

AUDIT COMMITTEE MEETING MINUTES
JULY 14, 2021

AUDIT COMMITTEE MEMBERS PRESENT: O'Brien, Clary, Rozell, Griffith, Fisher

AUDIT COMMITTEE MEMBERS ABSENT: Hogan, Ferguson

SUPERVISORS: Henke

Debra Prehoda, Clerk

Stacey Benson-Doty, Sr. Audit Clerk

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – June 16, 2021
- 3) Audit Monthly Bills
 - Motion to pay all bills as audited
- 4) Other Business
- 5) Adjournment

In the absence of Chairman Hogan, Mr. O'Brien called the meeting to order at 9:01 A.M.

A motion to accept the minutes of the June 16, 2021 Audit Committee meeting was moved by Mrs. Clary, seconded by Mr. Rozell, and adopted.

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

- Summary of accounts payable by fund distributed, attached. Mentioned two vouchers submitted by Assigned Counsel for payment of legal fees of approximately \$24,000 and \$10,000 because they are more than the typical payment.
- Stale Vouchers – Vouchers submitted for payment of prior year expenses after prior year books are closed. Stale vouchers submitted totaled \$8,701.33; listed on handout. A motion to approve payment of stale vouchers in the amount of \$8,701.33 was moved by Mr. Griffith, seconded by Mr. Rozell, and adopted.

The committee proceeded with auditing the bills.

The committee reconvened.

A motion to pay all bills as audited was moved by Mr. Fisher, seconded by Mrs. Clary, and adopted.

OTHER BUSINESS: None.

The meeting adjourned at 9:30 A.M.

Debra Prehoda, Clerk

Washington County Board of Supervisors

SUMMARY OF ACCOUNTS PAYABLE BY FUND

Submitted To Audit Committee For Approval : Meeting Date 7/14/21

| <u>FUND</u> | <u>AMOUNT</u> | <u>DATE</u> |
|-----------------------------|-----------------------|-------------|
| GENERAL | \$677,131.24 | 7/14/21 |
| CAR POOL | \$16,322.09 | 7/14/21 |
| COUNTY ROAD | \$338,967.05 | 7/14/21 |
| COUNTY ROAD MACHINERY | \$74,278.46 | 7/14/21 |
| SEWER DIST NO 1 | \$50.00 | 7/14/21 |
| SEWER DIST NO 2 | \$94,669.52 | 7/14/21 |
| CAPITAL CONSTRUCTION | \$348,000.08 | 7/14/21 |
| <u>Workers Compensation</u> | 0 | 7/14/21 |
| <u>Health/Dental(MS)</u> | \$12,048.00 | 7/14/21 |
| <u>TOTAL ALL FUNDS</u> | \$1,561,466.44 | 666 |

SPECIAL AUDIT 6/30/21

| | | |
|-----------------------|--------------------|-----------|
| GENERAL | \$40,335.60 | 6/30/21 |
| CAR POOL | \$318.15 | 6/30/21 |
| COUNTY ROAD | \$144.04 | 6/30/21 |
| COUNTY ROAD MACHINERY | \$1,560.14 | 6/30/21 |
| SEWER NO 1 | \$45.80 | 6/30/21 |
| SEWER NO 2 | \$9,755.40 | 6/30/21 |
| <u>TOTAL</u> | \$52,159.13 | 64 |

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

| | <u>AMOUNT</u> | <u>DATE</u> |
|---|-----------------------|-----------------|
| | \$1,858,507.49 | 6/16/21-7/13/21 |
| <u>Grand Total Presented to Audit Committee</u> | \$3,472,133.06 | |

TOTAL NUMBER OF VOUCHERS BEFORE COMMITTEE =730

STALE VOUCHERS PRESENTED FOR APPROVAL IN CURRENT AUDIT

| <u>DEPARTMENT</u> | <u>VENDOR</u> | <u>AMOUNT</u> | <u>DATE OF SERVICE</u> |
|---------------------------|--|----------------------|-------------------------------|
| 1171 Assigned Counsel | David Albers, Esq | \$1,172.49 | 8/14/20-12/16/20 |
| | Anne Bair, Esq | \$989.10 | 9/1/20-12/31/20 |
| | Alaina Finan, Esq | \$518.30 | 11/13/20-12/31/20 |
| | Lucas Mihuta, Esq | \$516.60 | 11/10/20-12/31/20 |
| | Timothy Nugent, Esq | \$393.75 | 10/29/20-12/31/20 |
| | Lloyd Swartz Protection and Investigation | \$390.00 | 12/10/20-12/31/20 |
| 2490 Community College | SUNY Schenectady | \$411.66 | Fall 2020 |
| 2960 CWSN – Public Health | Advanced Therapy | \$315.00 | 8/1/20-10/31/20 |
| 3110 Sheriff | Galls | \$2,199.85 | 3/27/20-11/4/20 |
| 3150 Jail | Galls | \$240.00 | 9/28/20-12/20/20 |
| | Glens Falls Hospital | \$675.00 | 11/15/20-12/29/20 |
| | Ashley Thomson, Petty Cash Officer Wash Co Sheriff Petty Cash | \$68.00 | 12/1/20-12/31/20 |
| 4004 Public Health | McCann's Pharmacy | \$61.58 | 11/25/17 |
| Sewer District (GB) | CT Male | \$750.00 | 11/18/20 |
| TOTAL | | \$8,701.33 | |

NOTES:

1. **COVID (4189) PAYMENTS TOTALED \$203.84 IN THE REGULAR AUDIT. REPORT ATTACHED.**

Prepared by Clerk of the Board's Office 7/14/21