

AUDIT COMMITTEE MEETING MINUTES
SEPTEMBER 19, 2018

AUDIT COMMITTEE MEMBERS PRESENT: Moore, Hogan, Shay, Ferguson, Middleton, Clary

AUDIT COMMITTEE MEMBERS ABSENT: Rozell

SUPERVISORS: Henke

Debra Prehoda, Clerk

Stacey Benson-Doty, Sr. Audit Clerk

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – August 15, 2018
- 3) Audit Monthly Bills
- 4) Other Business
- 5) Adjournment

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

A motion to accept the minutes of the August 15, 2018 Audit Committee meeting was moved by Mr. Shay, seconded by Mr. Ferguson 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. The attached list details the stale vouchers submitted for payment in this month's audit totaling \$2,485.90, list attached. A motion to pay all stale vouchers was moved by Mr. Middleton, seconded by Mr. Ferguson and adopted.
- Noted that included in the audit is payment of a 2017 purchase order to Zwack for two glider trucks in the amount of \$189,990; County Road Machinery Fund.

The committee proceeded with auditing the bills.

The committee reconvened.

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

OTHER BUSINESS: None.

The meeting adjourned at 10:10 A.M.

Debra Prehoda, Clerk

Washington County Board of Supervisors

SUMMARY OF ACCOUNTS PAYABLE BY FUND

Submitted To Audit Committee For Approval Meeting Dated 9/19/18

<u>FUND</u>	<u>AMOUNT</u>	<u>DATE</u>
GENERAL	\$558,920.69	9/19/18
SOLID WASTE	\$1,620.00	9/19/18
CAR POOL	\$171,805.93	9/19/18
COUNTY ROAD	\$764,456.25	9/19/18
COUNTY ROAD MACHINERY	\$327,183.81	9/19/18
SEWER DIST NO 1	\$247.31	9/19/18
SEWER DIST NO 2	\$29,033.02	9/19/18
CAPITAL CONSTRUCTION	\$41,649.88	9/19/18
<u>Workers Compensation</u>	\$500.00	9/19/18
<u>Health/Dental(MS)</u>	\$12,068.00	9/19/18
<u>TOTAL ALL FUNDS</u>	<u>\$1,907,484.89</u>	

SPECIAL AUDIT PAID 8/30/18

GENERAL	\$43,299.23	8/30/18
CAR POOL	\$256.21	8/30/18
COUNTY ROAD	\$0	8/30/18
COUNTY ROAD MACHINERY	\$1,841.26	8/30/18
SEWER DIST NO 1	\$46.31	8/30/18
SEWER DIST NO 2	\$4,810.44	8/30/18
<u>TOTAL</u>	<u>\$50,253.45</u>	

PRELIMINARY TOTAL AMOUNT PAID OUT OF AUDIT WITH APPROVAL OF COUNTY AUDITOR

	<u>AMOUNT</u>	<u>DATE</u>
	<u>\$1,422,875.88</u>	8/15/18-9/14/18
<u>Grand Total Presented to Audit Committee</u>	<u>3,380,614.22</u>	<u>9/19/18</u>

TOTAL NUMBER OF VOUCHERS BEFORE COMMITTEE = 892

STALE VOUCHERS PRESENTED FOR APPROVAL IN CURRENT AUDIT

<u>DEPARTMENT</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DATE OF SERVICE</u>
<i>Coroner/Medical Examiner(1185)</i>	<i>Albany Medical Center</i>	<i>\$177.00</i>	<i>7/5/17</i>
<i>Sheriff(3110)</i>	<i>Galls</i>	<i>\$46.50</i>	<i>11/13/17</i>
<i>Jail(3150)</i>	<i>Adirondack Radiology</i>	<i>\$132.00</i>	<i>11/20/17</i>
<i>Jail(3150)</i>	<i>Adirondack Radiology</i>	<i>\$8.19</i>	<i>7/5/17</i>
<i>Jail(3150)</i>	<i>Bimbo Foods/Freighofer</i>	<i>\$2,122.21</i>	<i>6/1/15-11/13/17</i>
<i>TOTAL STALE VOUCHERS</i>		<i>\$2,485.90</i>	

Prepared by Clerk of the Board's Office 9/19/18