annual Report.
3. Other Reports and Plans. The preparation and adoption of other reports and plans by the LCLGRP shall be as prescribed in the State General Municipal Law, Article 12-B, Section 239-h.

## ARTICLE 3

**FINANCING AND ADMINISTRATIVE SERVICES**

1. The fiscal year of the LCLGRP shall be the calendar year.
2. The LCLGRP, with the assistance of the Executive Director, shall prepare and adopt a

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proposed annual operating budget, showing proposed expenses and revenues, to carry out the responsibilities set out in this agreement. The operating budget shall consist of the following components:

- a. An administrative budget, with expenditures broken down by objects of expense;
  - b. A project budget, showing a separate budget for each project;
  - c. A contingency budget for use in funding unanticipated costs;
  - d. A salary schedule in support of the appropriation for personal services.
3. The LCLGRP's proposed budget shall be submitted to the Board of Directors, and shall subsequently be submitted to each member county's Budget Officer by July 1st of each year. The proposed budget shall include a notice to each member county indicating its share of the proposed budget. The County Budget Officers shall review and provide recommendations on the proposed budget no later than July 15th. The proposed budget may be amended and resubmitted to the legislative bodies of each member county by July 31st. Each legislative body shall review and consider the proposed budget and shall, prior to August 31st, either adopt the proposed budget or an advisory report suggesting modifications to the proposed budget. Upon consideration of the actions of the legislative bodies of each member county, the LCLGRP shall then adopt a budget no later than September 30th of each year. The adopted budget shall be forwarded to each member county and shall include a notice indicating each member county's share of the adopted budget.
  4. The contribution by each member county named as Clinton, Essex, Hamilton, Warren, and Washington Counties shall be based on a calculation using the population of each county as of the last full census and the total equalized taxable property value of each county as of the previous year (hereinafter "proportionate share"). Population shall account for 50% of the calculation and the total equalized taxable property value will constitute the other 50%. Each 50% share shall be prorated by the percentage the county is of the total of population and assessed value. An example of the calculation will be provided as an attachment.
  5. This Agreement shall be deemed executory only to the extent member counties appropriate their proportionate share. To the extent member counties appropriate money for this Agreement each year, each member county shall transfer its proportionate share no later than March 31<sup>st</sup> of each year, upon receipt of a verified voucher from the LCLGRP.
  6. The LCLGRP will depend solely upon authorized payments received from Member Counties, in their proportionate shares, plus any local, federal, state or private grants for contract work performed. Any monies for special projects which require a local share coming from the Member Counties in advance of the commencement of a project shall be requested from Member Counties in their proportionate shares. Such projects shall not commence until the local funds are committed.
  7. No expenditures in excess of the LCLGRP's authorized annual budget, adopted pursuant to this Article, shall be made without the written resolution of the Board of Directors setting forth the purposes and amount of such additional expenditures, as well as each member county's share of such expenditures. This resolution shall be submitted to the legislative bodies of each member county at least two weeks prior to its consideration at a meeting of the LCLGRP.
  8. The LCLGRP shall be an independent fiscal entity.

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## ARTICLE 4

**SUSPENSION**

In the event that one or more of the Member Counties fails to appropriate or transfer its proportionate share of the Board's operating funds to the LCLGRP by March 31 of the LCLGRP's current fiscal year, and such failure continues thirty days after notice from the LCLGRP, such County shall be deemed to be suspended from the LCLGRP and written notice to that effect shall be sent to all other Counties. During the period of suspension, such County's representative members shall not be entitled to vote at LCLGRP or Committee meetings, and no items of business relating solely to such suspended County, including requests for review and recommendations concerning Federal or State participation in planning or projects within such suspended County, shall be voted upon or passed by the LCLGRP. Any period of suspension hereunder shall be terminated and such County restored to full membership upon receipt of payment of its delinquent share.

## ARTICLE 5

**BY LAWS, RULES AND REGULATIONS**

The LCLGRP may adopt, amend and rescind such written By-laws, Rules and Regulations, consistent with this Agreement, which it deems necessary and appropriate to the carrying out of its duties and responsibilities hereunder and governing its meeting procedures and other day-to-day operations of the LCLGRP. All amended by-laws must be approved by the member counties legislative body as required by New York State General Municipal Law §239-h.

## ARTICLE 6

**ADOPTION AND AMENDMENT PROCESS**

This agreement was adopted by approving resolutions of the Member Counties and may only be amended by the same process. Any change or amendment of this Agreement must be approved by each Member Counties legislative body.

**RESOLUTION REQUEST FORM NO. 20****MISCELLANEOUS**

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

**DEPARTMENT NAME:** County Administrator

**DATE:** 8/1/2019

- (a) Purpose of Request:  
**Authorizing the County Treasurer to write off uncollected Medicaid receivables carried over from December 31, 2015 for the former Westmount Health Facility.**
- (b) Details:  
**Medicaid receivables carried over for the former Westmount Health Facility in the amount of \$552,683.37 (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) have been deemed uncollectible and should be written off**
- (c) Previous Resolution Number:
- (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. 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.

## AGENDA

AUGUST 1, 2019

*DRAFT AGENDA - SUBJECT TO CHANGE*

**Committee Members:** Geraghty, Frasier, McDevitt, Leggett, Braymer, Simpson, Hyde, Diamond, Loeb, Merlino and Sokol

- 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.

***Personnel Officer -***  
B) Request to amend Resolution No. 236 of 2019 to correct the name of the service provider to Mountain Medical Services, PLLC.
  - 3) **Referrals from the Criminal Justice & Public Safety Committee, District Attorney:**
    - A) Request to create and fill Legal Clerk #1 position, *Grade 5, Base Annual Salary \$30,520, (to be filled at the Grade 5, Step 1 salary of \$31,100)*, and delete the position of Secretary, *Grade 4, Annual Salary \$30,426*, effective August 19, 2019.
    - B) Request to create and fill Legal Clerk #2 position, *Grade 5, Base Annual Salary \$30,520, (to be filled at the Grade 5, Step 16 salary of \$39,038)*, and defund the salary of Clerk, *Grade 2, Annual Salary \$28,495*, effective August 19, 2019.
    - C) Request to create and fill Legal Clerk #3 position, *Grade 5, Base Annual Salary \$30,520, (to be filled at the Grade 5, Step 3 salary of \$32,177)*, and defund the salary of Word Processing Operator, *Grade 4, Annual Salary \$37,694*, effective August 19, 2019.
    - D) Request to create and fill Legal Clerk #4 position, *Grade 5, Base Annual Salary \$30,520, (to be filled at the Grade 5, Step 2 salary of \$31,635)*, and defund the salary of the Keyboard Specialist, *Grade 3, Annual Salary \$29,595*, effective August 19, 2019.
  - 4) **Referrals from the Health, Human & Social Services Committee, Health Services:**
    - A) Request to authorize enrollment in job-related course: Jignasha Shah, *Public Health Program Coordinator*, to enroll in Basic Principles of Statistical Inference at SUNY Albany School of Public Health. Course begins August 26, 2019; Cost: \$1,693.39, plus the cost of books. If this request is approved, Ms. Shah will be due reimbursement of 50% of course costs upon completion with a grade of "C" or better.
    - B) Request to authorize enrollment in job-related course: Laura Monroe, *Registered Professional Nurse*, to enroll in NUR 440 Research and Evidenced Based Practice at Southern New Hampshire University-Online. Course begins July 1 2019; Cost: \$1,026.95 (*cost of books included*). If this request is approved, Ms. Monroe will be due reimbursement of 50% of course costs upon completion with a grade of "C" or better.
  - 5) **Items/Requests to be Discussed by the County Treasurer:**

Request to authorize enrollment in job-related courses: Monica Stark, *Junior Accountant*, to enroll in Advanced Accounting and Intro to Mathematical Modeling in Business at SUNY Plattsburg. Courses begin August 26, 2019; Cost: \$700. If this request is approved, Ms. Stark will be due reimbursement of 50% of course costs upon completion with a grade of "C" or better.
  
- V. **Pending Items:** None.

*Continued*