

OFFICE OF THE WARREN COUNTY CLERK  
 PAMELA J. VOGEL, COUNTY CLERK  
 MARIE TROMBLEY, DEPUTY

**Warren County Clerk – DMV Committee Meeting  
 Aug. 28, 2014 Agenda**

**1.) Request for Resolution: Local Mortgage Tax**

Purpose: To amend Local Law 10 of 2011 – Imposing the Warren County Local Mortgage Tax by extending for an additional two years (12/1/2014 – 12/1/2016). Local Law 5 of 2014.

Past History: Local Mortgage Tax is a tax assessed by statute on the amount of money borrowed to finance real property; is collected at the time of recording in the County Clerk's Office. Initially introduced in 2008, home rule approved by NYS Legislature, Local Law 10 of 2008 passed and went into effect as of Oct. 2008. Tax amount: 25 cents per \$ 100 on the mortgaged amount.

Renewed in 2011 (Local Law 10 of 2011); expires as of 12/1/2014.

Currently, 23 counties in NYS impose the Local Mortgage Tax.

Budget Impact: Revenue generated supports Warren County and its residents by having a positive and essential impact on county operating costs and the overall county tax base. Since 2011, the following revenue has been generated by the Local Mortgage Tax:

2011: \$ 848,525

2012: \$ 979,030

2013: \$ 1,057,379

2014 ytd: \$ 413,467 (Jan-July 2014); projected for 2014 – approx. \$ 708,000

Funds are collected and deposited monthly under Revenue Code A. 1256 – Mortgage Tax which includes both the additional mortgage (implemented 1999) and the county local tax.

**2.) Resolution Request: ARCC Veteran Program**

Agreement with Adirondack Regional Chamber of Commerce (ARCC) to promote county "Return the Favor" Program through the ARCC special projects committee; committee will encourage ARCC member participation in the FAVOR program as well as other veteran-friendly initiatives.

"Return the Favor" Program is a joint effort of the County Clerk's Office and the Warren County Veteran's Services; established May 2011. To date: 2082 veterans have received the FAVOR discount card; 138 businesses have enrolled and currently offer discounts to local veterans. Positive experience; ARCC promotion will expand upon our efforts to reach out to businesses and veterans alike. Agreement is being formatted by County Attorney.

**3.) E-Recording Status: An update!**

Res. 538 of 2013 – October 2013. Authorized the County Clerk to enter into MOUs with companies who meet provisions of law for transmitting documents electronically to County Clerks. These companies serve as an electronic delivery agent or courier for submitters (title company, banks, attorneys et al). First MOU executed, soft opening underway as of July 27, program for users/Bar Assoc. mid-Sept. To date: 43 documents e-recording/total \$ 40,013.50, all tracking in order (vendor, county, bank), all well-documented. E-recording activity: As of June 2014 – 15 counties e-recording; 18 including Warren set to be under way by year end.

Travel Approval - Co. Clerk - Nov 17-19, 2014

# ***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: 8/25/2014**

- (a) Purpose of Request:  
**To amend Local Law of 2011-Imposing the Warren County Local Mortgage Tax by extending for an additional two years (12/1/2014 to 12/1/2016)**
  
- (b) Details:  
**See Local Law 10 of 2011**
  
- (c) Previous Resolution Number:  
**272 of 2011, 535 of 2011 and 597 of 2011; also the initial Reso was 611 of 2008 (Local Law 10 of 2008).**
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:  
**No funding required. This law generates revenue (25 cents per \$ 100/on mortgages recorded in Warren Co.). Revenue Code A 1256 Mortgage Tax.**

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

\* as listed in budget and LOGOS

# ***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: 8/27/2014**

(a) Purpose of Request:

**To authorize the County Clerk to enter into an agreement with the Adirondack Chamber of Commerce (ARCC) for the promotion of the "Return the Favor" Veterans Program. County Attorney is preparing the agreement.**

(b) Details:

**The Return the Favor Veteran's Program is jointly sponsored by the County Clerk and Warren County Veterans Services. Local businesses are invited to offer discounts to our Veterans upon presentation of the FAVOR card. The ARCC has developed a veteran-friendly initiative to promote the FAVOR and other programs amongst their membership. Such promotion will enhance our current efforts.**

(c) Previous Resolution Number:

**None.**

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**No funding required. No cost to county.**

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

**\* as listed in budget and LOGOS**

SCHEDULE "A"  
**AUTHORIZATION TO ATTEND MEETING OR CONVENTION**

**Check one:**

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The County Clerk hereby authorizes Pamela J. Vogel  
(Supervisory Committee) (Employee Name)

to attend NYS Association of County Clerks  
(Name of meeting or organization)

at White Plains, Westchester County, NY  
(Address)

On November 17-19, 2014. Mode of transportation to be used county vehicle  
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

**Proper documentation must be attached when submitting for approval.**

(Please check documents attached)

- Notice of meeting or convention including cost.

**For Overnight Travel**

- Room rate \$ \_\_\_\_\_ GSA\* Rate \$ Per Diem Rates # 139  
+ 71 meals  
210
- Meal costs - GSA\*per diem rate \$ \_\_\_\_\_  
\*[www.gsa.gov](http://www.gsa.gov)

Date: 8/28/2014

Pamela J. Vogel  
Department Head Signature

Date: 8/28/14

Alan U. McNeill  
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

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Please check to request a fleet vehicle.

**REQUEST FOR USE OF FLEET VEHICLE**

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**Filing Instructions:**

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, If required.
5. Copy to County Administrator if credit card will be used.