

## WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **FINANCE**

DATE: **JUNE 6, 2012**

**Committee Members Present:**

Supervisors Thomas  
Taylor  
Sokol  
Monroe  
Bentley  
Wood  
Kenny  
Merlino  
Conover

**Others Present:**

Daniel G. Stec, Chairman of the Board  
Paul Dusek, County Administrator  
Joan Sady, Clerk of the Board  
Kevin Geraghty, Budget Officer  
Supervisor Dickinson  
Supervisor Frasier  
Supervisor Mason  
Supervisor McDevitt  
Supervisor Strainer  
Supervisor Westcott  
Mike Swan, County Treasurer  
Amy Clute, Self-Insurance Administrator  
Jeff Tennyson, Superintendent of Public Works  
Margaret Sing Smith, Director, Youth Bureau  
Steve Bayle, Probation Supervisor  
Barbara Taggart, Administrator, Westmount  
Health Facility  
John Strough, Queensbury Town Councilman  
Don Lehman, *The Post Star*  
Nicole Livingston, Second Deputy Clerk

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Mr. Thomas called the meeting of the Finance Committee to order at 10:25 a.m.

Motion was made by Mr. Monroe, seconded by Mr. Taylor and carried unanimously to approve the minutes of the May 9, 2012 Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Finance Agenda were provided to the Committee members, and a copy of same is on file with the minutes.

Commencing the Action Agenda review, Mr. Thomas stated Item 1 were the requests for Transfer of Funds which were attached for Committee approval. He noted that Supervisory Committee approval had been obtained as necessary.

Motion was made by Mr. Monroe, seconded by Mrs. Wood and carried unanimously to approve Item 1 as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Thomas advised Items 2A through D were referrals from the County Facilities Committee, Airport. Item 2A, he said, was a request to establish Capital Project No. H335.9550 280 Runway 1 End Obstruction Removal to mitigate on-airport property

obstruction, in the amount of \$50,000, with the source of funding to be 90% Federal grant in the amount of \$45,000; 5% State funds in the amount of \$2,500; and 5% Local Share in the amount of \$2,500 to be transferred from Code A.9950 910 Transfers-Capital Projects.

Motion was made by Mr. Taylor, seconded by Mr. Conover and carried unanimously to approve Item 2A as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Thomas stated Item 2B was a request to establish Capital Project No. H336.9550 280 Airfield Guidance Sign Replacement for the removal and replacement of approximately fifty airfield guidance signs for the entire airport, in the amount of \$30,000, with the source of funding to be 90% Federal grant in the amount of \$27,000; 5% State funds in the amount of \$1,500; and 5% Local Share in the amount of \$1,500 to be paid from Code A.892.00 Reserve, Airport Repair and Projects.

Motion was made by Mrs. Wood, seconded by Mr. Sokol and carried unanimously to approve Item 2B as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Thomas added Item 2C was a request to establish Capital Project No. H337.9550 280 Edge Light Installation on the T-Hangar Access Taxiway for the installation of blue medium intensity edge lights, electrical junction cans, conduit and regulator for the new T-Hangars access taxiway, in the amount of \$25,000, with the source of funding to be 90% Federal grant in the amount of \$22,500; 5% State funds in the amount of \$1,250; and 5% Local Share in the amount of \$1,250 to be paid from Code A.892.00 Reserve, Airport Repair and Projects.

Motion was made by Mr. Monroe, seconded by Mr. Merlino and carried unanimously to approve Item 2C as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Thomas noted Item 2D was a request to increase Capital Project No. H303.9550 280 Environmental Assessment and Preliminary Engineering Phase Runway 1 Extension Project for additional environmental services required to complete an environmental assessment for the extension to Runway 1-19 and parallel taxiway, in the amount of \$42,000, with the source of funding to be 90% Federal grant in the amount of \$37,800; 5% State funds in the amount of \$2,100; and 5% Local Share in the amount of \$2,100 to be paid from Code A.892.00 Reserve, Airport Repair and Projects.

Motion was made by Mrs. Wood and seconded by Mr. Conover to approve the request as presented.

Chairman Stec entered the meeting at 10:30 a.m.

Mr. Monroe expressed his concern with the cost of the increase considering it was only a thousand foot extension and questioned exactly what the environmental assessment would do. Mr. Thomas stated that Jeff Tennyson, Superintendent of Public Works, had just exited the meeting and he would continue the Agenda review until Mr. Tennyson returned to answer the question associated with Item 2D.

Mr. Thomas asserted Items 3A and B were referrals from the Health Services Committee, Westmount Health Facility. Item 3A, he said, was a request to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$218,000 to reflect increases in Medicare Part A Revenue and the associated expenditures. He added Item 3B was a request to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$32,000 to reflect increases in Medicare Therapy Revenue and the associated expenditures.

Motion was made by Mr. Sokol, seconded by Mr. Merlino and carried unanimously to approve Items 3A and B as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas recognized Mr. Tennyson had returned to the meeting and he directed the Committee members back to Item 2D. Mr. Tennyson explained the request was for additional work on an environmental assessment that was completed and submitted to the FAA (Federal Aviation Administration) for approval. He further stated that the FAA had come back with specific issues and concerns, which would require the engineers to perform additional work. He clarified that this was for additional field study and analysis of the environmental impact of the project.

Mr. Thomas called the question and the motion was carried unanimously to approve Item 2D as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Thomas advised Item 4 was a referral from the Human Services Committee, Employment & Training Administration, requesting to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$656,211 to reflect receipt of the annual allocation of Federal WIA (Workforce Investment Act) funds.

Motion was made by Mr. Taylor, seconded by Mrs. Wood and carried unanimously to approve Item 4 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas stated Items 5A and B were referrals from the Gaslight Village Ad Hoc Committee. He informed that Item 5A was a request to establish Capital Project No. H338.9550 280 Lake George Environmental Park for contractual services for final

design, construction documents and Phase 1 Festival Space construction, in the amount of \$762,000, with the source of funding to be 50% Master Agreement with the New York State Department of State in the amount of \$381,000; and 50% Local Share in the amount of \$150,000 cash donation from the Wood Foundation and \$231,000 through the authorization of serial bonds.

Motion was made by Mr. Kenny and seconded by Mr. Monroe to approve the request as presented.

In response to an inquiry, Mr. Monroe expounded the County would issue the serial bonds contingent on the bonds being paid by both the grant from the State and the grant from the Wood Foundation. He noted there was a cash flow problem because the grant from the Wood Foundation was allocated at \$150,000 a year over the next five years and there was always a delay in reimbursement from the State. Mr. Tennyson added that the Treasurer's Office would only issue the bonds if absolutely necessary.

Paul Dusek, County Administrator, pointed out that if the bond was needed, there would be associated transaction costs, such as interest costs and attorney fees and in the past, said costs had not been considered and had to be transferred from the Contingent Fund. He added that he was uncertain if the transaction costs could be covered by the donated funds. Mr. Monroe responded that the donated money from the Wood Foundation had no restrictions and could be used for any purpose. He further suggested that the County Attorney could include that in the contract with the Wood Foundation and Mr. Dusek said he would apprise the County Attorney of that request.

Following discussion, Mr. Thomas called the question and the motion was carried unanimously to approve Item 5A as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas apprised Item 5B was a request to authorize up to \$612,000 in serial bonds to cover cash flow and local match funds for Capital Project No. H338.9550 280 Lake George Environmental Park.

Motion was made by Mr. Monroe and seconded by Mr. Kenny to approve the request as presented.

Mr. Taylor recalled there had been discussions about the County getting out of the Gaslight Village project and he wondered what would happen to the bonds secured by the County if that occurred. Mr. Thomas reiterated that the bonds would be for cash flow purposes and therefore, paid off in a couple of years. Mr. Dusek added that another issue was that the County was signing on with grants, which meant the County would bear a responsibility, and the question would become whether or not said responsibility could be transferred to another municipality if the County did decide to

get out of the project entirely. Mr. Monroe remarked that approximately \$600,000 would be coming to the County from the Town of Lake George, as discussed at the Gaslight Village Ad Hoc Committee meeting the day before. An alternative, he continued, could be to use that money to cover the transaction costs.

Mike Swan, County Treasurer, stated as a point of clarification, there was currently a bond on the Gaslight Village property for the original purchase price.

Mr. Thomas called the question and the motion was carried unanimously to approve Item 5B as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas remarked that Item 6 was a referral from the Occupancy Tax Coordination Committee, requesting authorization for the County Treasurer to appropriate funds from the Reserve for Occupancy Tax (A.881.00) to Budget Code A.6417 470 Tourism Occupancy-Contract, in the amount of \$43,000 to partner with the City of Glens Falls for the purchase of a new basketball floor for the Glens Falls Civic Center.

Motion was made by Mr. Taylor and seconded by Mr. Kenny to approve the request as presented.

Mr. Bentley expressed his opposition to contributing additional occupancy tax funds to the City of Glens Falls in light of the County's previous contributions.

Mr. Thomas called the question and the motion was carried by majority vote, with Mr. Bentley voting in opposition, to approve Item 6 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas noted Items 7A and B were referrals from the Public Works Committee, DPW. Item 7A, he aid, was a request to authorize the closure of two Road Projects (D.5112 8084 CR #16 East River Drive and D.5112 8124 CR #41 Federal Hill Road) and transfer remaining funds to Capital Project No. H199.9550 280 Corinth Road Reconstruction Project.

Motion was made by Mr. Sokol and seconded by Mr. Kenny to approve the request as presented.

Mr. Merlino asked how much money remained in the East River Drive project and Mr. Tennyson replied \$19,541.18. Mr. Merlino stated that he had received complaints about that road and he suggested leaving those funds in that project to make repairs to the road and remove funds from a different project. Mr. Tennyson explained that although the Corinth Road project was complete, the bond interest was applied to the project leaving a shortfall of approximately \$59,000. He added that another option

would be to appropriate the funds from the County Road Fund Reserve if that was the desire of the Committee.

Mr. Dusek recommended against taking any money from the Road Fund Reserve because a multi-year planning document would be presented to the Budget Committee in the next couple of weeks relative to the Reserve Funds and work that was needed on the highways and other areas of the County in terms of financial demands over the next four years. He expressed his concern with the very significant expenses in the highway area of the County. Mr. Dusek recognized the need for road repairs in the towns, as mentioned by Mr. Merlino, and noted that due to reductions in the County budget over the past several years the maintenance of the roads had not been sustainable. He added that Mr. Tennyson's approach had been to work on the worst roads first, as well as to complete major road projects that had additional outside funding sources. He suggested that any Supervisors that had concerns with roads in their towns, or felt more money needed to be dedicated to such, should present those concerns during the discussions on the proposed multi-year plan for highways.

Following discussion, Mr. Thomas called the question and the motion was carried by majority vote, with Mr. Merlino voting in opposition, to approve Item 7A as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas added Item 7B was a request to increase Capital Project No. H199.9550 280 Corinth Road Reconstruction Project in the amount of \$59,457.14 to cover the interest fees associated with the Bond for the project, with the source of funding to be the closure of D.5112 8084 #16 East River Drive and D.5112 8124 CR #41 Federal Hill Road, Road Projects.

Motion was made by Mr. Sokol, seconded by Mr. Bentley and carried by majority vote, with Mr. Merlino voting in opposition, to approve Item 7B as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas informed Items 8A and B were referrals from the Social Services Committee, Youth Bureau. He stated item 8A was a request to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$546 to reflect receipt of 100% State funds for community agency contracts.

Motion was made by Mr. Taylor, seconded by Mr. Conover and carried unanimously to approve Item 8A as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas reported Item 8B was a request for a Contingent Fund transfer in the amount of \$16,303 to Code A.7313 470 Youth Court-Contract, to increase funds for the Warren County Youth Court to continue operation through 2012.

Motion was made by Mr. Sokol and seconded by Mr. Taylor to approve the request as presented.

Mr. Geraghty apprised that during the budget process, a decision needed to be made with regard to this program and whether or not it should be budgeted for in 2013. Mr. Kenny opined it was important to budget for the program and to establish a value for it in terms of the costs being saved in preventing the youth from going to adult court in the future. He further suggested reducing the amount that the County contributed to the budget for the Council for Prevention of Alcohol and Substance Abuse in order to provide more funding to the Youth Court. Discussion ensued regarding the importance of the Youth Court.

Mr. Thomas called the question and the motion was carried unanimously to approve Item 8B as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas apprised Item 9 was a referral from the Support Services Committee, County Administrator, requesting to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$67,637 for the contract with National Business Equipment & Supply, LLC as approved by Resolution No. 324 of 2012.

Motion was made by Mr. Taylor and seconded by Mr. Sokol to approve the request as presented.

Mr. Dusek advised this request related to the print management services project and this was the necessary budgetary accommodation for the contract. He mentioned that if the estimated number of copies was exceeded, an additional amount would be needed, but that would not be known until later in the year.

Mr. Thomas called the question and the motion was carried unanimously to approve Item 9 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas commented Item 10 was a request from NYSAC (New York State Association of Counties) for a resolution in support of a bill authorizing counties to impose up to a 4% rate of sales tax without State legislative action. He noted a sample resolution from Schuyler County was attached.

Motion was made by Mr. Bentley and seconded by Mr. Monroe to approve the request from NYSAC as presented.

Mr. Kenny expressed his opposition to this request and stated he felt it should be as difficult as possible for counties to increase sales tax. Mr. Monroe countered that an analysis done years ago reflected a possible savings of over 1/3 of the County's property tax by increasing the sales tax by 1%; and, he added, over 40% of sales tax was paid by non-residents. Mr. Monroe stated this would provide the County the option of increasing the sales tax without the need for the Legislature to approve individual increases.

Mr. Thomas called the question and the motion was carried by majority vote, with Mrs. Wood and Messrs. Kenny, Taylor and Sokol voting in opposition, to approve Item 10 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas announced Item 11 was for Finance Committee action which was required on the following items as approved by the Personnel Committee: Item Nos. 2B, 2C, 3A and 4A.

Motion was made by Mr. Kenny, seconded by Mr. Conover and carried unanimously to approve Item 11 as outlined above.

Mr. Thomas referred to Item IV. Topics to be reported on/discussions/updates and noted Item 1 was a request from the Mr. Dusek to address the Committee. Item 1A, he said, was a request to amend Resolution No. 235 of 2012, as previously amended by Resolution No. 310 of 2012, to provide for wage adjustments that should not be taken from the Contingent Fund.

Mr. Dusek explained that Mental Health, Traffic Safety, Westmount Health Facility, Self-Insurance and Tourism were all funded from different sources other than the Contingent Fund; and therefore, he said, the wage adjustments should be taken from their respective funds.

Motion was made by Mr. Conover, seconded by Mr. Bentley and carried unanimously to approve Item IV. 1A as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas apprised Item 1B was for a discussion relative to the preparation and release of an RFP (Request for Proposal) for logging services on the County-owned property across the street from the Municipal Center, as authorized at the April 11, 2012 Finance Committee meeting.

Mr. Dusek apprised that a forestry survey was performed a few years ago that recommended the property not be logged for several years. He stated he would

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provide the report to the Committee members for their review and a decision could be made next month.

Mr. Thomas added Item 2 concerned the Response to the Budget Analysis Report from the County Treasurer as prepared by the County Administrator, which would be emailed when completed.

Mr. Thomas directed the Committee members to an addendum to the Agenda. He informed it was a referral from the Mental Health Committee, requesting to amend the 2012 County budget to increase and decrease estimated revenues in the amount of \$221,642 to correct the revenue code relative to the Council for Prevention of Alcohol and Substance Abuse, Inc. contract through the Office of Community Services.

Motion was made by Mr. Conover, seconded by Mrs. Wood and carried unanimously to approve the Addendum Item as outlined above, and the necessary resolution was authorized for the next Board meeting.

Prior to adjourning, Mr. Swan provided an update on the transferring of County accounts from TD Bank to Glens Falls National Bank. He reminded the Committee members that TD Bank was charging approximately \$4,000 a month in fees and this change would save the County nearly \$48,000 a year. The transfer, he said, was 90% complete.

There being no further business to come before the Committee, on motion made by Mr. Bentley and seconded by Mrs. Wood, Mr. Thomas adjourned the meeting at 11:12 a.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk