

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: JULY 24, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: FRASIER
MCDEVITT
SEEBER
MONTESI
LEGGETT
MACDONALD

OTHERS PRESENT:

AMY CLUTE, ADMINISTRATOR, SELF-INSURANCE
BRIAN REICHENBACH, COUNTY ATTORNEY
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISOR SOKOL
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: VANSELOW
BROCK
HYDE

Please note, the following contains a summarization of the July 24, 2017 Meeting of the Support Services 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/support/>

In the absence of Committee Chairman Vanselow, Supervisor Frasier, as Vice-Chair, called the meeting to order at 9:01 a.m.

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

Privilege of the floor was extended to Amy Clute, Administrator, Self-Insurance, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Mrs. Clute reviewed the 2018 Self-Insurance Plan Participant Assessments. She indicated the amount of revenue needed to fund workers' compensation was \$1,402,500 which was allocated to the plan participants. She informed that she had updated the formula to cap the administrative base amount. She notified the Budget Committee had approved the change and the County Attorney had confirmed that the local law as written did not need to be revised. She said the change was made to keep the administrative base at a lower portion of the formula so that those with higher claims paid a larger portion of the assessments. Mr. McDevitt inquired about a comparison in the revenue received verses the revenue expended and Mrs. Clute responded there was very little loss or gain. Mrs. Clute explained that in the past the contributed reserve was accounted for in one budget code, but was currently put into four budget codes. Mr. Leggett inquired what the columns meant on the spreadsheet, and Mrs. Clute provided a breakdown.

There being no other Self-Insurance business to address, privilege of the floor was presented to Brian Reichenbach, County Attorney, who distributed copies of his agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Reichenbach presented a request to authorize a new contract with the lowest responsible bidder for certified abstracts of title work in connection with the County's foreclosure proceedings, pursuant to the terms and provisions of the specifications (WC 34-17) and proposal for a term to commence September 1, 2017 and terminate September 21, 2018 with the option to renew at the same fee and terms for three additional one year terms.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to authorize a contract for Abstracts as outlined above and the necessary resolution was authorized for the August 18, 2017 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. Reichenbach presented a request to authorize a new contract with Abacus Data Systems, Inc. dba AbacusNext to update file management software for a term commencing upon execution by both parties and terminating 60 months from activation.

Mr. Montesi inquired if the funds were available in the budget and Mr. Reichenbach replied affirmatively.

Motion was made by Mr. Montesi, seconded by Mr. McDevitt and carried unanimously to authorize the contract with AbacusNext as outlined above and the necessary resolution was authorized for the August 18, 2017 Board Meeting, *a copy of the resolution request form is on file with the minutes.*

Concluding the agenda review, Mr. Reichenbach, indicated per a prior request from the Committee, an executive session was necessary to provide an update on pending litigation.

Motion was made by Mr. MacDonald, seconded by Mr. McDevitt and carried unanimously to enter into executive session pursuant to Section 105(d) of the Public Officer's Law.

Executive session was held from 9:12 a.m. until 9:36 a.m.; Ms. Seeber entered the meeting during executive session. Upon reconvening, Mrs. Frasier announced no action was taken during the executive session.

As there was no further business to come before the Support Services Committee, on motion made by Mr. MacDonald and seconded by Mr. Montesi, Mrs. Frasier adjourned the meeting at 9:37 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist

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