

AUDIT COMMITTEE MEETING MINUTES  
MAY 18, 2016

AUDIT COMMITTEE MEMBERS PRESENT: Shaw, Armstrong, Idleman, Gang, Moore, Skellie, Hogan

AUDIT COMMITTEE MEMBERS ABSENT: None

Debra Prehoda, Clerk

Stacey Benson-Doty, Sr. Audit Clerk

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – April 13, 2016
- 3) Audit Monthly Bills
- 4) Other Business
- 5) Adjournment

Chairman Shaw called the meeting to order at 9:02 A.M.

A motion to accept minutes of the April 13, 2016 Audit Committee meeting was moved by Mr. Armstrong, seconded by Messrs. Gang and Skellie and adopted.

Stale Voucher – A motion to approve payment of stale voucher submitted by the Office for the Aging payable to Community, Work & Independence Inc. for home care services dated January 25, 2015 to January 30, 2015 in the amount of \$154.60 delayed due to a billing error was moved by Mr. Gang, seconded by Messrs. Armstrong and Hogan and adopted.

The committee proceeded with auditing the bills.

The committee reconvened.

A motion to pay all bills as audited was moved by Mr. Gang, seconded by Ms. Idleman and Mr. Skellie and adopted.

OTHER BUSINESS:

Monthly audit report was distributed, attached.

The Clerk followed up with the committee on the issue brought forward at a previous meeting by Stacey Benson-Doty, Sr. Audit Clerk, that the Coroners were no longer using pagers and the service should be terminated. The final bill for the Coroners pagers was processed in this audit ending that service. The committee thanked Stacey for bringing this to their attention and saving the County money.

The meeting adjourned at 10:02 A.M.

*Respectfully submitted,*

*Debra Prehoda, Clerk*

*Washington County Board of Supervisors*

Department	Submitted	Dollars	Department	Submitted	Dollars	Department	Submitted	Dollars
May	2016		April	2016		May	2015	
1010 Legislative Board	0	\$0.00	1010 Legislative Board	0	\$0.00	1010 Legislative Board	0	\$0.00
1040 Clerk of the Board	6	\$559.79	1040 Clerk of the Board	2	\$131.60	1040 Clerk of the Board	9	\$743.52
1165 District Attorney	9	\$5,536.37	1165 District Attorney	8	\$5,121.01	1165 District Attorney	4	\$918.11
1170 Public Defender	14	\$7,318.82	1170 Public Defender	7	\$3,763.77	1170 Public Defender	5	\$5,389.47
1171 Assigned Council	123	\$25,996.13	1171 Assigned Council	57	\$11,923.40	1171 Assigned Council	138	\$40,149.68
1185 Medical Examiner & Coroner	7	\$2,222.94	1185 Medical Examiner & Coroner	2	\$602.00	1185 Medical Examiner & Coroner	5	\$3,018.90
1190 Grand Jury	3	\$689.35	1190 Grand Jury	2	\$403.60	1190 Grand Jury	6	\$1,791.15
1230 County Administrator	5	\$3,618.43	1230 County Administrator	5	\$3,684.03	1230 County Administrator	3	\$3,723.78
1325 Treasurer	15	\$26,191.67	1325 Treasurer	4	\$1,932.97	1325 Treasurer	8	\$16,594.79
1355 Real Property Tax Service	5	\$13,173.80	1340 Budget Officer	6	\$1,827.00	1355 Real Property Tax Service	1	\$6,300.00
1362 Tax Advertising/Expense	1	\$300.00	1355 Real Property Tax Service	2	\$132.20	1362 Tax Advertising/Expense	1	\$315.00
1364 Expense - Tax Sale	0	\$0.00	1362 Tax Advertising/Expense	1	\$595.00	1364 Expense - Tax Sale	0	\$0.00
1410 County Clerk	9	\$2,865.53	1364 Expense - Tax Sale	0	\$0.00	1410 County Clerk	8	\$2,884.17
1420 County Attorney (Law)	4	\$823.49	1410 County Clerk	4	\$4,456.50	1420 County Attorney (Law)	1	\$362.63
1430 Personnel	2	\$120.18	1420 County Attorney (Law)	4	\$574.16	1430 Personnel	1	\$27.13
1450 Board of Elections	6	\$3,099.19	1430 Personnel	2	\$956.46	1450 Board of Elections	1	\$16.00
1490 Dept. of Public Works	2	\$627.58	1450 Board of Elections	2	\$117.25	1490 Dept. of Public Works	1	\$50.00
1620 Building & Grounds	71	\$78,082.83	1490 Dept. of Public Works	1	\$300.00	1620 Building & Grounds	62	\$52,080.44
1650 Central Communications	1	\$808.66	1620 Building & Grounds	38	\$42,428.66	1650 Central Communications	0	\$0.00
1660 Stock Room	9	\$1,345.33	1650 Central Communications	1	\$966.82	1660 Stock Room	7	\$1,404.22
1670 Central Mail	0	\$0.00	1660 Stock Room	10	\$1,544.39	1670 Central Mail	0	\$0.00
1680 Central Data Processing	16	\$17,393.35	1670 Central Mail	1	\$2,012.51	1680 Central Data Processing	12	\$30,631.89
1910 Unallocable Insurance	0	\$0.00	1680 Central Data Processing	10	\$28,298.66	1910 Unallocable Insurance	0	\$0.00
2490 Community College	4	\$4,375.85	1910 Unallocable Insurance	1	\$173.90	2490 Community College	2	\$670.00
3010 Traffic Safety Board	0	\$0.00	2490 Community College	20	\$46,088.50	3010 Traffic Safety Board	0	\$0.00
3110 Sheriff	27	\$36,116.13	3110 Sheriff	25	\$22,735.31	3110 Sheriff	32	\$14,560.47
3140 Probation	5	\$1,095.83	3140 Probation	5	\$1,323.91	3140 Probation	4	\$1,142.36
3150 Jail	79	\$124,060.65	3150 Jail	56	\$70,138.62	3150 Jail	71	\$65,391.28
3315 Special Traffic	4	\$16,978.53	3315 Special Traffic	2	\$3,375.91	3315 Special Traffic	4	\$7,116.29
3410 Fire Bureau	0	\$0.00	3410 Fire Bureau	3	\$1,152.00	3410 Fire Bureau	0	\$0.00
3620 Code Enforcement	1	\$293.75	3620 Code Enforcement	1	\$150.10	3620 Code Enforcement	4	\$120.00
3625 EMS	0	\$0.00	3625 EMS	0	\$0.00	3625 EMS	0	\$0.00
3640 Emergency Services	10	\$14,586.44	3640 Emergency Services	12	\$42,979.52	3640 Emergency Services	6	\$1,968.63
4000 Public Health	30	\$11,414.34	4000 Public Health	24	\$10,090.27	4000 Public Health	28	\$13,507.50
4054/CSWN/EI	45	\$215,750.78	4054/CSWN/EI	39	\$171,689.62	4010/Home Care	0	\$0.00
4082 WIC	11	\$1,039.56	4082 WIC	6	\$3,249.68	4054/CSWN/EI	52	\$228,706.44
4310 Mental Health	1	\$600.00	4310 Mental Health	3	\$234,733.00	4082 WIC	13	\$1,527.41
6010 Social Services/Aging	88	\$104,980.60	6010 Social Services/Aging	63	\$117,311.30	4310 Mental Health	1	\$200.00
6310 Economic Opportunities	0	\$0.00	6310 Economic Opportunities	2	\$15,000.00	6010 Social Services/Aging	67	\$96,044.46
6410 Economic Development	0	\$0.00	6410 Economic Development	0	\$0.00	6020 Enterprise Legacy	0	\$0.00
6411 Publicity - I Love NY	2	\$480.00	6411 Publicity - I Love NY	1	\$5,000.00	6310 Economic Opportunities	0	\$0.00
6510 Veterans	1	\$26.75	6510 Veterans	3	\$277.83	6410 Economic Development	0	\$0.00

Department	Submitted	Dollars	Department	Submitted	Dollars	Department	Submitted	Dollars
6610 Sealer of Weights & Measurer	0	\$0.00	6610 Sealer of Weights & Measurer	2	\$59.01	6411 Publicity - I Love NY	11	\$11,903.72
7110 Huletts Park	7	\$939.99	7110 Huletts Park	1	\$21.02	6510 Veterans	3	\$372.73
7111 Lauderdale Park	7	\$835.92	7111 Lauderdale Park	0	\$0.00	6610 Sealer of Weights & Measurer	0	\$0.00
7120 Snowmobile Trail Fund	0	\$0.00	7120 Snowmobile Trail Fund	0	\$0.00	7110 Huletts Park	2	\$478.52
7310 Youth Bureau	9	\$4,058.76	7310 Youth Bureau	7	\$3,942.49	7111 Lauderdale Park	2	\$499.38
7510 Historian	0	\$0.00	7510 Historian	0	\$0.00	7120 Snowmobile Trail Fund	0	\$0.00
8020 Planning	4	\$860.05	8020 Planning	4	\$23,550.82	7310 Youth Bureau	11	\$3,033.01
9999 Pooled/Unallocable	1	\$1,894.00	9999 Pooled/Unallocable	0		7510 Historian	0	\$0.00
<b>Fund Total</b>	<b>644</b>	<b>\$731,161.37</b>	<b>Fund Total</b>	<b>449</b>	<b>\$884,814.80</b>	8020 Planning	1	\$24.26
Capital Construction	20	\$37,979.30	Capital Construction	10	\$70,231.06	9999 Pooled/Unallocable	1	\$3,360.58
Car Pool	22	\$84,638.27	Car Pool	11	\$3,085.34	<b>Fund Total</b>	<b>588</b>	<b>\$617,027.92</b>
County Road	80	\$137,838.60	County Road	32	\$32,899.07	ACC Construction	5	\$42,279.27
County Road Machinery	124	\$232,552.84	County Road Machinery	114	\$153,029.14	Capital Construction	11	\$206,859.36
Sewer District No. 1	2	\$7,010.00	Sewer District No. 1	1	\$50.00	Car Pool	12	\$3,139.40
Sewer District No. 2	55	\$43,231.36	Sewer District No. 2	44	\$36,238.24	Community Development	0	\$0.00
Solid Waste Management	2	\$865.20	Solid Waste Management	3	\$2,151.80	County Road	44	\$48,958.75
Workers Compensation	2	\$13,941.40	Workers Compensation	2	\$85.79	County Road Machinery	121	\$255,525.52
<b>Fund Total</b>	<b>307</b>	<b>\$558,056.97</b>	<b>Fund Total</b>	<b>217</b>	<b>\$297,770.44</b>	Pleasant Valley	0	\$0.00
<b>Total Of All Funds</b>	<b>951</b>	<b>\$1,289,218.34</b>	<b>Total Of All Funds</b>	<b>666</b>	<b>\$1,182,585.24</b>	Sewer District No. 1	1	\$8,090.50
						Sewer District No. 2	35	\$54,701.45
						Solid Waste Management	3	\$1,290.34
						Workers Compensation	1	\$13,500.75
						<b>Fund Total</b>	<b>233</b>	<b>\$634,345.34</b>
						<b>Total Of All Funds</b>	<b>821</b>	<b>\$1,251,373.26</b>

# Washington County Board of Supervisors

## Special Audit Monthly Report

Year	Month	Fund	Type	Submitted	Reason	Amount
Dept No.	Dept Name					
<b>2016</b>						
<b>May</b>						
<b>General Fund</b>						
1165	District Attorney			1		\$78.69
1620	Building & Grounds			18		\$15,734.05
1650	Central Communications			1		\$2,176.53
1670	Central Mail			3		\$11,304.00
1680	Central Data Processing			1		\$135.82
3110	Sheriff			3		\$1,993.43
3140	Probation			1		\$40.01
3150	Jail			5		\$10,796.41
3640	Emergency Services			4		\$2,645.72
4000	Public Health			5		\$617.46
4082	WIC			4		\$104.47
6010	Social Services/Aging			4		\$904.28
7110	Hulett's Park			1		\$21.72
7111	Lauderdale Park			1		\$21.02
7310	Youth Bureau			1		\$119.79
<b>Fund Total</b>						<b>\$46,693.40</b>
<b>Car Pool</b>						
				3		\$1,052.98
<b>Fund Total</b>						<b>\$1,052.98</b>
<b>County Road</b>						
				1		\$542.03
<b>Fund Total</b>						<b>\$542.03</b>
<b>County Road Machinery</b>						
				12		\$3,833.81
<b>Fund Total</b>						<b>\$3,833.81</b>
<b>Sewer District No. 1</b>						
				2		\$61.25
<b>Fund Total</b>						<b>\$61.25</b>
<b>Sewer District No. 2</b>						
				13		\$11,063.46
<b>Fund Total</b>						<b>\$11,063.46</b>
<b>Total</b>						<b>\$63,246.93</b>