

FINANCE COMMITTEE
AGENDA
DECEMBER 5, 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:**
Request to authorize the issuance of serial bonds in the amount of \$1,800,000 to cover the cost of repairs as a result of the Halloween storm.
 - 3) **Referrals from the County Facilities Committee, Buildings and Grounds:**
 - A) Request to increase Capital Reserve A.871.00 *Reserves, Rehab County Buildings*, in the amount of \$118,000 through a transfer of funds from Budget Code A.1624 413, *Human Services Buildings, Repair & Maint-Bldgs/Property*.
 - B) Request to establish Capital Project H397, *OES Garage*, in the amount of \$450,000.
 - C) Request to amend the County Budget in the amount of \$450,000 to reflect sale of land to Perkins Recycling and to transfer the proceeds to Capital Project H397, *OES Garage*.
 - 4) **Referrals from the Criminal Justice & Public Safety Committee, Sheriff:**
 - A) Request to amend the County Budget in the total amount of \$134,876 to reflect revenue appropriated from the second half of the School Resource Officer contracts.
 - B) Request to amend the County Budget, in the amount of \$71,232.29, to properly budget for several 2019 expenditures from the 2017-18 PSAP State Homeland Security Grant.
 - 5) **Referrals from the Economic Growth & Development Committee, Planning:**
 - A) Request to increase Capital Project H380, *Promoting the First Wilderness*, in the amount of \$10,000 for the purpose of moving matching funds into the project to cover the cost of the contract with Advocate.
 - B) Request to establish Budget Code A.691.11, *Deferred Revenue-Town Poster Sales*, where the funds received from the sale of posters on display at the Village of Lake George Visitors Center can be set aside to replenish inventory as needed.
 - 6) **Referrals from the Health, Human & Social Services Committee:**
 - A) *Countryside* - Request to increase Capital Reserve A.861.00, *Countryside Rehabilitation Reserve*, in the amount of \$38,000 through a transfer of funds from Budget Code A.6030 413, *Countryside Adult Home, Repair & Maint-Bldgs/Property*.
 - B) *Mental Health* - Request to amend the 2019 County Budget in the amount of \$4,140 to allow pass through of 100% State Aid funding from New York State Office of Mental Health designated for People USA, Inc.
 - C) *Mental Health* - Request to amend the 2019 County Budget in the amount of \$11,094 to allow pass through of 100% State Aid funding from New York State Office of Mental Health designated for the Warren-Washington Association for Mental Health.
 - 7) **Referral from the Park Operations & Management Committee:**
Request to appropriate funds from Budget Code A.691.07, *Deferred Revenue - Gaslight Village Parking Fees*, to Budget Codes A.1625 410, *Charles R. Wood Park, Supplies* - \$546.35; A.1625 413, *Charles R. Wood Park, Repair & Maintain-Building/Property* - \$7,907.27; A.1625 270, *Charles R. Wood Park, Lawn & Landscaping* - \$94.99; and A.1625 422, *Charles R. Wood Park, Repair/Maint Equipment* - \$489.90, and authorize reimbursement to the Village of Lake George for expenses incurred in relation to attendants, various supplies, repair and maintenance of equipment, turf management, attendants and landscaping equipment for the Charles R. Wood Park during the months of August and September 2019.

Continued

DECEMBER 5, 2019

8) Referrals from the Public Works Committee, DPW:

- A) Request to increase Capital Project H393, *Johnsburg Bridge (Glen Creek Road & Dippikill Road Over Glen Creek)*, in the amount of \$383,873. (*Town of Johnsburg*)
- B) Request to increase Capital Project H394, *Olmstedville Road (CR 19) Reconstruction*, in the amount of \$320,527. (*Town of Chester*)
- C) Request to increase Capital Project H395, *Oxbow Hill & Moon Hill Road (CR 63) Reconstruction*, in the amount of \$138,850. (*Town of Queensbury*)
- D) Request to increase Capital Project H396, *East River Drive (CR16) & Call Street (CR 32) Rehabilitation*, in the amount of \$141,770. (*Town of Lake Luzerne*)
- E) Request to establish Capital Project No. H398, *2019 Storm Damage*, in the amount of \$1.8 million, to be funded by serial bonds, to cover the cost of repair of damages caused by the October 31, 2019 storm.

9) Referral from the Support Services Committee, Clerk of the Board:

Request for a transfer of funds in the amount of \$25,000 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1185 435, *Medical Examiner & Coroners, Medical Fees*.

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

- A) Journal Reports of transfers approved by the County Administrator staff during October of 2019.
- B) Request to amend the County Budget in the amount of \$45,581.05 to correct the amount of the unused budget carryover from 2018 to 2019 for the 2017 Interoperable Commm Grant, State Homeland Security Program.
- C) Request for a transfer of funds in the amount of \$191.25 from Budget Code A.1450 130, *Board of Elections, Part-Time*, to Budget Code A.1450 120, *Board of Elections, Overtime*, to cover overtime costs associated with the November 5, 2019 election.
- D) Request to extend the existing contract with P&NP Computer Services, Inc. for the historical license for Westmount Health Facility in the amount of \$1,575 for the term commencing January 1, 2020 and terminating December 31, 2020, as well as to allow for continued annual renewals as long as regulations require, provided the yearly fee does not increase by more than 5% per year.
- E) County insurance renewal.

11) Finance Committee action is required on the following items approved by the Personnel & Higher Education Committee: Personnel & Higher Education Committee Agenda Item 3.

IV. Pending Items:

- 1) 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 County Facilities - Airport

Name of Department

SIGNED: _____

DATE: _____

11/18/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6810	110 General, Airport (DPW), Salaries - Regular	A.6810 130	General, Airport (DPW), Salaries - Part Time	\$88.85

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1890 439	Contingent Fund			

Please state reason for transfer request: Coverage for Balloon Fest

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: Countryside Adult Home

SIGNED:

DATE: 11/6/19

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6030 860	Hospitalization	A.6030 861	Retirees Hospitalization	4,754.00
A.6030 860	Hospitalization	A.6030 840	Worker's Compensation	100.00
A.6030 110	Salaries	A.6030 120	Salaries - Overtime	8,000

Please state reason for transfers requested: Total of \$12,854 to transfer from one code to another to cover overtime & benefit costs through year end.

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: November 18, 2019

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4010.130	Health Services-Part Time Salaries	A.4010.120	Health Services-Overtime Salary expense	\$12,000.00
2.	A.4013.130	WIC -Part Time Salaries	A.4013.110	WIC -Full Time Salaries	\$3,000.00
3.	A.4054.130	Preschool -Part Time Salaries	A.4018.0020.130	Family Health-Part Time Salaries	\$6,000.00
4.	A.4018.0040.110	Health Education-Full time Salaries	A.4018.0040.860	Health Education-Hospitalization Expense	\$1,500.00
	A.4018.0040.110	Health Education-Full time Salaries	A.4018.0040.865	Health Education-Dental Insurance Expense	\$10.00
5.	A4054.0060.130	Early Intervention-Part time Salaries	A.4054.0060.110	Early Intervention-Full Time Salaries	\$200.00
6.	A4054.0060.130	Early Intervention-Part time Salaries	A.4054.0060.860	Early Intervention-Hospitalization Expense	\$1,100.00
	A4054.0060.130	Early Intervention-Part time Salaries	A.4054.0060.865	Early Intervention-Dental Insurance Expense	\$20.00
7.	A.4189.130	Bioterrorism-Part time Salaries	A.4189.110	Bioterrorism-Full Time Salaries	\$2,000.00
Total Transfers					\$25,830.00

- 1 To transfer funds within Health Services (CHHA -Homecare) from Part time salaries to Overtime Salaries to pay for necessary expenses to year end.
- 2 To transfer funds within WIC program from Part time salaries to Full Time Salaries to pay for necessary expenses to year end.
- 3 To transfer funds from Preschool Part time Salaries to Family Health Program to Part Time Salaries to pay for necessary expenses to year end.
- 4 To transfer funds within Health Education Program from Full time salaries to Health and Dental Insurance to pay for necessary expenses to year end.
- 5 To transfer funds within Early Intervention Program from Part time salaries to Full time Salaries to pay for necessary expenses to year end.
- 6 To transfer funds within Early Intervention Program from Part time salaries to Health and Dental Insurance to pay for necessary expenses to year end.
- 7 To transfer funds within Bioterrorism Program from Part time salaries to Full time Salaries to pay for necessary expenses to year end.

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 SUPERVISORS

DEPARTMENT NAME: WHCOFA

SIGNED: Deanna Park

DATE: 11/7/19

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6771.470	Hamilton County Contracts	A.6771.110	Hamilton County Full Time Salaries	\$5,125.00
		A.6771.130	Hamilton County Part Time Salaries	\$1,800.00
			TOTAL	\$6,925.00

Please state reason for transfers requested: Cover salaries for Hamilton County employees through 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.

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RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

FROM: Planning and Community Development
Name of Department

SIGNED: _____ **DATE:** November 2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A8029.470	Contract	A9950 910	Transfers	\$10,000.00

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

Please state reason for transfers requested:

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

CONTINGENT FUND TRANSFER REQUESTS

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

Please state reason for transfer request: To transfer to Capital funds as matching/supplemental funds to cover cost of contract amendment with Advocate

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: Public Works - DPW

SIGNED:

DATE: 11/18/19

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5110 110	Co Roads, Maint of Roads, Sal-Reg	D.5112.8285 110	Co Roads, 2019 CR#27 Federal Hill Sal-Reg	9975.64
D.5112.8285 280	Co Roads, 2019 CR#27 Federal Hill Road	D.5112.8285 120	Co Roads, 2019 CR#27 Federal Hill Sal-Ot	1197.46
D.5112.8285 280	Co Roads, 2019 CR#27 Federal Hill Road	D.5112.8285 130	Co Roads, 2019 CR#27 Federal Hill Sal-PT	923.40
D.5110 421	Co Roads, Maint of Roads, Equip Rental	D.5112.8285 421	Co Roads, 2019 CR#27 Federal Hill Equip Rent	6066.24
D.5110 810	Co Roads, Maint of Roads, Retirement	D.5112.8285 810	Co Roads, 2019 CR#27 Federal Hill Retire	1373.03
D.5110 830	Co Roads, Maint of Roads, Social Security	D.5112 8285 830	Co Roads, 2019 CR#27 Federal Hill SS	706.27
D.5110 831	Co Roads, Maint of Roads, Medicare	D.5112.8285 831	Co Roads, 2019 CR#27 Federal Hill Med	165.16
D.5110 860	Co Roads, Maint of Roads, Hospitalization	D.5112.8285 860	Co Roads, 2019 CR#27 Federal Hill Hosp	2036.53

Please state reason for transfers requested:

CONTINGENT FUND TRANSFER REQUESTS

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

Please state reason for transfer request:

Town of Bolton, Road Salaries & Benefits

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: Public Works - DPW

SIGNED:

DATE: 11/18/19

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5110 865	Co Roads, Maint of Roads, Dental	D.5112.8285 865	Co Roads, 2019 CR#27 Federal Hill Dental	32.90
			TOTAL	22,476.63

Please state reason for transfers requested:

CONTINGENT FUND TRANSFER REQUESTS

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

Please state reason for transfer request: Town of Bolton, Road Salaries & Benefits

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: 11/18/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.3310	110 Co Roads, Traffic Control, Salaries - Regular	D.3310	120 Co Roads, Traffic Control, Salaries - Overtime	\$ 118.90
D.5110	110 Co Roads, Maint of Roads, Salaries - Regular	D.5110	130 Co Roads, Maint of Roads, Salaries - Part Time	\$ 4,667.00
D.5148	110 Co Roads, Serv to Other Govts, Salaries - Regular	D.5148	120 Co Roads, Serv to Other Govts, Salaries - Overtime	\$ 4,939.09
D.5148	110 Co Roads, Serv to Other Govts, Salaries - Regular	D.5148	130 Co Roads, Serv to Other Govts, Salaries - PartTime	\$ 211.07
DM.5130	110 Road Machinery, Machinery, Salaries - Regular	DM.5130	120 Road Machinery, Machinery, Salaries - Overtime	\$ 107.88
				\$ 10,043.94

<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:

Traffic - 10/14 Closed Co Rt 16, East River Drive, Town of Lake Luzerne Culvert Pipe repair; Maint Roads - keep Part time staff through end of year; Serv to Other Govt - OT&PT Salaries not budgeted; Rd Machinery- Rabies Clinic Bldg Coverage

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

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

DEPARTMENT NAME: Treasurer

DATE: November 27, 2019

- (a) Purpose of Request: **Authorize the issuance of \$1,800,000 in Serial Bonds.**
- (b) Details: **Funds needed to cover estimated October, 2019 storm damage costs.**
- (c) Previous Resolution Number: **None**
- (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. 20**MISCELLANEOUS**

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

DEPARTMENT NAME: Department of Public Works

DATE: November 18, 2019

- (a) Purpose of Request: To increase A871 Reserve, Rehab County Buildings by \$118,000.00.
- (b) Details: Fund increase with a \$118,000.00 transfer from Human Services Buildings, Repair & Maint-Bldgs/Property, A.1624 413.
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: Human Services Building, Repair & Maint.-Bldg/Property, A.1624 413, \$118,000.

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: DPW

DATE: 11/18/2019

- (a) Exact Title and Number of Project (must be obtained from Treasurer's Office): OES Garage H397.9950.280

- (b) Is this a Capital Project? yes

- (c) Is this a Capital Reserve Project? no

- (d) Amount of Project: \$450,000

- (e) Source of Funding (including name & title of codes, etc.):
A.9950 910 Transfers - Capital Project

- (f) Purpose of Establishment: To cover the Materials and Construction of the project.

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

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

DEPARTMENT NAME: DPW

DATE: 11/18/19

- (a) Purpose of Amendment: To reflect sale of land to Perkins Recycling and to transfer proceeds to Capital Project H397, OES Garage

- (b) Appropriation Code (with title), Object Code (with title) and Amount:
A.9950 910 - Transfers - Capital Projects (\$450,000)

- (c) Revenue Code (with title), and Amount:
A.1620 2660 - Sale of Real Property (\$450,000)

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: November 19, 2019

- (a) **Purpose of Amendment:** Amend County Budget to reflect revenue appropriate revenues and expenses for the second half of School Resource Officer contracts.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | |
|---|----------|
| A.3120.1001 130 Sheriff's SRO's - Salaries Part Time (Hadley-Luzerne) | \$31,120 |
| A.3120.1001 830 Sheriff's SRO's - Social Security (Hadley-Luzerne) | \$1,929 |
| A.3120.1001 831 Sheriff's SRO's - Medicare (Hadley-Luzerne) | \$451 |
| A.3120.1002 130 Sheriff's SRO's - Salaries Part Time (Queensbury) | \$31,120 |
| A.3120.1002 830 Sheriff's SRO's - Social Security (Queensbury) | \$1,929 |
| A.3120.1002 831 Sheriff's SRO's - Medicare (Queensbury) | \$451 |
| A.3120.1003 130 Sheriff's SRO's - Salaries Part Time (North Warren) | \$16,374 |
| A.3120.1003 830 Sheriff's SRO's - Social Security (North Warren) | \$1,015 |
| A.3120.1003 831 Sheriff's SRO's - Medicare (North Warren) | \$237 |
| A.3120.1004 130 Sheriff's SRO's - Salaries Part Time (Lake George) | \$31,120 |
| A.3120.1004 830 Sheriff's SRO's - Social Security (Lake George) | \$1,929 |
| A.3120.1004 831 Sheriff's SRO's - Medicare (Lake George) | \$451 |
| A.3120.1005 130 Sheriff's SRO's - Salaries Part Time (Bolton) | \$15,560 |
| A.3120.1005 830 Sheriff's SRO's - Social Security (Bolton) | \$965 |
| A.3120.1005 831 Sheriff's SRO's - Medicare (Bolton) | \$225 |
- (c) **Revenue Code (with title), and amount:**
- | | |
|--|----------|
| A.3120.1001 2260 Sheriff's SRO's - Other Govt (Hadley-Luzerne) | \$33,500 |
| A.3120.1002 2260 Sheriff's SRO's - Other Govt (Queensbury) | \$33,500 |
| A.3120.1003 2260 Sheriff's SRO's - Other Govt (North Warren) | \$17,626 |
| A.3120.1004 2260 Sheriff's SRO's - Other Govt (Lake George) | \$33,500 |
| A.3120.1005 2260 Sheriff's SRO's - Other Govt (Bolton) | \$16,750 |

*Please note all amounts must be in whole dollars - no cents.

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: November 19, 2019

(a) **Purpose of Amendment:** Amend County Budget to properly budget for several 2019 expenditures from the 2017-18 PSAP State Homeland Security Grant.

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

A.3020.4037 250	Sheriff's 911 Center	\$71,232.29
	2017-18 PSAP Grant - Technical Equipment	

(c) **Revenue Code (with title), and amount:**

A.3020.4037 3380	Sheriff's 911 Center	\$71,232.29
	2017-18 PSAP Grant - State Homeland Security Program	

*Please note all amounts 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: November 2019

- (a) Exact Title and Number of Project*:
H380.9550 280 Promoting the First Wilderness
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):
\$10,000
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
H380 9950 5031 Transfers
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
Move matching funds into project to cover contract amend w/ Advocate

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: November 2019

- (a) Purpose of Request: Establish account to receipt funds from poster sales.
(Budget Code A.691.11, Deferred Revenue-Town Poster Sales)
- (b) Details: The county is anticipating receiving funds from the sale of posters of the display boards at the village of Lake George visitors center. The Department wishes to establish a fund where receipts are set aside to replenish inventory as may be needed.
- (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

The specific account will be determined by the Treasurer's office. The Department has been in discussion with that office and a final determination of the type of account be established has yet to be determined.

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: Countryside Adult Home

DATE: November 7, 2019

- (a) Purpose of Request: To increase A.861 00, Countryside Rehabilitation Reserve

- (b) Details: Fund increase with a \$38,000.00 transfer from Countryside Adult Home, Repair & Maint-Bldgs/Property, A.6030 413.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A.6030 413, CSAH - Repair & Maint-Blds/Property - \$38,000.

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: Mental Health/Office of Community Services

DATE: 11/18/19

- (a) Purpose of Amendment: To amend the 2019 Warren County budget to allow for acceptance and pass through of \$4,140 (100% State Aid) from the New York State Office of Mental Health designated for People USA, Inc.
- (b) Appropriation Code, Object Code, Full Title and Amount: ^{A.4320.0065 470}
~~A.4320.470.0065~~, Mental Health Programs-People, Inc. increase by \$4,140.
- (c) Revenue Code (with title), and Amount: ^{A.4320.0065 3490}
~~A.4320.3490.0065~~, Mental Health Programs-People, Inc. increase by \$4,140.

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

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

DEPARTMENT NAME: Mental Health/Office of Community Services

DATE: 11/18/19

- (a) Purpose of Amendment: To amend the 2019 Warren County budget to allow for acceptance and pass through of \$11,094 (100% State Aid) from the New York State Office of Mental Health designated for the Warren-Washington Association for Mental Health.

- (b) Appropriation Code, Object Code, Full Title and Amount: A.4320.0120 470
~~A.4320.470.0120~~,
Mental Health Programs-Mental Health Association, increase by \$11,094.

- (c) Revenue Code (with title), and Amount: A.4320.0120 3490
~~A.4320.3490.0120~~, Mental Health
Programs-Mental Health Association, increase by \$11,094.

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

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

DEPARTMENT NAME: Park O & M

DATE: November 19, 2019

- (a) Purpose of Request: To Reimburse Village of Lake George for Charles R. Wood Park for various supplies, Repair & Maintenance of Equipment, August Turf Management, August & September Attendants, Landscaping Equipment.

- (b) Details: Appropriation Code A.1625 410 Charles R Wood Park, Supplies, \$546.35; A.1625 413 Charles R Wood Park, Repair & Maintain - Building/Property, ~~\$7,907.28~~, \$7,907.27; A.1625 270 Charles R Wood Park, Lawn & Landscaping, \$94.99; A.1625 422 Repair/Maint Equipment, \$489.90.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: Deferred Revenue - Gaslight Village Parking Fees, A.691.07 ~~\$9,039.33~~ \$9,038.51

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

* as listed in budget and LOGOS

Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

No 02584

TO: Kevin Hajos, Warren County DPW
4028 Main Street
Warrensburgh, NY 12885

10/21/2019
DATE

FOR: <u>American Music Festival Expenses</u>	<u>\$166.04</u>
<u>Adirondack National Car Show Expenses</u>	<u>\$106.36</u>

Total Amount Due \$272.40 *1625 410*

Very truly yours, Dannae Bock
Treasurer

Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

No 02563

TO: Kevin Hajos, Warren County DPW
4028 Main Street
Warrensburgh, NY 12885

8/27/2019
DATE

FOR: Sprinkler Maintenance -Wood Park	\$35.12
Sprinkler Repair - Wood Park	\$162.74

Total Amount Due \$197.86 41625 410

Very truly yours, Dannae Bock
Treasurer

Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

No 02565

TO: Kevin Hajos, Warren County DPW
4028 Main Street
Warrensburgh, NY 12885

DATE

FOR: Lake George Auto Marine ~~\$20.90~~ 20.09
Lowe's \$56.00

Total Amount Due \$76.90 11625 411

Very truly yours, Dannae Bock
Treasurer

Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

No 02572

TO: Kevin Hajos, Warren County DPW 9/30/19
4028 Main Street DATE
Warrensburgh, NY 12885

FOR: <u>Wood Park Attendants - Aug 2019 -Attached</u>	<u>\$3,303.12</u> ✓
<u>Turf Management - August 2019</u>	<u>\$325.00</u> ✓
<u>Wood Park- South Parcel - JULY 2019 Operations & Maint</u>	<u>\$526.20</u> ✓
<u>Wood Park - South Parcel - August 2019 Operations & Maint</u>	<u>\$454.20</u> ✓

Total Amount Due \$4,608.53

181623 413

Very truly yours, Danae Bock
Treasurer

Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

No 02573

TO: Kevin Hajos, Warren County DPW
4028 Main Street
Warrensburgh, NY 12885

10/2/2019
DATE

FOR: Wood Park Attendants - September 2019 - Attached

Total Amount Due \$3,298.75 ✓ ALLOS 413

Very truly yours, Danna Bock
Treasurer

200582

VILLAGE OF LAKE GEORGE

26 OLD POST ROAD
PO BOX 791
LAKE GEORGE, NY 12845-0791
PHONE # (518) 668-5771 FAX # (518) 668-3735

PO Number : 201240
Date : 08/19/2019
Page: 1 of 1

Billed
Inv # 2583

Purchase Order

Vendor : 0000120024
LOWE'S
PO BOX 530954
ATLANTA, GA 30353-0954

Ship To:
VILLAGE OF LAKE GEORGE
26 OLD POST ROAD
LAKE GEORGE, NY 12845

Bill To:
VILLAGE OF LAKE GEORGE
PO BOX 791
LAKE GEORGE, NY 12845

PHONE # (866) 232-7443 FAX #

Description: FOR WOOD PARK

Qty	Unit	Description	Unit Price	Amount
1.0000		BOLENS STRAIGHT SHAFT WEED WHACKER A.7110.0420	94.99	94.99
			Total:	94.99

VOUCHERS MUST BE RECEIVED BY 10TH OF MONTH
FOR PAYMENT TO BE MADE AT MONTHLY AUDIT
TAX EXEMPT 14-6002271

\$94.99

Bolens cycle trimmer
Model # BL160
SN# 1G089D12124

APPROVED
D J MCKINNEY
PURCHASING AGENT *[Signature]*

Inv # 915210

SEP 12 2019

Ordered By: DH Approved By:

Authorized Official	Date	<i>[Signature]</i>	Date
Authorized Official	Date	Authorized Official	Date

cc: Dammar

A. 1025 270

Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

No 02582

TO: Kevin Hajos, Warren County DPW
4028 Main Street
Warrensburgh, NY 12885

10/21/2019
DATE

FOR: LG 3 bill acceptor repair

Total Amount Due 249.95 ✓ 11625 402

Very truly yours, Dannae Bock
Treasurer

Statement
VILLAGE OF LAKE GEORGE
P.O. Box 791
Lake George, New York 12845
518-668-5771

No 02585

TO: Kevin Hajos, Warren County DPW
4028 Main Street
Warrensburgh, NY 12885

10/21/2019
DATE

FOR: West Brook L5 Acceptor Repair

Total Amount Due \$239.95 ✓ *41625 422*

Very truly yours,
Dannae Bock
Treasurer

RESOLUTION REQUEST FORM NO. 9

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

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

DEPARTMENT NAME: DPW

DATE: 11/18/19

- (a) Exact Title and Number of Project*:
Johnsburg Bridges (Glen Creek Road & Dippikill Road over Glen Creek) H393
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Increase (if applicable):
\$383,873.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$323,933.00 Federal Share (80%)
\$60,737.00 State "Marchiselli" Share (15%)
-\$797.00 Local Match Share (5%) (Return to fund source)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
To increase Federal and State shares, and decrease local match share for preliminary engineering services

RESOLUTION REQUEST FORM NO. 9

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

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

DEPARTMENT NAME: DPW

DATE: 11/18/19

- (a) Exact Title and Number of Project*:
Olmstedville Road (CR 19) Reconstruction H394
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Increase (if applicable):
\$320,527.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
**\$269,222.00 Federal Share (80%)
\$50,479.00 State "Marchiselli" Share (15%)
\$826.00 Local Match Share (transfer from D.9950 910 - Transfers to
Capital Projects)**
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
**To increase Federal, State and local match shares for preliminary
engineering services**

RESOLUTION REQUEST FORM NO. 9

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

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

DEPARTMENT NAME: DPW

DATE: 11/18/19

- (a) Exact Title and Number of Project*:
Oxbow Hill Road & Moon Hill Road (CR 63) Reconstruction H395
- (b) Is this a Capital Project? _
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Increase (if applicable):
\$138,850.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$116,400.00 Federal Share (80%)
\$21,825.00 State "Marchiselli" Share (15%)
\$625.00 Local Match Share (transfer from D.9950 910 - Transfers to
Capital Projects)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
To increase Federal, State and local match shares for preliminary
engineering services

RESOLUTION REQUEST FORM NO. 9

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

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

DEPARTMENT NAME: DPW

DATE: 11/18/19

- (a) Exact Title and Number of Project*:
East River Drive (CR 16) & Call Street (CR 32) Rehabilitation H396
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Increase (if applicable):
\$141,770.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$119,936.00 Federal Share (80%)
\$22,488.00 State "Marchiselli" Share (15%)
-\$654.00 Local Match Share (Return to fund source)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
To increase Federal and State shares and decrease local match share for preliminary engineering services

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: 11/18/2019

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office):
H398, 2019 Storm Damage

- (b) Is this a Capital Project?
Yes

- (c) Is this a Capital Reserve Project?

- (d) Amount of Project:
~~TBD~~ **\$1.8 million**

- (e) Source of Funding (including name & title of codes, etc.):
Serial bonds to be procured by the Treasurer's Office

- (f) Purpose of Establishment:
to cover the of work to repair damages caused by the 10/31/2019 storm

***Title should reflect department if possible:**

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

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: CLERK OF THE LEGISLATIVE BOARD

SIGNED:

DATE: NOVEMBER 18, 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 Examiner & Coroners, Medical Fees	\$25,000.00

Please state reason for transfer request:

Budget code is running short - \$25,000 in fees estimated for the remainder of 2019

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

WARREN COUNTY
Journal Report - October 2019

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Admn.Fiscal Srv - Administrative Fiscal Services					
10/3/2019	A.1671 410	Supplies	Transfer within Budget Code to A.1671 421	\$	100.00
10/3/2019	A.1671 421	Equipment Rental	Transfer within Budget Code from A.1671 410	\$ 100.00	
Brd. of Election - Board of Elections					
10/1/2019	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS WITHIN OBJECT CODE TO A.1450 444	\$	650.00
10/1/2019	A.1450 444	Travel/Education/Conference	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 439	\$ 650.00	
10/3/2019	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS WITHIN OBJECT CODE TO A.1450 445	\$	100.00
10/3/2019	A.1450 445	Foods	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 439	\$ 100.00	
10/31/2019	A.1450 220	Office Equipment	BUDGET TRANSFERS WITHIN BUDGET CODE FROM A.1450 260	\$ 199.99	
10/31/2019	A.1450 260	Other Equipment	BUDGET TRANSFERS WITHIN BUDGET CODE TO A.1450 220	\$	199.99
Cik of Legislati - Clerk of the Legislative Board					
10/16/2019	A.1185 410	Supplies	Budget Transfer from Object Code A.1185 435	\$ 546.49	
10/16/2019	A.1185 435	Medical Fees	Budget Transfer within Object Code to A.1185 410	\$	546.49
County Clerk - County Clerk					
10/23/2019	A.7510 410	Supplies	Transfer w/in budget code to A.7510423	\$	40.00
10/23/2019	A.7510 410	Supplies	Transfer w/in budget code to A.7510 428	\$	13.34
10/23/2019	A.7510 410	Supplies	Transfer w/in budget code to A.7510 424	\$	10.00
10/23/2019	A.7510 423	Telephone	Transfer w/in budget code from A.7510410	\$ 40.00	
10/23/2019	A.7510 424	Postage	Transfer w/in budget code from A.7510410	\$ 10.00	
10/23/2019	A.7510 428	Data Processing & Internet Fees	Transfer w/in budget code from A.7510 410	\$ 13.34	
Dist. Attorney_Dist. Attorney - District Attorney, District Attorney					
10/4/2019	A.1165 440	Legal/Transcript Fees	Budget Transfer within Object Code to A.1165 444	\$	2,000.00
10/4/2019	A.1165 444	Travel/Education/Conference	Budget Transfer within Object Code from A.1165 440	\$ 2,000.00	
10/16/2019	A.1165 250	Technical Equipment	Budget Transfer out of Object Code from A. 1165 410	\$	800.00

WARREN COUNTY
Journal Report - October 2019

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
10/16/2019	A.1165 410	Supplies	Budget Transfer out of Object Code to A.1165 250	\$	\$ 800.00
DPW_DPW Admin - DPW,DPW Administration					
10/2/2019	A.1620 410	Supplies	Transfer Within Budget Code to A.1620 453	\$	\$ 300.00
10/2/2019	A.1620 453	Uniforms & Clothing	Transfer Within Budget Code from A.1620 410	\$	\$ 300.00
10/2/2019	A.7111 416	Oil & Gas-Heating	Transfer Within Budget Code to A.7111 453	\$	\$ 172.00
10/2/2019	A.7111 453	Uniforms & Clothing	Transfer Within Budget Code from A.7111 416	\$	\$ 172.00
10/2/2019	D.3310 410	Supplies	Transfer Within Budget Code to D.3310 453	\$	\$ 300.00
10/2/2019	D.3310 453	Uniforms & Clothing	Transfer Within Budget Code from D.3310 410	\$	\$ 300.00
10/2/2019	D.5020 410	Supplies	Transfer Within Budget Code to D.5020 453	\$	\$ 244.00
10/2/2019	D.5020 453	Uniforms & Clothing	Transfer Within Budget Code from D.5020 410	\$	\$ 244.00
10/2/2019	D.5110 453	Uniforms & Clothing	Transfer Within Budget Code from D.5110 470	\$	\$ 1,900.00
10/2/2019	D.5110 453	Uniforms & Clothing	Transfer Within Budget Code from D.5110 470	\$	\$ 1,900.00
10/2/2019	D.5110 465	Road/Bridge Materials	Transfer Within Budget Code from D.5110 465	\$	\$ 1,900.00
10/2/2019	D.5110 470	Contract	Transfer Within Budget Code to D.5110 453	\$	\$ 1,900.00
10/3/2019	D.5110 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code to D.5110 453	\$	\$ 1,900.00
10/3/2019	D.5110 421	Equipment Rental	Transfer Within Budget Code to D.5110 421	\$	\$ 400.00
10/4/2019	A.1620 230	Automotive Equipment	Transfer Within Budget Code from A.1620 260	\$	\$ 1,998.00
10/4/2019	A.1620 260	Other Equipment	Transfer Within Budget Code to A.1620 230	\$	\$ 1,998.00
10/4/2019	A.7110 410	Supplies	Transfer Within Budget Code from A.7110 470	\$	\$ 127.00
10/4/2019	A.7110 470	Contract	Transfer Within Budget Code to A.7110 410	\$	\$ 127.00
10/4/2019	D.5110 410	Supplies	Transfer Within Budget Code to D.5110 455	\$	\$ 257.00
10/4/2019	D.5110 455	Safety Equipment	Transfer Within Budget Code from D.5110 410	\$	\$ 257.00
10/8/2019	A.1490 210	Furniture/Furnishings	Transfer Within Budget Code to A.1490 220	\$	\$ 22.00
10/8/2019	A.1490 220	Office Equipment	Transfer Within Budget Code from A.1490 210	\$	\$ 22.00
10/8/2019	A.5610 860	Hospitalization	Transfer Within Budget Code to A.5610 862	\$	\$ 692.99
10/8/2019	A.5610 860	Hospitalization	Transfer Within Budget Code to A.5610 865	\$	\$ 66.31
10/8/2019	A.5610 862	Health Insurance Cost Reimbursement	Transfer Within Budget Code from D.5610 860	\$	\$ 692.99

WARREN COUNTY
Journal Report - October 2019

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
10/8/2019	A.5610 865	Dental Insurance	Transfer Within Budget Code from A.5610 860	\$ 66.31	
10/8/2019	A.7110 410	Supplies	Transfer Within Budget Code from A.7110 413	\$ 1,000.00	
10/8/2019	A.7110 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code to A.7110 410		\$ 1,000.00
10/8/2019	D.3310 410	Supplies	Transfer Within Budget Code to D.3310 422		\$ 650.00
10/8/2019	D.3310 422	Repair/Maint-Equipment	Transfer Within Budget Code from D.3310 410	\$ 650.00	
10/8/2019	D.5110 422	Repair/Maint-Equipment	Transfer Within Budget Code from D.5110 470	\$ 1,000.00	
10/8/2019	D.5110 470	Contract	Transfer Within Budget Code to D.5110 422		\$ 1,000.00
10/10/2019	A.7110 410	Supplies	Transfer Within Budget Code from A.7110 470	\$ 2,600.00	
10/10/2019	A.7110 470	Contract	Transfer Within Budget Code to A.7110 410		\$ 2,600.00
10/16/2019	A.1490 210	Furniture/Furnishings	Transfer Within Budget Code from A.1490 260	\$ 26.00	
10/16/2019	A.1490 260	Other Equipment	Transfer Within Budget Code to A.1490 210		\$ 26.00
10/28/2019	A.1625 415	Electricity	Transfer Within Budget Code from A.1625 470	\$ 1,900.00	
10/28/2019	A.1625 470	Contract	Transfer Within Budget Code to A.1625 415		\$ 1,900.00
10/28/2019	A.7111 410	Supplies	Transfer Within Budget Code to A.7111 415		\$ 1,800.00
10/28/2019	A.7111 415	Electricity	Transfer Within Budget Code from A.7111 410	\$ 1,800.00	
10/29/2019	A.1624 830	Social Security	Transfer Within Budget Code to A.1624 861		\$ 2,328.59
10/29/2019	A.1624 861	Retirees Hospitalization	Transfer Within Budget Code from A.1624 830	\$ 2,328.59	
10/29/2019	A.5610 810	Retirement	Transfer Within Budget Code from A.5610 861	\$ 359.29	
10/29/2019	A.5610 861	Retirees Hospitalization	Transfer Within Budget Code to A.5610 865		\$ 24.40
10/29/2019	A.5610 865	Retirees Hospitalization	Transfer Within Budget Code to A.5610 810		\$ 359.29
10/29/2019	A.5610 865	Dental Insurance	Transfer Within Budget Code from A.5610 862	\$ 24.40	
10/29/2019	A.7110 410	Supplies	Transfer Within Budget Code from A.7110 445	\$ 400.00	
10/29/2019	A.7110 445	Foods	Transfer Within Budget Code to A.7110 410		\$ 400.00
10/29/2019	A.7111 860	Hospitalization	Transfer Within Budget Code to A.7111 861		\$ 611.74
10/29/2019	A.7111 861	Retirees Hospitalization	Transfer Within Budget Code from A.7111 860	\$ 611.74	
10/29/2019	A.1620 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code from A.1620 465	\$ 17,000.00	
10/29/2019	A.1620 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code from A.1620 421	\$ 5,000.00	
10/29/2019	A.1620 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code from A.1620 470	\$ 20,000.00	

WARREN COUNTY
Journal Report - October 2019

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
10/29/2019	A.1620 421	Equipment Rental	Transfer Within Budget Code to A.1620 413	\$ 500.00	\$ 5,000.00
10/29/2019	A.1620 465	Road/Bridge Materials	Transfer Within Budget Code to A.1620 413	\$	\$ 17,000.00
10/29/2019	A.1620 470	Contract	Transfer Within Budget Code to A.1620 413	\$	\$ 20,000.00
10/29/2019	A.7110 410	Supplies	Transfer Within Budget Code from A.7110 422	\$	\$
10/29/2019	A.7110 422	Repair/Maint-Equipment	Transfer Within Budget Code to A.7110 410	\$	\$ 500.00
10/30/2019	A.1610 442	Automotive - Gas & Oil	Transfer Within Budget Code to A.1610 444	\$	\$ 50.00
10/30/2019	A.1610 444	Travel/Education/Conference	Transfer Within Budget Code from A.1610 442	\$	\$
10/31/2019	A.7110 439	Misc Fees & Expenses	Transfer Within Budget Code from A.7110 470	\$	\$ 55.00
10/31/2019	A.7110 470	Contract	Transfer Within Budget Code to A.7110 439	\$	\$ 55.00
Human Resources - Human Resources					
10/28/2019	A.1435 210	Furniture/Furnishings	Budget Transfers out of Object Code from A.1435 439	\$ 900.00	\$
10/28/2019	A.1435 220	Office Equipment	Budget Transfers out of Object Code from A.1435 439	\$ 125.00	\$
10/28/2019	A.1435 439	Misc Fees & Expenses	Budget Transfers out of Object Code to A.1435 210	\$	\$ 900.00
10/28/2019	A.1435 439	Misc Fees & Expenses	Budget Transfers out of Object Code to A.1435 220	\$	\$ 125.00
Infotech - Information Technology					
10/15/2019	A.1680 210	Furniture/Furnishings	Budget Transfer out of Object Code from A.1680 410	\$ 366.00	\$
10/15/2019	A.1680 410	Supplies	Budget Transfer out of Object Code to A.1680 210	\$	\$ 366.00
Legal Def-Indgt - Legal Defense - Indigents					
10/9/2019	A.1170 410	Supplies	Overage on Printer Abstract A.1170 440 to A.1170 410	\$ 150.00	\$
10/9/2019	A.1170 440	Legal/Transcript Fees	Overage on Printer Abstract A.1170 440 to A.1170 410	\$	\$ 150.00
10/29/2019	A.1170 210	Furniture/Furnishings	From 210 to 220 - Computer Monitors	\$	\$ 487.80
10/29/2019	A.1170 220	Office Equipment	From 210 to 220 - Computer Monitors	\$ 487.80	\$
Mental Health - Mental Health					
10/15/2019	A.4310 423	Telephone	transfer funds to A.4310 423 Telephone from A.4310 428 Internet	\$ 62.00	\$

WARREN COUNTY
Journal Report - October 2019

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
10/15/2019	A.4310 428	Data Processing & Internet Fees	transfer funds from A.4310 428 Internet to A.4310 423 Telephone	\$	\$ 62.00
OFA - Office for the Aging					
10/2/2019	A.6771 444	Travel/Education/Conference	within object code transfers from A6771470	\$ 3,267.03	
10/2/2019	A.6771 445	Foods	within object code transfers from A6771470	\$ 1,780.11	
10/2/2019	A.6771 470	Contract	within object code transfers to A6771444 and A6771445		\$ 5,047.14
10/2/2019	A.6772 220	Office Equipment	within object code transfers to A6772260	\$ 408.00	\$ 408.00
10/2/2019	A.6772 260	Other Equipment	within object code transfers from A6772220		
10/8/2019	A.6772 415	Electricity	within object code transfer from A6772470	\$ 3,800.00	
10/8/2019	A.6772 470	Contract	within object code transfer to A6772415		\$ 3,800.00
Office of EMS - Office of Emergency Services					
10/2/2019	A.3640 250	Technical Equipment	Out of code transfer from A.3640 428	\$ 145.00	
10/2/2019	A.3640 250	Technical Equipment	Out of code transfer from A.3640 427	\$ 25.00	
10/2/2019	A.3640 250	Technical Equipment	Out of code transfer from A.3640 423	\$ 175.00	
10/2/2019	A.3640 250	Technical Equipment	Out of code transfer from A.3640 441	\$ 500.00	
10/2/2019	A.3640 423	Telephone	Out of code transfer to A.3640 250		\$ 175.00
10/2/2019	A.3640 427	Memberships & Dues	Out of code transfer to A.3640 250		\$ 25.00
10/2/2019	A.3640 428	Data Processing & Internet Fees	Out of code transfer to A.3640 250		\$ 145.00
10/2/2019	A.3640 441	Auto-Supplies & Repair	Out of code transfer to A.3640 250		\$ 500.00
10/10/2019	A.3410 230	Automotive Equipment	Budget transfer within object code from A.3410 250	\$ 769.00	
10/10/2019	A.3410 230	Automotive Equipment	Budget transfer within object code from A.3410 260	\$ 623.85	
10/10/2019	A.3410 250	Technical Equipment	Budget transfer within object code to A.3410 230		\$ 769.00
10/10/2019	A.3410 260	Other Equipment	Budget transfer within object code to A.3410 230		\$ 623.85
10/10/2019	A.3410 230	Automotive Equipment	Out of code transfer from A.3410 453	\$ 1,000.00	
10/10/2019	A.3410 453	Uniforms & Clothing	Out of code transfer to A.3410 230		\$ 1,000.00

Personnel - Civil Service

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
10/1/2019	A.1430 220	Office Equipment	Budget transfer outside object code from A.1430.439	\$ 355.00	
10/1/2019	A.1430 439	Misc Fees & Expenses	Budget transfer outside object code to A.1430.220		\$ 355.00
10/31/2019	A.1430 423	Telephone	Budget transfer within object code from A.1430.444	\$ 120.00	
10/31/2019	A.1430 444	Travel/Education/Conference	Budget transfer within object code to A.1430.423		\$ 120.00
Planning_Planning - Planning,Planning					
10/22/2019	A.8022 422	Repair/Maint-Equipment	budget transfer within object code to A.8022.428		\$ 39.00
10/22/2019	A.8022 428	Data Processing & Internet Fees	budget transfer within object code from A.8022.422	\$ 39.00	
10/22/2019	A.8022 439	Misc Fees & Expenses	budget transfer within object code from A.8022.470	\$ 3,960.00	
10/22/2019	A.8022 470	Contract	budget transfer within object code to A.8022.439		\$ 3,960.00
Public Health_Health Services - Public Health,Health Services					
10/1/2019	A.4013 435	Medical Fees	Budget Transfer WIC to A4013.435 frm A4013.469	\$ 2,000.00	
10/1/2019	A.4013 469	Other Payments/Contributions	Budget Transfer WIC to A4013.435 frm A4013.469		\$ 2,000.00
10/9/2019	A.4054.0060 220	Office Equipment	Out of code TranEI screenA.4054.0060.220 75.00 fm A4054.0060.444	\$ 75.00	
10/9/2019	A.4054.0060 444	Travel/Education/Conference	Out of CodeTran EI screenA.4054.0060.220 75.00 fm A4054.0060.444		\$ 75.00
10/9/2019	A.4018 220	Office Equipment	Out of code Bud Trans Prev A.4018.220 fm A4054.444 PS	\$ 340.00	
10/9/2019	A.4054 444	Travel/Education/Conference	Out of code Bud Trans Prev A.4018.220 fm A4054.444 PS		\$ 340.00
10/10/2019	A.4018.0040 418	Ins-General Liability	Out of Code Trans HE to A.4018.0040.862 fm 4018.0040.418	\$ 70.00	
10/10/2019	A.4018.0040 862	Health Insurance Cost Reimbursement	Out of Code Trans HE to A.4018.0040.862 fm 4018.0040.418		\$ 70.00
10/15/2019	A.4010 444	Travel/Education/Conference	Budget transfer CHHA conf to A.4010.444 from A.4010.470	\$ 500.00	
10/15/2019	A.4010 470	Contract	Budget transfer CHHA conf to A.4010.444 from A.4010.470		\$ 500.00
10/15/2019	A.4018.0030 436	Advertising Fees	Out of Code Bud Trans Conf to A.4018.444 from A.4018.0030.436	\$ 230.00	
10/15/2019	A.4018.0030 435	Medical Fees	Out of Code Bud Trans Conf to A.4018.444 from A.4018.0030.436		\$ 230.00
10/21/2019	A.4018.0030 444	Travel/Education/Conference	Budget transfer Dis Prog from A4018.0030.435	\$ 132.00	
10/22/2019	A.4010 444	Travel/Education/Conference	Budget transfer Chhha from A4010.469	\$ 396.00	
10/22/2019	A.4010 469	Other Payments/Contributions	Budget transfer Chhha to A4010.444		\$ 396.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
10/24/2019	A.4018.0030 424	Postage	Budget Transfer Disease Gas TO A.4018.0030.442 from .424	\$ 50.00	\$ 50.00
10/24/2019	A.4018.0030 442	Automotive - Gas & Oil	Budget Transfer Disease Gas TO A.4018.0030.442 from .424	\$ 50.00	\$ 50.00
10/29/2019	A.4010.4300 410	Supplies	Budget transfer CHHA DSRIP to A4010.4300.422	\$ 364.00	\$ 364.00
10/29/2019	A.4010.4300 422	Repair/Maint.-Equipment	Budget transfer CHHA DSRIP from A4010.4300.410	\$ 364.00	\$ 364.00
Purchasing - Purchasing					
10/11/2019	A.1345 410	Supplies	Budget Transfer within Object Code to A.1345 422	\$ 250.00	\$ 250.00
10/11/2019	A.1345 422	Repair/Maint.-Equipment	Budget Transfer within Object Code from A.1345 410	\$ 250.00	\$ 250.00
10/24/2019	A.1345 220	Office Equipment	Out-of-Code Budget Transfer from A.1345 424	\$ 60.00	\$ 60.00
10/24/2019	A.1345 424	Postage	Out-of-Code Budget Transfer to A.1345 220	\$ 60.00	\$ 60.00
Residential Hall - Countryside Adult Home					
10/21/2019	A.6030 428	Data Processing & Internet Fees	Budget transfer from object 470 to 428	\$ 650.00	\$ 650.00
10/21/2019	A.6030 470	Contract	Budget transfer from object 470 to 428	\$ 650.00	\$ 650.00
10/21/2019	A.6030 413	Repair & Maint.-Bldg/Property	Budget transfer from 470 to 413	\$ 3,000.00	\$ 3,000.00
10/21/2019	A.6030 470	Contract	Budget transfer from 470 to 413	\$ 3,000.00	\$ 3,000.00
10/22/2019	A.6030 423	Telephone	Budget transfer out of object code 470 to 423	\$ 1,000.00	\$ 1,000.00
10/22/2019	A.6030 470	Contract	Budget transfer out of object code 470 to 423	\$ 1,000.00	\$ 1,000.00
10/23/2019	A.6030 445	Foods	Budget transfer with in object code from 470 to 445	\$ 5,000.00	\$ 5,000.00
10/23/2019	A.6030 470	Contract	Budget transfer with in object code from 470 to 445	\$ 5,000.00	\$ 5,000.00
10/29/2019	A.6030 413	Repair & Maint.-Bldg/Property	Budget transfer with in object code from 413 to 445	\$ 15,000.00	\$ 15,000.00
10/29/2019	A.6030 445	Foods	Budget transfer with in object code from 413 to 445	\$ 15,000.00	\$ 15,000.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement					
10/7/2019	A.3110 413	Repair & Maint.-Bldg/Property	Budget Transfer within object code from A.3110 455	\$ 6,000.00	\$ 6,000.00
10/7/2019	A.3110 422	Repair/Maint.-Equipment	Budget Transfer within object code from A.3110 455	\$ 4,000.00	\$ 4,000.00
10/7/2019	A.3110 455	Safety Equipment	Budget Transfer within object code to A.3110 413	\$ 6,000.00	\$ 6,000.00
10/7/2019	A.3110 455	Safety Equipment	Budget Transfer within object code to A.3110 422	\$ 4,000.00	\$ 4,000.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
10/11/2019	A.3020 428	Data Processing & Internet Fees	Budget Transfers within Object Code to A.3020 444	\$ 2,200.00	\$ 2,200.00
10/11/2019	A.3020 444	Travel/Education/Conference	Budget Transfers within Object Code from A.3020 428	\$ 2,500.00	
10/11/2019	A.3150 413	Repair & Maint.-Bldg/Property	Budget Transfers within Object Code from A.3150 469	\$ 2,500.00	
10/11/2019	A.3150 422	Repair/Maint-Equipment	Budget Transfers within Object Code from A.3150 469	\$ 2,500.00	
10/11/2019	A.3150 469	Other Payments/Contributions	Budget Transfers within Object Code to A.3150 422	\$ 2,500.00	
10/11/2019	A.3150 469	Other Payments/Contributions	Budget Transfers within Object Code to A.3150 413	\$ 2,500.00	
10/16/2019	A.3110 410	Supplies	Budget Transfer within object code to A.3110 470	\$ 3,500.00	
10/16/2019	A.3110 470	Contract	Budget Transfer within object code from A.3110 410	\$ 3,500.00	
10/23/2019	A.3110 422	Repair/Maint-Equipment	Budget Transfer within object code to A.3110 453	\$ 2,000.00	
10/23/2019	A.3110 439	Misc Fees & Expenses	Budget Transfer within object code to A.3110 453	\$ 1,000.00	
10/23/2019	A.3110 444	Travel/Education/Conference	Budget Transfer within object code to A.3110 453	\$ 3,000.00	
10/23/2019	A.3110 453	Uniforms & Clothing	Budget Transfer within object code from A.3110 444	\$ 3,000.00	
10/23/2019	A.3110 453	Uniforms & Clothing	Budget Transfer within object code from A.3110 439	\$ 1,000.00	
10/23/2019	A.3110 453	Uniforms & Clothing	Budget Transfer within object code from A.3110 422	\$ 2,000.00	
Social Services - Social Services					
10/17/2019	A.6055 470	Contract	Out of Budget Code Transfer to A.6140 470	\$ 200,000.00	
10/17/2019	A.6140 470	Contract	Out of Budget Code Transfer from A.6055 470	\$ 200,000.00	
10/29/2019	A.6010 220	Office Equipment	Out of Object Code Transfer from A.6010 410	\$ 500.00	
10/29/2019	A.6010 410	Supplies	Out of Object Code Transfer to A.6010 220	\$ 500.00	
Tourism - Tourism					
10/10/2019	A.6417.0001 470	Contract	Transfer to A.6417.0001 481	\$ 10,000.00	
10/10/2019	A.6417.0001 481	Tourism Promotion	Transfer from A.6417.0001 470	\$ 10,000.00	
10/10/2019	A.6417.0001 424	Postage	Transfer to A.6417.0001 481	\$ 12,000.00	
10/10/2019	A.6417.0001 481	Tourism Promotion	Transfer from A.6417.0001 424	\$ 12,000.00	
10/10/2019	A.6417.0002 469	Other Payments/Contributions	Transfer to A.6417.0002 480	\$ 4,411.92	
10/10/2019	A.6417.0002 480	Tourism-Special Events	Transfer from A.6417.0002 469	\$ 4,411.92	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
10/11/2019	A.6417.0001 424	Postage	Transfer to A.6417.0001 481	\$ 2,750.00	\$ 2,750.00
10/11/2019	A.6417.0001 481	Tourism Promotion	Transfer from A.6417.0001 424	\$	\$
10/11/2019	A.6417.0001 424	Postage	Transfer to A.6417.0001 428	\$ 72.68	\$ 72.68
10/11/2019	A.6417.0001 428	Data Processing & Internet Fees	Transfer from A.6417.0001 424	\$	\$
Veterans Service - Veterans Service					
10/2/2019	A.6510.0125 436	Advertising Fees	Funds transfer to 444 Travel	\$	\$ 2,000.00
10/2/2019	A.6510.0125 436	Advertising Fees	Funds transfer to 470 Contracts	\$	\$ 3,000.00
10/2/2019	A.6510.0125 444	Travel/Education/Conference	Funds transfer from 436 Advertising	\$ 2,000.00	\$
10/2/2019	A.6510.0125 470	Contract	Funds transfer from 436 Advertising	\$ 3,000.00	\$

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: Sheriff

DATE: November 19, 2019

- (a) Purpose of Amendment: **To correct unused budget carryover from 2018 to 2019**

- (b) Appropriation Code, Object Code, Full Title and Amount: **Reduce A.3020.4036 470, Sheriff's 911 Center, 2017 Interoperable Comm Grant, (\$45,581.05)**

- (c) Revenue Code (with title), and Amount: **Increase A.3020.4036 3380, Sheriff's 911 Center, 2017 Interoperable Comm Grant, State Homeland Security Program, \$10,652.14**

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Board of Elections

SIGNED:

DATE: 12/05/2019

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1450 130	Board of Elections, Part Time	A,1450 120	Board of Elections, Overtime	\$191.25

Please state reason for transfers requested: To cover OT costs associate with the 11/05/2019 Election

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. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: County Administrator

DATE: 12/05/2019

- (a) Purpose of Contract Change:
to extend contract to cover historical license (Westmount) and allow for automatic renewals as long as regulations require if the annual fee does not increase by more than 5% per year
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
R346/2016
- (c) Name of Contractor:
P&NP Computer Services, Inc.
- (d) Address of Contractor: **66 North Main Street
 Brockport, NY 14420**
- (e) Contractor's Contact Person and Telephone Number:
Curt Hamlin (585) 637-3240
- (f) Commencement Date of Extension: **01/01/2020**
- (g) Termination Date of Extension: **12/31/2020**
- (h) Payment Provisions: i) lump sum amount **\$1,575**
 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.)
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:
A.4530 470 - Public Nursing Home, Contract
 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

AGENDA
DECEMBER 5, 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) **SUNY Adirondack representatives to provide an update on the College.**
 - 2) **Items/Requests to be Discussed by the Human Resources Director and/or Personnel Officer:**
Human Resources-
 - A) Review of report on tracking of vacancies filled.
 - B) Request to authorize a new contract with Milliman, Inc. for independent medical claim actuarial services.
 - 3) **Referral from the Criminal Justice & Public Safety Committee, Sheriff:**
Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Corrections Officer #80, *Annual Salary \$41,590*, and delete the position of Corrections Inspector, *Annual Salary \$64,823*, effective December 23, 2019.
 - 4) **Referral from the Health, Human & Social Services Committee, Health Services:**
Request to authorize enrollment in job-related course: Jignasha Shah, *Public Health Program Coordinator*, to enroll in HEPI 501 - Principles & Methods of Epidemiology at SUNY Albany School of Public Health. Course begins January 22, 2020; Cost: \$1,650 plus related expenses. 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.
 - 5) **Requests/Items to be Discussed by the County Administrator:**
 - A) Introduction of Liza Ochsendorf, the new Director of the Employment & Training Administration.
 - B) Request to amend Resolution No. 536 of 2016 to make changes to the Department Head Evaluation Policy.
 - C) 2020 Compensation Schedule technical corrections.
- V. **Pending Items:**
Personnel -
Continuing discussion regarding approval of the Non-Salary Grid.
Higher Education - None.
- VI. **Vacancies Approved for Filling by Oversight Committee:**

<i>Countryside -</i>	Cook # 5 Full-time, <i>Grade 4, Base Annual Salary \$29,333</i> , due to creation.
<i>District Attorney -</i>	8 th Assistant District Attorney, <i>Annual Salary \$66,563</i> , due to creation.
<i>Health Services -</i>	Legal Clerk #5, <i>Grade 5, Base Annual Salary \$30,520</i> , due to creation.
<i>Office for the Aging-</i>	Medical Records Coder (Part-time), <i>Grade 10, Base Hourly Rate \$18.09</i> , due to creation.
<i>Parks, Rec & RR -</i>	Service Specialist, OFA, <i>Grade 10, Base Annual Salary \$37,633</i> , due to promotion.
<i>Social Services -</i>	Hatchery Aide, <i>Grade 6, Base Annual Salary \$31,824</i> , due to retirement.
<i>Treasurer -</i>	Caseworker #36, <i>Grade 16, Base Annual Salary \$43,390</i> , due to resignation.
	Resource Clerk #1, <i>Grade 4, Base Annual Salary \$29,333</i> , due to promotion.
	Senior Account Clerk #4, <i>Grade 7, Base Annual Salary \$33,600</i> , due to termination (<i>Emergency Fill</i>).

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: DECEMBER 5, 2019

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SIMPSON
MERLINO
DICKINSON
STROUGH
BEATY
FRASIER
GERAGHTY
BRAYMER
HYDE

OTHERS PRESENT:

ROB LYNCH, DEPUTY COUNTY TREASURER
RONALD CONOVER, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER

SUPERVISORS DIAMOND
DRISCOLL
HOGAN
LEGGETT
LOEB
MAGOWAN

COMMITTEE MEMBER ABSENT:

SUPERVISOR McDEVITT

JULIE BUTLER, PURCHASING AGENT
AMY CLUTE, SELF-INSURANCE ADMINISTRATOR
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
RACHEL SEEBER, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
SARAH McLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the December 5, 2019 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2019/finance/>

Mr. Sokol called the meeting of the Finance Committee to order at 10:29 a.m.

Motion was made by Mr. Geraghty, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Mr. Sokol apprised this was the last Finance Committee meeting he would be serving as Chair of and he would like to thank Chairman Conover for affording him with the opportunity to serve as the Vice-Chairman of the Board. He said he had thoroughly enjoyed his time serving as Chairman of the Committee during which they had some spirited conversations regarding the County finances. He said the purpose of the Committee was to approve resolutions that went before the full Board, with the hope that they would be adopted. He thanked the Committee members, Mary Elizabeth Kissane, *County Attorney*, Ryan Moore, *County Administrator*, Amanda Allen, *Clerk of the Board*, and the minute takers for the assistance they provided him.

Commencing with the Action Agenda, Mr. Sokol requested approval of Item 1 which consisted of a request for transfers of funds as attached for Committee approval.

Motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Sokol advised Agenda Item 2 concerned a request from the County Treasurer, who was unable to attend the meeting, to authorize the issuance of serial bonds in the amount of \$1,800,000 to cover the cost of repairs as a result of the Halloween storm. He apprised Rob Lynch, *Deputy County Treasurer*, was in attendance to answer any questions the Committee members many have.

A motion was made by Mr. Beaty and seconded by Mr. Merlino to approve the request to authorize issuance of serial bonds as outlined above.

Mr. Beaty questioned whether this was a reimbursable expense from the Federal Government once they declared it an emergency aid incident and Mr. Lynch replied affirmatively. Mr. Lynch explained the County would be eligible to receive up to 75% reimbursement from the Federal Government for any repairs made as a result of this storm. Kevin Hajos, *Superintendent of Public Works*, interjected the reimbursement was dependent upon whether the Federal Government declared it as an eligible incident and thus far there had been no indication that they were going to do so. Mr. Beaty stated his understanding was that the Federal Government required a certain dollar amount of damage to be sustained in order to be eligible for reimbursement and he questioned whether they had reached this threshold. Mr. Hajos replied affirmatively, adding although they had reached the limit, it did not necessarily mean FEMA (*Federal Emergency Management Agency*) was going to provide them with reimbursement because they still had to approve the incident. Mr. Moore informed the County had been working with the State agencies, as well as FEMA on tracking all of those costs and submitting them. He said Congresswomen Stefanik had also been helpful by working with Governor Cuomo, who had put together a formal request for aide, which was submitted to the President of the United States, but the President had yet to act on that.

A discussion ensued during which Mr. Dickinson entered the meeting at 10:35 a.m.

Mr. Sokol called the question and the motion to authorize the issuance of serial bonds as outlined above was carried by majority vote, with Mr. Dickinson abstaining, and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Sokol stated Agenda Items 3A-C pertained to the following referrals from the County Facilities Committee, *Buildings and Grounds*:

- 3A) Request to increase Capital Reserve A.871.00 *Reserves, Rehab County Buildings*, in the amount of \$118,000 through a transfer of funds from Budget Code A.1624 413, *Human Services Buildings, Repair & Maint-Bldgs/Property*.

Motion was made by Mr. Geraghty, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

- 3B) Request to establish Capital Project H397, *OES Garage*, in the amount of \$450,000.

Motion was made by Mr. Geraghty, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

- 3C) Request to amend the County Budget in the amount of \$450,000 to reflect sale of land to Perkins Recycling and to transfer the proceeds to Capital Project H397, *OES Garage*.

Motion was made by Ms. Braymer, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

Proceeding with the Agenda review, Mr. Sokol advised Agenda Items 4A-B involved the following referrals from the Criminal Justice & Public Safety Committee, *Sheriff*:

- 4A) Request to amend the County Budget in the total amount of \$134,876 to reflect revenue appropriated from the second half of the School Resource Officer contracts.

Ms. Braymer apprised when they first considered having School Resource Officers within the local school districts they had discussed including the cost of insurance and weapons within the contracts following the conclusion of the first year and she questioned whether these expenses had been incorporated into the contracts and Mr. Moore replied affirmatively.

Motion was made by Mr. Geraghty, seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

- 4B) Request to amend the County Budget in the amount of \$71,232.29, to properly budget for several 2019 expenditures from the 2017-18 PSAP State Homeland Security Grant.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

Continuing with the Agenda review, Mr. Sokol apprised Agenda Items 5A-B concerned the following referrals from the Economic Growth & Development Committee, *Planning*:

- 5A) Request to increase Capital Project H380, *Promoting the First Wilderness*, in the amount of \$10,000 for the purpose of moving matching funds into the project to cover the cost of the contract with Advokate.

Mr. Geraghty queried what Advokate was and Ms. Braymer responded they were a marketing firm located in the City of Glens Falls, who she felt did an exceptional job with the posters of the towns in Warren County.

Motion was made by Mr. Strough, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

- 5B) Request to establish Budget Code A.691.11, *Deferred Revenue-Town Poster Sales*, where the funds received from the sale of posters on display at the Village of Lake George Visitors Center could be set aside to replenish inventory as needed.

Motion was made by Mr. Simpson, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Sokol advised Agenda Items 6A-C pertained to the following referrals from the Health, Human &

Social Services Committee:

- 6A) *Countryside* - Request to increase Capital Reserve A.861.00, *Countryside Rehabilitation Reserve*, in the amount of \$38,000 through a transfer of funds from Budget Code A.6030 413, *Countryside Adult Home, Repair & Maint-Bldgs/Property*.

Mr. Sokol stated he had been unable to attend the Committee meeting and he asked what the purpose of the request was. Mr. Geraghty replied this pertained to the generator for Countryside Adult Home.

Motion was made by Mrs. Frasier, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

- 6B) *Mental Health* - Request to amend the 2019 County Budget in the amount of \$4,140 to allow pass through of 100% State Aid funding from New York State Office of Mental Health designated for People USA, Inc.

- 6C) *Mental Health* - Request to amend the 2019 County Budget in the amount of \$11,094 to allow pass through of 100% State Aid funding from New York State Office of Mental Health designated for the Warren-Washington Association for Mental Health.

Motion was made by Mr. Geraghty, seconded by Mr. Strough and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

Mr. Sokol stated Agenda Item 7 concerned a referral from the Park Operations & Management Committee regarding a request to appropriate funds from Budget Code A.691.07, *Deferred Revenue - Gaslight Village Parking Fees*, to Budget Codes A.1625 410, *Charles R. Wood Park, Supplies* - \$546.35; A.1625 413, *Charles R. Wood Park, Repair & Maintain-Building/Property* - \$7,907.27; A.1625 270, *Charles R. Wood Park, Lawn & Landscaping* - \$94.99; and A.1625 422, *Charles R. Wood Park, Repair/Maint Equipment* - \$489.90, and authorize reimbursement to the Village of Lake George for expenses incurred in relation to attendants, various supplies, repair and maintenance of equipment, turf management, attendants and landscaping equipment for the Charles R. Wood Park during the months of August and September 2019.

A motion was made by Mr. Simpson and seconded by Mr. Merlino to approve the request as outlined above.

Mr. Geraghty asked whether it would be possible to provide Mr. Hajos with the authority to authorize reimbursing the Village of Lake George for these expenses up to a certain dollar amount without having to come before the Committee for approval and Mr. Lynch replied a resolution would be required in order for Mr. Hajos to be able to handle these transactions, similar to how the District Attorney and Sheriff's Office were permitted to handle asset forfeiture transactions.

A discussion ensued following which it was the consensus of the Committee for the matter to be discussed at the next Park Operations & Management Committee meeting in January of 2020.

Mr. Sokol called the question and the motion to approve the request as outlined above was carried unanimously and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Sokol apprised Agenda Items 8A-E pertained to the following referrals from the Public Works Committee, DPW:

- 8A) Request to increase Capital Project H393, *Johnsburg Bridge (Glen Creek Road & Dippikill Road Over Glen Creek)*, in the amount of \$383,873 (*Town of Johnsburg*);
- 8B) Request to increase Capital Project H394, *Olmstedville Road (CR 19) Reconstruction*, in the amount of \$320,527 (*Town of Chester*);
- 8C) Request to increase Capital Project H395, *Oxbow Hill & Moon Hill Road (CR 63) Reconstruction*, in the amount of \$138,850 (*Town of Queensbury*);
- 8D) Request to increase Capital Project H396, *East River Drive (CR16) & Call Street (CR 32) Rehabilitation*, in the amount of \$141,770 (*Town of Lake Luzerne*); and
- 8E) Request to establish Capital Project No. H398, *2019 Storm Damage*, in the amount of \$1.8 million, to be funded by serial bonds, to cover the cost of repair of damages caused by the October 31, 2019 storm.

Motion was made by Mr. Simpson, seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Sokol advised Agenda Item 9 pertained to a referral from the Support Services Committee, *Clerk of the Board*, concerning a request for a transfer of funds in the amount of \$25,000 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1185 435, *Medical Examiner & Coroners, Medical Fees*.

Ms. Braymer questioned whether this was the second time additional money was requested for this purpose and Amanda Allen, *Clerk of the Board*, replied affirmatively, apprising the previous amount transferred was \$50,000. Mrs. Allen explained that \$100,000 was budgeted in 2019 to cover Medical Examiner fees for the year; however, she noted, since this expense was estimated there was no way to predict if this was accurate since it was dependent upon how often these services were used.

A discussion ensued following which a motion was made by Mr. Geraghty, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Sokol advised Agenda Items 10A-E involved the following Requests/Items to be discussed by the County Administrator and he asked Mr. Moore to review them.

Mr. Moore stated prior to reviewing the Journal Report he would like to address a few items that were not included on the Agenda, the first of which concerned a request from Rob York, *Director, Office of Community Services*, to authorize Linda Wright, *LMHC, Child and Youth Single Point of Access Coordinator*, to attend "Autism Achieving Health Equity for Individuals, Families, and Communities" in Washington D.C. from December 10-11, 2019. He apprised Mr. York had indicated to him this would aid with improving the assistance the Office of Community Services provided to individuals with Autism. Mr. Moore added the Autism Speaks Organization was going to cover the cost for mileage and there were funds available within the existing Departmental Budget to cover this expense. He informed a resolution was required because the request pertained to out-of-State travel.

A motion was made by Mrs. Frasier and seconded by Mr. Beaty to approve the request for out-of-State travel as outlined above.

Mr. Beaty voiced his support of the request; he apprised that Andrew Paolamo, *Town of Queensbury Resident*, had spoken at the November 15th Board Meeting regarding how individuals with mild symptoms on Autism who were high functioning would like to maintain their independence through a number of different avenues. He remarked he felt this would enhance the County's understanding of the challenges individuals with Autism dealt with. He added he was fully supportive of providing housing or programs that assisted individuals with Autism.

Mr. Sokol called the question and the motion to approve the request as outlined above was carried unanimously and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Moore advised the next item that had not been included on the Agenda pertained to the Cornell Cooperative Extension. He stated Dr. James A, Seeley, *Executive Director, Cornell Cooperative Extension*, was requesting that a resolution be adopted supporting an increase in the amount of State funding provided to Cornell Cooperative Extension. Mr. Moore apprised he believed the amount of funding their organization received from the State had remained level for about eighteen years and Cornell Cooperative Extension would like a resolution adopted by the full Board before the end of the year for this purpose. Ms. Hogan added not only were the programs offered by Cornell Cooperative Extension important, but also a number of them were mandated by the State and she requested support of the request.

Motion was made by Mr. Merlino, seconded by Mr. Dickinson and carried unanimously to approve the request for a resolution supporting an increase in the amount of State funding provided to Cornell Cooperative Extension and the necessary resolution was authorized for the December 20th Board Meeting.

Returning to Agenda Item 10A, Mr. Moore stated a Journal Report of transfers approved by the County Administrator staff during October of 2019 was included within the Agenda.

10B) Request to amend the County Budget in the amount of \$45,581.05 to correct the amount of the unused budget carryover from 2018 to 2019 for the 2017 Interoperable Commm Grant, State Homeland Security Program.

Mr. Moore apprised it was brought to the attention of the Sheriff's Office by the County Treasurer's Office that it was necessary to amend the County Budget to correct the amount of the unused budget carryover from 2018 to 2019 as the result of an accounting entry that was overlooked.

Motion was made by Ms. Braymer, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

10C) Request for a transfer of funds in the amount of \$191.25 from Budget Code A.1450 130, *Board of Elections, Part-Time*, to Budget Code A.1450 120, *Board of Elections, Overtime*, to cover overtime costs associated with the November 5, 2019 election.

Mr. Moore advised the Board of Elections was requesting a transfer of funds from within their departmental budget to cover the cost of overtime expenses incurred from the November 5, 2019 election.

Motion was made by Mr. Strough, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

- 10D) Request to extend the existing contract with P&NP Computer Services, Inc. for the historical license for Westmount Health Facility in the amount of \$1,575 for the term commencing January 1, 2020 and terminating December 31, 2020, as well as to allow for continued annual renewals as long as regulations require, provided the yearly fee does not increase by more than 5% per year.

Mr. Moore informed this request pertained to the County maintaining its responsibility for run out claims regarding Westmount Health Facility. Mr. Geraghty questioned whether this was in reference to the old bills and Tammie DeLorenzo, *Assistant to the County Administrator*, replied whenever the County was audited by Medicaid and Medicare, access was required to the records from the former Westmount Health Facility dating back seven years. She said this meant this contract would be necessary through the end of 2022.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

- 10E) County insurance renewal.

Mr. Moore advised this pertained to the County's property and casualty insurance coverage, which for the first time in around twenty years was bid out. He explained this involved selecting insurance broker's that were interested in bidding for the County's coverage who were then allowed to provide the County with their requests for the preferred carrier's they would like to work with. He said as a result of this there were five different broker/carrier combinations that participated in this bid, but two of them had dropped out for various reasons. He stated the three broker's remaining were the current broker, Rose & Kiernan, Inc., who was working with NYMIR (*New York Municipal Insurance Reciprocal*) as the carrier; Arthur J. Gallagher Risk Management Services, Inc., who was working with Zurich Insurance; and Cool Insuring Agency, Inc., who used Travelers Insurance as the carrier. Mr. Moore referred to the recommendation from the County's consultant he had circulated prior to the meeting which concerned their analysis of those three proposals which he spoke briefly about before introducing Frank Calo, *representing OneGroup Center*, who was unable to attend the meeting, but had made himself available via teleconference to answer any questions the Committee may have on the matter. Mr. Calo then proceeded to provide a short summary of his recommendation.

A brief question and answer session ensued during which Amy Clute, *Self-Insurance Administrator*, voiced her support of moving forward with Mr. Calo's recommendation of awarding the contract to Arthur J. Gallagher Risk Management Services, Inc., the lowest responsible bidder for Broker for property and casualty broker services insurance pursuant to the terms and provisions of the specifications (WC 61-19) and proposal.

A motion was made by Mr. Strough, seconded by Mr. Beaty and carried unanimously to authorize renewal of the County's Property and Casualty Insurance for 2020 with Arthur J. Gallagher Risk Management Services, Inc., as well as to authorize payment to Arthur J. Gallagher Risk Management Services, Inc. and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Sokol advised Agenda Item 11 which pertained to Finance Committee action which was required on the following items as approved by the Personnel & Higher Education Committee: Personnel & Higher Education Committee Agenda Items 3 and 5C.

Motion was made by Mr. Geraghty, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the December 20th Board Meeting.

With regard to the Pending Item, Mr. Sokol advised there were no updates on this Item.

Prior to offering privilege of the floor, Mr. Sokol apprised Ms. Braymer had asked that he bring forward a request to authorize conveyance of land offered at an on-line public auction held from November 12, 2019 until December 3, 2019 to dispose of certain land acquired by Warren County pursuant to Real Property Tax Foreclosure Auction. Ms. Braymer expounded that this request pertained to the parcel that had been sold at the October 19, 2019 Real Property Tax Foreclosure Auction, but the purchaser had stopped payment on the check and the second highest bidder did not want to pay for the parcel. She stated subsequently the Environmental Concerns & Real Property Tax Service Committee authorized a resolution, which was adopted by the full Board, that allowed the sale of that parcel on an on-line auction site. She informed since the Environmental Concerns & Real Property Tax Services Committee was not meeting again this year she would like for the Finance Committee to authorize the sale of the parcel for the bid they received in the amount of \$10,100.

A motion was made by Mr. Simpson, seconded by Mr. Dickinson and carried unanimously to approve the request to authorize conveyance of land offered at an on-line public auction as outlined above and the necessary resolution was authorized for the December 20th Board Meeting.

Mr. Sokol offered privilege of the floor to anyone present wishing to address the Committee on any matter.

Mr. Simpson stated he was unsure if it was premature for him to bring this matter forward, but he and several Board members had attended the NACo (*National Association of Counties*) Conference in February of 2019 to continue to work on advocating for broadband coverage in the rural areas of the County. He said he was unsure if anyone else would like to attend the Conference in February of 2020, but he would because he would like to resume working with the contacts he had made at the Federal Government on this issue. Mr. Sokol asked Mr. Thomas if this expense had been budgeted for and Mr. Thomas replied in the negative.

A discussion ensued following which is was the consensus of the Committee to hold off on making a determination on the request until the January 2020 Committee meeting when more details regarding the cost of the Conference were available.

Prior to adjourning, Mr. Sokol stated since Ms. DeLorenzo was not in attendance at the beginning of the meeting, he would like to thank her for the assistance she had provided him during his tenure as the Chairman of the Finance Committee.

Ms. Braymer stated she would like to recognize Ms. Clute for all of the work she did on the bid for the an insurance broker for property and casualty insurance, which was saving the County a substantial amount of money. Mr. Moore thanked the Committee members for moving forward with the recommendation made by the consultant they hired to analyze the bids to determine which one

provided the County with the best deal.

There being no further business to come before the Finance Committee, on motion made by Ms. Braymer and seconded by Mr. Dickinson, Mr. Sokol adjourned the meeting at 11:18 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board