

FINANCE COMMITTEE
AGENDA
OCTOBER 31, 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 for a transfer of funds in the amount of \$60,000 from the Contingent Account to cover the cost of College chargebacks which have increased more than anticipated.
 - B) Request for a new contract with Capital Markets Advisor LLC to provide advisory services for bond sales.
 - 3) **Referrals from the Budget Committee:**
 - A) Request to authorize an appropriation of funds in the amount of \$650,000 from the General Fund Unappropriated Surplus to provide funding for the list of reserves suggested by the Budget Officer.
 - B) Request to create reserves suggested by the Budget Officer: A860.00, *SUNY Adirondack Capital Improvements (\$100,000)*; A861.00, *Countryside Rehabilitation (\$200,000)*; A.863.00, *Insurance (\$50,000)*; A.867.00, *Employee Benefit Accrued Liability*; and A.916.00, *Assigned Fund Balance, Project Assessments (\$50,000)*.
 - C) Request to increase reserves as suggested by the Budget Officer: A.871.00, *Rehab County Buildings (\$100,000)*; and A.898.00, *Election Equipment (\$100,000)*.
 - 4) **Referrals from the County Facilities Committee, Airport:**
 - A) Request to establish Capital Project H391, *Airport Two Snow Plows*, in the amount of \$415,000.
 - B) Request to appropriate funds in the amount of \$20,750 from Budget Code A.892.00, *Reserve, Airport, Repair & Projects*, to Budget Code A.9950 910, *Transfers - Capital Project*, to provide funding for the purchase of two new snow plows.
 - C) Request to amend Resolution No. 739 of 2011 to change the description of A.892.00, *Reserve, Airport, Repair & Projects*, to include Airport Equipment purchases.
 - 5) **Referrals from the Criminal Justice & Public Safety Committee:**
 - A) *Office of Emergency Services* - Request to increase Capital Project H358, *Hazard Mitigation Grant Program - Projects*, in the amount of \$150,000.
 - B) *Sheriff* - Request to authorize an appropriation of funds in the amount of \$62,330.50 from the General Fund Unappropriated Surplus to Budget Code A.3110 455, *Law Enforcement, Safety Equipment*, to return funds from 2018 purchase orders which were not carried over to the 2019 Budget.
 - 6) **Referrals from the Occupancy Tax Coordination Committee:**
 - A) Request to appropriate \$15,000 from Budget Code A.881, *Reserve-Occupancy Tax*, to Budget Code A.6417.0002 469, *Other Payments/Contributions* to cover the additional funding owed in accordance with the local law which requires 25% of the occupancy tax revenues collected to be distributed to the towns of Warren County.
 - B) Request to appropriate \$10,000 from Budget Code A.881, *Reserve-Occupancy Tax*, to Budget Code A.6417.0002 480, *Tourism/Occupancy, Tourism-Special Events*, to award funding for the 2019 Adirondack Christkindlmarkt event.

Continued

7) Referrals from the Public Works Committee, DPW:

- A) Request to amend the County Budget to increase Budget Code D.9950 910, *Transfers-Capital Projects*, in the amount of \$20,272.76 in accordance with transfers of surplus local match funds from various capital projects back to funding source.
- B) Request to establish Capital Project H392, *Sunnyside Road (CR 54) Pavement Rehabilitation*, in the amount of \$41,653.22.
- C) Request to establish Capital Project No. H393, *Johnsburg Bridges (Glen Creek Road & Dippikill Road over Glen Creek)*, in the amount of \$21,250.
- D) Request to establish Capital Project No. H394, *Olmstedville Road (CR 19) Reconstruction*, in the amount of \$16,000.
- E) Request to establish Capital Project No. H395, *Oxbow Hill & Moon Hill Road (CR 63) Reconstruction*, in the amount of \$6,650.
- F) Request to establish Capital Project No. H396, *East River Drive (CR16) & Call Street (CR32) Rehabilitation*, in the amount of \$8,150.

8) Referrals from the Support Services Committee:

- A) *County Auditor* - Request for a transfer of funds in the amount of \$500 from the Contingent Account to pay for increased telephone bill that was not budgeted for and the purchase study materials for Part II of the Internal Auditor Certification.
- B) *Clerk of the Board* - Request for a transfer of funds in the amount of \$3,000 from the Contingent Account to cover the estimated cost of Supervisor mileage reimbursements through the end of 2019.

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

- A) Journal Reports of transfers approved by the County Administrator staff during September of 2019.
- B) Request to amend the County Budget in the amount of \$50,000 to reflect receipt of grant funding through Assemblyman Stec's office to provide funding to purchase a camera switch in the jail.
- C) Request for a transfer of funds in the amount of \$92,5000 from the Contingent Account to pay for the purchase of the live scan software in Chester and the remaining balance due for the camera switch in the jail.
- D) Request to amend Resolution No. 419 of 2019 to remove language listing a specific individual to provide supervising attorney services.

10) Requests/Items to be Discussed by the County Attorney:

Request for an executive session to discuss a potential settlement in the matter of Jehm v. Warren County

- 11) Finance Committee action is required on the following items approved by the Personnel & Higher Education Committee: Personnel & Higher Education Committee Agenda Items 3A, 4, 5 and 6B.

IV. Pending Items:

- 1) Committee tabled request introduced by Mr. Geraghty from a property owner in the Town of Warrensburg to be refunded in the amount of \$561.05 for penalties and interest on 2016 taxes the owner was not aware were due because the bill went to the previous owner to allow the County Attorney to research whether it was permissible to refund these fees and report back to Committee. (10.04.19)
- 2) Upon the request of the County Treasurer, Resolution No. 444, *Further Amending the Unassigned Fund Balance Policy for Warren County*, was tabled at the October 18th Board meeting and sent back to Committee for further discussion. (10.18.19)

V. Privilege of the Floor

VI. Motion to Adjourn

REQUEST FOR TRANSFER OF FUNDS

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

FROM Public Works - DPW

Name of Department

SIGNED: _____ DATE: 10/21/2019

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
D.5110	110 County Roads, Maint of Roads, Salaries-Regular	D.5112.8298	110 Co Roads, 2019 CR#4 High Street	Salaries - Regular \$1,662.56
D.5112.8298	280 Co Roads, 2019 CR#4 High Street	D.5112.8298	120 Co Roads, 2019 CR#4 High Street	Salaries - Overtime \$129.56
D.5112.8298	280 Co Roads, 2019 CR#4 High Street	D.5112.8298	130 Co Roads, 2019 CR#4 High Street	Salaries - PartTime \$340.29
D.5110	421 County Roads, Maint of Roads, Equipment Rental	D.5112.8298	421 Co Roads, 2019 CR#4 High Street	Equipment Rental \$862.36
D.5110	810 County Roads, Maint of Roads, Retirement	D.5112.8298	810 Co Roads, 2019 CR#4 High Street	Retirement \$195.36
D.5110	830 County Roads, Maint of Roads, Social Security	D.5112.8298	830 Co Roads, 2019 CR#4 High Street	Social Security \$124.95
D.5110	831 County Roads, Maint of Roads, Medicare	D.5112.8298	831 Co Roads, 2019 CR#4 High Street	Medicare \$29.22
D.5110	860 County Roads, Maint of Roads, Hospitalization	D.5112.8298	860 Co Roads, 2019 CR#4 High Street	Hospitalization \$362.99
D.5110	865 County Roads, Maint of Roads, Dental	D.5112.8298	865 Co Roads, 2019 CR#4 High Street	Dental \$7.16
D.5110	110 County Roads, Maint of Roads, Salaries-Regular	D.5112.8299	110 Co Roads, 2019 CR#40 Golf Course Road	Salaries - Regular \$2,732.28
D.5112.8299	280 Co Roads, 2019 CR#40 Golf Course Road	D.5112.8299	120 Co Roads, 2019 CR#40 Golf Course Road	Salaries - Overtime \$166.10
D.5112.8298	280 Co Roads, 2019 CR#4 High Street	D.5112.8299	130 Co Roads, 2019 CR#40 Golf Course Road	Salaries - PartTime \$455.98
D.5110	421 County Roads, Maint of Roads, Equipment Rental	D.5112.8299	421 Co Roads, 2019 CR#40 Golf Course Road	Equipment Rental \$4,670.66
D.5110	810 County Roads, Maint of Roads, Retirement	D.5112.8299	810 Co Roads, 2019 CR#40 Golf Course Road	Retirement \$341.43
D.5110	830 County Roads, Maint of Roads, Social Security	D.5112.8299	830 Co Roads, 2019 CR#40 Golf Course Road	Social Security \$196.14
D.5110	831 County Roads, Maint of Roads, Medicare	D.5112.8299	831 Co Roads, 2019 CR#40 Golf Course Road	Medicare \$45.86
D.5110	860 County Roads, Maint of Roads, Hospitalization	D.5112.8299	860 Co Roads, 2019 CR#40 Golf Course Road	Hospitalization \$591.15
D.5110	865 County Roads, Maint of Roads, Dental	D.5112.8299	865 Co Roads, 2019 CR#40 Golf Course Road	Dental \$11.75
D.5110	110 County Roads, Maint of Roads, Salaries-Regular	D.5112.8304	110 Co Roads, 2019 CR#13 Glen Athol Road	Salaries - Regular \$12,835.19
D.5112.8304	280 Co Roads, 2019 CR#13 Glen Athol Road	D.5112.8304	120 Co Roads, 2019 CR#13 Glen Athol Road	Salaries - Overtime \$5,654.89
D.5112.8304	280 Co Roads, 2019 CR#13 Glen Athol Road	D.5112.8304	130 Co Roads, 2019 CR#13 Glen Athol Road	Salaries - PartTime \$2,292.61
D.5110	421 County Roads, Maint of Roads, Equipment Rental	D.5112.8304	421 Co Roads, 2019 CR#13 Glen Athol Road	Equipment Rental \$16,760.44
D.5110	810 County Roads, Maint of Roads, Retirement	D.5112.8304	810 Co Roads, 2019 CR#13 Glen Athol Road	Retirement \$2,090.67
D.5110	830 County Roads, Maint of Roads, Social Security	D.5112.8304	830 Co Roads, 2019 CR#13 Glen Athol Road	Social Security \$1,284.29
D.5110	831 County Roads, Maint of Roads, Medicare	D.5112.8304	831 Co Roads, 2019 CR#13 Glen Athol Road	Medicare \$300.37
D.5110	860 County Roads, Maint of Roads, Hospitalization	D.5112.8304	860 Co Roads, 2019 CR#13 Glen Athol Road	Hospitalization \$2,052.30
D.5110	865 County Roads, Maint of Roads, Dental	D.5112.8304	865 Co Roads, 2019 CR#13 Glen Athol Road	Dental \$27.72
				\$56,224.28

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
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.

Road Salaries & Benefits

REQUEST FOR TRANSFER OF FUNDS

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

FROM Public Works - DPW
Name of Department

SIGNED: _____ DATE: 10/21/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
DM.5130	110 Machinery, Salaries - Regular	DM.5130 120	Machinery, Salaries - Overtime	\$65.17

<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: Coverage for Division Head & TOW CALL
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 SUPERVISORSDEPARTMENT NAME: TreasurerSIGNED: 

DATE: October 22, 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.2490 439	Community College Tuition	\$60,000.00

Please state reason for transfer request: College chargebacks have increased more than expected.

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

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Treasurer

DATE: October 31 2019

- (a) Is this a Result of a Bid or Request for Proposal? **RFP**
- (b) Purpose of Contract: **To provide Advisory Services for Bond Sales**
- (c) Name of Contractor: **Capital Markets Advisors LLC**
- (d) Address of Contractor: **11 Grace Ave, Suite 308, Great Neck NY 11022**
- (e) Contractor's Contact Person and Telephone Number: **Richard McCarty
917-439-3078**
- (f) Has or will the Contract be provided, if so, please attach: **No**
- (g) Commencement Date of Contract: **January 1, 2020**
- (h) Termination Date of Contract: **December 31 2022**
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (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: **Annual Fee paid by A 1010 437 Clerk of the Legislative Board, Consulting Fees. Bond fees paid at cloing for Bond amount****

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

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 67-19</p> <p>ITEM(S): RFP TO PROVIDE FINANCIAL ADVISORY SERVICES FOR BONDS AUTHORIZED BY WARREN COUNTY DURING 2020, 2021 AND 2022</p> <p>DATE: OCTOBER 24, 2019</p> <p>TIME: 3:00 P.M.</p>	<p>NAME & ADDRESS OF BIDDER</p> <p>Munistat Services, Inc. Attn: Thomas Cartwright 12 Roosevelt Ave. Port Jefferson Stat., NY 11776 Ph: 631-331-8888 Fx: 631-331-8834</p>	<p>NAME & ADDRESS OF BIDDER</p> <p>Capital Markets Advisors, LLC Attn: Richard McCarthy 11 Grace Ave. Suite 308 Great Neck, NY 11022 Ph: 917-439-3078 Fx: 516-487-2575</p>	<p>NAME & ADDRESS OF BIDDER</p> <p>Fiscal Advisors & Marketing, Inc. Attn: Jeanine Rodgers Caruso 21 Bedford Circle Mechanicville, NY 12118 Ph: 518-541-3861 Fx: 516-487-2575</p>	<p>NAME & ADDRESS OF BIDDER</p> <p>Rockfleet Financial Services, Inc. Attn: Catherine Corrigan 420 Lexington Ave. Suite 300 New York, NY 10170 Ph: 212-257-2205 Fx: 914-257-7358</p>
<p>AWARDED TO:</p>				
<p>✓ JULIE A. BUTLER, PURCHASING AGENT</p>				
<p>TERM: JANUARY 1, 2020 THROUGH DECEMBER 31, 2022</p>				
<p>RESOLUTION NO.: xx OF 2019</p>				
<p align="center">BOND REFUNDING SERVICES</p>				
<p>Negotiated Sale</p>	<p>*\$10,500 + \$1.00 per \$1,000 financed</p> <p>*EFC Financings \$5,500 for first 10 hours + additional \$150/hour thereafter</p>	<p>\$8,500.00</p>	<p>*\$18,500 for up to \$10,000,000</p> <p>*\$22,500 for \$10,000,001 and over</p>	<p>Flat fee of \$90,000</p>
<p>Competitive Sale</p> <p>15,000,000</p>	<p>*\$7,500 for bonds up to \$3,000,000 + \$0.70 per \$1,000 thereafter</p> <p>\$ 15,900</p>	<p>\$14,500.00</p>	<p>*\$2,600 under \$1,000,000</p> <p>*\$7,900 bonds up to \$5,000,000</p> <p>15,000,000 \$17,900 (10,000)</p> <p>*Fee increases \$1,000 per million above \$5,000,000</p>	<p>Flat fee of \$90,000</p>
<p>All Inclusive Advisory Fee</p>	<p>\$175 per hour</p>	<p>\$195 per hour</p>	<p>\$185 per hour</p>	<p>Principal Advisor \$360 Senior Advisor \$300 Junior Advisor \$275 Associate/Analyst \$125 Administrative/Clerical \$90</p>

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 67-19 ITEM(S): RFP TO PROVIDE FINANCIAL ADVISORY SERVICES FOR BONDS AUTHORIZED BY WARREN COUNTY DURING 2020, 2021 AND 2022 DATE: OCTOBER 24, 2019 TIME: 3:00 P.M.</p>	<p>NAME & ADDRESS OF BIDDER</p>	<p>NAME & ADDRESS OF BIDDER</p>	<p>NAME & ADDRESS OF BIDDER</p>	<p>NAME & ADDRESS OF BIDDER</p>
	<p>Munistat Services, Inc. Attn: Thomas Cartwright 12 Roosevelt Ave. Port Jefferson Stat., NY 11776 Ph: 631-331-8888 Fx: 631-331-8834</p>	<p>Capital Markets Advisors, LLC Attn: Richard McCarthy 11 Grace Ave. Suite 308 Great Neck, NY 11022 Ph: 917-439-3078 Fx: 516-487-2575</p>	<p>Fiscal Advisors & Marketing, Inc. Attn: Jeanine Rodgers Caruso 21 Bedford Circle Mechanicville, NY 12118 Ph: 518-541-3861 Fx: 516-487-2575</p>	<p>Rockfleet Financial Services, Inc. Attn: Catherine Corrigan 420 Lexington Ave. Suite 300 New York, NY 10170 Ph: 212-257-2205 Fx: 914-257-7358</p>
<p>SUBSEQUENT SERVICES</p>				
<p>Serial Bond Issues During 2020, 2021, and 2022</p>	<p>*\$4,500 for notes with an official statement up to \$5,000,000 + \$0.40 per \$1,000 thereafter *\$5,000 for bonds without an official statement *\$3,500 for notes without an official statement</p>	<p>\$8,500.00</p>	<p>*\$1,800 under \$1,000,000 *\$5,500 for \$1,000,001-\$5,000,000 *\$7,500 for \$5,000,001-\$10,000,000 *Fee increases \$1,000 per million above \$10,000,001</p>	<p>Flat fee of \$75,000</p>
<p>ADDITIONAL COSTS</p>				
<p>Other costs, fees, or expenses</p>	<p>See proposal</p>	<p>See proposal</p>	<p>See proposal</p>	<p>See proposal</p>

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: BUDGET COMMITTEE

DATE: OCTOBER 22, 2019

- (a) Purpose of Request:
To appropriate funds in the total amount of \$650,000 from the General Fund Unappropriated Surplus fund to certain reserves as suggested by the Budget Officer
- (b) Details:
The Budget Officer has suggested the creation of several reserve accounts to be supported by a combination of funding in the 2020 Budget (\$330,000) and from the Unappropriated Surplus Fund (\$650,000) in 2019 - list of suggested reserves is attached
- (c) Previous Resolution Number:
n/a
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
General Fund Unappropriated Surplus

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

* as listed in budget and LOGOS

RESERVES

<u>Reserve</u>	<u>Funding 2020 Budget</u>	<u>General Fund Balance</u>
SUNY ADIRONDACK:		
Operating & Capital Improvements	\$150,000	\$100,000
TOTAL	\$250,000	
Effort to raise the sponsors percent contribution from 11% to 15% per year.		
Capital Improvements are matched dollar for dollar by New York State.		
Contingent upon negotiation with Washington County change in the sponsors Funding formula. (FTE, assessments or a combination)		
COUNTY BUILDINGS A 871.00	\$25,000	\$100,000
Repair and maintenance needs		
Capital costs		
A 871.1 Countryside Rehabilitation	\$25,000	\$200,000
Interior needs renovations to make more appealing to maximize our resident count.		
CAPITAL PROJECTS ASSESSMENTS:	\$100,000	\$50,000
Infrastructure needs, Engineering to apply for grant funding, Match dollars.		
Election Equipment A 898.00		\$100,000
New Voting Machines, currently has \$84,428.00		
Fund with unused money in Board of Elections budget.		
RETIREMENT PAYOUTS:	\$15,000	\$50,000
Sick time, Vacations, other		
UNINSURED LOSSES: Property & Casualty	\$15,000	\$50,000
Deductibles		
	<u>\$330,000</u>	<u>\$650,000</u>

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: Budget

DATE: October 30, 2019

- (a) Purpose of Request: **Pursuant to section 6-c of the General Municipal Law, establish A 860.00 Reserve, SUNY Adirondack Capital Improvements to fund the County portion of future capital improvements at SUNY Adirondack.**
- (b) Details: **Fund the reserve with a \$100,000 appropriation of unassigned General fund balance.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 909.00 - Fund Balance**

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: Budget

DATE: October 30, 2019

- (a) Purpose of Request: **Pursuant to section 6-c of the General Municipal Law, establish A 861.00 Reserve, Countryside Rehabilitation for interior renovations.**
- (b) Details: **Fund the reserve with a \$200,000 appropriation of unassigned General fund balance.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 909.00 - Fund Balance**

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: Budget

DATE: October 30, 2019

- (a) Purpose of Request: **Pursuant to section 6-n of the General Municipal Law, establish A 863.00 Reserve, Insurance for uninsured losses.**
- (b) Details: **Fund the reserve with a \$50,000 appropriation of unassigned General fund balance.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 909.00 - Fund Balance**

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: Budget

DATE: October 30, 2019

- (a) Purpose of Request: **Pursuant to section 6-p of the General Municipal Law, establish A 867.00 Reserve, Employee Benefit Accrued Liability for accrued sick and vacation payouts upon retirement.**
- (b) Details: **Fund the reserve with a \$50,000 appropriation of unassigned General fund balance.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 909.00 - Fund Balance**

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: Budget

DATE: October 30, 2019

- (a) Purpose of Request: **To establish A 916.00 Assigned Fund Balance, Project Assessments for costs relative to County project assessment and feasibility analysis.**
- (b) Details: **Fund the reserve with a \$50,000 appropriation of unassigned General fund balance.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 909.00 - Fund Balance**

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: Budget

DATE: October 30, 2019

- (a) Purpose of Request: **To increase A 871.00 Reserve, Rehab County Buildings by \$100,000.**
- (b) Details: **Fund the increase with a \$100,000 appropriation of unassigned General fund balance.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 909.00 - Fund Balance**

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: Budget

DATE: October 30, 2019

- (a) Purpose of Request: **To increase A 898.00 Reserve, Election Equipment by \$100,000.**
- (b) Details: **Fund the increase with a \$100,000 appropriation of unassigned General fund balance.**
- (c) Previous Resolution Number: **168 of 2019**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 909.00 - Fund Balance**

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

* as listed in budget and LOGOS

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: Airport

DATE: October 22 2019

- (a) Exact Title and Number of Project (must be obtained from Treasurer's Office): Airport Two New Snow Plows - H391
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$415,000
- (e) Source of Funding (including name & title of codes, etc.): FAA Grant Agreement No. 3-36-0033-064-2019 / \$373,500 (90%), NY State Match - \$20,750 (5%) and Local Match - \$20,750 (5%) Reserve, Airport Repair & Projects A892.00
- (f) Purpose of Establishment: For the replacement of two 2004 Airport Snow Plow Trucks at the Floyd Bennett Airport.

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: Airport

DATE: October 22, 2019

- (a) Purpose of Request: To Appropriate from the Reserve, Airport Repair & Projects (A892.00) and increase budget Code A.9950 910 Transfers - Capital Project to Fund Capital Project H391, Airport Two New Snow Plows.

- (b) Details: To Appropriate from the Reserve, Airport Repair & Projects (A892.00) and increase budget Code A.9950 910 Transfers - Capital Project to Fund Capital Project H391, Airport Two New Snow Plows.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A892.00, Reserve, Airport Repair & Projects \$20,750.00

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: County Facilities - Airport

DATE: October 22, 2019

- (a) Purpose of Request: To Amend Airport Reserve, Airport Repair & Projects (A892.00) description to include Airport Equipment Purchases.
- (b) Details: To Amend Airport Reserve, Airport Repair & Projects (A892.00) description to included Airport Equipment Purchases.
- (c) Previous Resolution Number: 739 of 2011
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: n/a

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

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 9

***Request to Increase or Decrease or Amend Existing Capital Project or
Capital Reserve Project****

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

DEPARTMENT NAME: Office of Emergency Services

DATE: October 22, 2019

- (a) Exact Title and Number of Project*:
H.358.9550 280 Hazard Mitigation Grant Program - Projects
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):
\$150,000
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
H.358.9550 4308 Hazard Mitigation & H.358.9550 2791 In Kind Contrib
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
To increase H.358.9550 280 Hazard Mitigation Grant Program-Projects to accommodate the FY2019 Pre-Disaster Mitigation Program in the amount of \$150,000.

To increase H.358.9550 4308 Hazard Mitigation Grant Program-Hazard Mitigation in the amount of \$112,500 and H.358.9550 2791 Hazard Mitigation Grant Program-In Kind Contributions in the amount of \$37,500.

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: Sheriff

DATE: October 22, 2019

(a) Purpose of Request: **Appropriation of funds from the General Fund Balance.**

(b) Details: **Appropriate \$62,330.50 to A.3110 455 Law Enforcement Safety Equipment. Appropriation due to 2018 purchase orders not carried over.**

(c) Previous Resolution Number: **N/A**

(d) Where are Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

General Fund Unappropriated Surplus \$62,330.50

* 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: Tourism (Occupancy Tax Coordination)

DATE: October 22. 2019

- (a) Purpose of Request:
To appropriate \$15,000 from A.881.00 Reserve, Occupancy Tax to A.6417.0002 469, Other Payments/Contributions (town share.)
- (b) Details:
By Local Law, the towns receive 25% of collections. Because revenue performed better than expected, the appropriation needs to be increased. The town distribution budget was calculated off a smaller revenue than was received.
- (c) Previous Resolution Number:
None
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
A,881.00 Reserve, Occupancy Tax, \$15,000.

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:

DATE:

(a) Purpose of Request:

(b) Details:

(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: DPW

DATE: 10/21/19

(a) Purpose of Amendment: To increase D.9950 910 (Transfers - Capital Projects) in accordance with transfers of surplus local match funds from various capital projects back to fund source

(b) Appropriation Code (with title), Object Code (with title) and Amount:

D.9950 910 - Interfund Transfers (\$20,272.76)

(c) Revenue Code (with title), and Amount:

D.5010 5031 - Interfund Transfers (\$20,272.76)

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: 10/21/19

(a) Exact Title **and** Number of Project (**must be obtained from Treasurer's Office**): Sunnyside Road (CR 54) Pavement Rehabilitation (H392.9950 280)

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Project: \$41,653.22

(e) Source of Funding (including name & title of codes, etc.):

\$41,653.22 Local Match Funds (Transfer from D.9950 910)

(f) Purpose of Establishment: To cover the anticipated local match share of the project construction and construction inspection services costs.

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: 10/21/19

- (a) Exact Title and Number of Project (must be obtained from Treasurer's Office): Johnsbury Bridges (Glen Creek Road & Dippikill Road over Glen Creek) (H393.9950 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$21,250.00
- (e) Source of Funding (including name & title of codes, etc.):
\$21,250.00 Local Match Funds (Transfer from D.9950 910)
- (f) Purpose of Establishment: To cover the anticipated local match share of the project preliminary engineering services costs.

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: 10/21/19

(a) Exact Title and Number of Project (must be obtained from Treasurer's Office): Olmstedville Road (CR 19) Reconstruction (H394.9950 280)

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Project: \$16,000.00

(e) Source of Funding (including name & title of codes, etc.):

\$16,000.00 Local Match Funds (Transfer from D.9950 910)

(f) Purpose of Establishment: To cover the anticipated local match share of the project preliminary engineering services costs.

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: 10/21/19

(a) Exact Title and Number of Project (must be obtained from Treasurer's Office): Oxbow Hill & Moon Hill Road (CR 63) Reconstruction (H395.9950 280)

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Project: \$6,650.00

(e) Source of Funding (including name & title of codes, etc.):

\$6,650.00 Local Match Funds (Transfer from D.9950 910)

(f) Purpose of Establishment: To cover the anticipated local match share of the project preliminary engineering services costs.

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: 10/21/19

(a) Exact Title and Number of Project (must be obtained from Treasurer's Office): East Rover Drive (CR 16) & Call Street (CR 32) Rehabilitation (H396.9950 280)

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Project: \$8,150.00

(e) Source of Funding (including name & title of codes, etc.):

\$8,150.00 Local Match Funds (Transfer from D.9950 910)

(f) Purpose of Establishment: To cover the anticipated local match share of the project preliminary engineering services costs.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: County Auditor

SIGNED: 

DATE: 10/1/2019

<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.1320 410/423	County Auditor Supplies/Telephone	\$400/\$100

Please state reason for transfer request: Telephone billing process was updated earlier in 2019 which increased the monthly rate owed. Not enough money in budget to cover increase. County Auditor would like to purchase study materials for Part II of the Internal Auditor Certification.

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: CLERK OF THE BOARD

SIGNED:

DATE: 10/28/2019

<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.1010 444	Legislative Board, Travel/Education/Conf.	\$3,000.00

Please state reason for transfer request:

To cover Supervisor mileage reimbursements through the end of 2019

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

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Admn.Fiscal Srv - Administrative Fiscal Services					
9/26/2019	A.1011 424	Postage	Transfer within Budget Code from A.1011 444	\$ 200.00	
9/26/2019	A.1011 444	Travel/Education/Conference	Transfer within Budget Code to A.1011 424		\$ 200.00
Brd. of Election - Board of Elections					
9/18/2019	A.1450 220	Office Equipment	BUDGET TRANSFERS WITHIN OBJECT CODE TO A.1450 260	\$	648.00
9/18/2019	A.1450 260	Other Equipment	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 220	\$ 648.00	
Dist. Attorney_Crime Vict Asst - District Attorney, Crime Victims Assistance Unit					
9/11/2019	A.1168 220	Office Equipment	Budget Transfers out of object code from A 1168 444	\$ 100.00	
9/11/2019	A.1168 444	Travel/Education/Conference	Budget Transfers out of object code to A 1168 220		\$ 100.00
DPW_DPW Admin - DPW,DPW Administration					
9/3/2019	A.1624 410	Supplies	Transfer Within Budget Code to A.1624 470	\$	5,603.00
9/3/2019	A.1624 470	Contract	Transfer Within Budget Code from A.1624 410	\$ 5,603.00	
9/4/2019	A.5610 210	Furniture/Furnishings	Transfer Within Budget Code from A.5610 250	\$ 200.00	
9/4/2019	A.5610 250	Technical Equipment	Transfer Within Budget Code to A.5610 210		\$ 200.00
9/4/2019	A.7110 410	Supplies	Transfer Within Budget Code to A.7110 421	\$	385.00
9/4/2019	A.7110 421	Equipment Rental	Transfer Within Budget Code from A.7110 410	\$ 385.00	
9/4/2019	D.5110 260	Other Equipment	Transfer Within Budget Code to D.5110 270	\$	281.00
9/4/2019	D.5110 270	Lawn & Landscaping	Transfer Within Budget Code from D.5110 260	\$ 281.00	
9/4/2019	DM.5130 220	Office Equipment	Transfer Within Budget Code from DM.5130 260	\$	60.00
9/4/2019	DM.5130 260	Other Equipment	Transfer Within Budget Code to DM.5130 220	\$ 60.00	
9/10/2019	A.1620 210	Furniture/Furnishings	Transfer Within Budget Code from A.1620 220	\$	31.00
9/10/2019	A.1620 220	Office Equipment	Transfer Within Budget Code to A.1620 210	\$ 31.00	
9/11/2019	D.5110 465	Road/Bridge Materials	Transfer Within Budget Code from D.5110 470	\$	50,000.00
9/11/2019	D.5110 470	Contract	Transfer Within Budget Code to D.5110 465	\$ 50,000.00	
9/16/2019	A.1624 422	Repair/Maint-Equipment	Transfer Within Budget Code to A.1624 470	\$	367.00
9/16/2019	A.1624 470	Contract	Transfer Within Budget Code from A.1624 422	\$ 367.00	

WARREN COUNTY

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/16/2019	DM.5140 418	Ins-General Liability	Transfer Within Budget Code to DM.5140 422	\$ 900.00	\$ 900.00
9/16/2019	DM.5140 422	Repair/Maint-Equipment	Transfer Within Budget Code from DM.5140 418	\$	\$
9/18/2019	DM.5130 230	Automotive Equipment	Transfer Within Budget Code to DM.5130 260	\$ 1,960.00	\$ 1,960.00
9/18/2019	DM.5130 260	Other Equipment	Transfer Within Budget Code from DM.5130 230	\$	\$
9/25/2019	A.1624 860	Hospitalization	Transfer Within Budget Code to A.1624 861	\$ 1,944.83	\$ 1,944.83
9/25/2019	A.1624 861	Retirees Hospitalization	Transfer Within Budget Code from A.1624 860	\$	\$
9/25/2019	A.7111 860	Hospitalization	Transfer Within Budget Code to A.7111 861	\$ 611.74	\$ 611.74
9/25/2019	A.7111 861	Retirees Hospitalization	Transfer Within Budget Code from A.7111 860	\$	\$
9/30/2019	A.7111 416	Oil & Gas-Heating	Transfer Within Budget Code to A.7111 423	\$ 503.00	\$ 503.00
9/30/2019	A.7111 423	Telephone	Transfer Within Budget Code from A.7111 416	\$	\$
Human Resources - Human Resources					
9/23/2019	A.1435 210	Furniture/Furnishings	Budget Transfers out of Object Code from A.1435.439	\$ 285.00	\$ 285.00
9/23/2019	A.1435 220	Office Equipment	Budget Transfers out of Object Code from A.1435.439	\$ 30.00	\$ 30.00
9/23/2019	A.1435 439	Misc Fees & Expenses	Budget Transfers out of Object Code to A.1435.210	\$	\$ 285.00
9/23/2019	A.1435 439	Misc Fees & Expenses	Budget Transfers out of Object Code to A.1435.220	\$	\$ 30.00
9/25/2019	A.1435 210	Furniture/Furnishings	Budget Transfers out of Object Code from A.1435.422	\$ 20.00	\$ 20.00
9/25/2019	A.1435 210	Furniture/Furnishings	Budget Transfers out of Object Code from A.1435.439	\$ 10.00	\$ 10.00
9/25/2019	A.1435 422	Repair/Maint-Equipment	Budget Transfers out of Object Code to A.1435.210	\$	\$ 20.00
9/25/2019	A.1435 439	Misc Fees & Expenses	Budget Transfers out of Object Code to A.1435.210	\$	\$ 10.00
OFA - Office for the Aging					
9/17/2019	A.6772 260	Other Equipment	outside object code transfer from A6772410	\$ 69.69	\$ 69.69
9/17/2019	A.6772 410	Supplies	outside object code transfer to A6772260	\$	\$
9/18/2019	A.6772.4300 260	Other Equipment	outside object code transfer from A67724300410	\$ 759.00	\$ 759.00
9/18/2019	A.6772.4300 410	Supplies	outside object code transfer to A67724300260	\$	\$ 759.00
Office of EMS - Office of Emergency Services					
9/25/2019	A.3645.4018 220	Office Equipment	Budget transfer within object code to A.3645.4018 250	\$	\$ 319.00

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/25/2019	A.3645.4018 250	Technical Equipment	Budget transfer within object code from A.3645.4018 220	\$ 319.00	
Planning_Planning - Planning,Planning					
9/25/2019	A.8022 422	Repair/Maint-Equipment	budget transfer within object code to A.8022 428		\$ 10.00
9/25/2019	A.8022 428	Data Processing & Internet Fees	budget transfer within object code from A.8022 422	\$ 10.00	
Public Health_Health Services - Public Health,Health Services					
9/3/2019	A.4018.0040 444.01	Job Related Courses	Out of Code Bud Trans A.4018.0040.444.01 fm A.4054.444	\$ 1,214.00	
9/3/2019	A.4054 444	Travel/Education/Conference	Out of Code Bud Trans A.4018.0040.444.01 fm A.4054.444		\$ 1,214.00
9/5/2019	A.4018.0040 410	Supplies	Budget transfer HE from A4018.0040.433	\$ 153.00	
9/5/2019	A.4018.0040 433	Training-Client	Budget transfer HE to A4018.0040.410		\$ 153.00
9/9/2019	A.4010 422	Repair/Maint-Equipment	Budget transfer Chha to A4010.444		\$ 300.00
9/9/2019	A.4010 441	Auto-Supplies & Repair	Budget transfer Chha to A4010.444		\$ 700.00
9/9/2019	A.4010 444	Travel/Education/Conference	Budget transfer Chha from A4010.422+441	\$ 1,000.00	
9/13/2019	A.4189 410	Supplies	Budget transfer BT Grant to A4189.423+428		\$ 650.00
9/13/2019	A.4189 423	Telephone	Budget transfer BT Grant from A4189.410	\$ 525.00	
9/13/2019	A.4189 428	Data Processing & Internet Fees	Budget transfer BT Grant from A4189.410	\$ 125.00	
9/13/2019	A.4018.0040 410	Supplies	budget transfer Hlth Ed from A4018.0040.418	\$ 365.00	
9/13/2019	A.4018.0040 418	Ins-General Liability	budget transfer Hlth Ed to A4018.0040.410		\$ 365.00
9/16/2019	A.4018.0040 410	Supplies	Budget Transfer Health Ed TO A.4018.0040.410 from .428	\$ 68.00	
9/16/2019	A.4018.0040 428	Data Processing & Internet Fees	Budget Transfer Health Ed TO A.4018.0040.410 from .428		\$ 68.00
9/16/2019	A.4010 444.01	Job Related Courses	Budget Transfer to A.4010.444.01 from .470	\$ 1,000.00	
9/16/2019	A.4010 470	Contract	Budget Transfer to A.4010.444.01 from .470		\$ 1,000.00
9/19/2019	A.4010 410	Supplies	Budget transfer Chha to A4010.439		\$ 45.00
9/19/2019	A.4010 439	Misc Fees & Expenses	Budget transfer Chha from A4010.410	\$ 45.00	
Purchasing - Purchasing					
9/5/2019	A.1345 210	Furniture/Furnishings	Out-of-Code Budget Transfer from Object Code from A.1345 424	\$ 138.00	
9/5/2019	A.1345 424	Postage	Out-of-Code Budget Transfer to Object Code A.1345 210		\$ 138.00

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Residential Hall - Countryside Adult Home					
9/24/2019	A.6030 413	Repair & Maint.-Bldg/Property	Budget transfer within object code from 413 to 422	\$ 850.00	\$ 850.00
9/24/2019	A.6030 422	Repair/Maint-Equipment	Budget transfer within object code from 413 to 422	\$	\$
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement					
9/20/2019	A.3020 428	Data Processing & Internet Fees	Budget Amendment within Object Code to A.3020 444	\$ 5,000.00	\$ 5,000.00
9/20/2019	A.3020 444	Travel/Education/Conference	Budget Amendment within Object Code from A3020 428	\$	\$
9/20/2019	A.3110 413	Repair & Maint.-Bldg/Property	Budget Amendment within Object Code from A.3110 442	\$ 2,000.00	\$ 2,000.00
9/20/2019	A.3110 413	Repair & Maint.-Bldg/Property	Budget Amendment within Object Code from A.3110 415	\$ 2,000.00	\$ 2,000.00
9/20/2019	A.3110 415	Electricity	Budget Amendment within Object Code to A.3110 413	\$	\$ 2,000.00
9/20/2019	A.3110 442	Automotive - Gas & Oil	Budget Amendment within Object Code to A.3110 413	\$	\$ 2,000.00
Social Services - Social Services					
9/5/2019	A.6010 220	Office Equipment	Out of Budget Code Transfer from A.6010 410	\$ 300.00	\$
9/5/2019	A.6010 410	Supplies	Out of Budget Code Transfer to A.6010 220	\$	\$ 300.00
9/10/2019	A.6109 470	Contract	Out of Object Code Transfer to A.6140 470	\$ 75,000.00	\$ 75,000.00
9/10/2019	A.6140 470	Contract	Out of Object Code Transfer from A.6109 470	\$	\$
9/16/2019	A.6010 410	Supplies	Within Object Code Transfer to A.6010 457	\$ 480.00	\$
9/16/2019	A.6010 457	Child Care Fees	Within Object Code Transfer from A.6010 410	\$	\$
9/27/2019	A.6109 470	Contract	Out of Budget Code Transfer to A.6140 470	\$ 480.00	\$ 75,000.00
9/27/2019	A.6140 470	Contract	Out of Budget Code Transfer from A.6109 470	\$ 75,000.00	\$
Tourism - Tourism					
9/27/2019	A.6417.0001 860	Hospitalization	Transfer to A.6417.0001 862	\$	\$ 150.00
9/27/2019	A.6417.0001 862	Health Insurance Cost Reimbursement	Transfer from A.6417.0001 860	\$ 150.00	\$
Traffic Safety - Traffic Safety					
9/16/2019	A.3311 220	Office Equipment	Budget transfers out of object code from A. 3311 410 Supplies	\$ 40.00	\$

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/16/2019	A.3311 410	Supplies	Budget transfers out of object code to A 3311 220 Office Equipme	\$	\$ 40.00
Veterans Service - Veterans Service					
9/26/2019	A.6510.0125 443	Auto Rental	Funds transfer from 444 Travel (9/11 Mem Trip)	\$ 4,233.00	
9/26/2019	A.6510.0125 444	Travel/Education/Conference	Funds transfer to 443 Auto Rental (9/11 Mem Trip)	\$	\$ 4,233.00

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: COUNTY ADMINISTRATOR (FOR SHERIFF)

DATE: OCTOBER 31, 2019

(a) Purpose of Amendment:

To appropriate State funding in the amount of \$50,000 received to cover a portion of the cost of jail camera switch (estimated cost not to exceed \$120,000)

Note: remaining funds for this purchase to be provided through a separate transfer from the Contingent Account

(b) Appropriation Code, Object Code, Full Title and Amount:

A.3150 250, Sheriff's Correction Division, Technical Equipment - \$50,000

(c) Revenue Code (with title), and Amount:

A.3150 3384, Sheriff's Correction Division, Other Sheriff's Aid - \$50,000

RESOLUTION REQUEST FORM NO. 10**Request for Transfer of Funds**TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: COUNTY ADMINISTRATOR (FOR SHERIFF)

SIGNED:

DATE: OCTOBER 31, 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 469.01	Contingent Account- Other Payments/Salaries	A.3110 250	Sheriff's LE, Tech. Equip.	\$22,500
		A.3150 250	Sheriff's Corr. Div., Tech. Equip.	\$70,000

Please state reason for transfer request:

To cover remaining cost of jail camera switch - \$70,000 (estimated cost not to exceed \$120,000 - \$50,000 provided under State grant) and purchase of LiveScan system for Chester station - \$22,500

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: COUNTY ADMINISTRATOR (FOR ASSIGNED COUNSEL)

DATE: OCTOBER 31, 2019

- (a) Purpose of Request:
To amend Resolution No. 419 of 2019 to remove language listing a specific individual to provide supervising attorney services
- (b) Details:
The Assigned Counsel Administrator has advised the original attorney selected is not available to provide supervising attorney services.
- (c) Previous Resolution Number:
R419 of 2019
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
A.1170 440, Legal Defense-Indigents, Legal/Transcript Fees

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

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 419 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, GERAGHTY, SIMPSON, WILD, MAGOWAN, SOKOL, HOGAN, BRAYMER, DRISCOLL, MERLINO AND VACANT

AUTHORIZING AGREEMENT WITH ~~JOHN J. GOODMAN, ESQ. TO SERVE AS~~
A SUPERVISING ATTORNEY FOR THE ASSIGNED COUNSEL OFFICE

WHEREAS, grant funding has been provided to the Warren County Assigned Counsel Office for supervising attorney services, and

WHEREAS, the Assigned Counsel Administrator has requested a new agreement ~~with John J. Goodman, Esq.~~ ^{with an attorney} to provide supervising attorney services, now, therefore, be it

RESOLVED, that the Board of Supervisors hereby authorizes an agreement with ~~John J. Goodman, Esq., 104 Rabbit Road, Greenwich, NY 12834,~~ ^{an attorney} to provide supervising attorney services at a rate of One Hundred Fifty Dollars (\$150) per hour, not to exceed Fourteen Thousand Three Hundred Twenty Dollars (\$14,320) per year, for a term commencing November 1, 2019 and continuing so long as grant funding is provided for same, in the form approved by the County Attorney, and be it further

RESOLVED, that said funds shall be expended from Budget Code A.1170 440 Legal Defense-Indigents, Legal/Transcript Fees.

AGENDA

OCTOBER 31, 2019

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) **Request from SUNY Adirondack** - to authorize a resolution supporting a permanent funding floor for the community college base State-aid formula for fiscal year 2020. *Draft Resolution Attached.*
 - 2) **Items/Requests to be Discussed by the Human Resources Director and/or Personnel Officer:**

Human Resources-
Review of report on tracking of vacancies filled.
 - 3) **Referrals from the Criminal Justice & Public Safety Committee, Public Defender:**
 - A) Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Data Officer - Indigent Legal Services, *Annual Salary \$55,930*, effective January 1, 2020.
 - B) Request to extend the appointment of the Warren County Public Defender beyond the December 31, 2019 expiration until the Board of Supervisors makes a formal appointment at their Organization meeting in January of 2020.
 - 4) **Referral from the Health, Human & Social Services Committee, Social Services:**

Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Principal Social Welfare Examiner #3, *Grade 15, Base Annual Salary \$42,141*, and to delete the position of Sr. Social Welfare Examiner, effective January 1, 2020.
 - 5) **Referral from the Support Services Committee, County Clerk:**

Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Sr. Motor Vehicle Examiner, *Grade 10, Base Annual Salary \$37,633*, and to delete the position of Motor Vehicle License Registration Clerk, *Grade 8, Base Annual Salary \$34,988*, effective November 18, 2019.
 - 6) **Requests/Items to be Discussed by the County Administrator:**
 - A) Discussion regarding restructuring of the Office of Emergency Services Department and job description of the Director position.
 - B) Review and approval of the Non-Union Salary Grid.
 - C) Review and approval of revised Employee Evaluation form.
- V. **Pending Items:**

Personnel - None.
Higher Education - None.

Continued

VI. Vacancies Approved for Filling by Oversight Committee:

- District Attorney** - 3rd Assistant District Attorney, *Annual Salary* \$82,078, due to resignation.
4th Assistant District Attorney, *Annual Salary* \$69,275, due to promotion.
5th Assistant District Attorney, *Annual Salary* \$70,520, due to promotion.
6th Assistant District Attorney, *Annual Salary* \$65,258, due to promotion.
7th Assistant District Attorney, *Annual Salary* \$65,258, due to promotion.
- Public Works** - MEO (L) #3, *Grade 7, Base Annual Salary* \$33,600, due to resignation.
MEO- Medium #8, *Grade 9, Base Annual Salary* \$36,214, due to resignation.
Highway Manager #2, *Annual Salary* \$78,991, due to resignation.
- Sheriff** - Communications Officer #11, *Annual Salary* \$41,740.24, due to retirement.
- Social Services** - Senior Account Clerk #4, *Grade 7, Base Annual Salary* \$33,600.