

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

County Clerk/DMV Committee Agenda  
Sept. 9, 2015

Committee Members: Peter McDevitt, Chair; Evelyn Wood, Ron Vanselow, Doug Beaty, Jim Brock

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- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior committee meeting.
- III. Action Agenda/Pending Business
  - A. Travel/Conference Approval:  
New York State Association Fall Conference, Canandaigua, NY Oct 19-21, 2015.  
Room rate and fees within GSA Rate; Budgeted under A. 1410 444.
  - B. Recommendation of Appointment: County Historian  
6 Applications Received; Interviews Completed (2) for those meeting requirements by P. Vogel and J. Figueroa (HR).  
Recommendation for this Part-time, Exempt Position.  
Anticipated Start: Oct. 2015  
Budget Allocation: A 7510 130 (annual \$ 11,465 as per county agreement; 832 hours annually).  
Term: Pleasure of the Board of Supervisors.  
If approved, resolution for appt will move to Warren County Personnel Committee (9/8/2015)

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SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

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

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

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

at Canandaigua NY (Inn on the Lake, 770 So Main St)
(Address)

on Oct 19-21, 2015. Mode of transportation to be used County Veh.
(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)

- [X] Notice of meeting or convention including cost.

For Overnight Travel

- [X] Room rate \$83 GSA\* Rate \$ 83 per nite (total \$ 166.)
[X] Meal costs - GSA\* per diem rate \$ Max. GSA meals \$ 115.(3 days) No meal charges to Clerk.

\*www.gsa.gov

Date: 9/9/15

Signature of Pamela J. Vogel
Department Head Signature

Date: 9/9/15

Signature of Committee Chairman
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.

[X] 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.

## ***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:** 9/8/2015

(a) Purpose of Request:

**To appoint Stanley Cianfarano as Warren County Historian**

(b) Details:

**The position of County Historian, vacant due to retirement, is a part-time, exempt position and such appointee serves at the pleasure of the Warren Co. BOS.**

(c) Previous Resolution Number:

**Res. 859 of 2010**

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

**A 7510 130 Part-time salaries - \$ 11465 Annual, less ytd expenditures.**

*(salary based on nonbargaining unit agreement)*

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

\* as listed in budget and LOGOS

# Warren County Board of Supervisors

## RESOLUTION NO. 859 OF 2010

**Resolution introduced by Chairman Monroe**

### **APPOINTING COUNTY HISTORIAN**

RESOLVED, that ~~Ann M. McCann~~ be, and hereby is, appointed as County Historian, to serve at the pleasure of the Board of Supervisors, and be it further

RESOLVED, that Ms. ~~McCann~~'s term shall commence ~~December 2, 2010~~ and her salary shall be set at the rate of ~~\$10,700~~ per annum.