

AGENDA
FINANCE COMMITTEE
JANUARY 10, 2014

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meeting.
- III. **Action Agenda**
 - 1) Request for transfer of funds attached for Committee approval.
 - 2) **Referrals from the Clerk of the Board, renewals of annual contracts:**
 - A) Authorizing agreement continuing contractual relationship with Economic Development Corporation, Warren County, New York, in the amount of \$335,000 to fund the Economic Development Program for 2014, with the source of funding to be Budget Code A.6421 470, *Warren County Economic Development- Contract.*
 - B) Authorizing agreement with Adirondack Park Local Government Review Board in the amount of \$7,500 to support operating costs with the source of funding to be Budget Code A.8026 470, *Adirondack Park Local Government Review Board- Contract.*
 - C) Authorizing agreement with Cornell Cooperative Extension of Warren County in the amount of \$25,000 for the youth camping program at Skye Farm Camp, with the source of funding to be Budget Code A.7310 470, *Youth Program-4-H Camp-Contract.*
 - D) Authorizing agreement with Cornell Cooperative Extension of Warren County in the amount of \$310,463, with source of funding to be Budget Code A.8750 470, *Agri. & Livestock- Ext. Serv.-Contract.*
 - E) Authorizing payment in the amount of \$7,000 to the Lake Champlain-Lake George Regional Planning Board with the source of funding to be Budget Code A.8025 470, *Regional Planning Board-Contract.*
 - F) Authorizing payment to the Southern Adirondack Library System in the amount of \$35,000, said funds to be expended from A.7410 469 Southern Adirondack Library-Other Payments/Contributions.
 - G) Authorizing agreement with the City of Glens Falls in the amount of \$99,000 for capital improvements and operation and maintenance for various recreational facilities with the source of funding to be Budget Code A.1010 470, *Legislative Board- Contract.*
 - H) Authorizing agreement with Adirondack North Country Association in the amount of \$750 for promotional and economic development with the source of funding to be Budget Code A.1010 470, *Legislative Board- Contract.*
 - I) Authorizing agreement continuing contractual relationship with the Warren County Historical Society for historical programs for the public for an amount not to exceed \$1,250, with the source of funding to be Budget Code A.1010 470, *Legislative Board- Contract.*
 - J) Authorizing renewal of agreement with Warren County Society for the Prevention of Cruelty to Animals, Inc. in the amount of \$8,000 with the source of funding to be Budget Code A.3510 470, *Control of Dogs- Contract.*
 - K) Authorizing agreement with Warren County Local Development Corporation in an amount not to exceed \$50,000 to administer and perform economic development programs and initiatives, county and community planning services and grant/loan programs, with the source of funding to be Budget Code A.6421-0385.470, *WCEDC-LDC Contract.*
 - 3) **Request from the County Administrator:**

Request to appropriate funds in the amount of \$916 from the Computer Reserve Fund to the Human Resources/Civil Service and Purchasing Departmental budgets for the purchase of computers and related equipment/software.
 - 4) **Request from NYSAC:**

Request for support of a resolution urging residents to join the Donor Registry. A copy of the resolution adopted by Washington County is attached.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Admin & Fiscal

SIGNED: 

DATE: 1/9/2014

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.9060 862	Hospitalization - EPO Co-Pay	A.1430 210	Human Resources/Civil Service - Furniture/Furnishings	\$5,000.00

Please state reason for transfers requested:

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

AUTHORIZING AGREEMENT WITH ECONOMIC DEVELOPMENT CORPORATION, WARREN COUNTY, NEW YORK, FOR ECONOMIC DEVELOPMENT PROGRAM FOR 2014

RESOLVED, that Warren County, for the purposes of having the corporation promote and publicize the advantages of Warren County and to promote economic development, job creation and workforce development in the Warren County region, continue the contractual relationship (the previous contract being authorized by Resolution No. 34 of 2013) with Economic Development Corporation, Warren County, New York, 234 Glen Street, Glens Falls, New York 12801, for a term commencing on January 1, 2014 and terminating December 31, 2014, in an amount not to exceed Three Hundred Thirty-Five Thousand Dollars (\$335,000), said funds to be expended from A.6421 470 Warren County Economic Development, Contract, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute said agreement in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

AUTHORIZING AGREEMENT WITH ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD FOR FUNDING OF OPERATING COSTS

RESOLVED, that Warren County continue the contractual relationship (the previous contract being authorized by Resolution No. 36 of 2013) with Adirondack Park Local Government Review Board, 117 Blythewood Island Road, P.O. Box 579, Chestertown, New York 12817, for Warren County's share of the actual cost of operation of the Review Board, for an amount of Seven Thousand Five Hundred Dollars (\$7,500), said funds to be expended from A.8026 470 - Adirondack Park Local Government Review Board, Contract, for a term commencing January 1, 2014 and terminating December 31, 2014, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an agreement in the form approved by the County Attorney, and be it further

RESOLVED, that a report of activities of the Review Board shall be made annually to the Board of Supervisors of Warren County by February 1, 2015.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

**AUTHORIZING AGREEMENT WITH CORNELL COOPERATIVE
EXTENSION ASSOCIATION OF WARREN COUNTY FOR YOUTH
CAMPING PROGRAM AT SKYE FARM CAMP**

RESOLVED, that Warren County enter into an agreement with Cornell Cooperative Extension Association of Warren County, 377 Schroon River Road, Warrensburg, New York 12885, to provide youth a residential camping experience in Warren County at Skye Farm Camp, East Schroon River Road, Warrensburg, New York 12885, for an amount not to exceed Twenty-Five Thousand Dollars (\$25,000), said funds to be expended from A.7310 470 Youth Program, 4-H Camp, Contract, for a term commencing January 1, 2014 and terminating December 31, 2014, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

AUTHORIZING AGREEMENT WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY

WHEREAS, Section 224 of the County Law authorizes the Board of Supervisors of any county in which a county extension has been organized, to appropriate such sums of money as they may deem proper for the support and maintenance of county extensions and the work thereof in that county, and

WHEREAS, the Cornell Cooperative Extension Association of Warren County organized for that purpose, cooperating with the State College of Agriculture in maintenance and support of a County Extension for this County, having an Agricultural Division, Home Economics Division and 4-H Division, and

WHEREAS, the Legislature has provided funds to be expended and the New York State College of Agriculture has set aside federal funds to be expended annually in each division of said extension in each county of the State, contingent upon raising certain funds by the county, now, therefore, be it

RESOLVED, that the sum of Three Hundred Ten Thousand Four Hundred Sixty-Three Dollars (\$310,463) is hereby appropriated for the support of the Cornell Cooperative Extension Association of Warren County for educational work in Agriculture, Home Economics and 4-H, for a term commencing January 1, 2014 and terminating December 31, 2014, to be expended in accordance with the budgets submitted to the Board of Supervisors dated August 19, 2013, and be it further

RESOLVED, that the County Treasurer be, and hereby is, authorized and directed to pay from A.8750 470 Agriculture & Livestock - Extension Service, Contract to the Cornell Cooperative Extension Association of Warren County in four (4) equal installments, in advance, on the first day of each quarter with the exception of January, which payment shall be made January 21, 2014, as follows:

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<u>DATE</u>	<u>AMOUNT</u>
January 21, 2014	\$77,615.75
April 1, 2014	77,615.75
July 1, 2014	77,615.75
September 2, 2014	77,615.75

said sums to be paid to the duly elected and properly bonded Treasurer of the Cornell Cooperative Extension Association of Warren County, and be it further

RESOLVED, that Warren County continue the contractual relationship, (the previous contract being authorized by Resolution No. 38 of 2013), with the Cornell Cooperative Extension Association of Warren County, containing the above conditions and methods of payment and directing the Extension to expend such funds only for the purposes set forth in the budget of said Extension submitted to and approved by the Board of Supervisors, and in the form approved by the County Attorney, and be it further

RESOLVED, that the Extension shall make an annual report at the end of the year setting forth a true and accurate account of all receipts, expenditures, and activities of said Extension for the year 2014.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

AUTHORIZING PAYMENT TO LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD

WHEREAS, the General Municipal Law authorizes the board of supervisors of a county participating in a regional planning board to appropriate money for the expenses of such regional planning board, and that the county shall not be chargeable with any expense incurred by such planning board except pursuant to such appropriation, and

WHEREAS, it has been recommended that Warren County participate in the financing of the Lake Champlain-Lake George Regional Planning Board in the amount of Seven Thousand Dollars (\$7,000) as its proportionate share, in conjunction with the other participating Counties of Clinton, Essex, Hamilton and Washington, and

WHEREAS, the amount of Seven Thousand Dollars (\$7,000) has been appropriated in the Warren County budget for 2014 for such purpose, now, therefore, be it

RESOLVED, in 2014 that the Warren County Treasurer be, and hereby is, authorized and directed to pay to the Treasurer of the Lake Champlain-Lake George Regional Planning Board the amount of Seven Thousand Dollars (\$7,000), said funds to be expended from A.8025 470 Regional Planning Board - Contract, upon receipt of a duly executed voucher for said amount, and that the Treasurer of the Regional Planning Board shall execute and deliver an official undertaking conditioned for the faithful performance of his duties and in the form approved by the governing body of each participating County.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

AUTHORIZING PAYMENT TO SOUTHERN ADIRONDACK LIBRARY SYSTEM

WHEREAS, it has been recommended that Warren County participate in the joint financing of the Southern Adirondack Library System in the amount of Thirty-Five Thousand Dollars (\$35,000) as its proportionate share, in conjunction with the neighboring Counties of Hamilton, Saratoga and Washington, and

WHEREAS, the amount of Thirty-Five Thousand Dollars (\$35,000) has been appropriated in the Warren County budget for 2014 for such purpose, now, therefore, be it

RESOLVED, in 2014 that the Warren County Treasurer be, and hereby is, authorized and directed to pay to the bonded Treasurer of the Southern Adirondack Library System the amount of Thirty-Five Thousand Dollars (\$35,000), said funds to be expended from A.7410 469 Southern Adirondack Library, Other Payments/Contributions, upon receipt of a duly executed voucher for said amount.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Bentley, Wood, Kenny, Merlino and Frasier

AUTHORIZING AGREEMENT WITH THE CITY OF GLENS FALLS FOR CAPITAL IMPROVEMENTS AND OPERATION AND MAINTENANCE FOR VARIOUS RECREATIONAL FACILITIES

RESOLVED, that Warren County enter into an agreement with the City of Glens Falls under the following terms and conditions for the year 2014:

1. the County will allocate up to Nineteen Thousand Eight Hundred Dollars (\$19,800) for capital improvements to the Civic Center, East Field and the Crandall Park Recreation Center Ice Rink;
2. the County will allocate up to Seventy-Nine Thousand Two Hundred Dollars (\$79,200) for operation and maintenance expenses or capital improvements associated with the Civic Center, East Field and the Crandall Park Recreation Center Ice Rink;
3. Warren County residents shall be permitted to use any facility for which County funds are provided at the same time and upon the same charges which apply to City of Glens Falls residents;
4. the City shall, on a quarterly basis, and in concurrence with the Glens Falls County Supervisors, provide quarterly reports and invoice the County at that time for expenditures to be reimbursed under the contract and shall include therein the following:
 - A. the particular facility and a general description of the capital improvements and/or operation and maintenance expenditures for which reimbursement is sought;
 - B. the amount sought for reimbursement;
 - C. a statement as to whether the expenditures were incurred for improvements made and paid for in 2014; and
 - D. a certification that the reimbursement requested is for one of the facilities and in the amount provided for under the contract;
5. payment shall be made on a reimbursement basis only and only after the County receives the appropriate certification and/or reports provided for herein;

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6. all documentation for payment shall be submitted to the Clerk of the Board of Supervisors, who shall review the same for purposes of ascertaining whether the documentation provided is consistent with the requirements of this resolution, and accordingly, the contract;
7. the City shall have sixty (60) days from the date of the execution of the agreement authorized by this resolution to provide the first claims for payment for the year 2014, and shall thereafter provide claims within thirty (30) days of June 30th, September 30th, and December 30th to claim funds pursuant to the terms of the contract for the quarters prior thereto; and
8. no funds shall be paid out under this contract unless and until a full and complete report of activities is rendered to the Warren County Board of Supervisors for the year 2013 for the previous contracts,

and be it further

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized and directed to execute an agreement with the City of Glens Falls consistent with the terms and provisions set forth in the preambles of this resolution, and in a form approved by the County Attorney, and be it further

RESOLVED, that the County Treasurer be, and hereby is, authorized to pay an amount not to exceed Nineteen Thousand Eight Hundred Dollars (\$19,800) for capital improvements to the Civic Center, East Field and Crandall Park Recreation Center Ice Rink and Seventy-Nine Thousand Two Hundred Dollars (\$79,200) for operation and maintenance or capital improvements of said facilities, for the purposes hereinabove specified, after the same has been reviewed by the Clerk of the Board of Supervisors and approved by the County Auditor, and said funds to be expended from A.1010 470 Legislative Board, Contract.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

AUTHORIZING AGREEMENT WITH ADIRONDACK NORTH COUNTRY ASSOCIATION FOR PROMOTIONAL AND ECONOMIC DEVELOPMENT

RESOLVED, that Warren County continue the contractual relationship (the previous contract being authorized by Resolution No. 32 of 2013) with Adirondack North Country Association, 67 Main Street, Suite 201, Saranac Lake, New York 12983, for promotional and economic development in Warren County, for an amount of Seven Hundred and Fifty Dollars (\$750), said funds to be expended from A.1010 470 Legislative Board, Contract, for a term commencing January 1, 2014 and terminating December 31, 2014, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

AUTHORIZING AGREEMENT WITH THE WARREN COUNTY HISTORICAL SOCIETY FOR CONTINUATION OF HISTORICAL PROGRAMS

RESOLVED, that Warren County continue the contractual relationship (the previous contract being authorized by Resolution No. 33 of 2013) with the Warren County Historical Society, 195 Sunnyside Road, Queensbury, New York 12804, with the understanding that an amount not to exceed One Thousand Two Hundred and Fifty Dollars (\$1,250) shall be used to offset costs associated with the following programs: historical programs for the public, educational programs for children, museum or public displays, collections, acquisition, inventory and preservation, research library support and technology (outreach to the public), said funds to be expended from A.1010 470 Legislative Board, Contract, for a term commencing January 1, 2014 and terminating December 31, 2014, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

AUTHORIZING RENEWAL OF AGREEMENT WITH WARREN COUNTY SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS, INC.

RESOLVED, that, subject to the terms hereof, Warren County continue the agreement (the previous agreement being authorized by Resolution No. 35 of 2013) with the Warren County Society for the Prevention of Cruelty to Animals, Inc., to furnish and perform certain services in the prevention of cruelty to animals, which include, among other things, the following: (1) making investigations of complaints made to it of cruelty to animals and taking such action as may be deemed necessary to correct any condition found to exist; (2) removing and caring for or putting up for adoption and/or destroying or otherwise disposing of abandoned and/or injured or distressed cats and/or other domestic animals and removing, caring for and/or destroying or disposing of injured or distressed wildlife; (3) inspecting all dude ranches and riding stables to require a reasonable and proper housing, feeding, care and use of horses and other animals found therein; (4) paying for expenses incurred for the cost of board, care, treatment and euthanasia of animals; and (5) retaining the services of a humane officer, as approved by the Finance Committee of the Warren County Board of Supervisors, for an amount not to exceed Eight Thousand Dollars (\$8,000), said funds to be expended from A.3510 470 Control of Dogs, Contract, for a term commencing January 1, 2014 and terminating December 31, 2014, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an agreement in the form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. OF 2014

Resolution introduced by Supervisors Conover, Taylor, Sokol, Monroe, Wood, Kenny, Merlino, Frasier and Dickinson

**AUTHORIZING AGREEMENT WITH THE WARREN COUNTY
LOCAL DEVELOPMENT CORPORATION TO ADMINISTER AND
PERFORM ECONOMIC DEVELOPMENT PROGRAMS AND
INITIATIVES, COUNTY AND COMMUNITY PLANNING
SERVICES AND GRANT/LOAN PROGRAMS**

WHEREAS, Local Law No. 2 of 2012 authorizes Warren County to enter into agreements with the Warren County Local Development Corporation to perform economic development, planning, and grant and loan administration services on behalf of Warren County, now, therefore, be it

RESOLVED, that Warren County enter into a contractual relationship with the Warren County Local Development Corporation which, contractual relationship will authorize the Warren County Local Development Corporation to administer and perform on behalf of Warren County economic development programs and initiatives, County and community planning services and grant/loan programs including micro-enterprise loan programs for a term commencing January 1, 2014 and terminating December 31, 2014 in an amount not to exceed Fifty Thousand Dollars (\$50,000), and said funds to be expended from Code A.6421-0385.470 WCEDC-LDC Contract, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute the agreement in a form approved by the County Attorney.

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: Office of the County Administrator

DATE: 1/10/2014

- (a) Purpose of Request: To appropriate funds from the Computer Reserve Fund to departmental budgets to purchase computers and related equipment and software.
- (b) Details: To appropriate funds in the amount of \$916.00 from the Computer Reserve (A.895.00) to codes:
 - A.1430 220.1 Human Resources/Civil Svs Office Equip Reserve \$283.00
 - A.1345 220.1 Purchasing Office Equip Reserve \$633.00
- (c) Previous Resolution Number: N/A
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A.895.00 Computer Reserve Fund.

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

* as listed in budget and LOGOS

Sady, Joan

From: nysclerkboard-request@nysac.us on behalf of Stephen J. Acquario
<sacquario@nysac.org>
Sent: Tuesday, December 24, 2013 10:37 AM
To: Clerks of board
Subject: Fwd: reso
Attachments: image001.jpg; ATT95792.htm; image002.jpg; ATT95793.htm; Donor Registry -
Washington County Res. 277 of 13.pdf; ATT95794.htm

Dear Clerks, enclosed please find a resolution enacted by Washington County and many other counties. At special request of nysac immediate past president ed Diana of Orange County, NYSAC is asking for your assistance to pass this resolution. We are striving for 100 % of ny counties to pass this. First in the nation to do this. Our thanks. Happy New Year. Stephen Acquario

Begin forwarded message:

From: Debbie Prehoda <dprehoda@co.washington.ny.us>
Date: December 24, 2013 at 10:30:57 AM EST
To: "Stephen J. Acquario" <sacquario@nysac.org>
Subject: Re: reso

Steve,

Please find attached Washington County Resolution No. 277 dated November 15, 2013 entitled:
Resolution Urging Washington County Residents to Join the Donor Registry.

Deb

On Mon, Dec 23, 2013 at 2:50 PM, Stephen J. Acquario <sacquario@nysac.org> wrote:

Deb, can you send me the Washington co resolution promoting organ donation from last month?
Thanks, Steve

SAVE THESE DATES!

2014 NYSAC Legislative Conference

February 3-5, 2014

Desmond Hotel, Albany County

COMMITTED TO COUNTIES SINCE 1925

Resolution No. 277 November 15, 2013
By Supervisors Shay, Suprenant, Idleman, Pitts, Hicks, O'Brien

TITLE: Resolution Urging Washington County Residents to Join the Donor Registry

WHEREAS, Washington County residents demonstrate their commitment to one another in the most difficult of circumstances through organ, tissue, stem cell and blood donation, and

WHEREAS, across our state, we face a shortage of donors, and

WHEREAS, only 18% of New Yorkers age 18 and over have enrolled in the NYS Donate Life Registry, compared to the national average of 42%, and

WHEREAS, in an effort to raise awareness and increase donor registration in New York, counties across New York State have adopted resolutions encouraging residents to register as organ donors, and

WHEREAS, becoming a registered organ donor in New York State is easy and can be done online through New York Organ Donor Network website, the NYS DMV website or any DMV office; now therefore be it

RESOLVED, that the Washington County Board of Supervisors encourages County residents to register as organ donors.

BUDGET IMPACT STATEMENT: None.