

**AGENDA**  
**FINANCE COMMITTEE**  
**SEPTEMBER 9, 2015**  
*DRAFT AGENDA - SUBJECT TO CHANGE*

*Committee Members: Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson.*

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meeting.
- III. **Action Agenda**
  - 1) Request for transfer of funds attached for Committee approval.
  - 2) **Requests from the Treasurer's Office:** None.
  - 3) **Referrals from the County Facilities Committee:**  
*Buildings & Grounds -*
    - A) Request to increase Capital Project No. H350, *Court Space Expansion*, to include \$16.5 million in funding from serial bonds.
    - B) Request to ratify the actions of the County Treasurer in authorizing the advance of funds from the General Fund on an as needed basis, up to \$1.2 million, for the Capital Project No. H350, *Court Space Expansion*.
  - 4) **Referral from the Criminal Justice Committee:**  
*Public Defender -*

Request to amend the County Budget in the amount of (\$2,522) to remove funds from Distribution #4 from the Office of Indigent Legal Services that should have been designated for the Assigned Counsel Office, rather than the Public Defender's Office.
  - 5) **Referral from the Human Services Committee:**

Request to amend the County Budget in the amount of \$13,484 to include Federal funding received for the training of one dislocated worker under the Federal Trade Adjustment Act.
  - 6) **Referral from the Park Operations & Management Committee:**

Request to authorized the appropriation of funds in the amount of \$3,061.39 from Budget Code A691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 470, *Gaslight Village Property, Contract*, to facilitate reimbursement to the Village of Lake George for certain expenses incurred in connection with the CRW Park Festival Commons
  - 7) **Referrals from the Public Safety Committee:**  
*Office of Emergency Services -*
    - A) Request to amend the County Budget in the amount of \$48,000 to reflect the acceptance of a FY15 State Homeland Security Grant Program award.
    - B) Request for a transfer of funds in the amount of \$4,200 from the Contingent Account to fund work to be performed by Clark Patterson Lee to provide a conceptual design and cost estimate for the proposed storage building to house Office of Emergency Services vehicles and equipment.
  - 8) **Referrals from the Public Works Committee:**  
*DPW -*
    - A) Request to decrease Capital Project No. H277, *Beach Road Reconstruction*, in the amount of \$318,240.15 to reconcile funding shares for final NYSDOT grant project costs and to transfer the surplus local match funds to the Debt Service Fund.
    - B) Request to increase Capital Project No. H277, *Beach Road Reconstruction*, in the amount of \$181,111 in anticipation of NYSEFC GIGP grant eligible storm water monitoring work.

*CONTINUED*

9) **Request from the Tourism Department (Supervisor Merlino to address):**

Request for a transfer of funds in the amount of \$5,000 from Budget Code A.6417 110, *Tourism Occupancy, Salaries-Regular*, to Budget Code A.6417 120, *Tourism Occupancy, Salaries-Overtime*, to include additional overtime funding the in the Tourism budget.

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

- A) Journal Report identifying transfers authorized by the County Administrator.
- B) Request to revise the Credit Card Policy for Warren County to change the two (2) credit cards in the name of the Sheriff for travel and lodging and general use purposes, to be, one (1) credit card in the name of the Sheriff with a monthly credit limit of \$10,000 and one (1) credit card in the name of the Undersheriff with a monthly credit limit of \$10,000, and accordingly increase the overall County limit.

11) Finance Committee action is required on the following items as approved by the Personnel Committee: Personnel Agenda Items 1B, 2, 3A, 3B, 4A, 4B, 5A and 5B.

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**RESOLUTION REQUEST FORM NO. 10**

**Request for Transfer of Funds**

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

**DEPARTMENT NAME:** Department of Public Works, Airport

**SIGNED:**

**DATE:** September 1, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.5610 210	Airport - Furniture/Furnishings	A.5610 470	Airport - Contracts	450.00
A.5610 220	Airport - Office Equipment	A.5610 470	Airport - Contract	40.03
A.5610 250	Airport - Technical Equipment	A.5610 470	Airport - Contract	253.62

**Please state reason for transfers requested:**  
Help cover cost of Gate installation.

**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:** Public Defender

**SIGNED:**

**DATE:** August 25, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A 1171 2015	Office Equipment	A 1171 210	Furniture	\$2,696.00

**Please state reason for transfers requested:** To authorize expenditure of portion of Distribution #4 from Office of Indigent Legal Services designated for Workstation. Reference: Contract C000552, Resolution 58 of 2014.

**CONTINGENT FUND TRANSFER REQUESTS**

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

**Please state reason for transfer request:**

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

**RESOLUTION REQUEST FORM NO. 10**

**Request for Transfer of Funds**

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

SIGNED: 

DATE: 9/1/15

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4016.110	Long Term Care -Full time salaries	A.4010.130	Health Services -Part Time Salaries	\$10,000.00
2.	A.4010.110	Health Services-Full Time salaries	A.4010.120	Health Services -Overtime Salaries	\$5,000.00
	A.4010.110	Health Services-Full Time salaries	A.4010.130	Health Services -Part Time Salaries	\$20,000.00
3.	A.4189.130	Bioterrorism-Part Time Salaries	A.4189.410	Bioterrorism-Supplies Expense	\$1,000.00
	A.4189.130	Bioterrorism-Part Time Salaries	A.4189.423	Bioterrorism-Telephone Expense	\$1,000.00

**Total Transfers** **\$37,000.00**

1. To transfer funds from Full time in LTC to Part Time salaries in CHHA to cover the Per Diem nursing being used for CHHA.
2. To transfer funds from Full time In Health Services to Overtime and Part Time salaries in CHHA to cover to the end of year for OT and the Per Diem nursing being used for CHHA.
3. To transfer funds from Bioterrorism part time salaries to Supplies and Telephone to cover expenses to end of year.(fully funded by grant)

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Fund			

Please state reason for transfer request: Total

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

**RESOLUTION REQUEST FORM NO. 10**

*Request for Transfer of Funds*

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

**DEPARTMENT NAME:** Department of Public Works

**SIGNED:**

**DATE:** August 31, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5112.8174 280	Harrington Hill Road CR#60	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$10,003.89
D.5112.8178 280	CR#41 Federal Hill Road	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$725.02
D.5112.8181 280	CR#59 Bloody Pond Road	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$218.72
D.5112.8185 280	CR#9 Hudson Street	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$590.05
D.5112.8186 280	CR#71 Stone Schoolhouse Road	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$918.74
D.5112.8187 280	CR#67 Cameron Road	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$922.33
D.5112.8188 280	CR#30 Glendale Road	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$1,877.17
D.5112.8195 280	CR#60 Harrington Hill Road	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$6,079.13

**Please state reason for transfers requested:**

D5112.8228 Unforeseen field conditions due to winter damage. Extended to cover larger area affected.

**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:** Department of Public Works

**SIGNED:**

**DATE:** August 31, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5112.8207 280	2014 CR#49 Coolidge Hill Road	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$17,383.20
D.5112.8214 280	2014 CR#30 Schroon River Road	D.5112.8228 280	2015 CR#19 Omsteadville Road	\$55,017.71
D.5112.8192 280	CR# 11 2013 Washout Repairs	D.5112.8206 280	2014 CR#76 Dartmouth Road	\$15,633.50
D.5112.8199 280	2014 CR#21 New Hague Road	D.5112.8206 280	2014 CR#76 Dartmouth Road	\$2,877.47
D.5112.8202 280	CR#72 Garnet Lake Road	D.5112.8206 280	2014 CR#76 Dartmouth Road	\$9,641.89
D.5112.8210 280	2014 CR#16 East River Road	D.5112.8206 280	2014 CR#76 Dartmouth Road	\$15,290.77
D.5112.8213 280	2014 CR#32 Call Street	D.5112.8206 280	2014 CR#76 Dartmouth Road	\$12,461.23
D.5112.8217 280	2014 CR#21 West Hague Road	D.5112.8206 280	2014 CR#76 Dartmouth Road	\$10,276.81

**Please state reason for transfers requested:**  
 D5112.8228 Unforeseen field conditions due to winter damage. Extended to cover larger area affected.  
 D5112.8206 Field condition change, pavement for bridge deck and approaches.

**CONTINGENT FUND TRANSFER REQUESTS**

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

**Please state reason for transfer request:**

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

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**RESOLUTION REQUEST FORM NO. 10**

**Request for Transfer of Funds**

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

**DEPARTMENT NAME:** Department of Public Works

**SIGNED:**

**DATE:** August 31, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5112.8218 280	2014 CR#35 Diamond Point Road	D.5112.8206 280	2014 CR#76 Dartmouth Road	\$10,702.51
D.5112.8203 280	2014 CR#14 River Street	D.5112.8183 280	CR#48 Trout Lake Road	\$70,241.28
D.5112.8209 280	2014 CR#17 Haviland Road	D.5112.8183 280	CR#48 Trout Lake Road	\$16,329.42
D.5112.8212 280	2014 CR#52 Queensbury Avenue	D.5112.8229 280	2015 CR#48 Trout Lake Road	\$14,290.44
D.5112.8215 280	2014 CR#40 Golf Course Road	D.5112.8229 280	2015 CR#48 Trout Lake Road	\$35,359.67
D.5112.8175 280	CR#22 Harrisburg Road	D.5112.8201 280	2014 CR#4 Mountain Avenue	\$5,226.26
D.5112.8198 280	2014 CR#11b Valley Woods Road	D.5112.8201 280	2014 CR#4 Mountain Avenue	\$26,219.68
D.5112.8211 280	2014 CR#65 Knapp Hill Road	D.5112.8201 280	2014 CR#4 Mountain Avenue	\$14,543.30

**Please state reason for transfers requested:**

D5112.8206 Field condition change, pavement for bridge deck and approaches.

D5112.8183 Sustained severe winter damage.

D5112.8229 Field condition change, requires additional funds to extend project area affected by winter damage.

D5112.8201 Additional funds needed to correct drainage issue, slope stabilization and pavement issued caused by improper drainage.

**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: Purchasing

SIGNED:

DATE:

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1345 444	Travel/Education/Conference	A.1345 210	Furniture/Furnishings	\$500.00

Please state reason for transfers requested: Requesting purchase of 5 new guest chairs for conference table in Purchasing Agent's Office.

**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. 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:** Department of Public Works - Buildings & Grounds

**DATE:** September 1, 2015

- (a) Exact Title and Number of Project\*:  
**H350.9550 280 Court Space Expansion**
- (b) Is this a Capital Project?  
**Yes**
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable):  
**\$16,500,000.00**
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):  
**H350.9550 5710 Serial Bond**
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:  
**Architectural/Engineering Consulting Services with regards to Design  
Development, Construction Documents, Bidding & Award, and  
Construction Administration**

# RESOLUTION REQUEST FORM NO. 20

## MISCELLANEOUS

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

DEPARTMENT NAME: Department of Public Works, Buildings & Grounds

DATE: September 1, 2015

- (a) Purpose of Request: To Ratify the actions of the Warren County Treasurer authorizing the advance of funds by transfer from the General Fund as needed up to \$1,200,000.00 dollars for the Court Space Expansion Project (H350).
  
- (b) Details: To Ratify the actions of the Warren County Treasurer authorizing the advance of funds by transfer from the General Fund as needed up to \$1,200,000.00 dollars for the Court Space Expansion Project (H350).
  
- (c) Previous Resolution Number:
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: H350.9550 5710 Serial Bond

**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: Public Defender

DATE: August 25, 2015

(a) Purpose of Amendment:

To remove funds from Distribution #4 from Office of Indigent Legal Services that should have been designated for Assigned Counsel office and not Public Defender office. Reference: Contract C000552, Resolution 58 of 2014, Resolution 96 of 2015, and Resolution 171 of 2015.

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

A 1171 210 Furniture -2,522.00

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

A 1171.3045 Public Defender-Office of Indigent Legal Services Distribution -2,522.00

**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: Employment and Training**

**DATE: August 28, 2015**

(a) Purpose of Amendment: add federal funds to county budget to reimburse training for one dislocated worker through the Trade Adjustment Act

(b) Appropriation Code, Object Code, Full Title and Amount: 40.6293.0305 433 - WIA Dislocated Worker (Training-Client) \$13,484.

(c) Revenue Code (with title), and Amount: 40.6293.0305 4791 - WIA Dislocated Worker - \$13,484.

# **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: August 28, 2015**

- (a) Purpose of Request:  
**To authorize appropriation of funds in the amount of \$3,061.39 from Gaslight Village Parking Fees**
  
- (b) Details:  
**Appropriation will facilitate reimbursement to the Village of Lake George for certain expenses incurred in connection with the CRW Park Festival Commons (see attached cost details submitted by the Village of Lake George)**
  
- (c) Previous Resolution Number:
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:  
**Funds to be appropriated from A691.07, Deferred Revenue, Gaslight Village Parking Fees, to Budget Code A.1625 470, Gaslight Village Property, Contract**

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

\* as listed in budget and LOGOS

**Statement**  
**VILLAGE OF LAKE GEORGE**  
 P.O. Box 791  
 Lake George, New York 12845  
 518-868-5771

**TO:** ATTN JEFF TENNYSON, SUPT  
WARREN COUNTY DEPT. PUBLIC WORKS  
4028 MAIN STREET  
WARRENSBURG NY 12885

8-4-2015  
**DATE**

**FOR:** CHARLES R. WOOD PARK REPAIRS:  
JUNE 19, 2015  
LABOR \$13.25  
MATERIALS \$20.00

**Total Amount Due** \$33.25

Very truly yours,  
 DAVID HARRINGTON, DPW SUPT

WOOD PARK REPAIRS				
Date	attendant	cost per hour	hours worked	cost
6/19/2015	Scott B.	\$ 13.25	1	\$ 13.25
			amount	
Materials	2- outlets	\$10.00 each	2	\$ 20.00
	festival space			
	light poles			
<b>Total</b>				<b>\$ 33.25</b>

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

**TO:** ATTN. SUPT. JEFF TENNYSON  
WARREN COUNTY D.P.W.  
4028 MAIN ST  
WARRENSBURG NY 12885

AUG. 4, 2015  
**DATE**

**FOR:** CHARLES R. WOOD PARK  
SUPPLIES AND REPAIRS  
RESTROOM BUILDING SUPPLIES \$290.49  
SPRINKLER REPAIRS \$1,195  
LAWN BROOM \$299.99  
EXTRA SPRINKLER HEADS \$523.60

**Total Amount Due** \$2,309.08

Very truly yours,  
 DAVID HARRINGTON, SUPT. VILLAGE D.P.W.

Wood park supplies/ repairs	thru July 2015
Item	Cost
Cleaning supplies for Rest Room building	\$ 290.49
A-J Lawn Sprinkler Co. Inc. repair broken contol wire Festival Space irrigation	\$ 1,195.00
Lawn Broom for cleaning festival ground	\$ 299.99
Extra sprinkler heads for Festival Space	\$ 523.60
<b>Total</b>	<b>\$ 2,309.08</b>

No 2257

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

**TO:** ATTN JEFF TENNYSON SUPT OF DPW  
WARREN COUNTY D.P.W.  
4028 MAIN ST  
WARRENSBURG NY 12885

AUG. 11, 2015  
**DATE**

**FOR:** LABOR FOR WOOD PARK:

<u>BLUES &amp; ROOTS FESTIVAL ON AUGUST 1 &amp; 2, 2015</u>	<u>\$203.50</u>
<u>QUEEN OF THE LAKES FESTIVAL ON AUG. 8 &amp; 9, 2015</u>	<u>\$176.00</u>

**Total Amount Due** \$379.50

Very truly yours,  
DAVID HARRINGTON, SUPT DPW

Wood Park Festival Worker				
Blues and Roots				
DATE	attendent	cost per hour	hours worked	COST
1-Aug	Al	\$ 11.00	9 1/2	\$ 104.50
2-Aug	Al	\$ 11.00	9	\$ 99.00
<b>TOTAL</b>				<b>\$ 203.50</b>

Wood Park Festival Worker				
QUEEN of the Lakes Festival				
DATE	attendent	cost per hour	hours worked	COST
8/8/2015	Al	\$ 11.00	10	\$ 110.00
8/9/2015	Al	\$ 11.00	6	\$ 66.00
<b>TOTAL</b>				<b>\$ 176.00</b>

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**Statement**  
**VILLAGE OF LAKE GEORGE**  
 P.O. Box 791  
 Lake George, New York 12845  
 518-868-5771

**TO:** ATTN JEFF TENNYSON, SUPT.  
WARREN COUNTY D.P.W.  
4028 MAIN ST  
WARRENSBURG NY 12885

AUG. 13, 2015  
**DATE**

**FOR:** CHARLES R. WOOD PARK EXPENSES

TO INSTALL PHONE LINE

LABOR \$219.25

MATERIALS \$120.31

**Total Amount Due** \$339.56

Very truly yours,  
 DAVE HARRINGTON, SUPT.

Employee	Date	Job	Hours	Hourly wage	Total
Phone line Wood Park					
Scott Bauberger	7/17/2015	Pull line in cond	1	\$13.25	\$13.25
Bob Gunther	7/17/2015	Pull line in cond	1	\$13.25	\$13.25
Scott Bauberger	7/30/2015	Run phone line	3	\$13.25	\$39.75
Dave Goodsell	7/30/2015	Run phone line	3	\$11.25	\$33.75
Scott Bauberger	8/5/2015	Run phone line	4	\$13.25	\$53.00
Bob Gunther	8/5/2015	Run phone line	4	\$13.25	\$53.00
Scott Bauberger	8/6/2015	Run Phone Line	1	\$13.25	<u>\$13.25</u>
<b>Materials</b>					<b>\$219.25</b>
phone line			75ft	\$30.00	\$30.00
single ch race way			2	\$13.93	\$27.86
raceway box			2	\$10.81	\$21.62
2 gang raceway box			1	\$16.38	\$16.38
Modular plugs			1	\$5.19	\$5.19
Weather proof box			1	\$11.49	\$11.49
Gorrlia Glue			1	\$4.99	\$4.99
2" paint brush			2	\$1.39	<u>\$2.78</u>
					<b>\$120.31</b>
<b>Total</b>					<b>\$339.56</b>

# 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: Office of Emergency Services

DATE: August 31, 2015

(a) Purpose of Amendment: Increase both sides of the 2015 budget to accommodate the FY15 State Homeland Security Grant Program award.

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

A.3645.4014 230 – FY15 State Homeland Security Program – Automotive Equipment	\$30,000
A.3645.4014 250 – FY15 State Homeland Security Program – Technical Equipment	\$10,000
A.3645.4014 260 – FY15 State Homeland Security Program – Other Equipment	\$ 7,475
A.3645.4014 410 – FY15 State Homeland Security Program – Supplies	\$ 525

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

A.3645.4014 4380 – FY15 State Homeland Security Program – State Homeland Security Program	\$48,000
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*RESOLUTION REQUEST FORM NO. 10*

*Request for Transfer of Funds*

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

DEPARTMENT NAME: Office of Emergency Services

SIGNED:

DATE: August 31, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested:

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions	A.3640 470	Civil Defense - Contract	\$4.200

Please state reason for transfer request: Transfer requested for Clark Patterson Lee to provide conceptual design and cost estimate for proposed storage building to house OES vehicles and equipment.

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

**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: 8-31-15**

- (a) Exact Title and Number of Project\*: Beach Road Reconstruction (H277)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable): \$318,240.15
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):

FHWA / NYSDOT Grant

- \$152,811.32 Federal Share
- \$ 28,646.29 State Marchiselli Share
- \$ 9.12 Other State Share
- \$136,773.42 Local Match (transfer to Debt Service Fund)

- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: Reconcile funding shares for final DOT grant project costs and transfer surplus local match funds to Debt Service Fund

**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: 8-31-15**

- (a) Exact Title and Number of Project\*: Beach Road Reconstruction (H277)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$181,111.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):

NYSEFC Grant

\$176,500.00 EFC Share (90%)

\$4,611.00 Local Match (10%) transfer from D.9950 910 Transfers - Capital Project

- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: Increase capital project in anticipation of NYSEFC GIGP grant eligible storm water monitoring work

# RESOLUTION REQUEST FORM NO. 10

## Request for Transfer of Funds

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

DEPARTMENT NAME: Tourism

SIGNED:

DATE: September 9, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6417 110	Tourism Occupancy, Salaries-Regular	A.6417 120	Tourism Occupancy, Salaries-Overtime	\$5,000.00

**Please state reason for transfers requested:**

To fund overtime hours worked by Tourism Department staff - this transfer will have no budgetary effect as remaining funding for the vacant Tourism Director position are being transferred.

### 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 - August 2015

G/L Date	G/L Account Number	Account Description	Description	Amount	Amount
Clk of Legislati - Clerk of the Legislative Board					
2015-00003502 Posted					
8/13/2015	A.1010 423	Telephone	Budget Transfer within Object Code to A.1010 426	\$	\$ 23.00
8/13/2015	A.1010 426	Subscriptions	Budget Transfer from Object Code to A.1010 423	\$ 23.00	
2015-00003532 Posted					
8/17/2015	A.1010 423	Telephone	Budget Transfer within Object Code to A.1010 436	\$	\$ 100.00
8/17/2015	A.1010 436	Advertising Fees	Budget Transfer from Object Code A.1010 423	\$ 100.00	
2015-00003604 Posted					
8/24/2015	A.1010 423	Telephone	Budget Transfer within Object Code to A.1010 470	\$	\$ 0.01
8/24/2015	A.1010 470	Contract	Budget Transfer from Object Code to A.1010 423	\$ 0.01	
Dist. Attorney_Dist. Attorney - District Attorney, District Attorney					
2015-00003733 Posted					
8/28/2015	A.1165 440	Legal/Transcript Fees	Transfer within budget code To A. 1165 444	\$	\$ 1,000.00
8/28/2015	A.1165 444	Travel/Education/Conference	Transfer within budget code from A.1165 440	\$ 1,000.00	
DPW_DPW Admin - DPW, DPW Administration					
2015-00003297 Posted					
8/3/2015	A.5610 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code from A.5610 465	\$	\$ 3,800.00
8/3/2015	A.5610 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code from A.5610 418	\$	\$ 226.00
8/3/2015	A.5610 418	Ins-General Liability	Transfer Within Object Code to A.5610 413	\$	\$ 226.00
8/3/2015	A.5610 465	Road/Bridge Materials	Transfer Within Object Code to A.5610 413	\$	\$ 3,800.00
8/3/2015	A.7111 410	Supplies	Transfer Within Object Code from A.7111 413	\$	\$ 250.00
8/3/2015	A.7111 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code to A.7111.401	\$	\$ 250.00
8/3/2015	DM.5130 260	Other Equipment	Transfer Within Object Code to DM.5130 270	\$	\$ 300.00
8/3/2015	DM.5130 270	Lawn & Landscaping	Transfer Within Object Code from DM.5130 260	\$	\$ 300.00
2015-00003571 Posted					
8/20/2015	A.7111 410	Supplies	Transfer Within Object Code from A.7111.465	\$	\$ 4.48
8/20/2015	A.7111 410	Supplies	Transfer Within Object Code from A.7111.413	\$	\$ 128.29
8/20/2015	A.7111 410	Supplies	Transfer Within Object Code from A.7111.470	\$	\$ 760.00
8/20/2015	A.7111 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code to A.7111.410	\$	\$ 128.29
8/20/2015	A.7111 465	Road/Bridge Materials	Transfer Within Object Code to A.7111.410	\$	\$ 4.48

**WARREN COUNTY**  
**Journal Report - August 2015**

G/L Date	G/L Account Number	Account Description	Description	Amount	Amount
8/20/2015	A.7111 470 2015-00003579 Posted	Contract	Transfer Within Object Code to A.7111.410	\$	\$ 760.00
8/21/2015	DM.5130 413	Repair & Maint.-Bldg/Property	Transfer Within Object Code from DM.5130 414	\$ 3,800.00	
8/21/2015	DM.5130 414 2015-00003620 Posted	Gas-Natural	Transfer Within Object Code to DM.5130 413	\$	\$ 3,800.00
8/25/2015	A.7111 416	Oil & Gas-Heating	Transfer Within Object Code to A.7111 441	\$	\$ 163.15
8/25/2015	A.7111 441 2015-00003636 Posted	Auto-Supplies & Repair	Transfer Within Object Code from A.7111 416	\$ 163.15	
8/25/2015	A.7111 416	Oil & Gas-Heating	Transfer Within Object Code from A.7111 441	\$	\$ 163.15
8/25/2015	A.7111 441 2015-00003706 Posted	Auto-Supplies & Repair	Transfer Within Object Code to A.7111 416	\$	\$ 163.15
8/26/2015	A.5610 418	Ins-General Liability	Transfer Within Object Code to A.5610 470	\$	\$ 4,000.00
8/26/2015	A.5610 455	Safety Equipment	Transfer Within Object Code to A.5610 470	\$	\$ 750.00
8/26/2015	A.5610 470	Contract	Transfer Within Object Code from A.5610 418	\$ 4,000.00	
8/26/2015	A.5610 470 2015-00003729 Posted	Contract	Transfer Within Object Code from A.5610 455	\$	\$ 750.00
8/27/2015	A.7110 250	Technical Equipment	Transfer Within Object Code to A.7110 270	\$	\$ 399.95
8/27/2015	A.7110 270	Lawn & Landscaping	Transfer Within Object Code from A.7110 250	\$	\$ 399.95
OFA - Office for the Aging					
8/4/2015	2015-00003329 Posted A.6771 422	Repair/Maint-Equipment	within object code transfer from A6771423	\$	\$ 192.35
8/4/2015	A.6771 423 2015-00003475 Posted	Telephone	within object code transfer to A6771422	\$	\$ 192.35
8/12/2015	A.6771 422	Repair/Maint-Equipment	within object code transfer from A6771444	\$	\$ 433.50
8/12/2015	A.6771 444 2015-00003504 Posted	Travel/Education/Conference	within object code transfer to A6771422	\$	\$ 433.50
8/13/2015	A.6773 432	Special Project Supply	Within object code transfer from A6773444	\$	\$ 4.00
8/13/2015	A.6773 444 2015-00003639 Posted	Travel/Education/Conference	Within object code transfer to A6773432	\$	\$ 4.00
8/26/2015	A.6771 445	Foods	outside object code transfer from A6789470	\$	\$ 10,000.00
8/26/2015	A.6789 470	Contract	outside object code transfer to A6771445	\$	\$ 10,000.00

# WARREN COUNTY Journal Report - August 2015

G/L Date	G/L Account Number	Account Description	Description	Amount	Amount
	2015-00003711	Posted			
8/27/2015	A.6771 432	Special Project Supply	within object code transfer from A6771445	\$ 120.68	\$ 120.68
8/27/2015	A.6771 445	Foods	within object code transfer to A6771432		
	2015-00003748	Posted			
8/31/2015	A.6772 410	Supplies	within object code transfer to A6772421	\$ 100.00	\$ 100.00
8/31/2015	A.6772 421	Equipment Rental	within object code transfer from A6772410		
	2015-00003760	Posted			
8/31/2015	A.6780 444	Travel/Education/Conference	within object code transfer from A6780470	\$ 60.00	\$ 60.00
8/31/2015	A.6780 470	Contract	within object code transfer to A6780444		
	Office of EMS - Office of Emergency Services				
	2015-00003542	Posted			
8/18/2015	A.3641 210	Furniture/Furnishings	Budget transfer within object code from A.3641 220	\$ 1,500.00	\$ 1,500.00
8/18/2015	A.3641 220	Office Equipment	Budget transfer within object code to A.3641 210		
	2015-00003737	Posted			
8/28/2015	A.3645.4007 240	Highway & Street Equipment	Budget transfer within object code to A.3645.4007 260	\$ 700.00	\$ 700.00
8/28/2015	A.3645.4007 250	Technical Equipment	Budget transfer within object code to A.3645.4007 260		
8/28/2015	A.3645.4007 260	Other Equipment	Budget transfer within object code from A.3645.4007 240	\$ 66.29	\$ 66.29
8/28/2015	A.3645.4007 260	Other Equipment	Budget transfer within object code from A.3645.4007 250		
	2015-00003738	Posted			
8/28/2015	A.3645.4007 260	Other Equipment	Out of code transfer from A.3645.4007 441	\$ 1,366.95	\$ 1,366.95
8/28/2015	A.3645.4007 441	Auto-Supplies & Repair	Out of code transfer to A.3645.4007 260		
	2015-00003753	Posted			
8/31/2015	A.3640 441	Auto-Supplies & Repair	Budget transfer within object code to A.3640 444	\$ 300.00	\$ 300.00
8/31/2015	A.3640 444	Travel/Education/Conference	Budget transfer within object code from A.3640 441		
	Planning_Planning - Planning,Planning				
	2015-00003315	Posted			
8/3/2015	A.8021 427	Memberships & Dues	Budget Transfer within Object Code to A.8021 444	\$ 63.06	\$ 63.06
8/3/2015	A.8021 444	Travel/Education/Conference	Budget Transfer within Object Code from A.8021 427		
	Prortion_Prortion - Prortion,Prortion				

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G/L Date	G/L Account Number	Account Description	Description	Amount	Amount
	2015-00003752	Posted			
8/31/2015	A.3140 410	Supplies	Budget Transfers within Object Code to A.3140.439	\$	\$ 50.00
8/31/2015	A.3140 439	Misc Fees & Expenses	Budget Transfers within Object Code from A.3140.410	\$	\$ 50.00
Public Health_Health Services - Public Health,Health Services					
	2015-00003373	Posted			
8/7/2015	A.4010 442	Automotive - Gas & Oil	Budget Transfer CHHA to A.4010.444 from A.4010.442	\$	\$ 1,000.00
8/7/2015	A.4010 444	Travel/Education/Conference	Budget Transfer CHHA to A.4010.444 from A.4010.442	\$	\$ 1,000.00
	2015-00003492	Posted			
8/13/2015	A.4013 410	Supplies	Budget Transfers WIC to A.4013.410 fm A.4013.469	\$	\$ 4,000.00
8/13/2015	A.4013 469	Other Payments/Contributions	Budget Transfers WIC to A.4013.410 fm A.4013.469	\$	\$ 4,000.00
	2015-00003497	Posted			
8/13/2015	A.4189 410	Supplies	Budget Transfers BT to A189.410 \$759,&.444 \$95 frmA4189.442 \$854	\$	\$ 759.00
8/13/2015	A.4189 442	Automotive - Gas & Oil	Budget Transfers BT to A189.410 \$759,&.444 \$95 frmA4189.442 \$854	\$	\$ 854.00
8/13/2015	A.4189 444	Travel/Education/Conference	Budget Transfers BT to A189.410 \$759,&.444 \$95 frmA4189.442 \$854	\$	\$ 95.00
	2015-00003572	Posted			
8/20/2015	A.4013 444	Travel/Education/Conference	Budget transfer WIC from A4013.469	\$	\$ 30.00
8/20/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.444	\$	\$ 30.00
	2015-00003730	Posted			
8/27/2015	A.4013 444	Travel/Education/Conference	Budget transfer WIC to A.4013.444 from A.4013.469	\$	\$ 200.00
8/27/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A.4013.444 from A.4013.469	\$	\$ 200.00
	2015-00003732	Posted			
8/28/2015	A.4013 436	Advertising Fees	Budget transfer WIC to A.4013.436 from A.4013.469	\$	\$ 300.00
8/28/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A.4013.436 from A.4013.469	\$	\$ 300.00
	2015-00003744	Posted			
8/28/2015	A.4013 444	Travel/Education/Conference	Budget transfer WIC from A4013.469	\$	\$ 30.00
8/28/2015	A.4013 469	Other Payments/Contributions	Budget transfer WIC to A4013.444	\$	\$ 30.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement					
	2015-00003530	Posted			
8/17/2015	A.3110 230	Automotive Equipment	Budget Transfer Within Object Code From A.3110 260	\$	\$ 3,500.00
8/17/2015	A.3110 260	Other Equipment	Budget Transfer Within Object Code To A.3110 230	\$	\$ 3,500.00

# WARREN COUNTY Journal Report - August 2015

G/L Date	G/L Account Number	Account Description	Description	Amount	Amount
	2015-00003540 Posted				
8/18/2015	A.3020 220	Office Equipment	Budget Transfer Within Object Code From A.3020 250	\$ 1,000.00	\$ 1,000.00
8/18/2015	A.3020 250	Technical Equipment	Budget Transfer Within Object Code To A.3020 220		
	2015-00003690 Posted				
8/26/2015	A.3110 418	Ins-General Liability	Budget Transfer Within Object Code From A.3110 421	\$ 100.00	\$ 100.00
8/26/2015	A.3110 421	Equipment Rental	Budget Transfer Within Object Code To A.3110 418		
	2015-00003699 Posted				
8/26/2015	A.3150 250	Technical Equipment	Budget Transfer Within Object Code From A.3150 260	\$ 44.00	\$ 44.00
8/26/2015	A.3150 260	Other Equipment	Budget Transfer Within Object Code To A.3150 250		
	2015-00003750 Posted				
8/31/2015	A.3110 421	Equipment Rental	Budget Transfer Within Object Code To A.3110 426	\$ 334.00	\$ 334.00
8/31/2015	A.3110 426	Subscriptions	Budget Transfer Within Object Code From A.3110 421	\$ 334.00	\$ 334.00
	Social Services - Social Services				
	2015-00003487 Posted				
8/13/2015	A.6010 220	Office Equipment	Budget Transfer between Object Codes from A.6010 470	\$ 15,000.00	\$ 15,000.00
8/13/2015	A.6010 470	Contract	Budget Transfer between Object Codes to A.6010 220		
	2015-00003539 Posted				
8/18/2015	A.6010 424	Postage	Budget Transfer within Object Code from A.6010 442	\$ 7,000.00	\$ 7,000.00
8/18/2015	A.6010 442	Automotive - Gas & Oil	Budget Transfer within Object Code to A.6010 424		
	Tourism - Tourism				
	2015-00003589 Posted				
8/24/2015	A.6417 470	Contract	Transfer from A. 6417 481	\$ 6,989.00	\$ 6,989.00
8/24/2015	A.6417 481	Tourism Promotion	Transfer to A.6417 470		
	Traffic Safety - Traffic Safety				
	2015-00003486 Posted				
8/13/2015	A.3311 410	Supplies	Budget Transfers within Object code to A.311 436 Advertising	\$ 330.00	\$ 330.00
8/13/2015	A.3311 436	Advertising Fees	Budget Transfers within Object code from A.311 410 Supplies	\$ 330.00	\$ 330.00

Westmount\_Administration - Westmount,Administration

# WARREN COUNTY Journal Report - August 2015

G/L Date	G/L Account Number	Account Description	Description	Amount	Amount
	2015-00003406 Posted				
8/11/2015	EF.60200.4900 435	Medical Fees	Within Budget Code Transfer From EF.83500.9105 469	\$ 59.00	\$ 59.00
8/11/2015	EF.83500.6700 428	Data Processing & Internet Fees	Within Budget Code Transfer From EF.83500.9105 469	\$ 32.00	\$ 32.00
8/11/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.83500.6700 428	\$	\$ 32.00
8/11/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.4900 435	\$	\$ 59.00
	2015-00003522 Posted				
8/17/2015	EF.60200.4900 435	Medical Fees	Within Budget Code Transfer From 83500.9105 469	\$ 414.00	\$ 414.00
8/17/2015	EF.82100.5803 260	Other Equipment	Within Budget Code Transfer To EF.82200.5803 260	\$	\$ 152.00
8/17/2015	EF.82200.5803 260	Other Equipment	Within Budget Code Transfer From EF.82100.5803 260	\$ 152.00	\$
8/17/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.4900 435	\$	\$ 414.00
	2015-00003562 Posted				
8/19/2015	EF.60200.4900 435	Medical Fees	Within Budget Code Transfer From EF.83500.9105 469	\$ 2,000.00	\$ 2,000.00
8/19/2015	EF.60200.6801 470	Contract	Within Budget Code Transfer From EF.83500.9105 469	\$ 283.00	\$ 283.00
8/19/2015	EF.60200.8900 426	Subscriptions	Within Budget Code Transfer From EF.83500.9105 469	\$ 456.00	\$ 456.00
8/19/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.8900 426	\$	\$ 456.00
8/19/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.6801 470	\$	\$ 283.00
8/19/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.60200.4900 435	\$	\$ 2,000.00
	2015-00003581 Posted				
8/24/2015	EF.83500.9100 439	Misc Fees & Expenses	Within Budget Code Transfer From 83500.9105 469	\$ 330.00	\$ 330.00
8/24/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.83500.9100 439	\$	\$ 330.00
	2015-00003755 Posted				
8/31/2015	EF.83500.8800 444	Travel/Education/Conference	Within Budget Code Transfer From EF.83500.9105 469	\$ 515.00	\$ 515.00
8/31/2015	EF.83500.9105 469	Other Payments/Contributions	Within Budget Code Transfer To EF.83500.8800 444	\$	\$ 515.00

AGENDA  
PERSONNEL COMMITTEE  
SEPTEMBER 9, 2015  
*DRAFT AGENDA - SUBJECT TO CORRECTION*

*Committee Members: Taylor, Kenny, Sokol, Merlino, Dickinson, Girard, Vanselow, Wood and Simpson*

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of the prior Committee meeting.
- III. Action Agenda
  - 1) **Requests/Items to be discussed by the Human Resources Director/Personnel Officer:**
    - A) Report on tracking of salary implications for positions filled.
    - B) Request to increase the hours worked by the Personnel Aide (Part Time) to an amount not to exceed 29 hours per week, as well as to clarify the hourly rate of pay as \$12.11, effective September 21, 2015 and to amend the Table of Organization and Salary Schedule accordingly.
    - C) Review of Civil Service Division budget.
  - 2) **Referral from the Criminal Justice Committee:**  
*Probation -*  
Request to reclassify the position of Probation Officer #2 to the position of Probation Officer Trainee #1, *Grade 18, Annual Base Salary \$39,004*, effective September 21, 2015, thereby amending the Table of Organization and Salary Schedule accordingly, as well as to authorize the Director of Probation to fill the new Probation Officer Trainee #1 position due to creation.
  - 3) **Referrals from the Health Services Committee:**  
*Westmount Health Facility -*
    - A) Request to amend Resolution No. 328 of 2015, and the Table of Organization and Salary Schedule, to correct the salary of the MDS Coordinator position to include two years of annual 2% salary increases, retroactive to June 21, 2015. This will increase the annual salary from \$65,000 to \$67,626.
    - B) Request to amend Resolution No. 307 of 2013 to include all full-time, part-time and per diem positions with RN, LPN, CNA and Rehab Aide designations so that all will be assigned the appropriate salary grade step based upon experience.
  - 4) **Referrals from the Social Services Committee:**  
*Department of Social Services -*
    - A) Request to change the vacant position of Part-Time Assistant Social Services Attorney, *Annual Salary \$35,000, not to exceed 20 hours per week*, to Full-Time Assistant Social Services Attorney, *Annual Salary \$62,500*, effective September 21, 2015.
    - B) Request to authorize Linda Morgan, *Social Welfare Examiner*, to enroll in job related courses at SUNY Adirondack (*Sociology 101; Psychology 101 - 3 credits each*).
  - 5) **Referrals from the Support Services Committee:**  
*Information Technology -*
    - A) Request to reclassify the position of Analyst/Programmer (*Annual Salary \$62,220.08*) to Senior Computer Systems Analyst/Programmer (*Annual Salary \$68,220.08*) effective September 21, 2015 and to amend the Table of Organization and Salary Schedule accordingly.
    - B) Request to compensate an employee who was underpaid for work performed in 2014. This request relates to a part-time position for which the salary was set by Resolution No. 732 of 2013 according to 2013 salary rates; the part-time employee was hired in 2014, but was paid according to the 2013 rate. The total compensation due amounts to \$78.67.
  - 6) **Requests/Items to be discussed by the County Administrator:**  
County Auditor position.

CONTINUED

**IV. Vacancies Filled:**

***Employment & Training Administration -***

Employment & Training Counselor, *Grade 9, Annual Base Salary \$32,553*, due to resignation. This is a non-mandated, Union position that receives 100% Federal reimbursement.

***Probation -***

Probation Assistant, *Grade 7, Annual Base Salary \$30,204*, due to promotion. This is a non-mandated, Union position that receives 12% State reimbursement.

***Public Health -***

Registered Professional Nurse, *Grade 19, Annual Base Salary \$42,719*, due to resignation. This is a non-mandated, Union position that receives 100% State, Federal and private patient insurance reimbursements.

***Public Works -***

Confidential Assistant to the Superintendent of Public Works, *Annual Salary to be determined pending salary review (current salary \$41,770)* due to resignation. This is a non-mandated, non-Union position which does not receive any reimbursements.

***Social Services -***

Social Welfare Examiner #41, *Grade 8, Annual Base Salary \$31,452*, due to resignation. This is a mandated, Union position that receives 50% Federal and 25% State reimbursements.