

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: JUNE 24, 2019

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS LOEB  
LEGGETT  
SOKOL  
HOGAN  
WILD  
DRISCOLL

OTHERS PRESENT:

PAMELA VOGEL, COUNTY CLERK/DMV  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
RONALD F. CONOVER, CHAIRMAN OF THE BOARD  
FRANK THOMAS, BUDGET OFFICER

COMMITTEE MEMBER ABSENT:

SUPERVISOR HYDE  
MAGOWAN  
DICKINSON

SUPERVISORS BEATY

BRAYMER  
GERAGHTY  
MCDEVITT  
SIMPSON

TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
GREG JOHNSON, OUTSIDE COUNSEL  
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT  
DON LEHMAN, *THE POST STAR*  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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*Please note, the following contains a summarization of the June 24, 2019 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/2019/support/>*

Mr. Loeb called the meeting of the Support Services Committee to order at 10:19 a.m.

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

Copies of the County Clerk/DMV, County Attorney and Clerk of the Board agendas were distributed to the Committee members and copies of same are on file with the meeting minutes.

Before commencing the agenda review, Mr. Loeb reminded the Committee Members the rules of the meetings in an effort to reschedule meetings if there was not a quorum and to prevent repetition of information.

Privilege of the floor was extended to Pamela Vogel, *County Clerk*, who commenced review of the County Clerk/DMV Agenda, presenting the following requests:

- A. To fill the vacant position of Motor Vehicle License Registration Clerk #1, *Grade 8, Base Annual Salary \$34,988*, due to resignation.

Mr. Leggett entered the meeting at 10:24 a.m.

A lengthy discussion ensued in regards to filling the above position provisionally, following which a motion was made by Mr. Wild, seconded by Mr. Sokol and carried unanimously to approve the request and refer same to the Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant position form is on file with the minutes.*

- B. To authorize a transfer of funds in the amount of \$5,000 from Budget Code A.1410 110, *County Clerk, Salaries-Regular*, to Budget Code A.1410 120, *County Clerk, Salaries-Overtime*, in an effort to provide adequate staffing until hire the vacant Motor Vehicle License Registration Clerk position was filled.

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

Continuing with the Information for Discussion portion of the agenda Mrs. Vogel commended the Buildings & Grounds employees for renovating the DMV Office to improve function, and the Information Technology employees for their instrumental assistance in improvements related to the processing of Real ID's and Enhanced Drivers Lices. She also commended the Security staff, as their presence inside and outside of the DMV Office was very valuable for the safety of customers and staff, as well. She mentioned a grant was received for her Records Management division which she would be bringing to Committee next month.

There being no further County Clerk/DMV business to consider, privilege of the floor was extended to Mary Elizabeth Kissane, *County Attorney*, to review the County Attorney agenda. Ms. Kissane announced her agenda item would require an executive session to discuss a possible settlement in the case of McNulty v. Warren County.

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

Executive session was held from 10:39 a.m. until 11:05 a.m. Upon reconvening, Mr. Loeb announced that no action had been taken during the executive session.

Mr. Loeb apprised the next item for discussion pertained to prospective litigation against David Decker. He indicated that the resolution approved by the Committee at their last meeting to proceed with litigation in an effort to recover \$50,000 owed to the County in relation to the Valley Woods Road/Finkle Brook retaining wall project was tabled by the Board of Supervisors at their June 19<sup>th</sup> meeting and referred back to this Committee for further consideration. A lengthy discussion ensued on the matter, during which it was noted that if the Committee was in favor of re-authorizing this action, ratifying authority should be included as the County Attorney would need to commence litigation prior to the July 19<sup>th</sup> Board Meeting in light of the fact that the statute of limitations on the case was close to expiring.

Motion was made by Mr. Leggett, seconded by Mr. Wild and carried unanimously to ratify the actions of the County Attorney in commencing litigation against David Decker and the necessary resolution was authorized for the July 19<sup>th</sup> Board meeting.

There being no further County Attorney business to discuss, privilege of the floor was extended to Amanda Allen, *Clerk of the Board*, who presented a request to ratify the actions of the Chairman of the Board in signing a letter of agreement with Glens Falls Hospital for autopsy services. Mrs. Allen briefly explained that the County was currently working with Albany Medical Center for autopsy services at a higher rate. She added that this arrangement had been negotiated with the assistance of Dr. Michael Sikirica to obtain services at a lower cost, as outlined in the fee schedule provided in the agenda packet.

Motion was made by Mr. Leggett, seconded by Mr. Driscoll and carried unanimously to approve the request and the necessary resolution was authorized for the July 19<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

As there was no further business to come before the Support Services Committee, on motion made by Mr. Wild and seconded by Ms. Hogan, Mr. Loeb adjourned the meeting at 11:35 a.m.

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