

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

Members: Chairman Castellano and Legislators Ellner & Gouldman

Monday **6:30pm** **June 24, 2024**

The meeting was called to order at 6:30pm by Chairman Castellano who requested Legislator Ellner lead in the Pledge of Allegiance. Upon roll call Legislators Ellner and Gouldman and Chairman Castellano were present.

Item #3 – Correspondence/County Auditor

- a. **Sales Tax Report** – Duly Noted
- b. **OTB Report** – Duly Noted
- c. **Board In Revenue Report** – Duly Noted
- d. **Transfer/Revenue Report** – Duly Noted
- e. **2024 Contingency/Sub-Contingency Report** – Duly Noted

Item #4 – Correspondence/ Commissioner of Finance

- a. **Overtime/Temporary Report** – Duly Noted

- b. **Approval/ Budgetary Amendment 24A048/ Health Dept./ ATUPA Grant Award/ Purchase Computer Equipment**

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

- c. **Approval/ Budgetary Amendment 24A049/ DSS/ Suicide Prevention and Crisis Services**

Commissioner of Finance Michael Lewis stated \$300,000 was included in the State allocation to go toward suicide prevention and crisis services.

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

- d. **Approval/ Budgetary Amendment 24A050/ Risk Manager/ Sheriff's Dept./ Insurance Reimbursement (Also reviewed in Protective)**

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

**e. Approval/ Budgetary Amendment 24A053/ Probation/ Stop-DWI HVEC/
Adjust Federal Aid Allocated (Also reviewed in Protective)**

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

**f. Approval/ Budgetary Amendment 24A054/ Sheriff's Dept./ BCI/ Use
Federally Seized Asset Forfeiture Funds (Also reviewed in Protective)**

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

**g. Approval/ Budgetary Amendment 24A055/ Sheriff's Dept./ BCI/ Use
Federally Seized Asset Forfeiture Funds (Also reviewed in Protective)**

Chairman Castellano made a motion to waive the rules and accept the additional; Seconded by Legislator Gouldman. All in favor.

Legislator Gouldman questioned if the response received was adequate.

Legislator Nacerino stated yes, it is.

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

**h. Approval/ Budgetary Amendment 24A056/ Sheriff's Dept. – Narcotics/
Use Federally Seized Asset Forfeiture Funds (Also reviewed in
Protective)**

Chairman Castellano made a motion to waive the rules and accept the additional; Seconded by Legislator Ellner. All in favor.

Legislator Gouldman questioned if the response received was adequate.

Legislator Nacerino stated yes, it is.

Legislator Crowley stated the retention procedures are available in the office.

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

i. Approval/ Budgetary Amendment 24A057/ Sheriff's Dept./ Sheriff Response Team (SRT)/ Callouts

Legislator Crowley stated other agencies are still owed money, which is concerning.

Legislator Jonke questioned which agencies the County owed money to.

Legislator Crowley stated the agencies are Kent and Carmel.

Legislator Jonke questioned if there is a bill from Kent and Carmel that has yet to be paid.

Commissioner Lewis stated it is the County's understanding that the ERT (Emergency Response Team) was disbanded via the County Attorney's letter. He stated the County paid everything through December 31, 2023.

Legislator Jonke stated if there are any payments outstanding, he would like to see a bill.

Legislator Ellner stated he believes from the County's perspective, the ERT was disbanded and from the perspective of Kent and Carmel, the Sheriff's Department removed themselves from the ERT, but it continues to exist.

Legislator Jonke stated he does not believe the ERT can continue to exist without the County being part of it because the Sheriff's Department is the only law enforcement agency with jurisdiction in each town in the County. He stated the ERT was never properly created.

Legislator Crowley stated she would provide the bill to the Legislature. She agreed with Legislator Ellner's statement regarding the Sheriff's Department removing themselves from the ERT. She stated in the past several years the County has applied for the SHSP (State Homeland Security Program) grant. She stated in looking at the grant, it is for the three (3) agencies together. She questioned Risk Management and the Law Department if anything needs to be amended with the State because the grant has changed. She questioned if the County owes money or equipment to the State because the three (3) municipalities are no longer operating under the ERT together.

Legislator Jonke stated he would expect notification from the State if that were the case.

Legislator Nacerino stated at the Protective Services Committee Meeting Sheriff McConville made it perfectly clear that there is no money owed. She stated also, the grant is in the name of the County of Putnam Sheriff's Department; it is not commingled with Carmel and Kent.

Legislator Ellner stated according to Captain James Schepperly, the disbandment of the ERT took place around December 10, 2023 and all bills through December 31, 2023 should be paid. He stated he would like to note that the grant for 2024 appears to also cover 2023.

Legislator Crowley stated the grant was written under the scope of the County as it is the only way it could be written; the local municipalities cannot apply themselves. She stated the police departments in the town receive 35% of the grant award, with budgetary lines attributed to the different purposes such as overtime. She stated changes made to the ERT impact the grant as there are specific uses for the funding. She stated the State has not been made aware of any changes made to the ERT. She stated she believes the grant should be amended.

Legislator Nacerino stated she believes Commissioner of Finance Lewis, Sheriff McConville, and Captain Schepperly would be well aware of the importance of notifying the State; she would be surprised if that was not the case.

Chairman Castellano questioned how much grant money is left in the account.

Commissioner Lewis stated he does not have that information in front of him.

Chairman Castellano stated right now, the Committee is considering a bill for the Sheriff's Department in the amount of \$15,709 that needs to be paid. He stated there is more to look into in regard to the grant. He stated Legislator Crowley raised some good questions that will need to be answered, however they are separate from what is in front of the Committee this evening.

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

j. Approval/ Budgetary Amendment 24A058/ DPW/ 2023 County-wide Pavement Maintenance & Rehabilitation Program

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

Item #5 – Approval/ Fund Transfer 24T152/ District Attorney/ Hire Temporary Employee (Also reviewed in Personnel)

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

Item #6 – Discussion/ Approval/ Sheriff/ Part-Time Threat Assessment Analyst Position (moved to Audit from Personnel Mtg. – Waiting for Budgetary Amendment pending Grant Amendment Approval from NYS Homeland Security & Emergency Serv. (DHSES) for Domestic Terrorism Prevention (DTP)/ Threat Assessment & Mgmt Teams (TAM)

Chairman Castellano made a motion to table this item back to the Personnel Committee; Seconded by Legislator Ellner. All in favor

Item #7 – FYI/ 2024 Guardrail & Property Damage Table – Duly Noted

Item #8 – Other Business

- a. Approval/ Budgetary Amendment 24A052/ DSS/ Child Advocacy Center (CAC) Grant for the Multi-Disciplinary Team (MDT) Program**

Chairman Castellano made a motion to waive the rules and accept the Other Business; Seconded by Legislator Ellner. All in favor.

Department of Social Services Fiscal Manager Kristen Wunner stated this is a supplemental grant.

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

Item #9 – Adjournment

There being no further business at 6:54pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Gouldman. All in favor.

Respectfully submitted by Administrative Assistant Beth Robinson.