

**COUNTY FACILITIES COMMITTEE MEETING
BUILDINGS & GROUNDS AGENDA
September 26, 2024**

Committee Members: BRUNO, Geraci, Conover, Diamond, Strough, Magowan and Thomas

I. Committee Meeting Call to Order by Chair

II. Approval of minutes of prior Committee Meeting

III. Privilege of the floor and public comment

IV. Action Agenda/New Business Items:

V. Discussion Items

1. Work Order Request Program- 5256
2. Fleet Car Request Program- 3826
3. Regional Morgue – Update – County Attorney
4. Budget

VI. Referrals/Pending Items

1. Design for updates to the front entrance of the Municipal Center Building - The remaining \$200,000 from the Court Projects will be used to address the drainage issues and front steps in that area. (07.24.24)

VII. Privilege of the floor and public comment

VIII. Motion to Adjourn

Summary of 2025 Budget

County Facilities – Building and Grounds

A.1610 Fleet Management – Minimal increase due to Insurance, Auto-Supplies and Repair, Automotive Gas & Oil

A.1620 Buildings – Decrease – Repair & Maint.- Bldg./Property, Road and Bridge Material, Minor increase in Contracts. Slight increase in Revenues for Maintenance in Lieu of Rent.

A.1621 Building #11 – Decrease due to not moving forward with Museum

A.1624 HHS – Minor Increase – Insurance, Increase in Contracts due to the need for the replacement of a boiler.

County Facilities – Airport

A.5610 Airport – Minor Increase – Mainly due to Insurance. Increase in revenues due to the Nexamp Solar Array coming online.

DPW - Solid Waste & Recycling

A.1628 Waste Management – Significant Increase in Contracts and in Revenues due to the fact that the County will be hauling for the Towns (contract) and positions will be added to the budget.

DPW – Parks, Recreation and Railroad

A.7110 Parks and Recreation – increase in Repair/Maintenance of Bldg./Property, insurance, supplies. Larger increase for Road & Bridge Material for Hatchery Parking lot work. Significant Increase due to the need for a roof replacement on the Hatchery Barn.

A.7111 Up Yonda – Remained Flat; minor increases shown due to insurance

A.7111.0198 Up Yonda Bed Tax – Minor Increase

A.7112 Snowmobile Grant – Flat

A .7113 Railroad – Flat, slight increase in contracts

DPW - Public Works

A.1490 DPW Administration –Flat

A.1626 West Brook Parking Lot – Slight increase in equipment due to the replacement of meters and lights

A.1627 Beach Road Parking Lot – Flat; Village keep 75% of Parking Lot sales plus up to \$75,000 of County's 25%

D.3310 Traffic – Increase in Guiderail Supplies, Striping Contracts for 190 miles increased for the last several years, we are currently at \$1,630/mi; Latex Printer Maintenance coverage - \$2,000.00

D.5010 Highway Admin – Flat, Revenues from CHIP's, Pave NY, EWR and POP to remain the same.

D.5020 Engineering – Relatively flat

D.5110 Maintenance of Roads –minimal increase Road & Bridge Material, Minimal increase in contracts due to contract with Soil and Water for the management of the County MS4 Program

D.5112 County Roads – Increase in County Roads, from \$5,345,000 to \$5,628,000.00

D.5142 County Snow Removal – Reduced – Supplies, Salt cost; Contract - \$50,000 – to Salt Reduction Program. DPW may be able to provide inhouse savings.

D.5148 Services to Other Govt. –Salaries not budgeted, will need to be Transferred from Maintenance as needed

D.9950 – Transfers to Capital Projects – Local match for Co Bridge, Culvert and Federal Aid Projects in the amount of \$630,000

DM.5130 Machinery –Increase due Equipment replacement and High Rail gear for a truck for use on the rail.

DM.5140 Motor Fuel Farm – Minor decrease

Joint Park O&M

A.1625 Gaslight Village Property – Decrease in both Revenue & Expenditures due to Ice Castles not coming back for the Winter season.

WARREN COUNTY BUDGET PREPARATION 2025
COUNTY FACILITIES
SUMMARY OF BUDGET REQUEST

GENERAL FUND

CODE	DESCRIPTION	2023 Actual	2024 Adopted	2024 Amended	2024 Actual	2025 Requested	%	<u>Revenues</u>					
								2023 Actual	2024 Adopted	2024 Amended	2024 Actual	2025 Requested	
A.1610	Fleet Management	\$99,175	\$19,943	\$80,402	\$10,321	\$22,302	\$2,359	11.83%	\$22,953	\$500	\$500	\$21,263	\$500
A.1620	Buildings & Grounds	\$1,591,570	\$1,846,457	\$1,848,980	\$1,094,871	\$1,801,696	(\$44,761)	-2.42%	\$1,613,291	\$1,508,187	\$1,508,187	\$1,273,247	\$1,579,547
A.1621	Building #11	\$1,659	\$27,000	\$31,460	\$1,079	\$2,300	(\$24,700)	-91.48%	\$0	\$0	\$0	\$0	\$0
A.1624	HHS	\$662,267	\$663,545	\$666,071	\$407,310	\$703,465	\$39,920	6.02%	\$0	\$0	\$0	\$0	\$0
A.5610	Airport	\$587,346	\$632,176	\$793,416	\$508,843	\$646,067	\$13,891	2.20%	\$268,781	\$326,282	\$326,282	\$140,757	\$446,986
	TOTAL EXPENSE	\$2,942,018	\$3,189,121	\$3,420,329	\$2,022,424	\$3,175,830	(\$13,291)	-0.42%					
	TOTAL REVENUE	\$1,905,025	\$1,834,969	\$1,834,969	\$1,435,267	\$2,027,033	\$192,064	10.47%	\$1,905,025	\$1,834,969	\$1,834,969	\$1,435,267	\$2,027,033
	EST. GENERAL FUND	-\$1,036,993	-\$1,354,152	-\$1,585,360	-\$587,157	-\$1,148,797	\$178,773	-13.20%					

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Fleet Management
BUDGET ACCOUNT CODE: A.1610

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES				\$0.00
200's EQUIPMENT	\$77,072.24	\$0.00	\$60,459.00	\$0.00
400's CONTRACTUAL	\$22,102.32	\$19,943.00	\$19,943.00	\$22,302.00
TOTALS	\$99,174.56	\$19,943.00	\$80,402.00	\$22,302.00

2023 REVENUES	2024 ADOPTED REVENUES	2024 AMENDED REVENUES	2025 DEPARTMENT REQUESTS
\$22,953.26	\$500.00	\$500.00	\$500.00

SIGNED:


DEPARTMENT HEAD

TITLE:

SUPERINTENDENT

DATE:

9/5/24

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1610 - Fleet Management						
<i>Equipment</i>						
230.1	Automotive Equipment - Reserve	77,072.24	.00	60,459.00	.00	.00
	<i>Equipment Totals</i>	\$77,072.24	\$0.00	\$60,459.00	\$0.00	\$0.00
<i>Contractual Expense</i>						
410	Supplies	23.88	50.00	50.00	.00	100.00
418	Ins-General Liability	3,861.05	4,593.00	4,911.00	4,910.55	5,902.00
441	Auto-Supplies & Repair	8,767.56	7,000.00	7,000.00	1,572.47	8,000.00
442	Automotive - Gas & Oil	9,129.41	8,000.00	7,682.00	3,635.70	8,000.00
444	Travel/Education/Conference	320.42	300.00	300.00	202.49	300.00
	<i>Contractual Expense Totals</i>	\$22,102.32	\$19,943.00	\$19,943.00	\$10,321.21	\$22,302.00
Comments						
	<i>Account</i>	<i>Level</i>	<i>Comment</i>			
	410	Departmental Request	Vehicle Supplies, Washer Fluid, Wipers			
	444	Departmental Request	EZ-Pass			
Department 1610 - Fleet Management Totals		\$99,174.56	\$19,943.00	\$80,402.00	\$10,321.21	\$22,302.00

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
REVENUE						
Department 1610 - Fleet Management						
<i>Miscellaneous & Local Source</i>						
2770	Other Unclassified Revenue	390.79	500.00	500.00	287.51	500.00
	<i>Miscellaneous & Local Source Totals</i>	\$390.79	\$500.00	\$500.00	\$287.51	\$500.00
Comments						
	<i>Account</i>	<i>Level</i>	<i>Comment</i>			
	2770	Departmental Request	GovDeals Vehicle Rebates			
<i>Sale of Property And Compensation for Loss</i>						
2665	Sale of Equipment	22,562.47	.00	.00	20,975.00	.00
	<i>Sale of Property And Compensation for Loss Totals</i>	\$22,562.47	\$0.00	\$0.00	\$20,975.00	\$0.00
Comments						
	<i>Account</i>	<i>Level</i>	<i>Comment</i>			
	2665	Departmental Request	GovDeals Vehicle Sales			
Department 1610 - Fleet Management Totals		\$22,953.26	\$500.00	\$500.00	\$21,262.51	\$500.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Buildings
BUDGET ACCOUNT CODE: A.1620

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$749,055.45	\$788,414.00	\$788,414.00	\$757,436.00
200's EQUIPMENT	\$9,254.76	\$0.00	\$1,071.00	\$5,000.00
400's CONTRACTUAL	\$484,960.82	\$671,662.00	\$673,114.36	\$632,528.00
800's EMPLOYEE BENEFITS	\$348,299.32	\$386,381.00	\$386,381.00	\$406,732.00
TOTALS	\$1,591,570.35	\$1,846,457.00	\$1,848,980.36	\$1,801,696.00

2023 REVENUES	2024 ADOPTED REVENUES	2024 AMENDED REVENUES	2025 DEPARTMENT REQUESTS
\$1,613,290.58	\$1,508,187.00	\$1,508,187.00	\$1,579,547.00

SIGNED: 
DEPARTMENT HEAD

TITLE: SUPERINTENDENT

DATE: 9/5/24

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1620 - Buildings						
Personal Services						
110	Salaries - Regular	739,204.21	774,414.00	774,414.00	461,704.58	743,436.00
120	Salaries - Overtime	9,851.24	14,000.00	14,000.00	9,090.64	14,000.00
<i>Personal Services Totals</i>		\$749,055.45	\$788,414.00	\$788,414.00	\$470,795.22	\$757,436.00
Equipment						
210	Furniture/Furnishings	.00	.00	253.00	252.66	.00
260	Other Equipment	9,254.76	.00	818.00	817.99	5,000.00
<i>Equipment Totals</i>		\$9,254.76	\$0.00	\$1,071.00	\$1,070.65	\$5,000.00
Comments						
	Account	Level	Comment:			
	260	Departmental Request	3 Vacuums @ \$500.00/ea 1 Carpet Machine - \$3,500.00			
Contractual Expense						
410	Supplies	43,035.82	51,000.00	50,426.33	28,432.36	51,000.00
413	Repair & Maint.-Bldg/Property	77,681.02	184,000.00	185,705.36	72,593.59	130,770.00
414	Gas-Natural	25,543.13	34,000.00	34,000.00	16,271.81	34,000.00
415	Electricity	154,873.72	156,000.00	156,000.00	124,428.31	156,000.00
417	Water/Sewer/Taxes	24,975.15	30,000.00	30,000.00	17,821.30	30,000.00
418	Ins-General Liability	13,119.62	16,952.00	17,192.67	17,192.67	20,137.00
421	Equipment Rental	54,063.75	64,260.00	64,260.00	54,103.84	61,768.00
422	Repair/Maint-Equipment	1,543.63	2,000.00	2,000.00	809.35	2,000.00
423	Telephone	2,292.32	3,000.00	3,000.00	1,036.10	3,000.00
424	Postage	26.47	50.00	50.00	.63	50.00
428	Data Processing & Internet Fees	280.00	300.00	300.00	164.00	300.00
435	Medical Fees	.00	.00	80.00	35.00	.00
439	Misc Fees & Expenses	1,207.79	1,100.00	1,100.00	514.33	1,100.00
444	Travel/Education/Conference	.00	500.00	500.00	.00	1,000.00
445	Foods	825.74	750.00	750.00	568.41	1,000.00
445.1	Food - Snow & Ice	1,588.88	1,500.00	1,500.00	1,080.28	2,000.00
453	Uniforms & Clothing	3,981.39	3,500.00	3,500.00	2,650.34	3,500.00
455	Safety Equipment	182.72	750.00	750.00	269.88	750.00
465	Road/Bridge Materials	393.04	22,000.00	22,000.00	.00	10,000.00
470	Contract	79,346.63	100,000.00	100,000.00	44,305.08	124,153.00
<i>Contractual Expense Totals</i>		\$484,960.82	\$671,662.00	\$673,114.36	\$382,277.28	\$632,528.00

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
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Fund A - General

EXPENSE

Department 1620 - Buildings

Account	Level	Comment
410	Departmental Request	Printer Abstract, WB Mason, Staples, Grainger, Cleaning & Disinfectant Supplies, Hand Sanitizer
413	Departmental Request	General Building Maintenance - IBS - Pumping & Cleaning, FW Webb, Green Mt Electric, St. Andrews Ace, Access Anvil Corp - \$87,770.00 Johnson Control (Simplex) Fire Alarm - Emergency Repair - \$10,000.00 Emergency Power - \$2,000.00 B&L Control Repairs - \$1,000.00 New Heat Pumps - \$30,000.00 Property & Casualty
418	Departmental Request	
421	Departmental Request	DPW Internal Vehicle Rentals - \$53,996.00 Cooler Rentals - \$72 Man Lift - \$2,200.00 Paver & Roller Rentals - \$5,500.00
422	Departmental Request	Small Equipment Repairs
428	Departmental Request	Yearly Internet Billing for IT - Journal Entry
439	Departmental Request	Elot Electronics & Bulb Recycling - \$875.00 UDIG NY - Excavator - \$6 @ \$25.00/ea - \$150.00 - Certifications Charging Station Credit Card Fees
444	Departmental Request	Fire Extinguisher Training Chainsaw Training
445	Departmental Request	Water Deliveries
445.1	Departmental Request	Snow & Ice Food
453	Departmental Request	Safety Boots - \$175.00/ea T-shirts
455	Departmental Request	Safety Glasses, Winter Gloves, Vests, Respirator Masks
465	Departmental Request	Stone, Asphalt, Pot Hole Repairs, Road Materials for Nurses Parking Lot
470	Departmental Request	True Green Lawn Care - \$15,000.00 Linstar -SMA Galaxy / FOB Reader - \$5,000.00 Pest Control - \$2,090.00 Barrier Elevator - \$6,000.00 EV Charging Stations - \$6,800.00 DPW Highway Charge Back for S&I & Maintenance - \$20,000.00 Siemens Annual Contract - \$7,500.00 Waste Management - \$2,000.00 Waste Connections - Cardboard - \$1,163.00 Roof, Plumbing, Electrical Repairs , Engineering Fees \$58,600.00

Employee Benefits

10	Retirement	86,090.24	112,656.00	112,656.00	60,910.43	115,847.00
30	Social Security	43,689.00	48,882.00	48,882.00	27,153.73	46,962.00
31	Medicare Contribution	10,217.65	11,432.00	11,432.00	6,350.46	10,982.00
60	Hospitalization	139,468.17	145,660.00	145,660.00	93,845.97	155,637.00

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1620 - Buildings						
<i>Employee Benefits</i>						
865	Dental Insurance	2,330.74	2,448.00	2,448.00	1,412.04	2,160.00
	<i>Employee Benefits Totals</i>	\$281,795.80	\$321,078.00	\$321,078.00	\$189,672.63	\$331,588.00
<i>Other Benefits</i>						
840	Workmen's Compensation	17,972.00	20,456.00	20,456.00	20,456.00	22,743.00
861	Retirees Hospitalization	48,531.52	44,847.00	43,347.00	29,099.04	51,651.00
862	Health Insurance Cost Reimbursement	.00	.00	1,500.00	1,500.00	750.00
	<i>Other Benefits Totals</i>	\$66,503.52	\$65,303.00	\$65,303.00	\$51,055.04	\$75,144.00
	Department 1620 - Buildings Totals	\$1,591,570.35	\$1,846,457.00	\$1,848,980.36	\$1,094,870.82	\$1,801,696.00

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
REVENUE						
Department 1620 - Buildings						
<i>Departmental Income</i>						
1289	Other General Governmental Income	696.33	500.00	500.00	504.16	500.00
<i>Departmental Income Totals</i>		\$696.33	\$500.00	\$500.00	\$504.16	\$500.00
<i>Use of Money & Property</i>						
2411	Rental of Real Property	1,207,071.35	1,129,502.00	1,129,502.00	1,129,502.13	1,199,221.00
2412	Rental- Real Prop Other Govt	97,641.07	103,827.00	103,827.00	.00	105,148.00
2413	Rental from Other Govt	23,697.83	25,200.00	25,200.00	.00	25,520.00
2414	Rental from Extension Srv	32,000.00	32,000.00	32,000.00	32,000.00	32,000.00
<i>Use of Money & Property Totals</i>		\$1,360,410.25	\$1,290,529.00	\$1,290,529.00	\$1,161,502.13	\$1,361,889.00
<i>Comments</i>						
	<i>Account</i>	<i>Level</i>	<i>Comment</i>			
	2411	Departmental Request	Maintenance in Lieu of Rent - Social Services			
	2412	Departmental Request	Maintenance in Lieu of Rent - Public Health			
	2413	Departmental Request	Maintenance in Lieu of Rent - WIC			
	2414	Departmental Request	Building Lease, Cornell Cooperative Extension - \$32,000.00/yr - \$8,000.00/qtr			
<i>Miscellaneous & Local Source</i>						
2701	Refund of Prior Year Expense	9,083.00	.00	.00	.00	.00
2775	PCB Settlement Fund	17,414.03	.00	.00	.00	.00
<i>Miscellaneous & Local Source Totals</i>		\$26,497.03	\$0.00	\$0.00	\$0.00	\$0.00
<i>State Aid</i>						
3385	Unified Court - Bldg. Renov	221,049.00	213,158.00	213,158.00	107,749.00	213,158.00
<i>State Aid Totals</i>		\$221,049.00	\$213,158.00	\$213,158.00	\$107,749.00	\$213,158.00
<i>Federal Aid</i>						
4960	Emergency Disaster Assist	1,241.56	.00	.00	.00	.00
<i>Federal Aid Totals</i>		\$1,241.56	\$0.00	\$0.00	\$0.00	\$0.00
<i>Sale of Property And Compensation for Loss</i>						
2650	Sale Scrap & Excess Material	3,396.41	4,000.00	4,000.00	3,491.75	4,000.00
<i>Sale of Property And Compensation for Loss Totals</i>		\$3,396.41	\$4,000.00	\$4,000.00	\$3,491.75	\$4,000.00
Department 1620 - Buildings Totals		\$1,613,290.58	\$1,508,187.00	\$1,508,187.00	\$1,273,247.04	\$1,579,547.00

2025 Salary Schedule (Position Budgeting)
DPW.Buildings and Grounds

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
13966	Adamczyk, Maria 02-00 / \$17.47	Cleaner #11 02-1 / \$17.78	\$36,638.00	Full Time	CSEA/FT	7/1/2024
13575	Augusta, Matthew 02-03 / \$18.30	Cleaner #12 02-4 / \$18.56	\$38,251.00	Full Time	CSEA/FT	8/23/2021
13768	Curtis, Jared 07-01 / \$21.07	Bldg Maintenance Worker #2 07-02 / \$21.39	\$44,358.00	Full Time	CSEA/FT	2/27/2023
11518	Heid, Deborah 10-16 / \$27.95	Senior Custodian 10-17 / \$27.95	\$58,144.00	Full Time	CSEA/FT	7/7/2008
10723	Inglee, Joshua 18-03 / \$28.83	Senior Building Maint Mech #4 18-04 / \$29.28	\$60,550.00	Full Time	CSEA/FT	5/10/2021
11749	Mihill, Lorna 02-14 / \$21.53	Cleaner 02-15 / \$21.77	\$45,187.00	Full Time	CSEA/FT	3/1/2010
9096	Molinari, Leigh 08-29 / \$26.83	Administrative Assistant #2 08-30 / \$27.07	\$56,192.00	Full Time	CSEA/FT	3/20/1995
13520	Rogers, Scott N/A / \$41.36	Director of Facilities - County N/A / \$41.36	\$86,024.00	Full Time	Out of UnitFT	4/12/2021
13602	Root, Tikamporn 02-03 / \$18.30	Cleaner #2 02-4 / \$18.56	\$38,166.00	Full Time	CSEA/FT	10/12/2021
13191	Ruland, Zachary 09-06 / \$25.43	Sr. Building Maintenance Worker 09-07 / \$25.43	\$52,890.00	Full Time	CSEA/FT	10/29/2018
11461	Sargent, Andre 18-16 / \$33.32	Senior Building Maint Mech #2 18-17 / \$33.32	\$69,314.00	Full Time	CSEA/FT	5/19/2008
13968	Smith, Paul 02-00 / \$17.47	Cleaner #10 02-1 / \$17.78	\$36,638.00	Full Time	CSEA/FT	7/1/2024
10897	Spring, Barrett 18-01 / \$27.96	Senior Building Maint Mech #3 18-02 / \$28.39	\$58,325.00	Full Time	CSEA/FT	10/10/2023

15-00 / \$25.32	Building Maint Mechanic #4 N/A / \$25.32	\$52,674.00
N/A / \$0.00	DPW Blding & Grounds Over Time N/A / \$0.00	\$14,000.00
N/A / \$0.00	DPW Blding & Grounds Shift Diff N/A / \$0.00	\$8,674.00
10-00 / \$22.92	Senior Custodian (STA) N/A / \$22.92	\$1,411.00
	17	\$757,436.00

A. 1620

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Building #11
BUDGET ACCOUNT CODE: A.1621

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES				\$0.00
400's CONTRACTUAL	\$1,659.24	\$27,000.00	\$31,460.00	\$2,300.00
800's EMPLOYEE BENEFITS				\$0.00
TOTALS	\$1,659.24	\$27,000.00	\$31,460.00	\$2,300.00

2023 REVENUES	2024 ADOPTED REVENUES	2024 AMENDED REVENUES	2025 DEPARTMENT REQUESTS
\$0.00			\$0.00

SIGNED: 
DEPARTMENT HEAD

TITLE: SUPERINTENDENT

DATE: 9/5/24

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1621 - Building #11						
Contractual Expense						
414	Gas-Natural	1,519.24	700.00	1,400.00	1,043.76	1,000.00
415	Electricity	.00	800.00	100.00	.00	800.00
417	Water/Sewer/Taxes	140.00	500.00	500.00	35.00	500.00
470	Contract	.00	25,000.00	29,460.00	.00	.00
<i>Contractual Expense Totals</i>		\$1,659.24	\$27,000.00	\$31,460.00	\$1,078.76	\$2,300.00
Department 1621 - Building #11 Totals		\$1,659.24	\$27,000.00	\$31,460.00	\$1,078.76	\$2,300.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

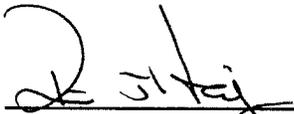
WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Health & Human Services Building
BUDGET ACCOUNT CODE: A.1624

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$320,883.66	\$339,510.00	\$339,510.00	\$341,883.00
200's EQUIPMENT	\$511.10			\$5,000.00
400's CONTRACTUAL	\$198,433.74	\$168,321.00	\$170,846.63	\$182,527.00
800's EMPLOYEE BENEFITS	\$142,438.86	\$155,714.00	\$155,714.00	\$174,055.00
TOTALS	\$662,267.36	\$663,545.00	\$666,070.63	\$703,465.00

SIGNED: 
DEPARTMENT HEAD

TITLE: SUPERINTENDENT

DATE: 9/5/24

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request						
Fund A - General												
EXPENSE												
Department 1624 - Health & Human Services Building												
<i>Personal Services</i>												
110	Salaries - Regular	301,409.74	311,339.00	311,339.00	189,278.81	313,712.00						
120	Salaries - Overtime	3,329.04	10,000.00	10,000.00	2,258.33	10,000.00						
130	Salaries - Part Time	16,144.88	18,171.00	18,171.00	9,225.48	18,171.00						
<i>Personal Services Totals</i>		\$320,883.66	\$339,510.00	\$339,510.00	\$200,762.62	\$341,883.00						
<i>Equipment</i>												
260	Other Equipment	511.10	.00	.00	.00	5,000.00						
<i>Equipment Totals</i>		\$511.10	\$0.00	\$0.00	\$0.00	\$5,000.00						
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Account</th> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>260</td> <td>Departmental Request</td> <td>3 Vacuums @ \$500.00/ea 1 Carpet Machine - \$3,500.00</td> </tr> </tbody> </table>							Account	Level	Comment	260	Departmental Request	3 Vacuums @ \$500.00/ea 1 Carpet Machine - \$3,500.00
Account	Level	Comment										
260	Departmental Request	3 Vacuums @ \$500.00/ea 1 Carpet Machine - \$3,500.00										
<i>Contractual Expense</i>												
410	Supplies	24,282.37	17,000.00	17,000.00	16,390.81	17,000.00						
413	Repair & Maint.-Bldg/Property	46,579.85	18,050.00	20,575.63	10,178.58	19,550.00						
414	Gas-Natural	4,518.44	5,000.00	5,000.00	3,683.87	5,000.00						
415	Electricity	77,516.79	74,000.00	74,000.00	63,677.11	74,000.00						
417	Water/Sewer/Taxes	12,214.37	12,000.00	12,000.00	7,770.78	12,000.00						
418	Ins-General Liability	4,003.46	7,271.00	7,271.00	7,251.47	7,977.00						
421	Equipment Rental	.00	1,000.00	1,000.00	.00	.00						
422	Repair/Maint-Equipment	266.60	1,000.00	1,000.00	.00	1,000.00						
439	Misc Fees & Expenses	266.20	.00	.00	.00	.00						
470	Contract	28,785.66	33,000.00	33,000.00	8,932.07	46,000.00						
<i>Contractual Expense Totals</i>		\$198,433.74	\$168,321.00	\$170,846.63	\$117,884.69	\$182,527.00						

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1624 - Health & Human Services Building						
Comments						
	<i>Account</i>		<i>Level</i>		<i>Comment</i>	
	410		Departmental Request		Trash Bags, Cleaning Supplies, Paper Towels, Toilet Paper, Tissues, Nitrile Gloves, Hand Sanitizer, Disinfectant	
	413		Departmental Request		FA Inspection - Johnson Control (Simplex) - \$2,077.00 Fire Security & Sound Annual Alarm Inspections - AMAG - \$1,900.00 Green Mnt Electric, FW Webb, Thermal Environmental - \$7,773.00 B&L Control - Inspection & Cooling Tower - \$3,000.00 6 Filling Stations - \$4,800.00 Boiler Maintenance	
	422		Departmental Request		Siemens Annual Contract - \$7,500.00 Barrier Elevator - \$7,000.00 Emergency Power Systems, Fire Security & Sound - \$7,000.00 Waste Management garbage disposal - \$2,000.00 Boiler Cooler Tower, Maintain/Monitor Computer B&L Control - Chemical Monitoring - \$6,000.00 1 New Boilers, B&L Control - \$16,500.00	
	470		Departmental Request			
<i>Employee Benefits</i>						
310	Retirement	29,438.52	42,160.00	42,160.00	24,046.64	48,539.00
330	Social Security	18,883.93	21,050.00	21,050.00	11,772.72	21,198.00
331	Medicare Contribution	4,416.42	4,922.00	4,922.00	2,753.28	4,957.00
360	Hospitalization	49,634.24	52,067.00	52,067.00	27,579.36	60,190.00
365	Dental Insurance	1,116.98	1,056.00	1,056.00	828.65	1,224.00
	<i>Employee Benefits Totals</i>	\$103,490.09	\$121,255.00	\$121,255.00	\$66,980.65	\$136,108.00
<i>Other Benefits</i>						
340	Workmen's Compensation	5,398.35	5,125.00	5,125.00	5,124.80	4,905.00
361	Retirees Hospitalization	33,550.42	28,584.00	28,584.00	16,557.14	33,042.00
362	Health Insurance Cost Reimbursement	.00	750.00	750.00	.00	.00
	<i>Other Benefits Totals</i>	\$38,948.77	\$34,459.00	\$34,459.00	\$21,681.94	\$37,947.00
Department 1624 - Health & Human Services Building		\$662,267.36	\$663,545.00	\$666,070.63	\$407,309.90	\$703,465.00
Totals						

2025 Salary Schedule (Position Budgeting)
DPW.Health & Human Services Building

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
13679	Boyea, Gregory	Cleaner #8	\$37,725.00	Full Time	CSEA/FT	8/1/2022
	02-02 / \$18.04	02-03 / \$18.30				
13584	Gordon, Justin	Building Maintenance Worker #6	\$45,433.00	Full Time	CSEA/FT	7/19/2021
	07-03 / \$21.71	07-04 / \$22.03				
13741	Goucher, Alexis	Cleaner #6	\$37,558.00	Full Time	CSEA/FT	11/21/2022
	02-02 / \$18.04	02-03 / \$18.30				
9417	Hilton, Brenda	Janitor #3	\$47,179.00	Full Time	CSEA/FT	8/8/2013
	04-11 / \$22.68	04-12 / \$22.68				
13535	Hoss, Jamie	Custodian	\$43,498.00	Full Time	CSEA/FT	5/10/2021
	06-03 / \$20.72	06-04 / \$21.03				
6230	Woodard, Gilbert	Carpenter/Maintenance Worker	\$56,229.00	Full Time	CSEA/FT	7/2/2018
	12-06 / \$27.03	12-07 / \$27.03				
		Cleaner - temp	\$18,171.00			
	02-00 / \$17.47	N/A / \$17.47				
		HHS Overtime	\$10,000.00			
	N/A / \$0.00	N/A / \$0.00				
		Maintenance Mechanic #1	\$46,090.00			
	09-00 / \$22.16	N/A / \$22.16				
		9	\$341,883.00			

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