

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: FEBRUARY 26, 2018

COMMITTEE MEMBERS PRESENT:

SUPERVISORS LOEB
LEGGETT
SOKOL
HYDE
MAGOWAN
HOGAN
WILD
BEATY
DRISCOLL
VACANT

OTHERS PRESENT:

MARY ELIZABETH KISSANE, COUNTY ATTORNEY
FRANK THOMAS, BUDGET OFFICER
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
SUPERVISORS BRAYMER
MCDEVITT
MERLINO
SIMPSON
STROUGH
MICHAEL SWAN, COUNTY TREASURER
MIKE COLVIN, DIRECTOR OF INFORMATION TECHNOLOGY
LEXIE DELUREY, DIRECTOR OF REAL PROPERTY TAX SERVICES
JAMES SEELEY, EXECUTIVE DIRECTOR - CORNELL COOPERATIVE EXTENSION
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the February 26, 2018 meeting of the Support Services Committee; the meeting in it's entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2018/support>

Mr. Loeb called the meeting of the Support Services Committee to order at 10:34 a.m.

Motion was made by Mr. Magowan, seconded by Mr. Driscoll and carried unanimously to approve the minutes of the previous Support Services Committee Meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Mary Elizabeth Kissane, *County Attorney*, 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, Ms. Kissane presented the following requests:

- 1) To amend the Table of Organization and Salary Schedule to reduce the annual salary of First Assistant County Attorney from \$73,567 to \$65,000 and increase the annual salary of Second Assistant County Attorney from \$52,000 to \$60,567.

Motion was made by Mr. Leggett, seconded by Mrs. Hogan and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- 2) To fill the vacant position of Second Assistant County Attorney, *Annual Base Salary \$60,567*, due to resignation.

Motion was made by Mr. Leggett, seconded by Mr. Wild and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Leggett inquired if there was anticipated hire date for the 2nd Assistant County Attorney position and Ms. Kissane replied there was an individual she was interested in hiring, but they would not

graduate from law school until May, take the Bar test in July, and wouldn't be licensed until January. She requested to create an Assistant Attorney Intern position for this individual at a starting salary of \$40,000 - \$50,000. She indicated her preferred candidate would start in the Intern position and would assume the 2nd Assistant County Attorney position and once licensed in January and at that time the intern position would be dissolved. Mr. Leggett inquired whether the current staff could handle the work load until the position was filled, and Ms. Kissane replied the intern would be able to start in August and practice under her supervision. She added her office could handle the work until that time. Ms. Braymer voiced objection to the request, pointing out that the 1st Assistant County Attorney position still had not been filled and would provide valuable assistance allowing them to hold off on this request until they could assure it was needed.

A discussion ensued relative to the County Attorney positions and salaries in comparison to those within the Department of Social Services.

A motion was made by Mr. Leggett, seconded by Mr. Wild and carried unanimously to amend the Table of Organization and Salary Schedule to create the Intern position requested at a base salary of \$40,000 - \$50,000 and refer same to the Personnel & Higher Education Committee.

Moving on to the Information for Discussion portion of the agenda, Ms. Kissane informed there was a need for an executive session to discuss pending litigation with regard to Town of Warrensburg Tax Map Parcel No. 211.17-2-19.

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

Executive session was held from 10:43 a.m. until 11:14 a.m.

Upon reconvening, Mr. Loeb announced that no action had been taken during the executive session.

As there was no further business to come before the Support Services Committee, on motion made by Mrs. Hogan and seconded by Mr. Magowan, Mr. Loeb adjourned the meeting at 11:14 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board