

OFFICE OF THE WARREN COUNTY CLERK
PAMELA J. VOGEL, COUNTY CLERK
JODY ROSS, DEPUTY

COUNTY CLERK COMMITTEE MEETING: ~~Aug.~~ ^{July} 28TH – 9:30 A.M.
AGENDA

1.) The Office of the County Historian:

- a) **Announcement of the Resignation of John Austin from the position of County Historian
Filed with Board of Supervisors 7/21/2010 (appointed: 2/16/07)
Request to maintain the office with a Notice to Appoint; Arts & Cultural 57.07
Seek interested applicants
Exempt Class
\$ 10,000 part-time position**

- b) **In Recognition of John Austin's tremendous knowledge of and commitment to Warren County History for an entire lifetime, request the Board appoint John Austin as Historian Emeritus.**

2.) Warren County Bicentennial Celebration (Follow-up to Warren County Board of Supervisors Meeting July 16, 2010

- a) **Resolution to Create Warren County Bicentennial Citizens Advisory Committee to identify and coordinate meaningful events in commemoration of the Warren County Bicentennial (1813-2013).**
- b) **Resolution to Authorize the Chairman to Appoint Members to the Warren County Bicentennial Citizens Advisory Committee including the County Clerk as liaison to Board of Supervisors.**

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Historian

Title of Position County Historian

Base salary \$40,000

Budget code and title A7510 Historian

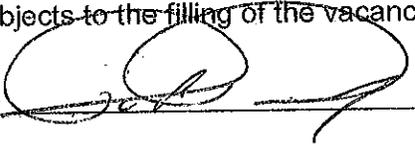
This position is vacated due to: Retirement Resignation Termination Promotion
 Other

Employee No. 11257

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee County Clerk Date 7/28/10

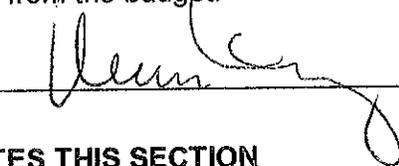
- The Commissioner has no objection to the filling of the vacancy.
 The Commissioner objects to the filling of the vacancy.

Commissioner Signature 

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee County Clerk Date 7/28/10

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature 

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date _____

- The Personnel Committee has no objection to the filling of the vacancy.
 The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

RESOLUTION REQUEST FORM NO. 2

Request to Appoint or Reappoint County Department Head

DEPARTMENT NAME: Historian

DATE: 7/27/2010

- (a) Name of Employee: John Austin
- (b) If this is a Reappointment, list Employee No.:
- (c) If this is a Reappointment, please list the Resolution No. of the last appointment of this individual:
- (d) Address of Employee: 47 Sunnyside E , Queensbury, NY 12804
- (e) Title of Appointment: Historian Emeritus
- (f) Effective Date of Appointment:
- (g) Termination Date of Appointment:
- (h) Annual Base Salary: 0
- (i) If this is a New Appointment, Name of Person Being Replaced: This is to honor the commitment of retiring John Austin, County Historian, to county history by declaring on him the title of Historian Emeritus.
- (j) If this is a New Appointment, Reason for Replacement:

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: County Clerk

DATE: 7/27/2010

- (a) Purpose of Request: To establish the Warren County Bicentennial Citizens Advisory Committee

- (b) Details: To identify and coordinate meaningful events during the year 2013 in commemoration of the 200th Anniversary of the County of Warren - 1813-2010.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: Not applicable at this time

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

SAMPLE/DRAFT

Whereas, the County of Warren as a unit of government was established by an act of the New York State Legislature on March 12, 1813 (Chapter L, Laws of New York 1813 (136th session), thereby separating the area from the original County of Washington;

And

Whereas, the County of Warren is now approaching its 200th anniversary as a unit of government responsible for serving the residents of Warren County, and providing services as well to all visitors;

And

Whereas, the Board of Supervisors seeks to recognize the County of Warren on the occasion of its bicentennial by making the necessary preparations for a series of meaningful events in the county's honor,

It is now resolved,

that the Warren County Board of Supervisors

hereby establishes the Warren County Bicentennial Citizens Advisory Committee for the purpose of identifying and coordinating a series of meaningful events, many and varied, to be held throughout the county during the Bicentennial Year, 2013; and

hereby authorizes the Chairman of the Warren County Board of Supervisors to appoint such members to the committee, as deemed appropriate and necessary for a successful Bicentennial commemoration. And including among the appointed members, the County Clerk (or other county official) as liaison from the Citizens Advisory Committee to the Warren County Board of Supervisors.

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

****If more than one person is being appointed, please attach additional sheets***

DEPARTMENT NAME: County Clerk

DATE: 7/27/2010

- (a) Name of Appointee: See attached
- (b) Is this a Reappointment? If so, please provide the Resolution No. which authorized the last appointment of this individual
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title
- (e) Address of Appointee: N/A
- (f) Title of Appointment: Member: Warren County Bicentennial Citizens Advisory Committee
- (g) Effective Date of Appointment:
- (h) Termination Date of Appointment:
- (i) Name of Person Being Replaced (if applicable):
- (j) Reason for Replacement: