

**AUDIT & ADMINISTRATION COMMITTEE MEETING
HELD IN
ROOM #318 OF THE COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Members: Chairman Castellano, Legislators Albano & Jonke

Monday

6:30pm

July 30, 2018

The meeting was called to order at 6:34pm by Chairman Castellano who requested that Legislator Jonke lead in the Pledge of Allegiance. Upon roll call Legislators Albano, Jonke, and Chairman Castellano were present.

Item #3 - Approval of Minutes – June 25, 2018

The minutes were approved as submitted.

Item #4 - Correspondence/County Auditor

- a. **Sales Tax Report** – Duly Noted

- b. **Board In Revenue Report**

Legislator Jonke questioned why the amount for June 2018 was about \$18,000 less than in June 2017.

Commissioner of Finance William Carlin stated the Board In Revenue could be based on the amount of room available in the Putnam County Jail and the amount of Marshal prisoners.

- c. **OTB Report**

Chairman Castellano stated a check came in today from OTB, which will be recorded on the report next month.

- d. **Transfer/Revenue Report** – Duly Noted

- e. **Contingency/Sub-Contingency Report** – Duly Noted

Item #5 - Correspondence/Commissioner of Finance

- a. **Overtime/Temporary Report** – Duly Noted

b. Approval/ Budgetary Amendment 18A041/ Planning Dept./ Adjust Capital Budget Accounts to Most Recent Estimates/ ADA Sidewalk Project (Also reviewed in Physical)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

c. Approval/ Budgetary Amendment 18A047/ Veterans Service Agency/ Accept Entergy Grant and Forward Funds to the Putnam County Joint Veterans Council to offset Costs Incurred by the Congressional Medal of Honor Parade (Also reviewed in Rules)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Jonke. All in favor.

d. Approval/ Budgetary Amendment 18A048/ Health Dept./ Account for Purchases Pursuant to the Performance Incentive Initiative (Also reviewed in Health)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

e. Approval/ Budgetary Amendment 18A049/ Sheriff's Dept./ Recovery Funds from Insurance for Damage to 2 Sheriff's Dept. Vehicles (Also reviewed in Protective)

Legislator Albano made a motion to pre-file the necessary resolution; Seconded by Legislator Jonke. All in favor.

f. Approval/ Budgetary Amendment 18A050/ Sheriff's Dept./ Provide Funding for Town of Carmel Marine Patrol (Also reviewed in Protective)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Jonke. All in favor.

g. Approval/ Budgetary Amendment 18A055/ Youth Bureau/ Changes in Funding Allocations for Runaway and Homeless Youth Program by the NYS Office of Children & Family Services Resulting in the Use of Additional County Tax Dollars

Chairman Castellano made a motion to approve Budgetary Amendment 18A055; Seconded by Legislator Jonke. All in favor.

h. Approval/ Bond Resolution/ Authorizing the Acquisition of Various Pre-K/EI Vehicles and Related Equipment/ \$200,000 (Also reviewed in Physical)

Legislator Albano made a motion to pre-file the necessary resolution; Seconded by Legislator Jonke. All in favor.

i. Approval/ Budgetary Amendment 18A056/ Health Dept./ Purchase of 4 Vehicles for Use in the Pre-K/EI Programs (Also reviewed in Physical)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

Item #6 - Approval/ Fund Transfer 18T148/ Sheriff's Dept./ Cover Overtime Costs for 1 Correction Officer on Leave & 2 Officers on 207c (Also reviewed in Personnel & Protective)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Jonke. All in favor.

Item #7 - Approval/ Fund Transfer 18T150/ County Clerk/ Move Vacant Position from County Clerk to DMV as of July 1, 2018 (Also reviewed in Personnel)

Chairman Castellano stated the Department of Motor Vehicles (DMV) has become busier and this position will help fulfill the need in that office.

Commissioner Carlin stated this will take a vacant position and place it where it is more needed rather than creating another position.

Legislator Nacerino stated she would like to commend County Clerk Michael Bartolotti for having the foresight to increase efficiencies without increasing expenses.

Legislator Albano stated the Putnam County DMV works very smoothly, even when there are a lot of customers.

Chairman Castellano stated the DMV is very busy with both customers and dealership work. He stated County Clerk Bartolotti and the staff at DMV do an excellent job.

Legislator Albano stated the business from the dealerships is crucial and they choose to do their business with the Putnam County DMV because the service provided is excellent.

Legislator Addonizio noted that this fund transfer has a zero fiscal impact.

Chairman Castellano made a motion to approve Budgetary Amendment 18A055; Seconded by Legislator Jonke. All in favor.

Item #8 - Approval/ Authorization/ Legislators to Attend August White House Conference with NY County Leaders

Chairman Castellano made a motion to waive the rules and accept the additional;
Seconded by Legislator Jonke. All in favor.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Jonke. All in favor.

Item #9 - Other Business – None

Item #10 - Adjournment

There being no further business, at 6:49pm Chairman Castellano made a motion to adjourn; Seconded by Legislator Albano. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.