

FINANCE & BUDGET COMMITTEE

AGENDA

NOVEMBER 22, 2024

Committee Members: *Thomas, Geraci, Merlino, Maday, Driscoll, Crocitto, Strough, Bruno and Etu*
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 Chairman.

II. Motion to approve minutes of prior Committee meetings.

III. Privilege of the Floor/Public Comment

IV. Action Agenda

1) **Request for transfers of funds as attached for Committee approval.**

2) **Requests/Items to be Discussed by the County Administrator (John Taflan, County Administrator):**

A) Journal Report of transfers approved by the County Administrator staff for October 2024.

B) Request for transfer of funds totaling \$432,341 from Budget Code A.1990 469.01, *Contingent Account-Other Payments/Salaries*, amongst various budget codes to cover the cost of salary and fringe costs resulting from CSEA contract settlement.

C) Request to amend the 2024 Warren County Budget in the amount of \$198,680 to recognize State Aid revenue offsets as a result of CSEA contract settlement.

D) Request to transfer funds in the amount of \$20.00 from Budget Code A.1670 110, *Mailroom Salaries, Regular*, to Budget Code A.1670 120, *Mailroom, Salaries, Overtime*, to cover overtime costs through the end of the year.

3) **Requests/Items to be Discussed by the County Treasurer (Christine Norton, Treasurer):**

A) Request to approve corrections to the Tax Rolls outlined in the attachment included in the agenda.

B) Request to record \$27,280.80 premium received on issuance of 2024 \$8.42 million BAN (*Bond Anticipation Note*) in County Road Fund Reserve for Debt to be used for subsequent debt services.

C) Request to appropriate \$67,206 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.1325 439, *County Treasurer, Misc Fees & Expenses*, to cover the cost of paying the bond issuance costs relating to the November 20, 2024 serial bond.

D) Request to appropriate \$27,280.80 from Budget Code D.884.00, *Reserve for Debt*, to Budget Code D.9730 710, *Bond Anticipation Note, Interest-Indebtedness*, to cover a portion of the cost of BAN interest due in 2024.

E) Request to transfer funds in the amount of \$150,000 from Budget Code D.9730 610, *Bond Anticipation Note, Principle Indebt*, to Budget Code D.9730 710, *Bond Anticipation Note, Interest Indent*, to cover the additional interest costs related to the short-term \$8.42 million BAN issuance in May 2024 and due in November 2024.

F) Request to transfer funds in the amount of \$650.16 from Budget Code D.5110 470, *Maint of Roads, Contract*, to Budget Code D.9730 710, *Bond Anticipation Note, Interest Indebt*, to cover additional BAN interest due.

G) Request to amend the agreement with Fitzgerald Morris Baker Firth, P.C. for bond counsel services in relation to certain serial bonds to extend the term to December 31, 2025 and increase the not to exceed amount from \$7,000 per year to \$25,000 per year in order to cover the fees associated with the current bond expense.

4) **Referral from the County Facilities Committee (Chaired by Supervisor Bruno):**

Airport (Robin Mapp, Airport Manager) -

Request to amend the 2024 Warren County Budget in the amount of \$4,670.40 with surplus Balloon Festival funds in Budget Code A.691.00, *Deferred Revenue*, to cover the cost of overtime, FICA, Medicare and Retirement expenses associated with the Balloon Festival.

CONTINUED

- 5) **Referrals from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):**
Sheriff (James LaFarr, Sheriff) -
- A) Request to appropriate \$497,500 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to various Budget Codes within the Sheriff's Budget to address deficits created by increased utility expenses and unanticipated operating expenditures throughout the year.
 - B) Request to appropriate \$5,000 from Budget Code A.889.00, *Reserve - STOP DWI*, to Budget Code A.3325 469, *Stop DWI Program, Other Payments/Contributions*, to cover the cost of the payment made to the New York State Department of Corrections and Community Supervision Attica Correctional Facility to reimburse them for funds paid to an inmate whose sentence was overturned.
 - C) Request to amend the 2024 Warren County Budget to reflect the appropriate revenue and expense codes for the first half of the 2024 - 2025 School Resource Officer agreements.
 - D) Request to amend the 2024 Warren County Budget in the amount of \$21,481 to reflect proper appropriations in the 2024 Sheriff's 911 Center, 2020 Interoperable Comm Grant.
- 6) **Referrals from the Health Services Committee (Chaired by Supervisor Strainer):**
Office of Community Services (Rob York, Director) -
- A) Request to appropriate \$450,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.4390 435, *Psychiatric Expense, Criminal*, to cover the cost of court-ordered NYS CPL 730 competency examinations and restoration expenses through the remainder of the year.
- Public Health (Ginelle Jones, Director, Public Health/Patient Services) -***
- B) Request to amend the 2024 Warren County Budget in the amount of \$110,565 to reflect receipt of the third year of Infrastructure Workforce Data Systems grant funding from New York State.
 - C) Request to authorize the County Auditor to make a one-time payment of \$125 to City and Country Appliance Repair for service/assessment of a refrigerator in the Health Services Department, which is used for vaccine storage. ***(Note: This request did not go before the Health Services Committee for approval).***
- 7) **Referral from the Human Services Committee (Chaired by Supervisor Driscoll):**
Department of Social Services (Christine Mastrianni, Commissioner) -
- Request to amend the 2024 Warren County Budget in the amount of \$155,133 to reflect receipt of grant funding from the New York State Office of Temporary and Disability Assistance to cover the cost of the contract with Open Door Mission from October 2024 through the remainder of the year.
- 8) **Referrals from the Park Operations & Management Committee (Chaired by Supervisor Merlino):**
- A) Request to appropriate \$3,052.21 from Budget Code A.691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maintenance - Bldg/Property*, and to authorize reimbursement in the same amount to Village of Lake George for costs incurred at the Charles R. Wood Park in June 2024 for park attendant.
 - B) Request to appropriate \$3,013.81 from Budget Code A.691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maintenance - Bldg/Property*, and to authorize reimbursement in the same amount to Village of Lake George for costs incurred at the Charles R. Wood Park in August 2024 for park attendant.
 - C) Request to appropriate \$2,946.43 from Budget Code A.691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maintenance - Bldg/Property*, and to authorize reimbursement in the same amount to Village of Lake George for costs incurred at the Charles R. Wood Park in September 2024 for park attendant.

9) Referrals from the Public Works Committee (Chaired by Supervisor Conover):

Department of Public Works (Kevin Hajos, Superintendent) -

- A) Request to establish Capital Project No. H439, *Diamond Point Road (CR 35) over Smith Brook - West*, in the amount of \$1,500,000.
- B) Request to establish Capital Project No. H440, *Diamond Point Road (CR 35) over Smith Brook- East*, in the amount of \$1,500,000.
- C) Request to increase Capital Project No. H390, *County Bridge & Culvert Project*, in the amount of \$145,600.
- D) Request to increase Capital Project No. H425, *Adirondack Bridge and Beaver Pond Bridge Replacements Project*, in the amount of \$236,400.
- E) Request to increase Capital Project No. H430, *Culvert Repairs*, in the amount of \$12,000,000.
- F) Request to increase Capital Project No. H421, *Call Street (CR 32) & Corinth Road (CR 28) Rehabilitation*, in the amount of \$903,000.
- G) Request to authorize a new contract with Warrensburg Collision Center, Inc. for autobody repair services pursuant to the terms and provisions of the specifications of (WC 63-24) and proposal for a term commencing January 1, 2025 and terminating December 31, 2025 with two optional one-year extensions. *(Note: This request did not go before the Health Services Committee for approval).*

10) Finance Committee action is required on the following Personnel Agenda items, contingent upon approval by the Personnel, Administration & Higher Education Committee - Agenda Item 3 and 4F.

PERSONNEL AGENDA ITEMS 3 and 4F:

3) Referral from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):

Probation (Robert Iusi, Director) -

Request to amend the Table of Organization & Salary Schedule to Probation Officer Trainee, *Grade 16, Base Annual Salary \$55,602*, and unfund but retain in the Table of Organization the position of Probation Officer, effective December 23, 2024.

4) Request/Item to be Discussed by the County Attorney (Larry Elmen, County Attorney):

- F) Request: Transfer of funds Transfer of funds in the amount of \$35.38.

Rationale: To fund the overage of County Attorney, Salaries-Overtime budget code.

VI. Privilege of the Floor/Public Comment

VII. 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 Clerk/DMV**SIGNED:****DATE:** November 11, 2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1665 130	Salaries - Part Time	A.1665 120	Salaries - Overtime	\$100.00

Please state reason for transfers requested: Transfer from Part-time salaries to Overtime to cover overtime expenditures through the end of the year.

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 FOR 2024

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

TRANSFERS FOR 2024 BUDGET

SIGNED: _____

DATE: November 2024

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4197.220	Infrastructure Grant-Office Equipment	A4197.110	Infrastructure Grant-Full Time Salaries	\$56,000.00
	A.4197.260	Infrastructure Grant-Other Equipment	A.4197.110	Infrastructure Grant-Full Time Salaries	\$10,000.00

Total Transfers **\$66,000.00**

1 To transfer funds from Expenses in Infrastructure Grant to cover Salaries for three Employees 7-11/2024

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

ATTACHMENT #4

Request for Transfer of Funds FOR 2024

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

TRANSFERS FOR 2024 BUDGET

SIGNED: _____

DATE: November 20, 2024

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4054.130	Preschool-Part Time Salaries	A.4054.110	Preschool -Full Time Salaries	\$15,023.00
	A.4054.444	Preschool-Education/Travel Expense	A.4054.110	Preschool -Full Time Salaries	\$3,811.00
	A.4018.0020.130	Family Health-Part Time Salries	A.4054.110	Preschool -Full Time Salaries	\$2,651.00
	A.4018.0020.110	Family Health -Full Time Salaries	A.4054.110	Preschool -Full Time Salaries	\$3,000.00

Total Transfers **\$24,485.00**

1 To Transfer funds to Preschool Program Full time salaies from Part time salaries and other expenses to cover Svc Coordinator who became Full time from Part time in September 2024.

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: Office for the Aging

SIGNED:

DATE: 11/6/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A6771.130	Hamilton County PT Salaries	A6771.110	Hamilton County FT Salaries	\$30,500

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

Please state reason for transfers requested: When OFA requested to transfer monies from contracts to salaries, the PT salary code was listed and it should have been FT salaries.

*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>
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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

DEPARTMENT NAME: Warren County Public Defender's Office

SIGNED:

DATE: 11/19/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1171.4201-110	Public Defender - Upstate Quality Improvement - Salaries - Regular	A.1171.4201-120	Public Defender - Upstate Quality Improvement - Salaries - Overtime	\$7.67

Please state reason for transfers requested: Fix budget line

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: Public Works - Parks, Recreation and Railroad

Name of Department

SIGNED: _____ DATE 11/20/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>Amount</u>
A.7110	421 Equipment Rental \$748.45	A.7110 120	General, Parks & Recreation, Salaries - Overtime	\$3,016.32
A.7110	465 Road and Bridge \$2,267.87			

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>
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A.1990 439	Contingent Fund		
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Please state reason for transfer request:

To cover unanticipated overtime costs

REQUEST FOR TRANSFER OF FUNDS

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

FROM: DEPARTMENT OF PUBLIC WORKS

Name of Department

SIGNED:

DATE:

11/20/2024

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT	TOWN
D.5112.8356 280	Co Roads, 2023 CR#66 Country Club Road	D.5112.8368 280	Co Roads, 2024 CR#35 Diamond Point Road	\$ 300,000.00	Lake George

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
A.1990 439	Contingent Fund			
Please state reason for transfer request:				
Transfer surplus road project funds to cover capital project expenses				

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds*****TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS**DEPARTMENT NAME:** SHERIFF**SIGNED:** _____**DATE:** November 19, 2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3150 130	Corrections Salaries - Part Time	A.3150 120	Corrections Salaries - Overtime	\$130,000
A.3020 130	911 Center Salaries - Part Time	A.3020 120	911 Center Salaries - Overtime	\$22,500
A.3150 110	Corrections Salaries - Regular	A.3150 470	Corrections - Contract	\$55,000

Please state reason for transfers requested: Fund Sheriff's budget codes currently in deficit**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.**

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds*****TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS**DEPARTMENT NAME:** Social Services**SIGNED:****DATE:** 11/5/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6010 850	Unemployment Insurance	A.6010 855	Disability	\$500
A.6010 810	Retirement	A 6140 470	Home Relief	\$60,000

Please state reason for transfers requested: To cover 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**DEPARTMENT NAME:** Tourism Department**SIGNED:****DATE:** 11/19/24

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A6417.0001 130	Salaries - Part Time - Tourism	A6417.0001 120	Salaries - Overtime - Tourism	\$1,000

Please state reason for transfers requested:

To cover shortfall in overtime expenditures

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.**

WARREN COUNTY

Journal Report

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Brd. of Election - Board of Elections					
10/2/2024	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 470	\$ 38,075.44	
10/2/2024	A.1450 470	Contract	BUDGET TRANSFERS WITHIN OBJECT CODE TO A.1450 439		\$ 38,075.44
10/30/2024	A.1450 220	Office Equipment	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 439	\$ 2,050.00	
10/30/2024	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS OUT OF OBJECT CODE TO A.1450 220		\$ 2,050.00
10/31/2024	A.1450 220	Office Equipment	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 424	\$ 9,150.00	
10/31/2024	A.1450 424	Postage	BUDGET TRANSFERS OUT OF OBJECT CODE TO A.1450 220		\$ 9,150.00
County Auditor - County Auditor					
10/23/2024	A.1320 260	Other Equipment	Out of Object Code Transfer A.1320 410 to 260	\$ 67.49	
10/23/2024	A.1320 410	Supplies	Out of Object Code Transfer A.1320 410 to 260		\$ 67.49
Dist. Attorney_Dist. Attorney - District Attorney,District Attorney					
10/29/2024	A.1165 440	Legal/Transcript Fees	budget transfer within of object code to A.1165 444 Travel/Ed/Cf		\$ 3,000.00
10/29/2024	A.1165 444	Travel/Education/Conference	budget transfer within of object code from A.1165 440 Legal/Tran	\$ 3,000.00	
DPW_DPW Admin - DPW,DPW Administration					
10/3/2024	A.1490 410	Supplies	Transfer In Code to A.1490 439		\$ 37.35
10/3/2024	A.1490 439	Misc Fees & Expenses	Transfer In Code from A.1490 410	\$ 37.35	
10/3/2024	A.1610 410	Supplies	Transfer In Code to A.1610 444		\$ 52.49
10/3/2024	A.1620 444	Travel/Education/Conference	Transfer In Code from A.1610 410	\$ 52.49	
10/3/2024	A.1620 465	Road/Bridge Materials	Transfer In Code from A.1620 470	\$ 1,136.00	
10/3/2024	A.1620 470	Contract	Transfer In Code to A.1620 465		\$ 1,136.00
10/3/2024	A.5610 410	Supplies	Transfer In Code to A.5610 445		\$ 339.41
10/3/2024	A.5610 445	Foods	Transfer In Code from A.5610 410	\$ 339.41	
10/3/2024	A.7110 428	Data Processing & Internet Fees	Transfer In Code from A.7110 436	\$ 200.00	
10/3/2024	A.7110 436	Advertising Fees	Transfer In Code to A.7110 428		\$ 200.00
10/3/2024	D.3310 410	Supplies	Transfer In Code from D.3310 422	\$ 164.00	
10/3/2024	D.3310 422	Repair/Maint-Equipment	Transfer In Code to D.3310 410		\$ 164.00
10/3/2024	D.5110 421	Equipment Rental	Transfer In Code from D.5110 470	\$ 10,000.00	
10/3/2024	D.5110 470	Contract	Transfer In Code to D.5110 421		\$ 10,000.00
10/7/2024	A.1610 444	Travel/Education/Conference	Transfer in Code from A.1620 444	\$ 2.49	
10/7/2024	A.1620 444	Travel/Education/Conference	Transfer In Code to A.1610 444		\$ 2.49
10/7/2024	A.5610 445	Foods	Transfer In Code from A.5610 445.1	\$ 59.90	
10/7/2024	A.5610 445.1	Food - Snow & Ice	Transfer In Code to A.5610 445		\$ 59.90
10/7/2024	A.1490 860	Hospitalization	Transfer In Code to A.1490 861		\$ 3,655.00
10/7/2024	A.1490 861	Retirees Hospitalization	Transfer In Code from A.1490 860	\$ 3,655.00	
10/7/2024	A.1626 422	Repair/Maint-Equipment	Transfer In Code to A.1626 439		\$ 610.00
10/7/2024	A.1626 439	Misc Fees & Expenses	Transfer In Code from A.1626 422	\$ 610.00	
10/7/2024	A.1628 831	Medicare Contribution	Transfer In Code to A.1628 862		\$ 70.00
10/7/2024	A.1628 862	Health Insurance Cost Reimbursement	Transfer In Code from A.1628 831	\$ 70.00	
10/7/2024	A.5610 861	Retirees Hospitalization	Transfer In Code to A.5610 865		\$ 240.00
10/7/2024	A.5610 865	Dental Insurance	Transfer In Code from A.5610 861	\$ 240.00	
10/7/2024	D.5110 418	Ins-General Liability	Transfer In Code from D.5110 455	\$ 1,068.00	

10/7/2024	D.5110 455	Safety Equipment	Transfer In Code to D.5110 418	\$		\$	1,068.00
10/7/2024	DM.5140 422	Repair/Maint-Equipment	Transfer In Code from DM.5140 442	\$	1,500.00		
10/7/2024	DM.5140 442	Automotive - Gas & Oil	Transfer In Code to DM.5140 422			\$	1,500.00
10/8/2024	DM.5130 417	Water/Sewer/Taxes	Transfer In Code from DM.5130 421	\$	1,066.11		
10/8/2024	DM.5130 421	Equipment Rental	Transfer In Code to DM.5130 417			\$	1,066.11
10/11/2024	A.1624 413	Repair & Maint.-Bldg/Property	Transfer In Code from A.1624 421	\$	425.00		
10/11/2024	A.1624 421	Equipment Rental	Transfer In Code to A.1624 413			\$	425.00
10/11/2024	A.5610 445	Foods	Transfer In Code from A.5610 445.1	\$	53.00		
10/11/2024	A.5610 445.1	Food - Snow & Ice	Transfer In Code to A.5610 445			\$	53.00
10/11/2024	A.7110 260	Other Equipment	Transfer Out of Code from A.7110 413	\$	170.00		
10/11/2024	A.7110 413	Repair & Maint.-Bldg/Property	Transfer Out of Code to A.7110 260			\$	170.00
10/11/2024	A.7110 413	Repair & Maint.-Bldg/Property	Transfer In Code to A.7110 422			\$	390.00
10/11/2024	A.7110 422	Repair/Maint-Equipment	Transfer In Code from A.7110 413	\$	390.00		
10/11/2024	A.7110 436	Advertising Fees	Transfer In Code from A.7110 455	\$	200.00		
10/11/2024	A.7110 455	Safety Equipment	Transfer In Code to A.7110 436			\$	200.00
10/11/2024	A.7111 424	Postage	Transfer In Code to A.7111 445			\$	70.00
10/11/2024	A.7111 445	Foods	Transfer In Code from A.7111 424	\$	70.00		
10/11/2024	D.3310 410	Supplies	Transfer In Code from D.3310 422	\$	100.00		
10/11/2024	D.3310 422	Repair/Maint-Equipment	Transfer In Code to D.3310 410			\$	100.00
10/11/2024	D.5110 416	Oil & Gas-Heating	Transfer In Code D.5110 445			\$	420.00
10/11/2024	D.5110 445	Foods	Transfer In Code from D.5110 416	\$	420.00		
10/11/2024	DM.5140 422	Repair/Maint-Equipment	Transfer In Code from DM.5140 442	\$	1,000.00		
10/11/2024	DM.5140 442	Automotive - Gas & Oil	Transfer In Code to DM.5140 422			\$	1,000.00
10/16/2024	D.3310 260	Other Equipment	Transfer Out of Code from D.3310 422	\$	499.60		
10/16/2024	D.3310 422	Repair/Maint-Equipment	Transfer Out of Code Code to D.3310 260			\$	499.60
10/18/2024	DM.5130 260	Other Equipment	Out of Code Transfer from DM5130 413	\$	300.00		
10/18/2024	DM.5130 413	Repair & Maint.-Bldg/Property	Out of Code Transfer to DM5130 260			\$	300.00
10/21/2024	A.5610 413	Repair & Maint.-Bldg/Property	Transfer In Code from A.5610 470	\$	3,374.00		
10/21/2024	A.5610 470	Contract	Transfer In Code to A.5610 413			\$	3,374.00
10/23/2024	D.5110 410	Supplies	Transfer In Code from D.5110 470	\$	20,000.00		
10/23/2024	D.5110 470	Contract	Transfer In Code to D.5110 410			\$	20,000.00
10/24/2024	A.1624 413	Repair & Maint.-Bldg/Property	Transfer In Code from A.1624 421	\$	200.00		
10/24/2024	A.1624 421	Equipment Rental	Transfer In Code to A.1624 413			\$	200.00
10/24/2024	A.5610 410	Supplies	Transfer In Code to A.5610 413			\$	100.00
10/24/2024	A.5610 413	Repair & Maint.-Bldg/Property	Transfer In Code from A.5610 410	\$	100.00		
10/24/2024	A.7110 465	Road/Bridge Materials	Transfer Out of Code A.7113 421			\$	100.00
10/24/2024	A.7113 421	Equipment Rental	Transfer Out of Code from A.7110 465	\$	100.00		
10/24/2024	D.5010 419	Settlements	Transfer Out of Code from D.5110 470	\$	7,500.00		
10/24/2024	D.5110 470	Contract	Transfer Out of Code to D.5010 419			\$	7,500.00
10/29/2024	A.1610 410	Supplies	Transfer In Code from A.1610 442	\$	5.00		
10/29/2024	A.1610 442	Automotive - Gas & Oil	Transfer In Code to A.1610 410			\$	5.00
10/29/2024	A.1610 442	Automotive - Gas & Oil	Transfer In Code to A.1610 444			\$	100.00
10/29/2024	A.1610 444	Travel/Education/Conference	Transfer In Code from A.1610 442	\$	100.00		
10/29/2024	A.5610 413	Repair & Maint.-Bldg/Property	Transfer In Code from A.5610 441	\$	100.00		
10/29/2024	A.5610 441	Auto-Supplies & Repair	Transfer In Code to A.5610 413			\$	100.00
10/29/2024	D.3310 444	Travel/Education/Conference	Transfer In Code to D.3310 455			\$	100.00
10/29/2024	D.3310 455	Safety Equipment	Transfer In Code from D.3310 444	\$	100.00		
10/30/2024	A.1625 410	Supplies	Transfer In Code from A.1625 422	\$	1,250.00		
10/30/2024	A.1625 422	Repair/Maint-Equipment	Transfer In Code to A.1625 410			\$	1,250.00
10/30/2024	D.3310 410	Supplies	Transfer In Code from D.3310 422	\$	22.40		

10/30/2024	D.3310 422	Repair/Maint-Equipment	Transfer In Code to D.3310 410	\$	22.40
10/31/2024	A.1490 410	Supplies	Transfer Out of Code from A.1620 410	\$	70.00
10/31/2024	A.1490 444	Travel/Education/Conference	Transfer Out of Code from A.1620 410	\$	105.29
10/31/2024	A.1620 410	Supplies	Transfer Out of Code to A.1490 444	\$	105.29
10/31/2024	A.1620 410	Supplies	Transfer Out of Code to A.1490 410	\$	70.00
10/31/2024	A.1625 413	Repair & Maint.-Bldg/Property	Transfer In Code to A.1625 417	\$	1,682.00
10/31/2024	A.1625 417	Water/Sewer/Taxes	Transfer In Code from A.1625 413	\$	1,682.00
10/31/2024	DM.5130 260	Other Equipment	Transfer Out of Code from DM5130 413	\$	300.00
10/31/2024	DM.5130 413	Repair & Maint.-Bldg/Property	Transfer Out of Code to DM5130 260	\$	300.00
10/31/2024	DM.5140 410	Supplies	Transfer In Code from DM5140 439	\$	20.00
10/31/2024	DM.5140 439	Misc Fees & Expenses	Transfer In Code to DM5140 410	\$	20.00
Employment & Tr_WIA-Admin(Staff) - Employment & Training,WIA-Admin (Staff)					
10/2/2024	40.6293.0358 410	Supplies	Object code change from 40.6293.0358 433	\$	1,000.00
10/2/2024	40.6293.0358 433	Training-Client	Object code change to 406293.0358 410	\$	1,000.00
10/3/2024	40.6293.0313 427	Memberships & Dues	Object code change to 40.6293.0313 444	\$	300.00
10/3/2024	40.6293.0313 444	Travel/Education/Conference	Object code change from 40.6293.0313 427	\$	300.00
10/11/2024	40.6293.0358 423	Telephone	Object code change from 40.6293.0358 433	\$	500.00
10/11/2024	40.6293.0358 433	Training-Client	Object code change to 40.6293.0358 423	\$	500.00
10/25/2024	40.6293.0310 411	Rent-Building/Property	Object code change to 40.6293.0310 434	\$	3,000.00
10/25/2024	40.6293.0310 434	Allowances	Object code change from 40.6293.0310 411	\$	3,000.00
10/25/2024	40.6293.0358 810	Retirement	Object code change to 40.6293.0358 861	\$	200.00
10/25/2024	40.6293.0358 830	Social Security	Object code change to 40.6293.0358 861	\$	600.00
10/25/2024	40.6293.0358 861	Retirees Hospitalization	Object code change from 40.6293.0358 830	\$	600.00
10/25/2024	40.6293.0358 861	Retirees Hospitalization	Object code change from 40.6293.0358 810	\$	200.00
Infotech - Information Technology					
10/8/2024	A.1680 426	Subscriptions	Budget Transfer within Object Code from A.1680 444	\$	800.00
10/8/2024	A.1680 444	Travel/Education/Conference	Budget Transfer within Object Code to A.1680 426	\$	800.00
Legal Def-Indgnt - Legal Defense - Indigents					
10/9/2024	A.1170 410	Supplies	Budget transfer within budget code to A.1170 423	\$	35.00
10/9/2024	A.1170 423	Telephone	Budget transfer within budget code from A.1170 410	\$	35.00
OFA - Office for the Aging					
10/30/2024	A.6771 220	Office Equipment	Within object code transfer from A.6771.260	\$	1,000.00
10/30/2024	A.6771 260	Other Equipment	Within object code transfer to A.6771.220	\$	1,000.00
10/30/2024	A.6772 220	Office Equipment	Within object code transfer from A.6772.260	\$	1,000.00
10/30/2024	A.6772 260	Other Equipment	Within object code transfer to A.6772.220	\$	1,000.00
Office of EMS - Office of Emergency Services					
10/7/2024	A.4022 422	Repair/Maint-Equipment	Budget Transfer within Object Code from A.4022 470	\$	400.00
10/7/2024	A.4022 422	Repair/Maint-Equipment	Budget Transfer within Object Code from A.4022.453	\$	2,000.00
10/7/2024	A.4022 422	Repair/Maint-Equipment	Budget Transfer within Object Code from A.4022 442	\$	300.00
10/7/2024	A.4022 442	Automotive - Gas & Oil	Budget Transfer within Object Code to A.4022 422	\$	300.00
10/7/2024	A.4022 453	Uniforms & Clothing	Budget Transfer within Object Code to A.4022 422	\$	2,000.00
10/7/2024	A.4022 470	Contract	Budget Transfer within Object Code to A.4022 422	\$	400.00
10/10/2024	A.3642 260	Other Equipment	Budget Transfer Out of Budget Code to 3642 422	\$	300.00
10/10/2024	A.3642 422	Repair/Maint-Equipment	Budget Transfer Out of Budget Code from A.3642 260	\$	300.00
10/10/2024	A.3642 410	Supplies	Budget Transfer within Object Code to A.3642 422	\$	500.00

10/10/2024	A.3642 418	Ins-General Liability	Budget Transfer within Object Code to A.3642 422	\$	250.00	\$	250.00
10/10/2024	A.3642 422	Repair/Maint-Equipment	Budget Transfer within Object Code from A.3642 418	\$	250.00		
10/10/2024	A.3642 422	Repair/Maint-Equipment	Budget Transfer within Object Code from A.3642 410	\$	500.00		
10/16/2024	A.3640 427	Memberships & Dues	Budget Transfer within Object Code from A.3640 441	\$	75.00		
10/16/2024	A.3640 441	Auto-Supplies & Repair	Budget Transfer within Object Code to A.3640 427			\$	75.00
10/17/2024	A.3410 435	Medical Fees	Budget Transfer within Object Code to A.3410 470			\$	1,040.00
10/17/2024	A.3410 470	Contract	Budget Transfer within Object Code from A.3410 435	\$	1,040.00		
10/17/2024	A.3410 260	Other Equipment	Budget Transfer Out of Budget Code to A.3410 470			\$	360.00
10/17/2024	A.3410 470	Contract	Budget Transfer Out of Budget Code from A.3410 260	\$	360.00		
10/28/2024	A.3640 427	Memberships & Dues	Budget Transfer within Object Code from A.3640 441	\$	75.00		
10/28/2024	A.3640 441	Auto-Supplies & Repair	Budget Transfer within Object Code to A.3640 427			\$	75.00
10/30/2024	A.3410 441	Auto-Supplies & Repair	Budget Transfer within Object Code to A3410 445			\$	145.00
10/30/2024	A.3410 445	Foods	Budget Transfer within Object Code from A.3410 441	\$	145.00		
Planning_Planning - Planning,Planning							
10/15/2024	A.8021 427	Memberships & Dues	Budget Transfer within object code A.8021 444	\$	516.00		
10/15/2024	A.8021 444	Travel/Education/Conference	Budget Transfer within object code A.8021 427			\$	516.00
10/25/2024	A.8022 410	Supplies	Budget Transfer within object code 8022 426	\$	200.00		
10/25/2024	A.8022 426	Subscriptions	Budget Transfer within object code 8022 410			\$	200.00
Public Health_Health Services - Public Health,Health Services							
10/2/2024	A.4013 410	Supplies	Budget Transfer WIC to A4013.439			\$	25.00
10/2/2024	A.4013 439	Misc Fees & Expenses	Budget Transfer WIC from A4013.410	\$	25.00		
10/8/2024	A.4018 453	Uniforms & Clothing	Budget Transfer out of code A.4018..860 865 from 453			\$	360.00
10/8/2024	A.4018 860	Hospitalization	Budget Transfer out of code A.4018..860 865 from 453	\$	350.00		
10/8/2024	A.4018 865	Dental Insurance	Budget Transfer out of code A.4018..860 865 from 453	\$	10.00		
10/8/2024	A.4018.0030 220	Office Equipment	Budget Transfer DSRIP To A4010.0030 220 fm 428	\$	2,000.00		
10/8/2024	A.4018.0030 428	Data Processing & Internet Fees	Budget Transfer DSRIP To A4010.0030 220 fm 428			\$	2,000.00
10/8/2024	A.4010 220	Office Equipment	budget transfer to a4010 220 from 410	\$	1,000.00		
10/8/2024	A.4010 410	Supplies	budget transfer to a4010 220 from 410			\$	1,000.00
10/9/2024	A.4197 210	Furniture/Furnishings	out of code transfer Infrastructure grant to A4197.439			\$	200.00
10/9/2024	A.4197 439	Misc Fees & Expenses	out of code transfer Infrastructure grant from A4197.210	\$	200.00		
10/15/2024	A.4018.0030 410	Supplies	Budget Transfer for Ads A.4018.0030.436 56.00 fm 410			\$	56.00
10/15/2024	A.4018.0030 436	Advertising Fees	Budget Transfer for Ads A.4018.0030.436 56.00 fm 410	\$	56.00		
10/15/2024	A.4018.0040 220	Office Equipment	Budget Transfer HE to A4018.0040 220 fm 260 laminator	\$	1,366.00		
10/15/2024	A.4018.0040 260	Other Equipment	Budget Transfer HE to A4018.0040 220 fm 260 laminator			\$	1,366.00
10/16/2024	A.4013 423	Telephone	Budget Transfer WIC to phone A4013.423 from 469 Lang line	\$	1,000.00		
10/16/2024	A.4013 469	Other Payments/Contributions	Budget Transfer WIC to phone A4013.423 from 469 Lang line			\$	1,000.00
10/17/2024	A.4018.0030 410	Supplies	Budget Transfer Disease to A40180030428 fm 410 441 453			\$	1,000.00
10/17/2024	A.4018.0030 428	Data Processing & Internet Fees	Budget Transfer Disease to A40180030428 fm 410 441 453	\$	1,900.00		
10/17/2024	A.4018.0030 441	Auto-Supplies & Repair	Budget Transfer Disease to A40180030428 fm 410 441 453			\$	300.00
10/17/2024	A.4018.0030 453	Uniforms & Clothing	Budget Transfer Disease to A40180030428 fm 410 441 453			\$	600.00
10/18/2024	A.4018.0030 410	Supplies	Budget Transfer IAP to A4018.0030.436 from 410			\$	50.00
10/18/2024	A.4018.0030 436	Advertising Fees	Budget Transfer IAP to A4018.0030.436 from 410	\$	50.00		
10/29/2024	A.4018 410	Supplies	Budget Transfer to A4018410 fm 423 428 442	\$	232.00		
10/29/2024	A.4018 423	Telephone	Budget Transfer to A4018410 fm 423 428 442			\$	100.00
10/29/2024	A.4018 428	Data Processing & Internet Fees	Budget Transfer to A4018410 fm 423 428 442			\$	82.00
10/29/2024	A.4018 442	Automotive - Gas & Oil	Budget Transfer to A4018410 fm 423 428 442			\$	50.00

Purchasing - Purchasing

10/29/2024	A.1345 410	Supplies	Budget Transfers within Object Code from A.1345 423	\$	75.00		
10/29/2024	A.1345 410	Supplies	Budget Transfers within Object Code from A.1345 424	\$	100.00		
10/29/2024	A.1345 423	Telephone	Budget Transfers within Object Code to A.1345 410			\$ 75.00	
10/29/2024	A.1345 424	Postage	Budget Transfers within Object Code to A.1345 410			\$ 100.00	
Residential Hall - Countryside Adult Home							
10/1/2024	A.6030 410	Supplies	Budget Transfer within object code to A 6030 410 from A 6030 413	\$	10,000.00		
10/1/2024	A.6030 413	Repair & Maint.-Bldg/Property	Budget Transfer within object code from A 6030 413 to A 6030 410			\$ 10,000.00	
10/10/2024	A.6030 413	Repair & Maint.-Bldg/Property	within of object code transfer from 6030 413 to 6030 444			\$ 1,011.91	
10/10/2024	A.6030 444	Travel/Education/Conference	within of object code transfer to 6030 444 from 6030 413	\$	1,011.91		
10/16/2024	A.6030 413	Repair & Maint.-Bldg/Property	Budget Transfer within object code from A.6030 413 to A.6030 453			\$ 17.98	
10/16/2024	A.6030 453	Uniforms & Clothing	Budget Transfer within object code to A.6030 453 from A.6030 413	\$	17.98		
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement							
10/7/2024	A.3150 413	Repair & Maint.-Bldg/Property	Budget Transfer within Object Code to A.3150 453			\$ 2,192.00	
10/7/2024	A.3150 453	Uniforms & Clothing	Budget Transfer within Object Code from A.3150 413	\$	2,192.00		
10/7/2024	A.3110 210	Furniture/Furnishings	Budget Transfer out of Object Code from A.3110 410	\$	159.99		
10/7/2024	A.3110 410	Supplies	Budget Transfer out of Object Code to A.3110 210			\$ 159.99	
10/7/2024	A.3150 260	Other Equipment	Budget Transfer out of Object Code from A.3150 410	\$	176.00		
10/7/2024	A.3150 410	Supplies	Budget Transfer out of Object Code to A.3150 260			\$ 176.00	
10/7/2024	A.3020 410	Supplies	Budget Transfer within Object Code to A.3020 422			\$ 12.34	
10/7/2024	A.3020 422	Repair/Maint-Equipment	Budget Transfer within Object Code from A.3020 410	\$	12.34		
10/10/2024	A.3110 413	Repair & Maint.-Bldg/Property	Budget Transfer within Object Code from A.3110 455	\$	19,444.76		
10/10/2024	A.3110 455	Safety Equipment	Budget Transfer within Object Code to A.3110 413			\$ 19,444.76	
10/22/2024	A.3110 220	Office Equipment	Budget Transfer within Object Code to A.3110 260			\$ 372.28	
10/22/2024	A.3110 260	Other Equipment	Budget Transfer within Object Code from A.3110 220	\$	372.28		
10/25/2024	A.3150 413	Repair & Maint.-Bldg/Property	Budget Transfer within Object Code to A.3150 445			\$ 508.36	
10/25/2024	A.3150 445	Foods	Budget Transfer within Object Code from A.3150 413	\$	508.36		
10/30/2024	A.3110 426	Subscriptions	Budget Transfer within Object Code from A.3110 455	\$	99.99		
10/30/2024	A.3110 455	Safety Equipment	Budget Transfer within Object Code to A.3110 426			\$ 99.99	
10/31/2024	A.3110 410	Supplies	Budget Transfer Out of Code to A.3150 410			\$ 3,000.00	
10/31/2024	A.3150 410	Supplies	Budget Transfer Out Of Code from A.3110 410	\$	3,000.00		
Social Services - Social Services							
10/18/2024	A.6010 220	Office Equipment	Budget transfer out of object code from A.6010 471	\$	5,100.00		
10/18/2024	A.6010 471	Administration	Budget transfer out of object code to A.6010 220			\$ 5,100.00	
Tourism - Tourism							
10/1/2024	A.6417.0001 470	Contract	Transfer from A.6417.0001 481	\$	1,200.00		
10/1/2024	A.6417.0001 481	Tourism Promotion	Transfer to A.6417.0001 470			\$ 1,200.00	
10/16/2024	A.6417.0001 470	Contract	Transfer from A.6417.0001 481	\$	1,900.00		
10/16/2024	A.6417.0001 481	Tourism Promotion	Transfer to A.6417.0001 470			\$ 1,900.00	
10/17/2024	A.6417.0002 469	Other Payments/Contributions	Transfer from A.6417.0002 469.05	\$	0.94		
10/17/2024	A.6417.0002 469.05	Municipal Application Funding	Transfer to A.6417.0002 469			\$ 0.94	
10/28/2024	A.6417.0001 470	Contract	Transfer from A.6417.0001 481	\$	1,000.00		
10/28/2024	A.6417.0001 481	Tourism Promotion	Transfer to A.6417.0001 470			\$ 1,000.00	
Weights & Meas - Weights & Measures							
10/18/2024	A.6610 410	Supplies	BUDGET TRANSFER WITHIN OBJECT CODE to A.6610.453			\$ 122.00	
10/18/2024	A.6610 453	Uniforms & Clothing	BUDGET TRANSFER WITHIN OBJECT CODE from A.6610.410	\$	122.00		

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: County Administrator

SIGNED:

DATE: 11/22/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469.01	Contingent Account-Other Payments/Salaries	SEE ATTACHED		

Please state reason for transfers requested:

To cover Salary and Fringe costs resulting from CSEA Contract Settlement

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.

Account	Department Description		Transfer	Total
A.1165 110	District Attorney/District Attorney	Salaries - Regular	\$ 9,460.00	
A.1165 810	District Attorney/District Attorney	Retirement	\$ 1,060.00	
A.1165 830	District Attorney/District Attorney	Social Security	\$ 587.00	
A.1165 831	District Attorney/District Attorney	Medicare Contribution	\$ 137.00	\$ 11,244.00
A.1168 110	District Attorney/Crime Victims Assistance Unit	Salaries - Regular	\$ 3,809.00	
A.1168 810	District Attorney/Crime Victims Assistance Unit	Retirement	\$ 427.00	
A.1168 830	District Attorney/Crime Victims Assistance Unit	Social Security	\$ 236.00	
A.1168 831	District Attorney/Crime Victims Assistance Unit	Medicare Contribution	\$ 55.00	\$ 4,527.00
A.1171 110	Public Defender	Salaries - Regular	\$ 4,356.00	
A.1171 810	Public Defender	Retirement	\$ 488.00	
A.1171 830	Public Defender	Social Security	\$ 270.00	
A.1171 831	Public Defender	Medicare Contribution	\$ 63.00	\$ 5,177.00
A.1320 110	County Auditor	Salaries - Regular	\$ 1,560.00	
A.1320 810	County Auditor	Retirement	\$ 175.00	
A.1320 830	County Auditor	Social Security	\$ 97.00	
A.1320 831	County Auditor	Medicare Contribution	\$ 23.00	\$ 1,855.00
A.1325 110	Treasurer	Salaries - Regular	\$ 10,028.00	
A.1325 130	Treasurer	Salaries - Part Time	\$ 521.00	
A.1325 810	Treasurer	Retirement	\$ 1,181.00	
A.1325 830	Treasurer	Social Security	\$ 654.00	
A.1325 831	Treasurer	Medicare Contribution	\$ 153.00	\$ 12,537.00
A.1345 110	Purchasing	Salaries - Regular	\$ 1,231.00	
A.1345 810	Purchasing	Retirement	\$ 138.00	
A.1345 830	Purchasing	Social Security	\$ 76.00	
A.1345 831	Purchasing	Medicare Contribution	\$ 18.00	\$ 1,463.00
A.1355 110	Real Property Tax	Salaries - Regular	\$ 4,532.00	
A.1355 810	Real Property Tax	Retirement	\$ 508.00	
A.1355 830	Real Property Tax	Social Security	\$ 281.00	
A.1355 831	Real Property Tax	Medicare Contribution	\$ 66.00	\$ 5,387.00
A.1410 110	County Clerk	Salaries - Regular	\$ 18,811.00	
A.1410 130	County Clerk	Salaries - Part Time	\$ 638.00	
A.1410 810	County Clerk	Retirement	\$ 2,178.00	
A.1410 830	County Clerk	Social Security	\$ 1,206.00	
A.1410 831	County Clerk	Medicare Contribution	\$ 282.00	\$ 23,115.00
A.1490 110	DPW/DPW Administration	Salaries - Regular	\$ 3,939.00	
A.1490 810	DPW/DPW Administration	Retirement	\$ 441.00	
A.1490 830	DPW/DPW Administration	Social Security	\$ 244.00	
A.1490 831	DPW/DPW Administration	Medicare Contribution	\$ 57.00	\$ 4,681.00
A.1620 110	DPW/Buildings and Grounds	Salaries - Regular	\$ 16,853.00	
A.1620 810	DPW/Buildings and Grounds	Retirement	\$ 1,888.00	
A.1620 830	DPW/Buildings and Grounds	Social Security	\$ 1,045.00	
A.1620 831	DPW/Buildings and Grounds	Medicare Contribution	\$ 244.00	\$ 20,030.00
A.1624 110	DPW/Health & Human Services Building	Salaries - Regular	\$ 9,113.00	
A.1624 810	DPW/Health & Human Services Building	Retirement	\$ 1,021.00	

A.1624 830	DPW/Health & Human Services Building	Social Security	\$	565.00	
A.1624 831	DPW/Health & Human Services Building	Medicare Contribution	\$	132.00	\$ 10,831.00
A.1628 110	DPW/Waste Management	Salaries - Regular	\$	1,692.00	
A.1628 810	DPW/Waste Management	Retirement	\$	190.00	
A.1628 830	DPW/Waste Management	Social Security	\$	105.00	
A.1628 831	DPW/Waste Management	Medicare Contribution	\$	25.00	\$ 2,012.00
A.1665 110	Public Records	Salaries - Regular	\$	3,381.00	
A.1665 130	Public Records	Salaries - Part Time	\$	592.00	
A.1665 810	Public Records	Retirement	\$	445.00	
A.1665 830	Public Records	Social Security	\$	246.00	
A.1665 831	Public Records	Medicare Contribution	\$	58.00	\$ 4,722.00
A.1670 110	Mail Room	Salaries - Regular	\$	1,211.00	
A.1670 810	Mail Room	Retirement	\$	136.00	
A.1670 830	Mail Room	Social Security	\$	75.00	
A.1670 831	Mail Room	Medicare Contribution	\$	18.00	\$ 1,440.00
A.3140 110	Probation/Probation	Salaries - Regular	\$	19,219.00	
A.3140 810	Probation/Probation	Retirement	\$	2,153.00	
A.3140 830	Probation/Probation	Social Security	\$	1,192.00	
A.3140 831	Probation/Probation	Medicare Contribution	\$	279.00	\$ 22,843.00
A.3144 110	Probation/Probation Day Reporting	Salaries - Regular	\$	1,999.00	
A.3144 810	Probation/Probation Day Reporting	Retirement	\$	224.00	
A.3144 830	Probation/Probation Day Reporting	Social Security	\$	124.00	
A.3144 831	Probation/Probation Day Reporting	Medicare Contribution	\$	29.00	\$ 2,376.00
A.3620 110	Building & Fire Code	Salaries - Regular	\$	8,893.00	
A.3620 810	Building & Fire Code	Retirement	\$	996.00	
A.3620 830	Building & Fire Code	Social Security	\$	551.00	
A.3620 831	Building & Fire Code	Medicare Contribution	\$	129.00	\$ 10,569.00
A.3640 110	Office of Emergency Services/Civil Defense	Salaries - Regular	\$	1,643.00	
A.3640 130	Office of Emergency Services/Civil Defense	Salaries - Part Time	\$	750.00	
A.3640 810	Office of Emergency Services/Civil Defense	Retirement	\$	268.00	
A.3640 830	Office of Emergency Services/Civil Defense	Social Security	\$	148.00	
A.3640 831	Office of Emergency Services/Civil Defense	Medicare Contribution	\$	35.00	\$ 2,844.00
A.4010 110	Public Health/Health Services	Salaries - Regular	\$	18,441.00	
A.4010 810	Public Health/Health Services	Retirement	\$	2,065.00	
A.4010 830	Public Health/Health Services	Social Security	\$	1,143.00	
A.4010 831	Public Health/Health Services	Medicare Contribution	\$	267.00	\$ 21,916.00
A.4013 110	Public Health/W.I.C.	Salaries - Regular	\$	6,201.00	
A.4013 130	Public Health/W.I.C.	Salaries - Part Time	\$	694.00	
A.4013 810	Public Health/W.I.C.	Retirement	\$	772.00	
A.4013 830	Public Health/W.I.C.	Social Security	\$	427.00	
A.4013 831	Public Health/W.I.C.	Medicare Contribution	\$	100.00	\$ 8,194.00
A.4018 110	Public Health/Preventive Program (CHA)	Salaries - Regular	\$	3,942.00	
A.4018 810	Public Health/Preventive Program (CHA)	Retirement	\$	442.00	
A.4018 830	Public Health/Preventive Program (CHA)	Social Security	\$	244.00	
A.4018 831	Public Health/Preventive Program (CHA)	Medicare Contribution	\$	57.00	\$ 4,685.00

A.4018.0030 110	Public Health/Disease Control	Salaries - Regular	\$ 2,675.00	
A.4018.0030 130	Public Health/Disease Control	Salaries - Part Time	\$ 695.00	
A.4018.0030 810	Public Health/Disease Control	Retirement	\$ 378.00	
A.4018.0030 830	Public Health/Disease Control	Social Security	\$ 209.00	
A.4018.0030 831	Public Health/Disease Control	Medicare Contribution	\$ 49.00	\$ 4,006.00
A.4018.0040 110	Public Health/Health Education	Salaries - Regular	\$ 3,331.00	
A.4018.0040 810	Public Health/Health Education	Retirement	\$ 373.00	
A.4018.0040 830	Public Health/Health Education	Social Security	\$ 207.00	
A.4018.0040 831	Public Health/Health Education	Medicare Contribution	\$ 48.00	\$ 3,959.00
A.4054 110	Public Health/Educ Phys Handicapped Children	Salaries - Regular	\$ 3,460.00	
A.4054 810	Public Health/Educ Phys Handicapped Children	Retirement	\$ 388.00	
A.4054 830	Public Health/Educ Phys Handicapped Children	Social Security	\$ 215.00	
A.4054 831	Public Health/Educ Phys Handicapped Children	Medicare Contribution	\$ 50.00	\$ 4,113.00
A.4054.0060 110	Public Health/Educ Phys Hand Children- EI	Salaries - Regular	\$ 5,052.00	
A.4054.0060 810	Public Health/Educ Phys Hand Children- EI	Retirement	\$ 566.00	
A.4054.0060 830	Public Health/Educ Phys Hand Children- EI	Social Security	\$ 313.00	
A.4054.0060 831	Public Health/Educ Phys Hand Children- EI	Medicare Contribution	\$ 73.00	\$ 6,004.00
A.4189 130	Public Health/Bioterrorism	Salaries - Part Time	\$ 865.00	
A.4189 810	Public Health/Bioterrorism	Retirement	\$ 97.00	
A.4189 830	Public Health/Bioterrorism	Social Security	\$ 54.00	
A.4189 831	Public Health/Bioterrorism	Medicare Contribution	\$ 13.00	\$ 1,029.00
A.4310 110	Mental Health	Salaries - Regular	\$ 1,413.00	
A.4310 810	Mental Health	Retirement	\$ 158.00	
A.4310 830	Mental Health	Social Security	\$ 88.00	
A.4310 831	Mental Health	Medicare Contribution	\$ 20.00	\$ 1,679.00
A.5610 110	DPW/Airport	Salaries - Regular	\$ 3,315.00	
A.5610 810	DPW/Airport	Retirement	\$ 371.00	
A.5610 830	DPW/Airport	Social Security	\$ 206.00	
A.5610 831	DPW/Airport	Medicare Contribution	\$ 48.00	\$ 3,940.00
A.6010 110	Social Services	Salaries - Regular	\$ 56,256.00	
A.6010 130	Social Services	Salaries - Part Time	\$ 357.00	
A.6010 810	Social Services	Retirement	\$ 6,341.00	
A.6010 830	Social Services	Social Security	\$ 3,510.00	
A.6010 831	Social Services	Medicare Contribution	\$ 821.00	\$ 67,285.00
A.6030 110	Countryside Adult Home	Salaries - Regular	\$ 14,550.00	
A.6030 130	Countryside Adult Home	Salaries - Part Time	\$ 1,057.00	
A.6030 810	Countryside Adult Home	Retirement	\$ 1,748.00	
A.6030 830	Countryside Adult Home	Social Security	\$ 967.00	
A.6030 831	Countryside Adult Home	Medicare Contribution	\$ 226.00	\$ 18,548.00
A.6417.0001 110	Tourism	Salaries - Regular	\$ 4,253.00	
A.6417.0001 130	Tourism	Salaries - Part Time	\$ 492.00	
A.6417.0001 810	Tourism	Retirement	\$ 531.00	
A.6417.0001 830	Tourism	Social Security	\$ 294.00	
A.6417.0001 831	Tourism	Medicare Contribution	\$ 69.00	\$ 5,639.00

A.6510 110	Veterans Service	Salaries - Regular	\$ 1,413.00	
A.6510 130	Veterans Service	Salaries - Part Time	\$ 1,674.00	
A.6510 810	Veterans Service	Retirement	\$ 346.00	
A.6510 830	Veterans Service	Social Security	\$ 191.00	
A.6510 831	Veterans Service	Medicare Contribution	\$ 45.00	\$ 3,669.00
A.6771 130	Office for the Aging - Hamilton	Salaries - Part Time	\$ 4,060.00	
A.6771 810	Office for the Aging - Hamilton	Retirement	\$ 455.00	
A.6771 830	Office for the Aging - Hamilton	Social Security	\$ 252.00	
A.6771 831	Office for the Aging - Hamilton	Medicare Contribution	\$ 59.00	\$ 4,826.00
A.6772 110	Office for the Aging - Warren	Salaries - Regular	\$ 14,602.00	
A.6772 130	Office for the Aging - Warren	Salaries - Part Time	\$ 5,340.00	
A.6772 810	Office for the Aging - Warren	Retirement	\$ 2,234.00	
A.6772 830	Office for the Aging - Warren	Social Security	\$ 1,236.00	
A.6772 831	Office for the Aging - Warren	Medicare Contribution	\$ 289.00	\$ 23,701.00
A.7110 110	DPW/Parks and Recreation	Salaries - Regular	\$ 8,549.00	
A.7110 810	DPW/Parks and Recreation	Retirement	\$ 957.00	
A.7110 830	DPW/Parks and Recreation	Social Security	\$ 530.00	
A.7110 831	DPW/Parks and Recreation	Medicare Contribution	\$ 124.00	\$ 10,160.00
A.8021 110	Planning/Planning	Salaries - Regular	\$ 3,895.00	
A.8021 810	Planning/Planning	Retirement	\$ 436.00	
A.8021 830	Planning/Planning	Social Security	\$ 241.00	
A.8021 831	Planning/Planning	Medicare Contribution	\$ 56.00	\$ 4,628.00
A.8022 110	Planning/GIS Program	Salaries - Regular	\$ 1,770.00	
A.8022 130	Planning/GIS Program	Salaries - Part Time	\$ 939.00	
A.8022 810	Planning/GIS Program	Retirement	\$ 303.00	
A.8022 830	Planning/GIS Program	Social Security	\$ 168.00	
A.8022 831	Planning/GIS Program	Medicare Contribution	\$ 39.00	\$ 3,219.00
D.3310 110	DPW/Traffic Control	Salaries - Regular	\$ 5,197.00	
D.3310 810	DPW/Traffic Control	Retirement	\$ 582.00	
D.3310 830	DPW/Traffic Control	Social Security	\$ 322.00	
D.3310 831	DPW/Traffic Control	Medicare Contribution	\$ 75.00	\$ 6,176.00
D.5110 110	DPW/Maintenance Roads	Salaries - Regular	\$ 49,129.00	
D.5110 810	DPW/Maintenance Roads	Retirement	\$ 5,502.00	
D.5110 830	DPW/Maintenance Roads	Social Security	\$ 3,046.00	
D.5110 831	DPW/Maintenance Roads	Medicare Contribution	\$ 712.00	\$ 58,389.00
DM.5130 110	DPW/Road Machinery	Salaries - Regular	\$ 15,922.00	
DM.5130 810	DPW/Road Machinery	Retirement	\$ 1,783.00	
DM.5130 830	DPW/Road Machinery	Social Security	\$ 987.00	
DM.5130 831	DPW/Road Machinery	Medicare Contribution	\$ 231.00	\$ 18,923.00
			\$ 432,341.00	\$ 432,341.00
Grand				

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

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

DEPARTMENT NAME: County Administrator

DATE: 11/22/2024

(a) Purpose of Amendment:

To recognize State Aid Revenue offsets as a result of CSEA Contract Settlement

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

See Attached

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

See Attached

Account	Department Description	Account	Expense	Revenue
A.4018 110	Preventive Program	Salaries - Regular	\$ 2,218.00	
A.4018 810	Preventive Program	Retirement	\$ 248.00	
A.4018 830	Preventive Program	Social Security	\$ 138.00	
A.4018 831	Preventive Program	Medicare Contribution	\$ 32.00	
A.4018 3404	Preventive Program	C.H. Assessment - Pub Hlth		\$ 2,636.00
A.4018.0030 110	Preventive Program, Disease Control	Salaries - Regular	\$ 1,505.00	
A.4018.0030 130	Preventive Program, Disease Control	Salaries - Part Time	\$ 391.00	
A.4018.0030 810	Preventive Program, Disease Control	Retirement	\$ 212.00	
A.4018.0030 830	Preventive Program, Disease Control	Social Security	\$ 117.00	
A.4018.0030 831	Preventive Program, Disease Control	Medicare Contribution	\$ 27.00	
A.4018.0030 3407	Preventive Program, Disease Control	Disease Control - Pub Hlth		\$ 2,252.00
A.4018.0040 110	Preventive Program, Health Education	Salaries - Regular	\$ 1,873.00	
A.4018.0040 810	Preventive Program, Health Education	Retirement	\$ 210.00	
A.4018.0040 830	Preventive Program, Health Education	Social Security	\$ 116.00	
A.4018.0040 831	Preventive Program, Health Education	Medicare Contribution	\$ 27.00	
A.4018.0040 3408	Preventive Program, Health Education	Health Education - Pub Hlth		\$ 2,226.00
A.6010 110	Social Services	Salaries - Regular	\$144,657.00	
A.6010 130	Social Services	Salaries - Part Time	\$ 918.00	
A.6010 810	Social Services	Retirement	\$ 16,304.00	
A.6010 830	Social Services	Social Security	\$ 9,026.00	
A.6010 831	Social Services	Medicare Contribution	\$ 2,111.00	
A.6010 3610	Social Services	Social Services Admin		\$173,016.00
A.6030 110	Countryside Adult Home	Salaries - Regular	\$ 14,550.00	
A.6030 130	Countryside Adult Home	Salaries - Part Time	\$ 1,057.00	
A.6030 810	Countryside Adult Home	Retirement	\$ 1,748.00	
A.6030 830	Countryside Adult Home	Social Security	\$ 968.00	
A.6030 830	Countryside Adult Home	Medicare Contribution	\$ 227.00	
A.6030 3630	Countryside Adult Home	Adult Care Priv. Inst.		\$ 18,550.00
			\$198,680.00	
				\$198,680.00

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

DEPARTMENT NAME: County Administrator

SIGNED:

DATE: 11/22/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1670 110	Mailroom, Salaries - Regular	A.1670 120	Mailroom, Salaries - Overtime	\$20.00

Please state reason for transfers requested: To cover OT Costs through end of 2024

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. 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: October 21, 2024

- (a) Purpose of Request:
To approve correction to Tax Rolls

- (b) Details:
3 Chargebacks for PILOT agreements in the City of Glens Falls: \$10,154.76

- (c) Previous Resolution Number:
Resolution No. 110 of 2023
Resolution No. 206 of 2024

- (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

Chargeback of Taxes 2024

	Year	Assessed to & Tax Map No.	Location	Breakdown		Reason	Debit	Credit
City of Glens Falls	2024	Housing Authority PILOT - Cronin 303.17-16-3.1		County	4,327.56	PILOT	A. 251.00	A. 1010 1001
City of Glens Falls	2024	Housing Authority PILOT - Stichman Towers 310.5-2-1		County	3,513.46	PILOT	A 251.00	A. 1010 1001
City of Glens Falls	2024	Housing Authority PILOT - Larose Gardens 309.7-12-19		County	2,313.74	PILOT	A 251.00	A. 1010 1001

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 13, 2024

- (a) Purpose of Request: **To record \$27,280.80 premium received on issuance of 2024 \$8.42 million BAN in County Road Fund Reserve for Debt to be used for subsequent debt service**
- (b) Details: **\$27,280.80 recorded in D 884.00 Reserve for Debt**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **D.9730 2710 - Premium on Obligations - \$27,280.80.**

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: Treasurer

DATE: 11/14/2024

- (a) Purpose of Request: **Appropriate \$67,206 from A 909.00 Fund Balance into A.1325 439 County Treasurer - Misc Fees & Expenses.**
- (b) Details: **This money will be used to pay bond issuance costs relating to the November 20, 2024 serial bond.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 909.00 Fund Balance - \$67,206.**

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: Treasurer

DATE: 11/13/24

- (a) Purpose of Request: **Appropriate from D 884.00 Reserve for Debt to pay portion of BAN interest due in 2024.**
- (b) Details: **Appropriate \$27,280.80 from D 884.00 Reserve for Debt and increase D.9730 710 Bond Anticipation Note - Interest-Indebtedness. This money had been received in 2024 as a premium on the issuance of the \$8.42 million Bond Anticipation Note.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **D 884.00 Reserve for Debt - \$27,280.80.**

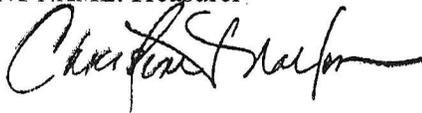
Sample: A.8021 470 Planning & Community Development – Contract

* 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: Treasurer

SIGNED:



DATE: November 13, 2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.9730 610	Bond Anticipation Note-Principal-Indetbt	D.9730 710	Bond Anticipation Note-Interest Indebt	\$150,000.00

Please state reason for transfers requested: To transfer funds to cover additional interest costs related to the short-term \$8.42 million BAN issuance in May, 2024 and due November, 2024.

CONTINGENT FUND TRANSFER REQUESTS

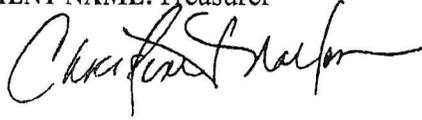
<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

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

DEPARTMENT NAME: Treasurer

SIGNED: 

DATE: November 14, 2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5110 470	Maint of Roads-Contract	D.9730 710	Bond Anticipation Note -Interest Indebt	\$650.16

Please state reason for transfers requested: To cover additional BAN interest due.

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. 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 22, 2024

- (a) Purpose of Request:
To amend agreement with Fitzgerald Morris Baker Firth, P.C. for bond counsel services in relation to certain serial bonds to extend term and increase not to exceed amount
- (b) Details:
R430 of 2023 extended the agreement through December 31, 2023; request is to extend the agreement through December 31, 2025 and to increase the not to exceed amount from \$7,000 per year to \$25,000 per year in order to cover fees associated with current bond expenses
- (c) Previous Resolution Number:
R430 of 2023
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
These are unbudgeted expenses which will need to be appropriated as invoices are received.

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

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 430 OF 2023

RESOLUTION INTRODUCED BY SUPERVISORS WILD, THOMAS, FRASIER, RUNYON, MCDEVITT, BEATY AND ETU

**AMENDING AGREEMENT WITH FITZGERALD MORRIS BAKER FIRTH, P.C.
FOR BOND COUNSEL SERVICES IN RELATION TO CERTAIN SERIAL BONDS,
TO EXTEND THE TERMINATION DATE**

WHEREAS, Resolution No. 624 of 2021 (amended by Resolution No. 560 of 2022) authorized an agreement with Fitzgerald Morris Baker Firth, P.C., to provide bond counsel services with regard to the serial bonds authorized for capital improvements at Countryside Adult Home, reconstruction of a retaining wall on Lake George in the Town of Bolton, and paving projects throughout the County of Warren, at a rate of Three Hundred Dollars (\$300) per hour, not to exceed a total of Seven Thousand Dollars (\$7,000), for a term commencing retroactive to November 1, 2021 and terminating December 31, 2022, and

WHEREAS, the Finance Committee has approved the request to further amend the agreement to extend the termination date to December 31, 2023, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with Fitzgerald Morris Baker Firth, P.C., 68 Warren Street, Glens Falls, New York 12801, to extend the termination date to December 31, 2023, in a form approved by the County Attorney, and be it further

RESOLVED, other than the changes outlined herein, all other terms and conditions of Resolution Nos. 624 of 2021 and 560 of 2022 will remain the same.

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

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

DEPARTMENT NAME: County Facilities - Airport

DATE: 11/20/24

(a) Purpose of Amendment: To amend the 2024 budget with surplus Balloon Festival funds in deferred Revenue, A691.00 to cover overtime, FICA, Medicare and Retirement cost associated with the Balloon Festival.

(b) Appropriation Code (with title), Object Code (with title) and Amount:
A.5610 120 Airport (DPW), Salaries - Overtime \$3,581.18
A.5610 810 Airport (DPW), Retirement \$815.32
A.5610 830 Airport (DPW), Social Security \$221.98
A.5610 831 Airport (DPW), Medicare Contribution \$51.92

(c) Revenue Code (with title), and Amount:
A.5610 1710 Airport (DPW), Public Works \$4,670.40

RESOLUTION REQUEST FORM NO. 20

Miscellaneous

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

DEPARTMENT NAME: Sheriff

DATE: November 19, 2024

(a) **Purpose of Request:** Amend County Budget to appropriate funds for the Sheriff's Law Enforcement Electricity code and the Sheriff's Law Enforcement salary codes to address deficits created by increased utility expenses and unexpected operating expenditures throughout the year.

(b) **Details:** Appropriate \$497,500 from General Fund A.909.00 Fund Balance and increase the following codes;

A.3110 415 Sheriff's Law Enforcement Salaries - Electricity	\$102,500
A.3110 120 Sheriff's Law Enforcement Salaries - Overtime	\$210,000
A.3110 130 Sheriff's Law Enforcement Salaries - Part Time	\$185,000

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

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

A.909.00 General Fund Balance - \$497,500

* 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: Sheriff

DATE: November 19, 2024

- (a) **Purpose of Request:** Appropriation of funds to the 2024 STOP DWI Program - Other Payments/Contributions code from the STOP DWI Program - Reserve revenue code. The appropriation is necessary to allow for a payment to the New York State Department of Corrections and Community Supervision Attica Correctional Facility. The Correctional Facility has requested reimbursement for funds paid to an inmate whose sentence has been overturned.
- (b) **Details:** Following sentencing of an inmate Warren County accepted a payment of \$5,000 on 09/23/2020 for fees and surcharges. Since the inmate's conviction and sentence has been overturned the fees must be reimbursed.

The following transfer is necessary to fund the reimbursement payment:

REVENUE CODE & AMOUNT

A.889.00	Reserve - STOP DWI	\$5,000.00
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APPROPRIATION CODE & AMOUNT

A.3325 469	Stop DWI Program - Other Payments/Contributions	\$5,000.00
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- (c) **Previous Resolution Number:** N/A
- (d) **Where are Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:** N/A

* 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:** November 19, 2024

(a) **Purpose of Amendment:** Amend County Budget to reflect appropriate revenues and expenses for the first half of the school resource officer service agreements.

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

A.3120.1003 130 Sheriff's SRO's – Salaries Part Time (North Warren)	\$929.00
A.3120.1003 830 Sheriff's SRO's – Social Security (North Warren)	\$58.00
A.3120.1003 831 Sheriff's SRO's - Medicare (North Warren)	\$13.00
A.3120.1008 110 Sheriff's SRO's – Salaries Full Time (Warrensburg)	\$8,850.00
A.3120.1008 810 Sheriff's SRO's – Retirement (Warrensburg)	\$2,638.00
A.3120.1008 830 Sheriff's SRO's – Social Security (Warrensburg)	\$549.00
A.3120.1008 831 Sheriff's SRO's – Medicare (Warrensburg)	\$128.00
A.3120.1008 860 Sheriff's SRO's – Hospitalization (Warrensburg)	\$1,947.00
A.3120.1008 865 Sheriff's SRO's – Dental Insurance (Warrensburg)	\$27.00

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

A.3120.1003.2260 Sheriff's SRO's – Other Gov't (North Warren)	\$1,000.00
A.3120.1008.2260 Sheriff's SRO's – Other Gov't (Warrensburg)	\$14,139.00

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, 2024

(a) **Purpose of Amendment:** Amend County Budget to reflect proper appropriations and revenues in the 2024 Sheriff's 911 Center, 2020 Interoperable Comm Grant

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

A.3020.4046 250	Sheriff's 911 Center 2020 Interoperable Comm Grant Technical Equipment	\$13,282
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A.3020.4046 422	Sheriff's 911 Center 2020 Interoperable Comm Grant Repair/Maint-Equipment	\$8,199
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(c) **Revenue Code (with title), and amount:**

A.3020.4046 3380	Sheriff's 911 Center 2020 Interoperable Comm Grant State Homeland Security Program	\$21,481
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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: Mental Health/Office of Community Services

DATE: 11/19/24

(a) Purpose of Request:

Request to transfer funds in the amount of \$450,000 from the unexpended fund balance to pay court-ordered NYS CPL 730 competency examination and restoration expenses. These are court-ordered/mandated expenses.

(b) Details:

\$1,100,000 has been budgeted for these court-ordered expenses in 2024 (\$50,000 approved budget + \$250,000 February amendment + \$300,000 June amendment = \$500,000 September amendment). Expenses incurred YTD, exceed this amount. Additional funds are required to pay anticipated expenses throughout the rest of the year.

(c) Previous Resolution Number:

R69 of 2024; R210 of 2024; R321 of 2024

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

Request transfer of \$450,000 from A.909.00 Unexpended Fund Balance to A.4390 435 Psychiatric Expense/Criminal.

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: Warren County Health Services-Health Education

DATE: November 19, 2024

- (a) **Purpose of Amendment:** To amend the 2024 budget to adjust the Infrastructure Grant to reflect the third year of the grant from the funds to be given by the State in the amount of \$110,565.00.
- (b) Appropriation Code (with title), Object Code (with title) and Amount:
A.4197.210 PH Infrastructure Workforce & Data Systems-Furniture & Fixtures-\$110,565.00

Revenue Code (with title), and Amount:

**A.4197.4416 Infrastructure Workforce Data Systems Revenue
\$110,565.00**

*Note: To record Effective December 1, 2024 the third year of funding for the Infrastructure Workforce Data Systems Grant. At this time, a major project has been quoted to upgrade our offices with furniture needed for the Agency. This is a five year grant.

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: Health Services

DATE: November 22, 2024

- (a) Purpose of Request: **To authorize county auditor to make 1 time payment of \$125 to City and Country Appliance Repair for service/ assessment for refrigerator in Health Services, which is used for storage of vaccine.**
- (b) Details: **Refrigeration capacity is regulated by NYSDOH for the Vaccine for Children (VFC) and Vaccine for Adults (VFA) programs. The 1 1/2 year old Accucold refrigerator was not maintaining appropriate temperature range. Health Services was working and continues to work with the distributor, manufacturer, and City & Country, which was the only responsive and available, authorized repair service for this refrigerator. Service was provided on 10/31/2024 without contract in place.**
- (c) Previous Resolution Number: **NA**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A.4018.0030.422 Preventive Program/Disease Control Program / Repair/ Maintenance Equipment**

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: Social Services

DATE: 11/6/2024

- (a) Purpose of Amendment: **To increase both revenue & expense accounts due to a Code Blue allocation per 24-OTDA-LCM-13. This allows Warren County to continue contracting with Open Door Mission per guidelines in the LCM. Contract runs 10/2024 - 06/2025. Increase for 2024 reflects the payments for October - December with the remaining funds to be added in January 2025 for the remainder of the contract.**

- (b) Appropriation Code, Object Code, Full Title and Amount:
A.6010 470 - Contracts - \$155,133

- (c) Revenue Code (with title), and Amount:
A.6010 3610 Social Services Admin - \$155,133

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: 11/5/24

- (a) Purpose of Request:
To Reimburse Village of Lake George for Charles R. Wood Park June Attendant.

- (b) Details:
Appropriation Code A.1625 413 Charles R. Wood Park, Repair and Maintenance Bldg/Property \$3,052.21.

- (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 \$3,052.21.

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: 11/5/24

- (a) Purpose of Request:
To Reimburse Village of Lake George for Charles R. Wood Park August Attendant.

- (b) Details:
Appropriation Code A.1625 413 Charles R. Wood Park, Repair and Maintenance Bldg/Property \$3,013.81.

- (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 \$3,013.81.

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: 11/5/24

- (a) Purpose of Request:
To Reimburse Village of Lake George for Charles R. Wood Park September Attendant.

- (b) Details:
Appropriation Code A.1625 413 Charles R. Wood Park, Repair and Maintenance Bldg/Property \$2,946.43.

- (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 \$2,946.43.

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: 11/20/24

- (a) Exact Title **and** Number of Project (**must be obtained from Treasurer's Office**): Diamond Point Road (CR 35) over Smith Brook - West (H439.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$1,500,000.00
- (e) Source of Funding (including name & title of codes, etc.):
\$1,500,000.00 State (100% State - Bridge NY Culvert)
- (f) Purpose of Establishment: To fund the preliminary engineering, right of way, construction and construction inspection phases of the project

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: 11/20/24

- (a) Exact Title **and** Number of Project (**must be obtained from Treasurer's Office**): Diamond Point Road (CR 35) over Smith Brook - East (H440.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$1,500,000.00
- (e) Source of Funding (including name & title of codes, etc.):
\$1,500,000.00 State (100% State - Bridge NY Culvert)
- (f) Purpose of Establishment: To fund the preliminary engineering, right of way, construction and construction inspection phases of the project

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: 11/20/24

- (a) Exact Title and Number of Project*: County Bridge & Culvert Project (H390.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$145,600.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.): County Road, Transfers-Capital Projects (D.9950 910)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund County bridge and culvert work

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: 11/20/24

- (a) Exact Title and Number of Project*: Adirondack Bridge and Beaver Pond Bridge Replacements Project, Town of Horicon (H425.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$236,400.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$236,400.00 Local Match - County Road, Transfers-Capital Projects (D.9950 910)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund the anticipated local match share of the construction/construction inspection phase of the project

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: 11/20/24

- (a) Exact Title and Number of Project*: Culvert Repairs (H430)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$12,000,000.00
- (e) Amount of Decrease (if applicable): NA
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$10,425,000.00 (Serial Bonds - H430.9550 5710)
\$ 1,575,000.00 (Premium on Obligations - H430.9550 2710)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund priority culvert repair and replacement projects resulting from the Culvert Assesment Project

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: 11/20/24

- (a) Exact Title and Number of Project*: Call Street (CR32) & Corinth Road (CR 28) Rehabilitation (H421.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$903,000.00
- (e) Amount of Decrease (if applicable): NA
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$722,400.00 (Federal 80%)
\$135,450.00 (State 15%)
\$ 0.00 (Local Match 5%; no additional local match needed at this time)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund the preliminary engineering and right of way incidental phases of the project

RESOLUTION REQUEST FORM NO. 3***Request for New Contract*****DEPARTMENT NAME: DPW****DATE: 11/20/24**

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC63-24
- (b) Purpose of Contract: Autobody Repair Services
- (c) Name of Contractor: Warrensburg Collision Center, Inc.
- (d) Address of Contractor: 3985 Main Street, Warrensburg, NY 12885
- (e) Contractor's Contact Person and Telephone Number: Barron Dingman 518 623-2135
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: January 1, 2025
- (h) Termination Date of Contract: December 31, 2025 with two optional 1-year extensions available
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: Various funding sources

AGENDA

NOVEMBER 22, 2024

Committee Members: *Wild, Driscoll, Merlino, Maday, Bean, Etu and Thomas - 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. Motion to approve minutes of prior Committee meetings.
- III. Privilege of the Floor/Public Comment
- IV. Action Agenda
 - 1) **SUNY Adirondack representatives to provide and update on the College.**
 - 2) **Requests/Items to be Discussed by the Human Resources Director (Jackie Figueroa, Director):**
 - A) Review of report on tracking of vacancies filled.
 - B) Request to authorize an extension of the contract with Ascentis (formerly Novatime Technology, Inc.), commencing January 1, 2025 and terminating December 31, 2025.
 - 3) **Referral from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):**
Probation (Robert Iusi, Director) -
Request to amend the Table of Organization & Salary Schedule to create the new position of Probation Officer Trainee, *Grade 16, Base Annual Salary \$55,602*, and unfund but retain in the Table of Organization the position of Probation Officer, effective December 23, 2024.
 - 4) **Requests/Items to be Discussed by the County Attorney (Larry Elmen, County Attorney):**
Action Agenda/New Business Items:
 - A. Request: To authorize creation, composition and responsibilities of the Warren County Risk and Safety Committee.
Rationale: To assist the Board of Supervisors in promoting risk and safety directives to provide for a safe and healthy working environment for all County officers and employees, to review recent risk events close in time to the incident, and develop recommendations and programming to address patterns identified through committee review.
 - B. Request: Rescinding Resolution No. 279 of 2009.
Rationale: Risk Management Steering Committee and the Employee Health and Safety Committee superceded by Risk & Safety Committee.
 - C. Request: To authorize new policy for Red Flags Identity Theft Prevention to aid in protecting County officers, employees, residents, visitors, contractors, vendors and the County of Warren from the physical and financial dangers and damages which result from the loss, theft or misuse of sensitive information.
Rationale: The County of Warren does not have a written policy to protect against identity theft as part of County business operations.
 - D. Request: To approve the American with Disabilities Act Transition Plan for Warren County and appointing County Attorney as County Compliance Officer.
Rationale: On August 22, 2024, the County was notified by the NYSDOT Office of Diversity and Opportunity that required the County to submit the required Title VI Plan for compliance review. During 2017, the Board of Supervisors authorized the creation of the required transition plan per Resolution 214 of 2017, but the task was not completed. The County received an extension of time to complete the transition plan and to submit it to NYSDOT. Submission of the Title VI Transition Plan is mandated by NYSDOT.
 - E. Request: Amend Resolution No. 214 of 2017.
Rationale: To change the authorization from the County Planner to the County Attorney to undertake actions necessary for Warren County to comply with requirements of Title VI of the Civil Rights Act of 1964.
 - F. Request: Transfer of funds in the amount of \$35.38.
Rationale: To fund the overage of County Attorney, Salaries-Overtime budget code.
 - 5) **Request/Item to be Discussed by the County Administrator (John Taflan, County Administrator):**
Discussion regarding performance management for County leaders.
- V. **Pending Items:**
No Items this Month.
- VI. Privilege of the Floor/Public Comment
- VII. Motion to adjourn

RESOLUTION REQUEST FORM NO. 11***Request to Create New Position***

DEPARTMENT NAME: Probation

DATE: November 19, 2024

(a) Title of Requested Position: Probation Officer Trainee

(b) Annual **Base** Salary (and Grade if Applicable): \$55,602 Grade 16

(c) Effective Date for New Position*: ASAP

**Please do not backdate unless the purpose is to correct an error.*(d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request:
(Include annual salary and grade if applicable):

We desire to create position in A.3143 Probation-Pretrial, remove funding from current Probation Officer Position, keep title in code unfunded and use funding for POT position.

(e) Where are Funds in the Budget for this Position?

List Budget Code, Object Code, Full Title and Amount:

A.3143110 Probation-Pretrial Salaries-Regular-\$55,602

(f) Is a Budget Transfer needed? YES NO

If yes, please complete Resolution Request Form No. 10 – Transfer of Funds

If no, please provide details on how the increase will be funded with the current budget:

(g) Has Director of Human Resources Reviewed and Approved of the New Position Title? YES NO
*(approval is necessary **BEFORE** bringing the request to Committee)* HR Director Initial _____(h) Had County Administrator Reviewed and Approved Creation of New Position? YES NO
*(approval is necessary **BEFORE** bringing the request to Committee)* Co. Admin Initial _____(i) Is this a mandated position? YES NO
If yes, please explain:(j) Is there expected revenue from this position? YES NO
If yes, please explain and complete Resolution Request Form No. 07 – Amend County Budget to recognize revenue:

PROBATION OFFICER 1 TRAINEE

DISTINGUISHING FEATURES OF THE CLASS: This is a one-year traineeship used to appoint individuals to an entry-level Probation Officer 1, Probation Officer (Other Language), or Probation Officer (Community Liaison) position in a probation department responsible for the care of adults and juveniles subject to probation supervision or intake services which require them to meet certain standards of conduct. A Probation Officer 1 Trainee is responsible for participating in a continuous in-service training program regarding the investigative, supervision, counseling and coaching duties and responsibilities of a Probation Officer 1 and, under close and on-going supervision, performs such duties and exercises such responsibilities in a limited nature. When a Probation Officer 1 Trainee participates in a traineeship for a Probation Officer 1 (Other language) or a Probation Officer 1 (Community Liaison) position, he/she is required to satisfy the additional requirements for these positions and be capable to learn the specialized work they perform. Probation Officer 1 Trainee work is performed under the direct supervision of a probation professional. Upon successful completion of the one-year traineeship the incumbent is appointed to the position of Probation Officer 1 or specified parenthetical without further examination. A Probation Officer 1 Trainee is a Peace Officer pursuant to Criminal Procedure Law Section 2.10 and may be authorized to carry a firearm in the performance of his/her duties. The incumbent will perform all related duties as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Participates in an in-service training program regarding the investigation, supervision, counseling and coaching duties and responsibilities of a Probation Officer I and develops goals and objectives to ensure the successful completion of the training program;
- Under the direct supervision of a probation professional, gathers, verifies, reviews and analyzes social, medical, mental health, substance abuse, sex offender, legal and other documentation and by interviewing defendants/respondents, victims, law enforcement personnel and other case related individuals to conduct pre-plea/pre-sentence/pre-disposition investigations;
- Under the direct supervision of a probation professional, prepares reports regarding persons awaiting disposition of the courts;
- Under the direct supervision of a probation professional, conducts risk and need assessments and evaluates results for pre-trial, investigation, and supervision purposes;
- Under the direct supervision of a probation professional, promotes risk reduction by providing direction and support to help the probationer change factors that promote and maintain criminal/delinquent behavior;
- Coaches probationers to select new patterns of thinking, feeling and behaving and develop new attitudes and skills which help sustain a constructive and law-abiding relationship with the broader community and reduce the likelihood of becoming re-involved in criminal or delinquent behavior;
- Under the direct supervision of a probation professional, prepares progress reports on probationers and periodically reviews case histories to determine the degree of adjustment;
- Under the direct supervision of a probation professional, prepares a final case report once a case is closed;
- Under the direct supervision of a probation professional, prepares violation reports;
- Under the direct supervision of a probation professional, prepares case/supervision plans and explains conditions of sentence/disposition to probationers;
- Under the direct supervision of a probation professional, monitors probationer's compliance with conditions of probation;
- Under the direct supervision of a probation professional, performs drug/alcohol screenings, and collects DNA samples from probationers;
- May develop and maintain professional relationships with other social and law enforcement agencies and cooperates with them in matters of mutual interest such as assisting probationers with life adjustments;
- May arrange for medical, mental health, substance abuse treatment or other services according to individual probationer's needs or court orders;
- May testify in court or at violation hearings;
- May use a firearm in performing duties and exercising authority pursuant to departmental policy.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Working knowledge of interviewing and investigative techniques and practices related to probation work;

Working knowledge of laws pertaining to probation work and the functions and procedures of family and criminal courts;

Working knowledge of methods of differential supervision of probationers including the application of cognitive behavioral interventions and motivational techniques;

Working knowledge of effective assessment, case planning and management;

Working knowledge of special offender populations such as domestic violence offenders, sex offender, DWI offenders, youthful offenders, juvenile offenders, Persons in Need of Supervision and juvenile delinquents;

Working knowledge of juvenile and adult risk and needs assessment instruments;

Working knowledge of the provisions of the Health Insurance Portability and Accountability Act (HIPAA) regulations and policies relating to confidentiality of case record information;

Working knowledge of tools used to monitor compliance with condition of probation, such as drug and alcohol screenings, DNA collection and electronic monitoring devices;

Working knowledge of the powers of a Peace Officer;

Working knowledge of the geography of the jurisdiction employed in;

Working knowledge of factors related to crime and delinquency;

Working knowledge of the rules of evidence, arrest laws and custody procedures;

Working knowledge of social sciences, including sociology, psychology and demography;

Working knowledge of community resources;

Working knowledge of employment, training and treatment options available to probationers;

Working knowledge of firearm safety; Skill in the use of firearms where authorized;

Ability to administer accurate and thorough assessments;

Ability to understand and follow oral and written instructions;

Ability to analyze and organize data and prepare records and reports;

Ability to conduct effective case planning;

Ability to refer a probationer to the right types of services within the probation department and the broader community;

Ability to promote and monitor change and take appropriate action to sustain growth or help the probationer initiate appropriate behavioral patterns;

Ability to establish and maintain effective working relationships with others;

Ability to counsel probationers regarding social, emotional and vocational problems;

Ability to understand and interpret complex written technical information including statutes, regulations and operational procedures;

Ability to communicate effectively both orally and in writing;

Ability to administer drug, alcohol testing and collect DNA samples as needed;

Ability to understand and empathize with the needs and concerns of others;

Ability to maintain composure and make rational judgements under stressful conditions;

Ability to safely and effectively use a firearm if so authorized.

OPEN COMPETITIVE MINIMUM QUALIFICATIONS: Bachelor's degree or higher with at least thirty (30) credit hours in the social or behavioral sciences.

SPECIAL REQUIREMENT: Where required, possession of a current driver's license or the ability to otherwise meet the transportation requirements of the position.

NOTE: *Social Science* includes areas of study concerned with humans living in relation to other humans in a social environment and such as anthropology, criminal justice, economics, geography, history, political science, psychology and sociology.

Behavioral science is a subset of social science characterized by observation of the behavior of living organisms and focused on human social behavior such as psychology, sociology, anthropology, counseling, criminal justice, gerontology, human behavior, social work/social welfare and vocational rehabilitation.

NOTE: Individuals whose duties and responsibilities include the use of a firearm must also complete training pursuant to Criminal Procedure Law Section 2.30(3).

NOTE: The class specifications including the minimum qualifications for positions in Probation Departments are established by rule and regulations of the Division of Criminal Justice Services. These class specifications are found in Title 9 NYCRR Part 347, Appendix H-10, Standard Specifications for Professional Probation Positions.

NOTE: This position is allocated to the competitive class pursuant to Executive Law Section 257(1).

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: November 22, 2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1420 439	County Attorney, Miscellaneous	A.1420 120	County Attorney, Salaries-Overtime	\$35.38

Please state reason for transfers requested: To fund overage of account

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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Other Payments/Contributions

Please state reason for transfer request:

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