

AUDIT COMMITTEE MEETING MINUTES  
JANUARY 16, 2019

AUDIT COMMITTEE MEMBERS PRESENT: Middleton, Shay, O'Brien, Hogan, Clary, Rozell

AUDIT COMMITTEE MEMBERS ABSENT: Ferguson

SUPERVISORS: Henke, Moore, Shaw

Debra Prehoda, Clerk

Stacey Benson-Doty, Sr. Audit Clerk

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – December 19, 2018
- 3) Audit Monthly Bills
- 4) Other Business
- 5) Adjournment

Chairman Middleton called the meeting to order at 9:00 A.M.

A motion to accept the minutes of the December 19, 2018 Audit Committee meeting was moved by Mr. Shay, seconded by Mr. Rozell and adopted.

Summary of accounts payable by fund was distributed, attached.

Stacey Benson-Doty, Senior Audit Clerk, addressed the following items with the committee:

- Stale Vouchers: Stale vouchers are vouchers submitted for payment of prior year expenses after prior year books are closed. Stale vouchers submitted as follows:
  - Assigned Counsel – Michelle Hervieux-Osgood – Legal Services (2) 2016 & 2017 \$1,474.44
  - Public Health – Adirondack Enrichment (2) - 2016 & 2017 \$280  
Children's Development Group (1) 2017 \$147  
Glens Falls Hospital (1) 2016 \$147

A motion to pay all stale vouchers was moved by Mr. Rozell, seconded by Mr. Shay and adopted.

The committee proceeded with auditing the bills.

The committee reconvened.

A motion to pay all bills as audited was by moved Mr. Hogan, seconded by Mr. Rozell and adopted.

OTHER BUSINESS: None.

The meeting adjourned at 10:05 A.M.

*Debra Prehoda, Clerk*

*Washington County Board of Supervisors*

**SUMMARY OF ACCOUNTS PAYABLE BY FUND**

**Submitted To Audit Committee For Approval Meeting Dated 01/16/19**

<u>FUND</u>	<u>AMOUNT</u>	<u>DATE</u>
GENERAL	\$1,099,976.11	1/16/19
SOLID WASTE	\$0	1/16/19
CAR POOL	\$18,375.10	1/16/19
COUNTY ROAD	\$202,569.33	1/16/19
COUNTY ROAD MACHINERY	\$135,312.98	1/16/19
SEWER DIST NO 1	\$15,938.98	1/16/19
SEWER DIST NO 2	\$23,300.87	1/16/19
CAPITAL CONSTRUCTION	\$62,829.98	1/16/19
<u>Workers Compensation</u>	\$0	1/16/19
<u>Health/Dental(MS)</u>	\$11,996.00	1/16/19
<b><u>TOTAL ALL FUNDS</u></b>	<b><u>\$1,570,299.35</u></b>	

**SPECIAL AUDIT PAID 11/1/18**

GENERAL	\$35,444.12	12/30/18
CAR POOL	\$1,066.55	12/30/18
COUNTY ROAD	\$0	12/30/18
COUNTY ROAD MACHINERY	\$3,324.75	12/30/18
SEWER DIST NO 1	\$50.96	12/30/18
SEWER DIST NO 2	\$2,840.98	12/30/18
<b><u>TOTAL</u></b>	<b><u>\$42,727.36</u></b>	

**PRELIMINARY TOTAL AMOUNT PAID OUT OF AUDIT WITH A1,159,690.00 APPROVAL OF COUNTY AUDITOR**

	<u>AMOUNT</u>	<u>DATE</u>
	<b><u>\$1,159,690.00</u></b>	12/19/18-1/15/19
<b><u>Grand Total Presented to Audit Committee</u></b>	<b><u>\$2,772,716.71</u></b>	<u>1/16/19</u>

**TOTAL NUMBER OF VOUCHERS BEFORE COMMITTEE = 723**

STALE VOUCHERS PRESENTED FOR APPROVAL IN CURRENT AUDIT

<u>DEPARTMENT</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DATE OF SERVICE</u>
<i>Assigned Counsel(1171)</i>	<i>Michelle Hervieux-Osgood</i>	<i>\$1,474.44 (2)</i>	<i>7/6/16-12/8/16</i>
	<i>Legal Services – Assigned Counsel</i>		<i>11/7/17-12/30/17</i>
<i>Public Health – CWSN(2960)</i>	<i>Adirondack Enrichment</i>	<i>\$280.00 (2)</i>	<i>12/16 &amp; 4/17</i>
	<i>Children’s Development Group</i>	<i>\$147.00 (1)</i>	<i>1/20/17</i>
	<i>Glens Falls Hospital</i>	<i>\$147.00 (1)</i>	<i>6/16</i>
<b>TOTAL STALE VOUCHERS</b>		<b>\$2,048.44</b>	

Prepared by Clerk of the Board’s Office 1/16/19