

AUDIT COMMITTEE MEETING MINUTES
MARCH 15, 2023

AUDIT COMMITTEE MEMBERS PRESENT: O'Brien, Hogan, Shaw, Ferguson, Clary, Rozell, Griffith

AUDIT COMMITTEE MEMBERS ABSENT: None.

Debra Prehoda, Clerk

Stacey Benson-Doty, Sr. Audit Clerk

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – February 15, 2023
- 3) Audit Monthly Bills
 - Motion to pay all bills as audited
- 4) Other Business
- 5) Adjournment

Chairman O'Brien called the meeting to order at 9:00 A.M. in the Supervisors Classroom, Room B214, Washington County Municipal Center, Fort Edward, N.Y.

A motion to accept the minutes of the February 15, 2023 Audit Committee meeting was moved by Mr. Hogan, seconded by Mr. Griffith, and adopted.

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

- Summary of accounts payable by fund.
- Stale Vouchers – Stale vouchers submitted totaled \$2,528.23; listed on handout. A motion to approve payment of stale vouchers from Assigned Counsel for legal services in the amount of \$2,480.03 and Office for the Aging for restaurant dining program \$48.00 for a total of \$2,528.23 was moved by Mr. Hogan, seconded by Mr. Ferguson, and adopted.

The committee proceeded with auditing the bills. The Senior Audit Clerk brought forward a voucher submitted this morning for payment and the committee agreed to process and include for payment. The voucher was submitted by Buildings and Grounds payable to Linstar for door access control and security system equipment in the amount of \$16,536.00.

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

OTHER BUSINESS: None.

The meeting adjourned at 9:58 A.M.

Debra Prehoda, Clerk

Washington County Board of Supervisors

SUMMARY OF ACCOUNTS PAYABLE BY FUND

Submitted To Audit Committee For Approval : Meeting Date 3/15/23

<u>FUND</u>	<u>AMOUNT</u>	<u>No. Vouchers</u>	<u>DATE</u>
GENERAL	\$1,041,798.02	591	3/15/23
CAR POOL	\$ 48,544.99	17	3/15/23
COUNTY ROAD	\$192,647.28	37	3/15/23
COUNTY RD MACHINERY	\$1,259,684.16	61	3/15/23
SEWER DIST NO 1	\$0	0	3/15/23
SEWER DIST NO 2	\$ 51,095.15	41	3/15/23
		6	3/15/23
CAPITAL CONSTRUCTION	\$602,990.18		
		1	3/15/23
<u>Workers Compensation</u>	\$128,850.02		
<u>Health/Dental(MS)</u>	\$ 237.97	2	2/15/23
TOTAL ALL FUNDS	\$3,325,847.77	756	

SPECIAL AUDIT 2/23/23

GENERAL	31,288.50	44	2/23/23
CAR POOL	\$1,830.75	3	2/23/23
COUNTY ROAD	\$ 65.35	2	2/23/23
COUNTY ROAD MACHINERY	\$5,238.61	7	2/23/23
SEWER NO 1	\$ 0	0	2/23/23
SEWER NO 2	\$ 15,355.96	10	2/23/23
TOTAL	\$ 53,779.17	66	

SPECIAL AUDIT 3/6/23

GENERAL	\$21,457.50	10	3/6/23
CAR POOL	\$ 0	0	3/6/23
COUNTY ROAD	\$ 65.00	2	3/6/23
COUNTY ROAD MACHINERY	\$ 1,096.62	3	3/6/23
SEWER NO 1	\$ 82.62	1	3/6/23
SEWER NO 2	\$ 1,343.69	4	3/6/23
TOTAL	\$ 24,045.43	20	

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

	<u>AMOUNT</u>	<u>DATE</u>
	<u>\$1,546,730.34</u>	<u>2/15/23-3/14/23</u>
<u>Grand Total Presented to Audit Committee</u>	<u>\$4,950,402.71</u>	

TOTAL NUMBER OF VOUCHERS BEFORE COMMITTEE =842

STALE VOUCHERS PRESENTED FOR APPROVAL IN CURRENT AUDIT

<u>DEPARTMENT</u>		<u>AMOUNT</u>	<u>DATE OF SERVICE</u>
1171	John K Oswald, Esq	\$2,405.23	1/5/21-12/20/21
	Anne Bair, Esq	\$75.00	12/21/21-12/31/21
6060	Fort Ann Service Center Inc	\$48.00	8/8/20-10/22/21
	Dining Program		
<u>TOTAL</u>		<u>\$2,528.23</u>	