

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: AUGUST 3, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SEEGER
DICKINSON
MERLINO
STROUGH
BEATY
FRASIER
MCDEVITT
SIMPSON
GERAGHTY
VACANT

OTHERS PRESENT:

RONALD CONOVER, CHAIRMAN OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
MACDONALD
MONTESI
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
MIKE SWAN, COUNTY TREASURER
JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
MICHAEL WILD, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the August 3, 2017 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2017/finance/>

Mr. Sokol called the meeting of the Finance Committee to order at 11:22 a.m.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Commencing the Agenda review, Mr. Sokol offered privilege of the floor to anyone present wishing to address the Committee on any matter. There being no response, he moved on to Agenda Item 1, which requested approval of the transfers of funds as attached for Committee approval.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Mr. Sokol stated Agenda Item 2 concerned a request/item to be discussed by the County Treasurer regarding a request for a transfer of funds in the amount of \$1,989 from the Contingent Account to cover the cost of the reclassification of Senior Account Clerk #6, *Grade 7, Annual Salary \$37,302*, to Principal Account Clerk #3, *Grade 10, Annual Salary \$41,712*, effective August 21, 2017.

Motion was made by Mr. Merlino, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Mr. Sokol asked Mr Swan whether they needed to determine a source of funding to pay the termination fee to Blue Shield of Northeastern New York relating to the health insurance changeover and Mr. Swan replied in the negative. He stated the funds would be allocated out of the Health Insurance Reserve account to pay the fee.

Proceeding with the Agenda review, Mr. Sokol advised Agenda Item 3 pertained to a referral from the County Facilities Committee, *Airport*, concerning a request to authorize the County Treasurer's Office

to reimburse Rich Air in the amount of \$70.72 for lost revenue for discounted fuel sales not required by the contract.

Motion was made by Mr. Merlino, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Mr. Sokol advised that Agenda Items 4A-C concerned the following referrals from the Criminal Justice & Public Safety Committee, *Sheriff*:

- 4A) Request to amend the County Budget in the amount \$1,556.70 to reflect receipt of insurance recovery funds from two motor vehicle accidents.

Motion was made by Mr. Simpson, seconded by McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

- 4B) Request to authorize the County Treasurer's Office to establish Account No. TE923.06, *Net Assets*, restricted for the purpose of accepting donations for the Stop B.W.I. (*Boating while Intoxicated*) Initiative.

Motion was made by Ms. Seeber , seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Ms. Seeber inquired whether authorization to pay expenditures for Stop B.W.I was required and Mr. Swan replied in the negative.

Ms. Braymer asked the Committee to consider a transfer of funds in the amount of \$1,000 from the Contingent Account to provide funds for the Stop B.W.I. Initiative She reported there appeared to be a positive reaction to the Initiative as supported by the calls being made to 911 to report reckless boating behavior.

Motion was made by Mr. McDevitt, seconded by Ms. Seeber and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Ms. Seeber clarified that the budget code would be included in the Sheriff's budget and all expenses were to be presented to the Criminal Justice and Public Safety Committee for approval.

Mr. Geraghty indicated the current issue of Adirondack Life had a good article regarding B.W.I. which he encouraged the Committee members to read.

- 4C) Request to authorize the sale of a 2003 E-250 Cargo Van to the Warren County SPCA for the sum of \$1,000.

Brian Reichenbach, County Attorney, indicated the request was misleading. He said at the Committee level a value of \$1,000 was placed on the van by the Sheriffs Department. He said he was not certain how he could convey or allow use of the van to the SPCA (*Society for the Prevention of Cruelty to Animals, Inc.*). He notified details would have to be worked out with the New York State Comptroller to convey or allow use of the van as allowed by the SPCA in furtherance of their contract as allowed by law.

Motion was made by Mr. Geraghty, seconded by Mr. McDevitt and carried by majority vote, with Mr. Strough abstaining, to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Continuing with the Agenda review, Supervisor Sokol stated Agenda Items 5A-B pertained to the

following referrals from the Health, Human & Social Services Committee, *Health Services*:

- 5A) Request to amend the County Budget in the amount of \$2,707 to reflect the receipt of COLA (*Cost of Living Adjustment*) funding for the Disease Program; in the amount of \$1,895 to reflect the receipt of COLA funding for the Lead Program; in the amount of \$1,442 to reflect the receipt of COLA funding for the Rabies Program.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Mr. Dickinson entered the meeting at 11:32 a.m.

- 5B) Request to amend the County Budget in the amount of \$622 to adjust the Family Health Program to reflect the receipt of additional funds provided for the 16-17 CSHCN (*Children with Special Health Care Needs*) grant.

Motion was made by Mr. Geraghty, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Moving along, Mr. Sokol apprised that Agenda Items 6A-B concerned the following referrals from the Public Works Committee:

- 6A) *Parks, Recreation & Railroad*- Request to amend the County Budget in the amount of \$1,800 to reflect the receipt of funds donated by the Lewis Trust.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

- 6B) *Public Works*- Request to amend the County Budget in the amount of \$2,257.98 to reflect the receipt of insurance recovery funds for damage to guard rails along Haviland Road which occurred on August 5, 2016.

Motion was made by Mr. Merlino, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Proceeding, Mr. Sokol informed Agenda Items 7A-C concerned the following Requests/Items to be Discussed by the County Administrator:

- 7A) Journal Report of transfers approved by County Administrator staff since the last meeting.

Mr. Geraghty noted this was an informational item which required no action.

- 7B) Request to authorize a contract with P&NP Computer Services, Inc. in an amount not to exceed \$9,000 for annual software support and historical license agreement to access Westmount billing records for a term commencing October 1, 2016 and terminating December 31, 2018.

Mr. Geraghty mentioned the request was for the purchase of a program which allowed for continued access to charges from the former Westmount Health Facility.

Motion was made by Mr. Geraghty, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

- 7C) Request to appropriate funds in the amount of \$9,000 from the Westmount Legacy Reserve Fund

to the Public Nursing Home Budget to pay for the contract with P&NP Computer Services, Inc.

Motion was made by Mr. Geraghty, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Moving along, Mr. Sokol advised Agenda Item 12 pertained to Finance Committee action which was required on the following items as approved by the Personnel & Higher Education Committee: Personnel & Higher Education Agenda Items 2A, 3A, 3C-F, 4A-B and 6.

Motion was made by Ms. Seeber, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board Meeting.

Concluding the Agenda review, Mr. Sokol informed Terry Comeau, *County Coroner*, was unable to attend today's meeting due to another commitment but he would attend a future meeting.

Mr. Sokol indicated Pending Items #2 would be taken care of at the end of the year and asked that the item be remove from the Pending Items list and the Committee concurred.

Mr. Simpson spoke regarding the DPW (*Department of Public Works*) digging the water line for the Warren-Washington Counties Emergency Services Training Center. Jeffery Tennyson, *Superintend of the Department of Public Works*, advised there would not be any savings if the DPW provided the work. He indicated when multiple contractors or municipal forces worked together, it created coordinating issues making things more difficult and less efficient which resulted in an increase to the cost. He recommended to awarding the contract in the amount of \$92,000 to the lowest responsible bidder with contingencies. Brian LaFlure, *Fire Coordinator/Director of the Office of Emergency Services (OES)*, advised that Washington County would be reimbursing the County for half of the expense which was their share of the cost.

There being no further business to come before the Finance Committee, on motion made by Mr. Simpson and seconded by Mrs. Frasier, Mr. Sokol adjourned the meeting at 11:38 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board