

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: SEPTEMBER 3, 2020

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER  
CONOVER  
GERAGHTY  
BEATY  
BRAYMER  
MCDEVITT  
MERLINO  
SIMPSON  
STROUGH

OTHERS PRESENT:

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 HOGAN  
LEGGETT  
SEEBER  
WILD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR  
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
GINELLE JONES, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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*Please note, the following contains a summarization of the September 3, 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 were physically present aside from Supervisors Conover, Beaty and Strough who participated by video conference.*

Mrs. Frasier called the meeting of the Finance Committee to order at 11:16 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. McDevitt, seconded by Mr. Strough and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Commencing the agenda review, Mrs. Frasier asked for a motion to approve the requests for transfers of funds as provided in the agenda packet; the requested motion was made by Mr. McDevitt, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

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Mrs. Frasier indicated Agenda Item 2 pertained to a request from the County Treasurer to authorize Glens Falls National Bank & Trust Company to issue a letter of credit in the amount of \$253,500 on behalf of Warren County to Blue Shield of Northeastern New York as an alternative to pre-funding the health insurance account.

Mike Swan, *County Treasurer*, apprised this was a typical request from Blue Cross Blue Shield of Northeastern New York, who administered the County's health insurance claims, for a letter of credit from Glens Falls National Bank to provide them with the authority to reimburse themselves for the claims they paid on behalf of the County should a situation arise where the County could not do so. He noted the County had never missed a payment to them during his tenure as County Treasurer.

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 September 18<sup>th</sup> Board Meeting.

Mrs. Frasier advised Agenda Item 3 concerned a referral from the County Facilities Committee, *Buildings and Grounds*, involving a request to appropriate funds in the amount of \$25,000 from Budget Code A.871.00, *Reserve, Rehab County Buildings*, to Budget Code A.1620 413, *Buildings, Repair & Maint.- Bldg/Property*, for elevator repairs and upgrades.

Motion was made by Mr. Geraghty, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

Agenda Items 4A-B, Mrs. Frasier apprised, pertained to the following referrals from the Criminal Justice Committee, *Assigned Counsel*:

- 4A) Request to amend the County Budget in the amount of \$21,746 to reflect the receipt of New York State Office of Indigent Legal Services Hurrel-Harring Year 2 grant funds.

Motion was made by Mr. McDevitt, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

- 4B) Request to amend the County Budget in the amount of \$5,383 to reflect the receipt of New York State Office of Indigent Legal Services grant funding provided under Distribution #10 of Contract C1000052.

Motion was made by Mr. Merlino, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

Mrs. Frasier apprised Agenda Item 5 involved a referral from the Economic Growth & Development and Higher Education Committee, *Employment & Training Administration*, concerning a request to amend the County Budget in the amount of \$693,385.90 to reflect the receipt of Federal Workforce Investment and Opportunity Act and TANF funds for program year 2020.

Motion was made by Mr. McDevitt, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

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Agenda Item 6, Mrs. Frasier advised, concerned a referral from the Health Services Committee, *Public Health*, regarding a request to amend the County Budget in the amount of \$150,000 to reflect the receipt of funding from Health Research Institute (*HRI*) to support current expenses related to the COVID-19 pandemic.

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 September 18<sup>th</sup> Board Meeting.

Agenda Items 7A-C, Mrs. Frasier informed, pertained to the following referrals from the Public Safety Committee, *Office of Emergency Services*:

- 7A) Request to appropriate funds in the amount of \$677.22 from Budget Code A.895.00, *Computer Reserve Fund*, to Budget Code A.3640 220.1, *Civil Defense, Office Equipment - Reserve*, for the purchase of a new computer.

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 September 18<sup>th</sup> Board Meeting.

- 7B) Request to increase Capital Project H.254, *Fire Training Center Project*, in the amount of \$12,907.93 to reflect reimbursements received from Washington County through July 31, 2020.

Motion was made by Mr. Strough, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

- 7C) Request to amend the County Budget in the amount of \$14,364 to reflect the receipt of Local Emergency Management Performance grant funds.

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 September 18<sup>th</sup> Board Meeting.

Mrs. Frasier advised Agenda Items 8A-N pertained to the following referrals from the Public Works Committee:

*DPW-*

- 8A) Request to close several capital projects and return remaining funds to the funding source.
- 8B) Request to amend the County Budget in the amount of \$65,482.33 to reflect the transfer of surplus local match funds from various capital projects back to the funding source.
- 8C) Request to amend the County Budget in the amount of \$65,194.47 to reflect the transfer of surplus local match funds from various capital projects back to the funding source.
- 8D) Request to amend Capital Project No. H199, *Corinth Road (CR28)/Main Street/Broad Street Reconstruction*, to adjust the Federal, State and Local Match shares in reconciliation with final project costs and reimbursable funds.

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- 8E) Request to amend Capital Project No. H200, *Quaker Road Signal Improvements Project*, to adjust the Federal, State and Local Match shares in reconciliation with final project costs and reimbursable funds.
  - 8F) Request to increase Capital Project No. H200, *Quaker Road Signal Improvements Project*, in the amount of \$136,647.43 to reflect the addition of funding to cover a deficit in the project so that it can be closed.
  - 8G) Request to amend Capital Project No. H219, *Railroad Track Restoration Project*, to adjust the Federal, State and Local Match shares in reconciliation with final project costs and reimbursable funds.
  - 8H) Request to amend Capital Project No. H258, *Warrensburg Road (CR 3) over Stony Creek (Tannery Bridge) Project*, to adjust the Federal, State and Local Match shares in reconciliation with final project costs and reimbursable funds.
  - 8I) Authorizing the write-off of State and Federal receivables for several capital projects.
  - 8J) Request to increase Capital Project No. H384, *Horicon Avenue (CR 11) over Finkle Brook Culvert Replacement Project*, in the amount of \$23,155.56 to increase the Local Share in accordance with anticipated construction costs.
  - 8K) Request to amend the County Budget in the amount of \$98,018.60 to reflect the receipt of grant funds from the New York Department of State for the purchase of a mobile brine unit.

Motion was made by Mr. McDevitt, seconded by Mr. Geraghty and carried unanimously to approve Agenda Items 8A-K, as outlined above, and the necessary resolutions were authorized for the September 18<sup>th</sup> Board Meeting.

- 8L) Request for a transfer of funds in the amount of \$100,000 from the Contingent Account, *Budget Code A.1990 469*, to Budget Code A.9950 910, *Transfers-Capital Projects, Interfund Transfers*, to fund Capital Project H401, *Sagamore Road Retaining Wall*.

Mrs. Frasier stated Robert Lynch, *Deputy County Treasurer*, had contacted them to suggest that they consider allocating the funding from a different source to cover this expense. Mr. Swan recommended they allocate the funding from the Unappropriated Surplus Fund Balance because the balance in the Contingent Account had decreased significantly and there were still a few more months left before the end of the year.

Mr. McDevitt asked if \$100,000 was sufficient to cover the cost of the project and Mr. Geraghty replied the purpose of the \$100,000 was to cover the engineering costs of the project. Ms. Braymer inquired whether Sagamore Road was County-owned and Kevin Hajos, *Superintendent of Public Works*, responded the \$100,000 would only cover the costs of the engineering work on the project. Mr. Hajos advised he wanted to set aside the funding so they could move forward with a contract for the

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engineering work and get the design work finished as quickly as possible, with an estimated total project cost of \$1 million. He explained the purpose of the project was to repair the existing stone retaining wall with one of the options being to determine if they could save the existing wall, but this was not possible because of safety concerns due to the possibility of the wall collapsing as a result of a significant freeze/thaw this winter. He advised if this were to occur there would be no operations at The Sagamore Resort and would likely cause the water and sewer lines that ran underneath the roadway in this area that crossed the bridge to possibly collapse and open up into Lake George. He stated the first of the three proposals they had received was to put in a pre-cast concrete block retaining wall and taper that back towards the roadway. He mentioned this would involve them moving it into the Lake by approximately twelve feet to place this wall which would require permitting from several different agencies. He apprised the next proposal consisted of a poured type of retaining wall which would also involve digging in the Lake and putting down a foundation, pouring a concrete wall and then backfilling behind that wall to support the existing road. He mentioned the final proposal involved putting in soldier pile walls which consisted of drilling in columns or push columns into the existing bedrock and then between the columns concrete would be poured which would prevent them from having to work their way into the Lake. He stated permitting would still be required, but this option would be less obtrusive to Waters Edge Marina, the Lake and the Sagamore Resort; he added a significant amount of the work could be handled during the winter season with this option, while the others required the bulk of the work being done during the summer season which would impact The Sagamore Resort and Waters Edge Marina significantly. He advised the cost of the soldier piling was almost \$1 million and included all of the engineering work and permitting required to get in place, as well and while it appeared to be a substantial cost, it was not to repair that entire seventy foot of wall. He stated the other two proposals he mentioned cost about a half million dollars each, but they would be more intrusive and would have significant impact on Waters Edge Marina because the docks they had in place right now which were permitted through the Lake George Park Commission came up to the base of the retaining wall and pushing that wall an extra twelve feet would make that area unusable. He advised although the cost of the soldier piling was more, he was recommending this as the most appropriate route to take.

Mr. Strough questioned whether an RFP (*Request for Proposal*) would be released for the engineering work and Mr. Hajos replied in the negative, apprising the DPW has term agreements in place with Clark Patterson Lee for multi-disciplinary engineering services, as well as a firm for structural engineering services, which would be who they used for this project.

Ms. Braymer pointed out while this was an important project, she was unsure where it would fall on the list of priority projects for the County since the road was not a major thoroughfare and she wondering if anyone had approached The Sagamore Resort about contributing to the cost, as well as researching whether grant funding was available due to the potential for impacts on Lake George. Mr. Hajos responded he had discussed this with The Sagamore Resort and the main concern they expressed was that they wanted to ensure there was no impact to their business. He stated while the bridge did belong to them, the County was not doing any work on that, but rather the work would be completed on the retaining wall that held up the County Road which is why The Sagamore Resort would not be contributing to the cost. In regard to grant funding, Mr. Hajos informed he could seek grant funding; however, he noted, most of the County-owned roads were ineligible for Federal Aid funding, as the work on them was mostly funded by the County or with CHIPS (*Consolidated Local Street and Highway Improvement*

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Program) funding which meant there was minimal grant funding available to pay for the project.

A discussion ensued during which Ryan Moore, *County Administrator*, suggested they consider auctioning off the old stones when the project was completed. Mr. Hajos advised when the project was put out to bid they could include a proposal to the contractor to save the stone retaining wall and then it could be stored until the County put out a bid to sell it or it could be offered to a historical society. Mr. Hajos stated he believed if they offered it to the public it would have to be offered to anyone interested which is why a bid would be required.

Motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried by majority vote, with Ms. Braymer voting in opposition, to authorize the appropriation of funds in the amount of \$100,000 from the General Fund Unappropriated Fund Balance to cover the cost of the engineering costs work on The Sagamore Road Retaining Wall and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

8M) Request to create Capital Project H401, *Sagamore Road Retaining Wall*, in the amount of \$100,000. *Note: This request was not approved in advance by the Public Works 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 September 18<sup>th</sup> Board Meeting.

*Parks, Recreation & Railroad -*

8N) Request for a transfer of funds in the amount of \$4,600 from the Contingent Account, *Budget Code A.1990 469*, to Budget Code A.7113 417, *Railroad, Water/Sewer/Taxes*, to cover tax and utility costs associated with the Warren County railroad.

Motion was made by Mr. Simpson, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

Agenda Item 9, Mrs. Frasier advised, concerned a referral from the Support Services Committee, *Weights & Measures*, involving a request for a transfer of funds in the amount of \$21,985.66 from the Contingent Account to Budget Code A.6610 110, *Weights & Measures, Salaries-Regular*, to cover the shortfall caused by the retirement payout to the prior Director of Weights & Measures.

Mr. Simpson mentioned he had read the information Don Lehman, *Director of Public Affairs*, had released regarding Jeff Woodell, *Director, Weights & Measures*, reconfiguring the back of the County truck he used which resulted in significant savings and he commended him for this.

Motion was made by Mr. Simpson, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting.

Mrs. Frasier stated Agenda Item 10 pertained to a Request from the Clerk of the Board for a transfer of funds in the amount of \$59,000 from the Contingent Account, *Budget Code A.1990 469*, to Budget Code A.1185 435, *Medical Examiners & Coroners, Medical Fees*. All but approximately \$300 of the \$100,000

budget has been expended to date.

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 September 18<sup>th</sup> Board Meeting.

Mrs. Frasier informed Agenda Items 11A-J involved the following Requests/Items to be Discussed by the County Administrator:

11A) Journal Reports of transfers approved by the County Administrator staff during the month of June 2020. *Report provided for informational purposes.*

Mr. Moore advised he would like to provide an update regarding the gym inspections, apprising so far twenty-five gyms had filled out applications to reopen which was the first step and was not denied by the County as long as their application was complete. He said once they submitted an application the gyms were approved to reopen and an inspection was scheduled. He stated of those twenty-five gyms, twenty-three of them were ready to reopen immediately and two of them elected to hold off. He informed the County had inspectors assigned to the twenty-three gyms that were ready to reopen and thus far eight inspection reports had been submitted indicating the gyms had passed inspection; he added that only one gym was having an issue with their ability to certify that their HVAC (*Heating, Ventilation and Air Conditioning*) was in compliance, which they were working with the NYS DOH (*New York State Department of Health*) to rectify because those requirements were confusing. He indicated the fact that they had only received eight inspections back did not mean only eight inspections had been completed, as there were inspectors working in the field that were compiling their information and had not dropped off the reports yet. He apprised things were running smoothly thus far, as twenty-five applications was significantly less than what they thought they would receive which he equated to the smaller gyms who did meet the staffing requirements were trying to determine whether it was worthwhile to reassign staff to those gyms so they could reopen them. He indicated this was why he believed they had not received a massive influx of applications and the workload was manageable.

11B) Request to appropriate funds in the amount of \$50,000 from the Insurance Reserve, *Budget Code A.893.00*, to Budget Code A.4010 419, *Health Services, Settlements*, to cover NYMIR insurance settlement deductibles from 2019.

11C) Request for a transfer of funds in the amount of \$2,500 from the Budget Code D.5110 418, *County Road, Maintenance of Roads, Insurance-General Liability*, to Budget Code D.5010 419, *County Roads, Highway Administration, Settlements*, to cover NYMIR insurance settlement deductibles from 2019.

Mr. Moore informed when the insurance company handled a case for the County that went into litigation the insurance company was responsible for paying legal costs and the County was responsible for covering the cost of damages and settlements up to the deductible on the County's insurance policy. He apprised Agenda Items 11B and C pertained to three invoices that were received by the County last year, the first of which involved Agenda Item 11B, regarding the deductible for the McNulty case which the full Board had authorized a settlement for sometime during late 2018 or early 2019; he said the County was responsible for paying \$50,000 toward that settlement. He stated the invoice had been received in

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September of last year, but the fiscal year was closed out before the invoice was paid.

In regard to Agenda Item 11C, Mr. Moore informed the first invoice in the amount of \$2,500, which was within the \$10,000 insurance deductible, concerned the Hubert case and the other one in the amount of \$5,884.49 involved the JEHM Holding Corporation case from a few years ago. He advised no action was required on the amount for the JEHM case because the expense was absorbed within the County's Attorney's Budget. He advised there were no appropriations available to pay the \$50,000 or \$2,500 deductibles at this time which was why he was requesting to appropriate \$50,000 from the Insurance Reserve to cover the deductible of the McNulty case and to transfer funds in the amount of \$2,500 within the DPW Budget to cover the cost of the Hubert case.

Motion was made by Mr. Simpson, seconded by Mr. Merlino and carried unanimously to approve Agenda Items 11B and C as outlined above and the necessary resolutions were authorized for the September 18<sup>th</sup> Board Meeting.

- 11D) Request to authorize application of the 2020 Deficit Reduction Plan which will include the transfer of funds from the 2020 Budget to the Contingent Account as per the schedule provided. *Note: Plan is still under review and will be distributed when finalized.*

Mr. Moore apprised he had determined the appropriate way to handle this was through a budget transfer and create a distinct Contingent Account which was separate from the normal Contingent Account for use as part of the Deficit Reduction Program. He mentioned the reason for creating a separate account was to move these appropriations out and then at the end of the year roll all of these funds back into the Unappropriated Surplus Fund Balance. He suggested they hold off on taking any action on this item until the Plan was finalized. He said it had been his intention to have the Plan finalized a few days before this meeting to allow the Committee member sufficient time for review, but this did not occur and he would return to Committee for approval once it was completed.

- 11E) On behalf of the Department of Public Works - Request to authorize a new agreement with the lowest responsible bidder, to be determined subsequent to the September 17<sup>th</sup> bid opening, for general construction contract work associated with Phase 3 of the Court Space Expansion Project.
- 11F) On behalf of the Department of Public Works - Request to authorize a new agreement with the lowest responsible bidder, to be determined subsequent to the September 17<sup>th</sup> bid opening, for plumbing contract work associated with Phase 3 of the Court Space Expansion Project.
- 11G) On behalf of the Department of Public Works - Request to authorize a new agreement with the lowest responsible bidder, to be determined subsequent to the September 17<sup>th</sup> bid opening, for electrical contract work associated with Phase 3 of the Court Space Expansion Project.
- 11H) On behalf of the Department of Public Works - Request to authorize a new agreement with the lowest responsible bidder, to be determined subsequent to the September 17<sup>th</sup> bid opening, for HVAC contract work associated with Phase 3 of the Court Space Expansion Project.

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Mr. Moore asked Mr. Hajos to speak to Agenda Items 11E-H. Mr. Hajos apprised all four of the requests pertained to contracts that would be awarded just prior to the September 18<sup>th</sup> Board Meeting for general construction, plumbing, electrical and HVAC work associated with Phase 3 of the Court Space Expansion Project which encompassed the Supreme Court Judge area, the County Court Clerk's area and the District Attorney's Office. He mentioned the original plan had been to complete the bulk of the general construction work in-house during the beginning of the year, but when the pandemic occurred that work was put on hold. He said if County employees began the work now what would likely occur was the work would have to be put on hold when the winter season began which would conflict with some of the electrical and plumbing work which had to be contracted out. He said in light of this he believed it was appropriate to put all of the work out to bid, all of which would be awarded to the lowest responsible bidders just prior to the September 18<sup>th</sup> Board Meeting.

In regard to the demands for the space in the Court Facilities, Mr. Moore apprised there were certain necessities from the County's point of view, which first and foremost among them was to continue Grand Jury proceedings so the intent was to move forward with this with the understanding it would not interfere with the District Attorney's ability to conduct a Grand Jury and they wanted to ensure OCA (*Office of Court Administration*) was aware of this. Mr. Hajos added the OCA had submitted a plan to begin holding court proceedings with a jury, but their plan may change slightly when the work commenced; however, he noted, he would ensure they had the space they needed whenever Grand Jury proceedings were held. He stated the plan was for Supreme Court Judge Auffredou to be moved to the temporary court space with his staff with the work in their area being completed by December 31<sup>st</sup> which was the date included in the contract they were awarding and then they would move Judge Auffredou and his staff back into their area and they would begin work on the County Court Clerk's area and move them and their staff into the temporary court space with a deadline in April of next year for that work to be completed. He informed immediately following the completion of the County Court Clerk's area they would begin working on the District Attorney's Office which was scheduled to be completed no later than September of 2021 with limited impacts to Grand Jury proceedings.

Ms. Braymer asked if there was any additional cost to the County Budget by contracting this work out instead of completing it in-house and Mr. Hajos replied affirmatively, explaining there would be a slight increase in the cost. He indicated the intent had always been to put out an RFP for the electrical, plumbing and HVAC work, with the sheet rock and demolition work being completed in-house; however, he noted, there was funding remaining in the Court House Expansion Capital project to pay for the additional cost, as he did not believe they would come close to fully expending the funds available in that project. Ms. Braymer voiced her support of the plan in order to keep the disruption as minimal as possible.

Motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried unanimously to approve Agenda Items 11E-H as outlined above and the necessary resolutions were authorized for the September 18<sup>th</sup> Board Meeting.

- 11I) On behalf of the Health Services Department - Request to amend agreement with the NYSDOH Bureau of Immunization to accept additional funding in the amount of \$14,105 under the Immunization Action Plan Grant to expand and enhance local health department's influenza

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vaccine promotion, education, outreach and mass vaccination activities to prepare agency for COVID-19 vaccination campaigns.

- 11J) On behalf of the Health Services Department - Request to amend the County budget in the amount of \$14,105 to reflect the receipt of additional funding received under the Immunization Action Plan Grant.

Mr. Moore informed Agenda Items 11I and J pertained to the State providing funding to the local County Health Departments to handle the Coronavirus and Influenza at the same time by making available Immunization Action Plan Grant funding to assist the County's for the purpose of expanding upon their vaccination promotion, education and outreach services. Ginelle Jones, *Director of Public Health/Patient Services*, apprised the day after the August 24<sup>th</sup> Health Services Committee meeting she was notified about the additional funding which she did not want to hold off on for an additional month because they wanted to take advantage of the outreach and education services to ensure individuals were immunized against influenza in preparation of immunizing against COVID-19.

Motion was made by Mr. Geraghty, seconded by Mr. McDevitt and carried unanimously to approve Agenda Items 11H-J as outlined above and the necessary resolutions were authorized for the September 18<sup>th</sup> Board Meeting.

Concluding the agenda review, Mrs. Frasier advised Agenda Item 12 called for Finance Committee action to authorize the following items approved by the Personnel & Administration Committee: Personnel & Administration Committee Agenda Items 2A-B, 3, 4, 5

Amanda Allen, *Clerk of the Board*, interjected due to the number of changes that had been made to the Personnel & Administration agenda this month the attachments were correct, but the item numbers listed in this request were wrong; she advised the Items to be approved were actually Items 3A-B, 4, 5 and 6.

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

Mrs. Frasier asked Mr. Lehman whether there were any comments and/or questions from the public and Mr. Lehman replied in the negative; however, he noted, it appeared as if Mr. Conover would like to comment on something.

Mr. Conover asked Mr. Hajos for a ballpark figure on how much the Town of Bolton would be paying for the County-owned Bridge they were considering purchasing and Mr. Hajos replied the sale price if the Town of Bolton decided to go through with the purchase would be slightly more than \$100,000. Mr. Conover advised the Town of Bolton was happy to assist the County by purchasing the bridge which the County did not need but the Town could benefit from. He stated he was bringing this up to ensure that everyone was aware that the County and Town Highway Departments worked well together on improvements within the County and he did not believe a community should be held hostage when there was emergency infrastructure situations.

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Mr. Merlino mentioned there was an error in the article featured in *The Post Star* regarding the occupancy tax figures, as it had referenced \$36,000, but it was only \$18,000 for the County. Ms. Braymer added there was also an article featured pertaining to Washington County entering into a contract with Airbnb, apprising she was hopeful Warren County would get the contract with them moving along, as well.

There being no further business to come before the Finance Committee, on motion made by Mr. Simpson, seconded Mr. Merlino by and carried unanimously, Mrs. Frasier adjourned the meeting at 11:57 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board