

CRIMINAL JUSTICE & PUBLIC SAFETY COMMITTEE
SHERIFF AGENDA
October 24, 2023

COMMITTEE MEMBERS: Supervisors Geraci, Magowan, Smith, Conover, McDevitt, Driscoll, Leggett, and Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board

- I. Committee meeting called to order by Chair

- II. Approval of minutes of prior Committee Meeting

- III. Action Agenda/New Business Items:
 1. Request: Ratifying our actions in regard to submission of the application of a New York State Governor's Traffic Safety Committee grant and approval to accept grant funding and amend the County budget accordingly.
Rationale: Warren County Sheriff's Office applied for and received a \$23,947 award to participate in the state wide Police Traffic Services Program with the goal to increase seatbelt usage and reduce dangerous driving behaviors.

 2. Request: Ratifying our actions in regard to submission of the application of a New York State STOP-DWI Foundation grant and approval to accept grant funding and amend the County budget accordingly.
Rationale: Warren County STOP-DWI applied for, and received, a \$24,000 award to participate in the state wide STOP-DWI High Visibility Engagement Campaign with the intended goal of reducing incidence of drunk and impaired driving. Highly visible, highly publicized efforts, like these campaigns have been shown to reduce alcohol and drug related fatalities.

 3. Request: County of Warren to enter into Intermunicipal Agreements and Memorandums of Understanding with the Warren County Sheriff's Office, City of Glens Falls (Police Department), Warren County Probation Department, and Warren County District Attorney's Office for the administration NYS STOP-DWI Foundation, Inc. funds.
Rationale: The Warren County Sheriff's Office shall administer NYS STOP-DWI Foundation, Inc. funds in Warren County and the agreements and memorandums are necessary to outline the funding allocated for each of the four agencies participating in the program.

 4. Request: Transfer funds within the 2023 Sheriff's Office budget to address deficits in Corrections Food and Law Enforcement Automotive Supplies and Repair codes.
Rationale: Significant increases in food prices, automotive parts and supplies, and automotive repairs have created a deficit in the Corrections Food and Law Enforcement Auto Supplies and Repair codes. The transfer is necessary to address the deficits.

IV. Discussion Items:

V. Referrals/Pending Items:

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to adjourn

Attachments: 1-1. Resolution Request Form No. 5 - Request for a Grant Agreement (NYS GTSC Grant)
1-2. Resolution Request Form No. 7 - Request to Amend County Budget (NYS GTSC Grant)
2-1. Resolution Request Form No. 5 - Request for a Grant Agreement (STOP-DWI HVEC Grant)
2-2. Resolution Request Form No. 7 - Request to Amend County Budget (STOP-DWI HVEC Grant)
3-1. Resolution Request Form No. 3 - Request for New Contract (STOP-DWI WC Sheriff's Office)
3-2. Resolution Request Form No. 3 - Request for New Contract (STOP-DWI Glens Falls PD)
3-3. Resolution Request Form No. 3 - Request for New Contract (STOP-DWI WC Probation)
3-4. Resolution Request Form No. 3 - Request for New Contract (STOP-DWI WC District Attorney)
4. Resolution Request Form No. 10 - Request for Transfer of Funds (Budget Deficits)

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Sheriff

DATE: October 24, 2023

- (a) **Purpose of Grant:** Police Traffic Services Program (Traffic Safety Initiatives)
- (b) **Name of Grantor:** NYS Governor's Traffic Safety Committee
- (c) **Address of Grantor:** 6 Empire State Plaza, Albany NY 12228
- (d) **Grantor's Contact Person and Telephone Number:** Justin O'Connor, Director
(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, 2023
- (g) **Termination Date of Grant:** September 30, 2024
- (h) **Total Dollar Amount Involved (Not to Exceed):** \$23,947
- (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

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 24, 2023

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State Governor’s Traffic Safety Committee Police Traffic Services Program grant

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

A.3110 120	Sheriff’s Law Enforcement	\$23,947
	Salaries - Overtime	

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

A.3110 3384	Sheriff’s Law Enforcement	\$23,947
	Other Sheriff’s State Aid	



GOVERNOR'S TRAFFIC SAFETY COMMITTEE
6 EMPIRE STATE PLAZA • ALBANY, NY 12228

September 18, 2023

Charles Geisler
Patrol Sergeant
Warren County Sheriff's Office
1400 State Route 9
Lake George, NY 12845-3435

Re: PTS-2024-Warren Co SO -00166-(057)
Police Traffic Services
T007141
CFDA #: 20.600
EFFECTIVE DATE: October 1, 2023

Dear Patrol Sergeant Charles Geisler:

On behalf of the Governor's Traffic Safety Committee, I am pleased to notify you that the Warren County Sheriff's Office has been awarded a total of \$23,947 to participate in the statewide Police Traffic Services Program. Our goal is to increase seat belt usage and reduce dangerous driving behaviors in an effort to reduce serious injury and death from traffic crashes. A breakdown of your grant award amount is as follows:

Category	Award Amount
Seat Belt Mobilization Enforcement	\$5,537
Regular PTS Enforcement	\$18,410
Other Than Personal Services	\$0
Grand Total	\$23,947

Before incurring any project related expenses, login to eGrants to review your approved budget as it may have been reduced or otherwise changed from what was requested. Crucial documents regarding your grant, the claims process, equipment, and other grant related topics can be found by visiting <https://trafficsafety.ny.gov/highway-safety-grant-program#grant-award>.

Attached to this email are the contract and a signatory page with instructions. Please follow the instructions to facilitate the prompt processing of your contract. The contract will only be effective after the Signature page has been signed by the County, City, Town, or Village, and notarized, then returned to, **and** signed by, the New York State Governor's Traffic Safety Committee.

Please note the following requirement:

Payment for claims submitted under this grant award shall be rendered electronically in accordance with the Office of the State Comptroller's procedures and practices governing electronic payment unless payment by paper check is expressly authorized by the head of the State Agency, in his or her sole discretion after the Contractor establishes extenuating circumstances requiring payment by paper check.

Thank you for participating in this very important statewide enforcement program. I wish you success in your efforts. If you have any questions, please contact the Governor's Traffic Safety Committee at (518) 474-5111.

Sincerely,

A handwritten signature in black ink, appearing to read "Justin O'Connor". The signature is fluid and cursive, with the first name "Justin" and last name "O'Connor" clearly distinguishable.

Justin O'Connor
Director

CRD:bp
Enclosure
cc: Monica Girard

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: T007141</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-2024-Warren Co SO -00166-(057)</p> <p>CFDA NUMBER (Federally Funded Grants Only): 20.600</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>1340 STATE RTE 9 LAKE GEORGE, NY 12845</p> <p>CONTRACTOR PAYMENT ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address</p> <p>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</p> <p>1400 STATE ROUTE 9 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: 10/01/2023 To: 09/30/2024</p> <p>CURRENT CONTRACT PERIOD:</p> <p>From: 10/01/2023 To: 09/30/2024</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: \$23,947</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. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Sheriff

DATE: October 24, 2023

- (a) **Purpose of Grant:** NYS STOP-DWI High Visibility Engagement Campaign focused on reducing incidences of drunk and impaired driving
- (b) **Name of Grantor:** NYS STOP-DWI Foundation, Inc.
- (c) **Address of Grantor:** 1170 Phoenix Avenue, Schenectady NY 12307-2602
- (d) **Grantor's Contact Person and Telephone Number:** Tracy Mance, Chairperson
- (e) **Has or Will the Grant Application or Grant Agreement been provided, if so, please attach:** Yes
- (f) **Effective Date of Grant:** October 1, 2023
- (g) **Termination Date of Grant:** September 30, 2024
- (h) **Total Dollar Amount Involved (Not to Exceed):** \$24,000
- (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

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 24, 2023

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State STOP-DWI Foundation High Visibility Engagement Campaign grant

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

A.3110 120	Sheriff's Law Enforcement	\$24,000
	Salaries - Overtime	

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

A.3315 3615	STOP DWI Program	\$24,000
	STOP DWI Grant	

October 4, 2023

Warren County STOP-DWI
Via email

Please accept this letter as official notification of a High Visibility Engagement Campaign award in the amount of \$24,000 for use in your county. Initial each line below, sign the bottom and **scan back a copy of this letter**, there is no need to send me a hard copy. This will serve as your acceptance of these funds. Failure to return this form will result in non-reimbursement. Let me know if you have any questions.

- _____ All HVEC efforts must include increased visibility and engaging the public with educational materials (STOP-DWI Coordinator will complete **ONE** HVEC Activity Form for each HVEC)
- _____ All HVEC efforts will be 'high visibility' and advertised in your county.
- _____ The funds listed above will be utilized for Enforcement during the following dates only (unless permission has been granted for alternate dates).

Halloween 2023	10/27-11/1
Thanksgiving 2023	11/22-11/26
Holiday 2023-2024	12/13 – 1/1
Super Bowl 2024	2/9-2/11
St Pat's 2024	3/15-3/17
420 Drug Day	4/19 – 4/21
Memorial Day 2024	5/24-5/27
June 100 Days of Summer	6/6-6/9; 6/13-6/16; 6/20-6/23; 6/27-6/30
July 4 2024	7/3-7/7
July 100 Days of Summer	7/11 – 7/14; 7/18 – 7/21; 7/25-7/28
August 100 Days of Summer	8/1 – 8/4; 8/8 – 8/11
End of Summer 2024	8/14-9/2

- _____ All HVEC will be multi-agency -more than one agency must participate but don't have to work the same detail or at the same time.
- _____ If circumstances result in only one agency participating in any event, an email will be sent to Pam Aini, Grant Administrator, describing the reasoning for only one agency participating.
- _____ All PS-1's and activity sheets will be submitted to Pam Aini, Grant Administrator **within 45 days of each event with the exception of the Aug 100 days and Labor Day HVEC**

My signature here shall serve as acceptance of the grant detailed above and my initials above serve as acknowledgement of the items that I am responsible for.

Monica Girard
Warren County STOP-DWI Coordinator

Tracy Mance

Tracy Mance, Chairperson
STOP-DWI Foundation, Inc.

Tracy Mance (Albany) – Chairperson
Jason Widrick (Jefferson) – Vice-Chairperson

Melanie Churakos (Cattaraugus) - Secretary
John Winchell (Washington) – Treasurer

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: C002684</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>NEW YORK STATE STOP-DWI FOUNDATION INC</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>NEW YORK STATE STOP-DWI FOUNDATION, INC.</p>	<p>PROJECT NAME:</p> <p>High Visibility Engagement Campaigns &DRE Callout/Court Time</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000001916 Federal Tax ID Number: 141829790 DUNS Number (if applicable): 963009258</p>	<p>AGENCY IDENTIFIER:</p> <p>HS1-2024-NYS STOP-DWI Found.-00199-(088)</p> <p>CFDA NUMBER (Federally Funded Grants Only): 20.616</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>399 BROADWAY FORT EDWARD, NY 12828</p> <p>CONTRACTOR PAYMENT ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address 399 BROADWAY FORT EDWARD, NY 12828</p> <p>CONTRACT MAILING ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address 399 BROADWAY FORT EDWARD, NY 12828</p>	<p>CONTRACTOR STATUS:</p> <p><input type="checkbox"/> For Profit <input type="checkbox"/> Municipality, Code: <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number: 070297</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>

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Attachment C: Work Plan

Attachment D: Payment and Reporting Schedule

Other:

ABOUT STOP-DWI NEW YORK

FEATURED COUNTY

STOP-DWI New York will be regularly highlighting the work of the state's counties that are promoting DWI prevention in the community.

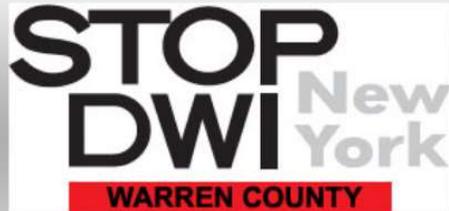
The New York State STOP-DWI Program is available in all counties and provides local programs to meet the goals of reducing alcohol/drug-related driving injuries and fatalities. These include education for school and community groups, support for victims, training for professionals, videos, tools and resources.

Click the button or the image now to learn about the **(Warren County)** and their initiatives.

[Learn More](#)



WARREN COUNTY



Contact: Monica Girard

Address: 1400 State Route 9
Lake George, NY 12845

Phone: 518-743-2515

Fax: 518-743-2519

Email: monica.girard@warrencountysheriffny.us

[Website](#)

[Facebook](#)

Law Enforcement Night

Adirondack Thunder Hockey will be donning special Law Enforcement-themed jerseys during the game highlighting the badges of the Rensselaer, Saratoga and Washington County Sheriff's offices. The jerseys are black with gold piping and showcase an Adirondack Thunder wordmark logo across the front of the jersey. The specialty uniforms will be auctioned off via live auction with proceeds will benefit Special Olympics NY.

STOP-DWI was at the event educating the young about the consequences of DWI at the Law Enforcement night in Glens Falls!

Pictured: Pasquale "Rocky" Girard, K9 Sgt. Terry Combs, K9 RAD (named after HFPD Officer Rick Diamond), Warren County STOP-DWI Coordinator Monica Girard and Volunteer Tyler Winchell.



RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff

DATE: October 24, 2023

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Joint participation in the NYS STOP-DWI Foundation, Inc. program administered by the Warren County Sheriff's Office
- (c) **Name of Contractor:** Warren County Sheriff's Office
- (d) **Address of Contractor:** 1400 State Route 9, Lake George NY 12845
- (e) **Contractor's Contact Person and Telephone Number:** Monica Girard
STOP-DWI Coordinator
(518) 743-3597
- (f) **Has or will the Contract be provided, if so, please attach:** Yes (will be provided)
- (g) **Commencement Date of Contract:** 01/01/2024
- (h) **Termination Date of Contract:** 12/31/2024 (Two One-Year Renewal Options)
- (i) **Payment Provisions:**
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$44,375 (annually)
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A. 3315 2615 STOP DWI Program - STOP DWI Fines \$44,375

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff

DATE: October 24, 2023

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Joint participation in the NYS STOP-DWI Foundation, Inc. program administered by the Warren County Sheriff's Office
- (c) **Name of Contractor:** City of Glens Falls Police Department
- (d) **Address of Contractor:** 42 Ridge Street, Glens Falls NY 12801
- (e) **Contractor's Contact Person and Telephone Number:** Jarred Smith
Chief of Police
(518) 761-3840
- (f) **Has or will the Contract be provided, if so, please attach:** Yes (will be provided)
- (g) **Commencement Date of Contract:** 01/01/2024
- (h) **Termination Date of Contract:** 12/31/2024 (Two One-Year Renewal Options)
- (i) **Payment Provisions:**
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$44,375 (annually)
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A. 3315 2615 STOP DWI Program - STOP DWI Fines \$44,375

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff

DATE: October 24, 2023

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Joint participation in the NYS STOP-DWI Foundation, Inc. program administered by the Warren County Sheriff's Office
- (c) **Name of Contractor:** Warren County Probation Department
- (d) **Address of Contractor:** 1340 State Route 9, Lake George NY 12845
- (e) **Contractor's Contact Person and Telephone Number:** Robert Iusi
Probation Director
(518) 761-6444
- (f) **Has or will the Contract be provided, if so, please attach:** Yes (will be provided)
- (g) **Commencement Date of Contract:** 01/01/2024
- (h) **Termination Date of Contract:** 12/31/2024 (Two One-Year Renewal Options)
- (i) **Payment Provisions:**
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$26,250 (annually)
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A. 3315 2615 STOP DWI Program - STOP DWI Fines \$26,250

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff

DATE: October 24, 2023

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Joint participation in the NYS STOP-DWI Foundation, Inc. program administered by the Warren County Sheriff's Office
- (c) **Name of Contractor:** Warren County District Attorney's Office
- (d) **Address of Contractor:** 1340 State Route 9, Lake George NY 12845
- (e) **Contractor's Contact Person and Telephone Number:** Jason Carusone
District Attorney
(518) 761-6405
- (f) **Has or will the Contract be provided, if so, please attach:** Yes (will be provided)
- (g) **Commencement Date of Contract:** 01/01/2024
- (h) **Termination Date of Contract:** 12/31/2024 (Two One-Year Renewal Options)
- (i) **Payment Provisions:**
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$28,875 (annually)
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (j) **Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

A. 3315 2615 STOP DWI Program - STOP DWI Fines \$28,875

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: SHERIFF

SIGNED: _____

DATE: October 24, 2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3150 110	Corrections Salaries - Regular	A.3150 445	Correction Division - Foods	\$62,000
A.3150 110	Corrections Salaries - Regular	A.3110 441	Law Enforcement - Auto Supplies & Repair	\$40,000

Please state reason for transfers requested: Due to significant increases in food prices, automobile parts, and vehicle repairs the salary codes above are currently in deficit, or projected to be in deficit, by year end.

CONTINGENT FUND TRANSFER REQUESTS

<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:

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

Annual Totals YTD ▼

Reclass Journal Type ▼

Classification **Contractual Expense**

Fiscal Year **2023**

Amended Budget \$270,000.00 Percent Used 100%	Encumbrances \$35,650.08	Expenses \$234,349.92	YTD Balance \$0.00
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Month	Budget	Amendments	Encumbrances	Expenses	Current YTD Balance
January	\$270,000.00	\$0.00	\$132,462.44	\$12,293.62	\$125,243.94
February	\$0.00	\$0.00	-\$18,984.22	\$22,197.75	\$122,030.41
March	\$0.00	\$0.00	-\$32,243.00	\$33,767.20	\$120,506.21
April	\$0.00	\$0.00	-\$27,984.11	\$28,746.44	\$119,743.88
May	\$0.00	\$0.00	\$44,529.41	\$29,387.20	\$45,827.27
June	\$0.00	\$0.00	-\$9,644.02	\$26,295.80	\$29,175.49
July	\$0.00	\$0.00	-\$30,874.28	\$30,970.91	\$29,078.86
August	\$0.00	\$0.00	-\$19,577.94	\$19,633.94	\$29,022.86
September	\$0.00	\$0.00	-\$2,034.20	\$31,057.06	\$0.00
October	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
November	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
December	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$270,000.00	\$0.00	\$35,650.08	\$234,349.92	\$0.00
Unposted Transactions	\$0.00	\$0.00	(\$7,045.08)	\$7,045.08	\$0.00
Grand Total	\$270,000.00	\$0.00	\$28,605.00	\$241,395.00	\$0.00

Annual Totals YTD ▼

Reclass Journal Type ▼

Classification **Contractual Expense**

Fiscal Year **2023**

Amended Budget \$221,765.00 Percent Used 99%	Encumbrances \$32,622.56	Expenses \$187,092.36	YTD Balance \$2,050.08
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Month	Budget	Amendments	Encumbrances	Expenses	Current YTD Balance
January	\$180,000.00	\$0.00	\$52,391.29	\$5,851.58	\$121,757.13
February	\$0.00	\$0.00	\$3,617.06	\$12,102.34	\$106,037.73
March	\$0.00	-\$15,535.00	-\$12,064.58	\$24,366.97	\$78,200.34
April	\$0.00	\$0.00	\$10,779.42	\$17,315.08	\$50,105.84
May	\$0.00	\$500.00	-\$9,665.12	\$27,674.16	\$32,596.80
June	\$0.00	\$0.00	-\$569.12	\$16,786.34	\$16,379.58
July	\$0.00	\$500.00	-\$16,177.62	\$27,247.69	\$5,809.51
August	\$0.00	\$20,000.00	\$207.37	\$25,314.46	\$287.68
September	\$0.00	\$34,500.00	\$2,303.86	\$30,433.74	\$2,050.08
October	\$0.00	\$1,800.00	\$1,800.00	\$0.00	\$2,050.08
November	\$0.00	\$0.00	\$0.00	\$0.00	\$2,050.08
December	\$0.00	\$0.00	\$0.00	\$0.00	\$2,050.08
Total	\$180,000.00	\$41,765.00	\$32,622.56	\$187,092.36	\$2,050.08
Unposted Transactions	\$0.00	\$0.00	(\$7,057.10)	\$8,713.26	\$393.92
Grand Total	\$180,000.00	\$41,765.00	\$25,565.46	\$195,805.62	\$393.92

