

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

Members: Chairman Castellano, Legislators Gross & Nacerino

**Monday December 21, 2015
(Immediately Following Special Rules Mtg. beginning at 6:30pm)**

The meeting was called to order at 7:37 P.M. by Chairman Castellano who requested Legislator Nacerino lead in the Pledge of Allegiance. Upon roll call Legislators Gross & Nacerino and Chairman Castellano were present.

Item #3 - Approval of Minutes – November 23, 2015

The minutes were approved as submitted.

**Item #4 - Correspondence/ County Auditor
a. Sales Tax Report**

Legislator LoBue stated the sales tax amount is currently short \$1.3 million.

Commissioner of Finance William Carlin stated at the end of the third quarter, the County was down \$1.1 million. He stated the holiday shopping season may affect this amount. He stated less was budgeted in 2015 than was received in 2014. He stated at the NYSAC Conference in February there will be a seminar on sales tax examining if this trend is the “new normal.”

Legislator LoBue stated the price of oil continues to decrease.

Legislator Wright questioned if there is any record throughout the years documenting what percentage of the County’s sales tax comes from the sale of petroleum.

Commissioner Carlin stated New York State looked into that and he believes Putnam County’s sales tax revenue was 12% petroleum.

Legislator LoBue requested a copy of a breakdown of the top ten (10) sectors of sales tax.

Commissioner Carlin stated he will try to get that information. He stated because of confidentiality constraints, he is unable to provide a breakdown in any identifiable form.

Glenn Blackman, Labor Relations Specialist in Putnam County for the CSEA Members, stated he recently met with County Executive Odell and she showed him a NYSAC report that broke down the top ten (10) sectors of what generated sales tax in each County.

- 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 15A085/ Sheriff's Dept./ 2015-2016 Livescan Equipment Grant Program – County Match (Also Reviewed in Protective)**

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

- c. **Approval/ Budgetary Amendment 15A088/ Youth Bureau/ Increase to 2015 Runaway and Homeless Youth Funding (Also Reviewed in Health)**

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

- d. **Approval/ Budgetary Amendment 15A089/ Sheriff's Dept./ Cover Reimbursable Expenses (Also Reviewed in Protective)**

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

- e. **Approval/ Budgetary Amendment 15A092/ Health Dept./ Adjust for Activity in Early Intervention Program & the Preschool Program (Also Reviewed in Health)**

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

- f. **Approval/ Budgetary Amendment 15A093/ Finance/ Year End Journal Entry #1**

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

**g. Approval/ Budgetary Amendment 15A094/ Office for Senior Resources/
Balance Funds to Purchase OSR Bus (Also Reviewed in Health)**

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

**h. Approval/ Budgetary Amendment 15A096/ Offset Expenses Incurred
by the County for Work Performed on Route 9D as per IMA Contract**

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

**i. Approval/ Budgetary Transfer 16T001/ Finance/ Eliminate Board of
Election Office Manager Stipend (Also Reviewed in Personnel)**

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

**Item #6 - Approval/ Fund Transfer 15T291/ Sheriff's Dept./ Cover Overtime due to
Open Personnel Line/ September & October (Also Reviewed in Protective
& Personnel)**

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

**Item #7 - Approval/ Fund Transfer 15T304/ Sheriff's Dept./ Cover Overtime (Also
Reviewed in Protective)**

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

**Item #8 - Approval/ Fund Transfer 15T323/ Probation/ Purchase Lab Supplies (Also
Reviewed in Protective)**

Legislator Nacerino made a motion to approve Fund Transfer 15T323; Seconded by Legislator Gross. All in favor.

**Item #9 - Approval/ Fund Transfer 15T335/ Sheriff's Dept./ Cover Electric through
Year End (Also Reviewed in Protective)**

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

Item #10 - Approval/ Fund Transfer 15T336/ Dept. of Mental Health/ Provision of Mental Health Respite Services through Year End (Also Reviewed in Health)

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

Item #11 - Approval/ Fund Transfer 15T340/ Law Dept./ Cover Insurance Expenses through Year End

Legislator Nacerino made a motion to approve Fund Transfer 15T340; Seconded by Legislator Gross. All in favor.

Item #12 - Approval/ Fund Transfer 15T342/ DSS/ Reallocate Appropriation to Reflect Projected Cost through Year End (Also Reviewed in Health)

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

Item #13 - Approval/ Fund Transfer 15T343/ DSS/ Reallocate Appropriation to Reflect Projected Cost through Year End (Also Reviewed in Health)

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

Item #14 - Approval/ Fund Transfer 15T344/ DSS/ Reallocate Appropriation to Reflect Projected Cost through Year End (Also Reviewed in Health)

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

Item #15 - Approval/ Fund Transfer 15T345/ DSS/ Reallocate Appropriation to Reflect Projected Cost through Year End (Also Reviewed in Health)

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

Item #16 - Approval/ Fund Transfer 15T348/ Sheriff's Dept./ Corrections/ Cover Medical Overtime to Year End

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

Item #17 - Approval/ Fund Transfer 15T349/ Sheriff's Dept./ Cover Negative Accounts

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

Item #18 - Approval/ Purchasing Department Designees

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

Item #19 - Consumer Affairs/ Fines & Revenue Report/ FYI – Duly Noted

Item #20 - Other Business

Legislator Nacerino made a motion to waive the rules and accept the Other Business; Seconded by Legislator Gross. All in favor.

a. Approval/ Budgetary Amendment 15A358/ Provide Funding for Acting Commissioner of Health

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

Item #21 - Adjournment

There being no further business, at 7:55 P.M., Chairman Castellano made a motion to adjourn; Seconded by Legislator Gross. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.