

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: SUPPORT SERVICES**

**DATE: AUGUST 24, 2020**

---

---

**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: MAGOWAN  
LEGETT  
WILD  
BRUNO  
DRISCOLL  
HOGAN  
SHEPLER

**OTHERS PRESENT:**

PAM VOGEL, COUNTY CLERK  
JEFF WOODELL, DIRECTOR, WEIGHTS & MEASURES  
FRANK E. THOMAS, CHAIRMAN OF THE BOARD  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
KEVIN B. GERAGHTY, BUDGET OFFICER  
SUPERVISORS BRAYMER  
CONOVER  
FRASIER  
MCDEVITT  
SEEBER  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
GINELLE JONES, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES  
DON LEHMAN, DIRECTORS OF PUBLIC AFFAIRS  
JEREMY SCRIME, SENIOR COMPUTER SYSTEMS ANALYST/PROGRAMMER  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

---

---

*Please note, the following contains a summarization of the August 24, 2020 Meeting of the Support Services 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/support/>*

***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”. Supervisors Magowan, Wild , Driscoll and Shepler who were physically present, while Supervisors Leggett, Bruno and Hogan participated via video conference.***

Mr. Magowan called the Support Services meeting to order at 10:52 a.m.

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

Copies of the County Clerk and Weights & Measures agendas were distributed to those in attendance and those participating virtually accessed the agendas via the Warren County website; *copies of the agendas are on file with the meeting minutes.*

Privilege of the floor was presented to Pam Vogel, *County Clerk*, who presented a request for a transfer of funds from Budget Code A.1410 110, *County Clerk, Salaries-Regular*, to Budget Code A.1410 120, *County Clerk, Salaries-Overtime*, in the amount of \$2,000 to cover the cost of anticipated overtime for the remainder of 2020.

Motion was made by Mr. Bruno, seconded by Mr. Driscoll and carried unanimously to approve the and refer same to the Finance Committee. *A copy of the request for Transfer of Funds form is on file with the minutes.*

---

---

Concluding her agenda review, Ms. Vogel provided an update on the Department of Motor Vehicles (*DMV*) Office which was still operating on an appointment only basis. She also noted a vacancy in the DMV which she would be asking the Committee for permission to fill at a future meeting.

There being no further County Clerk business to address, privilege of the floor was extended to Jeff Woodell, *Director, Weights & Measures*, who presented a request for a transfer of funds in the amount of \$21,985.66 from Budget Code A.1990 469, *Contingent Account, Other Payments/Contributions*, to Budget Code A.6610 110, *Weights & Measures, Salaries-Regular*, to cover a deficit. He explained the shortage in salary code was caused by the retirement payout to the former Director of Weights & Measures upon his departure.

Motion was made by Mr. Wild, seconded by Mr. Driscoll and carried unanimously to approve the request for a transfer of funds and refer same to the Finance Committee. *A copy of the request for Transfer of Funds form is on file with the minutes.*

Mr. Magowan inquired if any public comments had been submitted and Don Lehman, *Director of Public Affairs*, replied in the negative.

As there was no further business to come before the Support Services Committee, on motion made by Ms. Shepler, seconded by Mr. Driscoll and carried unanimously, Mr. Magowan adjourned the meeting at 11:10 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist