

FINANCE & BUDGET COMMITTEE

AGENDA

OCTOBER 3, 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 August 2024.

B) Request to appropriate \$182,500 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to various budget codes to cover the cost of equipment purchases in 2024.

C) Request to authorize a new contract with the lowest responsible bidder to provide performance and leadership training for Warren County employees pursuant to the terms and provisions of the specifications (WC 58-24) and proposal for a term commencing upon execution.

D) Request to amend contracts as appropriate to re-allocate unobligated ARPA funding previously allocated to various projects pursuant to 31 C.F.R. 35.6(d)(1) to be further obligated by Warren County prior to the December 31, 2024 deadline.

E) Request to authorize a new contract with a contractor and an amount to be determined for upgrades to the Boardroom in the Warren County Municipal Center.

F) Review of 2025 Budget request.

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

Review of 2025 Budget request.

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

Airport (Robin Mapp, Airport Manager) -

A) Request to establish Capital Project No. H435, *Airport Master Plan 2024*, in the amount of \$762,222.

B) Request to appropriate \$38,112 from Budget Code A.892.00, *Reserve, Airport Repair & Projects*, to Budget Code A.9950 910, *Transfer - Capital Projects*, to provide funding for Capital Project No. H435, *Airport Master Plan 2024*.

C) Request to appropriate \$20,000 from Budget Code A.892.00, *Reserve, Airport Repair & Projects*, to Budget Code A.9950 910, *Transfer - Capital Projects*, to provide funding for Capital Project No. H431, *Demolition and Construction of 6 Bay T-Hangars*.

D) Request to increase Capital Project No. H422, *Replace 4-Box PAPI Runway 1-19 Project*, in the amount of \$14,195.52

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

Assigned Counsel (Brian Pilatzke, Assigned Counsel Administrator) -

A) Request to amend the 2024 Warren County Budget in the amount of \$456,311.16 to reflect receipt of year one money from second statewide expansion of Hurrell-Harring.

B) Request to amend the 2024 Warren County Budget in the amount of \$54,475 to reflect receipt of year one money from Distribution #14 Contract No. 140052.

Office of Emergency Services (Anne Marie Mason, Director) -

C) Request to amend the 2024 Warren County Budget in the amount of \$1,763.76 to accommodate a prepaid expense for the Regroup mass notification System subscription.

Sheriff (James LaFarr, Sheriff) -

D) Request to amend the 2024 Warren County Budget in the amount of \$19,600 to reflect receipt of grant funding from New York State Division of Criminal Justice Services for LiveScan Equipment Program.

CONTINUED

6) Referrals from the Economic Growth & Development Committee (Chaired by Supervisor Etu):

Planning & Community Development -

- A) Request to transfer funds in the amount of \$20,033.95 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.9550 910, *Transfers, Capital Projects*, to reconcile Capital Projects to allow them to be closed.
- B) Request to increase Capital Project No. H356, *First Wilderness 2014*, in the amount of \$9,675.39.
- C) Request to increase Capital Project No. H372, *First Wilderness 2015*, in the amount of \$9,345.98.
- D) Request to increase Capital Project No. H380, *Smart Growth*, in the amount of \$409.28.
- E) Request to increase Capital Project No. H383, *Schroon Lake Invasives*, in the amount of \$603.08.
- F) Request to close CD75, Capital Project Nos. H356, *First Wilderness 2014*, H372, *First Wilderness 2015*, H380, *Smart Growth*, H382, *Lake George Invasive Species Education*, and H383, *Schroon Lake Invasives*, and return estimated remaining balance of \$2,448 in H382 to Budget Code A.909, *General Fund Unappropriated Surplus*.

Workforce Development (Liza Ochsendorf, Director) -

- G) Request to amend the 2024 Warren County Budget in the amount of \$683,389.98 to reflect receipt of Workforce Innovation & Opportunity Act (WIOA) federal grant allocation for 2024.

7) Referrals from the Health Services Committee (Chaired by Supervisor Strainer):

Public Health (Ginelle Jones, Director, Public Health/Patient Services) -

- A) Request to amend the 2024 Warren County Budget in the amount of \$10,000 to reflect receipt of grant funding from New York State Governor Traffic Safety Committee for Child Passenger Car Seat Safety program.
- B) Request to amend the 2024 Warren County Budget in the amount of \$20,000 to reflect both revenues and expenses related to Disease Program for the addition of medical expenses needed for both vaccine purchases (such as COVID) and rabies related expenses to year end.

8) Referrals from the Human Services Committee (Chaired by Supervisor Driscoll):

Department of Social Services (Christina Mastrianni, Commissioner) -

- A) Request to amend the 2024 Warren County Budget in the amount of \$82,692 to reflect receipt of 50% of grant funding from New York State Office of Temporary and Disability Assistance for SFY 2024-2025 Family-Centered Case Management Services.
- B) Request to appropriate \$293,466 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to various budget codes to cover the cost of court ordered detention through the end of the year.
- C) Request to amend the 2024 Warren County Budget in the amount of \$400,000 to reflect receipt of grant funding from New York State Office of Children and Family Services for New York State Child Care Block grant allocations April 1, 2023 - September 30, 2024.
- D) Request to amend the 2024 Warren County Budget in the amount of \$6,534 to increase expenses in the Department of Social Services in the Detention budget to cover court ordered expenses through the end of the year.

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

Department of Public Works (Kevin Hajos, Superintendent) -

Request to increase Capital Project No. H376, *Hudson Street over Mill Creek Bridge*, in the Town of Johnsbury in the amount of \$380,950.

10) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel, Administration & Higher Education Committee - Agenda Items 3A, 3B, 4B, 5, 6A, 6B and 7-6.*

PERSONNEL AGENDA ITEMS 3A, 3B, 4B, 5, 6A, 6B and 7-5:

3) Requests/Items to be Discussed by the Clerk of the Board (Amanda Allen, Clerk):

- A) Request for a transfer of funds in the amount of \$75,000 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1185 435, *Medical Examiners, Medical Fee's*, to cover the estimated cost of autopsies through the remainder of the year.
- B) Request for a transfer of funds in the amount of \$12,280 from from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1010 437, *Legislative Board, Consulting Fees*, to cover the cost of invoices related to bonding which was an unanticipated expense that was not budgeted for.

4) Requests/Items to be Discussed by the Director of Information Technology (Mike Colvin, Director):

- B) Request to appropriate \$4,750 from Budget Code A.895.00, *Computer Reserve Fund*, to various budget codes to cover the cost of purchasing computers and related equipment and software.

5) **Referral from the Economic Growth & Development Committee (Chaired by Supervisor Etu):**

Workforce Development (Liza Ochsendorf, Director) -

Request to create the new position of Fiscal Coordinator, *Annual Salary \$52,674*, effective October 21, 2024 and delete the position of Employment & Training Account Manager, *Grade 13, Base Annual Salary \$61,136*, effective January 13, 2025

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

Solid Waste & Recycling (Scott Royael, Solid Waste Compliance Officer) -

A) Request to create the new position of Solid Waste Supervisor, *Grade 15, Base Annual Salary \$52,674*, effective December 1, 2024.

B) Request to create the new position of MEO - Medium (PT), *Grade 9, Base Annual Salary \$23,045 (20 hours/week)*, effective December 1, 2024.

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

6. Request: To transfer funds from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1420 440.2, *County Attorney, Transcription Fees*, in the amount of \$3,000.00.

Reason: To cover litigation expenses incurred from "Legacy" lawsuits which do not possess insurance coverage.

VI. Privilege of the Floor/Public Comment

VII. Motion to adjourn

REQUEST FOR TRANSFER OF FUNDS

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

FROM: County Facilities - Airport (DPW)
Name of Department

SIGNED: _____ DATE: 9/26/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.5610 470	General, Airport (DPW) Contract	A.9950 910	General, Transfers Capital Projects Interfund Transfer	\$ 709.78

FROM CODE TITLE TO CODE TITLE AMOUNT

A.1990 439 Contingent Fund

Please state reason for transfer request:

To Fund Local Match of H422.9550 280 Replace 4-Box Papi RW 1-19

Request for Transfer of Funds FOR 2024

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

TRANSFERS FOR 2024 BUDGET

SIGNED: _____

DATE: September 2024

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4018.0020.860	Family Health-Hospitalization Expense	A.4018.0020.410	Family Health -Office Supplies	\$5,500.00
	A.4018.0020.865	Family Health-Dental Insurance Expense	A.4018.0020.410	Family Health -Office Supplies	\$80.00

Attachment 4

Total Transfers **\$5,580.00**

1 To Transfer funds to from Health and Dental Insurance to Supplies to cover CSHCN Grant.. This staff does not utilize any health or dental for the 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:** Planning and Community Development**SIGNED:****DATE:** 8/30/24

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.8021 110	Planning (and Comm Dev), Salaries - Regular	A.8021 470	Planning (and Comm Dev), Contracts	\$25,000

Please state reason for transfers requested:

To change source of funds for a contract currently encumbered in a Capital Project that is ready to be closed.

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: Probation

SIGNED: 

DATE: 9/24/24

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3140 110	Salaries-Regular	A.3140 130	Salaries-Part Time	\$2,500

Please state reason for transfers requested: Additional funds are needed to cover salary of Temporary Part-Time Probation Assistant.

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: DPW - Solid Waste

Name of Department

SIGNED: _____ DATE: 9/26/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1490 130	General, Administration Salaries- Part Time	A.1628 110	General, Waste Management & Containment Salaries - Regular	\$ 2,500.00
A.1624 120	General, Health & Human Services Salaries - Over Time	A.1628 110	General, Waste Management & Containment Salaries - Regular	\$ 2,500.00
				\$ 5,000.00

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

Please state reason for transfer request:

To Fund Additional Full Time and Part Time Positions

WARREN COUNTY

Journal Report

G/L Date	G/L Account	Account Description	Description	Increase	Decrease
Brd. of Election - Board of Elections					
8/20/2024	A.1450 210	Furniture/Furnishings	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 220	\$ 915.40	
8/20/2024	A.1450 220	Office Equipment	BUDGET TRANSFER WITHIN OBJECT CODE TO A.1450 210		\$ 915.40
Clk of Legislati - Clerk of the Legislative Board					
8/6/2024	A.1010 425	Reproduction Expenses	Budget Transfer from Object Code A.1010 444	\$ 1.99	
8/6/2024	A.1010 444	Travel/Education/Conference	Budget Transfer within Object Code to A.1010 425		\$ 1.99
8/27/2024	A.1010 210	Furniture/Furnishings	Budget Transfer from out of Object Code A.1010 444	\$ 1,154.68	
8/27/2024	A.1010 444	Travel/Education/Conference	Budget Transfer out of Object Code to A.1010 210		\$ 1,154.68
County Attorney - County Attorney					
8/8/2024	A.1420 210	Furniture/Furnishings	Transfer outside Object Code from A.1420 410	\$ 119.99	
8/8/2024	A.1420 410	Supplies	Transfer outside Object Code to A.1420 210		\$ 119.99
8/27/2024	A.1420 440.2	Transcription Fees	Transfer within Object Code from A.1420 444	\$ 902.95	
8/27/2024	A.1420 444	Travel/Education/Conference	Transfer within Object Code to A.1420 440.2		\$ 902.95
County Clerk - County Clerk					
8/7/2024	A.7510 410	Supplies	Transfer within budget code to A.7510 427		\$ 10.00
8/7/2024	A.7510 427	Memberships & Dues	Transfer within budget code from A.7510 410	\$ 10.00	
DPW_DPW Admin - DPW,DPW Administration					
8/5/2024	A.5610 410	Supplies	Transfer In Code to A.5610 424		\$ 252.55
8/5/2024	A.5610 424	Postage	Transfer In Code from A.5610 410	\$ 252.55	
8/6/2024	A.1490 210	Furniture/Furnishings	Out of Code Transfer from A1490 439	\$ 169.77	
8/6/2024	A.1490 439	Misc Fees & Expenses	Out of Code Transfer to A.1490 210		\$ 169.77
8/7/2024	D.5110 410	Supplies	Transfer In Code to D.5110 421		\$ 12,800.00
8/7/2024	D.5110 421	Equipment Rental	Transfer In Code from D.5110 410	\$ 12,800.00	
8/9/2024	A.5610 410	Supplies	Transfer In Code to A.5610 413		\$ 577.39
8/9/2024	A.5610 413	Repair & Maint.-Bldg/Property	Transfer In Code from A.5610 410	\$ 577.39	
8/9/2024	D.5110 421	Equipment Rental	Transfer In Code from D.5110 470	\$ 10,000.00	
8/9/2024	D.5110 470	Contract	Transfer In Code to D.5110 421		\$ 10,000.00
8/9/2024	D.5020 250	Technical Equipment	Out of Code Transfer from D.5020 410	\$ 276.83	
8/9/2024	D.5020 410	Supplies	Out of Code Transfer to D.5020 250		\$ 276.83
8/9/2024	D.5110 260	Other Equipment	Out of Code Transfer from D.5110 410	\$ 312.55	
8/9/2024	D.5110 410	Supplies	Out of Code Transfer to D.5110 260		\$ 312.55
8/16/2024	D.3310 260	Other Equipment	Out of Code Transfer from D.3310 410	\$ 996.99	
8/16/2024	D.3310 410	Supplies	Out of Code Transfer to D.3310 260		\$ 996.99
8/22/2024	D.5020 210	Furniture/Furnishings	Out of Code Transfer from D.5020 436	\$ 402.99	
8/22/2024	D.5020 436	Advertising Fees	Out of Code Transfer to D.5020 210		\$ 402.99
8/27/2024	A.5610 410	Supplies	Transfer In Code to A5610 413		\$ 1,100.00
8/27/2024	A.5610 413	Repair & Maint.-Bldg/Property	Transfer In Code from A.5610 410	\$ 1,100.00	
8/27/2024	D.3310 260	Other Equipment	Transfer Out of Code from D.3310 410	\$ 6,620.00	
8/27/2024	D.3310 410	Supplies	Transfer Out of Code to D.3310 260		\$ 6,620.00
8/27/2024	D.3310 410	Supplies	Transfer In Code to D.3310 455		\$ 30.00

8/27/2024	D.3310 455	Safety Equipment	Transfer In Code from D.3310 410	\$	30.00		
8/27/2024	A.1490 830	Social Security	Transfer In Code to A.1490 861			\$ 634.11	
8/27/2024	A.1490 860	Hospitalization	Transfer In Code to A.1490 863			\$ 407.35	
8/27/2024	A.1490 861	Retirees Hospitalization	Transfer In Code from A.1490 830	\$	634.11		
8/27/2024	A.1490 863	Health Insurance Cost Reimbursement-Retiree	Transfer In Code from A.1490 860	\$	407.35		
8/27/2024	A.1620 410	Supplies	Transfer In Code to A.1620 418			\$ 240.67	
8/27/2024	A.1620 418	Ins-General Liability	Transfer In Code from A.1620 410	\$	240.67		
8/30/2024	D.3310 260	Other Equipment	Out of Code Transfer from D.3310 410	\$	5,230.53		
8/30/2024	D.3310 410	Supplies	Out of Code Transfer to D.3310 260			\$ 5,230.53	
Employment & Tr_WIA-Admin(Staff) - Employment & Training,WIA-Admin (Staff)							
8/7/2024	40.6293.0313 423	Telephone	Object code change from 40.6293.0313 428	\$	200.00		
8/7/2024	40.6293.0313 428	Data Processing & Internet Fees	Object code change to 40.6293.0313 423			\$ 200.00	
8/15/2024	40.6293.0313 444	Travel/Education/Conference	Object code change from 40.6293.0313 470	\$	1,200.00		
8/15/2024	40.6293.0313 470	Contract	Object code change to 40.6293.0313 444			\$ 1,200.00	
8/19/2024	40.6293.0310 424	Postage	Object code change from 40.6293.0310 426	\$	500.00		
8/19/2024	40.6293.0310 426	Subscriptions	Object code change to 40.6293.0310 424			\$ 500.00	
8/20/2024	40.6293.0313 426	Subscriptions	Object code change 40.6293.0313 470			\$ 1,200.00	
8/20/2024	40.6293.0313 427	Memberships & Dues	Object code change 40.6293.0313 444			\$ 300.00	
8/20/2024	40.6293.0313 444	Travel/Education/Conference	Object code change 40.6293.0313 427	\$	300.00		
8/20/2024	40.6293.0313 470	Contract	Object code change 40.6293.0313 426	\$	1,200.00		
Human Resources - Human Resources							
8/14/2024	A.1435 210	Furniture/Furnishings	Transfer Funds Out of Object Code From A 1435 439	\$	1,390.00		
8/14/2024	A.1435 439	Misc Fees & Expenses	Transfer Funds Out of Object Code to A 1435 210			\$ 1,390.00	
Infotech - Information Technology							
8/15/2024	A.1680 422	Repair/Maint-Equipment	Budget Transfer within Object Code to A.1680 426			\$ 3,000.00	
8/15/2024	A.1680 426	Subscriptions	Budget Transfer within Object Code from A.1680 422	\$	3,000.00		
Legal Def-Indgnt - Legal Defense - Indigents							
8/12/2024	A.1170 428	Data Processing & Internet Fees	Budget transfer within budget code to A.1170 428 to A.1170 440	\$	324.00		
8/12/2024	A.1170 440	Legal/Transcript Fees	Budget transfer within budget code from A.1170 440 to A.1170.428			\$ 324.00	
8/18/2024	A.1170.4202 437	Consulting Fees	Bdgt trnsfr w/n bdgt cd frm A.1170.4202 437 to A.1170.4202 470			\$ 4,098.90	
8/18/2024	A.1170.4202 470	Contract	Bdgt trnsfr w/n bdgt cd frm A.1170.4202 470 to A.1170.4202 437	\$	4,098.90		
8/18/2024	A.1170 437	Consulting Fees	Bdgt trnsfr w/n bdgt cd to A.1170 437 from A.1170 440	\$	5,000.00		
8/18/2024	A.1170 440	Legal/Transcript Fees	Bdgt trnsfr w/n bdgt cd frm A.1170 440 to A.1170 437			\$ 5,000.00	
8/30/2024	A.1170.4202 437	Consulting Fees	Budget transfer within object code to A.1170.4202 440			\$ 17,933.24	
8/30/2024	A.1170.4202 440	Legal/Transcript Fees	Budget transfer within object code from A.1170.4202 437	\$	17,933.24		
Office of EMS - Office of Emergency Services							
8/12/2024	A.3640 453	Uniforms & Clothing	Budget Transfer within Object Code from 3640 470	\$	600.00		
8/12/2024	A.3640 470	Contract	Budget Transfer within Object Code to 3640 453			\$ 600.00	
8/15/2024	A.3640 410	Supplies	Budget Transfer within Object Code to A.3640 426			\$ 125.00	
8/15/2024	A.3640 423	Telephone	Budget Transfer within Object Code from A.3640 441	\$	400.00		
8/15/2024	A.3640 426	Subscriptions	Budget Transfer within Object Code from A.3640 410	\$	125.00		
8/15/2024	A.3640 441	Auto-Supplies & Repair	Budget Transfer within Object Code to A.3640 423			\$ 400.00	
8/26/2024	A.3410.4999 260	Other Equipment	Budget Transfer Out of Budget Code to A.,3410.4999 455			\$ 9,030.00	
8/26/2024	A.3410.4999 455	Safety Equipment	Budget Transfer Out of Budget Code from A.3410.4999 260	\$	9,030.00		

8/26/2024	A.3640 422	Repair/Maint-Equipment	Budget Transfer within Object Code to A.3640 455	\$	100.00		\$	100.00
8/26/2024	A.3640 455	Safety Equipment	Budget Transfer within Object Code from A.3640 422	\$	100.00			
8/26/2024	A.3640 220	Office Equipment	Budget Transfer Out of Budget Code to A.3640 455				\$	200.00
8/26/2024	A.3640 455	Safety Equipment	Budget Transfer Out of Budget Code from A.3640 220	\$	200.00			
8/26/2024	A.3640 441	Auto-Supplies & Repair	Budget Transfer within Object Code to A.3640 453				\$	100.00
8/26/2024	A.3640 445	Foods	Budget Transfer within Object Code to A.3640 453				\$	250.00
8/26/2024	A.3640 453	Uniforms & Clothing	Budget Transfer within Object Code from A.3640 445	\$	250.00			
8/26/2024	A.3640 453	Uniforms & Clothing	Budget Transfer within Object Code from A.3640 441	\$	100.00			
Public Defender - Public Defender								
8/5/2024	A.1171 428	Data Processing & Internet Fees	In Code Transfer 439 to 428	\$	1,245.00			
8/5/2024	A.1171 439	Misc Fees & Expenses	In Code Transfer 439 to 428				\$	1,245.00
8/5/2024	A.1171.4202 437	Consulting Fees	In Code Transfer 4202 437 to 4202 440				\$	660.00
8/5/2024	A.1171.4202 440	Legal/Transcript Fees	In Code Transfer 4202 437 to 4202 440	\$	660.00			
Public Health_Health Services - Public Health,Health Services								
8/13/2024	A.4018 220	Office Equipment	OUn of code transfer to A4018.220 from A4018.410	\$	44.00			
8/13/2024	A.4018 410	Supplies	OUn of code transfer to A4018.220 from A4018.410				\$	44.00
8/13/2024	A.4018 410	Supplies	Budget Transfer to A4018 410 from 4018.424	\$	150.00			
8/13/2024	A.4018 424	Postage	Budget Transfer to A4018 410 from 4018.424				\$	150.00
8/21/2024	A.4018.0020 410	Supplies	Budget Transfer to A.4018.0020.410 from many accts	\$	2,300.00			
8/21/2024	A.4018.0020 423	Telephone	Budget Transfer to A.4018.0020.410 from many accts				\$	200.00
8/21/2024	A.4018.0020 426	Subscriptions	Budget Transfer to A.4018.0020.410 from many accts				\$	100.00
8/21/2024	A.4018.0020 433	Training-Client	Budget Transfer to A.4018.0020.410 from many accts				\$	450.00
8/21/2024	A.4018.0020 435	Medical Fees	Budget Transfer to A.4018.0020.410 from many accts				\$	100.00
8/21/2024	A.4018.0020 441	Auto-Supplies & Repair	Budget Transfer to A.4018.0020.410 from many accts				\$	400.00
8/21/2024	A.4018.0020 444	Travel/Education/Conference	Budget Transfer to A.4018.0020.410 from many accts				\$	500.00
8/21/2024	A.4018.0020 470	Contract	Budget Transfer to A.4018.0020.410 from many accts				\$	250.00
8/21/2024	A.4018.0040 442	Automotive - Gas & Oil	Budget Transfer to A.4018.0020.410 from many accts				\$	300.00
8/22/2024	A.4018.0020 220	Office Equipment	Budget Transfer CSHCN to A4018.0020220 470 from 410	\$	600.00			
8/22/2024	A.4018.0020 410	Supplies	Budget Transfer CSHCN to A4018.0020220 470 from 410				\$	1,100.00
8/22/2024	A.4018.0020 470	Contract	Budget Transfer CSHCN to A4018.0020220 470 from 410	\$	500.00			
8/28/2024	A.4018.0020 410	Supplies	Budget transfer FH CSHCN Grant to A4018.0020.435				\$	23.00
8/28/2024	A.4018.0020 435	Medical Fees	Budget transfer FH CSHCN Grant from A4018.0020.410	\$	23.00			
8/29/2024	A.4018 410	Supplies	Budget Transfer BT to A4189.435 from A4189.410				\$	100.00
8/29/2024	A.4189 435	Medical Fees	Budget Transfer BT to A4189.435 from A4189.410	\$	100.00			
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement								
8/6/2024	A.3150 260	Other Equipment	Budget Transfer Out of Object Code from A 3150 413	\$	1,648.00			
8/6/2024	A.3150 413	Repair & Maint.-Bldg/Property	Budget Transfer Out of Object Code to A 3150 260				\$	1,648.00
8/26/2024	A.3150 260	Other Equipment	Budget Transfer out of Object Code from A.3150 413	\$	1,128.00			
8/26/2024	A.3150 413	Repair & Maint.-Bldg/Property	Budget Transfer out of Object Code to A.3150 260				\$	1,128.00
8/27/2024	A.3110 413	Repair & Maint.-Bldg/Property	Budget Transfer within Object Code to A.3110 444.01				\$	690.00
8/27/2024	A.3110 444.01	Job Related Courses	Budget Transfer within Object Code from A.3110 413	\$	690.00			
8/29/2024	A.3110 444	Travel/Education/Conference	Budget Transfer within Object Code from A 3110 455	\$	3,989.00			
8/29/2024	A.3110 455	Safety Equipment	Budget Transfer within Object Code to A 3110 444				\$	3,989.00
Social Services - Social Services								
8/9/2024	A.6010 470	Contract	Budget transfer out of object code to A.6050 470				\$	5,000.00

8/9/2024	A.6050 470	Contract	Budget transfer out of object code from A.6010 470	\$	5,000.00		
8/12/2024	A.6050 469	Other Payments/Contributions	Budget Transfer within Object Code from A.6050 470	\$	5,000.00		
8/12/2024	A.6050 470	Contract	Budget Transfer within Object Code to A.6050 469			\$ 5,000.00	
8/14/2024	A.6010 471	Administration	Out of Code Transfer to A.6050 469			\$ 5,000.00	
8/14/2024	A.6050 469	Other Payments/Contributions	Out of Code Transfer from A.6010 471	\$	5,000.00		
8/27/2024	A.6010 418	Ins-General Liability	Budget Transfer within Object Code from A.6010 439	\$	142.00		
8/27/2024	A.6010 439	Misc Fees & Expenses	Budget Transfer within Object Code to A.6010 418			\$ 142.00	
Tourism - Tourism							
8/20/2024	A.6417.0001 470	Contract	Transfer from A.6417.0001 481	\$	1,850.00		
8/20/2024	A.6417.0001 481	Tourism Promotion	Transfer to A.6417.0001 470			\$ 1,850.00	
Veterans Service - Veterans Service							
8/19/2024	A.6510 410	Supplies	funds transfer from 469 other	\$	250.00		
8/19/2024	A.6510 469	Other Payments/Contributions	funds transfer to 410 supplies			\$ 250.00	

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

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

DEPARTMENT NAME: County Administrator

DATE: 10/3/2024

- (a) Purpose of Request:
**To appropriate funds from General Fund Unappropriated Surplus to cover
Equipment purchases in 2024**
- (b) Details:
See attached
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and
Amount:
General Funds Unappropriated Surplus - \$182,500

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

* as listed in budget and LOGOS

Allocation from General Fund Unappropriated Surplus to purchase in 2024

Account	Department	Description	Amount
A.1410 210	County Clerk	Furniture/Furnishings	\$ 2,500
A.1620 260	Buildings	Other Equipment	\$ 5,000
A.1624 260	Health & Human Services Building	Other Equipment	\$ 5,000
A.1628 260	Waste Manganement Containment	Other Equipment	\$ 24,000
A.3020 210	Sheriff's 911 Center	Furniture/Furnishings	\$ 6,000
A.3020 260	Sheriff's 911 Center	Other Equipment	\$ 65,000
A.3110 210	Sheriff's Law Enforcement	Furniture/Furnishings	\$ 4,000
A.3110 250	Sheriff's Law Enforcement	Technical Equipment	\$ 25,000
A.3150 210	Sheriff's Corrections Division	Furniture/Furnishings	\$ 6,000
A.3150 260	Sheriff's Corrections Division	Other Equipment	\$ 30,000
A.3640 230	Civil Defense	Automotive Equipment	\$ 3,000
A.3640 260	Civil Defense	Other Equipment	\$ 7,000
			\$ 182,500

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: County Administrator

DATE: 10/3/2024

- (a) Is this a Result of a Bid or Request for Proposal? **WC 58-24**
- (b) Purpose of Contract: **To provide Performance and Leadership Training for Warren County employees.**
- (c) Name of Contractor: **TBD**
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number:
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: **Upon execution of contract**
- (h) Termination Date of Contract:
- (i) Payment Provisions:
 - i) lump sum amount **TBD**
 - 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, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: 40.6293.4999 439 Workforce Investment Act, WIA/WIOA/American Rescue Plan Act (ARPA)**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
 Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*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: County Administrator

DATE: 10/3/2024

(a) Purpose of Request:

To amend contracts as appropriate to re-allocate Unobligated ARPA funding previously allocated to various projects pursuant to 31 C.F.R. 35.6(d)(1) to be further obligated by Warren County prior to the 12/31/2024 deadline.

(b) Details:

See attached

(c) Previous Resolution Number:

(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

Reallocation of ARPA Funding - REVISED

Org Resolution	Project Name		Award	Balance to Re-Allocate
R158/2022	Crandall Library Laptops	\$	30,000.00	\$ 9.51
R158/2022	PandemicResponEquip	\$	251,580.00	\$ 1,234.02
R158/2022	Multi-Department Technology Upgrades	\$	250,000.00	\$ 86,433.26
R260/2022	WC Administrative Costs	\$	372,611.00	\$ 198,682.39
R389/2022	Jail Abate and Demo	\$	500,000.00	\$ 144.74
R324/2022	Bikeway Study	\$	100,000.00	\$ 75,000.00
R273/2022	WC Employment and Training Job Coach	\$	30,000.00	\$ 3,390.00
R322/2022	WC Employment & Training - Summer Allocation (FLEX)	\$	120,000.00	\$ 68,202.00
R323/2022	WC Employment and Training Admin-Trades Position	\$	250,000.00	\$ 136,269.42
R500/2022	Mental Health Tool Kit	\$	65,000.00	\$ -
R578/2022	West Glens Falls EMS	\$	13,817.00	\$ -
R680/2022	JLABS Childcare	\$	100,000.00	\$ 98,667.10
R124/2023	WC Historical Society	\$	80,000.00	\$ 15,780.92
			Total	\$ 683,813.36

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: County Administrator

DATE: 10/3/2024

- (a) Is this a Result of a Bid or Request for Proposal? **Yes**
- (b) Purpose of Contract: **Upgrades to Boardroom**
- (c) Name of Contractor: **TBD**
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number:
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: **Upon execution of contract**
- (h) Termination Date of Contract:
- (i) Payment Provisions:
 - i) lump sum amount **TBD**
 - 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, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: **TBD****

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

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

WARREN COUNTY BUDGET SUMMARY SHEET


PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: County Administrator
 BUDGET ACCOUNT CODE: A.1011

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$354,566.08	\$375,942.00	\$375,942.00	\$375,942.00
200's EQUIPMENT	\$45,638.13	\$0.00	\$0.00	\$0.00
400's CONTRACTUAL	\$16,294.54	\$30,339.00	\$26,485.00	\$426,962.00
800's EMPLOYEE BENEFITS	\$145,782.56	\$149,532.00	\$149,532.00	\$164,851.00
TOTALS	\$562,281.31	\$555,813.00	\$551,959.00	\$967,755.00

2023 REVENUES	2024 ADOPTED REVENUES	2024 AMENDED REVENUES	2025 DEPARTMENT REQUESTS
\$45,575.64			\$0.00

SIGNED: 
 DEPARTMENT HEAD
 TITLE: COUNTY ADMIN
 DATE: 2/5/24

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
REVENUE						
Department 1011 - County Administrator						
<i>Proceeds of Obligations</i>						
5781	Subscription-Based IT Arrangement	45,575.64	.00	.00	.00	.00
	<i>Proceeds of Obligations Totals</i>	\$45,575.64	\$0.00	\$0.00	\$0.00	\$0.00
Department 1011 - County Administrator Totals						
	REVENUE TOTALS	\$45,575.64	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE						
Department 1011 - County Administrator						
<i>Personal Services</i>						
110	Salaries - Regular	354,566.08	375,942.00	375,942.00	231,348.22	375,942.00
	<i>Personal Services Totals</i>	\$354,566.08	\$375,942.00	\$375,942.00	\$231,348.22	\$375,942.00
<i>Equipment</i>						
220	Office Equipment	62.49	.00	.00	.00	.00
	<i>Equipment Totals</i>	\$62.49	\$0.00	\$0.00	\$0.00	\$0.00
<i>Contractual Expense</i>						
410	Supplies	2,403.91	5,000.00	3,286.78	842.97	2,000.00
423	Telephone	487.33	500.00	500.00	172.88	400.00
424	Postage	1,128.70	1,200.00	1,200.00	696.20	1,200.00
426	Subscriptions	4,556.29	5,511.00	16,317.00	15,255.17	18,540.00
427	Memberships & Dues	400.00	400.00	400.00	400.00	400.00
428	Data Processing & Internet Fees	280.00	328.00	1,450.00	982.50	1,422.00
439	Misc Fees & Expenses	60.00	.00	.00	.00	400,000.00
444	Travel/Education/Conference	2,478.31	3,000.00	3,331.22	1,817.22	3,000.00
470	Contract	4,500.00	14,400.00	.00	.00	.00
	<i>Contractual Expense Totals</i>	\$16,294.54	\$30,339.00	\$26,485.00	\$20,166.94	\$426,962.00
Comments						
	<i>Account</i>	<i>Level</i>	<i>Comment</i>			
	426	Departmental Request	\$5,511 CivicPlus (Archive Social)			
			\$13,029 CivicPlus (Next Request)			
	428	Departmental Request	\$1122 is for MailChimp \$93.50 per month			
			\$75 employee X 4 for IT Internet charge			
	439	Departmental Request	Board and Committee room updates			
<i>Employee Benefits</i>						
810	Retirement	35,635.45	46,468.00	46,468.00	25,669.15	52,262.00
830	Social Security	20,788.08	23,307.00	23,307.00	13,499.04	23,307.00
831	Medicare Contribution	4,861.82	5,452.00	5,452.00	3,157.08	5,452.00

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1011 - County Administrator						
<i>Employee Benefits</i>						
860	Hospitalization	60,464.14	52,064.00	52,064.00	37,227.04	68,986.00
865	Dental Insurance	824.77	696.00	696.00	364.00	576.00
<i>Employee Benefits Totals</i>		\$122,574.26	\$127,987.00	\$127,987.00	\$79,916.31	\$150,583.00
<i>Capital Outlay</i>						
225	Subscription-Based IT Arrangement	45,575.64	.00	.00	.00	.00
<i>Capital Outlay Totals</i>		\$45,575.64	\$0.00	\$0.00	\$0.00	\$0.00
<i>Other Benefits</i>						
840	Workmen's Compensation	1,638.00	1,616.00	1,616.00	1,616.00	1,715.00
861	Retirees Hospitalization	19,319.85	18,429.00	18,429.00	6,323.08	11,053.00
862	Health Insurance Cost Reimbursement	2,250.45	1,500.00	1,500.00	719.48	1,500.00
<i>Other Benefits Totals</i>		\$23,208.30	\$21,545.00	\$21,545.00	\$8,658.56	\$14,268.00
Department 1011 - County Administrator Totals		\$562,281.31	\$555,813.00	\$551,959.00	\$340,090.03	\$967,755.00
EXPENSE TOTALS		\$562,281.31	\$555,813.00	\$551,959.00	\$340,090.03	\$967,755.00
Fund A - General Totals						
REVENUE TOTALS		\$45,575.64	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE TOTALS		\$562,281.31	\$555,813.00	\$551,959.00	\$340,090.03	\$967,755.00
Fund A - General Totals		(\$516,705.67)	(\$555,813.00)	(\$551,959.00)	(\$340,090.03)	(\$967,755.00)
Net Grand Totals						
REVENUE GRAND TOTALS		\$45,575.64	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE GRAND TOTALS		\$562,281.31	\$555,813.00	\$551,959.00	\$340,090.03	\$967,755.00
Net Grand Totals		(\$516,705.67)	(\$555,813.00)	(\$551,959.00)	(\$340,090.03)	(\$967,755.00)

2025 Salary Schedule (Position Budgeting)
Administrative Fiscal Services

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
13836	Bruno, Anne Marie N/A / \$30.06	Conf Secr to Cty Administrator N/A / \$30.06	\$62,534.00	Full Time	Out of UnitFT	8/7/2023
9508	DeLorenzo, Tamara N/A / \$52.84	Assist to County Administrator N/A / \$52.84	\$96,164.00	Full Time	Appointed F/T	6/23/1997
13433	Lehman, Donald N/A / \$40.31	Director of Public Affairs N/A / \$40.31	\$83,846.00	Full Time	Out of UnitFT	3/23/2020
13745	Taflan, Simon N/A / \$69.40	County Administrator N/A / \$69.40	\$126,311.00	Full Time	Appointed F/T	12/14/2022
	N/A / \$20.00	Fiscal Asst to Co Administrator N/A / \$20.00	\$7,087.00			
		5	\$375,942.00			

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

WARREN COUNTY BUDGET SUMMARY SHEET


PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mail Room
 BUDGET ACCOUNT CODE: A.1670

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$41,763.42	\$42,381.00	\$42,381.00	\$43,008.00
200's EQUIPMENT				\$0.00
400's CONTRACTUAL	\$2,002.82	\$1,962.00	\$2,222.00	\$2,155.00
800's EMPLOYEE BENEFITS	\$21,422.43	\$22,252.00	\$22,252.00	\$17,748.00
TOTALS	\$65,188.67	\$66,595.00	\$66,855.00	\$62,911.00

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

SIGNED: 
 DEPARTMENT HEAD
 TITLE: County Admin
 DATE: 8/5/24

Warren County, NY

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1670 - Mail Room						
Personal Services						
110	Salaries - Regular	41,763.42	42,381.00	42,381.00	26,048.39	43,008.00
<i>Personal Services Totals</i>		\$41,763.42	\$42,381.00	\$42,381.00	\$26,048.39	\$43,008.00
<i>Contractual Expense</i>						
410	Supplies	64.82	80.00	80.00	43.94	80.00
428	Data Processing & Internet Fees	70.00	82.00	82.00	82.00	75.00
439	Misc Fees & Expenses	1,868.00	1,800.00	2,060.00	1,000.00	2,000.00
<i>Contractual Expense Totals</i>		\$2,002.82	\$1,962.00	\$2,222.00	\$1,125.94	\$2,155.00
<i>Employee Benefits</i>						
810	Retirement	4,156.33	4,577.00	4,577.00	2,758.34	5,376.00
830	Social Security	2,463.04	2,628.00	2,628.00	1,530.96	2,666.00
831	Medicare Contribution	576.03	615.00	615.00	358.05	624.00
860	Hospitalization	5,596.50	5,528.00	5,528.00	3,401.92	6,391.00
865	Dental Insurance	124.74	120.00	120.00	73.92	120.00
<i>Employee Benefits Totals</i>		\$12,916.64	\$13,468.00	\$13,468.00	\$8,123.19	\$15,177.00
<i>Other Benefits</i>						
840	Workmen's Compensation	220.00	225.00	225.00	225.00	206.00
861	Retirees Hospitalization	7,616.02	7,809.00	7,809.00	1,381.27	1,615.00
862	Health Insurance Cost Reimbursement	669.77	750.00	750.00	501.90	750.00
<i>Other Benefits Totals</i>		\$8,505.79	\$8,784.00	\$8,784.00	\$2,108.17	\$2,571.00
Department 1670 - Mail Room Totals		\$65,188.67	\$66,595.00	\$66,855.00	\$37,405.69	\$62,911.00
EXPENSE TOTALS		\$65,188.67	\$66,595.00	\$66,855.00	\$37,405.69	\$62,911.00
Fund A - General Totals		\$65,188.67	\$66,595.00	\$66,855.00	\$37,405.69	\$62,911.00
EXPENSE TOTALS		\$65,188.67	\$66,595.00	\$66,855.00	\$37,405.69	\$62,911.00
Fund A - General Totals		(\$65,188.67)	(\$66,595.00)	(\$66,855.00)	(\$37,405.69)	(\$62,911.00)
Net Grand Totals						
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE GRAND TOTALS		\$65,188.67	\$66,595.00	\$66,855.00	\$37,405.69	\$62,911.00
Net Grand Totals		(\$65,188.67)	(\$66,595.00)	(\$66,855.00)	(\$37,405.69)	(\$62,911.00)

2025 Salary Schedule (Position Budgeting)
Mail Room

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
13641	Willey, Lisa-Jo 06-02 / \$20.42	Messenger #2 06-03 / \$20.72	\$43,008.00	Full Time	CSEA/FT	2/22/2022
			1			\$43,008.00

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

WARREN COUNTY BUDGET SUMMARY SHEET


PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Print Shop
 BUDGET ACCOUNT CODE: A.1671

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES				\$0.00
200's EQUIPMENT	\$343,638.68			\$0.00
400's CONTRACTUAL	\$38,403.46	\$43,061.00	\$43,061.00	\$47,200.00
800's EMPLOYEE BENEFITS				\$0.00
TOTALS	\$382,042.14	\$43,061.00	\$43,061.00	\$47,200.00

2023 REVENUES	2024 ADOPTED REVENUES	2024 AMENDED REVENUES	2025 DEPARTMENT REQUESTS
\$456,170.51	\$112,794.00	\$112,794.00	\$119,000.00

SIGNED: 
 DEPARTMENT HEAD
 TITLE: County Admin
 DATE: 9/5/24

Warren County, NY

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
REVENUE						
Department 1671 - Print Shop						
<i>Departmental Income</i>						
1272	Printshop Fees	2,520.00	2,000.00	2,000.00	1,220.00	.00
1273	Printing/Copying Fees	109,818.33	110,794.00	110,794.00	59,284.44	119,000.00
<i>Departmental Income Totals</i>		\$112,338.33	\$112,794.00	\$112,794.00	\$60,504.44	\$119,000.00
<i>Sale of Property And Compensation for Loss</i>						
2658	Minor Sales - Printshop	193.50	.00	.00	100.50	.00
<i>Sale of Property And Compensation for Loss Totals</i>		\$193.50	\$0.00	\$0.00	\$100.50	\$0.00
<i>Proceeds of Obligations</i>						
5788	Leases	343,638.68	.00	.00	.00	.00
<i>Proceeds of Obligations Totals</i>		\$343,638.68	\$0.00	\$0.00	\$0.00	\$0.00
Department 1671 - Print Shop Totals		\$456,170.51	\$112,794.00	\$112,794.00	\$60,604.94	\$119,000.00
REVENUE TOTALS		\$456,170.51	\$112,794.00	\$112,794.00	\$60,604.94	\$119,000.00
EXPENSE						
Department 1671 - Print Shop						
<i>Equipment</i>						
220	Office Equipment	343,638.68	.00	.00	.00	.00
<i>Equipment Totals</i>		\$343,638.68	\$0.00	\$0.00	\$0.00	\$0.00
<i>Contractual Expense</i>						
410	Supplies	265.52	250.00	250.00	61.77	200.00
421	Equipment Rental	1,421.20	.00	.00	.00	.00
422	Repair/Maint-Equipment	36,716.74	42,811.00	42,811.00	26,501.37	47,000.00
<i>Contractual Expense Totals</i>		\$38,403.46	\$43,061.00	\$43,061.00	\$26,563.14	\$47,200.00

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1671 - Print Shop						
Comments						
Account	Level	Comment				
422	Departmental Request	National Business Equipment Contract				
Department	1671 - Print Shop Totals	\$382,042.14	\$43,061.00	\$43,061.00	\$26,563.14	\$47,200.00
	EXPENSE TOTALS	\$382,042.14	\$43,061.00	\$43,061.00	\$26,563.14	\$47,200.00
Fund	A - General Totals					
	REVENUE TOTALS	\$456,170.51	\$112,794.00	\$112,794.00	\$60,604.94	\$119,000.00
	EXPENSE TOTALS	\$382,042.14	\$43,061.00	\$43,061.00	\$26,563.14	\$47,200.00
Fund	A - General Totals	\$74,128.37	\$69,733.00	\$69,733.00	\$34,041.80	\$71,800.00
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$456,170.51	\$112,794.00	\$112,794.00	\$60,604.94	\$119,000.00
	EXPENSE GRAND TOTALS	\$382,042.14	\$43,061.00	\$43,061.00	\$26,563.14	\$47,200.00
	Net Grand Totals	\$74,128.37	\$69,733.00	\$69,733.00	\$34,041.80	\$71,800.00

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

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Public Nursing Home

BUDGET ACCOUNT CODE: A.4530

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES				\$0.00
400's CONTRACTUAL	\$52,595.30	\$1,500.00	\$1,500.00	\$1,500.00
800's EMPLOYEE BENEFITS	\$178,498.80	\$159,522.00	\$159,522.00	\$140,374.00
TOTALS	\$231,094.10	\$161,022.00	\$161,022.00	\$141,874.00

2023 REVENUES	2024 ADOPTED REVENUES	2024 AMENDED REVENUES	2025 DEPARTMENT REQUESTS
\$160,142.01	\$0.00	\$0.00	\$0.00

SIGNED:


 DEPARTMENT HEAD

TITLE:

Courtney Adams

DATE:

9/5/24

Warren County, NY

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
REVENUE						
Department 4530 - Public Nursing Home						
Use of Money & Property						
2401	Interest & Earnings	65,261.41	.00	.00	257.90	.00
	<i>Use of Money & Property Totals</i>	\$65,261.41	\$0.00	\$0.00	\$257.90	\$0.00
<i>Other Operating Income</i>						
2771	Bad Debt Recovery	94,880.60	.00	.00	.00	.00
	<i>Other Operating Income Totals</i>	\$94,880.60	\$0.00	\$0.00	\$0.00	\$0.00
<hr/>						
	Department 4530 - Public Nursing Home Totals	\$160,142.01	\$0.00	\$0.00	\$257.90	\$0.00
	REVENUE TOTALS	\$160,142.01	\$0.00	\$0.00	\$257.90	\$0.00
<hr/>						
EXPENSE						
Department 4530 - Public Nursing Home						
Contractual Expense						
440	Legal/Transcript Fees	44,925.62	1,500.00	1,500.00	617.68	1,500.00
475	Bad Debt Expense	7,669.68	.00	.00	.00	.00
	<i>Contractual Expense Totals</i>	\$52,595.30	\$1,500.00	\$1,500.00	\$617.68	\$1,500.00
<i>Other Benefits</i>						
840	Workmen's Compensation	34,595.00	24,503.00	24,503.00	24,503.00	21,567.00
861	Retirees Hospitalization	143,903.80	135,019.00	135,019.00	63,010.29	118,807.00
	<i>Other Benefits Totals</i>	\$178,498.80	\$159,522.00	\$159,522.00	\$87,513.29	\$140,374.00
<hr/>						
	Department 4530 - Public Nursing Home Totals	\$231,094.10	\$161,022.00	\$161,022.00	\$88,130.97	\$141,874.00
	EXPENSE TOTALS	\$231,094.10	\$161,022.00	\$161,022.00	\$88,130.97	\$141,874.00
<hr/>						
	Fund A - General Totals					
	REVENUE TOTALS	\$160,142.01	\$0.00	\$0.00	\$257.90	\$0.00
	EXPENSE TOTALS	\$231,094.10	\$161,022.00	\$161,022.00	\$88,130.97	\$141,874.00
<hr/>						
	Fund A - General Totals	(\$70,952.09)	(\$161,022.00)	(\$161,022.00)	(\$87,873.07)	(\$141,874.00)
<hr/>						
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$160,142.01	\$0.00	\$0.00	\$257.90	\$0.00
	EXPENSE GRAND TOTALS	\$231,094.10	\$161,022.00	\$161,022.00	\$88,130.97	\$141,874.00
<hr/>						
	Net Grand Totals	(\$70,952.09)	(\$161,022.00)	(\$161,022.00)	(\$87,873.07)	(\$141,874.00)

Warren County
2025 Budget Highlights - Treasurer Department

Revenues

1. Sales Tax - budgeted sales tax revenue and the distribution to towns using 2023 Actual figures which amounts to a 3.5% increase in budget. In 2023, we exceeded our budget by 12% (\$8.0 million) so it is reasonable to assume that the County will receive at least 2023 actual amounts in 2024. Currently, we are at a 4.6% increase over 2023 actual through the first half of the year.
2. Occupancy Tax Administration - historically, we have recorded 3% of the prior year actual occupancy tax revenues which amounts to \$232,000 for 2025. For the 2024 there was an attempt to increase the administrative percentage to 6%, and we recorded \$462,000 in the 2024 budget as revenue. The Board failed to approve this change in the local law after it was already included in the adopted budget. For 2025, we have included the 3% Occ Tax Admin amount.
3. Interest and Earnings - increased budget by \$600,000 due to significant increase in interest rates caused by inflation and the investment of funds in a bond wealth management fund with our bank. 2023 actual interest income was \$1,696,201 and we have already recorded \$804,944 through June so far this year.
4. VLT/Tribal Compact Moneys (Casino) - We had not budgeted any funds for 2022 to 2024 because we had not been any payments. We received a payment in 11/2023 covering 10/2019 to 12/2021 and have not received any information concerning payments for 2022-2024. We decided to budget \$150,000 for 2025.
5. Compassionate Care Act - decreased budget by \$35,000 due to 9% decline in revenue in 2023 from 2022. Revenue has been declining since 2020.
6. Tobacco Settlement - decreased budget by \$70,000 due to steady decline in revenue from 2022 to 2024.

Expenditures

1. Repair/Maint-Equipment - increased budget by 6% due to an increase in our financial/payroll system support costs. We are required to use our system vendor to provide system support and maintenance services.
2. Travel/Education/Conference - increased budget by \$2,000 due to Treasurer going to conferences during the year.
3. Contract - budget increased \$5,940 primarily due to actuary contract (increase of \$4,800) for full actuarial services which is done every other year and was last done in 2023. The contract for our annual audit increased by \$1,140 which is in year 4 of a 6 year contract.

Net Budget Impact

When considering total revenues compared to total expenditures, the Treasurer's Department has a net budget savings of 5% from 2024 to 2025.

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

WARREN COUNTY BUDGET SUMMARY SHEET

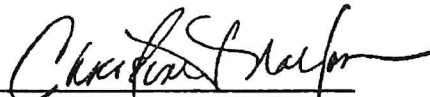
PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: County Treasurer
 BUDGET ACCOUNT CODE: A.1325

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$888,894.34	\$917,731.00	\$917,731.00	\$912,618.00
200's EQUIPMENT	\$351.20	\$500.00	\$1,091.89	\$475.00
400's CONTRACTUAL	\$143,879.11	\$146,341.00	\$186,209.67	\$159,906.00
800's EMPLOYEE BENEFITS	\$332,793.71	\$363,150.00	\$371,100.00	\$379,725.00
TOTALS	\$1,365,918.36	\$1,427,722.00	\$1,476,132.56	\$1,452,724.00

2023 REVENUES	2024 ADOPTED REVENUES	2024 ESTIMATED REVENUES	2025 DEPARTMENT REQUESTS
\$79,386,435.19	\$75,606,984.00	\$75,606,984.00	\$78,685,307.00

SIGNED: 
 DEPARTMENT HEAD
 TITLE: Treasurer
 DATE: 9/6/24

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

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Distribution of Sales Tax

BUDGET ACCOUNT CODE: A.1985

OBJECT CODES	2023 EXPENDITURES	2024 ADOPTED	2024 AMENDED	2025 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$34,004,469.77	\$32,983,673.00	\$32,983,673.00	\$34,004,470.00
TOTALS	\$34,004,469.77	\$32,983,673.00	\$32,983,673.00	\$34,004,470.00

SIGNED:



 DEPARTMENT HEAD

TITLE:

Treasurer

DATE:

9/6/24

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

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2025 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

FUND A TOTALS

100's PERSONAL SERVICES	\$888,894.34	\$917,731.00	\$917,731.00	\$912,618.00
200's EQUIPMENT	\$351.20	\$500.00	\$1,091.89	\$475.00
300's DEPRECIATION				
400's CONTRACTUAL	\$34,148,348.88	\$33,130,014.00	\$33,169,882.67	\$34,164,376.00
600's INDEBTEDNESS				
700's INDEBTEDNESS				
800's EMPLOYEE BENEFITS	\$332,793.71	\$363,150.00	\$371,100.00	\$379,725.00
900's INTERFUND TRANSFERS				
REVENUES	\$79,386,435.19	\$75,606,984.00	\$75,606,984.00	\$78,685,307.00

SIGNED:


DEPARTMENT HEAD

TITLE:

Treasurer

DATE:

9/6/24

Warren County, NY

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
REVENUE						
Department 1325 - County Treasurer						
<i>Real Property Tax Items</i>						
1081	Other Pay in Lieu of Tax	211,677.36	204,400.00	204,400.00	293,536.91	278,400.00
1090	Int and Pen on RPT	1,717,609.05	1,600,000.00	1,600,000.00	1,256,215.55	1,700,000.00
<i>Real Property Tax Items Totals</i>		\$1,929,286.41	\$1,804,400.00	\$1,804,400.00	\$1,549,752.46	\$1,978,400.00
<i>Non-Property Tax Items</i>						
1110	Sales and Use Tax	72,937,906.90	70,464,584.00	70,464,584.00	41,184,635.16	72,937,907.00
1115	Towns Share of Sales Tax	950,000.00	950,000.00	950,000.00	950,000.00	950,000.00
1190	Interest&Penalty Non-Property Tax	40,493.80	40,000.00	40,000.00	62,792.88	60,000.00
<i>Non-Property Tax Items Totals</i>		\$73,928,400.70	\$71,454,584.00	\$71,454,584.00	\$42,197,428.04	\$73,947,907.00
<i>Departmental Income</i>						
1230	County Treasurer's Fees	27,151.73	21,000.00	21,000.00	16,595.05	22,000.00
1231	Occupancy Tax Administration	207,000.00	462,000.00	462,000.00	.00	232,000.00
1232	P-Card Rebate	1,889.35	.00	.00	.00	.00
<i>Departmental Income Totals</i>		\$236,041.08	\$483,000.00	\$483,000.00	\$16,595.05	\$254,000.00
<i>Use of Money & Property</i>						
2401	Interest & Earnings	1,696,200.62	1,000,000.00	1,000,000.00	1,252,171.83	1,600,000.00
<i>Use of Money & Property Totals</i>		\$1,696,200.62	\$1,000,000.00	\$1,000,000.00	\$1,252,171.83	\$1,600,000.00
<i>Miscellaneous & Local Source</i>						
2701	Refund of Prior Year Expense	399,478.64	125,000.00	125,000.00	2,873.27	125,000.00
2705	Gifts & Donations	30,000.00	30,000.00	30,000.00	.00	30,000.00
2720	OTB Dist Earnings	122,755.00	120,000.00	120,000.00	71,102.00	115,000.00
<i>Miscellaneous & Local Source Totals</i>		\$552,233.64	\$275,000.00	\$275,000.00	\$73,975.27	\$270,000.00
<i>State Aid</i>						
3014	VLT/Tribal Compact Moneys	321,947.25	.00	.00	.00	150,000.00
3405	Compassionate Care Act	152,365.24	160,000.00	160,000.00	62,074.41	125,000.00
<i>State Aid Totals</i>		\$474,312.49	\$160,000.00	\$160,000.00	\$62,074.41	\$275,000.00
<i>Federal Aid</i>						
4960	Emergency Disaster Assist	7.24	.00	.00	.00	.00
<i>Federal Aid Totals</i>		\$7.24	\$0.00	\$0.00	\$0.00	\$0.00
<i>Interfund Transfers</i>						
5031	Interfund Transfers	1,998.22	.00	.00	.00	.00
<i>Interfund Transfers Totals</i>		\$1,998.22	\$0.00	\$0.00	\$0.00	\$0.00
<i>Fines & Forfeitures</i>						
2610	Fines and Forfeited Bail	1,000.00	.00	.00	1,000.00	.00
2620	Forfeiture of Deposits	28,400.00	2,000.00	2,000.00	.00	2,000.00
<i>Fines & Forfeitures Totals</i>		\$29,400.00	\$2,000.00	\$2,000.00	\$1,000.00	\$2,000.00
<i>Sale of Property And Compensation for Loss</i>						
2655	Minor Sales, Other	141.25	4,000.00	4,000.00	336.75	4,000.00

Warren County, NY

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
REVENUE						
Department 1325 - County Treasurer						
<i>Sale of Property And Compensation for Loss</i>						
2656	Vending Machines	4,832.85	4,000.00	4,000.00	1,854.07	4,000.00
2660	Sale of Real Property	115,000.00	.00	.00	.00	.00
2690	Tobacco Settlement	418,580.69	420,000.00	420,000.00	361,025.91	350,000.00
<i>Sale of Property And Compensation for Loss Totals</i>		\$538,554.79	\$428,000.00	\$428,000.00	\$363,216.73	\$358,000.00
Department 1325 - County Treasurer Totals		\$79,386,435.19	\$75,606,984.00	\$75,606,984.00	\$45,516,213.79	\$78,685,307.00
REVENUE TOTALS		\$79,386,435.19	\$75,606,984.00	\$75,606,984.00	\$45,516,213.79	\$78,685,307.00
EXPENSE						
Department 1325 - County Treasurer						
<i>Personal Services</i>						
110	Salaries - Regular	872,342.46	898,469.00	898,469.00	545,641.59	893,356.00
120	Salaries - Overtime	8.98	1,000.00	1,000.00	705.76	1,000.00
130	Salaries - Part Time	16,542.90	18,262.00	18,262.00	11,201.14	18,262.00
<i>Personal Services Totals</i>		\$888,894.34	\$917,731.00	\$917,731.00	\$557,548.49	\$912,618.00
<i>Equipment</i>						
110	Furniture/Furnishings	275.44	.00	591.89	591.89	.00
120	Office Equipment	75.76	500.00	500.00	.00	475.00
Comments						
<i>Level</i>		<i>Comment</i>				
Departmental Request		Misc equipment - adding machines, small office equipment, etc..				
<i>Equipment Totals</i>		\$351.20	\$500.00	\$1,091.89	\$591.89	\$475.00
<i>Contractual Expense</i>						
110	Supplies	9,846.30	11,000.00	10,401.05	7,785.44	10,450.00
119	Settlements	.00	.00	40,460.56	40,460.56	.00
122	Repair/Maint-Equipment	58,745.20	64,395.00	64,395.00	882.00	68,541.00
123	Telephone	806.65	900.00	900.00	367.37	600.00
124	Postage	7,700.90	8,000.00	8,000.00	4,126.09	7,600.00
126	Subscriptions	49.95	.00	.00	.00	.00
127	Memberships & Dues	380.00	530.00	530.00	440.00	500.00
128	Data Processing & Internet Fees	910.00	1,066.00	1,066.00	1,066.00	975.00
136	Advertising Fees	198.00	750.00	750.00	504.29	700.00
137	Consulting Fees	.00	.00	.00	.00	3,000.00
Comments						
<i>Level</i>		<i>Comment</i>				
Departmental Request		Relates to annual bond fiscal reporting costs. These costs used to be paid by the Clerk of the Board in account code A.1010 437 and will be shifted to County Treasurer in 2025.				
39	Misc Fees & Expenses	.00	.00	7.06	7.06	.00

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
Fund A - General						
EXPENSE						
Department 1325 - County Treasurer						
Contractual Expense						
444	Travel/Education/Conference	.00	500.00	500.00	220.00	2,500.00
444.01	Job Related Courses	7,407.11	5,100.00	5,100.00	.00	5,000.00
470	Contract	57,835.00	54,100.00	54,100.00	35,475.00	60,040.00
Comments						
Level		Comment				
Departmental Request		Audit - \$46,840				
		Actuary - \$6,000				
		Indirect Cost - \$7,200				
<i>Contractual Expense Totals</i>		\$143,879.11	\$146,341.00	\$186,209.67	\$91,333.81	\$159,906.00
Employee Benefits						
810	Retirement	105,188.64	134,706.00	132,860.68	71,742.48	126,287.00
811	NYS Voluntary Defined Contribution	.00	.00	9,795.32	4,282.65	9,459.00
830	Social Security	52,383.17	56,899.00	56,899.00	32,844.09	56,581.00
831	Medicare Contribution	12,250.79	13,309.00	13,309.00	7,681.20	13,235.00
860	Hospitalization	131,238.94	127,428.00	127,428.00	77,823.33	143,420.00
865	Dental Insurance	2,402.73	2,328.00	2,328.00	1,344.05	2,112.00
<i>Employee Benefits Totals</i>		\$303,464.27	\$334,670.00	\$342,620.00	\$195,717.80	\$351,094.00
Other Benefits						
840	Workmen's Compensation	3,915.00	4,376.00	4,376.00	4,376.00	4,410.00
861	Retirees Hospitalization	25,414.44	23,354.00	23,354.00	13,290.88	23,471.00
862	Health Insurance Cost Reimbursement	.00	750.00	750.00	153.49	750.00
<i>Other Benefits Totals</i>		\$29,329.44	\$28,480.00	\$28,480.00	\$17,820.37	\$28,631.00
Department 1325 - County Treasurer Totals		\$1,365,918.36	\$1,427,722.00	\$1,476,132.56	\$863,012.36	\$1,452,724.00
Department 1985 - Distribution of Sales Tax						
Contractual Expense						
469	Other Payments/Contributions	34,004,469.77	32,983,673.00	32,983,673.00	15,591,768.32	34,004,470.00
<i>Contractual Expense Totals</i>		\$34,004,469.77	\$32,983,673.00	\$32,983,673.00	\$15,591,768.32	\$34,004,470.00
Department 1985 - Distribution of Sales Tax Totals		\$34,004,469.77	\$32,983,673.00	\$32,983,673.00	\$15,591,768.32	\$34,004,470.00
EXPENSE TOTALS		\$35,370,388.13	\$34,411,395.00	\$34,459,805.56	\$16,454,780.68	\$35,457,194.00
Fund A - General Totals						

Warren County, NY

Budget Worksheet Report

Budget Year 2025

Account	Account Description	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2024 Actual Amount	2025 Departmental Request
	REVENUE TOTALS	\$79,386,435.19	\$75,606,984.00	\$75,606,984.00	\$45,516,213.79	\$78,685,307.00
	EXPENSE TOTALS	\$35,370,388.13	\$34,411,395.00	\$34,459,805.56	\$16,454,780.68	\$35,457,194.00
Fund A - General	Totals	\$44,016,047.06	\$41,195,589.00	\$41,147,178.44	\$29,061,433.11	\$43,228,113.00
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$79,386,435.19	\$75,606,984.00	\$75,606,984.00	\$45,516,213.79	\$78,685,307.00
	EXPENSE GRAND TOTALS	\$35,370,388.13	\$34,411,395.00	\$34,459,805.56	\$16,454,780.68	\$35,457,194.00
	Net Grand Totals	\$44,016,047.06	\$41,195,589.00	\$41,147,178.44	\$29,061,433.11	\$43,228,113.00

2025 Salary Schedule (Position Budgeting)
Treasurer

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
12023	Donohue, Daniel	Accountant	\$88,586.00	Full Time	Out of UnitFT	11/1/2011
	N/A / \$42.59	N/A / \$42.59				
13512	Kelly, Clarisse	Account Clerk #1 (19 hrs)	\$18,262.00	Less than Half	Less P/T12/21/12	2/22/2021
	04-00 / \$18.48	N/A / \$18.48				
11444	LeClair, Heidi	Payroll Supervisor	\$75,346.00	Full Time	Out of UnitFT	4/14/2008
	N/A / \$36.22	N/A / \$36.22				
10539	Lynch, Robert	Deputy Treasurer	\$126,800.00	Full Time	Appointed F/T	1/21/2003
	N/A / \$74.31	N/A / \$74.31				
13542	Mandy, Lisa	Accounting Technician #2	\$61,711.00	Full Time	CSEA/FT	6/1/2021
	19-03 / \$29.40	19-04 / \$29.86				
9975	Mundell, Claudia	Principal Account Clerk #2	\$59,144.00	Full Time	CSEA/FT	10/4/1999
	10-25 / \$28.43	10-26 / \$28.43				
13876	Norton, Christine	County Treasurer	\$118,236.00	Elected	Elected/FT	1/1/2024
	N/A / \$64.96	N/A / \$64.96				
13900	Paddock, Brooke	Payroll Technician	\$59,017.00	Full Time	Out of UnitFT	2/22/2024
	N/A / \$28.37	N/A / \$28.37				
12518	Rose, Ellen	Accounting Technician	\$70,118.00	Full Time	CSEA/FT	4/23/2014
	19-10 / \$33.71	19-11 / \$33.71				
13431	Urrico, Morgan	Junior Accountant	\$72,926.00	Full Time	Out of UnitFT	3/31/2020
	N/A / \$35.06	N/A / \$35.06				
11711	VanAlen, Aleisha	Accounting Technician #3	\$70,618.00	Full Time	CSEA/FT	10/26/2009
	19-15 / \$33.95	N/A / \$33.95				
		Principal Account Clerk #4	\$47,667.00			
	10-00 / \$22.92	N/A / \$22.92				
		Senior Account Clerk #4	\$43,187.00			
	07-00 / \$20.76	N/A / \$20.76				

N/A / \$0.00

Treasurer Overtime
N/A / \$0.00

\$1,000.00

14

\$912,618.00

2025 BUDGET - PERSONNEL REQUEST

DEPARTMENT NAME: Treasurer

BUDGET CODE: A.1325 110

TITLE OF POSITION: Deputy Treasurer

FOR NEW POSITIONSIs the requested position: In Unit Out of Unit

Annual Base Salary (and Grade if Applicable): Click or tap here to enter text.

List any position(s) in the Department's Table of Organization being DELETED as a result of this request (Include annual Salary and grade if applicable): Click or tap here to enter text.

Is this a mandated position? If so, please explain: Click or tap here to enter text.

Is there expected Revenue from this position? If so, please explain: Click or tap here to enter text.

Is this a new title in your department? YES NO**If this is a new title in your department, the Human Resource Director must review and approve this form prior to being presented to the Budget Team.**

Human Resource Director has approved the above title/classification (if required above) when initialed : ____

FOR OTHER PERSONNEL REQUESTS (Change in Employee Status FT/PT/Temp/Per Diem)Description of Change: Adjust salary to reflect salary increment that was not paid but was earned for 2023 in accordance to the non-bargaining salary policy in effect for this time period. Increase salary from \$133,887 (15th increment) to \$137,723 (20th increment).

Justification for Request: Employee had earned the salary increment based on 22 years of service, a strong job performance evaluation and recommendation for the increment by the department head at that time.

Projected change in Salary Dollars: \$3,836

is there expected Revenue impact from this change? If so, please explain: No

2024 Management Confidential (2023 + 2.85%)

GRADE	entry	INCREMENT									
		1st	2nd	3rd	4th	5th	10th	15th	20th	25th	30th
1	\$37,520	\$38,464	\$39,275	\$39,940	\$40,449	\$41,481	\$42,545	\$43,640	\$44,769	\$45,931	\$47,128
2	\$39,409	\$40,410	\$41,270	\$41,974	\$42,514	\$43,608	\$44,736	\$45,897	\$47,093	\$48,324	\$49,593
3	\$41,412	\$42,473	\$43,384	\$44,131	\$44,703	\$45,863	\$47,058	\$48,289	\$49,556	\$50,862	\$52,207
4	\$43,534	\$44,660	\$45,625	\$46,417	\$47,023	\$48,253	\$49,519	\$50,824	\$52,168	\$53,552	\$54,977
5	\$45,785	\$46,978	\$48,001	\$48,840	\$49,482	\$50,786	\$52,128	\$53,512	\$54,936	\$56,403	\$57,915
6	\$48,170	\$49,434	\$50,519	\$51,409	\$52,089	\$53,472	\$54,895	\$56,361	\$57,871	\$59,426	\$61,028
7	\$50,698	\$52,038	\$53,189	\$54,132	\$54,853	\$56,318	\$57,826	\$59,380	\$60,981	\$62,629	\$64,328
8	\$53,378	\$54,798	\$56,018	\$57,018	\$57,782	\$59,335	\$60,935	\$62,581	\$64,278	\$66,026	\$67,825
9	\$56,219	\$57,725	\$59,017	\$60,077	\$60,888	\$62,534	\$64,229	\$65,974	\$67,773	\$69,625	\$71,533
10	\$59,230	\$60,827	\$62,196	\$63,320	\$64,179	\$65,924	\$67,721	\$69,571	\$71,478	\$73,441	\$75,463
11	\$62,423	\$64,115	\$65,567	\$66,757	\$67,668	\$69,517	\$71,422	\$73,383	\$75,404	\$77,485	\$79,630
12	\$65,807	\$67,599	\$69,139	\$70,401	\$71,367	\$73,327	\$75,346	\$77,424	\$79,567	\$81,773	\$84,045
13	\$69,393	\$71,294	\$72,926	\$74,263	\$75,286	\$77,365	\$79,504	\$81,708	\$83,979	\$86,318	\$88,726
14	\$73,194	\$75,209	\$76,939	\$78,357	\$79,442	\$81,644	\$83,913	\$86,249	\$88,656	\$91,134	\$93,688
15	\$77,225	\$79,360	\$81,194	\$82,697	\$83,846	\$86,181	\$88,586	\$91,062	\$93,613	\$96,241	\$98,947
16	\$81,496	\$83,760	\$85,703	\$87,297	\$88,516	\$90,990	\$93,539	\$96,165	\$98,869	\$101,654	\$104,522
17	\$86,024	\$88,424	\$90,483	\$92,173	\$93,465	\$96,088	\$98,789	\$101,573	\$104,439	\$107,391	\$110,432
18	\$90,824	\$93,367	\$95,551	\$97,341	\$98,711	\$101,491	\$104,356	\$107,305	\$110,344	\$113,472	\$116,696
19	\$95,912	\$98,607	\$100,923	\$102,820	\$104,271	\$107,219	\$110,255	\$113,382	\$116,602	\$119,919	\$123,336
20	\$101,304	\$104,162	\$106,615	\$108,627	\$110,167	\$113,290	\$116,508	\$119,822	\$123,237	\$126,752	\$130,375
21	\$107,021	\$110,051	\$112,651	\$114,784	\$116,415	\$119,726	\$123,137	\$126,651	\$130,269	\$133,996	\$137,834
22	\$113,080	\$116,291	\$119,048	\$121,308	\$123,037	\$126,548	\$130,164	\$133,887	\$137,723	\$141,674	\$145,744
23	\$119,503	\$122,907	\$125,829	\$128,225	\$130,058	\$133,779	\$137,611	\$141,559	\$145,624	\$149,812	\$154,126
24	\$126,311	\$129,920	\$133,017	\$135,557	\$137,500	\$141,443	\$145,506	\$149,691	\$154,000	\$158,439	\$163,012
25	\$133,528	\$137,353	\$140,636	\$143,329	\$145,388	\$149,569	\$153,875	\$158,310	\$162,878	\$167,584	\$172,431

2025 BUDGET - PERSONNEL REQUEST

DEPARTMENT NAME: Treasurer

BUDGET CODE: A.1325 110

TITLE OF POSITION: Payroll Supervisor

FOR NEW POSITIONSIs the requested position: In Unit Out of Unit

Annual Base Salary (and Grade if Applicable): Click or tap here to enter text.

List any position(s) in the Department's Table of Organization being DELETED as a result of this request (Include annual Salary and grade if applicable): Click or tap here to enter text.

Is this a mandated position? If so, please explain: Click or tap here to enter text.

Is there expected Revenue from this position? If so, please explain: Click or tap here to enter text.

Is this a new title in your department? YES NO**If this is a new title in your department, the Human Resource Director must review and approve this form prior to being presented to the Budget Team.**

Human Resource Director has approved the above title/classification (if required above) when initialed : _____

FOR OTHER PERSONNEL REQUESTS (Change in Employee Status FT/PT/Temp/Per Diem)Description of Change: Adjust salary to reflect salary increment that was not paid but was earned for 2023 in accordance to the non-bargaining salary policy in effect for this time period. Increase salary from \$75,346 (10th increment) to \$77,424 (15th increment).

Justification for Request: Employee had earned the salary increment based on 17 years of service, a strong job performance evaluation and recommendation for the increment by the department head at that time.

Projected change in Salary Dollars: \$2,078

Is there expected Revenue impact from this change? If so, please explain: No

2024 Management Confidential (2023 + 2.85%)

GRADE	INCREMENT										
	entry	1st	2nd	3rd	4th	5th	10th	15th	20th	25th	30th
1	\$37,520	\$38,464	\$39,275	\$39,940	\$40,449	\$41,481	\$42,545	\$43,640	\$44,769	\$45,931	\$47,128
2	\$39,409	\$40,410	\$41,270	\$41,974	\$42,514	\$43,608	\$44,736	\$45,897	\$47,093	\$48,324	\$49,593
3	\$41,412	\$42,473	\$43,384	\$44,131	\$44,703	\$45,863	\$47,058	\$48,289	\$49,556	\$50,862	\$52,207
4	\$43,534	\$44,660	\$45,625	\$46,417	\$47,023	\$48,253	\$49,519	\$50,824	\$52,168	\$53,552	\$54,977
5	\$45,785	\$46,978	\$48,001	\$48,840	\$49,482	\$50,786	\$52,128	\$53,512	\$54,936	\$56,403	\$57,915
6	\$48,170	\$49,434	\$50,519	\$51,409	\$52,089	\$53,472	\$54,895	\$56,361	\$57,871	\$59,426	\$61,028
7	\$50,698	\$52,038	\$53,189	\$54,132	\$54,853	\$56,318	\$57,826	\$59,380	\$60,981	\$62,629	\$64,328
8	\$53,378	\$54,798	\$56,018	\$57,018	\$57,782	\$59,335	\$60,935	\$62,581	\$64,278	\$66,026	\$67,825
9	\$56,219	\$57,725	\$59,017	\$60,077	\$60,888	\$62,534	\$64,229	\$65,974	\$67,773	\$69,625	\$71,533
10	\$59,230	\$60,827	\$62,196	\$63,320	\$64,179	\$65,924	\$67,721	\$69,571	\$71,478	\$73,441	\$75,463
11	\$62,423	\$64,115	\$65,567	\$66,757	\$67,668	\$69,517	\$71,422	\$73,383	\$75,404	\$77,485	\$79,630
12	\$65,807	\$67,599	\$69,139	\$70,401	\$71,367	\$73,327	\$75,346	\$77,424	\$79,567	\$81,773	\$84,045
13	\$69,393	\$71,294	\$72,926	\$74,263	\$75,286	\$77,365	\$79,504	\$81,708	\$83,979	\$86,318	\$88,726
14	\$73,194	\$75,209	\$76,939	\$78,357	\$79,442	\$81,644	\$83,913	\$86,249	\$88,656	\$91,134	\$93,688
15	\$77,225	\$79,360	\$81,194	\$82,697	\$83,846	\$86,181	\$88,586	\$91,062	\$93,613	\$96,241	\$98,947
16	\$81,496	\$83,760	\$85,703	\$87,297	\$88,516	\$90,990	\$93,539	\$96,165	\$98,869	\$101,654	\$104,522
17	\$86,024	\$88,424	\$90,483	\$92,173	\$93,465	\$96,088	\$98,789	\$101,573	\$104,439	\$107,391	\$110,432
18	\$90,824	\$93,367	\$95,551	\$97,341	\$98,711	\$101,491	\$104,356	\$107,305	\$110,344	\$113,472	\$116,696
19	\$95,912	\$98,607	\$100,923	\$102,820	\$104,271	\$107,219	\$110,255	\$113,382	\$116,602	\$119,919	\$123,336
20	\$101,304	\$104,162	\$106,615	\$108,627	\$110,167	\$113,290	\$116,508	\$119,822	\$123,237	\$126,752	\$130,375
21	\$107,021	\$110,051	\$112,651	\$114,784	\$116,415	\$119,726	\$123,137	\$126,651	\$130,269	\$133,996	\$137,834
22	\$113,080	\$116,291	\$119,048	\$121,308	\$123,037	\$126,548	\$130,164	\$133,887	\$137,723	\$141,674	\$145,744
23	\$119,503	\$122,907	\$125,829	\$128,225	\$130,058	\$133,779	\$137,611	\$141,559	\$145,624	\$149,812	\$154,126
24	\$126,311	\$129,920	\$133,017	\$135,557	\$137,500	\$141,443	\$145,506	\$149,691	\$154,000	\$158,439	\$163,012
25	\$133,528	\$137,353	\$140,636	\$143,329	\$145,388	\$149,569	\$153,875	\$158,310	\$162,878	\$167,584	\$172,431

2025 BUDGET - PERSONNEL REQUEST

DEPARTMENT NAME: Treasurer

BUDGET CODE: A.1325 110

TITLE OF POSITION: Tax Specialist

FOR NEW POSITIONS

Is the requested position: In Unit Out of Unit

Annual Base Salary (and Grade if Applicable): \$62,423, employee will qualify for the 4th increment at \$67,668

List any position(s) in the Department's Table of Organization being DELETED as a result of this request (Include annual Salary and grade if applicable): None but would unfund Accounting Technician #2, Annual Salary - \$61,159, Grade 19

Is this a mandated position? If so, please explain: No

Is there expected Revenue from this position? If so, please explain: No

Is this a new title in your department? YES NO

If this is a new title in your department, the Human Resource Director must review and approve this form prior to being presented to the Budget Team.

Human Resource Director has approved the above title/classification (if required above) when initialed : _____

FOR OTHER PERSONNEL REQUESTS (Change in Employee Status FT/PT/Temp/Per Diem)

Description of Change: Click or tap here to enter text.

Justification for Request: Click or tap here to enter text.

Projected change in Salary Dollars: Click or tap here to enter text.

Is there expected Revenue impact from this change? If so, please explain: Click or tap here to enter text.

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: County Facilities - Airport

DATE: 9/26/2024

- (a) Exact Title and Number of Project (**must be obtained from Treasurer's Office**): H435 Airport Master Plan 2024 .
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$762,222
- (e) Source of Funding (including name & title of codes, etc.): FAA \$685,999 (90%) State Match \$38,111 (5%) and Local Match - \$38,112 (5%) Reserve, A 892.00 Airport Repair & Projects
- (f) Purpose of Establishment: For the creation of the Airport Master Plan 2024

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

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

DEPARTMENT NAME: County Facilities - Airport

DATE: 9/26/2024

- (a) Purpose of Request: **To appropriate from the Reserve, Airport Repair & Projects (A892.00) and increase budget Code A.9950 910 Transfer - Capital Project to Fund Capital Project H435 Airport Master Plan 2024**
- (b) Details: **To appropriate from the Reserve, Airport Repair & Projects (A892.00) and increase budget code A.9950 910 Tranfers - Capital Project to Fund Capital Project H435 Airport Master Plan 2024**
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A892.00, Reserve, Airport Repair & Projects \$38,112**

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: County Facilities - Airport

DATE: 9/26/2024

- (a) Purpose of Request: **To appropriate from the Reserve, Airport Repair & Projects (A892.00) and increase budget Code A.9950 910 Transfer - Capital Project to Fund Capital Project H431 Demolition and Construction of 6 Bay T-Hangars**
- (b) Details: **To appropriate from the Reserve, Airport Repair & Projects (A892.00) and increase budget code A.9950 910 Tranners - Capital Project to Fund Capital Project H431 Demolition and Construction of 6 Bay T-Hangars**
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A892.00, Reserve, Airport Repair & Projects \$20,000**

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

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 9***Request to Increase or Decrease or Amend Existing Capital Project or
Capital Reserve Project****

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

DEPARTMENT NAME: County Facilities - Airport

DATE: 9/26/24

- (a) Exact Title and Number of Project*: Replace 4-Box PAPI Runway 1-19 Project (H422.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$14,195.52
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.): 90% FAA \$12,775.97, 5% State \$709.77, 5% Local Match \$709.78 from A9950 Transfers to Capital Projects
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund the performance of a flight check by FAA.

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: Assigned Counsel

DATE: September 11, 2024

- (a) Purpose of Amendment:
Increase revenue budget by \$456, 311.16 to reflect the year one money from second statewide expansion of Hurrell-Harring.
- (b) Appropriation Code, Object Code, Full Title and Amount:
A.1170.4210 110 Salaries Full Time \$106,520.35
A.1170.4210 130 Salaries Part Time \$ 63,407
A.1170.4210 810 Retirement \$34,000.00
A.1170.4210 830 Social Security \$10,535.50
A.1170.4210 831 Medicare \$2,464.00
Continue on Page 2.
- (c) Revenue Code (with title), and Amount:
A.1170.4210 3045 2nd Statewide expansion of Hurrell-Harring 456,311.16

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

A.1170.4210 860 Hospital	\$37,386.18
A.1170.4210 865 Dental	\$578
A.1170.4210 210 Furniture	\$2,000
A.1170.4210 220 Office Equipment	\$16,500
A.1170.4210 410 Supplies	\$500
A.1170.4210 411 Rent	\$15,600
A.1170.4210 427 Memberships & Dues	\$1,000
A.1170.4210 428 Data&Processing & Internet Fees	\$1,500
A.1170.4210 437 Consulting Fees	\$65,052.21
A.1170.4210 440 Legal/Transcript	\$45,000
A.1170.4210 444 Travel/Education/Conference	\$10,000
A.1170.4210 470 Contract	\$44,267.92

Budget Expenditure Item	Year 1 4/1/2024 - 3/31/2025	Year 2 4/1/2025 - 3/31/2026	Year 3 4/1/2026 - 3/31/2027
ASSIGNED COUNSEL PLAN			
Personnel:			
ACP Administrator - Partial Salary	\$44,120.35	\$47,120.35	\$51,120.35
Fiscal Manager (PT) - Partial Salary	\$24,960.00	\$25,708.80	\$26,480.06
Administrative Secretary - Salary	\$62,400.00	\$64,272.00	\$66,200.16
Clerk - Salary	\$38,447.00	\$39,600.41	\$40,788.42
Fringe for Above Positions	\$84,963.68	\$87,512.59	\$90,137.97
Subtotal Personnel	\$254,891.03	\$264,214.15	\$274,726.96
Contracted/Consultant:			
Specialized Services	\$55,052.21	\$45,466.05	\$44,682.31
Second Chair Program	\$15,000.00	\$15,000.00	\$15,000.00
Mentor and Resource Attorney Program	\$10,000.00	\$10,000.00	\$10,000.00
Rural Law Center Criminal Appeals	\$30,000.00	\$30,000.00	\$30,000.00
Increased Voucher Costs*	\$30,000.00	\$30,000.00	\$30,000.00
Subtotal Contracted/Consultant	\$140,052.21	\$130,466.05	\$129,682.31
OTPS:			
Rent & Ongoing Building Expenses	\$17,100.00	\$17,100.00	\$17,100.00
Office Supplies, Equipment and Furniture	\$19,000.00	\$19,000.00	\$9,000.00
CMS/Software/Data Storage	\$8,767.92	\$9,030.96	\$9,301.89
Legal Reference Materials/Periodicals/ Online Legal Research Services	\$5,500.00	\$5,500.00	\$5,500.00
Professional Licenses/Professional Membership Dues	\$1,000.00	\$1,000.00	\$1,000.00
CLEs/Trainings/Convenings	\$10,000.00	\$10,000.00	\$10,000.00
Subtotal OTPS	\$61,367.92	\$61,630.96	\$51,901.89
ASSIGNED COUNSEL PLAN - TOTAL	\$456,311.16	\$456,311.16	\$456,311.16
TOTAL	\$1,662,049.16	\$1,716,534.16	\$1,773,187.89
THREE-YEAR TOTAL	\$5,151,771.21		
*To claim increased voucher costs, Warren County shall provide to ILS previous and current year voucher expenditures in criminal cases as requested and shall implement and maintain the Assigned Counsel Program initiatives funded by this contract.			

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: Assigned Counsel

DATE: September 11, 2024

- (a) Purpose of Amendment:
Increase revenue budget by \$54,475.00 to reflect the year one money from Distribution #14 Contract No. 140052
- (b) Appropriation Code, Object Code, Full Title and Amount:
A.1170.4211 130 Salaries Part Time \$8,320.00
A.1170.4211 830 Social Security \$516.00
A.1170.4211 831 Medicare \$121.00
A.1170.4211 470 Contract \$45,118.00
A.1170.4211 210 Furniture \$350.00
A.1170.4211 410 Supplies \$50.00
- (c) Revenue Code (with title), and Amount:
A.1170.4211 3045 Distribution 14 \$54,475.00

ATTACHMENT B-1

BUDGET

Office of Indigent Legal Services
DISTRIBUTION #14
January 1, 2024 - December 31, 2026

COUNTY OF WARREN

Total Contract Amount: \$320,436.00

Budget Expenditure Item	Year 1 1/1/24 - 12/31/24	Year 2 1/1/25 - 12/31/25	Year 3 1/1/26 - 12/31/26
PUBLIC DEFENDER'S OFFICE			
Personnel:			
Legal Clerk - Salary	\$39,766.00	\$41,755.00	\$43,843.00
Legal Clerk - Fringe	\$7,953.00	\$8,351.00	\$8,767.00
Subtotal Personnel	\$47,719.00	\$50,106.00	\$52,610.00
Contract / Consultant:			
Specialized Services	\$1,500.00	\$1,500.00	\$1,680.00
Subtotal Contracted/Consultant	\$1,500.00	\$1,500.00	\$1,680.00
Total for Public Defender Office	\$49,219.00	\$51,606.00	\$54,290.00
ASSIGNED COUNSEL PLAN			
Personnel:			
(PT) Grant Administrator - Partial Salary	\$8,320.00	\$8,487.00	\$8,657.00
(PT) Grant Administrator - Partial Fringe	\$637.00	\$650.00	\$663.00
Subtotal Personnel	\$8,957.00	\$9,137.00	\$9,320.00
Contracted/Consultant:			
Rural Law Center of New York, Inc. (Appeals)	\$26,331.00	\$26,331.00	\$26,331.00
Staff Attorney, Legal Aid Society of Northeastern NY (Family Court) - Partial Salary and Fringe	\$18,787.00	\$19,646.00	\$20,081.00
Subtotal Contracted/Consultant	\$45,118.00	\$45,977.00	\$46,412.00
OTPS:			
Office Supplies, Equipment, and Furniture	\$400.00	\$0.00	\$0.00
Subtotal OTPS	\$400.00	\$0.00	\$0.00
Total for Assigned Counsel Plan	\$54,475.00	\$55,114.00	\$55,732.00
TOTAL	\$103,694.00	\$106,720.00	\$110,022.00
THREE-YEAR TOTAL	\$320,436.00		

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: Office of Emergency Services

DATE: September 24, 2024

(a) **Purpose of Amendment: Increase both sides of the 2024 budget in the amount of \$1,763.76 to accommodate a prepaid expense for the Regroup mass notification system subscription.**

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

A.3640.4999 426 – Civil Defense American Rescue Plan Act (ARPA)- Subscriptions	\$1,763.76
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(c) **Revenue Code (with title), and Amount:**

A.3640.4999 4090 – Civil Defense American Rescue Plan Act (ARPA)- Coronavirus Local Fiscal Recovery Fund (CLFRF)	\$1,763.76
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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: September 24, 2024

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State Division of Criminal Justice Services LiveScan Equipment Program grant.

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

A.3110.4054 250	Sheriff's Law Enforcement	\$19,600.00
	LiveScan Grant	
	Technical Equipment	

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

A.3110.4054 3391	Sheriff's Law Enforcement	\$19,600.00
	LiveScan Grant	
	LiveScan Equipment Program	

Project #: LS23-1014-E00 **Livescan Equipment Program** **Project Status:** Amendment Pending
Participant: Warren County

Home Search Open	General	Participants	Budget	Work Plan	Questions	Conditions	Acceptance	Contract Checklist
	This page is locked from editing.							

Complete screen information and save. Add a Program Purpose Area (if applicable). Once finished, proceed to Participants tab. For contract certifications, appendices and supporting documentation, please visit the DCJS website for available downloads. When you have completed your application, click the SUBMIT link in the left margin. Remember, you will no longer be able to edit your application once it has been submitted.

Go to

Attachment Progress
 Site Review
 Equipment

Contract Number	T637694	Federal Agency Name	Bureau of Justice Assistance
DCJS Number	BJ19637694	Cost Center Funding Year	2019
CFDA Number	16.738	Project Created Date	06/29/2023

Reports
 Application

CFDA Description Edward Byrne Memorial Justice Assistance Grant Program

Deficiency Draft

Project Title * (60 Character Limit) FFY23 Livescan Equipment Funding

Contract Final

Project Start Date	10/01/2023	(If known or applicable)	Submission Date	07/10/2023 01:07 PM
--------------------	------------	--------------------------	-----------------	---------------------

Contract

Project End Date	09/30/2024	(If known or applicable)	Grant Funds	\$19,600.00 100.00%
------------------	------------	--------------------------	-------------	---------------------

Help Logout

Project Period	Years 1 Months 0	Matching Funds	\$0.00 0.00%
		Total Funds	\$19,600.00

Login ID: tcomeau

County Warren Have you included a file attachment with this submission? No

Version 5.1.14

Summary Description of Project (Please limit to one or two paragraphs)

The Warren County Sheriff's Office has three stations; Headquarters and two substations in Warrensburg and Chestertown. Headquarters and Chestertown currently have a Livescan available to its' officers, but Warrensburg does not. In participating in this project we are attempting to obtain assistance in funding the purchase of a Livescan for the Warrensburg substation in order to facilitate the processing of arrests.

Program Purpose Area.

Program Purpose Code	Description	Remove
<input type="button" value="Cancel"/>	<input type="button" value="Check Spelling"/>	

* - Mandatory Field

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Department of Planning and Community Development

SIGNED:

DATE: 8/30/24

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
------------------	--------------	----------------	--------------	---------------

Please state reason for transfers requested:

To close out capital projects. Projects are completed and final payments have been received from the State.

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.9550 910	Transfer Account	\$20,033.95

Please state reason for transfer request:

To bring balances to zero and close out capital fund accounts.

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: Planning and Community Development

DATE: 9/17/24

- (a) Exact Title and Number of Project*:
H356 First Wilderness 2014
- (b) Is this a Capital Project?
yes
- (c) Is this a Capital Reserve Project?
no
- (d) Amount of Increase (if applicable):
\$9675.39
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
A.9550.910 Transfers Capital Projects, Interfund Transfers
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
bring balance to zero to close out capital 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: Planning and Community Development

DATE: 9/17/24

- (a) Exact Title and Number of Project*:
H372 First Wilderness 2015
- (b) Is this a Capital Project?
yes
- (c) Is this a Capital Reserve Project?
no
- (d) Amount of Increase (if applicable):
\$9345.98
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
A.9550.910 Transfers Capital Projects, Interfund Transfers
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
bring balance to zero to close out capital 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: Planning and Community Development

DATE: 9/17/24

- (a) Exact Title and Number of Project*:
H380 Smart Growth
- (b) Is this a Capital Project?
yes
- (c) Is this a Capital Reserve Project?
no
- (d) Amount of Increase (if applicable):
\$409.28
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
A.9550.910 Transfers Capital Projects, Interfund Transfers
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
bring balance to zero to close out capital 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: Planning and Community Development

DATE: 9/17/24

- (a) Exact Title and Number of Project*:
H383 Schroon Lake Invasives
- (b) Is this a Capital Project?
yes
- (c) Is this a Capital Reserve Project?
no
- (d) Amount of Increase (if applicable):
\$603.08
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
A.9550.910 Transfers Capital Projects, Interfund Transfers
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment:
bring balance to zero to close out capital fund

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: Planning and Community Development

DATE: September 2024

- (a) Purpose of Request:
To close Capital Projects CD74, CD75, H356, H372, H380, and H383. To close Capital Project H382 and return estimated cash balance of \$2448 to the General Fund.
- (b) Details:
These projects have all been completed and final payments have been received from the state.
- (c) Previous Resolution Number:
- (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

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget********If this is the result of a grant award, also complete and submit Form No. 5 or 6*****DEPARTMENT NAME: Department of Workforce Development****DATE: September 26, 2024**

(a) Purpose of Amendment: Amend Department of Workforce Development budget to include the Workforce Innovation & Opportunity Act (WIOA) federal grant allocation for Program Year 2024 which runs through June 30, 2025.

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

Workforce Innovation & Opportunity Act (WIOA) Total \$683,389.98

WIOA Adult	40 6293 0300	\$203,618.42
------------	--------------	--------------

WIOA Dislocated Worker	40 6293 0305	\$199,165.86
------------------------	--------------	--------------

WIOA Youth	40 6293 0310	\$210,185.51
------------	--------------	--------------

WIOA Administrative	40 6293 0313	\$70,420.19
---------------------	--------------	-------------

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

4791 (Workforce Innovation & Opportunity Act) Total \$683,389.98

WIOA Adult	40.6293.0300 4791	\$203,618.42
------------	-------------------	--------------

WIOA Dislocated Worker	40.6293.0305 4791	\$199,165.86
------------------------	-------------------	--------------

WIOA Youth	40.6293.0310 4791	\$210,185.51
------------	-------------------	--------------

WIOA Administrative	40.6293.0313 4791	\$70,420.19
---------------------	-------------------	-------------

		2024 WIOA Title- Program-Youth	\$	210,185.51
40.6293.0310.110	Salaries - Regular		\$	78,023.85
40.6293.0310.130	Salaries - Part Time		\$	31,000.00
40.6293.0310.220	Office equipment		\$	5,551.37
40.6293.0310.260	Other equipment		\$	1,167.28
40.6293.0310.410	Supplies		\$	4,500.97
40.6293.0310.411	Rent - Building/Property		\$	12,839.29
40.6293.0310.421	Equipment rental		\$	180.30
40.6293.0310.423	Telephone		\$	1,672.81
40.6293.0310.424	Postage		\$	833.83
40.6293.0310.426	Subscriptions		\$	2,401.48
40.6293.0310.427	Memberships & dues		\$	2,250.92
40.6293.0310.428	Data processing & internet fees		\$	1,838.25
40.6293.0310.439	Misc fees & expenses		\$	1,097.69
40.6293.0310.444	Travel/education/conference		\$	1,236.78
40.6293.0310.470	Contract		\$	15,936.00
40.6293.0310.810	Retirement		\$	11,196.32
40.6293.0310.830	Social Security		\$	5,999.48
40.6293.0310.831	Medicare		\$	1,870.85
40.6293.0310.840	Worker's Compensation		\$	2,479.47
40.6293.0310.850	Unemployment insurance		\$	1,190.01
40.6293.0310.855	Disability		\$	110.64
40.6293.0310.860	Hospitalization		\$	25,858.39
40.6293.0310.861	Retirees hospitalization		\$	538.88
40.6293.0310.865	Dental		\$	410.65
		2024 WIOA Title Program- Admin	\$	70,420.19
40.6293.0313.110	Salaries - Regular		\$	30,997.71
40.6293.0313.220	Office equipment		\$	2,500.00
40.6293.0313.260	Other equipment		\$	1,133.65
40.6293.0313.410	Supplies		\$	1,134.82
40.6293.0313.411	Rent-Building/Property		\$	3,796.32
40.6293.0313.421	Equipment rental		\$	86.08
40.6293.0313.423	Telephone		\$	543.54
40.6293.0313.424	Postage		\$	43.48
40.6293.0313.426	Subscriptions		\$	1,223.26
40.6293.0313.427	Memberships & dues		\$	1,081.53
40.6293.0313.428	Data processing & internet fees		\$	434.82
40.6293.0313.439	Misc Fee & Expenses		\$	326.12
40.6293.0313.444	Travel/Education/Conference		\$	1,304.38
40.6293.0313.810	Retirement		\$	11,112.00
40.6293.0313.830	Social Security		\$	3,555.94
40.6293.0313.831	Medicare contribution		\$	492.97
40.6293.0313.840	Worker's Compensation		\$	1,032.72
40.6293.0313.850	Unemployment Insurance		\$	640.67
40.6293.0313.855	Disability		\$	4.43
40.6293.0313.861	Hospitalization		\$	8,290.53
40.6293.0313.860	Retiree Hospitalization		\$	514.18
40.6293.0313.865	Dental		\$	171.04
			\$	683,389.98

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

DATE: September 24, 2024

- (a) **Purpose of Amendment:** To amend the 2024 budget to reflect both the Revenue and Expenses related to the Health Education Program for the addition of a grant from the Governor Traffic and Safety Committee Child Passenger Car Seat Safety program.
- (b) Appropriation Code (with title), Object Code (with title) and Amount:
- | | |
|--|-------------|
| A.4018.0058.260 Preventive-Child Passenger Safety-Other Equipment | \$ 3,500.00 |
| A.4018.0058.410 Preventive-Child Passenger Safety-Supplies Expense | \$ 2,800.00 |
| A.4018.0058.442 Preventive-Child Passenger Safety-Mileage Expense | \$ 500.00 |
| A.4018.0058.444 Preventive-Child Passenger Safety-Conference/Educ Ex | \$ 1,000.00 |
| A.4018.0058.444.01 Preventive-Child Passenger Safety Job Related Courses | \$ 500.00 |
| A.4018.0058 Preventive-Child Passenger Safety-Foods Expense | \$ 500.00 |
| A.4018.0058 Preventive-Child Passenger Safety-Subscriptions Expense | \$ 200.00 |
| A.4018.0058 Preventive-Child Passenger Safety-Advertising Expense | \$ 1,000.00 |

Revenue Code (with title), and Amount:

A.4018.0058.4286 Preventive-Child Passenger Safety Revenue	\$10,000.00
--	-------------

***Note: Warren County Health Services received notification on September 24, 2024 for grant funding of \$10,000 from New York State from the Governors Traffic Safety Committee Child Passenger Car Seat Safety Program. Two Health Educators have been trained in the implementation and training of installing these car seats. They will work with families to better understand the process. We are budgeting to purchase \$3,500.00 for an estimated total of 25 car seats/booster seats and estimating \$6,500 for the expenses needed of supplies, advertising, training/certification, food, conference, mileage and subscriptions to promote the program. The grant will be utilized for Community Education and Outreach and distribution of Child Car seats to eligible participants. Grant year is 10/1/24-9/30/25. (please see attached Award Letter)**

Attachment # 2

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
DATE: September 24, 2024

- (a) **Purpose of Amendment:** To amend the 2024 budget to reflect both the Revenue and Expenses related to the Disease Program for the addition of medical expenses needed for both Vaccine purchases (such as COVID) and Rabies related expenses to year end.
- (b) **Appropriation Code (with title), Object Code (with title) and Amount:**
- | | |
|--|---------------------|
| A.4018.0030.435 Disease Program-Medical Expenses | \$ 20,000.00 |
| Revenue Code (with title), and Amount: | |
| A.4018.0030.1613 Disease Program-Immunization Revenue | \$15,000.00 |
| A4018.0030.3407 Disease Program-Public Health Revenue | \$ 5,000.00 |

***Note: Warren County Health Services is expecting COVID vaccinations to be done this fall along with added expenses for the Rabies program for costs that have been incurred this year for patients related to Rabies treatments. There have been many more cases this past year. Insurances are billed for COVID vaccines and for Rabies most are billed to the patient insurance by the hospitals, however the County is responsible for their copay or deductible after payment has been received by the hospital who handled the treatments. Also to note, so far we have had two patients with no health insurance, therefore there are added costs for these treatments. We are only given \$17,593 in grant revenue to help offset the Rabies expenses related to Human treatment, Animal specimens and Clinic costs. We do receive donations that do help offset the clinic costs but due to the large amount of incidents so far in the rabies program, we do not feel we will have enough to cover expenses. Any balances can be billable to the State for State Aid.**

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: 9/10/24

- (a) Purpose of Amendment: **To increase expenses and revenue based on an allocation received by NYS OTDA (per attached letter, 24-LCM-07) Program is to run 7/1/2024 - 6/30/2025, 50% of total allocation (\$165,385) to be used 7/1-12/31/24.**

- (b) Appropriation Code, Object Code, Full Title and Amount: **A.6010 470 Contracts \$82,692**

- (c) Revenue Code (with title), and Amount: **A.6010 3610 State Aid Admin \$82,692**



Office of Temporary and Disability Assistance

165,385

7/1/24 - 6/30/25

KATHY HOCHUL
Governor

BARBARA C. GUINN
Commissioner

RAJNI CHAWLA
Executive Deputy Commissioner

Local Commissioners Memorandum

Section 1

Transmittal:	24-LCM-07
To:	Social Services District Commissioners
Issuing Division/Office:	Employment and Income Support Programs
Date:	July 16, 2024
Subject:	Allocations for SFY 2024-2025 Family-Centered Case Management Services
Contact Person(s):	Kyle Miller (Employment and Advancement Services): Kyle.Miller2@otda.ny.gov or (518) 473-1457
Attachments:	<u>Attachment A – 2024-2025 Family-Centered Services Allocations by District</u> <u>Attachment B – 2024-2025 Family-Centered Services Program Plan</u>

Section 2

I. Purpose

The New York State Fiscal Year 2024-2025 Budget appropriates \$17.2 million in Temporary Assistance for Needy Families (TANF) funds for social services districts (districts) to hire appropriately credentialed/experienced staff to provide case management services for families who are having difficulty stabilizing their households and transitioning toward greater financial security. The purpose of this Local Commissioners Memorandum (LCM) is to notify districts of their allocations, to provide general guidance for use of this funding, and to request that each district inform the Office of Temporary and Disability Assistance (OTDA) of their plans for administration of their allocations by no later than August 30, 2024. Each district is expected to ensure its use of these resources adheres to the guidelines established in this LCM, as expenditures deviating from these guidelines will not be reimbursed.

II. Background

Districts across New York State will benefit from additional staff and resources to support the needs of families whose circumstances require a more intensive level of case management and specialized services to achieve financial stability and well-being. The target population includes households with complex needs such as mental health conditions, developmental disabilities, substance use disorders, homelessness and/or those experiencing domestic violence.

The Family-Centered Services initiative provides funding intended to support hiring between 1 to 7 full-time credentialed or appropriately experienced staff per district to provide a range of case management services that could include but not be limited to in-depth assessments, crisis intervention, resource navigation, and peer supports to stabilize household conditions for TANF eligible families. The funding allocations which determine how many Family-Centered Services staff

2024-2025 Family Centered Case Management

Social Services District

Warren

Date:

8/25/2024

Budget Categories			
SALARY COSTS	TANF PROGRAM/NON-ADMINISTRATION COSTS	TANF ADMINISTRATION COSTS	TOTAL TANF COSTS
Salary Costs Total	\$ 59,961.00	\$ 4,192.00	\$ 64,153.00
Case Manager	\$ 59,961.00		\$ 59,961.00
Enter Position Title B			\$ -
Enter Position Title C			\$ -
Enter Position Title D			\$ -
Enter Position Title E			\$ -
Enter Position Title F			\$ -
Supervisor W & B		\$ 4,192.00	\$ 4,192.00
Fringe Benefits	\$ 26,983.00	\$ 1,860.00	\$ 28,843.00
Total Salary & Fringe Benefits	\$ 86,944.00	\$ 6,052.00	\$ 92,996.00
NON-SALARY COSTS			
Traing/Travel	\$ 2,500.00		\$ 2,500.00
OH/Supplies	\$ 51,134.00		\$ 51,134.00
			\$ -
Equipment/Laptop		\$ 6,000.00	\$ 6,000.00
Centralized Cost		\$ 12,755.00	\$ 12,755.00
Total Non-Salary Expenses	\$ 53,634.00	\$ 18,755.00	\$ 72,389.00
Total Project Costs	\$ 140,578.00	\$ 24,807.00	\$ 165,385.00
Percentage	85%	15%	
Please Note Administration Costs Cannot exceed 15%			

$$7/1/24 - 12/31/24 = 50\%$$

$$\text{Salaries} = 70,289$$

$$\text{Admin} = 12,403$$

$$2024 = 82,692$$

District	2024 Family Centered Services Allocation	Estimated Number of Staff Positions Based on Allocation
Albany	\$496,153	3
Allegany	\$165,385	1
Broome	\$496,153	3
Cattaraugus	\$330,769	2
Cayuga	\$330,769	2
Chautauqua	\$496,153	3
Chemung	\$165,385	1
Chenango	\$165,385	1
Clinton	\$165,385	1
Columbia	\$165,385	1
Cortland	\$165,385	1
Delaware	\$165,385	1
Dutchess	\$330,769	2
Erie	\$826,925	5
Essex	\$165,385	1
Franklin	\$165,385	1
Fulton	\$165,385	1
Genesee	\$165,385	1
Greene	\$165,385	1
Hamilton	\$165,385	1
Herkimer	\$165,385	1
Jefferson	\$165,385	1
Lewis	\$165,385	1
Livingston	\$165,385	1
Madison	\$165,385	1
Monroe	\$826,925	5
Montgomery	\$165,385	1
Nassau	\$661,537	4
New York City	\$1,157,687	7
Niagara	\$330,769	2
Oneida	\$496,153	3
Onondaga	\$661,537	4
Ontario	\$165,385	1
Orange	\$496,153	3
Orleans	\$165,385	1
Oswego	\$330,769	2
Otsego	\$165,385	1
Putnam	\$165,385	1
Rensselaer	\$330,769	2
Rockland	\$330,769	2
St. Lawrence	\$330,769	2
Saratoga	\$165,385	1
Schenectady	\$330,769	2
Schoharie	\$165,385	1
Schuyler	\$165,385	1
Seneca	\$165,385	1
Steuben	\$165,385	1
Suffolk	\$661,537	4
Sullivan	\$165,385	1
Tioga	\$165,385	1
Tompkins	\$165,385	1
Ulster	\$330,769	2
Warren	\$165,385	1
Washington	\$165,385	1
Wayne	\$165,385	1
Westchester	\$661,537	4
Wyoming	\$165,385	1
Yates	\$165,385	1
TOTAL	\$17,200,000	104

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: Social Services

DATE: 9/12/2024

- (a) Purpose of Request:
Requesting appropriation of funds from the General Fund Unappropriated Surplus (A 909.00) in the amount of \$293,466 to increase A.6050 469 Public Facility for Children Other Payments/Contributions
- (b) Details:
Due to court ordered detention, these costs have increased significantly requiring additional funding to cover these expenses through year end.
- (c) Previous Resolution Number:
- (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

Montero, Julie (DFA)

From: Volgende, Donna <davc@westchestercountyny.gov>
Sent: Wednesday, September 4, 2024 10:34 AM
To: Mammone, Jill (DFA)
Cc: Montero, Julie (DFA); Amy Secor
Subject: Family Court Assistance Program (FCAP) Non Secure Out of County Billing for the 2nd quarter 2024
Attachments: Non Secure out of county billing 2nd qtr 24 WRN -05.pdf; Non Secure out of county billing 2nd qtr 24 WRN -06.pdf; Non Secure out of county billing 2nd qtr 24 WRN -07.pdf; Non Secure out of county billing 2nd qtr 24 WRN -08.pdf

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Good Morning Jill,

~~X~~ Attached please find our billings for 4 Warren County youths placed in Westchester County facilities under the Family Court Assistance Program during the 2nd quarter 2024. A balance of \$106,722.00 is due from your office. Please review the attached invoices and if you have any questions please contact me.

Thank you,

Donna Volgende
 Accountant II
 Westchester County Dept. of Probation
 111 Dr. Martin Luther King Jr. Blvd., 6th Fl.
 White Plains, N.Y. 10601
 Tel: 914-995-3747
davc@WestchesterCountyNY.gov

	1 st Q	87,120
	2nd Q	<u>106,722</u>
1/1 - 6/30/24	=	193,842

To: Volgende, Donna <davc@westchestercountyny.gov>

Subject: RE: Family Court Assistance Program (FCAP) Non Secure Out of County Billing for the 1st quarter 2024

Caution: This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact the Help Desk.

Good morning Donna,

I am not familiar with the Family Court Assistance Program, would you be able to provide any information on this program, how it works, etc? I do see all of the names on the OCFS roster so payment will be forthcoming for these placements.

Thanks!

Julie Montero
Fiscal Manager
Warren Co. DSS
(518) 761-7645

From: Volgende, Donna <davc@westchestercountyny.gov>

Sent: Tuesday, May 21, 2024 2:21 PM

To: Montero, Julie (DFA) <Julie.Montero@dfa.state.ny.us>

Cc: Varghese, Susan <svva@westchestercountyny.gov>; Disla, Maria <mqvg@westchestercountyny.gov>

Subject: Family Court Assistance Program (FCAP) Non Secure Out of County Billing for the 1st quarter 2024

You don't often get email from davc@westchestercountyny.gov. [Learn why this is important](#)

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Good morning Ms. Montero,

Attached please find our billing for 3 Warren County youths placed in Westchester County facilities under the Family Court Assistance Program during the 1st quarter 2024. A balance of \$ 87,120.00 is due from your office. Please review the attached invoices and if you have any questions please contact me.



Thank you,

Donna Volgende

Accountant II

Westchester County Dept. of Probation

111 Dr. Martin Luther King Jr. Blvd., 6th Fl.

White Plains, N.Y. 10601

Tel: 914-995-3747

davc@WestchesterCountyNY.gov



WESTCHESTER COUNTY
DEPARTMENT OF PROBATION
BUREAU OF FAMILY JUSTICE



Family Court Assistance Program-Scholes

Family Court Assistance Program-Clearview

NON-SECURE OUT OF COUNTY BILLING

YOUTH'S NAME: .		INVOICE NO.: WRN - 05
DOB: 01/03/2012		DATE: 09/04/2024
HOME COUNTY: Warren (052)		
CASE: 462333		
NUMBER OF CARE DAYS: 8		
DATES OF CARE DAYS: FROM 04/01/2024 TO 04/09/2024		
CARE DAY RATE: \$ 1,089.00		
AMOUNT DUE: \$ 8,712.00		
ADDITIONAL EXPENSES:		
ADDITIONAL INFO/COMMENTS:		
		8,712 6,534 22,869 <u>68,607</u>
2 ND Quarter 1 ST Q		106,722 <u>87,120</u> 193,842
PLEASE SEND A CHECK PAYABLE TO: WESTCHESTER COUNTY DEPT. OF PROBATION 111 DR. MARTIN LUTHER KING JR. BLVD. 6 TH FL. WHITE PLAINS, NEW YORK 10601 ATTN: S. VARGHESE		



WESTCHESTER COUNTY
DEPARTMENT OF PROBATION
BUREAU OF FAMILY JUSTICE



Family Court Assistance Program-Scholes



Family Court Assistance Program-Clearview

NON-SECURE OUT OF COUNTY BILLING

YOUTH'S NAME:	INVOICE NO.: WRN - 06
DOB: 01/21/2010	DATE: 09/04/2024
HOME COUNTY: Warren (052)	
CASE: 463536	
NUMBER OF CARE/DAYS: 6	
DATES OF CARE DAYS: FROM 06/25/2024 TO 06/30/2024	
CARE DAY RATE: \$ 1,089.00	
AMOUNT DUE: \$ 6,534.00	
ADDITIONAL EXPENSES:	
ADDITIONAL INFO/COMMENTS:	
PLEASE SEND A CHECK PAYABLE TO: WESTCHESTER COUNTY DEPT. OF PROBATION 111 DR. MARTIN LUTHER KING JR. BLVD. 6 TH FL. WHITE PLAINS, NEW YORK 10601 ATTN: S. VARGHESE	



WESTCHESTER COUNTY
DEPARTMENT OF PROBATION
BUREAU OF FAMILY JUSTICE



Family Court Assistance Program-Scholes

Family Court Assistance Program-Clearview

NON-SECURE OUT OF COUNTY BILLING

YOUTH'S NAME:	INVOICE NO.: WRN - 07
DOB: 12/18/2006	DATE: 09/04/2024
HOME COUNTY: Warren (052)	
CASE: 465492	
NUMBER OF CARE DAYS: 21	
DATES OF CARE DAYS: FROM 05/31/2024 TO 06/21/2024	
CARE DAY RATE: \$ 1,089.00	
AMOUNT DUE: \$ 22,869.00	
ADDITIONAL EXPENSES:	
ADDITIONAL INFO/COMMENTS:	
PLEASE SEND A CHECK PAYABLE TO: WESTCHESTER COUNTY DEPT. OF PROBATION 111 DR. MARTIN LUTHER KING JR. BLVD. 6 TH FL. WHITE PLAINS, NEW YORK 10601 ATTN: S. VARGHESE	



WESTCHESTER COUNTY
DEPARTMENT OF PROBATION
BUREAU OF FAMILY JUSTICE



Family Court Assistance Program-Scholes

Family Court Assistance Program-Clearview

NON-SECURE OUT OF COUNTY BILLING

YOUTH'S NAME:	INVOICE NO.: WRN - 08
DOB: 12/17/2008	DATE: 09/04/2024
HOME COUNTY: Warren (052)	
CASE: 463666	
NUMBER OF CARE DAYS: 63	
DATES OF CARE DAYS: FROM 04/01/2024 TO 06/03/2024	
CARE DAY RATE: \$1,089.00	
AMOUNT DUE: \$68,607.00	
ADDITIONAL EXPENSES:	
ADDITIONAL INFO/COMMENTS:	
PLEASE SEND A CHECK PAYABLE TO: WESTCHESTER COUNTY DEPT. OF PROBATION 111 DR. MARTIN LUTHER KING JR. BLVD. 6 TH FL. WHITE PLAINS, NEW YORK 10601 ATTN: S. VARGHESE	

Jill E. Mammone
 Principal Account Clerk
 Warren County DSS
 1340 State Route 9
 Lake George, NY 12845
 518-761-7654
Jill.mammone@dfa.state.ny.us

From: Montero, Julie (DFA) <Julie.Montero@dfa.state.ny.us>
Sent: Wednesday, May 22, 2024 12:20 PM
To: Mammone, Jill (DFA) <Jill.Mammone@dfa.state.ny.us>
Subject: FW: Family Court Assistance Program (FCAP) Non Secure Out of County Billing for the 1st quarter 2024

FYI

Julie Montero
 Fiscal Manager
 Warren Co. DSS
 (518) 761-7645

From: Volgende, Donna <davc@westchestercountyny.gov>
Sent: Wednesday, May 22, 2024 12:17 PM
To: Montero, Julie (DFA) <Julie.Montero@dfa.state.ny.us>
Subject: RE: Family Court Assistance Program (FCAP) Non Secure Out of County Billing for the 1st quarter 2024

You don't often get email from davc@westchestercountyny.gov. [Learn why this is important](#)

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Hi Julie,

Thank you for the quick response. Westchester County charges other counties for the placement of their youth in Children's Village non secure detention program called the Family Court Assistance Program. Payment is based on the number of days the children stay at the facility at a daily care rate.

Best Regards,

Donna Volgende
 Accountant II
 Westchester County Dept. of Probation
 111 Dr. Martin Luther King Jr. Blvd., 6th Fl.
 White Plains, N.Y. 10601
 Tel: 914-995-3747
davc@WestchesterCountyNY.gov

From: Montero, Julie (DFA) [<mailto:Julie.Montero@dfa.state.ny.us>]
Sent: Wednesday, May 22, 2024 9:09 AM

Montero, Julie (DFA)

From: Volgende, Donna <davc@westchestercountyny.gov>
Sent: Friday, May 24, 2024 4:33 PM
To: Mammone, Jill (DFA)
Cc: Montero, Julie (DFA); Disla, Maria
Subject: RE: Family Court Assistance Program (FCAP) Non Secure Out of County Billing for the 1st quarter 2024
Attachments: W9-Westchester County.pdf

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Good Afternoon,

Attached please find a copy of Westchester County's signed W-9 form as per your request. If you need additional information please email me.

Thank you,

Donna Volgende

Accountant II
Westchester County Dept. of Probation
111 Dr. Martin Luther King Jr. Blvd., 6th Fl.
White Plains, N.Y. 10601
Tel: 914-995-3747
davc@WestchesterCountyNY.gov

From: Mammone, Jill (DFA) [mailto:Jill.Mammone@dfa.state.ny.us]
Sent: Friday, May 24, 2024 3:55 PM
To: Volgende, Donna <davc@westchestercountyny.gov>
Cc: Montero, Julie (DFA) <Julie.Montero@dfa.state.ny.us>
Subject: FW: Family Court Assistance Program (FCAP) Non Secure Out of County Billing for the 1st quarter 2024

Caution: This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact the Help Desk.

Good Afternoon,

In order to pay the Detention invoices we will need the attached W9 filled out , signed and returned to us.

You may email the completed W9.

Thank You,
Jill

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: 3/7/24

- (a) Purpose of Amendment: **To increase expenses and revenue based NYS Child Care Block Grant allocation received by NYS OCFS.**

- (b) Appropriation Code, Object Code, Full Title and Amount: **A.6055 470 Daycare Contract \$400,000**

- (c) Revenue Code (with title), and Amount:
A.6055 3655 State Aid Daycare Contract \$400,000



Office of Children and Family Services

Kathy Hochul
Governor

52 WASHINGTON STREET
RENSELAER, NY 12144

DaMia Harris-Madden, Ed.D., MBA, M.S.
Commissioner

Local Commissioners Memorandum

Transmittal:	23-OCFS-LCM-12-R3 (<i>Revised July 1, 2024</i>)
To:	Local Departments of Social Services Commissioners
Issuing Division/Office:	Division of Child Care Services Division of Administration
Date:	R3: July 1, 2024; R2: October 16, 2023; R1: August 18, 2023. Original publication date: June 30, 2023
Subject:	New York State Child Care Block Grant Allocations April 1, 2023-September 30, 2024
Contact Person(s):	<p>Program Questions</p> <ul style="list-style-type: none"> o Child Care Assistance Policy Unit, OCFS Division of Child Care Services ocfs.sm.districtsupport.subsidy@ocfs.ny.gov <p>Claiming Questions</p> <ul style="list-style-type: none"> o Regions 1-5 Justin Gross: 518-408-4970 otda.sm.Field_Ops.I-IV@otda.ny.gov o Region 6 (NYC) Michael Simon: 212-961-8250 Michael.Simon@otda.ny.gov <p>WMS/Services Questions</p> <ul style="list-style-type: none"> o Service Portal: https://nysitsm2.service-now.com/sp o 1-844-891-1786, fixit@its.ny.gov <p>Chat: https://chat.its.ny.gov</p>
Attachments:	<p>Attachment A (Revised): <i>New York State Child Care Block Grant Social Services District Allocations 4/1/2023-9/30/2024</i></p> <p>Attachment B (Revised): <i>New York State Child Care Block Grant Total Funding Available 10/1/2022-9/30/2023</i></p> <p>Attachment C (Revised): <i>New York State Child Care Block Grant Total Funding Available 10/1/2023-9/30/2024</i></p> <p>Attachment D, <i>New York State Child Care Block Grant Maintenance of Effort Level</i></p> <p>Attachment E, <i>Attachment for U.S. Department of Health and Human Services Grants</i></p>

R3: This Local Commissioners Memorandum (LCM) was revised and reissued on July 1, 2024, to reflect the addition of \$3.5M, which has been added to the allocations for the period April 1, 2023, through September 30, 2024. Changes are reflected in Attachments A, B, and C.

R2: This LCM was revised and reissued on October 16, 2023, to reflect the addition of \$32M, which were added to the allocations for the period April 1, 2023, through September 30, 2024. Changes are reflected in Attachments A, B, and C.

23-OCFS-LCM-12-R3

July 1, 2024

LDSS	Rollover: Unspent Funds from FFY 2023 into FFY2024	Pandemic Funds Allocation FFY 2024 (previously issued via 22- OCFS-LCM-08)	October 1, 2023 - March 31, 2024	April 1, 2024 - September 30, 2024	Total Funding Available
Orange	\$7,640,441	\$1,804,538	\$2,645,103	\$2,645,102	\$14,735,184
Orleans	\$1,309,423	\$181,210	\$267,033	\$267,032	\$2,024,698
Oswego	\$2,932,874	\$612,043	\$915,009	\$915,008	\$5,374,934
Otsego	\$1,178,006	\$207,718	\$296,987	\$296,987	\$1,979,698
Putnam	\$2,434,499	\$178,615	\$227,869	\$227,868	\$3,068,851
Rensselaer	\$4,532,044	\$913,026	\$1,359,240	\$1,424,241	\$8,228,551
Rockland	\$11,109,326	\$2,001,100	\$2,897,054	\$2,897,054	\$18,904,534
Saratoga	\$1,805,035	\$416,311	\$696,683	\$2,350,029	\$5,268,058
Schenectady	\$5,980,087	\$1,948,960	\$2,966,357	\$5,016,497	\$15,911,901
Schoharie	\$687,684	\$136,141	\$220,822	\$220,821	\$1,265,468
Schuyler	\$579,859	\$115,103	\$170,330	\$170,331	\$1,035,623
Seneca	\$193,142	\$110,807	\$179,779	\$938,367	\$1,422,095
Steuben	\$375,301	\$733,919	\$1,214,356	\$7,525,300	\$9,848,876
St. Lawrence	\$2,162,178	\$366,115	\$579,825	\$769,824	\$3,877,942
Suffolk	\$30,760,150	\$9,773,614	\$14,076,564	\$14,076,565	\$68,686,893
Sullivan	\$2,530,123	\$401,863	\$576,835	\$576,834	\$4,085,655
Tioga	\$1,572,365	\$295,509	\$452,486	\$452,486	\$2,772,846
Tompkins	\$2,411,062	\$461,234	\$708,484	\$708,484	\$4,289,264
Ulster	\$7,446,850	\$935,110	\$1,399,348	\$1,399,349	\$11,180,657
Warren	\$2,210,750	\$245,701	\$353,458	\$353,457	\$3,163,366
Washington	\$1,779,554	\$234,067	\$337,442	\$337,441	\$2,688,504
Wayne	\$1,719,050	\$308,117	\$446,295	\$446,294	\$2,919,756
Westchester	\$36,887,212	\$9,111,326	\$13,958,820	\$13,958,821	\$73,916,179
Wyoming	\$563,084	\$104,301	\$165,039	\$165,038	\$997,462
Yates	\$347,160	\$81,473	\$116,797	\$260,798	\$806,228
ROS	\$328,904,078	\$87,917,292	\$138,207,702	\$191,926,094	\$746,955,166
NYC	\$590,566,720	\$115,082,708	\$205,792,299	\$205,792,299	\$1,117,234,026
TOTAL	\$919,470,798	\$203,000,000	\$344,000,001	\$397,718,393	\$1,864,189,192

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: 9/10/2024

- (a) Purpose of Amendment: **To increase expenses in the DSS Detention budget to cover court ordered costs through year end. This portion of expenses to be reimbursed by Washington County.**

- (b) Appropriation Code, Object Code, Full Title and Amount: **A.6050 469 Public Facility for Children Other Payments/Contributions \$6,534**

- (c) Revenue Code (with title), and Amount:
A.6010 1810 Administration \$6,534

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: 9/26/24

- (a) Exact Title and Number of Project*: H376 Hudson Street over Mill Creek Bridge
Town of Johnsburg
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$380,950.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$ 380,950.00 Federal Share (95%)
\$ 0.00 Local Match (no additional funds needed at this time)
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund project preliminary
engineering and right of way phases

AGENDA
OCTOBER 3, 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) Review of 2024 Budget request.
 - 3) **Requests/Items to be Discussed by the Clerk of the Board (Amanda Allen, Clerk):**
 - A) Request for a transfer of funds in the amount of \$75,000 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1185 435, *Medical Examiners, Medical Fee's*, to cover the estimated cost of autopsies through the remainder of the year.
 - B) Request for a transfer of funds in the amount of \$12,280 from from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1010 437, *Legislative Board, Consulting Fees*, to cover the cost of invoices related to bonding which was an unanticipated expense that was not budgeted for.
 - C) Request to amend Resolution No. 219 of 2024, *Approving Standard Work Day and Time Reporting Resolution for All Elected Officials for Retirement Purposes*, to include additional elected/appointed officials.
 - D) Review of 2024 Budget request.
 - 4) **Requests/Items to be Discussed by the Director of Information Technology (Mike Colvin, Director):**
 - A) Request to amend the existing contract with Windstream Enterprises to upgrade on-site equipment to support SIP connection.
 - B) Request to appropriate \$4,750 from Budget Code A.895.00, *Computer Reserve Fund*, to various budget codes to cover the cost of purchasing computers and related equipment and software.
 - C) Review of 2024 Budget request.
 - 5) **Referral from the Economic Growth & Development Committee (Chaired by Supervisor Etu):**
Workforce Development (Liza Ochsendorf, Director) -
Request to create the new position of Fiscal Coordinator, *Annual Salary \$52,674*, effective October 21, 2024 and delete the position of Employment & Training Account Manager, *Grade 13, Base Annual Salary \$61,136*, effective January 13, 2025.
 - 6) **Referrals from the Public Works Committee (Chaired by Supervisor Conover):**
Solid Waste & Recycling (Scott Royael, Solid Waste Compliance Officer) -
 - A) Request to create the new position of Solid Waste Supervisor, *Grade 15, Base Annual Salary \$52,674*, effective December 1, 2024.
 - B) Request to create the new position of MEO - Medium (PT), *Grade 9, Base Annual Salary \$23,045 (20 hours/week)*, effective December 1, 2024.
 - 7) **Requests/Items to be Discussed by the County Attorney (Larry Elmen, County Attorney):**
Action Agenda/New Business Items:
 1. Request: Resolution Adopting Copyright Policy for Warren County
Rationale: Warren County does not have a policy regarding the use of copyrighted material.
 2. Request: Resolution approving new contract with New York State Industries for the Disabled, Inc. for mail fulfillment services in support of annual tax foreclosure lawsuit.
Rationale: Contract provides professional printing, mailing, tracking, address updates and written confirmation for service of process required upon every interested party with an interest in a tax delinquent parcel of real property. Under new tax foreclosure legislation, substantial portion of contract cost may be recoverable as legal charge against tax delinquent parcels.
 3. Accepting Opioid Settlement Agreement Terms with Target Corp. and authorizing Chairman of Board, County Attorney and Outside Legal Counsel authority to execute all necessary documents.
Rationale: To obtain additional funding for Opioid Remediation. Further information available during Executive Session, if requested.

CONTINUED

4. Request: Accepting Opioid Settlement Agreement Terms with Henry Schein Inc. and Henry Schein Medical Systems, Inc. and authorizing Chairman of Board, County Attorney and Outside Legal Counsel authority to execute all necessary documents.
Rationale: To obtain additional funding for Opioid Remediation. Further information available during Executive Session, if requested
5. Request: Introducing Local Law 7 of 2024 to Rescind Local Law 4 of 2008.
Rationale: Local Law 4 of 2008 established County policies for employee benefits provided to employees not covered by a bargaining unit (i.e. out of unit employees). This local law was not rescinded, repealed or amended. Once rescinded, the County may establish certain employee benefits for Out of unit employees by resolution which are consistent with existing County resolutions.
6. Request: To transfer funds from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1420 440.2, *County Attorney, Transcription Fees*, in the amount of \$3,000.00.
Reason: To cover litigation expenses incurred from "Legacy" lawsuits which do not possess insurance coverage.

Discussion Items:

1. 2025 County Attorney Department Budget.
2. Litigation Update: Request for a motion to enter into an executive session, per Public Officers Law § 105(1)(d), to engage in discussions of potential, pending and current litigation and to provide attorney-client communications per Public Officers Law § 108(3), concerning one or more of the matters listed below which shall be identified at the time of the meeting:

A. Lawsuits without Insurance Coverage:

1) Opioid Litigation Actions: Settlement Agreement with Target Corp.

- 2) *Michael Easterbrooks v. Schenectady County, et al*, Albany County Index No. 907013-2021, filed August 10, 2021.
- 3) *Joshua Rouse v. Berkshire Farms Center for Youth, et al*, Warren County Index No. EF2021-69346, filed August 10, 2021.
- 4) *Kathleen Innes v. Warren County and Correctional Medical Care*, NDNY 1:22-cv-00641-BKS-TWD, filed June 15, 2022.
- 5) *Estate of Ann Alice Hennessey v. County of Warren & Christine Norton, as County Treasurer*, NDNY 1:24-cv-314-AMN-CFH, filed March 6, 2024.
 - Alleging violations of federal constitutional rights under 5th Amendment, 8th Amendment, and 14th Amendment, as well as section 1983 claims for deprivation of civil rights, and State law claim for unjust enrichment.
 - March 22, 2024: Insurance Coverage Denied through Travelers-claims made.
 - *New York Tax Foreclosure Surplus Litigation*: Multi-District Litigation (MDL) No. 3117: Plaintiffs motion to join all 37 counties subject to individual lawsuits. Responses filed 5/7/2024. Decision pending.
 - May 31, 2024: Motion to Dismiss against remaining plaintiff, Estate of Ann Alice Hennessey, filed with Federal District Court.
 - July 19, 2024: Plaintiff filed opposition papers to County's Motion to Dismiss.
 - July 25, 2024: County filed reply brief in response to plaintiff's opposition papers.
 - October 8, 2024: Court conference in Federal District Court regarding pending motions to dismiss.

B. Lawsuits covered by Insurance:

- 1) *Tyson Poulos v. County of Warren, Warren County Sheriff's Office, Warren County District Attorney's Office [as well as 6 employees of Sheriff's Office and 1 employee of District Attorney's Office]*, NDNY 1:21-cv-96-MAD-CFH, filed January 27, 2021. Date of Loss alleged January 20, 2014 through August 8, 2014.
- 2) *Patricia Zahaba v. County of Warren and Town of Queensbury*, Warren County Index No. EF2022-70243, filed June 13, 2022. Date of Loss alleged: June 11, 2021. Notice of Claim served September 8, 2021.
- 3) *John Werner v. Bernice Conlon & Warren County*, Warren County Index No. EF2022-70247, filed June 15, 2022. Date of Loss alleged: August 15, 2021. Notice of Claim served November 8, 2021.
- 4) *Michael Davis v. Cole Palmer, Nicole Palmer, Town of Queensbury & County of Warren*, Warren County Index No. EF2023-71114, filed July 15, 2022. Date of Loss alleged: May 14, 2022. Notice of Claim served July 15, 2022.
- 5) ***Jasmine Earnest v. Town of Queensbury, County of Warren, Stiling Electric, Inc. & Joanne Levack, Warren County Index No. EF2022-2111, filed September 29, 2022. Date of Loss alleged: April 12, 2022. Notice of Claim served May 9, 2022.***
- 6) *Timothy McIntyre & Brenna Michalak v. County of Warren*, Warren County Index No. EF2023-72092, filed December 11, 2023. Date of Loss alleged: September 18, 2022. Notice of Claim, served December 19, 2022.
- 7) *Nicholas Oudekerk v. Sergeant Brandon Thomas & Corrections Officer Nicholas Crum*, NDNY 9:24-cv-00109-AMN-TWD, filed March 13, 2024.
 - September 13, 2024: Motion to Dismiss filed.

C. Notice of Claims & Administrative Complaints:

- 1) **Notice of Claim served February 22, 2024: Christian Gottschalt & Kimberlee Gottschalt. Date of Loss alleged: November 29, 2023.**
 - **Claim Closed: September 2024.**
- 2) Notice of Claim served March 7, 2024: Ethan Smith and Jennifer Dees. Date of Loss alleged: November 8, 2023 through March 1, 2024.
- 3) **Notice of Claim served March 27, 2024: Irene Esposito. Date of Loss alleged January 13, 2024. Claim Closed: September 2024. Accident location identified as Fort William Henry not County-owned Charles Wood Park.**
- 4) **Notice of Claim served May 15, 2024: Tarrah Rockwell. Date of Loss alleged: September 26, 2023. Claimant filed motion to serve late notice of claim and Court Order, dated May 14, 2024, granted permission to file late notice of claim.**
 - **Claim Closed: September 2024. Claim tendered to insurance carrier for general contract for Countryside Adult Home construction project.**
- 5) Administrative Complaint: Department of Human Rights against County of Warren and Warren County DSS, dated May 2, 2024. Date of Loss alleged: November 27, 2023 through March 7, 2024.
- 6) Notice of Claim served July 15, 2024. Jennifer Dees & Ethan Smith. Date of Loss alleged: June 2024. Warren County District Attorney's Office regarding assignment as special prosecutor for Saratoga County in the matter of People v. Veronica Smith.
- 7) **Notice of Claim served August 8, 2024. Joseph Tangrady v. City of Glens Falls & County of Warren. Personal injuries allegedly sustained from falling tree branch. Claim reported to Travelers and claim denied/closed on August 21, 2024.**
 - **Claim Closed: August 2024. No theory of liability. Not our tree-Note our roadway.**
- 8) **Notice of Claim served September 17, 2024. David J. Funaro, Jr. & Sarah A Vedder v. Glens Falls and Glens Falls Police Department, Violation of constitutional rights, excessive force, perjury, property damage, and retaliation arising from execution of search warrant.**

V. Pending Items:

No Items this Month.

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: CLERK OF THE BOARD

SIGNED:

DATE: 10/03/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
------------------	--------------	----------------	--------------	---------------

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.1010 437	Legislative Board, Consulting Fees	\$12,280.00

Please state reason for transfer request:

To pay FMBF and CMA bills related to bonding which were not funded in the 2024 Budget.

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



INVOICE

68 Warren Street - PO Box 2017 - Glens Falls, NY 12801
(518) 745-1400 - Fax: (518) 745-1576
Federal ID #14-1736110

Warren County
c/o Christine V. Norton, Treasurer
1340 State Route 9
Lake George, NY 12845

Invoice Number: 85785
Invoice Date: 9/4/2024

File Number: 10715-0002-001

Please pay \$5,780.00
by 10/4/2024

Table with 2 columns: Description and Amount. Rows include Previous Statement Balance (\$5,500.00), Current Billing Activity (Interest \$0.00, Legal Services Rendered \$280.00, Disbursements and Other Costs Incurred \$0.00, Total Current Billing \$280.00), Payments and Credits Since Last Statement (\$0.00), and Balance Due (\$5,780.00).

Payment Type: () Check/Money Order
() Credit Card



Amount enclosed: \$ _____

Credit Card Authorization

Remit to: FitzGerald Morris Baker Firth, P.C.
68 Warren Street
PO Box 2017
Glens Falls, NY 12801

Card Number:
Expiration Date ___/___/___ CVV ___
Amount _____
Card Holder Name _____

Please return this page with your payment.

Pay online via card or eCheck
Visit www.fmbf-law.com/pay



85785

Please enter '85785' in the 'What's this for' box

Card Holder Address

Card Holder Signature _____



CapitalMarketsAdvisors,LLC

Independent Financial Advisors

11 Grace Avenue, Suite 308

Great Neck, NY 11021

Invoice

2919

5/22/2024

Bill To	
Description	Amount
Ms. Christine Norton Treasurer County of Warren 1340 State Route 9 Lake George, NY 12845	
\$8,420,000 Bond Anticipation Notes – 2024	6,500.00
Total:	\$6,500.00

www.capmark.org

Phone 516-487-9815

Fax 516-487-2575

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: Information Technology

DATE: October 3, 2024

(a) Purpose of Request: **To appropriate funds from the Computer Reserve Fund to departmental budgets to purchase computers and related equipment and software.**

(b) Details:		
DPW	A.1490 220.1	\$2,250
Planning	A.8022 220.1	\$1,500
County Clerk	A.1410.220.1	\$1,000

(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A.895.00 Computer Reserve Fund**

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

* as listed in budget and LOGOS

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

DEPARTMENT NAME: Workforce Development

DATE: 9/26/2024

- (a) Title of Requested Position: Fiscal Coordinator
- (b) Annual **Base** Salary (and Grade if Applicable): \$52,674
- (c) Effective Date for New Position*: October 21, 2024
**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):
 Employment & Training Account Manager \$61,136 In Unit Grade 13 effective January 13, 2025
- (e) Where are Funds in the Budget for this Position?
 List Budget Code, Object Code, Full Title and Amount:
 40.6293.0300 110 40.6293.0313 110
 40.6293.0305 110 40.6293.0310 110
- (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 AG
- (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 CT
- (i) Is this a mandated position? YES NO
 If yes, please explain:
 The federal funding does require a designated Fiscal position for reporting purposes
- (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:

FISCAL COORDINATOR

DISTINGUISHING FEATURES OF THE CLASS: An employee in this position oversees the accounting and financial management functions of a municipal department. Areas of responsibility include fiscal management, budget preparation, accounts payable, accounts receivable, purchasing, cost analysis and program/grant contract monitoring. The work is performed under the general supervision of the department head. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Oversees and participates in department's fiscal and accounting processes including fiscal control of program and/or grant funds, accounts payable, accounts receivable and purchasing;

Prepares vouchers, purchase orders, encumbrances and other fiscal documents relating to all applicable Federal, State and locally-funded programs and/or grants with accuracy to ensure maximum appropriations of charges;

Maintains and reconciles ledgers of revenues received with bank statements;

Oversees and assists in the classification of a variety of receipts and expenditures and the distribution of costs according to prescribed codes and accounts;

Performs all support functions in the preparation of the department's budget, including data collection, preparation of budget forms, reconciliation, analysis and summaries;

Assists and advises department head in formulating, administering and assessing policies relating to fiscal administration of the budget, program expenses and agency procedures;

Prepares departmental financial reports and correspondence; Monitors contracts and service agreements;

Monitors agency adherence to regulations regarding the disbursement of Federal, State and locally-funded programs and/or grants;

Communicates with various Federal, State and local representatives regarding program funding and fiscal affairs within scope of responsibility;

Performs all work related to the efficient execution of the accounting functions of the agency;

Resourcefulness in resolving varied administration problems.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of modern governmental accounting and fiscal procedures and techniques including budgeting and appropriation practices as relates to grant disbursement and general office accounting;

Good knowledge of methods used in keeping financial accounts and records;

Good knowledge of modern fiscal terminology, practices and procedures;

Good knowledge of the laws, rules and regulations related to departmental functions;

Ability to acquire a working knowledge of agency affairs related to fiscal management;

Ability to prepare complete and accurate financial reports and statements;

Ability to present written and oral comments and opinions clearly and concisely;

Good judgment, accuracy, integrity, resourcefulness and tact.

MINIMUM QUALIFICATIONS:

- (A) Bachelor's degree or higher in accounting, business administration or closely related field and one (1) year of business management experience which shall have included substantial responsibility in areas of accounting and fiscal management; or
- (B) Associate's degree in accounting, business administration or closely related field and three (3) years of business management experience which shall have included substantial responsibility in areas of accounting and fiscal management; or
- (C) Graduation from high school or possession of a high school equivalency diploma and five (5) years of business management experience which shall have included substantial responsibility in areas of accounting and fiscal management.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: DPW

DATE: 09/26/24

- (a) Title of Requested Position: Solid Waste Supervisor
- (b) Annual **Base** Salary (and Grade if Applicable): \$52,674 (Grade 15)
- (c) Effective Date for New Position:* 12/1/24
*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):NA
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount:
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain:
- (h) Is there expected revenue from this position? If so, please explain:

SOLID WASTE SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This position involves the responsibility for overseeing the Solid Waste Department's operational functions by assigning, reviewing and supervising the daily work activities to ensure the efficient collection, transportation, disposal and recycling of solid waste throughout the County of Warren. Direct supervision is received from the Warren County Department of Public Works Superintendent or the Solid Waste and Recycling Compliance Coordinator with leeway allowed for exercising independent judgment and initiative. Direct supervision is exercised over a several lower level skilled and non-skilled solid waste employees. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Oversees the activities of the solid waste departmental field operations (hauling) for all the Towns throughout the County. This would include the hauling of municipal solid waste and recyclables for each of the Towns, this would also include an equipment repair shop;

Responsible for overseeing the daily work activities of solid waste personnel and other assigned workers by assigning and/or reassigning the duties to be performed or equipment used;

Supervises employees and assists with disciplinary matters;

Coordinates with contractors and brokers for timely delivery of empty trailers and shipment of municipal solid waste, construction and demolition debris and various recyclable materials;

Directs employees in all aspects of safety, which includes the safe operation of and care for all equipment;

Inspects vehicles and equipment and ensures that proper preventive maintenance service and repairs are performed on all vehicles and equipment;

Operates loader, forklift, baler, skidsteer, and various trucks and equipment as required;

Performs a variety of related duties as necessary.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of refuse collection methods, practice and equipment;

Good knowledge of the geography of the municipality;

Ability to plan, supervise and review the work of others;

Ability to follow oral and written instructions;

Ability to communicate effectively both orally and in writing;

Ability to prepare and keep accurate records and written reports of materials, equipment and labor used;

Ability to make arithmetic computations involving counting, addition, subtraction, division, multiplication and fractions;

Ability to maintain working relationships with staff, vendors and the general public;

Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A) Graduation from high school or possession of a high school equivalency diploma; and
- B) At least five (5) years of overall work experience; and
- C) At least two (2) years involving the supervision of the daily work activities of lower-level skilled workers and coordination of the transportation and delivery of large amounts of materials.

SPECIAL REQUIREMENT: Must have possession of valid driver's license either appropriate to the vehicle(s) operated or a CDL Class B at the time of appointment and maintain that license throughout employment.

WC:

JC: Competitive

RESOLUTION REQUEST FORM NO. 11***Request to Create New Position*****DEPARTMENT NAME: DPW****DATE: 09/26/24**

- (a) Title of Requested Position: MEO - Medium (PT)
- (b) Annual **Base** Salary (and Grade if Applicable): \$23,045 - Grade 9 (20 hours/week)
- (c) Effective Date for New Position:* 12/1/24
*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):NA
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount:
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain:
- (h) Is there expected revenue from this position? If so, please explain:

MOTOR EQUIPMENT OPERATOR (MEDIUM)

GENERAL STATEMENT OF DUTIES: Operates one or more types of medium size automotive equipment and performs a variety of manual tasks in connection with such operation; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: These duties involve responsibility for the safe and efficient operation and care of moderately complex motor equipment in the performance of assigned tasks. Effectively works as an individual or as a member of a crew and coordinates efforts with other employees as appropriate. An employee in this class is also required to perform recurring manual duties related to the operation of the equipment. The work is usually performed under general supervision.

EXAMPLES OF WORK: (Illustrative only)

Operates a ten-wheel truck in connection with the hauling of material for road construction and repair;

Operates front end loader, roller of similar road construction machinery on construction and maintenance projects;

Operates a snow plow or related snow removal equipment;

Performs minor mechanical repairs on automotive equipment;

On assignment operates bulldozer, grader, shovel or other heavy automotive equipment;

Services assigned vehicle and maintains it in clean condition;

Loads and unloads trucks;

May perform a variety of simple manual tasks, such as cleaning culverts, shoveling snow, painting and road maintenance work;

Responds after normal working hours to emergency situations and during snow and ice events.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Good knowledge of the operation of trucks, tractors and other types of automotive equipment; ability to understand and carry out simple oral and written instructions; industry; dependability; good physical condition.

ACCEPTABLE EXPERIENCE AND TRAINING: One year of experience in the operation of motorized construction equipment.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for an appropriate New York State Class A or B license with air brake endorsement. Possession at time of appointment.

Amended, Warren County Civil Service, June 3, 2013
2022 Format

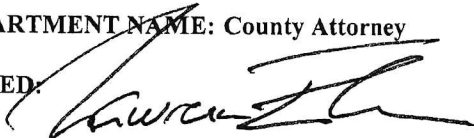
RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: County Attorney

SIGNED:



DATE: 10/3/24

<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.1420 440.2	County Attorney, Transcription Fees	\$3,000.00

Please state reason for transfer request: To pay for 3 deposition transcripts

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