

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: APRIL 30, 2020

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS FRASIER
CONOVER
GERAGHTY
BEATY
BRAYMER
MCDEVITT
MERLINO
SIMPSON
STROUGH

MIKE SWAN, WARREN COUNTY TREASURER
FRANK THOMAS, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS DIAMOND
DRISCOLL
HOGAN
LEGGETT
MAGOWAN
SEEBER
WILD
JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
JEREMY SCRIME, SENIOR COMPUTER SYSTEMS ANALYST/PROGRAMMER

Please note, the following contains a summarization of the April 30, 2020 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<https://www.warrencountyny.gov/gov/comm/Archive/2020/finance/>

Note: As per Governor Cuomo’s Executive Order 202.1: “Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed”. All committee members and attendees participated by video or teleconference, aside from Supervisors Geraghty, McDevitt and Merlino who were physically present.

Mrs. Frasier called the meeting of the Finance Committee to order at 10:49 a.m.

Copies of the agenda were distributed to those present, those attending remotely accessed the agenda via the Warren County website; a copy of the agenda is on file with the meeting minutes.

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

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Commencing the agenda review, Mrs. Frasier asked for a motion to approve the requests for transfers of funds as provided in the agenda packet.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the May 15th Board Meeting.

Continuing to Agenda Item 2, privilege of the floor was extended to Mike Swan, *Warren County Treasurer*, who presented a request to refund taxes totaling \$31,878.52 for Town of Lake George Parcel No. 251.14-2-37, The Georgian Hotel, for years 2017-2020 as per court order. He noted that as per past practice, these requests were typically brought forth through the Environmental Concerns & Real Property Tax Services Committee, but were more appropriately addressed by the Finance Committee.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the May 15th Board Meeting.

Mr. Swan also provided a brief update on the dollar amounts of incoming and anticipated COVID-19 related funding.

Mrs. Frasier advised Agenda Items 3A-C pertained to referrals from the County Facilities Committee, which she outlined as follows:

- 3A) Airport - Request to close Capital Project Nos. H346, Environmental Assessment Airport Obstruction - remaining balance \$2,062.20, and H348, Airport Equipment Building Repair - remaining balance \$10,962.51, and return funds in each project to Budget Code A.892, Reserve, Airport Repair & Projects.

Motion was made by Mr. Strough, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the May 15th Board Meeting.

- 3B) Airport - Request to amend the County Budget in the amount of \$69,000 to reflect the receipt of CARES (*Coronavirus Aid, Relief and Economic Security*) Act funds.

Motion was made by Mr. Conover, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the May 15th Board Meeting.

- 3C) Buildings & Grounds - Request to close Capital Project No. H291, *Elevator Repair-Municipal Center*, and return remaining balance of \$41,800 to Budget Code A.871, *Reserve, Rehab County Buildings*.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the May 15th Board Meeting.

Moving on, Mrs. Frasier outlined Agenda Items 4A-B, referrals from the Health Services Committee, as follows:

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4A) Health Services - Request to amend the 2020 Budget in the amount of \$70,748 to reflect both the revenue and expenses related to new budget codes for COVID-19.

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

4B) Office for the Aging - Request to appropriate \$2,691 in DSRIP (*Delivery System Reform Incentive Payment*) funding from Budget Code A.691, Deferred Revenues, to various codes within the Office for the Aging budget to cover the salary and fringe costs associated with extending the term of the Aging Services Assistant-Temp position through May 1, 2020.

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 May 15th Board Meeting.

Mrs. Frasier advised Agenda Item 5 consisted of a referral from the Park Operations & Management Committee requesting to appropriate \$8,442.76 from Budget Code A.691.07, *Deferred Revenue-Galsight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maint.-Bldg/Property*, and authorize reimbursement in the same amount to the Village of Lake George for turf management work performed at the Charles R. Wood Park in November of 2019.

A motion was made by Mr. Geraghty and seconded by Mr. Merlino to approve the request. A brief discussion ensued relative to whether funding would be available to support the costs of managing the Wood Park in 2021 given the reductions in rental rates authorized by alternate resolutions, during which Kevin Hajos, *Superintendent of Public Works*, indicated they were already reviewing the budget to determine what expenses could be reduced. Mrs. Frasier called the question and the aforementioned motion was and carried unanimously to approve the request and the necessary resolution was authorized for the May 15th Board Meeting.

Agenda Item 6, Mrs. Frasier announced, included a referral from the Public Works Committee on behalf of the Department of Public Works requesting to establish the listing of road projects for 2020 as provided in the agenda packet.

Motion was made by Mr. McDevitt and seconded by Mr. Simpson to approve the request; discussion ensued with respect to the road projects listed, following which Mrs. Frasier called the question and the motion was carried unanimously thereby authorizing the necessary resolution for the May 15th Board Meeting.

Mrs. Frasier advised Agenda Item 7 pertained to a referral from the Support Services Committee on behalf of the Information Technology Department, requesting to appropriate \$95,000 from the Computer Reserve to the Information Technology budget to cover the anticipated cost for Microsoft Office license upgrades.

Motion was made by Mr. Geraghty, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the May 15th Board Meeting.

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Privilege of the floor was extended to Ryan Moore, *County Administrator*, to address Agenda Item 8, requests/items to be discussed by the County Administrator. Mr. Moore indicated a reporting of the transfers approved by his Office during the month of March 2020 was included in the agenda packet and he encouraged anyone with questions to contact him directly.

Concluding the agenda review, Mrs. Frasier advised Agenda Item 9 called for Finance Committee action to authorize the following items approved by the Personnel & Administration Committee: Personnel & Administration Committee Agenda Items 2 & 3.

The necessary motion was made by Mr. Geraghty, seconded by Mr. Strough and carried unanimously.

Mrs. Frasier offered privilege of the floor to anyone wishing to address the Committee on any matter; there being no one wishing to speak, on motion made by Mr. Conover, seconded by Mr. Simpson and carried unanimously, Mrs. Frasier adjourned the meeting at 11:04 a.m.

Respectfully submitted,
Amanda Allen, Clerk of the Board