

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

**Members: Chairman Castellano, Legislators Sullivan & Jonke**

**Monday** **6:30pm** **February 27, 2017**

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The meeting was called to order at 6:30 p.m. by Chairman Castellano who requested that Deputy Clerk Diane Trabulsy lead in the Pledge of Allegiance. Upon roll call Legislator Jonke, Legislator Sullivan, and Chairman Castellano were present.

**Item #3 - Approval of Minutes – January 26, 2017**

The minutes were approved as submitted.

**Item #4 - Correspondence/County Auditor**

- a. **Sales Tax Report** – Duly Noted
- b. **Board In Revenue Report** – Duly Noted
- c. **OTB Report** – Duly Noted
- 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 16A092/ Finance/ Transfer 2016 Net Profit from Putnam County Golf Course to Capital Reserve to Purchase Equipment**

Commissioner of Finance William Carlin stated \$137,500 was budgeted as revenue for the Putnam County Golf Course (Golf Course). He stated the Golf Course exceeded that amount and has requested to use the excess funds to purchase specialized mowers for cutting the greens and fairways. He stated the Administration agreed that the excess funds should be used for these purchases.

Chairman Castellano questioned if the profit for the year was over \$200,000.

Commissioner Carlin stated the profit was around there. He stated this request is being addressed now because the 2016 books are being closed.

Chairman Castellano clarified that about \$76,000 would be used to purchase equipment.

Commissioner Carlin stated that is correct.

Legislator Gouldman questioned how many mowers the Golf Course would like to purchase.

Commissioner Carlin stated two (2) mowers are being purchased.

Legislator Jonke questioned if one (1) mower is for the greens and the other is for the fairways.

Commissioner Carlin stated he believes so. He stated attachments are being purchased as well.

Chairman Castellano questioned what the Golf Course will do with the current equipment.

Commissioner Carlin stated if the equipment is worth anything it will be auctioned off. He stated it is toward the end of its useful life.

Legislator Albano requested clarification of the funds.

Commissioner Carlin stated the Golf Course met the County's budget of profiting \$137,500. He stated this budget line was exceeded by about \$76,000. He stated the excess money will be used for the equipment purchase.

Legislator Gouldman questioned if the equipment will be purchased from a bid list.

Commissioner Carlin stated yes.

Legislator Addonizio questioned how long this equipment lasts.

Commissioner Carlin stated about 10-15 years.

Chairman Castellano stated because the equipment will be new, there should be a cost savings in relation to repairs.

Commissioner Carlin agreed and stated the Golf Course will also benefit operationally.

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

**c. Approval/ Budgetary Amendment 16A093/ Finance/ Year End Journal Entry #2**

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

**d. Approval/ Budgetary Amendment 17A008/ Highways & Facilities/  
Adjust Budget of FEMA Mill Road Bridge Project (Also reviewed in  
Physical)**

Legislator Sullivan questioned if the County got reimbursed for this project.

Commissioner Carlin stated yes, the County was 100% reimbursed.

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

**Item #6 - Approval/ Fund Transfer 16T420/ Dept. of Social Services/ Reallocate  
Appropriation to Reflect Projected Costs Thru 12/31/16 (Also reviewed in  
Health)**

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

**Item #7 - Approval/ Fund Transfer 16T421/ Dept. of Social Services/ Reallocate  
Appropriation to Reflect Projected Costs Thru 12/31/16 (Also reviewed in  
Health)**

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

**Item #8 - Approval/ Fund Transfer 16T423/ Dept. of Social Services/ Reallocate  
Appropriation to Reflect Projected Costs Thru 12/31/16**

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

**Item #9 - Approval/ Fund Transfer 17T018/ Sheriff's Dept./ Corrections/ Overtime  
(Also Reviewed in Personnel & Protective)**

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

**Item #10 - Approval/ Fund Transfer 17T023/ Highways & Facilities/ Move Funding to  
Proper Line**

Chairman Castellano made a motion to approve Fund Transfer 17T023; Seconded by Legislator Jonke. All in favor.

**Item #11 - FYI/ County's Deposit & Investment Policies**

Legislator Gouldman questioned what account type "adopt sub" is.

Commissioner Carlin stated that is the adoption subsidy account that the Department of Social Services is required to set up by the State of New York. He stated the account is for money given to the County from the State for residents utilizing the program.

Legislator Gouldman questioned what the “water quality” accounts were for.

Commissioner Carlin stated those accounts hold the EOH (East of Hudson) funds.

Legislator Gouldman questioned what a “6N” fund is.

Commissioner Carlin stated that is the self-insurance fund.

**Item #12 - Other Business - None**

**Item #13 - Adjournment**

There being no further business, at 6:44 p.m. Chairman Castellano made a motion to adjourn; Seconded by Legislator Sullivan. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.