

**FINANCE COMMITTEE
AGENDA
OCTOBER 29, 2020**

Committee Members: Frasier, Conover, Geraghty, Beaty, Braymer, McDevitt, Merlino, Simpson, and Strough

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meetings.
- III. Action Agenda
 - 1) Jeff Mead to make annual presentation by the Adirondack Civic Center Coalition, Inc. regarding capital projects completed/anticipated to start as per language included in contract authorized by Resolution No. 393 of 2019.
 - 2) Request for transfers of funds as attached for Committee approval.
 - 3) **Request from the County Treasurer:**
Request to fill the vacant position of Senior Account Clerk #4, *Grade 7, Base Annual Salary \$33,600*, due to promotion.
 - 4) **Referral from the County Facilities Committee:**
Buildings & Grounds -
Request to authorize the appropriation of \$100,000 from Budget Code A.871.00, *Reserve, Rehab County Buildings*, to Budget Code A.1624 413, *Human & Human Services Building, Repair & Maint-Bldg/Property*, to fund the purchase of a generator for the Human Services Building.
 - 5) **Referral from the Economic Growth & Development and Higher Education Committee:**
Planning & Community Development -
Request to increase Capital Project No. H372, *First Wilderness Plan Imple. 2016*, in the amount of \$10,000 to move matching funds into the Capital Project.
 - 6) **Referrals from the Public Safety Committee:**
Sheriff's Office -
 - A) Request to amend the County Budget in the total amount of \$169,000 to reflect the appropriation of revenues and expenses for the second half of the School Resource Officer contracts with various school districts.
 - B) Request to amend the County Budget in the amount of \$10,826.40 to reflect the transfer of remaining fiscal year 2018 State Law Enforcement Terrorism Prevention Program funds to the 2020 Budget.
 - C) Request to amend the County Budget in the amount of \$19,093 to reflect the receipt of fiscal year 2020 State Homeland Security Program grant funds.
 - D) Request to amend the County Budget in the amount of \$10,000 to reflect the receipt of 2020-21 New York State STOP-DWI Crackdown Enforcement grant funds.
 - 7) **Referral from the Public Works Committee:**
Parks, Recreation & Railroad -
Request to amend the County Budget in the amount of \$2,500 to reflect the receipt of a grant award to Up Yonda Farm from the Pearsall Adirondack Foundation.

CONTINUED

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

- A) Journal Report of transfers approved by the County Administrator staff - September 2020.
- B) On behalf of the Sheriff's Office - Ratifying the actions of the Warren County Sheriff in submitting a grant application to the New York State Governor's Traffic Safety Committee for Statewide Police Traffic Services Program funding in an amount not to exceed \$20,400 and authorizing a grant agreement for same.
- C) On behalf of the Sheriff's Office - Request to amend the County Budget in the amount of \$20,400 to reflect the receipt of New York State Governor's Traffic Safety Committee Statewide Police Traffic Services Program funding.

- 9) Finance Committee action is required on the following items approved by the Personnel & Administration Committee: Personnel & Administration Committee Agenda Item 6.

IV. Pending Items:

None.

- V. Privilege of the Floor/Public Comment (*please allow for 15 second delay on live stream meetings*)

- VI. Motion to adjourn

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: County Attorney

SIGNED:

DATE:

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1420 110	Salaries Regular	A.1420 130	Salaries - Part Time	\$1,122.28

Please state reason for transfers requested: To cover negative balance in Salaries - Part Time

CONTINGENT FUND TRANSFER REQUESTS

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

Please state reason for transfer request:

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

REQUEST FOR TRANSFER OF FUNDS

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

FROM DEPARTMENT OF PUBLIC WORKS

Name of Department

SIGNED: _____ DATE: 10/20/2020

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.3310 410	Co Roads, Traffic Control, Supplies	D.3310 260	Co Roads, Traffic Control, Other Equipment	\$ 24,000.00

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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A.1990 439 Contingent Fund

Please state reason for transfer request:

Traffic Control - Plotter & Cutter

REQUEST FOR TRANSFER OF FUNDS

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

FROM DEPARTMENT OF PUBLIC WORKS

Name of Department

SIGNED: _____ DATE: 10/20/2020

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1628 110	General, Waste Management Cont, Salaries - Reg	A.1628 120	General, Waste Management Cont, Salaries - OT	\$ 65.00
D.3310 110	Co Rd, Traffic Control, Salaries - Regular	D.3310 120	Co Rd, Traffice Control, Salaries - OT	\$ 300.00

<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:

Waste Management Con, Salaries - OT, 9/27/20 & 8/2/20 Delivery Wait time
 Traffic Control, Salaries - OT, 9/11/20 Guiderail repair for CR 9 & CR 17

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

TRANSFERS FOR 2020 BUDGET

SIGNED: _____

DATE: October 19, 2020

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4191.410	COVID-19 Grant -Supplies	A.4191.120	COVID-19 Grant-Overtime Salaries	\$234.28
	A.4191.410	COVID-19 Grant -Supplies	A.4191.830	Covid-19 Grant Social Security Expense	\$57.46
	A.4191.445	COVID-19 Grant -FOOD	A.4191.435	Covid-19 Grant-Medical Supplies	\$2.67
	A.4191.445	COVID-19 Grant -FOOD	A.4191.810	Covid-19 Grant-Retirement Expenses	\$117.60
	A.4191.445	COVID-19 Grant -FOOD	A.4191.830	Covid-19 Grant Social Security Expense	\$0.98
	A.4191.445	COVID-19 Grant -FOOD	A.4191.831	Covid-19 Grant Medicare Expense	\$13.68
Total Transfers					\$426.67

1. To reclass within our COVID 19 Grant, where expenses need to be reclassified to different expense lines. Total billed to state was \$7695.19.

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**FROM:** Planning and Community Development
Name of Department**SIGNED:** **DATE:** October 2020

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

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Treasurer Payroll Dept. No: 11.00
Title of Position: Senior Account Clerk #4 Base Salary of Position: \$33,600 Grade: 7
Filling at Step # (If Known): Entry
Budget code and title: A.1325 110 County Treasurer, Salaries-Regular Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: #13292 Toll Date of Vacancy: 10/12/20
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal % State % Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (hiring would be provisional) Non-Competitive Other
Actual Impact to Budget Report will be provided monthly by Human Resources Director
Candidate's qualifications must be approved by Personnel Officer prior to hiring.
Human Resources Director has approved this form when initialed. 10/5/20

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

The Administrator has no objection to the filling of the vacancy.
The Administrator objects to the filling of the vacancy.
Administrator Signature: Date 10/8/20

BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.
The Budget Officer objects to the filling of the vacancy.
Budget Officer Signature: Date 10/15/20

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee:
The committee has no objection to the filling of the vacancy.
The committee objects to the filling of the vacancy.
In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
In the case of an emergency, Committee Chair objects to the filling of the vacancy.
Ranking Committee Member Signature: Date

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 - Buildings and Grounds

DATE: October 20, 2020

- (a) Purpose of Request: To Fund Health & Human Services Building, Repair & Maint-Bldg/Property A1624 413 with the Reserve, A.871.00 Rehab County Buildings.

- (b) Details: Appropriation Code A.1624 413 Health & Human Services, Repair and Maint - Bldg/Property \$100,000.00.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: Reserve, Rehab County Buildings, A.871.00, \$100,000.00

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: Planning and Community Development

DATE: October 2020

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

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

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

DEPARTMENT NAME: Sheriff

DATE: October 19, 2020

(a) **Purpose of Amendment:** Amend County Budget to reflect appropriate revenues and expenses for the second half of the 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)	\$40,409
A.3120.1001 830 Sheriff's SRO's - Social Security (Hadley-Luzerne)	\$2,505
A.3120.1001 831 Sheriff's SRO's - Medicare (Hadley-Luzerne)	\$586
A.3120.1002 130 Sheriff's SRO's - Salaries Part Time (Queensbury)	\$15,560
A.3120.1002 830 Sheriff's SRO's - Social Security (Queensbury)	\$965
A.3120.1002 831 Sheriff's SRO's - Medicare (Queensbury)	\$225
A.3110.1002 110 Sheriff's Law Enforcement - Salaries Regular (Qby)	\$24,849
A.3110.1002 830 Sheriff's Law Enforcement - Social Security (Qby)	\$1,541
A.3110.1002 831 Sheriff's Law Enforcement - Medicare (Qby)	\$360
A.3120.1003 130 Sheriff's SRO's - Salaries Part Time (North Warren)	\$13,934
A.3120.1003 830 Sheriff's SRO's - Social Security (North Warren)	\$864
A.3120.1003 831 Sheriff's SRO's - Medicare (North Warren)	\$202
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
A.3120.1006 130 Sheriff's SRO's - Salaries Part Time (Johnsburg)	\$15,560
A.3120.1006 830 Sheriff's SRO's - Social Security (Johnsburg)	\$965
A.3120.1006 831 Sheriff's SRO's - Medicare (Johnsburg)	\$225

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

A.3120.1001 2260 Sheriff's SRO's - Other Govt (Hadley-Luzerne)	\$43,500
A.3120.1002 2260 Sheriff's SRO's - Other Govt (Queensbury)	\$43,500
A.3120.1003 2260 Sheriff's SRO's - Other Govt (North Warren)	\$15,000
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
A.3120.1006 2260 Sheriff's SRO's - Other Govt (Johnsburg)	\$16,750

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: October 19, 2020

- (a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Fiscal Year 2019 Budget, A.3110.4038 - FY18 - SLETPP, into Fiscal Year 2020 Budget, A.3110.4038 - FY18 - SLETPP.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|-----------------|-------------------------------|-------------|
| A.3110.4038 260 | Sheriff's Law Enforcement | \$10,826.40 |
| | FY18 SLETPP - Other Equipment | |
- (c) **Revenue Code (with title), and amount:**
- | | | |
|------------------|------------------------------|-------------|
| A.3110.4038 4381 | Sheriff's Law Enforcement | \$10,826.40 |
| | FY18 State Law Enforcement | |
| | Terrorism Prevention Program | |

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:** October 19, 2020

(a) **Purpose of Amendment:** Amend County Budget to reflect the FY2020 State Homeland Security Program (SHSP) grant award.

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

A.3110.4112 260	Sheriff's Law Enforcement	\$19,093
	FY20 State Homeland Security Program	
	Other Equipment	

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

A.3110.4112 4380	Sheriff's Law Enforcement	\$19,093
	FY20 State Homeland Security Program	

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: October 19, 2020

(a) **Purpose of Amendment:** Amend County Budget to reflect the 2020-21 New York State Stop DWI Crackdown Enforcement grant award.

(b)	Appropriation Code, Object Code, Full Title and Amount:	
	A.3315 120	Stop DWI Program
		Salaries - Overtime
		\$10,000

(c)	Revenue Code (with title), and amount:	
	A.3315 3615	Stop DWI Program
		STOP DWI Grant
		\$10,000

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: Department of Public Works, Up Yonda Farm

DATE: 10/20/20

- (a) Purpose of Amendment:
To Amend the County Budget to increase DPW / Up Yonda Farm Appropriations with Revenue Funds obtained by the Pearsall Grant.
- (b) Appropriation Code, Object Code, Full Title and Amount:
- | | |
|---|-----------------|
| A.7111 260 General, Up Yonda Farm, Other Equipment | \$ 1,800 |
| A.7111 410 General, Up Yonda Farm, Supplies | \$ 700 |
- (c) Revenue Code (with title), and Amount:
A.7111-2706 General, Up Yonda Farm, Donation \$2,500.00
2714 Grants from Local Businesses

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Brd. of Election - Board of Elections					
9/3/2020	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS WITHIN OBJECT CODE TO A.1450 470		\$ 3,500.00
9/3/2020	A.1450 470	Contract	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 439	\$ 3,500.00	
9/11/2020	A.1450 424	Postage	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 439	\$ 13,000.00	
9/11/2020	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS WITHIN OBJECT CODE TO A.1450 424		\$ 13,000.00
9/17/2020	A.1450 220	Office Equipment	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 439	\$ 1,503.00	
9/17/2020	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS OUT OF OBJECT CODE TO A.1450 220		\$ 1,503.00
9/18/2020	A.1450 220	Office Equipment	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 439	\$ 1,522.16	
9/18/2020	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS OUT OF OBJECT CODE TO A.1450 220		\$ 1,522.16
9/23/2020	A.1450 220	Office Equipment	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 439	\$ 7,500.00	
9/23/2020	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFS OUT OF OBJECT CODE TO A.1450 220		\$ 7,500.00
County Auditor - County Auditor					
9/10/2020	A.1320 220	Office Equipment	out of object code transfer A.1320 444 to 220	\$ 32.54	
9/10/2020	A.1320 444	Travel/Education/Conference	out of object code transfer A.1320 444 to 220		\$ 32.54
9/10/2020	A.1320 410	Supplies	withing object code transfer A.1320 444 to 410	\$ 700.00	
9/10/2020	A.1320 444	Travel/Education/Conference	within object code transfer A.1320 444 to 410		\$ 700.00
DPW_DPW Admin - DPW,DPW Administration					
9/1/2020	A.1610 410	Supplies	Transfer Within Budget Code to A.1610 444		\$ 50.00
9/1/2020	A.1610 444	Travel/Education/Conference	Transfer Within Budget Code from A.1610 410	\$ 50.00	
9/1/2020	D.5110 861	Retirees Hospitalization	Transfer Within Budget Code to D.5110 862		\$ 61.00
9/1/2020	D.5110 862	Health Insurance Cost Reimbursement	Transfer Within Budget Code from D.5110 861	\$ 61.00	
9/2/2020	A.7113 415	Electricity	Transfer Within Budget Code to A.7113 470		\$ 390.00
9/2/2020	A.7113 470	Contract	Transfer Within Budget Code from A.7113 415	\$ 390.00	
9/4/2020	A.7110 250	Technical Equipment	Transfer Within Budget Code to A.7110 260		\$ 179.00
9/4/2020	A.7110 260	Other Equipment	Transfer Within Budget Code from A.7110 250	\$ 179.00	
9/4/2020	A.7111 410	Supplies	Transfer Within Budget Code from A.7111 413	\$ 93.00	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/4/2020	A.7111 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code to A.7111 410		\$ 93.00
9/11/2020	A.7111 410	Supplies	Transfer Within Budget Code from A.7111 413	\$ 120.00	
9/11/2020	A.7111 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code to A.7111 410		\$ 120.00
9/17/2020	A.7111 418	Ins-General Liability	Transfer Within Budget Code to A.7111 428		\$ 378.00
9/17/2020	A.7111 428	Data Processing & Internet Fees	Transfer Within Budget Code from A.7111 418	\$ 378.00	
9/17/2020	DM.5130 230	Automotive Equipment	Transfer Within Budget Code from DM.5130 260	\$ 10,000.00	
9/17/2020	DM.5130 260	Other Equipment	Transfer Within Budget Code to DM.5130 230		\$ 10,000.00
9/23/2020	A.1624 860	Hospitalization	Transfer Within Budget Code to A.1624 861		\$ 2,306.00
9/23/2020	A.1624 861	Retirees Hospitalization	Transfer Within Budget Code from A.1624 860	\$ 2,306.00	
9/23/2020	A.7110 860	Hospitalization	Transfer Within Budget Code to A.7110 862		\$ 12.00
9/23/2020	A.7110 862	Health Insurance Cost Reimbursement	Transfer Within Budget Code from A.7110 860	\$ 12.00	
9/23/2020	A.7111 418	Ins-General Liability	Transfer Within Budget Code to A.7111 439		\$ 35.00
9/23/2020	A.7111 439	Misc Fees & Expenses	Transfer Within Budget Code from A.7111 418	\$ 35.00	
9/23/2020	DM.5140 410	Supplies	Transfer Within Budget Code to DM.5140 442		\$ 1,100.00
9/23/2020	DM.5140 442	Automotive - Gas & Oil	Transfer Within Budget Code from DM.5140 410	\$ 1,100.00	
9/25/2020	DM.5130 230	Automotive Equipment	Transfer Within Budget Code from DM.5130 240	\$ 98,019.00	
9/25/2020	DM.5130 240	Highway & Street Equipment	Transfer Within Budget Code to DM.5130 230		\$ 98,019.00
9/30/2020	A.7111 410	Supplies	Transfer Within Budget Code from A.7111 413	\$ 30.00	
9/30/2020	A.7111 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code to A.7111 410		\$ 30.00
Human Resources - Human Resources					
9/17/2020	A.1435 220	Office Equipment	Budget Transfers out of Object Code from A.1435.439	\$ 30.00	
9/17/2020	A.1435 439	Misc Fees & Expenses	Budget Transfers out of Object Code to A.1439.220		\$ 30.00
9/30/2020	A.1435 210	Furniture/Furnishings	Budget Transfers out of Object Code from A.1435.439	\$ 456.99	
9/30/2020	A.1435 220	Office Equipment	Budget Transfers out of Object Code from A.1435.439	\$ 30.00	
9/30/2020	A.1435 439	Misc Fees & Expenses	Budget Transfers out of Object Code to A.1439 210		\$ 456.99
9/30/2020	A.1435 439	Misc Fees & Expenses	Budget Transfers out of Object Code to A.1439 220		\$ 30.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Infotech - Information Technology					
9/25/2020	A.1680 220	Office Equipment	Budget Transfer out of Object Code from A.1680 422	\$ 1,574.00	
9/25/2020	A.1680 422	Repair/Maint-Equipment	Budget Transfer out of Object Code to A.1680 220		\$ 1,574.00
9/29/2020	A.1680 220	Office Equipment	Budget Transfer out of Object Code from A.1680 422	\$ 400.00	
9/29/2020	A.1680 422	Repair/Maint-Equipment	Budget Transfer out of Object Code to A.1680 220		\$ 400.00
Legal Def-Indgnt - Legal Defense - Indigents					
9/14/2020	A.1170 410	Supplies	A. 1170 410 Budget Transfer from A. 1170 440	\$ 125.00	
9/14/2020	A.1170 440	Legal/Transcript Fees	A. 1170 410 Budget Transfer from A. 1170 440		\$ 125.00
OFA - Office for the Aging					
9/11/2020	A.6771 436	Advertising Fees	Within Object Code Transfer from A6771.436 to A6771.439		\$ 66.32
9/11/2020	A.6771 439	Misc Fees & Expenses	Within Object Code Transfer from A6771.436 to A6771.439	\$ 66.32	
Office of EMS - Office of Emergency Services					
9/11/2020	A.3640 418	Ins-General Liability	Budget transfer within object code to A.3640 428		\$ 90.52
9/11/2020	A.3640 423	Telephone	Budget transfer within object code from A.3640 427	\$ 75.00	
9/11/2020	A.3640 423	Telephone	Budget transfer within object code from A.3640 444	\$ 135.00	
9/11/2020	A.3640 427	Memberships & Dues	Budget transfer within object code to A.3640 423		\$ 75.00
9/11/2020	A.3640 428	Data Processing & Internet Fees	Budget transfer within object code from A.3640 418	\$ 90.52	
9/11/2020	A.3640 428	Data Processing & Internet Fees	Budget transfer within object code from A.3640 442	\$ 50.00	
9/11/2020	A.3640 442	Automotive - Gas & Oil	Budget transfer within object code to A.3640 428		\$ 50.00
9/11/2020	A.3640 444	Travel/Education/Conference	Budget transfer within object code to A.3640 423		\$ 135.00
9/15/2020	A.3642 410	Supplies	Budget transfer within object code from A.3642 442	\$ 100.00	
9/15/2020	A.3642 442	Automotive - Gas & Oil	Budget transfer within object code to A.3642 410		\$ 100.00
9/25/2020	A.3642 410	Supplies	Budget transfer within object code from A.3642 416	\$ 400.00	
9/25/2020	A.3642 416	Oil & Gas-Heating	Budget transfer within object code to A.3642 410		\$ 400.00
9/28/2020	A.3642 415	Electricity	Budget transfer within object code to A.3642 422		\$ 120.00

WARREN COUNTY
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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/28/2020	A.3642 422	Repair/Maint-Equipment	Budget transfer within object code from A.3642 415	\$ 120.00	
Planning_Planning - Planning,Planning					
9/22/2020	A.8020 444	Travel/Education/Conference	budget transfer within object code from A.8020 470	\$ 274.35	
9/22/2020	A.8020 470	Contract	budget transfer within object code to A8020 444		\$ 274.35
9/22/2020	A.1990 469	Other Payments/Contributions	Out of Budget Code Transfer from A.8020 470; Res #89 of 2020	\$ 25,239.00	
9/22/2020	A.8020 470	Contract	Out of Budget Code Transfer to A.1990 469; Res #89 of 2020		\$ 25,239.00
Public Defender - Public Defender					
9/11/2020	A.1171 423	Telephone	In Code Transfer 428 to 423	\$ 3,000.00	
9/11/2020	A.1171 428	Data Processing & Internet Fees	In Code Transfer 428 to 423		\$ 3,000.00
Public Health_Health Services - Public Health,Health Services					
9/3/2020	A.4013 260	Other Equipment	out of code transfer WIC from A4013.469	\$ 1,000.00	
9/3/2020	A.4013 469	Other Payments/Contributions	out of code transfer WIC to A4013.260		\$ 1,000.00
9/3/2020	A.4013 441	Auto-Supplies & Repair	Budget transfer WIC from A4013.444	\$ 400.00	
9/3/2020	A.4013 444	Travel/Education/Conference	Budget transfer WIC to A4013.441		\$ 400.00
9/3/2020	A.4018.0020 433	Training-Client	Budget transfer FH to A4018.0020.435		\$ 64.00
9/3/2020	A.4018.0020 435	Medical Fees	Budget transfer FH from A4018.0020.433	\$ 64.00	
9/3/2020	A.4054 410	Supplies	Budget transfer CPSE to A4054.435		\$ 64.00
9/3/2020	A.4054 435	Medical Fees	Budget transfer CPSE from A4054.410	\$ 64.00	
9/3/2020	A.4054.0060 422	Repair/Maint-Equipment	Budget transfer EI to A4054.0060.435		\$ 64.00
9/3/2020	A.4054.0060 435	Medical Fees	Budget transfer Ei from A4054.0060.422	\$ 64.00	
9/3/2020	A.4192 410	Supplies	Budget transfer COVID from A4192.435	\$ 300.00	
9/3/2020	A.4192 435	Medical Fees	Budget transfer COVID to A4192.410		\$ 300.00
9/7/2020	A.4010 410	Supplies	Budget Transfer CHHA to A.4010.445 from .410		\$ 48.00
9/7/2020	A.4010 445	Foods	Budget Transfer CHHA to A.4010.445 from .410	\$ 48.00	

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Public Health_Health Services - Public Health,Health Services					
9/7/2020	A.4192 411	Rent-Building/Property	Budget Transfer Rent COVID to A.4192.411 fm 435	\$ 1,450.00	
9/7/2020	A.4192 435	Medical Fees	Budget Transfer Rent COVID to A.4192.411 fm 435		\$ 1,450.00
9/17/2020	A.4010.4300 410	Supplies	Budget trans DSRIP train Therapist To A.4010.4300.470 from .410		\$ 320.00
9/17/2020	A.4010.4300 470	Contract	Budget trans DSRIP train Therapist To A.4010.4300.470 from .410	\$ 320.00	
9/17/2020	A.4189 411	Rent-Building/Property	Budget transfer BT to A4189.423		\$ 300.00
9/17/2020	A.4189 423	Telephone	Budget transfer BT from A4189.411	\$ 300.00	
9/17/2020	A.4192 423	Telephone	Budget transfer COVID from A4192.435	\$ 800.00	
9/17/2020	A.4192 435	Medical Fees	Budget transfer COVID to A4192.423		\$ 800.00
9/23/2020	A.4189 411	Rent-Building/Property	Budget transfer BT Grant to A4189.428		\$ 140.00
9/23/2020	A.4189 428	Data Processing & Internet Fees	Budget transfer BT Grant from A4189.411	\$ 140.00	
Residential Hall - Countryside Adult Home					
9/21/2020	A.6030 410	Supplies	Budget Transfer out of object code to A.6030 850		\$ 5,000.00
9/21/2020	A.6030 850	Unemployment Insurance	Budget Transfer out of object code from A.6030 410	\$ 5,000.00	
9/28/2020	A.6030 210	Furniture/Furnishings	Budget Transfer out of object code from A.6030 416	\$ 3,000.00	
9/28/2020	A.6030 416	Oil & Gas-Heating	Budget Transfer out of object code to A.6030 210		\$ 3,000.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement					
9/4/2020	A.3150 410	Supplies	Budget Transfer within object code to A.3150 422		\$ 141.65
9/4/2020	A.3150 422	Repair/Maint-Equipment	Budget Transfer within object code from A.3150 410	\$ 141.65	
9/4/2020	A.3020 410	Supplies	Budget Transfer within object code to A.3020 422		\$ 389.45
9/4/2020	A.3020 422	Repair/Maint-Equipment	Budget Transfer within object code from A.3020 410	\$ 389.45	
9/4/2020	A.3110 410	Supplies	Budget Transfer within object code to A.3110 426		\$ 216.87
9/4/2020	A.3110 426	Subscriptions	Budget Transfer within object code from A.3110 410	\$ 216.87	
9/10/2020	A.3110 444	Travel/Education/Conference	Budget Transfer out of object code from A.3150 250	\$ 5,000.00	
9/10/2020	A.3110 444	Travel/Education/Conference	Budget Transfer out of object code from A.3150 260	\$ 5,000.00	
9/10/2020	A.3150 250	Technical Equipment	Budget Transfer out of object code to A.3110 444		\$ 5,000.00

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G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
9/10/2020	A.3150 260	Other Equipment	Budget Transfer out of object code to A.3110 444		\$ 5,000.00
Social Services - Social Services					
9/4/2020	A.6010 439	Misc Fees & Expenses	Budget Transfer within object code from A.6010 470	\$ 3,000.00	
9/4/2020	A.6010 470	Contract	Budget Transfer within object code to A.6010 439		\$ 3,000.00
Treasurer Disb - Treasurer Departmental Activity					
9/22/2020	A.1325 860	Hospitalization	Budget Transfer from A.1325 860 to A.1325 861		\$ 5,500.00
9/22/2020	A.1325 861	Retirees Hospitalization	Budget Transfer from A.1325 860 to A.1325 861	\$ 5,500.00	
9/30/2020	A.1325 410	Supplies	Budget Transfer from A.1325 410 to A.1325 439		\$ 24.77
9/30/2020	A.1325 439	Misc Fees & Expenses	Budget Transfer from A.1325 410 to A.1325 439	\$ 24.77	

RESOLUTION REQUEST FORM NO. 5***Request to Apply for a Grant Application and Grant Agreement*****DEPARTMENT NAME:** Sheriff**DATE:** October 19, 2020

- (a) **Purpose of Grant:** Statewide Police Traffic Services
- (b) **Name of Grantor:** NYS Governor's Traffic Safety Committee
- (c) **Address of Grantor:** 6 Empire State Plaza, Room 410B, Albany NY 12228
- (d) **Grantor's Contact Person and Telephone Number:** Charles R. DeWeese
Assistant Commissioner
(518) 474-5111
- (e) **Has or Will the Grant Application or Grant Agreement been provided, if so, please attach:** Yes
- (f) **Effective Date of Grant:** October 1, 2020
- (g) **Termination Date of Grant:** September 30, 2021, with automatic renewals so long as the grant award amount does not decrease
- (h) **Total Dollar Amount Involved (Not to Exceed):** \$20,400
- (i) **Deadline to Submit Grant Application and/or Grant Agreement:** N/A
- (j) **Is a Budget Amendment Required?:** Yes
If yes, also complete and submit Form No. 7.
- (k) **Are the funds to go into a Capital Project or Capital Reserve Project?:** No
If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) **Is a Local Share Required?:** No
If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount OR Capital Project OR Capital Project Number and Title Amount:

Sample: A.3110 470 General Sheriff's Law Enforcement - Contract \$ xx.xx
Capital Project No. H289.9550 480 - Old Jail Renovations \$xx.xx

* as listed in budget and LOGOS

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>STATE AGENCY (Name & Address):</p> <p>New York State Governor's Traffic Safety Committee 6 Empire State Plaza, Room 410B Albany, NY 12228</p>	<p>BUSINESS UNIT/DEPT. ID: DMV01/3700393</p> <p>CONTRACT NUMBER: T006579</p> <p>CONTRACT TYPE:</p> <p><input type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input checked="" type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME:</p> <p>WARREN COUNTY OF</p>	<p>TRANSACTION TYPE:</p> <p><input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME:</p>	<p>PROJECT NAME:</p> <p>Police Traffic Services - PTS</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000002438 Federal Tax ID Number: 146002576 DUNS Number (if applicable): 098334733</p>	<p>AGENCY IDENTIFIER:</p> <p>PTS-2021-Warren Co SO -00084-(057)</p> <p>CFDA NUMBER (Federally Funded Grants Only): 20.600</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>1340 STATE RTE9 LAKE GEORGE, NY 12845</p> <p>CONTRACTOR PAYMENT ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address 1340 STATE ROUTE 9 LAKE GEORGE, NY 12845</p> <p>CONTRACT MAILING ADDRESS:</p> <p><input type="checkbox"/> Check if same as primary mailing address 1400 STATE ROUTE9 LAKE GEORGE, NY 12845</p>	<p>CONTRACTOR STATUS:</p> <p><input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Municipality, Code: 520100000 000 <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number:</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>CURRENT CONTRACT TERM:</p> <p>From: 10/01/2020 To: 09/30/2021</p> <p>CURRENT CONTRACT PERIOD:</p> <p>From: 10/01/2020 To: 09/30/2021</p> <p>AMENDED TERM:</p> <p>From: To:</p> <p>AMENDED PERIOD:</p> <p>From: To:</p>	<p>CONTRACT FUNDING AMOUNT:</p> <p><i>(Multi-year - enter total projected amount of the contract; Fixed Term/Simplified Renewal - enter current period amount):</i></p> <p>CURRENT: \$20,400</p> <p>AMENDED:</p> <p>FUNDING SOURCE(S)</p> <p><input type="checkbox"/> State</p> <p><input checked="" type="checkbox"/> Federal</p> <p><input type="checkbox"/> Other</p>
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FOR MULTI-YEAR AGREEMENTS ONLY - CONTRACT PERIOD AND FUNDING AMOUNT:
(Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

ATTACHMENTS PART OF THIS AGREEMENT:

- Attachment A:
 - A-1 Program Specific Terms and Conditions
 - A-2 Federally Funded Grants and Requirements Mandated by Federal Laws

- Attachment B:
 - B-1 Expenditure Based Budget B-2 Performance Based Budget
 - B-3 Capital Budget B-4 Net Deficit Budget
 - B-1(A) Expenditure Based Budget (Amendment)
 - B-2(A) Performance Based Budget (Amendment)
 - B-3(A) Capital Budget (Amendment)
 - B-4(A) Net Deficit Budget (Amendment)

- Attachment C: Work Plan
- Attachment D: Payment and Reporting Schedule
- Other:

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: October 19, 2020

(a) **Purpose of Amendment:** Amend County Budget to reflect the FY2021 NYS Governor's Traffic Safety Committee Police Traffic Services Program grant award.

(b) Appropriation Code, Object Code, Full Title and Amount:		
A.3110 120	Sheriff's Law Enforcement	\$20,400
	Salaries - Overtime	

(c) Revenue Code (with title), and amount:		
A.3110 4384	Sheriff's Law Enforcement	\$20,400
	Other Sheriff Aid	

PERSONNEL & ADMINISTRATION COMMITTEE

AGENDA

OCTOBER 29, 2020

Committee Members: *Simpson, Geraghty, Frasier, Braymer, Conover, Magowan, McDevitt, Merlino and Wild*

- 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) **Requests/Items to be Discussed by the Clerk of the Board:**
Resolution Tracking Report.
 - 2) **Requests/Items to be Discussed by the County Administrator:** None.
 - 3) **Requests/Items to be Discussed by the County Attorney:**
 - A) Litigation update.
 - B) Request for a transfer of funds in the amount of \$1,122.28 to cover a negative balance in the part-time salaries code.
 - 4) **Items/Requests to be Discussed by the Human Resources Director:**
 - A) Review of report on tracking of vacancies filled.
 - B) Update on terminations and exit interviews.
 - C) Request to fill the vacant position of Human Resources Clerk PT, *Base Salary \$21,967, pro-rated to 24 hours per week*, due to resignation.
 - 5) **Items/Requests to be Discussed by the Personnel Officer:** None.
 - 6) **Referral from the Public Safety Committee:**
Sheriff -
Request to amend the Departmental Table of Organization and Salary Schedule to create and fill the new position of STOP-DWI Coordinator - Part Time, *Hourly Rate of \$20.3716*.
- V. **Pending Items:** None.
- VI. **Positions authorized for filling by Standing Committees since last meeting:**

<i>DPW</i>	- Highway Construction Supervisor I #4, <i>Grade 12, Base Annual Salary \$38,818</i> , due to resignation.
<i>Office of Emergency Services</i>	- Director of the Office of Emergency Services, <i>Base Annual Salary \$69,500</i> , due to creation.
<i>Public Defender</i>	- Coordinating Assistant Public Defender, <i>Annual Salary \$94,475</i> , - <i>original authorization expired and was re-authorized by Committee.</i> - 8 th Assistant Public Defender, <i>Annual Salary \$69,891</i> , - <i>original authorization expired and was re-authorized by Committee.</i>
<i>Veterans' Services</i>	- Program Coordinator, Peer-to-Peer Support Services, <i>Grade 16, Base Annual Salary \$21,684</i> , due to resignation.