

FINANCE COMMITTEE MEETING MINUTES
NOVEMBER 10, 2016

FINANCE COMMITTEE MEMBERS PRESENT: Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

FINANCE COMMITTEE MEMBERS ABSENT: None.

SUPERVISORS: Henke, Hicks, Gang, Moore, Skellie, Armstrong

Debra Prehoda, Clerk of the Board

Chris DeBolt, County Administrator

Roger Wickes, County Attorney

Al Nolette, County Treasurer

Melissa Fitch, Personnel Director

Tony Jordan, District Attorney

Public & Media

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – October 13, 2016
3. Department Requests/Reports:
 - A. Treasurer
 - 1) Monthly Reports – Sales Tax
 - B. Real Property
 - 1) Online Parcel (2) Auction Update
 - C. County Administrator
 - 1) Budget Amendments – Various Departments
4. 2017 Budget Workshop
5. Review of Tax Flyer Based on 2017 Tentative Budget
- 5) Other Business
- 6) Adjournment

Chairman Campbell called the meeting to order at 9:37 A.M.

A motion to accept the minutes of the October 13, 2016 Finance Committee meeting was moved by Ms. Idleman, seconded by Mrs. Fedler and adopted.

DEPARTMENT REQUEST/REPORTS:

TREASURER – Al Nolette, Treasurer, addressed the following items with the committee:

- Sales Tax Report – attached. Sales tax to date totals \$15,649,851.01; \$684,955.72 under year to date compared to last year.

REAL PROPERTY:

- Online Parcel (2) Auction Update – Chairman Campbell stated the amount bid for the two parcels in Fort Ann to date is \$50,200. The auction concludes on December 18th.
- Equalization Table – attached.

BUDGET AMENDMENTS:

- Official Newspaper Designation – Democratic – A motion to designate official newspaper, Democratic, was moved by Mr. LaPointe and seconded by Mr. O'Brien. Discussion. Mr. Haff asked why we even have these designated newspapers noting one is in the north and the other in the south with nothing in the middle. Official newspaper designation is required per County Law. The motion to designate official newspaper, Democratic, was moved by Mr. LaPointe, seconded by Mr. O'Brien and adopted.
- Official Newspaper Designation – Republican – A motion to designate official newspaper, Republican, was moved by Mr. O'Brien, seconded by Mrs. Fedler and adopted.
- Amend Mental Health Budget and Contracts to Allow Pass Through of 100% State Aid – A motion to amend Mental Health Budget to allow pass through of 100% state aid from the

- NYS Office of Mental Health as a COLA adjustment in the amount of \$7,763 to various Community Services Board contract agencies was moved by Ms. Idleman and seconded by Mrs. Fedler. Discussion. Mr. Haff asked what the percentage of the COLA was. The percentage was unknown. A motion to amend Mental Health budget to allow pass through of 100% state aid from the NYS Office of Mental Health as a COLA adjustment in the amount of \$7,763 to various Community Services Board contract agencies was moved by Ms. Idleman, seconded by Mrs. Fedler and adopted.
- Amend Mental Health Budget and Contract to Allow Pass Through of 100% State Aid – A motion to amend Mental Health budget to allow a pass through of 100% state aid from the NYS Office of Alcoholism and Substance Abuse Services in the amount of \$28,000 to the Council for Prevention, Inc. to purchase a new agency/program van was moved by Mr. O'Brien, seconded by Mrs. Fedler and adopted.
- Amend Budget – Public Health for Preparedness Grant – A motion to amend Public Health budget to recognize 2016-2017 Preparedness grant in the amount of \$52,096 was moved by Mr. O'Brien, seconded by Mrs. Fedler and adopted.
- Amend Budget – Public Health for Local Health Department Performance Incentive Award – A motion to amend Public Health budget recognizing NYS Department of Health local health department performance incentive initiative award for disease control in the amount of \$11,500 was moved by Mr. O'Brien, seconded by Mrs. Fedler and adopted.
- Amend Public Health Budget for Adirondack Health Institute Award – A motion to amend Public Health budget to recognize award of \$10,000 from the Adirondack Health Institute in recognition of the time, dedication and commitment to the Adirondack Health Institute Performing Provider Systems to be used for DSRIP activities and objectives was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.
- Amend Public Health Budget to Purchase McGuiness Program – A motion to amend Public Health budget to purchase McGuiness program, software program, that will support Public Health's submission of Medicaid claims to the state in the amount of \$50,000 transferring funds between line items was moved by Ms. Idleman, seconded by Mr. O'Brien and adopted.
- Amend Budget – Department of Social Services – A motion to amend Social Services budget to reallocate the remaining funds from Safe Harbour funding for purchase of a copier in the amount of \$3,586 to training was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.
- Amend County Road Fund Budget – A motion to amend County Road fund budget to allow purchase of culvert pipes in the amount of \$47,500 recognizing revenue received from the Hudson River watershed erosion elimination project was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.
- To Amend Budget – Capital Project No. 116 – 2014 Capital Improvements – A motion to amend Capital Project No. 116 budget for expenses related to contract awarded to Colonie Mechanical for HVAC pump purchase and install in the amount of \$53,800 was moved by Ms. Idleman, seconded by Mr. O'Brien and adopted.
- Amend Sewer District No. 2 Budget – A motion to amend Sewer District No. 2 budget to cover an anticipated shortfall in the electric line item in the amount of \$5,000 was moved by Mr. Hogan, seconded and adopted.
- Set Time and Place for a Public Hearing on Introductory Local Law "G" of 2016 – Setting Salaries – A motion to set time and place for public hearing on Introductory Local Law "G"

- of 2016 setting the salaries of the County Administrator County Attorney, Commissioner of Social Services Superintendent of Public Works, Sheriff, County Clerk, County Treasurer, Real Property Tax Director, Coroners, Election Commissioners, Director of Personnel/Civil Service for calendar year 2017 was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.
- To Amend Tentative 2017 Budget for Workers' Comp Self Insurance Fund to Reflect Accurate Town Assessments – A motion to correct amount in 2017 Tentative Budget for amount levied from the towns decreasing revenue and expenses by \$6.00 was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.
- To Amend 2017 Tentative Budget for Road C.H.I.P.S. – A motion of amend 2017 Tentative Budget to reclassify the County's special road project budgets due to an Accounting Bulletin issued from the NYS Comptroller transferring funds between line items (from .4 to .2) in the amount of \$3,864,811 was moved by Mr. O'Brien, seconded by Ms. Fedler and adopted. This also applies to town CHIPS funds and attached handout provided.

2017 BUDGET WORKSHOP:

ANCA – Adirondack North Country Association – Mrs. Fedler proposed removing the \$2500 funding allocated to ANCA in the 2017 Tentative Budget because she does not see a benefit to the County. A motion to eliminate \$2500 allocated to ANCA in the 2017 Tentative budget was moved by Mrs. Fedler, seconded by Mr. Haff and adopted. Mr. LaPointe opposed.

Budget Change - A.6410.4290 Publicity – Reduce Program Expenses \$2,500.

ELECTION COMMISSIONERS – The Election Commissioners moved from exempt to hourly in the 2017 Tentative Budget due to a change in the Federal Labor Standards Act and Ms. Idleman recommends moving the Election Commissioners back to exempt. Election Commissioners salary chart distributed and discussed, attached. A motion to move the Election Commissioners back to exempt salary schedule was moved by Ms. Idleman and seconded by Mr. Shaw. Discussion. Ms. Idleman feels it is wrong to move an exempt employee to hourly. Chairman Campbell stated if they go to hourly they punch the time clock four times per day and are entitled to overtime or compensated time. Mr. Armstrong agrees with Ms. Idleman that exempt should not go to hourly. This change is being discussed because the federal government, FLSA, has changed the threshold to be an exempt employee. The motion to move the Election Commissioners back to exempt salary schedule was moved by Ms. Idleman, seconded by Mr. Shaw and adopted.

Budget Change A.1450.121 Board of Elections Personal Services Regular Earnings Increase by \$8,428.44.

CRIME VICTIM ADVOCATE – Ms. Idleman recommends moving the Crime Victim Advocate in the 2017 Tentative Budget back to exempt; the position currently is exempt but moved to hourly in 2017 Tentative Budget due to FLSA change. Tony Jordan, District Attorney, stated he will move grant funds from the part time Crime Victim Advocate to the full-time position to keep the position exempt. This is a grant funded position and they do not have the ability to pay overtime if the position was moved to hourly. The challenge of making this position hourly is the nature of their work. This will reduce the hours that the part time position can work. The Treasurer stated there are no dollars attached to this change; zero budget impact. The motion to move the Crime Victim Advocate back to exempt was moved by Ms. Idleman, seconded and adopted. *Budget Change \$0*

Mr. Haff addressed the following proposed 2017 Tentative Budget changes totaling about \$126,000:

Account	Amount	Requested Change	Action to 2017 Tentative Budget
Revenue Fines & Bail	\$1,000	Increase to \$10,000	No action
Revenue Prior Year Expenditures	-0-	Increase to \$3,000	No action – do not budget for money we do not know is coming.
Revenue Public Hlth A.4004	\$37,000	Increase to \$50,000	No action – no longer have CHHA
Revenue Public Hlth A.4005	-0-		No action – car seat grant
Revenue A.9900.1051- Gain Sale of Tax Acquired Property	\$200,000	Increase to \$250,000	Increase \$50,000 – A motion to increase revenue A.9900.1051 \$50,000 was moved by Mr. Haff, seconded by Ms. Idleman and adopted.
Expense Bldgs. & Grounds A.1620.126	\$10,122	Recommended budgeting incrementally.	No Action - Budgeted amount is for two retirements.
Expense Bldgs. & Grounds A.1620.2090 - Equipment	\$15,000 (\$10,000 budgeted for 200 replacement chairs.)	Reduce to \$10,000 (\$5000 decrease) and purchase chairs over a three-year time span.	Decrease \$5,000. A motion to reduce appropriation A.1620.2090 equipment by \$5,000 was moved by Mr. Haff, seconded by Mr. Shaw and adopted. Mr. O'Brien and Ms. Idleman opposed.
Expense Bldgs. & Grounds A.1620.4320.01 Repairs and Maint.	\$200,000	Reduce to \$180,000	No action
Expense A.1650.4010 Central Communications	\$10,000	Questioned that telephone expenses are also budgeted per department.	No action – accounting mechanism to pay bill and charge back to departments. Monies needed to pay vouchers.
Expense A.1670.4020 Postage	\$15,000		No action – same as telephone.
Expense A.1680.4010 IT Dept. - Telephone	\$46,966	Not just telephone. Also, internet service, T1 line.	No action
Expense A.3150.3152.4150 Jail Corrections Uniforms & Clothing	\$37,000	Erroneously budgeted majority of funding in Sheriff's Dept. in 2016.	No action – contractually obligated to pay. Properly reflects amount for corrections and vouchers properly processed for correct unit.

<i>Expense</i> A.3150.3152.4190 Jail – Fuel, Heating, Natural Gas	\$125,000	Budgeted the same as last year and the County changed providers with a new rate to save us money.	No action – New rates but last year was a mild winter and budgeted this expense the same as last year.
Expense A.6070 Services to Recipients			Noted a spelling error.
Expense GB Sewer District II – GB8000.8131.4380	\$80,000	Asked if that was enough.	No action

*Budget Changes: Revenue A.9900.1051 Gain Sale of Tax Acquired Property increase by \$50,000
A.1620.2090 Buildings and Grounds Equipment reduce by \$5,000*

TREASURER – The Treasurer stated under the new financial system there is a way to pay telephone, postage and stockroom without funding those appropriations lines that Mr. Haff questioned. A motion to reduce 2017 Tentative budget by \$26,200 reducing telephone, postage and stockroom appropriation lines to zero was moved by Mr. Shaw and seconded by Mr. Haff. Discussion. The Treasurer noted that this is potential fund balance being removed. He is willing to experiment to try to pay without these appropriation lines. If it does not work, he will be back to committee. The motion to reduce 2017 Tentative budget by \$26,200 reducing telephone, postage and stockroom appropriation lines to zero was moved by Mr. Shaw, seconded by Mr. Haff and adopted. Mr. O'Brien opposed.

*Budget Changes: A.1650.4010 Central Communications – Telephone reduce by \$10,000 to \$0
A.1660.4030.01 Stockroom – Office Supplies reduce by \$1,200 to \$0
A.1670.4020 Central Mail – Postage reduce by \$15,000 to \$0*

Chairman Henke questioned A3150.3152.4500 Jail – Physician Expense \$10,000. Amount has jump around and what is being used to base this expense on. The inmate population is down and the Sheriff budgeted accordingly.

It was stated that the above-mentioned changes represent a reduction to the 2017 Tentative budget in the amount of \$83,700. Mr. Haff stated to offset against the levy. Reduces the 2% tax levy increase in the 2017 Tentative budget to approximately 1.75%.

ELECTION DEPUTY COMMISSIONERS – Chairman Campbell stated the gap between the Election Commissioners and the Deputy Commissioners is too large. He stated the Deputy Commissioners should be raised at least a couple of grades. He stated it is a minimal amount and it is the fair thing to do. Salary information is included on the attached Election Commissioners handout. A motion to increase the Deputy Election Commissioners two grades was moved by Mr. Campbell and seconded by Ms. Idleman. Discussion. The Deputies are currently a grade 9 and request to go to grade 11; approximately a \$2.00 per hour increase. The motion to increase the Deputy Election Commissioners two grades was moved by Mr. Campbell, seconded by Ms. Idleman and defeated on the following roll call vote: AYES (4) Campbell, Idleman, O'Brien, Hogan, NOES (6) LaPointe, Shay, Haff, Pitts, Fedler, Shaw, ABSTAIN (1) Suprenant.

SHARING SECRETARY – COUNTY ADMINISTRATION AND PUBLIC WORKS – Mr. Haff proposed having County Administration and Public Works share a grade 10 Secretary rather than two full time positions. In the 2017 Tentative Budget, County Administration is budgeted for a half year position and Public Works a full time position. They are not budgeted to share a position. Chairman Campbell stated we brought in a DPW Superintendent to do a lot of changes here. He is trying to get the tools to make those changes happen. Mr. Haff stated that is why the DPW Superintendent got a Deputy last year; choice last year was Deputy or Secretary. A motion to eliminate the funding for full time Secretary Public Works A.1490.121 (-\$31,431) was moved by Mr. Haff and seconded by Mr. Suprenant. Discussion. Mr. Hogan questioned if you had to go from zero to full time with these positions. The DPW Secretary handled FOIL request documents, annual bids, hauler permits, and etc. The County Administrator and Superintendent of Public Works have met several times and talked about this. He stated there are pros and cons to both. A pro is that you are only bringing one person up to spend on County business/procedures/processes and a con is the Superintendent needs another ally in that office. The County Administrator anticipates his Secretarial position helping with Purchasing. He feels it would be better if they both had a dedicated person but they are both willing to try to share a position. Chairman Campbell stated they have tried for years to have DPW do things on the computer the way they are supposed to be done and the Superintendent wants to cross train staff. Mrs. Fedler explained that perhaps two separate part time positions would be better to start with instead of one person splitting their time. There is potential these positions might grow to full time. Mr. Hicks stated we are not talking about positions but the amounts in the budget. A motion to amend the 2017 Tentative Budget reducing A.1490.121 by \$15,000 was moved by Mr. Haff and seconded by Mr. Suprenant. Discussion. The County Administrator has budgeted \$15,000 for a Secretarial position; full time/part time to be determined just addressing amounts in the budget. Mr. Shay stated that Veterans needs clerical help and agrees that DPW and County Administration need clerical help but would eliminate the Deputy DPW Superintendent position. He stated the General Road Foreman has filled that gap, if there is no Deputy DPW Superintendent position, in the past and it worked. Mr. Pitts agreed with the County Administrator's comment that we need to assist the Superintendent with building a good team down there. Mr. Haff stated two-part time clerical positions. The motion to amend the 2017 Tentative Budget reducing A.1490.121 by \$15,000 was moved by Mr. Haff, seconded by Mr. Suprenant and adopted. Mr. Pitts opposed. The motion to eliminate the funding for full time Secretary Public Works A.1490.121 (-\$31,431) was moved by Mr. Haff, seconded by Mr. Suprenant and adopted as amended. Mr. Pitts opposed.

Budget Change – Reduce Public Works Administration Personal Services A.1490.121 by \$15,000

TREASURER – Equipment – A motion to amend A.1325.2010 Office Equipment from \$1,600 to \$1,000, a \$600 reduction due to purchasing his white board cheaper than expected and having the funds remaining to purchase scanners in 2016 that were budgeted for purchase in 2017 was moved by Mr. Haff, seconded by Mr. Hogan and adopted.

Budget Change – Reduce A.1325.2010 Office Equipment by \$600.

VETERANS – Discussion ensued on budgeting for a clerical position in Veterans. Chairman Campbell stated at times the Director and Deputy Director are out in the field making visitations or at events and there is no one in the office. Veterans would like a clerical position at least part time. A motion to increase Veterans A.6510.121 personal services by \$15,000 was moved by Mr. Haff, seconded by Mrs. Fedler and adopted.

Budget Change – Increase A.6510.121 Personal Services by \$15,000.

SEWER DISTRICT – Mr. O'Brien has an issue with giving a group of people in the Sewer District an extra 1% increase over our County employees who we have always treated them the same. There has been some push back by County employees over the extra increase to Sewer District employees. He stated it is only fair to take away the 1% or give everyone 2.5%. A motion to take the 1% away from Sewer District employees was moved by Mr. O'Brien and seconded by Ms. Idleman. Discussion. Mr. Hicks stated they are either County employees or not. It is not fair and how will it impact union negotiations. Mr. Suprenant stated they did not want to be a County district but had to be by law. Mr. Haff asked if there is a way to get out of this district. The motion to make parity with the non-union County employees was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted. Mrs. Fedler, Mr. Suprenant and Mr. Hogan opposed.

Budget Change – Reduce Sewer District Personal Services to Parity with Non-Union County Employees; estimating a \$6,000 from various personal services lines.

CORONERS – TRANSPORT FEES TO ALBANY MEDICAL – Glens Falls Hospital is no longer doing autopsies and all are transported to Albany Medical. Mr. Pitts stated this was brought up at a Health Committee Meeting and referred to the budget process. He would like additional monies added to the budget to cover increasing the rates for transports to Albany Med. A motion to increase Medical Examiners for transports to Albany Med from \$2400 to \$3500, A.1185.4090.14, was moved by Mr. Pitts and seconded by Mr. Haff. Discussion. The Clerk stated she did not believe this was the correct budget line for this expense and that the resolution setting the rate for the transport to Albany Med would need to be amended. The motion to increase Medical Examiners for transports to Albany Med from \$2400 to \$3500, A.1185.4090.14, was moved by Mr. Pitts, seconded by Mr. Haff and adopted. Mr. Shaw opposed.

Budget Change – Increase transport amount for autopsies to Albany Med – A.1185.4500 Physicians Expense (account transport fees are paid out of) by \$1100.

EXEMPT EMPLOYEES:

- Steps/Longevity Explanation – At a future date, Mr. Hicks would like a workshop to explain steps and longevity.
- Personnel Director – Due to the expansion of the Personnel Director's duties over the last year, Mr. O'Brien would like to propose adjusting her base salary up by \$4,000. A motion to increase Personnel Director's base salary by \$4,000 was moved by Mr. O'Brien but did not receive a second.

COUNTY ROAD – SNOW REMOVAL – Mr. Henke questioned the increase in State Snow Removal revenue over last year, D.5000.5144.2302 \$1,022,000. The Treasurer stated it should match the expense budgeted. 2015 was a light snow year. Budgeted the same amount as 2016.

CASINO REVENUE – Casino revenue in the amount of \$200,000 was budgeted in the 2017 Tentative Budget. Mr. O'Brien stated casino revenue is decreasing overall and is concerned about budgeting this revenue. He would like to remove this revenue from the 2017 Tentative Budget. He would like to reserve that funding for capital projects.

Mr. Haff stated he will not be present for the November 18th Board meeting due to a commitment out of state.

RESOLUTIONS:

- A motion to present a resolution adopting the budget for fiscal year 2017 making appropriations for the conduct of county government was moved by Ms. Idleman, seconded by Mr. Hogan and adopted.
- A motion to adopt non-union Grade Schedule as amended was moved by Mrs. Fedler, seconded by Mr. Pitts and adopted.
- Federal Labor Standards Act – The change to the threshold for exempt employees is effective December 1st and if needed a budget amendment will be presented at the December Finance meeting. Anticipated 2016 expense for this increase is \$2,172.92.
- Staffing Pattern – A resolution to adopt the 2017 Staffing Pattern that will mirror the positions in the 2017 budget will be presented in December.

OTHER BUSINESS:

Dewatering Facility Road – Mr. Suprenant stated Assemblywoman Woener offered the County \$500,000 to address concerns that the Board had with the Dewatering Facility Road. He stated she spoke with Chris DeBolt, County Administrator. The money is still on the table. He stated they have a significant manufacturer that wants to go in there but will not go in there unless it is a public road. Mr. Suprenant, the Fort Edward Mayor, Assemblywoman Woerner, Senator Little and the owners of the property are meeting with the owner of the manufacturing company that wants to locate there on Tuesday. Mr. Hogan, Kingsbury Supervisor, is also invited to attend. Mr. Suprenant will let the County know after the meeting what is going on. The manufacturer will not sign the purchase agreement unless it is a public road and the easiest way for this to be a public road is to have the County take it over on conditions that if they do not sign the purchase agreement and are not going to bring in the jobs then the County can back out. Conditions that the right-of-ways are taken care of and anything else that needs to be done. The \$500,000 will be used for the single lane road and DA Collins does not think it will cost that much so if there is anything else the DPW Superintendent wants done on that road it will be done. A motion that the County considers taking over that road as long as all the conditions are met was moved by Mr. Suprenant and seconded by Ms. Idleman. Discussion. Ms. Idleman asked if this was SAM, State and Municipal Facility Program, money and Mr. Suprenant stated he will know more on Tuesday. Mr. O'Brien thought the list of items to be addressed with the road totaled more than \$500,000. Mr. Suprenant stated there are things on that list that did not need to be done. The DPW Superintendent's list was overkill. Mr. Campbell stated we are back to what they did not think were issues and we did. Mr. Suprenant stated the bailey (temporary) bridge has been inspected and has over 20 years of life before replacement. He stated NYS DOT uses those bridges all the time. Mr. Hicks would like a proposal first and stated the two towns could take the road over. Mr. Hogan asked why the Supervisors are just

hearing of this meeting with Assemblywoman Woerner. Mr. Campbell and Chris DeBolt met with Assemblywomen Woerner and she stated that she would make it all happen and they never heard from her again; never gave them a dollar figure. Mr. Suprenant stated the Assemblywoman stated that the County was not interested and Mr. DeBolt stated there were two Supervisors against it and it would not fly. Mr. Armstrong stated he was excited about this and move ahead. Mr. Campbell has no problem with doing it if they cover the cost, just opposed to the County being on the hook. Mr. Suprenant stated it will be done right. He stated the DPW Superintendent's road work estimate was from \$300,000 to \$1.5M. Mr. Haff is all for this project happening not that it must be a County road because there are other options and they all need to be looked at. Mr. O'Brien is not against it but would like to know the cost of what needs to be done. Will the \$500,000 cover the costs? Mr. Campbell suggested that Mr. Suprenant go over the County issues at his meeting on Tuesday. He stated if he still has them. Mr. Suprenant stated they are not going to replace the bridge. He stated you are kidding me; you are going to turn away a manufacturer that wants to come in with 100 plus jobs over the bridge. The motion that the County considers taking over the road as long as all the conditions are met was moved by Mr. Suprenant, seconded by Ms. Idleman and defeated. Mr. Campbell stated his objection was that it was meeting their conditions not ours.

A motion that the Finance and Public Works Committees meet with Mr. Suprenant after his meeting, bringing the interested parties back together and consider looking at this issue again was moved by Ms. Idleman and seconded by Mr. Hogan. Discussion. Mr. O'Brien suggested having the DPW Superintendent relook at the items on his list. Mr. Hogan asked if we should have our own engineer look at this. Mr. Hicks suggested waiting until they come back with something. Mr. Hogan stated things have changed and he wants to make sure we continue the discussion so the County is taken care of and this operation moves forward. The motion that the Finance and Public Works Committees meet with Mr. Suprenant after his meeting, bringing the interested parties back together and consider looking at this issue again was moved by Ms. Idleman, seconded by Mr. Hogan and adopted.

GE Building – Foil Mill in the back of the property – Mr. Armstrong suggested having GE give the County the Foil Mill building located behind the County complex and relocate our DPW garage to that location. GE might give the building to the County as long as there is not massive contamination. Mr. Suprenant is crucial to moving that request forward because it is located in his town.

Mr. Campbell thanked everyone for helping with the budget. He greatly appreciates all the suggestions.

The meeting adjourned at 1:04 P.M.

*Respectfully submitted by
Debra Prehoda, Clerk
Washington County Board of Supervisors*

**WASHINGTON COUNTY TREASURER
SALES TAX RECAP
FOR THE PERIOD 1/1/2014-12/31/2016**

Budget: 2014		Budget: 2015		Budget: 2016			
\$17,750,000.00		\$18,650,000.00		\$19,450,000.00			
Date	Amount	Date	Amount	Date	Amount	(Under)/Over Prior Year	(Under)/Over Year-to-Date
2/6/2014	\$995,094.83	2/6/2015	\$1,145,238.10	2/5/2016	\$1,176,875.82	\$31,637.72	\$31,637.72
2/13/2014	\$322,790.05	2/13/2015	\$331,683.48	2/16/2016	\$313,824.52	(\$17,858.96)	\$13,778.76
	\$1,317,884.88		\$1,476,921.58		\$1,490,700.34		
3/6/2014	\$856,007.55	3/6/2015	\$935,061.44	3/7/2016	\$1,014,871.89	\$79,810.45	\$93,589.21
3/13/2014	\$251,942.47	3/13/2015	\$256,645.88	3/14/2016	\$254,383.55	(\$2,262.33)	\$91,326.88
	\$2,425,834.90		\$2,668,628.90		\$2,759,955.78		
4/7/2014	\$1,101,445.21	4/6/2015	\$1,151,593.85	4/7/2016	\$1,170,840.07	\$19,246.22	\$110,573.10
4/14/2014	\$781,294.55	4/13/2015	\$1,287,858.02	4/13/2016	\$576,540.94	(\$711,317.08)	(\$600,743.98)
	\$4,308,574.66		\$5,108,080.77		\$4,507,336.79		
5/6/2014	\$1,056,688.09	5/6/2015	\$1,163,351.75	5/6/2016	\$1,175,440.60	\$12,088.85	(\$588,655.13)
5/13/2014	\$461,874.28	5/13/2015	\$330,685.07	5/13/2016	\$296,205.44	(\$34,479.63)	(\$623,134.76)
	\$5,827,137.03		\$6,602,117.59		\$5,978,982.83		
6/6/2014	\$1,062,883.66	6/8/2015	\$1,147,143.39	6/7/2016	\$1,203,423.70	\$56,280.31	(\$566,854.45)
6/13/2014	\$285,274.69	6/12/2015	\$319,443.79	6/13/2016	\$239,900.81	(\$79,542.98)	(\$646,397.43)
6/30/2014	\$558,000.00	6/30/2015	\$564,000.00	6/30/2016	\$651,936.19	\$87,936.19	(\$558,461.24)
7/1/2014	\$738,936.58	7/1/2015	\$735,777.59	7/1/2016	\$695,463.70	(\$40,313.89)	(\$598,775.13)
	\$8,472,231.96		\$9,368,482.36		\$8,769,707.23		
7/14/2014	\$915,241.27	7/13/2015	\$609,100.62	7/13/2016	\$571,072.94	(\$38,027.68)	(\$636,802.81)
	\$9,387,473.23		\$9,977,582.98		\$9,340,780.17		
8/6/2014	\$1,252,452.72	8/6/2015	\$1,328,989.67	8/5/2016	\$1,262,339.36	(\$66,650.31)	(\$703,453.12)
8/13/2014	\$313,815.69	8/13/2015	\$347,791.89	8/15/2016	\$275,315.05	(\$72,476.84)	(\$775,929.96)
	\$10,953,741.64		\$11,654,364.54		\$10,878,434.58		
9/8/2014	\$1,245,559.72	9/8/2015	\$1,307,729.96	9/7/2016	\$1,265,529.87	(\$42,200.09)	(\$818,130.05)
9/15/2014	\$375,967.99	9/14/2015	\$343,142.05	9/13/2016	\$272,292.01	(\$70,850.04)	(\$888,980.09)
	\$12,575,269.35		\$13,305,236.55		\$12,416,256.46		
10/6/2014	\$1,190,461.95	10/6/2015	\$1,222,475.07	10/6/2016	\$1,499,344.37	\$276,869.30	(\$612,110.79)
10/14/2014	\$1,025,432.92	10/13/2015	\$559,947.79	10/13/2016	\$423,045.74	(\$136,902.05)	(\$749,012.84)
	\$14,791,164.22		\$15,087,659.41		\$14,338,646.57		
11/6/2014	\$1,203,837.22	11/6/2015	\$1,247,147.32	11/7/2016	\$1,311,204.44	\$64,057.12	(\$684,955.72)
11/13/2014	\$272,159.91	11/13/2015	\$269,850.44	11/14/2016			
	\$16,267,161.35		\$16,604,657.17		\$15,649,851.01		
12/8/2014	\$1,205,980.11	12/7/2015	\$1,228,632.68	12/6/2016			
12/15/2014	\$339,804.40	12/14/2015	\$327,293.21	12/13/2016			
12/31/2014	\$490,000.00	12/31/2015	\$495,000.00	12/30/2016			
1/2/2015	\$646,529.95	1/4/2015	\$711,097.77	1/3/2017			
	\$18,949,475.81		\$19,366,680.83		\$15,649,851.01		
1/13/2015	\$739,616.29	1/13/2016	\$598,160.37	1/13/2017			
	\$19,689,092.10		\$19,964,841.20		\$15,649,851.01		
	\$19,689,092.10		\$19,964,841.20		\$15,649,851.01		
	(\$1,939,092.10)		(\$1,314,841.20)		\$3,800,148.99		

Final

Washington County Equalization Table 2016 Equalization Table for the 2017 Taxes

Town	Total Assessed RS 1,3,5,6, & Taxable Value RS 7	Final Equalization Rate	Equalized Full Value	% Town is to pay of County tax	County Taxable Value
Argyle	272,597,201	100.00%	272,597,201	0.05382	255,037,696
Cambridge	197,162,894	100.00%	197,162,894	0.03892	175,762,367
Dresden	132,688,986	46.00%	288,454,317	0.05695	130,739,394
Easton	5,797,366	2.12%	273,460,660	0.05399	5,413,243
Fort Ann	644,181,412	100.00%	644,181,412	0.12718	622,704,867
Fort Edward	327,322,133	87.00%	376,232,337	0.07428	309,647,449
Granville	356,640,819	100.00%	356,640,819	0.07041	333,912,316
Greenwich	426,016,201	100.00%	426,016,201	0.08411	390,628,444
Hampton	68,591,709	100.00%	68,591,709	0.01354	65,207,993
Hartford	154,807,242	100.00%	154,807,242	0.03056	136,978,180
Hebron	180,169,741	100.00%	180,169,741	0.03557	158,095,607
Jackson	66,443,368	35.00%	189,838,194	0.03748	61,039,142
Kingsbury	701,262,629	100.00%	701,262,629	0.13844	657,856,740
Putnam	287,244,909	100.00%	287,244,909	0.05671	284,215,844
Salem	126,562,693	57.00%	222,039,812	0.04384	115,128,454
White Creek	143,797,509	64.37%	223,392,122	0.04410	129,765,857
Whitehall	203,114,828	100.00%	203,114,828	0.04010	187,862,133
Totals	4,294,401,640		5,065,207,027	1.000000	4,019,995,726

Prepared by Wash Co Real Property Tax Serv.

Dated: 11/8/16 sjd

Resolution No. **A** November 18, 2016

By Supervisors

TITLE: Official Newspaper Designation – Democratic

WHEREAS, the majority of Democratic members of the Board of Supervisors have designated the Whitehall Times of Whitehall, New York as the official Democratic newspaper for the year 2017 to publish session laws, concurrent resolutions, election notices, official canvass, Local Laws and notices; now therefore be it

RESOLVED, that the Whitehall Times be and hereby is designated the official Democratic newspaper for 2017.

BUDGET IMPACT STATEMENT: None.

Resolution No. **B** November 18, 2016

By Supervisors

TITLE: Official Newspaper Designation – Republican

WHEREAS, the majority of the Republican members of the Board of Supervisors have designated the Eagle of Cambridge, New York as the official Republican newspaper for the year 2017 to publish session laws, concurrent resolutions, election notices, official canvass, Local Laws and notices; now therefore be it

RESOLVED, that the Eagle be and hereby is designated the official Republican newspaper for 2017.

BUDGET IMPACT STATEMENT: None.

Resolution No. **C** November 18, 2016

By Supervisors

TITLE: Amend Mental Health Budget and Contracts to Allow Pass Through of 100% State Aid

WHEREAS, the Director of the Office of Community Services has requested an amendment to the budget and contracts to allow a pass through of 100% state aid from the NYS Office of Mental Health as a COLA adjustment in the amount of \$7,763, and

WHEREAS, these funds will be passed through to various Community Services Board contract agencies as follows:

Community, Work and Independence, Inc.	\$ 50
Glens Falls Hospital Behavioral Health Services	\$4,210
Liberty House	\$ 201
PEOPLE, Inc.	\$ 215
Warren Washington Assoc. for Mental Health, Inc.	\$3,087

; now therefore be it

RESOLVED, that the Board of Supervisors approves the contract amendments and authorizes the County Treasurer to make the following budget amendment:

Increase Appropriation:

A.4320.404006

OMH 100% - Mental Health

7,763

Increase Revenue:

A.4320.3490 State Aid – Mental Health 7,763

BUDGET IMPACT STATEMENT: Allows pass through of 100% state aid.

Resolution No. **D** November 18, 2016

By Supervisors

TITLE: Amend Mental Health Budget and Contract to Allow Pass Through of 100% State Aid

WHEREAS, the Director of Mental Health has requested an amendment to the budget and contract to allow a pass through of 100% state aid from the NYS Office of Alcoholism and Substance Abuse Services in the amount of \$28,000, and

WHEREAS, these funds will be passed through to the Council for Prevention, Inc. to purchase a new agency/program van; now therefore be it

RESOLVED, that the Board of Supervisors approves the contract amendment and authorizes the County Treasurer to make the following budget amendment:

Increase Appropriation:

A.4320.404002 OASAS 100% - Mental Health 28,000

Increase Revenue:

A.4320.3490 State Aid – Mental Health 28,000

BUDGET IMPACT STATEMENT: Allows pass through of 100% state aid.

Resolution No. **E** November 18, 2016

By Supervisors

TITLE: Amend Budget – Public Health for Preparedness Grant

WHEREAS, Public Health has been notified of approval of the 2016-2017 Preparedness Grant in the amount of \$52,096, and

WHEREAS, this grant includes funds for salary and fringe benefits that are already included in the 2016 budget so those funds will be placed in contingency; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

A.4004.4625.01	Grants Other – Pub. Health	10,366
A.4004.2625.99	Grant Equip. Other	7,550
A.1990.4530	Contingency	<u>34,180</u>
		52,096

Increase Revenue:

A.4004.4489.02 Federal Aid for Bio-Terrorism 52,096

BUDGET IMPACT STATEMENT: Recognizes preparedness grant in the 2016 budget. If this resolution is approved, the contingency account will be \$462,000, \$16,602 earmarked for Tourism and \$445,398 for general purposes.

Resolution No. **F** November 18, 2016

By Supervisors

TITLE: Amend Budget – Public Health for Local Health Department Performance Incentive Award

WHEREAS, Public Health has been notified of a NYS Department of Health local health department performance incentive initiative award for disease control in the amount of \$11,500, and

WHEREAS, these funds are to reinvest into program activities and programs related to STDs; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

A.4005.4630	Article IV – Family	5,750
A.4006.4630	Article IV – Disease	<u>5,750</u>
		11,500

Increase Revenue:

A.4004.3401	State Aid – Public Health Work	11,500
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BUDGET IMPACT STATEMENT: Recognize local health department performance incentive initiative award in the 2016 budget.

Resolution No. **G** November 18, 2016

By Supervisors

TITLE: Amend Public Health Budget for Adirondack Health Institute Award

WHEREAS, Public Health was awarded \$10,000 from the Adirondack Health Institute in recognition of the time, dedication and commitment to the Adirondack Health Institute Performing Provider Systems, and

WHEREAS, these funds must be used for DSRIP activities and objectives and need to be recognized in the budget; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

A.4004.4080	Consultant – Pub. Health	10,000
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Increase Revenue:

A.4004.4489.09	Federal Aid – DSRIP (AHI)	10,000
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BUDGET IMPACT STATEMENT: Recognize participation award in the 2016 budget.

Resolution No. **H** November 18, 2016

By Supervisors

TITLE: Amend Public Health Budget to Purchase McGuiness Program

WHEREAS, McGuiness is the software program that will support Public Health's submission of Medicaid claims to the state, and

WHEREAS, the program automates a lot of their billing to the State for their 3-5 program and revenue should come into the County more quickly, and

WHEREAS, the Health and Human Services Committee recommends purchasing the program this year, and

WHEREAS, a budget amendment was requested to transfer funds from the contractual line to the equipment line for this purchase; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

A.2960.2010	CWSN – Office Equip.	50,000
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Decrease Appropriation:

A.2960.4520.99	CWSN – Tuition Exp. Other	50,000
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BUDGET IMPACT STATEMENT: Transfer funds between line items to purchase the program.

Resolution No. I November 18, 2016

By Supervisors

TITLE: Amend Budget – Department of Social Services

WHEREAS, \$10,000 was allocated for office equipment through Safe Harbour funding, and

WHEREAS, a portion of that funding was used to purchase a copier in the Youth Bureau and the Commissioner of Social Services has requested to reallocate the remaining funds from the office equipment line to the training line; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

A.6010.4170	Training – DSS	3,586
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Decrease Appropriation:

A.6010.2010	Office Equip. – DSS	3,586
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BUDGET IMPACT STATEMENT: Reallocate remaining Safe Harbour funds for training.

Resolution No. J November 18, 2016

By Supervisors

TITLE: Amend County Road Fund Budget

WHEREAS, the Department of Public Works received a payment on a grant regarding the Hudson River watershed erosion elimination project in the amount of \$47,500, and

WHEREAS, these funds were for culvert pipes installed on County Route 113 in 2015 and 2016, and

WHEREAS, the Superintendent recommends using these funds to purchase more culvert and the Public Works Committee recommends the same; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

D.5000.5112.4280.01 County Road Proj. – Supplies Other 47,500

Increase Revenue:

D.5000.5010.2701 Co. Rd. Admin. – Refund of Prior Year Exp. 47,500

BUDGET IMPACT STATEMENT: Recognize revenue received from the Hudson River watershed erosion elimination project and appropriate to purchase more culvert.

Resolution No. **K** November 18, 2016
Supervisors

TITLE: To Amend Budget - Capital Project No. 116 – 2014 Capital Improvements

WHEREAS, Resolution No. 165 dated June 17, 2016 awarded a contract to Colonie Mechanical for HVAC pump purchase and install, and

WHEREAS, the project is underway and the money needs to be placed into the capital project; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

GENERAL FUND

Increase Appropriation:

A.9000.9950.01 Interfund Transfer-Capital Project 53,800

Decrease Appropriation:

A.1990.4530 Contingency 53,800

CAPITAL PROJECT NO. 116

Increase Appropriation:

H116.1620.204002 HVAC 53,800

Increase Revenue:

H116.5031 Interfund Revenues 53,800

BUDGET IMPACT STATEMENT: This will leave a balance of \$391,598 for General expenses and \$16,602 for Tourism expenses in the Contingency Account

Resolution No. **L** November 18, 2016
By Supervisors

TITLE: Amend Sewer District No. 2 Budget

WHEREAS, the Executive Director of the Sewer District has requested a budget amendment to cover an anticipated shortfall in the electric line item; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

GB.8000.8130.4050 SD#2 O&M – Electric 5,000

Increase Appropriated Fund Balance:

GB.599

Appropriated Fund Balance

5,000

BUDGET IMPACT STATEMENT: Amend budget for anticipated shortfall in the electric line.

Resolution No. **M** November 18, 2016

By Supervisors

TITLE: Set Time and Place for a Public Hearing on Introductory Local Law "G" of 2016

WHEREAS, Introductory Local Law "G" of 2016 providing for the establishment of salaries of the County Administrator, County Attorney, Commissioner of Social Services, Superintendent of Public Works, Sheriff, County Clerk, County Treasurer, Real Property Tax Director, Coroners, Election Commissioners, Director of Personnel/Civil Service has been duly introduced in writing at a meeting of the Board of Supervisors of the County of Washington on the 18th day of November, 2016; now therefore be it

RESOLVED, that a public hearing thereon be held by the Board of Supervisors at County Office Building B, Fort Edward, New York on the 16th day of December, 2016 at 10:05 AM; and be it further

RESOLVED, that notice of such public hearing be published at least five (5) days prior to said hearing in the official County newspapers for 2016.

BUDGET IMPACT STATEMENT: Costs for advertising contained in the budget.

**INTRODUCTORY LOCAL LAW "G" OF 2016
COUNTY OF WASHINGTON, NEW YORK**

By Supervisors

A LOCAL LAW providing for the salaries of the County Administrator, County Attorney, Commissioner of Social Services, Superintendent of Public Works, Sheriff, County Clerk, County Treasurer, Real Property Tax Director, Coroners, Election Commissioners, Director of Personnel/Civil Service for calendar year 2017

BE IT ENACTED by the Board of Supervisors of the County of Washington, New York as follows:

SECTION 1. Pursuant to the provisions of Section 201 of the County Law and Section 10 Subdivision 1 (II) of the Municipal Home Rule Law, the salaries of certain County officials are hereby each established to be paid in bi-weekly installments as are the salaries of all other County employees pursuant to the schedule for those positions attached hereto to begin January 1, 2017.

SECTION 2. This Local Law shall be subject to a permissive referendum pursuant to the provisions of the Municipal Home Rule Law Section 24, Subdivision 2(h).

SECTION 3. This Local Law shall take effect upon the filing thereof in the office of the Secretary of State pursuant to Section 27, Subdivision 3 of the Municipal Home Rule Law.

Resolution No. November 18, 2016

By Supervisors

TITLE: To Amend Tentative 2017 Budget for Worker's Comp Self Insurance Fund to Reflect Accurate Town Assessments

WHEREAS, there were an incorrect amount reflected in the 2017 Tentative Budget for revenue to the Worker's Compensation Self Insurance Fund for Town Assessments, and

WHEREAS, this amount must be corrected to ensure the proper amount is levied from the Towns; now therefore be it

RESOLVED, that the 2017 Tentative Budget is hereby amended as follows:

SELF INSURANCE FUND

Decrease Revenue:

S.1710.2222.01	Assessments Town	6
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Decrease Appropriation:

S.1710.4020	Postage	6
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BUDGET IMPACT STATEMENT: Reduction in revenue and expense in the amount of \$6.

Resolution No. November 18, 2016

Supervisors

TITLE: To Amend 2017 Tentative Budget for Road C.H.I.P.S.

WHEREAS, due to an Accounting Bulletin issued from the NYS Comptroller, it is necessary to reclassify the County's special road project budgets; now therefore be it

RESOLVED, that the 2017 Tentative Budget is hereby amended as follows:

Increase Appropriation:

D.5000.5112.202	Special Projects	3,564,811
D.5000.5112.2210	Machinery Rental	150,000
D.5000.5112.2280	Supplies Other	150,000

Decrease Appropriation:

D.5000.5112.402	Special Projects	3,564,811
D.5000.5112.4210	Machinery Rental	150,000
D.5000.5112.4280.01	Supplies Other	150,000

BUDGET IMPACT STATEMENT: Transfer of funds between line items.



THOMAS P. DINAPOLI
COMPTROLLER

STATE OF NEW YORK
OFFICE OF THE STATE COMPTROLLER
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GABRIEL F. DEYO
DEPUTY COMPTROLLER
DIVISION OF LOCAL GOVERNMENT
AND SCHOOL ACCOUNTABILITY
Tel: (518) 474-4037 Fax: (518) 486-6479

December 2015 (Originally Issued October 1991)

To: Chief Fiscal Officers

From: Division of Local Government and School Accountability

Subject: Consolidated Local Street and Highway Improvement Program

Please provide copies of this bulletin to others who may need this information.

Purpose of Bulletin

This bulletin provides updated information on the accounting for aid received from the Consolidated Local Street and Highway Improvement Program (CHIPS), superseding an earlier bulletin issued by the Office of the State Comptroller for local governments in New York State. This bulletin incorporates threshold changes and updated account codes used for reporting. All previous guidance has been incorporated into this bulletin.

Background

Legislation was passed which restructured the Consolidated Local Street and Highway Improvement Program (CHIPS) to provide that the aid be split into two programs:

1. a direct grant to municipalities which shall be paid April 25, June 25, September 25 and December 25 and can be used for any Operations and Maintenance (O&M) highway purpose or, at the legislative or governing board discretion, for capital highway improvement, and
2. a highway capital reimbursement grant program with eligible project cost being reimbursed after submission of a claim to the Department of Transportation (DOT).

Also, the threshold above which capital projects financed in whole or in part by CHIPS must be let to outside firms is \$250,000. This means contracts below \$250,000 could be done by the municipality's own workforce. For work done by outside contractors, please note that contracts for public work are still subject to the requirements of General Municipal Law, §103 which states that any contract \$35,000 or above must be awarded after public advertisement for sealed bids, unless an exception applies.

Accounting and Recording

As in the past, the accounting will be in the fund that normally finances such expenditures (County Road Fund; City General Fund; Town Highway Fund; Village General Fund), or the funds may be transferred to, or recorded directly in, the Capital Projects Fund. Under both programs, the revenue will continue to be recorded in account 3501 "St Aid, Consolidated Highway Aid" and capital expenditures will be recorded in account 5112.2 "Perm Improve Highway, Equip & Cap Outlay." The 915 "Assigned Unappropriated Fund Balance" shall only be needed when the governing board has decided to use the direct grant portion of CHIPS for a capital purpose and the revenue is received in one fiscal year and is to be expended in the following fiscal year.

Additional Information

If you have questions pertaining to CHIPS as described in this bulletin, please contact the State Comptroller's regional office that serves your local government.

Handwritten:
9/10/02

Elections Commissioners - Salary

FINANCE COMMITTEE

Exempt vs. Hourly

11/10/2016

2016 Salary - Exempt	\$	40,652.00
1.5% on base	\$	609.78
Steps 1 & 3	\$	2,000.00
<u>2017 Salary</u>	\$	<u>43,261.78</u>
<u>FLSA threshold</u>	\$	<u>47,476.00</u>
Difference	\$	4,214.22

2017 Exempt: Convert to Hourly	\$	43,261.78
<u>Divided by Annual Work Hrs for 35 hr/wk</u>		<u>1,820.00</u>
=Hourly wage	\$	23.77

Closest equivalent on Grade Schedule		
Grade 14 @ Step 4	\$	22.14
<u>Longevity 15 years (J. Curtis)</u>	\$	<u>1.80</u>
= Hourly wage	\$	23.94

Multiplied by Annual Hrs	\$	1,820.00
Annual Salary before OT	\$	43,570.80
<u>Additional OT Potential (incl 1.5 time)</u>	\$	<u>1,500.00</u>
Estimated 2017 Annual	\$	45,070.80

2017 Exempt with FLSA adjustment	\$	47,476.00
<u>2017 Salary with OT if converted to hourly</u>	\$	<u>45,070.80</u>
Difference	\$	2,405.20

assuming step 2 assuming step 4
 1.50% 1.50% 1.50%

Year	2017	2018	2019	2020
FLSA Threshold	47,476	47,476	47,476	(*) 51,178
Exempt	47,476	49,188	50,926	51,690
Hourly	45,071	45,647	47,051	47,644

(*) 2020 FLSA Threshold of \$51,178 is a Federal estimate

Deputy Commissioners

Year	2017	2018	2019	2020
Rep Deputy at 5 yrs in 2016	32,287	32,730	34,000	34,457
Dem Deputy at 15 yrs in 2016	34,744	35,187	35,638	36,095

Resolution No. November 18, 2016

By Supervisors

TITLE: Resolution Adopting the Budget for Fiscal Year 2017 Making Appropriations for the Conduct of County Government

WHEREAS, the Board of Supervisors has met and considered the tentative budget, and

WHEREAS, a public hearing thereon as required by Section 359 of the County Law has been held; now therefore be it

RESOLVED, that the tentative budget as hereinafter set forth is hereby adopted and that the several amounts set forth in the adopted columns of the budget be and they hereby are appropriated for the object and purposes specified effective January 1, 2017.

BUDGET IMPACT STATEMENT: The amount to be raised by taxes in the 2017 budget is \$32,093,280, an increase of \$629,280 or 2%.

Resolution No. November 18, 2016

By Supervisors

TITLE: To Adopt Non-Union Grade Schedule for Sewer District Laborers

WHEREAS, the 2017 tentative budget contains a 1% adjustment for laborers in the Washington County Sewer District, and

WHEREAS, this requires a separate grade schedule; now therefore be it

RESOLVED, that the schedule listed below for non-union Sewer District laborers be adopted effective January 1, 2017:

Grade 7

* Laborer (Sewer)

Grade 8

* Waste Water Maintenance Worker

Grade 11

* Heavy Equipment Operator

* Pump Station/Sewer Maint. Worker

* Wst. Water Treatmnt Plant Oper. Trainee

Grade 12

* Wst. Water Treatmnt Plant Operator

Grade 14

* Sr. Waste Water Treatment Plant Operator

Grade 18

* Supervisor Pump Station & Sewers

Grade 23

* Operations Manager

* Hourly Employee who works 40 hours a week.

SEWER DISTRICT 2017 RATE INCREASE AT 2 1/2%

Grade	2016 Base	2.50%	2017 Base	1st Step	2nd Step	3rd Step	4th Step
7	13.75	0.35	14.1	14.33	14.56	14.79	15.02
8	14.88	0.38	15.26	15.49	15.72	15.95	16.18
11	17.8	0.45	18.25	18.48	18.71	18.94	19.17
12	18.79	0.47	19.26	19.52	19.78	20.04	20.3
14	20.79	0.52	21.31	21.57	21.83	22.09	22.35
18	24.77	0.62	25.39	25.65	25.91	26.17	26.43
23	29.74	0.75	30.49	30.78	31.07	31.36	31.65

BUDGET IMPACT STATEMENT: Adjustment is included in the 2017 budget.

Resolution No. November 18, 2016
By Supervisors

TITLE: To Adopt Non-Union Grade Schedule

WHEREAS, the 2017 budget has been prepared using the following non-union grade schedule, and

WHEREAS, the following changes were made to titles within the non-union grade schedule in the 2017 budget process:

New Titles to Schedule:

Secretary to Supt. of DPW	Grade 10
*Auto Mechanic Supervisor	Grade 13
*Crime Victim Advocate	Grade 13 (Moved from Exempt)
Election Commissioner	Grade 14
Youth Bureau/Alt. Sent. Supervisor	Grade 16

Titles Removed:

Code Enforcement Administrator	Moved to Exempt Schedule
All Sewer District Titles	Moved to Separate Schedule

Titles that Increased in Grade:

*Laborer, PT (B&G)	From Grade 3 to Grade 5
*Lifeguard/Laborer	From Grade 4 to Grade 6
Senior Lifeguard	From Grade 6 to Grade 7
*Deputy, PT	From Grade 8 to Grade 10
*Correction Officer, PT	From Grade 8 to Grade 9
Assistant Director of Youth Bureau	From Grade 16 to Grade 19

Titles that Increased from 35 hours/week to 40 hours/week:

*Aging Services Aide	Grade 4
*Aging Services Assistant	Grade 9
*Personnel Clerk	Grade 12
*Civil Service Technician	Grade 15

Titles that Decreased in Grade:

Secretary to County Administrator

From Grade 16 to Grade 10

; now therefore be it

RESOLVED, that the attached schedule for non-union hourly employees be adopted effective January 1, 2017.

BUDGET IMPACT STATEMENT:

**SCHEDULE A
TITLES BY GRADE**

Grade 1

Grade 2

Aging Services Aide PT
Motor Vehicle Operator

Grade 3

Grade 4

Meal Site Manager (OFA)
* Aging Services Aide
* Clerk, PT

Grade 5

WIC Breastfeeding Peer Couns. (Per Diem)
* Laborer (B&G)
* Laborer, PT (B&G)

Grade 6

Assistant Cook
Substitute Cook
Motor Vehicle Operator, PT (Vet. Van)
* Lifeguard/Laborer

Grade 7

Clerk
Senior Lifeguard
Typist
WIC Nutrition Aide
* Building Maintenance Helper

Grade 8

Account Clerk
Cook
* Building Maint. Worker
* Motor Vehicle Operator (Veterans)

Grade 9

Alternative Sent. Program Assistant
Civil Clerk
Deputy Commissioner Bd. of Elections
Index Clerk
Pavement Mngmt. Summer Intern
Recording Clerk
Recording Clerk, PT
Senior Cleaner
Senior Clerk
Senior Typist
Sr. WIC Nutrition Aide

Grade 9 con't.

WIC Outreach Worker
* Aging Services Assistant
* Correction Officer, PT

Grade 10

Administrative Secretary
Dispatcher (Per Diem)
Legal Aide
LPN (PH)
LPN, PT (Jail)
Medical Secretary
Sec. to County Administrator
Secretary to the Public Defender
Secretary to Supt. of DPW
Senior Account Clerk
WIC Breastfeeding Coordinator, PT
* Building Maintenance Mechanic
* Deputy, PT
* Supervising Cleaner

Grade 11

County Archivist
Exam Proctor
Pavement Mngmt. Coordinator
Personnel Clerk Trainee
Senior Recording Clerk
* Auto Mechanic
* Electronic Technician
* Laboratory Technician

Grade 12

Deputy to Director of Veterans
Legal Assistant
Junior Planner
Real Prop. Tax Service Asst.
Secretary to County Attorney
Store Keeper/Auto, PT (Hwy)
* Assistant Supervising Mechanic
* Code Enforcement Officer
* Legal Assistant
* Personnel Clerk
* Secretary to Sheriff

Grade 13

Bookkeeper
Coordinator of Services (OFA)
Court Referral Specialist (Alt. Sent.)
Crime Victim Advocate, PT

**SCHEDULE A
TITLES BY GRADE**

Grade 13 con't.

Microcomputer Specialist
Motor Vehicle Supervisor
Program Specialist
Tax Map Technician
Senior Audit Clerk
* Auto Mechanic Supervisor
* Crime Victim Advocate
* Building Maintenance Supervisor
* Engineering Technician
* Secretary to the District Attorney

Grade 14

Caseworker, PT
Early Intervention Services Coordinator
Election Commissioner
Emergency Mngmnt. Coordinator
Pre-School Service Coordinator
Welfare Investigator
Youth Program Coordinator

Grade 15

Alcohol/Substance Abuse Prog. Coord.
Office Manager (PH)
Principal Account Clerk
Purchasing Coordinator
Senior Investigator, PT
* Civil Service Technician
* Principal Account Clerk (Treas.)

Grade 16

Administrator, Legal Defense of Indigents
Coordinator Child Support Enforcement
Early Intervention Program Coordinator
Medical Services Supervisor
Nutritionist/Dietician (OFA)
Principal Welfare Examiner
Public Health Educator
Registered Nurse
Senior Social Services Investigator
Staff Development Coordinator
Youth Bureau/Alt. Sent. Supervisor
Training & Resource Dev. Coordinator
WIC Program Nutritionist
* Highway General Supervisor III
* Senior Engineering Technician

Grade 17

Computer Systems Coordinator (DSS)

Grade 18

Dietetic Services Supervisor
Registered Nurse, PT (Jail)
Senior Health Educator
Sr. WIC Program Nutritionist
* Grade B Case Supervisor (DSS)

Grade 19

Asst. Director Youth Bureau
Director of Alcohol/Substance Abuse
Geographic Information Sys. Specialist
Grade A Case Supervisor (DSS)
Probation Supervisor
* DPW Maint. Shop Supervisor
* Principal Engineering Technician
* Registered Nurse (Jail)

Grade 20

Accounting Supervisor, Grade B
Fiscal Officer

Grade 21

PH Emg. Preparedness Coord. Infect. Ctl.
WIC Program Coordinator

Grade 22

* Supervising Nurse (Jail)

Grade 23

Grade 24

** Supervising Public Health Nurse

Grade 25

Grade 26

* Senior Engineer

Grade 27

Grade 28

Grade 29

*HOURLY EMPLOYEE WHO WORKS 40 HOURS PER WEEK OR A 40 HR. WEEK BASIS

**HOURLY EMPLOYEE WHO WORKS 37.5 HOURS PER WEEK

Resolution No. November 18, 2016

By Supervisors

TITLE: Establish Salary Schedule for Exempt, Stipend, Seasonal & Per Diem Employees

WHEREAS, the 2017 budget has been prepared using the following exempt salary schedule; now therefore be it

RESOLVED, that the following employee titles be paid as indicated in the following schedule effective January 1, 2017.

BUDGET IMPACT STATEMENT: