

Warren County Board of Supervisors

AGENDA FRIDAY, JANUARY 3, 2020 ORGANIZATION MEETING



**11:00 a.m. Call to Order by Clerk of the Board
Welcome to Guests**

**Pledge of Allegiance - Supervisor Conover
Roll Call**

Members of the Board of Supervisors beginning a new term of office on January 1, 2020 subscribe to Constitutional Oath as administered by Warren County Clerk Pam Vogel

**Selection of 2020 Chairman of the Board
Nominations accepted from the members of the Board of Supervisors
Board of Supervisors vote on nominations**

Chairman subscribes to Constitutional Oath as administered by Warren County Clerk Pam Vogel

Remarks by Chairman

Reading of Resolutions

Discussion and Public Comment on Resolutions

Vote on resolutions

Chairman announces Standing Committees for 2020

Privilege of the Floor

Announcements

Motion to adjourn

Warren County Board of Supervisors

**ORGANIZATION MEETING
FRIDAY JANUARY 3, 2020**



The Board of Supervisors of the County of Warren convened at the Supervisors' Room in the Warren County Municipal Center, Lake George, New York, at 11:04 a.m.

Board called to order by Amanda Allen, *Clerk of the Board of Supervisors*.

Salute to the flag was led by Supervisor Conover.

Roll was called and the following members were present:

Bolton	-Ronald F. Conover
Chester	-Craig R. Leggett
City of Glens Falls	
Ward 1	-John Diamond
Ward 2	-Peter V. McDevitt
Ward 3	-Claudia K. Braymer
Ward 4	-Daniel F. Bruno
Ward 5	-Bennett F. Driscoll Jr.
Hague	-Edna A. Frasier
Horicon	-Matthew J. Simpson
Johnsburg	-Andrea Hogan
Lake George	-Dennis Dickinson
Lake Luzerne	-Eugene J. Merlino
Queensbury	-John F. Strough
	-Michael Wild
	-Brad Magowan
	-Rachel Seeber
Stony Creek	-Frank E. Thomas
Thurman	-Susan Shepler
Warrensburg	-Kevin B. Geraghty
<i>Town of Queensbury Supervisor Douglas Beaty - Absent</i>	

Mrs. Allen advised the first order of business would be to for those Supervisors commencing a new term of Office for 2020 to subscribe to the Constitutional Oath of Office.

Pam Vogel, *County Clerk*, administered the Oath of Office for the members of the Board of Supervisors, following which a round of applause was given.

Mrs. Allen announced the next order of business would be the selection of a Board Chair for 2020. She advised that any Board Member could be nominated for the Chair and a second to a nomination was not required. She added any person nominated could decline the nomination if they so choose. She informed the floor was now open to nominations for the Chair.

Supervisor Geraghty nominated Supervisor Thomas as Chairman. He stated that Supervisor Thomas had done an excellent job serving as the Budget Officer for the last seven years and he was proud to make this nomination.

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Supervisor Braymer nominated Supervisor Driscoll as Chairman. She apprised that Supervisor Driscoll had always been very open and transparent and she believed he would be good at leading the County in a collaborative fashion and in particular to listening to the Board Members concerns. She said during her discussion with Supervisor Driscoll regarding the Standing Committees, he had indicated he would like Supervisor Hogan to serve as the Vice-Chair of the Board, as well as the Chair of the Finance Committee. She remarked she was looking forward to having Supervisor Driscoll serve as the Chairman.

There being no further nominations, Mrs. Allen called for a roll call vote, explaining that each Supervisor should indicate whether they were voting for Supervisor Thomas or Supervisor Driscoll to serve as Chairman. Following the vote it was determined Supervisor Thomas would serve as Chairman, receiving 638 votes (*Supervisors Conover, Leggett, Diamond, Frasier, Simpson, Dickinson, Merlino, Wild, Magowan, Seeber, Thomas, Shepler and Geraghty*) while Supervisor Driscoll received 277 votes (*Supervisors McDevitt, Braymer, Driscoll, Hogan and Strough*); there were 85 votes absent (*Supervisor Beaty*).

Mrs. Allen requested that Supervisors Geraghty and Conover, as past Chairmen of the Board, escort Supervisor Thomas to the Chair.

With his wife, Rhonda, by his side, Chairman Thomas subscribed to the Constitutional Oath, as administered by Mrs. Vogel, following which a round of applause was given. Supervisor Conover handed over the key to the Chairman's Office to Chairman Thomas. Another round of applause was given.

Chairman Thomas introduced his wife Rhonda and he thanked her for her support during his twenty-seven year career in politics. A round of applause followed. He said he would also like to introduce his wife's sister Nadine and he voiced his appreciation to her for being present. Another round of applause followed. He welcomed everyone in attendance and wished everyone a Happy New Year. He congratulated everyone on their election and reelection and he welcomed Supervisor Susan Shepler (*Town of Thurman*), Supervisor Daniel Bruno (*City of Glens Falls - 4th Ward*) and he welcomed back Supervisor Rachel Seeber (*Town of Queensbury - At Large*). A round of applause was given. He acknowledged his fellow Supervisors for their support and the confidence they had placed in him as their Chairman. He apprised he was grateful and honored to have the privilege to serve in this capacity. He informed for nearly seventeen years he had been a Supervisor for the Town of Stony Creek and he would be remiss if he did not extend a thank you to the constituents of the Town for allowing him to be a member of this Board. He informed he took this responsibility very seriously and would conduct himself as such to serve his constituents, the Board and all of Warren County to the best of his ability. He advised he would like to recognize outgoing Chairman Conover for his leadership and service to the Board and Warren County for the past three years. A round of applause was given. He then presented the following remarks:

"STATE OF THE COUNTY
JANUARY 3, 2020

"I have served as Budget Officer for the past seven years and this has afforded me insight and knowledge into individual departments, as well as the overall operation of Warren County. This knowledge has and will benefit me as I engage in the duties of being Chairman.

"This year's budget continues the conservative practices of the past while setting what I hope will be new precedents for investments in the County's future. Establishing reserves and continued funding of them will allow us to make investments in infrastructure planning, enhance our commitment to SUNY Adirondack, maintain and improve the County's facilities and

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pay expenses that will inevitably happen, but we are not sure when.

“The County’s fund balance to begin 2020 is projected to be between \$21 and \$22 million and the goal is to achieve the GFOA (*Government Finance Officers Association*) recommended level of fund balance over a multi-year period that is equal to two months of operating expense which in the County’s case is \$23.6 million. We will finish developing the fund balance policy early on this year.

“Each year we have to adapt to new challenges imposed by the New York State Legislature, at times with new expenses surpassing the allowable 2% tax cap also imposed by the State. Our 2020 Budget absorbs the new expense of mandates of Bail and Discovery Reform, as well as Public Health. A new twist is revenue diversion using diverted County sales tax revenue to make AIM (*Aid and Incentives to Municipalities*) payments to the towns in essence using the County’s revenue in order to cut the State Budget expenses. Well over half of our \$45 million property tax levy goes to fund State mandates.

“To meet these challenges and many others I have asked Supervisor Geraghty to serve as Budget Officer. Supervisor Geraghty has served in this capacity in the past and I am very confident he will do a great job. He will begin working with the County Administrator on the 2021 Budget and beyond very soon.

“I have asked Supervisor Frasier to Chair the Finance Committee and in accordance with Local Law she will also be Vice-Chair of the Board. Supervisor Frasier is solid, dependable, has a great personality and if the need arises, will do an excellent job.

“Warren County continues to be in good financial condition, with our bond rating improving over the past few years to its current rating of AA Stable. Our goal is to achieve a AA+ rating this year when the rating agencies reevaluate us. Our bond and indebtedness is \$40.7 million and is about 25% of our Constitutional debt limit of \$160 million which is down 27% from a year ago.

“In 2019 Warren County sales tax revenue was up about 2.5% and as of this morning is up about 2.2%. Our financial forecasting will continue to be realistic, but conservative when it comes to sales tax and other revenues.

“I have asked Supervisor Simpson to serve as Chair of the Personnel & Administration Committee. I am removing Higher Education from this Committee because in the scope of long-term planning it makes more sense to look at SUNY Adirondack through the lens of workforce development. I am moving SUNY Adirondack to the Economic Development & Growth Committee and am moving Administration to Personnel which will include Clerk of the Board, County Attorney and County Administrator for two reasons, the first of which is their agendas develop in response to the needs of all departments so they will benefit from a later meeting. Also because most Supervisors attend the Personnel and Finance Committee meetings, I feel it is appropriate for more Supervisors to be present for discussion of agenda items for these very important departments.

“In 2019 the accomplishments of the Personnel Committee included development of pay scales for attorneys and management confidential employees, the resolution of two union contracts and the hiring of a new Department Head for Employment & Training Administration. This years work will include hiring at least two new Department Heads, one for the Office of Emergency Services and the other for Weights & Measures, as well as mediation with the CSEA (*Civil Service*

Employees Association) and the beginning of negotiations with the PBA (*Police Benevolent Association*).

“I have asked Supervisor Wild to Chair the Economic Growth & Development Committee. One of our main functions besides providing services for our residents is to facilitate the conditions for opportunity which leads to prosperity and will benefit all our residents present and future. We need to do more strategic planning which means taking an educated realistic look at what Warren County has to offer to the outside world, identifying industries that are well suited for here and making the investments in our workforce and infrastructure that are needed to get them here. It is not enough to say we need more jobs, as we need more quality jobs that make people want to move here and stay here. It is also not enough to say you should move your business here because the taxes are low and the views are nice. It is going to take a more serious analysis, as well as investment and this Committee will begin that work. A part of this will involve continuing and enhancing the capital infrastructure planning initiative begun last year by Chairman Conover. Employment & Training Administration will also become part of this Committee because we need to start thinking about this department as a tool to develop our workforce to suit out local economy and plan for the future. This department is also about lifting up our neediest residents to hopefully become part of our economy and improve their own lives, with the department developing new and strong partnerships with DSS and Probation.

“To follow up on that, SUNY Adirondack is all about workforce development and I believe it fits well with the Economic Growth & Development Committee and will be a critical partner as we go forward. The advancements that have been accomplished at SUNY Adirondack over the past few years with the leadership of President Duffy and the SUNY Board of Trustees, which Supervisor Strough is a member of, and I would like thank him for his leadership on that Board, are rather amazing including the improvements in the facilities, the NSTEM (*Nursing, Science, Technology, Engineering & Mathematics*) Building, WORC (*Workforce Readiness Center*), moving the Culinary Facility to the City of Glens Falls and having a dormitory which allows students to reside there. They have developed many programs to help our businesses, school children and to create and educate the County’s workforce. As a sponsor of SUNY Adirondack I believe the County can and will do better in terms of providing funds for the operation. Currently the County’s contribution equals about 11%, but when the Community College was established one third of the funding was provided by the sponsors, one third from New York State and the remaining one third was provided by the students. Although I do not anticipate our contribution will amount to one third, if the sponsors contributed more it would keep tuition down and allow more individuals to obtain higher educations.

“Another educational institution that I would like to mention is BOCES (*Board of Cooperative Educational Services*), with seventeen locations across New York State. I think they are a gem that is not thought of most of the time. They partner with SUNY Adirondack in their career and technical education program, help teach the County’s youth, individuals who are seeking to better themselves and those who have lost their jobs. I feel at minimum the Board should make a concerted effort to promote BOCES and also advocate legislatively for additional State funding for the BOCES facilities and programs.

“Next, I would like to talk about broadband and cell service. I read with great interest the article that Supervisor McDevitt distributed from *New Yorker Magazine* about two Counties in Kentucky that have had a phone co-op for many years and also developed a broadband co-op. They had lost a lot of manufacturing jobs, with a few plants shutting down, resulting in the issues that occur when there is no work, but the broadband itself enticed answering services and that type

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of industry to come to those two communities and while not being the complete answer it certainly made a significant improvement in the quality of life there. I think that broadband and cell service is desperately needed in the Adirondacks, as I believe they could be a lifeline for people making an income and being able to live in the Adirondacks. It is not just about communication and safety, as it is also about education, paying bills, etc. We are making progress on broadband, but people get impatient, similar to the electrification program that occurred in the 1940's, but I believe we will get there at some point.

“Supervisor Conover will Chair the Public Works Committee, with an important priority being the railroad corridor. Whether where going to have freight, tourist passenger service or recreational uses this corridor is a huge asset and its time to get moving on its future. Supervisor Conover has invested a lot of time and energy in this and will continue leading this effort. Personally I am good with whatever direction develops.

“In 2020, same as prior years, we will expand our highway improvement program with additional funding, if possible. We will be contracting all of our paving projects this year and the additional workers made available by not having a paving crew will be necessary for doing repairs to County Roads as a result of the Halloween storm. A large thank you to the Federal Government for declaring a disaster which enabled us and many of our towns to receive 75% reimbursement from FEMA (*Federal Emergency Management Agency*) for repairs and damages.

“We have two good leaders for the Tourism and Occupancy Tax Coordination Committees in Supervisors Merlino and Dickinson and I am asking them to continue. These Committees will work in tandem and invest the County’s resources in two goals, the first of which is enhancing what we already do and the other is over the long-term pushing Warren County into a year-round tourism destination. One template to observe in this regard in my opinion is the City of Saratoga Springs. We are a couple of assets shy, but continue in the right direction.

“Our greatest economic asset is our environment from our lakes to our mountains. I am asking Supervisor Braymer to continue her excellent leadership in this area. We can be environmentally and fiscally responsible at the same time, as this Committees many accomplishments last year demonstrated.

“I am asking Supervisor Beaty to continue to Chair the County Facilities Committee. He is a good leader for this Committee and works well with our professional staff. Last year was the first of a new ten year FBO (*Fixed Based Operator*) contract that Supervisor Beaty helped to negotiate. We are doing even better than he said we would under the new contract with our T-Hangars at 100% capacity and we have seen significantly more revenue. The goal is to close the Airport operating deficit and we are making great progress towards that. The County is seeking Airport Improvement grant funding through the FAA (*Federal Aviation Administration*) to design and replace our maintenance buildings at the Airport and if you have ever seen them you would be aware this is long overdue.

“Last Year we sold the recycling facility on the former Ciba Geigy property and used the proceeds to finance the construction of a new Office of Emergency Services storage facility which was a major accomplishment. We have been discussing building this storage facility for nearly ten years to house the County’s emergency response equipment and we will see that completed in 2020. I apologize to Mr. LaFlure that he had to retire in order to get this done.

“There are two other County facilities in need of our attention, the first of which is Countryside

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Adult Home and the other is the County Highway Maintenance Garage in the Town of Johnsbury. Countryside Adult Home has been connected to the Town of Warrensburg sewer system, but the buildings, systems and rooms are in need of upgrading with the goal of making the facility more appealing, comfortable and filling the forty-eight beds the facility has available. The County's Highway Maintenance Garage needs to be replaced for the benefit of our employees and the proper storage of our equipment. Working with the Town of Johnsbury, I am confident we can reach a positive outcome.

"It is my belief that as many Supervisors as possible should Chair a Committee if the Committees are available and there is a desire to be Chair. To that end I am dividing the Criminal Justice & Public Safety Committee into two separate Committees. I am asking Supervisor Leggett to remain as Chair of the Public Safety Committee which will consist of Fire Prevention & Building Code Enforcement, Office of Emergency Services and Sheriff and Communications. I am asking Supervisor Seeber to Chair the Criminal Justice Committee which will include the District Attorney's Office, Public Defender, Assigned Counsel, Probation and the Courts. Her previous experience as Supervisor and more importantly her experience working as a Crime Victim's Advocate in contact and working with many of these departments lends itself well to serving in this capacity.

"A major priority in the criminal justice/public safety area is Bail and Discovery Reform. I believe there will be unintended consequences that will come to light as a result of this legislation. Warren County has led from the front on this issue and has done so in a bipartisan manner. We know there are major problems with the new law and we are committed to pushing the State Legislature to fix the problem before innocent people are needlessly victimized. The Legislative & Rules Committee will continue to play an important role with this issue and other legislative issues and I am asking Supervisor Strough to remain as the Chair of this Committee.

"Another Committee that I would like to separate this year is Health and Human Services. I am asking Supervisor McDevitt to Chair the Health Services Committee and Supervisor Driscoll to Chair the Human Services Committee. Supervisor McDevitt has been a strong advocate for those in need of medical care, with medical health issues and our seniors. We have all seen his passion and concern when discussing these issues and he will do a great job in this position with the oversight of Public Health, Mental Health and the Office for the Aging. One priority for the Health Services Committee this year is the transition of behavioral health services from the Glens Falls Hospital to outside providers.

"I cannot think of anyone more qualified on the Board to serve as the Chair of the Human Services Committee than Supervisor Driscoll. He has devoted his professional life to those in need and will be compassionate and informed and will lead us through the challenges, including getting the Veterans' Peer to Peer Program operational again.

"Supervisor Hogan has asked to remain as the Chair of Extension Service and I am pleased to reappoint her to that position. Again I think that Cornell Cooperative Extension is another gem that does not get enough attention. I believe if more people took advantage of the programs and were promoted by the County it could result in improving many people's lives and I look forward to Supervisor Hogan doing that.

"I would also like Supervisor Merlino to continue as the Chair of the Park Operations & Management Committee and Supervisor Beaty to remain as the Chair of the Shared Services Committee. I am asking Supervisor Magowan to Chair the Support Services Committee which

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contains many of the critical departments that keep the County's operations running and interact more directly with the public. This Committee oversees the Auditor, Board of Elections, County Clerk/Department of Motor Vehicles, Information Technology, Purchasing and Self-Insurance Administration. Supervisor Magowan is a "nuts and bolts" guy who presents a good face to the public himself and I think he has the perfect disposition for the job.

"I will also be appointing a special Committee for 2020 for the purpose of getting the long contemplated EMS (*Emergency Medical Services*) shared services plan completed. The EMS Task Force has done the yeoman's work on this and I want to thank Supervisor Leggett for his leadership. This special Committee will be Chaired by Supervisor Geraghty, whose unique perspective as both a Supervisor, a first responder for nearly fifty years and a former County Administrator will give this the push it needs to get a plan to fruition.

"I believe the Chairs I am appointing are inclusive of all Board Members. People were chosen for their experience and how their strengths matched up to the priorities at hand in the substance of the Committee. I have chosen these chairs because I have confidence in their ability to lead each Committee forward. Having said that I am requesting that each Chair choose their own Vice-Chair and second Vice-Chair for their Committee and inform the Clerk of the Board in the near future so your selections can be applied to the Standing Committee list. I have also reduced the Committee sizes from eleven members to nine and from nine members to seven. I hope that having fewer Committee appointments will allow each Supervisor to spend more time and focus more deeply on the Committees to which they are assigned. All nineteen of you are busy and you should not be expected to be an expert on everything all at once.

"I want to extend a thank you to all of the employees of Warren County that work each day providing services to our residents. I am looking forward to working with each Board Member in 2020 to create opportunities, have positive outcomes and maintain quality services for the businesses and residents of Warren County. My door will always be open and I will always listen to your concerns, ideas and perspectives. Thank you again for affording me the privilege to serve as Chairman of the Warren County Board of Supervisors.

Respectfully submitted,
Frank E. Thomas, Chairman
Warren County Board of Supervisors"

Proceeding with the Agenda review, Chairman Thomas called for the reading of resolutions. Mrs. Allen announced that a motion was needed to bring proposed Resolution Nos. 1-8 to the floor. The motion was made Supervisor Dickinson, seconded by Supervisor Wild and carried unanimously.

Chairman Thomas called for discussion on resolutions or requests for roll call votes.

Supervisor Braymer stated given that these resolutions had been presented to the Board Members yesterday and were not brought forward by a Committee she would like to request a brief executive session to discuss proposed Resolution Nos. 4-8 regarding the Board's appointments. A motion was made by Supervisor Braymer and seconded by Supervisor Hogan to enter into executive session to discuss the appointments made in proposed Resolution Nos. 4-8.

Chairman Thomas called for a roll call vote on entering into an executive session pursuant to Section 105(f) of the Public Officers Law. Following the vote it was determined they would enter into executive session, with 536 votes in favor (*Supervisors Leggett, Diamond, McDevitt, Braymer, Driscoll, Hogan,*

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Strough, Magowan and Seeber); and 379 votes against (*Supervisors Conover, Bruno, Frasier, Simpson, Dickinson, Merlino, Wild, Thomas, Shepler and Geraghty*); and 85 votes absent (*Supervisor Beaty*).

Executive session was held from 11:44 a.m. until 11:55 a.m.

Upon reconvening, Chairman Thomas announced no action was taken during the executive session.

Chairman Thomas once again asked whether there were any requests for roll call votes.

Supervisor Seeber requested roll call votes on proposed Resolution Nos. 4, *Reappointing Clerk of the Board of Supervisors*, 5, *Reappointing Warren County Attorney*, 6, *Reappointing Warren County Auditor*, 7, *Reappointing Warren County Public Defender*, and 8, *Reappointing Warren County Purchasing Agent*.

Chairman Thomas inquired whether there was a second to the request for roll call votes on proposed Resolution Nos. 4-8. Supervisor Braymer called for a point of order, indicating she did not believe a second was required on roll call requests. Ryan Moore, *County Administrator*, and Chairman Thomas apprised a second was required. Supervisor Braymer seconded the request for roll call votes on proposed Resolution Nos. 4-8.

Chairman Thomas called for a roll call vote on the request for a roll call votes on proposed Resolution Nos. 4-8, following which the motion failed due to a lack of majority vote required, with 258 votes in favor (*Supervisors Diamond, Braymer, Driscoll, Hogan and Seeber*); and 657 votes opposed (*Supervisors Conover, Leggett, McDevitt, Bruno, Frasier, Simpson, Dickinson, Merlino, Strough, Wild, Magowan, Thomas, Shepler and Geraghty*); and 85 votes absent (*Supervisor Beaty*).

During the roll call vote Supervisor Driscoll requested to change his vote from opposition to being in favor, as he had misunderstood and thought they were voting on proposed Resolution Nos. 4-8.

Chairman Thomas called for a vote on proposed Resolution Nos. 1-8 as presented, following which they were carried by majority vote, with Supervisors Braymer and Seeber voting in opposition.

Chairman Thomas announced that the listing of Standing Committees for 2020 had been established, but would be changing to reflect the Committee Chairs designation for Vice and 2nd Vice Chair positions. He noted copies of the list could be picked up in Mrs. Allen's Office.

Chairman Thomas called for public comments from anyone wishing to address the Board on any matter.

Supervisor Conover stated that the majority of the Board Members would have at least one Oath of Office to sign. Chairman Thomas apprised that these Oaths were available in Mrs. Allen's Office.

Chairman Thomas called for announcements, but none were made.

There being no further business to come before the Board of Supervisors, on motion made by Supervisor Geraghty and seconded by Supervisor Dickinson, Chairman Thomas adjourned the meeting at 12:00 p.m.

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RESOLUTION NO. 1 OF 2020

RESOLUTION INTRODUCED BY CHAIRMAN THOMAS

ADOPTING THE RULES OF THE BOARD OF SUPERVISORS

RESOLVED, that the Rules of the Board of Supervisors providing for the conduct of its meetings, committees of the Board of Supervisors and the exercise of its governmental functions are hereby adopted as set forth in Schedule "A", attached hereto, and be it further

RESOLVED, that the said Rules as adopted shall be effective immediately and all Rules adopted in preceding years are hereby repealed.

SCHEDULE "A"

RULES OF THE BOARD OF SUPERVISORS

A. Meetings of Board of Supervisors

1. At the Regular Meeting of the Board of Supervisors held in December of each year the Board shall by resolution fix the date for the organizational meeting of the Board for the ensuing year, which date shall not be later than the 8th day of January, and the place and hour of such organization meeting. A total of 501 weighted votes, as allocated among the elected Supervisors pursuant to Local Law No. 12 of 2011, shall constitute a quorum for the transaction of business. A quorum being present, the Clerk of the last Board shall call the meeting to order and the members present shall by roll call vote, by a majority of the total weighted voting power of the members of the Board, select one of their number Chairman, who shall preside at such meeting and at all meetings during the year. In case of the absence of the Chairman at any meeting, the Finance Chairman shall serve as Vice Chairman, as provided by Local Law No. 1 of 1968. The Chairman may call any member temporarily to the Chair. The Board may transact such other and further business as may properly come before such meeting.
2. In addition to the foregoing, the Board at the annual organization meeting shall transact the following business: the appointment of any officers required by law or desired by the Board; adopt the Rules of Procedure for the ensuing year; and any other matter that the Chairman wishes to bring before the meeting.
3. The Board shall convene in regular meeting at 10:00 o'clock in the forenoon on the third Friday of each month for the public meeting of the Board, unless a different time shall have been determined at a previous meeting. The meetings for the year 2020 are scheduled as follows:
 - i) January 17, 2020
 - ii) February 21, 2020
 - iii) March 20, 2020
 - iv) April 17, 2020
 - v) May 15, 2020
 - vi) June 19, 2020
 - vii) July 17, 2020
 - viii) August 21, 2020
 - ix) September 18, 2020
 - x) October 16, 2020
 - xi) November 20, 2020
 - xii) December 18, 2020

Meetings shall be called to order as soon thereafter as a quorum is present. Any regular meeting of the Board may be adjourned by motion adopted by a majority vote of the membership present. The Board shall convene in special meeting upon call of the Chairman (or, if appropriate, the Vice Chairman) or upon written request for a special meeting signed by a majority of the total membership of the Board. At the direction of the Chairman (or Vice Chairman) or upon receiving such a written request, notice in writing stating the time, place and purpose of the special meeting shall be served personally or by mail upon each member by the Clerk of the

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Board at least forty-eight hours before the date fixed for holding the meeting or a member may waive the service of the notice for such meeting by a writing signed by him.

4. Business shall be transacted in the following order:

10:00 A.M.

Call to Order

Salute to Flag

Roll Call

Motion to approve the Minutes of previous meeting, subject to correction by the Clerk of the Board

Introduction and welcome to guests

Report by Chairman of the Board

Committee reports

Report of County Administrator

Report of County Attorney

Call for reading of communications

Call for reading of resolutions

Discussion-on resolutions

Motion to vote on resolutions

Further discussion on resolutions

Privilege of the floor

Announcements

Adjournment

5. All resolutions shall be in writing and filed with the Clerk before noon on the Tuesday preceding the regular meeting on Friday of each month and at least three days prior to any adjourned or special meeting. The Clerk shall photocopy all resolutions and mail copies thereof to each Supervisor on each Tuesday prior to a regular meeting and on the third day prior to any adjourned or special meeting. All resolutions shall be considered by the Supervisors on each regular meeting date. Any Supervisor may request a resolution to be tabled until the next meeting, either regular, special or adjourned, and, if approved by the majority of the total weighted voting power of the Board, such resolution shall not be voted upon at the meeting when presented except where a statute prescribes a date on or before which the Board of Supervisors must adopt a resolution. A majority of the total weighted voting power of the Board shall be necessary to take it off the table.

B. Conduct of Meetings of Board of Supervisors

1. All questions relating to the priority of business shall be decided without debate.
2. The Chairman shall preserve order and shall decide all questions of order, subject to the appeal of the Board.
3. The Chairman in all cases shall have the right to vote, and when his vote makes an equal division the question shall be lost.
4. Any member desiring to speak or present any subject matter shall address the Chair and shall not further proceed until recognized by the Chair and granted the floor.

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5. No debate shall be in order until the pending question shall be stated by the Chair or read by the Clerk.
6. No member shall speak more than once on any question until every member choosing to speak shall have spoken. If the Chairman of the Board or the Chairman of any Committee wishes to enter into debate, he may do so only after he excuses himself from the Chair and a Temporary Chairman is appointed by the Chairman.
7. Any member, upon being called to order, shall take his seat and remain there until the point raised is determined. If the point be sustained, he shall not further proceed, except in order, unless by permission.
8. No business shall be transacted by the Board, as such, while a Committee or Committees are out at work, except to adjourn.
9. All motions and resolutions shall be presented in open regular meeting. The Chair will state to what Committee the motion or resolution shall be referred unless such reference is objected to in which case the Board shall decide.
10. All motions shall be reduced to writing, except those introduced at the Organization Meeting, if desired by the Chairman or any Supervisor, delivered to the Clerk and read before the same shall be debated. Any motion may be withdrawn at any time before amendment with the consent of the Second.
11. While a member is speaking no member shall entertain any private discourse or pass between him or the Chair.
12. A motion to adjourn shall always be in order, and shall be decided without debate, provided the County Administrator and County Attorney have first been afforded the opportunity to inform the Board of operation and/or legal consequences of adjournment.
13. When a question is under debate no motion shall be entertained, unless for adjournment of the Board, for the previous question, to place on the table indefinitely; to place on the table for a certain day; to hold; to amend it. These several motions shall have precedence in the order in which they are here stated and shall not be subject to debate, provided the County Administrator and County Attorney have first ben afforded the opportunity to inform the Board of operation and/or legal consequences of adjournment.
14. The minutes of this Board shall be printed monthly and delivered by the Clerk of the Board on or before the regular meeting of the Board for the next succeeding month.

C. Committees of the Board of Supervisors

1. Standing Committees consisting of at least three (3) members shall be appointed by the Chairman at the Organization Meeting or not later than the first regular meeting following the Organization Meeting, upon the following subjects, to wit:

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Committee Name	Number of Members
Budget	9
County Facilities - <i>Airport; Buildings & Grounds</i>	7
Criminal Justice - <i>Assigned Counsel; Courts; District Attorney; Probation; Public Defender</i>	7
Economic Growth & Development - <i>Capital Project Planning; Economic Development Corporation; Employment & Training; Planning & Community Development; SUNY Adirondack</i>	7
Environmental Concerns & Real Property Tax Services	7
Extension Services	7
Finance - <i>County Treasurer</i>	9
Health Services - <i>Mental Health; Public Health</i>	7
Human Services - <i>Countryside Adult Home; Department of Social Services; Office for the Aging; Youth Programs</i>	7
Legislative & Rules	9
Occupancy Tax Coordination	7
Personnel & Administration - <i>Civil Service; Clerk of the Board; County Administrator; County Attorney; Human Resources</i>	9
Public Safety - <i>Fire Prevention & Building Code Enforcement; Office of Emergency Services; Sheriff</i>	7
Public Works - <i>DPW; Parks, Recreation & Railroad; Solid Waste & Recycling; Weights & Measures</i>	7
Shared Services	7
Support Services - <i>Auditor; Board of Elections; County Clerk-DMV; Historian; Information Technology; Purchasing; Self-Insurance</i>	7
Tourism	7
Special Committees	
EMS	7
Park Operations & Management (O&M)	4 <i>plus 1 alternate</i>

2. Special Committees may be authorized at any legal meeting of the Board. They shall, unless otherwise ordered and directed by a majority of the Board, be appointed by the Chairman. The

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period of time that a special committee shall serve shall be designated when it is created.

3. The first member appointed to each committee shall be and act as the Chairman of such committee. The Chair of each Committee shall appoint both the Vice Chair and 2nd Vice Chair, who shall serve in the event that both the Committee Chair and Vice Chair are absent. The Vice Chair and 2nd Vice Chair designations must be submitted to the Clerk of the Board of Supervisors no later than the date of the first regular Board meeting of the year, to be held on the third Friday of January, so that the Clerk may update the Standing Committee List appropriately. The meetings of each committee shall be held upon call by the Chairman thereof, except as hereinafter provided. The Chairman of each committee shall give or cause to be given by the Clerk of the Board of Supervisors notice in person, by telephone or by mail at least two days in advance of the day, hour and place of each meeting of the committee except that no advance or prior notice shall be required when the committee meeting is held on a day when the Board shall be in session. A meeting of any committee shall be held at any time whenever a majority of the members of a committee shall sign a written notice of such meeting, which notice shall clearly state the day, hour and place of such meeting, provided that such notice shall be served in person or mailed to the Chairman of such committee and the Chairman of the Board of Supervisors at least three days in advance of the day specified in such notice.
4. The Chairman of the Board of Supervisors shall be an ex-official member of a standing committee when a) a quorum is not present at any regularly or specially scheduled committee meeting; b) if such membership will provide a quorum as herein specified; and c) the Chairman is available to attend. The total membership of the committee as established by Board Rules shall not change or be increased by the presence and availability of the Chairman in determining whether a majority of members are present to allow the conduct of business, rather the Chairman shall be considered an alternate or substitute for a non-present committee member. Once the Chairman becomes a member by virtue of the criteria set forth above (whether at the start of or during a meeting), the Chairman shall be a voting member and shall continue as a member of the committee until a quorum is established or reestablished by appointed Committee members at the subject meeting or subsequent meetings. If an executive session is called for the Chairman's vote shall count towards the total needed for a majority vote of the entire Committee. The Vice Chair of the Board may exercise the duties described in this paragraph in the Chairman's absence.
5. When any Committee of the Board of Supervisors is acting on any matter affecting a single Municipality or is engaged in seeking or obtaining rights of way in a particular municipality, the Supervisor(s) of the affected municipality shall be provided with an opportunity to make a presentation or otherwise be heard by the Committee.

D. Voting by Members of the Board of Supervisors

1. All members present shall vote upon each question at the request of any member.
2. If a resolution contains items that can be voted on separately, and a request is made by any member to do so, each item contained in the resolution shall be subject to a separate vote.
3. All questions shall be decided by a majority of the total weighted voting power of the Board unless otherwise required by law or as required herein. All questions shall be decided by weighted vote in accordance with the terms of Local Law No. 12 of 2011, as it may be amended from time to time.

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Whenever in these Rules of Order there is reference to a majority vote or a 2/3rds vote of the Board, it means a majority of the voting power of the members of the Board or 2/3rds of the voting power of the members of the Board as defined in Local Law No. 12 of 2011.

4. The following resolutions shall require a roll call vote: fixing or altering salaries, or establishing salary and wage classifications; adoption of the budget; any appropriation or expenditure of public funds; transfers to and from .1 salary codes within the authorized budget and transfers between funds, including Capital and Road Fund Projects; levying of taxes; bond resolutions; any authorizations to fund or refund indebtedness; legalizing informal acts of a town meeting, village election, town or village officer; legalizing municipal obligations incurred through error or mistake wherein a 2/3rds vote is required; alteration of the boundaries of a town; local laws; any sale or conveyance of county property, either real or personal or for amending the Occupancy Tax spending guidelines.
5. A roll call vote upon any resolution or other proceeding shall be taken upon request of any member.
6. All resolutions adopted by the Board of Supervisors shall become effective upon their adoption or as otherwise provided by law or as specified in the resolution.
7. Filling of existing vacant positions (not new positions, these can only be created by 2/3rd majority vote of the Board) will only be authorized with the following approvals: County Administrator, Budget Officer and, majority vote of appropriate oversight committee. In the event a Department has an urgent operational or financial related need to fill a vacant position and the oversight committee 1) has not voted to deny filling the position, and 2) will not convene again for one week or more, the Chair of the oversight committee, in his/her sole discretion, may call a special committee meeting or approve the filling of the position and report such approval to the Committee at its next meeting. In the case where the Chair may approve the filling of the position, a vote by the oversight committee will not be necessary. All vacant positions authorized to be filled in accordance with the procedures set forth in these rules shall be reported each month on the Personnel Committee agenda. If filing of the existing vacant position is denied by any of the above processes, only 2/3rds vote of the County Board of Supervisors can fill the existing vacant position.
9. The Warren County Sheriff is authorized to fill positions that become vacant in the uniform correctional staff to maintain mandated staffing levels at the Warren County Correctional Facility providing those staffing levels not exceed the following:

Correction Officers - 75
Correction Sergeants - 9

Correction Lieutenants - 2
Correction Captain - 1

All notices approved shall remain in effect for six (6) months from the date of committee approval only to allow department heads to properly evaluate probationary employees and take appropriate action when necessary.

E. General

1. Upon the request by any member of the Board of Supervisors, the Clerk of the Board shall draft a Proclamation of acknowledgment, congratulations, commendation or otherwise recognizing a

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particular person(s), achievement(s), cause(s) or event(s) on behalf of the Board and for execution by the Chairman without the need for a Board Resolution. This rule will serve as a standing authorization.

2. No standing rule of the Board shall be rescinded, suspended or changed, or any additional rule or order added thereto, unless it be by 2/3rds consent (as 2/3rds vote defined under Local Law No. 12 of 2011). In the event a rule is suspended, such suspension shall apply only to that matter which is before the Board at the time of such suspension. The rules may be amended at any time.
3. All questions not covered in the rules shall be decided according to Robert's Rules of Order-Revised.
4. The rules of the Board shall be published in the Proceedings in the year first adopted and whenever amended.
5. The rules of the Board shall continue in full force and effect unless and until a new set of rules is adopted by the Board.

Warren County Board of Supervisors

RESOLUTION NO. 2 OF 2020

RESOLUTION INTRODUCED BY CHAIRMAN THOMAS

DESIGNATING OFFICIAL PAPERS

RESOLVED, that The Post-Star and The Sun Community News (News Enterprise), formerly known as The North Creek News-Enterprise, having been selected by members of this Board for such purposes, be, and hereby are, designated as the newspapers published in the County of Warren for publication of all local laws, notices and other matters required by law to be published.

Warren County Board of Supervisors

RESOLUTION NO. 3 OF 2020

RESOLUTION INTRODUCED BY CHAIRMAN THOMAS

DESIGNATING DEPOSITARIES

RESOLVED, that pursuant to Section 212 of the County Law, the following named banks are designated as official depositaries of the County of Warren to the limits set opposite the name of each such bank, to wit:

Citizens Bank	\$ 4,000,000.00
JP Morgan Chase, 12 Corporate Woods Boulevard Albany, NY 12211	8,000,000.00
TD Bank, N.A.	4,000,000.00
Glens Falls National Bank & Trust	60,000,000.00
Bank of America	4,000,000.00
NBT Bank, N.A. Northville, NY	10,000.00
Key Bank of N.Y.	1,000,000.00
NBT Bank, N.A. Speculator, NY	10,000.00
M&T Bank 80 State Street Albany, NY 12207	2,000,000.00
NBT Bank, N.A. Glens Falls, NY 12801	4,000,000.00
Adirondack Trust Company 24 Maple Street Glens Falls, NY 12801	4,000,000.00
Community Bank 244 Main Street North Creek, NY 12853	5,000.00

and be it further

RESOLVED, that the County Treasurer be, and hereby is, authorized to deposit monies received by him in any of the Warren County offices of said banks within the limitations herein before set forth, provided, however, that the County Treasurer shall arrange for such security as is required pursuant to General Municipal Law Section 10 and other applicable laws of the State of New York, and be it further

RESOLVED, that the County Treasurer be, and hereby is, authorized to continue the investment of funds only in the above designated Warren County banks.

Warren County Board of Supervisors

RESOLUTION NO. 4 OF 2020

RESOLUTION INTRODUCED BY CHAIRMAN THOMAS

REAPPOINTING CLERK OF THE BOARD OF SUPERVISORS

RESOLVED, that Amanda Allen, be, and hereby is, reappointed as Clerk of the Board of Supervisors, effective January 1, 2020 for the term of office for which the current Board of Supervisors were elected, at the salary and compensation as established in the Salary and Compensation Plan for Warren County.

Warren County Board of Supervisors

RESOLUTION NO. 5 OF 2020

RESOLUTION INTRODUCED BY CHAIRMAN THOMAS

REAPPOINTING WARREN COUNTY ATTORNEY

RESOLVED, that Mary Elizabeth Kissane, be, and hereby is, reappointed as Warren County Attorney, effective January 1, 2020 for the term of office for which the current Board of Supervisors were elected, at the salary and compensation as established in the Salary and Compensation Plan for Warren County.

Warren County Board of Supervisors

RESOLUTION NO. 6 OF 2020

RESOLUTION INTRODUCED BY CHAIRMAN THOMAS

REAPPOINTING WARREN COUNTY AUDITOR

RESOLVED, that Carla Sherman, be, and hereby is, reappointed as Warren County Auditor effective January 1, 2020, for a term of office for which the current Board of Supervisors were elected, at the salary and compensation as established in the Salary and Compensation Plan for Warren County.

Warren County Board of Supervisors

RESOLUTION NO. 7 OF 2020

RESOLUTION INTRODUCED BY CHAIRMAN THOMAS

REAPPOINTING WARREN COUNTY PUBLIC DEFENDER

RESOLVED, that Marcy Flores be, and hereby is, reappointed as Public Defender for Warren County, effective January 1, 2020, for a term of office for which the current Board of Supervisors were elected, at the salary and compensation as established in the Salary and Compensation Plan for Warren County.

Warren County Board of Supervisors

RESOLUTION NO. 8 OF 2020

RESOLUTION INTRODUCED BY CHAIRMAN THOMAS

REAPPOINTING WARREN COUNTY PURCHASING AGENT

RESOLVED, that Julie Butler, be, and hereby is, reappointed as Warren County Purchasing Agent, effective January 1, 2020 for the term of office for which the current Board of Supervisors were elected, at the salary and compensation as established in the Salary and Compensation Plan for Warren County.