

AUDIT COMMITTEE MEETING MINUTES  
SEPTEMBER 14, 2022

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

AUDIT COMMITTEE MEMBERS ABSENT: Hogan, Nolan

SUPERVISORS: Henke

Debra Prehoda, Clerk

Stacey Benson-Doty, Sr. Audit Clerk

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – August 17, 2022
- 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 August 17, 2022 Audit Committee meeting was moved by Mr. Rozell, seconded by Mr. Ferguson, and adopted.

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

- Summary of accounts payable by fund.
- Stale Voucher – Stale voucher submitted totaled \$184.50; listed on handout. A motion to approve payment of stale voucher from Assigned Counsel, John Oswald for legal services in the amount of \$184.50 from July 2021 was moved by Mr. Ferguson, seconded by Mrs. Clary, and adopted.
- DSS HEAP Administrative Grant – Vouchers are included in this audit for payment for items that qualify for the use of this grant funding per Resolution No. 176 dated July 15, 2020 – To Authorize Prepayment for Items and Services Paid for by HEAP/ARPA Funding.

The committee proceeded with auditing the bills.

The Senior Audit Clerk stated she was just informed that the Sheriff's Department received a credit on an invoice submitted for payment in this audit in the amount of \$29.30 and the voucher will be adjusted to reflect the credit. A motion to pay all bills as audited was moved by Mrs. Clary, seconded by Mr. Ferguson, and adopted.

OTHER BUSINESS: None.

The meeting adjourned at 9:50 A.M.

*Debra Prehoda, Clerk*  
*Washington County Board of Supervisors*

**SUMMARY OF ACCOUNTS PAYABLE BY FUND**

**Submitted To Audit Committee For Approval : Meeting Date 9/16/22**

<u>FUND</u>	<u>AMOUNT</u>	<u>No. Vouchers</u>	<u>DATE</u>
GENERAL	<del>\$1,135,108.61</del> *\$1,135,079.31	461	9/16/22 *Adjusted invoice for Sheriff
CAR POOL	\$132,890.70	24	9/16/22
COUNTY ROAD	\$1,102,052.04	52	9/16/22
COUNTY ROAD MACHINERY	\$174,939.96	47	9/16/22
SEWER DIST NO 1	\$0	0	9/16/22
SEWER DIST NO 2	\$115,172.69	36	9/16/22
Capital Construction	\$987,570.40	5	9/16/22
Workers Compensation	\$0	0	9/16/22
Health/Dental(MS)	\$0	0	9/16/22
<b>TOTAL ALL FUNDS</b>	<del>\$3,647,734.40</del> **\$3,647,705.10	<b>625</b>	**Adjustment of Total

**SPECIAL AUDIT 9/2/22**

GENERAL	\$49,088.66	56	9/2/22
CAR POOL	\$297.35	2	9/2/22
COUNTY ROAD	\$372.73	7	9/2/22
COUNTY ROAD MACHINERY	\$1,680.58	8	9/2/22
SEWER NO 1	\$48.95	1	9/2/22
SEWER NO 2	\$2,125.87	4	9/2/22
<b>TOTAL</b>	<b>\$53,614.14</b>	<b>78</b>	

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

	<u>AMOUNT</u>	<u>DATE</u>
	<del>***\$1,137,460.38</del> ***\$1,155,145.36	8/17/22-9/13/22 ***Out of Audit Voucher Missing from Box and Report was added
<u>Grand Total Presented to Audit Committee</u>	<del>****\$4,838,808.92</del> ****\$4,856,493.90	****CORRECTED TOTAL DUE TO ALL ADJUSTMENTS.

**TOTAL NUMBER OF VOUCHERS BEFORE COMMITTEE =703**

**STALE VOUCHERS PRESENTED FOR APPROVAL IN CURRENT AUDIT**

<u>DEPARTMENT</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>DATE OF SERVICE</u>
1171 ASSIGNED COUNSEL	JOHN OSWALD	\$184.50	JULY 2021
<b>TOTAL</b>		<b>\$184.50</b>	