

AUDIT COMMITTEE MEETING MINUTES
SEPTEMBER 18, 2019

AUDIT COMMITTEE MEMBERS PRESENT: Middleton, Ferguson, Shay, O'Brien, Hogan, Clary

AUDIT COMMITTEE MEMBERS ABSENT: Rozell

SUPERVISORS: Shaw

Debra Prehoda, Clerk

Stacey Benson-Doty, Sr. Audit Clerk

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – August 14, 2019
- 3) Audit Monthly Bills
- 4) Other Business
- 5) Adjournment

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

A motion to accept the minutes of the August 14, 2019 Audit Committee meeting was moved by Mr. Ferguson, seconded by Mr. Shay and adopted.

Stacey Benson-Doty, Sr. 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. Stale vouchers submitted as follows:
 - Various Departments – Stale vouchers totaled \$2,091.33, detailed on attached handout. A motion to approve payment of stale vouchers for various departments in the amount of \$2,091.33 was moved by Mr. Hogan, seconded by Mr. Ferguson and adopted.
- Beaver Removal – Checked to ensure a contract was not required to pay the claim for beaver removal by a County employee. The Department of Public Works will make other arrangements if needed in the future and this was a one-time payment for services. A motion to approve payment of voucher to Clifford Backus for beaver removal in the amount of \$200 was moved by Mr. Hogan, seconded by Mr. Shay and adopted.
- Summary of accounts payable by fund attached.

The committee proceeded with auditing the bills.

The committee reconvened.

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

OTHER BUSINESS: None.

A motion to adjourn was moved by Mr. Hogan, seconded by Mr. Shay and adopted. The meeting adjourned at 10:14 A.M.

Debra Prehoda, Clerk

Washington County Board of Supervisors

SUMMARY OF ACCOUNTS PAYABLE BY FUND

Submitted To Audit Committee For Approval : Meeting Date 9/18/19

<u>FUND</u>	<u>AMOUNT</u>	<u>DATE</u>
	\$648,529.70	
GENERAL	\$640,097.98	9/18/19
CAR POOL	\$11,512.23	9/18/19
COUNTY ROAD	\$1,665,198.63	9/18/19
COUNTY ROAD MACHINERY	\$532,688.21	9/18/19
SEWER DIST NO 1	\$28.00	9/18/19
SEWER DIST NO 2	\$24,693.80	9/18/19
CAPITAL CONSTRUCTION	\$1,124,865.31	9/18/19
<u>Workers Compensation</u>	\$0	9/18/19
<u>Health/Dental(MS)</u>	\$0	9/18/19
<u>TOTAL ALL FUNDS</u>	\$4,007,515.88 \$3,999,084.16	809 808

SPECIAL AUDIT 9/5/19

GENERAL	\$50,079.10	9/5/19
CAR POOL	\$277.19	9/5/19
COUNTY ROAD	\$251.26	9/5/19
COUNTY ROAD MACHINERY	\$2,674.13	9/5/19
SEWER NO 1	\$51.25	9/5/19
SEWER NO 2	\$10,766.06	9/5/19
<u>TOTAL</u>	\$64,098.99 \$64,098.99	95

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

	<u>AMOUNT</u>	<u>DATE</u>
	\$1,704,036.62	8/14/19-9/17/19
<u>Grand Total Presented to Audit Committee</u>	\$5,775,651.49 \$5,767,219.77	9/18/19

TOTAL NUMBER OF VOUCHERS BEFORE COMMITTEE =904-903

STALE VOUCHERS PRESENTED FOR APPROVAL IN CURRENT AUDIT

<u>DEPARTMENT</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DATE OF SERVICE</u>
<i>Traffic Safety Board (3010)</i>	<i>Roger Forando Scholarship/Reimbursement for Training</i>	<i>\$250.00</i>	<i>9/18</i>
<i>Public Health (4004)</i>	<i>Glens Falls Hospital</i>	<i>\$696.33</i>	<i>12/22-12/28/18</i>
<i>Public Health – CWSN (2960)</i>	<i>Glens Falls Hospital</i>	<i>\$1,145.00</i>	<i>3/17</i>
<i>TOTAL</i>		<i>\$2,091.33</i>	

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