

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: AUGUST 31, 2017

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL  
SEEGER  
MERLINO  
STROUGH  
BEATY  
FRASIER  
SIMPSON  
GERAGHTY  
VACANT

OTHERS PRESENT:

REPRESENTING SUNY ADIRONDACK:  
DR. KRISTINE DUFFY, PRESIDENT  
ANN MARIE SOMMA, VICE PRESIDENT FOR ADMINISTRATIVE SERVICES &  
TREASURER  
JOHN E. JABLONSKI, VICE PRESIDENT FOR ACADEMIC AFFAIRS  
RONALD CONOVER, CHAIRMAN OF THE BOARD  
MARY ELIZABETH KISSANE, FIRST ASSISTANT COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
FRANK THOMAS, BUDGET OFFICER  
SUPERVISORS BRAYMER  
BROCK  
LEGETT  
MONTESI  
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR  
MIKE SWAN, COUNTY TREASURER  
TERRY COMEAU, WARREN COUNTY CORONER  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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COMMITTEE MEMBERS ABSENT:

SUPERVISORS DICKINSON  
MCDEVITT

*Please note, the following contains a summarization of the August 31, 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 11:14 a.m.

Motion was made by Mr. Strough, seconded by Mrs. Frasier 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 pertained to Dr. Kristine Duffy, *President, SUNY Adirondack*, addressing the Committee with respect to a request for reimbursable funding. Dr. Duffy apprised as previously stated in the Personnel & Higher Education Committee meeting, she was present today seeking support of the expansion and relocation of the Colleges Culinary Program into the City of Glens Falls which would be funded mostly through a portion of the Governor's Downtown Revitalization Initiative. She said the funds would be used to fit up and equip the new space in order to relocate. She added they had just received formal approval from Empire State Development for \$1 million which would assist with the \$1.3 million total Project cost; however, she noted, because this was a reimbursable grant and they had three on-going construction projects at the College, they were unable to front the money. She requested that the County lend \$1 million in reimbursable funding to SUNY Adirondack for the Culinary Expansion Project with funds expected to be reimbursed in full upon receipt of State Grant funding.

Mr. Sokol stated that he felt this was a worthwhile Project; however, he said, as was previously noted, they needed to ensure both the County Attorney and County Treasurer's Office were on board with providing these funds before they could move forward with lending the College the money. Mr. Geraghty asked that this be included as part of the motion.

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Motion was made by Ms. Seeber, seconded by Mr. Simpson and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

Mr. Sokol informed due to time constraints they would be moving to the Pending Item pertaining to Terry Comeau, *County Coroner*, addressing the Committee regarding cost savings relating to autopsies. Privilege of the floor was extended to Mr. Comeau who reminded them of the proposal he presented at the May 4<sup>th</sup> Finance Committee meeting which outlined a payment for services proposal that would reduce the expenses relating to autopsies for the County and he asked whether anyone had questions or would like to make any changes. He mentioned the County was the furthest north of all Counties who had Albany Medical Center take care of their pathology cases for them. He continued, this meant removals in the northern portion of the County could take up to three hours to complete due to the distance from Albany Medical Center. He informed because of Glens Falls Hospitals refusal to perform autopsies, and Saratoga Hospital not having the capacity to be able to handle the additional caseload, the only option available for these services was Albany Medical Center. He advised he developed the proposal before them to address and take control of the skyrocketing removal fees the County had been dealing with.

Mr. Merlino entered the meeting at 11:22 a.m.

A lengthy discussion ensued during which Mr. Comeau answered questions posed by the Committee members.

Motion was made by Mr. Strough, seconded by Mr. McDevitt and carried unanimously to approve the Payment for Services Proposal as submitted by the Warren County Coroner, with clarification that the \$500 removal fee, with exigent removals stipend, is based on an aggregate total not to exceed \$1,000, and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

Returning to Agenda item 2, Mr. Sokol requested approval of the transfer 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 September 15<sup>th</sup> Board Meeting.

Mr. Sokol stated Agenda Items 3A-D concerned the following Requests/Item to be discussed by the County Treasurer:

- 3A) Request to amend the County Budget in the amount of \$45,112 to cover the cost of the 2017 bond issuance using the premium received.

Mr. Swan apprised that this request pertained to the closing costs for the bond that were incorporated within it thereby having no impact on the County Budget. He explained this would allow them to move the money out of the bond so they could pay the expense.

Mr. Geraghty questioned why the closing costs were so significant and Mr. Swan replied that he believed the cost was within reason for a \$14 million bond. Mr. Geraghty requested that Mr. Swan provide him with a breakdown of the closing costs and Mr. Swan responded he would forward these to Mr. Geraghty following the conclusion of the meeting.

Motion was made by Mr. Strough, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

- 3B) Request to amend Resolution No. 402 of 2016 to amend the Budget Code to include additional

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code V.9710 469, *Serial Bonds, Other Payments/Contributions*, as appropriate.

Mr. Swan stated this request related to the previous one and would amend the agreement with their fiscal advisor to pay the bonds closing costs.

Motion was made by Mrs. Frasier, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

- 3C) Request to re-introduce request to either authorize the Treasurer's Office to write off uncollected Medicaid receivables carried over on December 31, 2015 from Westmount or find someone to take over the re-billing and renew the billing software contract which was tabled at the June 14<sup>th</sup> Board Meeting. (*Resolution No. 242 of 2017- Tabled*)

Mr. Swan stated he was aware this was a heated topic, but he still needed to remove these figures from the books as required for accounting purposes. He said it was his understanding they were still searching for someone to collect the money, which, he noted, they would still be able to collect even if the funds were charged off.

Mr. Sokol questioned whether all County resources had been exhausted in an attempt to collect these funds and Mr. Swan replied in the negative. He reminded them a resolution was adopted at the August 21<sup>st</sup> Board Meeting that authorized the purchase of specific software which would assist them with this matter.

A discussion ensued following which it was the consensus of the Committee to place the item on the Pending Items list to be addressed at a future meeting.

- 3D) Request to amend Resolution No. 671 of 2012 to change the name of the Computer Reserve Fund (A 895.00) to Computers and Telecommunications Reserve Fund (A 895.00) and to change the purpose to the purchase of computers and related peripheral devices, computerized time clocks and telecommunications equipment.

Motion was made by Mr. Geraghty, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

Proceeding with the Agenda review, Mr. Sokol advised Agenda Item 4 pertained to a referral from the County Facilities Committee, *Airport*, concerning a request to increase Capital Project H325, *Avigation Easement- Runway 30*, in the amount of \$9,974 to cover the cost of real estate closing costs which exceeded the anticipated amount.

Motion was made by Mr. Simpson, seconded by Mr. Strough and carried by majority vote, with Ms. Seeber and Mr. Beaty voting in opposition, to approve the request and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

Agenda Item 5, Mr. Sokol stated, concerned a referral from the August 15, 2017 Criminal Justice & Public Safety Committee Meeting, *Office of Emergency Services*, pertaining to a request to increase Capital Project No. H.254, *Fire Training Center Project-Project*, in the amount of \$59,575.44 to reflect reimbursement receipts from Washington County in the amount of \$13,715.39, plus the anticipated reimbursement receipt of \$45,860.05 for 50% of the waterline installation cost for the Fire Training Center.

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 September 15<sup>th</sup> Board Meeting.

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Continuing with the Agenda review Sokol informed Item 6 pertained to a referral from the Park Operations & Management Committee regarding a request to appropriate funds in the amount of \$19,400 from Budget Code A691.07, *Deferred Revenue-Gaslight Village Parking Fees*, to Budget Code A.1625 470, *Gaslight Village Property Contract*, to pay for contract with Warren County Soil & Water Conservation District.

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 September 15<sup>th</sup> Board Meeting.

Mr. Sokol advised that Agenda Items 7A-D concerned the following referrals from the from the Public Work Committee, *DPW*,

- 7A) Request to decrease Capital Project No. H354, *Highway Preservation Project*, in the amount of \$236,367 to adjust funding in accordance with Supplemental Agreement No. 1.
- 7B) Request to decrease Capital Project No. H352, *CR 13 and CR 31 Bridge Painting Project (Pin 1760.01)*, in the amount of \$78,425 to adjust funding in accordance with Supplemental Agreement No. 1.
- 7C) Request to increase Capital Project No. H343, *West Brook Sidewalk Project*, in the amount of \$1,036.95 to reduce the County's Local Share and increase other Governments Share (Town of Lake George) in accordance with the final construction costs.
- 7D) Request to amend the County Budget in the amount of \$858.35 to reflect the receipt of insurance recovery funds to pay for damage sustained to a DPW vehicle.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the September 15<sup>th</sup> Board Meeting.

Continuing with the Agenda review, Supervisor Sokol stated Agenda Items 8A-B pertained to the following Requests/Items to be Discussed by the County Administrator:

- 8A) Journal Report of transfers approved by County Administrator staff since the last meeting.

No update was provided on this item.

- 8B) Request to appropriate funds in the amount of \$87,703 from the Westmount Legacy Reserve Fund to the Public Nursing Home Budget to allocate funds for retirement costs.

Motion was made by Mr. McDevitt, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

Moving along, Mr. Sokol apprised that Agenda Item 9 concerned the County Attorney discussing Local Law No. 3 of 2017. Mary Elizabeth Kissane, *First Assistant County Attorney*, informed that this request referred to the surcharge which was discussed at this mornings Legislative & Rules Committee meeting. She explained the surcharge had previously been authorized by County Law, but the new State Budget removed this authorization. She continued, the authorization was placed into a new Section under Tax Law that includes a surcharge for Trac Phones and Pre Paid Cellular Phones, as well. She added rather than use a middle man to collect the surcharge, the surcharge would be allocated directly from the cellular phone carriers. She stated a motion was required to approve Local Law No. 3 of 2017 which would amend the previous Local Law or the surcharge could no longer be collected.

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Motion was made by Mr. Simpson, seconded by Mr. Strough and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

Moving along, Mr. Sokol advised Agenda Item 10 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 3A and 3B.

Motion was made by Ms. Seeber, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the September 15<sup>th</sup> Board Meeting.

There being no further business to come before the Finance Committee, on motion made by Simpson and seconded by Mr. Strough, Mr. Sokol adjourned the meeting at 11:49 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board