

# Warren County Board of Supervisors

## AGENDA FRIDAY FEBRUARY 19, 2021 BOARD MEETING



**10:00 a.m. Call Meeting to Order**

**Pledge of Allegiance - Supervisor Driscoll**

**Roll Call**

**Motion to approve minutes of the January 15, 2021 Board Meeting, subject to correction by the Clerk of the Board**

**Presentation of Employee of the Month Award**

**Chair declares public hearing open on possible submission of one or more Community Development Block Grant (CDBG) applications for the 2020 program year and requests Clerk of the Board read the Notice of Public Hearing aloud - privilege of the floor extended to anyone wishing to be heard on this matter**

**Report by the Chair of the Board**

**Reports by Committee Chairs**

**Report by County Administrator**

**Report by County Attorney**

**Reading of Communications**

**Reading of Resolutions**

**Discussion and Public Comment on Proposed Resolutions**

**Requests for roll call votes**

**Vote on Resolutions**

**Privilege of the Floor and Public Comment**

**Announcements**

**Motion to Adjourn**

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
24	ROLL CALL	<b>EXECUTIVE - MAKING SUPPLEMENTAL APPROPRIATIONS</b>
25	ROLL CALL	<b>FINANCE - AMENDING WARREN COUNTY BUDGET FOR 2021 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY</b>
26		<b>COUNTY FACILITIES (<i>AIRPORT</i>) - AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION/NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR THE CONSTRUCTION OF THE REHABILITATE TAXIWAY LIGHTING PROJECT FOR THE WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT</b>
27		<b>CRIMINAL JUSTICE (<i>DISTRICT ATTORNEY</i>) - AUTHORIZING EXTENSION OF AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES FOR THE STATE AID TO PROSECUTION GRANT FOR THE DISTRICT ATTORNEY'S OFFICE</b>
28		<b>ECONOMIC GROWTH &amp; DEVELOPMENT (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>) - AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE HOUSING TRUST FUND CORPORATION OFFICE OF COMMUNITY RENEWAL FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING</b>
29		<b>HEALTH SERVICES (<i>HEALTH SERVICES DEPARTMENT</i>) - AUTHORIZING CONTINUATION OF A LEASE AGREEMENT WITH HUDSON HEADWATERS HEALTH NETWORK FOR USE OF SPACE AT THE WARRENSBURG HEALTH CENTER FOR PUBLIC HEALTH'S MONTHLY WIC CLINIC</b>
30		<b>HEALTH SERVICES (<i>HEALTH SERVICES DEPARTMENT</i>) - APPOINTING PAUL BACHMAN, M.D. AS MEDICAL DIRECTOR FOR THE HEALTH SERVICES DIVISION OF HOME CARE</b>
31		<b>HEALTH SERVICES (<i>HEALTH SERVICES DEPARTMENT</i>) - APPOINTING WILLIAM BORGOS, M.D. AS MEDICAL DIRECTOR FOR THE HEALTH SERVICES DIVISION OF PUBLIC HEALTH</b>

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32		<b>HEALTH SERVICES (HEALTH SERVICES DEPARTMENT) - APPOINTING MEMBERS OF THE LOCAL EARLY INTERVENTION COORDINATING COUNCIL (LEICC) FOR THE EDUCATION OF PHYSICALLY HANDICAPPED CHILDREN'S PROGRAM</b>
33		<b>HEALTH SERVICES (HEALTH SERVICES DEPARTMENT) - APPOINTING MEMBERS OF PROFESSIONAL ADVISORY COMMITTEE FOR THE HEALTH SERVICES DEPARTMENT</b>
34		<b>HUMAN SERVICES (DEPARTMENT OF SOCIAL SERVICES) - AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS AND THE WARREN COUNTY TREASURER TO EXECUTE AN APPLICATION FOR YOUTH PROGRAM FUNDS FROM THE NEW YORK STATE OFFICE OF CHILDREN &amp; FAMILY SERVICES AS OUTLINED IN THE 2020 RESOURCE ALLOCATION PLAN</b>
35		<b>HUMAN SERVICES (DEPARTMENT OF SOCIAL SERVICES) - AUTHORIZING AGREEMENT WITH COUNCIL FOR PREVENTION OF ALCOHOL AND SUBSTANCE ABUSE, INC. FOR THE YOUTH COURT PROGRAM</b>
36		<b>HUMAN SERVICES (DEPARTMENT OF SOCIAL SERVICES) - AUTHORIZING AGREEMENTS BETWEEN WARREN COUNTY AND THE TOWNS OF WARREN COUNTY FOR REIMBURSEMENT OF A PORTION OF THE COSTS FOR RECREATIONAL PROGRAMS</b>
37		<b>PUBLIC SAFETY (OFFICE OF EMERGENCY SERVICES) - AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES UNDER THE FY21 STATE HOMELAND SECURITY GRANT PROGRAM FOR THE OFFICE OF EMERGENCY SERVICES</b>
38		<b>PUBLIC SAFETY (OFFICE OF EMERGENCY SERVICES) - AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES FOR FY21 LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT FUNDING FOR THE OFFICE OF EMERGENCY SERVICES</b>

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39		<b>PUBLIC SAFETY (OFFICE OF EMERGENCY SERVICES)</b> - AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES FOR THE FY21 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT FOR THE LOCAL EMERGENCY PLANNING COMMITTEE (OFFICE OF EMERGENCY SERVICES)
40		<b>PUBLIC WORKS (DPW)</b> - AWARDING BID AND AUTHORIZING AGREEMENT WITH LOWEST RESPONSIBLE BIDDER FOR WARREN COUNTY 2021 HIGHWAY PROJECTS (WC 63-20)
41		<b>PUBLIC WORKS (DPW)</b> - AWARDING BID AND AUTHORIZING AGREEMENT WITH ROZELL EAST, INC. TO PROVIDE CRANE SERVICES FOR THE DEPARTMENT OF PUBLIC WORKS (WC 69-20)
42		<b>PUBLIC WORKS (DPW)</b> - AUTHORIZING CHANGE ORDER WITH NEW CASTLE PAVING LLC. FOR CONSTRUCTION SERVICES FOR CAPITAL PROJECT H377, SUNNYSIDE ROAD (CR 54) AND SUNNYSIDE EAST (CR 39) PAVEMENT PRESERVATION PROJECT, TOWN OF QUEENSBURY (WC 24-20) AND AUTHORIZING THE SUPERINTENDENT OF PUBLIC WORKS TO EXECUTE SUCH CHANGE ORDER
43		<b>PUBLIC WORKS (DPW)</b> - RESOLUTION DECLARING WARREN COUNTY THE SEQRA LEAD AGENCY FOR THE HORICON AVENUE (CR 11) OVER FINKLE BROOK CULVERT REPLACEMENT PROJECT AND AUTHORIZING THE SUPERINTENDENT OF PUBLIC WORKS TO EXECUTE THE SEQRA ENVIRONMENTAL ASSESSMENT AND NEGATIVE DECLARATION FORM
44		<b>PUBLIC WORKS (DPW)</b> - AMENDING RESOLUTION NO. 423 OF 2020, WHICH AUTHORIZED AN AGREEMENT WITH LOWEST RESPONSIBLE BIDDER FOR FIRE SUPPRESSION INSPECTION AND MAINTENANCE FOR FUELING FACILITIES LOCATED THROUGHOUT WARREN COUNTY, TO CHANGE THE CONTRACT TERMS
45		<b>PUBLIC WORKS (DPW)</b> - RESOLUTION SUPPORTING THE VILLAGE OF LAKE GEORGE'S REQUEST TO CHANGE THE NAME OF WEST BROOK ROAD TO SEN. ELIZABETH O'C LITTLE BOULEVARD
46		<b>TOURISM &amp; OCCUPANCY TAX COORDINATION (TOURISM)</b> - AUTHORIZING AGREEMENT WITH BENCHMARK PRINTING, INC. FOR PRINTING OF THE 2021 WARREN COUNTY ALL SEASONS TRAVEL GUIDE FOR THE TOURISM DEPARTMENT

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47		<b>TOURISM &amp; OCCUPANCY TAX COORDINATION (<i>TOURISM</i>)</b> - AUTHORIZING CONTINUATION OF THE INTERMUNICIPAL AGREEMENT WITH THE VILLAGE OF LAKE GEORGE TO PROVIDE FUNDING FOR PROMOTION SPACE WITHIN THE LAKE GEORGE VISITOR CENTER
48	ROLL CALL	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION</b> - AMENDING TABLES OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2021
49		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (<i>CLERK OF THE BOARD</i>)</b> - ADOPTING WARREN COUNTY TRAVEL, EDUCATION AND VEHICLE USE POLICY
50		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (<i>HUMAN RESOURCES</i>)</b> - AMENDING SALARY SCHEDULE IN THE 2021 SALARY AND COMPENSATION PLAN TO CORRECT CLERICAL ERROR
51		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (<i>INFORMATION TECHNOLOGY</i>)</b> - AMENDING RESOLUTION NO. 486 OF 2019, WHICH AUTHORIZED AN AGREEMENT WITH CATALOG & COMMERCE SOLUTIONS FOR WEBSITE RE-DESIGN FOR WARREN COUNTY (WC 70-19), TO INCLUDE SUPPORT AND MAINTENANCE
52		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (<i>INFORMATION TECHNOLOGY</i>)</b> - RATIFYING THE ACTIONS OF THE INFORMATION TECHNOLOGY DEPARTMENT IN EXECUTING A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES TO BOLSTER CYBER-SECURITY
53		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (<i>OFFICE OF EMERGENCY SERVICES</i>)</b> - AMENDING RESOLUTION NO. 70 OF 2020, AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2020 AND 2021, TO CHANGE THE SALARY OF THE COUNTY FIRE COORDINATOR - TEMPORARY FOR THE OFFICE OF EMERGENCY SERVICES
54		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (<i>OFFICE OF EMERGENCY SERVICES</i>)</b> - AMENDING RESOLUTION NO. 397 OF 2020, AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2020, TO EXTEND THE DELETION DATE OF THE FIRE COORDINATOR/DIRECTOR FOR THE OFFICE OF EMERGENCY SERVICES

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<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
55	ROLL CALL	<b>FINANCE (<i>COUNTRYSIDE ADULT HOME</i>)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE COUNTRYSIDE REHABILITATION RESERVE TO THE COUNTRYSIDE ADULT HOME BUDGET TO FUND BOILER REPAIRS AT COUNTRYSIDE ADULT HOME; AMENDING WARREN COUNTY BUDGET FOR 2021
56	ROLL CALL	<b>FINANCE (<i>DPW</i>)</b> - ESTABLISHING 2021 AND 2022 ROAD FUND PROJECTS AND AMENDING WARREN COUNTY BUDGET FOR 2021
57	ROLL CALL	<b>FINANCE (<i>INFORMATION TECHNOLOGY</i>)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE COMPUTER RESERVE FUND TO VARIOUS DEPARTMENTAL BUDGETS; AMENDING 2021 WARREN COUNTY BUDGET
58	ROLL CALL	<b>FINANCE (<i>OFFICE OF EMERGENCY SERVICES</i>)</b> - INCREASING CAPITAL PROJECT NO. H254, FIRE TRAINING CENTER PROJECT; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2021
59		<b>FINANCE (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>)</b> - AUTHORIZING COUNTY TREASURER TO CLOSE CD74 (COUNTRYSIDE ADULT HOME) PROJECT
60	ROLL CALL	<b>FINANCE (<i>REAL PROPERTY TAX SERVICES</i>)</b> - AUTHORIZING THE APPROPRIATION OF ADDITIONAL FUNDS FROM THE ENVIRONMENTAL TESTING RESERVE FUND TO THE REAL PROPERTY TAX SERVICES BUDGET TO PAY ATLANTIC TESTING LABORATORIES FOR ADDITIONAL ASBESTOS PROJECT MONITORING FEES FOR TOWN OF QUEENSBURY TAX MAP PARCEL NO. 302.8-1-2 (275 BAY ROAD); AND AMENDING 2021 WARREN COUNTY BUDGET
61		<b>FINANCE (<i>TREASURER</i>)</b> - CANCELLING OR CORRECTING OF ASSESSMENTS AND REFUNDS OR CHARGEBACKS OF TAXES FOR PILOT PAYMENTS MADE IN 2020 <i>RESOLUTION AMENDED AFTER MAILING</i>
62	ROLL CALL	<b>EXECUTIVE</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE INFORMATION TECHNOLOGY BUDGET; AMENDING 2021 WARREN COUNTY BUDGET

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<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
63	ROLL CALL	<b>EXECUTIVE</b> - RESOLUTION AMENDING THE WARREN COUNTY FOIL POLICY AND THE PRIOR CHAIRS OF THE BOARD OF SUPERVISORS TO DECIDE AND SIGN FOIL APPEALS WHEN THERE IS A CONFLICT OF INTEREST WITH THE FOIL APPEALS OFFICER <i>RESOLUTION AMENDED FROM THE FLOOR AT THE BOARD MEETING</i>
64		<b>EXECUTIVE</b> - AMENDING RESOLUTION NO. 20 OF 2021, APPOINTING MEMBERS TO THE WARREN-WASHINGTON COUNTIES INDUSTRIAL DEVELOPMENT AGENCY AND CIVIC DEVELOPMENT CORPORATION, TO INCLUDE WASHINGTON COUNTY APPOINTMENTS
65		<b>EXECUTIVE</b> - RESOLUTION TO COMMIT TO FUNDING TO ADDRESS THE NEEDS AT COUNTRYSIDE ADULT HOME PURSUANT TO THE BEARDSLEY REPORT  <i>RESOLUTION NOS. 24-65 WERE DISTRIBUTED TO THE BOARD OF SUPERVISORS AND POSTED TO THE WARREN COUNTY WEBSITE ON TUESDAY FEBRUARY 16, 2021</i>
66		<b>SUPERVISORS BRAYMER AND GERAGHTY</b> - WAIVING THE RULES OF THE BOARD REQUIRING THAT RESOLUTIONS BE PROVIDED TO THE MEMBERS OF THE BOARD OF SUPERVISORS ON THE TUESDAY PRIOR TO A REGULAR BOARD MEETING REGARDING A RESOLUTION APPOINTING COUNTY FIRE COORDINATOR
67		<b>SUPERVISORS SHEPLER AND MAGOWAN</b> - APPOINTING COUNTY FIRE COORDINATOR  <i>RESOLUTION NO. 67 OF 2021 WAS PRESENTED IN ADVANCE AS FLOOR RESOLUTION NO. 1, BECAUSE IT WAS NOT APPROVED BY A COMMITTEE, A WAIVING OF THE RULES WAS REQUIRED</i>
68		<b>SUPERVISORS CONOVER AND BEATY</b> - WAIVING THE RULES OF THE BOARD REQUIRING THAT RESOLUTIONS BE PROVIDED TO THE MEMBERS OF THE BOARD OF SUPERVISORS ON THE TUESDAY PRIOR TO A REGULAR BOARD MEETING REGARDING A RESOLUTION AMENDING THE RULES OF THE BOARD
69		<b>SUPERVISORS SHEPLER AND BRAYMER</b> - RESOLUTION ALTERING THE STANDING RULES OF THE BOARD, AS ADOPTED BY RESOLUTION NO. 6 OF 2021, TO MAKE CHANGES TO THE STANDING COMMITTEE LIST  <i>RESOLUTION NO. 69 OF 2021 WAS APPROVED FROM THE FLOOR AT THE BOARD MEETING AND THEREFORE A WAIVING OF THE RULES WAS REQUIRED</i>

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***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"***

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 10:02 a.m.

Ms. Rachel E. Seeber presiding.

Salute to the flag was led by Supervisor Driscoll.

Roll called, the following members present:

Supervisors Conover, Diamond, McDevitt, Braymer, Bruno, Driscoll, Frasier, Smith, Hogan, Dickinson, Merlino, Strough, Wild, Magowan, Beaty, Shepler, Geraghty and Seeber-18 Absent -2 Supervisors Leggett and Thomas.

Supervisors Diamond, Braymer, Driscoll, Frasier, Hogan, Merlino, Wild, Magowan, Shepler, Geraghty and Seeber were physically present, while Supervisors Conover, McDevitt, Bruno, Smith, Dickinson, Strough and Beaty attended virtually.

Chairwoman Seeber noted a motion was necessary to approve the minutes of the January 15, 2021 Board Meeting, subject to correction by the Clerk of the Board. The necessary motion was made by Supervisor Geraghty, seconded by Supervisor Diamond and carried unanimously.

Supervisor Leggett entered the meeting at 10:03 a.m.

Continuing to the presentation of the Employee of the Month Award by Ryan Moore, *County Administrator*, and Supervisor Braymer, Mr. Moore apprised they were pleased to continue the theme they had used for the selection of the Employee of the Month that pertained to employees who had been key to assisting the County during the Coronavirus pandemic for which there were far too many to acknowledge. He informed Ginelle Jones, *Director, Public Health/Patient Services*, had been selected as Employee of the Year for 2020, last month Pat Belden, *Assistant Director, Public Health*, had been selected as the January Employee of the Month and the individual they selected for this month was an individual who had assisted the County from a communications standpoint. He said this individual had worked everyday with Don Lehman, *Director of Public Affairs*, to ensure the County had up-to-date and useful information on their COVID-19 hub which was in addition to her regular job duties with the Planning & Community Development Department where she had handled issues with the Census and other issues that were important to this County. He advised he was pleased to announce the February Employee of the Month was Sara Frankenfeld, *GIS Administrator, Planning & Community Development*, informing there were a few individuals present who would like to speak to Ms. Frankenfeld's accomplishments, the first of whom was Mr. Lehman.

Mr. Lehman read aloud a brief statement regarding how Ms. Frankenfeld had assisted him with the County's communication efforts during the pandemic as follows: Ms. Frankenfeld had gone above and beyond to keep Warren County residents informed throughout the pandemic serving as the sole webmaster for the Warren County COVID-19 Hub website since the pandemic took hold in the County last spring. He said this consisted of updating this site every day, sometimes several times a day, weekends, at night, during holidays, as well as reorganizing this website numerous times as we blew through phases of the shutdown, business re-openings, vaccine distribution and the holiday surge of COVID-19 cases. He mentioned this website has gotten thousands of views and clicks per day which was proof this had been an important resource during this pandemic. In addition to overseeing the COVID Hub, Ms. Frankenfeld has taken on numerous projects to assist our Tourism & Hospitality Communications Group, updating trail maps on the recreation mapper website to notify individuals where they could use trails and socially distance, creating a well received promotional website for snowshoeing and a project to raise awareness about the trees that made the environment special. He informed she also oversaw the 2020 Census effort in Warren County which from the Federal level was one restart after another, all while also handling her regular duties for the Planning & Community Development Department. Mr. Lehman remarked he would like to thank Ms. Frankenfeld for all that she did to assist him with keeping everyone informed during the pandemic.

Wayne LaMothe, *Director, Planning & Community Development*, noted Ms. Frankenfeld was not present at the meeting, informing he believed this award was overdue for Ms. Frankenfeld, who was hired by the Department in 1997 and brought a significant amount of enthusiasm with her which she still had to this day. He mentioned as eluded to by Mr. Lehman she was in a position that worked seven days a week, as she was the only one who maintained the GIS System and if there were issues with the system she had to log on to correct it even when she was on vacation. He said that dedication needed to be awarded and this was a well deserved honor for Ms. Frankenfeld, adding the County was blessed to have her as an employee and everyone within the Planning & Community Development Department enjoyed working with her.

Supervisor Braymer indicated she believed Ms. Frankenfeld was an appropriate choice for the Employee of the Month Award and she thanked Mr. Lehman for nominating her. She voiced her appreciation of Mr. LaMothe for supporting Ms. Frankenfeld throughout this time, informing the County would like to recognize her for all the efforts she put in 2020 above and beyond her regular work as the GIS Administrator by providing assistance with all sorts of items relating to COVID-19. She added Ms. Frankenfeld also needed to be acknowledged for the assistance she provided to the private sector, as she had done a number of tasks for the Hospitality & Tourism Group. She asked that the Board Members join her in congratulating and thanking Ms. Frankenfeld. A round of applause was given.

Chairwoman Seeber advised she believed Ms. Frankenfeld would appreciate all of those comments, adding they had decided to reinstate the Employee of the Month Program at the last minute this week. She said they were looking forward to seeing Ms. Frankenfeld in the future and she extended congratulations to her from all of the Board Members. Mr. Lehman advised Ms. Frankenfeld had extended her gratitude for the recognition via YouTube, as she had been unable to locate the invitation via Zoom to attend the meeting.

Moving along, Chairwoman Seeber declared the Public Hearing on possible submission of one or more Community Development Block Grant (CDBG) applications for the 2020 program year open at 10:10 a.m. and she asked Amanda Allen, *Clerk of the Board*, to read the Notice of the Public Hearing aloud, which she proceeded to do. Mrs. Allen noted she had not received any comments or requests for assistance at this time.

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Chairwoman Seeber asked Mr. Lehman if he had received any public comments on this matter and he replied in the negative.

Mr. Geraghty advised they were all very fortunate to have the Planning & Community Development Department, who was agreeable to take the lead and submit these applications on behalf of the towns. He credited the experience of Mr. LaMothe and Patricia Tatich, *Associate Planner*, both of whom had been employed by the County for a number of years, to make the towns comfortable that their application for a CDBG (*Community Development Block Grant*) would be successful. He acknowledged the Planning & Community Development Department and more specifically Mr. LaMothe and Ms. Tatich for the assistance they had provided to the towns, adding it was a pleasure to work with them.

Mr. LaMothe advised statutorily there were some items he needed to cover as part of the Public Hearing, informing the Board Members should have received a six page information sheet pertaining to the Public Hearing process and the CDBG Program. He mentioned by statute of the Federal regulations he was required to review the process this with the Board to ensure the public could comprehend it. He indicated the Small Cities Program was a CDBG, whose major objective was benefitting persons of low and moderate income were within the statutory income limits for recipients of the program and anything they devised from a County application must address the needs of these low and moderate income individuals. He stated there were three different types of projects that were eligible in this funding round which consisted of public infrastructure that included water, sewer work, roads and things of that nature that supported job creation for low and moderate income persons, public facilities which was what they were under consideration for and planning grants that would advance a project which would benefit individuals of low and moderate income over a long-term period. He apprised as indicated in the Public Hearing Notice there was \$49 million in funding available which would be split between those three programs, most of which would fall under public infrastructure and public facilities and very little funds would be allocated to the planning portion of this. He stated the funding limits under a public facilities program was \$300,000, it was \$1 million for public infrastructure and it was \$50,000 for the planning aspect. He informed these were competitive applications and there would be a number of applications received by the Office of Community Renewal for which they would review each one and rate and rank them against each other. He said this resulted in good applications being submitted like some they had submitted in the past, but the State awarded the funding to the application that more people benefitted from and was something they had to build into the application process. He apprised one of the stated objectives in this years program was to not be the sole source of funding which he believed proposed Resolution No. 65 of 2021, *Resolution to Commit to Funding to Address the Needs at Countryside Adult Home Pursuant to the Beardsley Report*, that was before them today spoke to and made this a very competitive application process for the County. He informed as discussed at previous meetings the County was considering submitting an application for Countryside Adult Home for repairs and improvements that were identified in what was known as the Beardsley Report which was funded through the planning process of the Small Cities Program in 2019 and this was a continuation of their program. He indicated this covered the required items that must be addressed as part of the Public Hearing Process and any comments received would have to be noted. He mentioned to Mrs. Allen the only other item he would need besides the Public Hearing Notice that was posted in *The Post Star* and *The Sun Community News* was whether there were any Notices published online or on social media and if so he would require verification that those were provided.

Once again Chairwoman Seeber asked Mr. Lehman if any public comments had been received regarding the Public Hearing on possible submission of one or more Community Development Block Grant (CDBG) applications for the 2020 program year and Mr. Lehman replied in the negative. She once again asked if any Supervisors would like to comment on this matter; there being no response she closed the Public Hearing at 10:18 a.m.

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Chairwoman Seeber advised Supervisors Beaty and Strough had requested that the members of the Board who were present in the Board Room speak as clearly and loud as possible into the microphone to ensure they could hear them more effectively.

Proceeding to the report by the Chair of the Board, Chairwoman Seeber apprised during the Rules of the Board training that took place at the February 3<sup>rd</sup> Board Workshop meeting Mary Elizabeth Kissane, *County Attorney*, had shared some tips regarding providing a report from the Committee Chairs, as well as the Chair of the Board and what she would like to do here today was provide them with a summary of events rather than a listing of the daily meetings she had attended over the last month. She stated the Board members had received four updates from her that were very specific on different issues that had arisen since she was appointed as Chairwoman of the Board which she hoped they found to be helpful. She said to highlight a few of those things they would also put a public address on the County website that would summarize the events and the meetings that had taken place and as Chairs of Committees if they would like a more detailed report they were more than welcome to submit that to Mrs. Allen or to just provide a summary and highlight the resolutions that were in front of them today that had also been provided to the public. Chairwoman Seeber indicated she had the opportunity to meet at length with the Public Health Department to keep informed regarding the vaccine rollout which was the County's number one response to the COVID-19 pandemic right now. She said she also had a chance on numerous occasions to meet via phone, Zoom and in person with many of the Supervisors, as well as attend all of the Committee meetings that were held and the Board Workshop meeting which included training that many of the Supervisors had attended, as well. She mentioned the Board Workshop had been recorded and could be reviewed by those who were unable to attend, adding she was appreciative of Mrs. Allen and Ms. Kissane's efforts for conducting the training at that meeting which she believed they all found to be very informative. She stated Mr. Moore continued to work tirelessly with her to ensure the Board was following their policies and procedures that were set forth in front of them while also ensuring everyone was informed of what was occurring on a regular basis at the County. Chairwoman Seeber apprised in addition to that there had been multiple meetings as it related to the Regional Sports Guidelines which posed significant challenges, but had offered them the opportunity to meet and work regionally with multiple Counties and their Chairs, as well as their Directors of Public Health which she found to be incredibly informative. She added she hoped the public felt the County had provided every opportunity not only for success, but also to ensure safety in the community. She mentioned there had been substantial discussions regarding the County's FOIL (*Freedom of Information Law*) Policy and everyone had been provided with the opportunity to attend live training with Kristin O'Neill, *Assistant Director, Committee for Open Government*, regarding FOIL which she had subsequently distributed the Power Point Presentation to all of the Board Members, as well. Chairwoman Seeber informed a significant amount of time had been expended working on issues with the LDC (*Local Development Corporation*) with a significant amount of work being done by Jim Siplon, *Interim Director, Economic Development Corporation of Warren County*, the LDC Board of Directors and County staff. She recognized Kristy Miller, *Assistant to the County Administrator*, the County Attorney's Office and Mr. Moore for their efforts compiling historical data on the LDC. She said they were currently working their way through the questions and concerns regarding the LDC in preparation for their Organizational meeting in March. She advised there was a meeting yesterday that took place through NYSAC (*New York State Association of Counties*) with Senator Schumer to talk more about the pandemic response during which he asked that they share more with their communities about the Federal initiatives that were taking place; she added Mr. Moore had distributed an email summarizing all of this information for the Board Members. Chairwoman Seeber informed they had the opportunity to meet with Matt Chase, *President, NACo (National Association of Counties)*, who was a former resident of Warren County, and had accepted his generous offer for training that was taking place next month for NACo, as well as assisting the County with opportunities for scholarships for some leadership training along with general support. She stated Mr. Chase had highlighted how excited

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he was to have Mr. Moore be a part of a national group concerning broadband. She said she had met with representatives of NYSAC multiple times, as well as attending many other various meetings not only with members of the community, but also with each Supervisor between phone calls and discussions. She remarked she was unable to express how appreciative she was of the support, opportunities and ideas everyone had been sharing with her, as well as the incredible County staff who continued to work tirelessly. She said this was just a summary of some of the things that had taken place and she would provide that information in more detail to Mrs. Allen, as well as the County website. She concluded by stating her phone line was always open and she welcomed them to share their concerns and questions with her to assist with the Board moving forward in a united front.

Proceeding with the agenda review, Chairwoman Seeber reminded the Board Members as stated in the Rules of the Board and what was indicted in their training that took place on February 3<sup>rd</sup> they would have a report by Chairs of a Committee and any additional information that did not relate to the Committee meetings could be discussed during the privilege of the floor and public comment or announcements portions of the meeting. She said at this point it only appeared to be appropriate to go in alphabetical order and she called on Supervisor Beatty to begin the reports by Committee Chairs on the past months meetings or activities.

Supervisors Beatty advised the Executive Committee had met for the first time on February 11<sup>th</sup>, informing he would be stepping aside as Chair to allow for the Chair of this Committee to rotate each time they met in chronological order. He said they had approved proposed Resolution Nos. 24 and 62-65 and he provided a brief overview of each.

Supervisor Braymer stated the Personnel, Administration & Higher Education Committee had met on January 29<sup>th</sup>, approving proposed Resolution Nos. 48-54 and she called attention to proposed Resolution No. 48, *Amending Tables of Organization and Warren County Salary and Compensation Plan for 2021*, which created some new positions that had been discussed at Committee. She highlighted proposed Resolution No. 49, *Adopting Warren County Travel, Education and Vehicle Use Policy*, which concerned a change to the County's Travel, Education and Vehicle Use Policy to ensure individuals followed a certain procedure regardless of whether they were attending a training in person or via Zoom. She mentioned as the Chair of the Personnel, Administration & Higher Education she had attended a meeting with Jaeger & Flynn Associates to discuss the County Health Insurance coverage which appeared to be in line with no issues, as well as a meeting with a few of the County's Outside Counsel regarding ongoing litigation and several meetings with Jackie Figueroa, *County Human Resources Director*, and her staff regarding personnel matters, such as the County's Performance Evaluations, exit interviews, training opportunities and the recently reinstated Employee of the Month Program. Supervisor Braymer informed she had also held meetings with Mr. Lehman and others about the County's cooperation with SUNY Adirondack in an attempt to bring more visibility to them. She informed she had also chaired the NYSAC Resolutions Standing Committee meeting which was not part of her duties as Chair of the Personnel, Administration & Higher Education Committee. She stated the Personnel, Administration & Higher Education Committee would be discussing updating the County's FOIL Policy over the next few months. She encouraged anyone with questions, concerns or who would like more details regarding what she just stated to contact her directly.

Supervisor Conover indicated the Public Works Committee had approved proposed Resolution Nos. 40-45 and he provided a brief overview of each. He stated he would be bringing forth an amendment to proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*, at the appropriate time. He said as everyone was aware he was not supportive of the proposed Resolution because he could not comprehend why the Board's Officers were refusing to bear these

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responsibilities; however, he noted, if it was the intent of the Board for this responsibility to fall on the previous Chair's then he believed some clarification of this was going to be required and he would offer the amendments at that time. He informed his amendment indicated if a Chair recused themselves they should do so in writing and indicate the reasons why this was; he added this could be done in a form prepared by Mrs. Allen where the Chair checked off that they were recusing themselves. Chairwoman Seeber interjected that the appropriate time to bring this forward was during the discussion and public comment on proposed resolutions portion of the meeting. Supervisor Conover stated his intent was to ensure the Board Members were aware of what the proposed amendment consisted of. Chairwoman Seeber stated this discussion could take place during the requests for roll call votes, adding she would request that Mr. Moore and Ms. Kissane comment on the context, as well if needed.

Supervisor Diamond apprised the Public Safety Committee had met on January 29<sup>th</sup> during which there was no action agenda from the Sheriff's Office, but there was one from the Office of Emergency Services. He stated the Committee approved proposed Resolution Nos. 37-39 and he provided a brief overview of each.

Supervisor Dickinson remarked prior to his Committee report he would like to thank Supervisor Conover for introducing proposed Resolution No. 45, *Resolution Supporting the Village of Lake George's Request to Change the Name of West Brook Road to Sen. Elizabeth O'C Little Boulevard*, which originated from a request from Robert Blais, *Mayor, Village of Lake George*. He said Mayor Blais was hoping to hold some form of an official event in the late spring when the weather conditions were more favorable. Supervisor Dickinson advised the Environmental Concerns & Real Property Tax Services Committee had approved proposed Resolution No. 60 which he provided a brief summary of.

Supervisor Driscoll stated the Human Services Committee had approved proposed Resolution Nos. 34-36 and he provided a brief overview of each. He mentioned their next Committee meeting would be held on Monday, February 22<sup>nd</sup>, during which Amy McByrne, *Director, Countryside Adult Home*, would be sharing some information and while neither the Department of Social Services or Veterans' Affairs would be present at that meeting they were working on items to bring before the Committee next month.

Supervisor Frasier informed the Health Services Committee had met on January 19<sup>th</sup>, approving proposed Resolution Nos. 29-33 and she provided a brief overview of each. She mentioned the next Committee meeting was scheduled for Monday, February 22<sup>nd</sup>.

Supervisor Geraghty apprised per the directions of the Rules of the Board he had submitted his report regarding the activities of the Tourism & Occupancy Tax Coordination Committee in writing to Mrs. Allen and anyone who would like a copy could request one from Mrs. Allen, adding he would provide a brief synopsis of his report. He stated four discussions had taken place and they approved proposed resolution Nos. 46-47 and he provided a brief overview of each.

Supervisor Hogan indicated the Economic Growth & Development Committee had met on January 20<sup>th</sup>, during which they discussed the grant applications that were mentioned during the Public Hearing and approved proposed Resolution No. 28 which she requested support of, informing these grant applications would benefit several communities throughout the County and were imperative for them, as well as the improvements for Countryside Adult Home. She added to that same tune she would also request support of proposed Resolution No. 65 *Resolution to Commit to Funding to Address the Needs at Countryside Adult Home Pursuant to the Beardsley Report*. She advised an update was given regarding the activities of the Employment & Training Administration and she encouraged anyone who was unfamiliar with what the department did to visit their website which had a tremendous amount of

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useful information for their County constituents. Concluding her report, Supervisor Hogan voiced her pleasure with Ms. Frankenfeld being selected as the February Employee of the Month, as she believed the recognition was well deserved for all of the work Ms. Frankenfeld did for the County.

Supervisor Magowan apprised the County Facilities Committee had met on January 20<sup>th</sup>, approving proposed Resolution No. 26 which he provided a brief overview of.

Supervisor Merlino, as Chair of the Park Operations & Management Committee, indicated he had nothing to report on.

Supervisor Shepler reported on the January 19<sup>th</sup> meeting of the Criminal Justice Committee where the Committee approved a request from the District Attorney for authorization to extend an existing agreement with the New York State Division of Criminal Justice Services for the State Aid to Prosecution Grant in the amount of \$57,258 as a result of the COVID-19 pandemic as noted in proposed Resolution No. 27. She mentioned the District Attorney had also indicated his Office would be applying for the next round of grant funding this spring. She stated the District Attorney also reviewed with the Committee the Executive Orders which had impacted the functioning of the Grand Jury and explained because of COVID-19 there would no longer be multiple days of court and instead they would be held virtually. She informed the District Attorney had indicated as of April all New York State Police Officers would be outfitted by body cameras that would be providing a significant amount of information which would need to be processed. She advised there were no referrals or pending items, no public comments and their meeting was adjourned at 9:15 a.m. She apprised the next Committee meeting was scheduled for Monday, February 22<sup>nd</sup> at 9:00 a.m.

Supervisor Smith advised she had introduced herself to Dr. James Seeley, *Executive Director, Cornell Cooperative Extension of Warren County*, and a meeting of the Extension Services Committee was scheduled via Zoom for 6:00 p.m. on February 22<sup>nd</sup>. She stated currently their organization was holding a Community Parenting Program over a five week period beginning on March 2<sup>nd</sup> and ending on March 30<sup>th</sup> and was applicable to parenting of children of any age. She advised on March 7<sup>th</sup> a 4-H Basics Air Pistol Seminar was scheduled from 1:00 p.m. until 4:00 p.m. for children ages ten and up who had completed the 4-H Basic Air Rifle course and on March 11<sup>th</sup> a Fostering Healthy Sleeping Habits Program would be held. She concluded her report by indicating she would be attending the meeting of Extension Services via Zoom on February 22<sup>nd</sup> and she hoped the other members of that Committee would attend, as well.

Chairwoman Seeber informed Supervisor Thomas, who was Chair of the Budget Committee, was unable to attend the meeting this morning, but she believed he would be submitting his Committee report directly to Mrs. Allen. She asked that they return to Supervisor Beaty, who had inadvertently neglected to report on the activities of the Finance Committee.

Supervisor Beaty stated the Finance Committee had approved proposed Resolution Nos. 25 and 55-61 and he provided a brief overview of each. He offered privilege of the floor to Mike Swan, *County Treasurer*, to provide a report on the County finances.

Mr. Swan advised he had been thrown off base slightly this morning by the email distributed by Mr. Moore regarding the Federal stimulus and reimbursement packages being proposed by the Federal Government, as this had taken the thunder away from some of the matters he was going to discuss with the Board this morning because if the legislation was adopted what he was going to discuss may not be necessary. He mentioned the substance of what he was going to discuss concerned borrowing money to fund the Road Projects and the improvements at Countryside Adult Home, both of which he had

previously mentioned on several occasions. He stated as a result of Kevin Hajos, *Superintendent of Public Works*, notifying him he would not be doing work this summer that would require them to borrow money to fund and the thought was they would postpone borrowing any money until next spring resulting in them not having to make any payments until 2023. He continued, stating there was a sufficient amount of debt coming off of the books resulting in the County almost becoming budget neutral at that point rather than having to come up with almost \$1 million to pay back a five year loan. He remarked the amount of money being proposed in the stimulus and reimbursement packages that was being discussed was staggering to him. Mr. Swan informed the other matter he was going to discuss with the Board concerned the sense he was getting from the State regarding their budget; however, he noted, he was unsure this would be an issue with the amount of money being proposed for the State in the Federal stimulus and reimbursement packages. He said initially the State was once again considering keeping a portion of the County's sales tax, as well as making cuts to the funding they provided to the County for various programs, but he felt this was up in the air right now.

Mr. Moore apprised in terms of the 5% cut to State aid that was included in the proposed State budget, NYSAC had been asking whether it would be possible to restore that 5% if a large Federal Aid package was provided to the State; he added he believed that question was still very much up in the air.

Supervisor Dickinson questioned how much of the County's share of its sales tax revenue would the State keep and Mr. Swan responded from what he was aware of they were keeping as much of it as they wanted. Supervisor Dickinson apprised he did not believe this was acceptable. Mr. Swan voiced his personal feeling was that it was unconstitutional and his opinion was this County alone or all of the Counties together should be suing the State to get that money returned to them; however, he noted, this was just his personal opinion and not a legal one. Supervisor Dickinson remarked he was fully supportive of moving forward with Mr. Swan's suggestion, as he did not feel it was appropriate for the State to be able to keep as much of the County's sales tax revenue as they wanted. He added the other issue was the County and towns budgeted based on this sales tax revenue and this put all of them in a bad position. Mr. Swan restated his opinion that this was unconstitutional and the County should be fighting this.

Supervisor Beaty informed he and Mr. Swan had discussed this matter earlier this week and he advised the State kept \$.574 of every dollar the County generated in sales tax revenue before the pandemic; however, he noted, since then the State had decided they could keep as much of it as they wanted without any repercussions. He suggested the Board look into whether it was unconstitutional for the State to do this because he concurred with Supervisor Dickinson that there were items included in the County Budget that were dependent upon sales tax revenue and if this could be taken away arbitrarily he could not comprehend how they could manage the County and offer services when this could occur.

Supervisor Braymer stated at the NYSAC Resolutions Standing Committee meeting they had adopted a resolution calling on the State Legislature to end the practice of taking the Counties sales tax revenue and she suggested they consider bringing this matter before the Governmental Operations & Advocacy Committee. She added if their intent was to push harder on the State her proposal would be to form a coalition with other Counties rather than trying to step out on its own to force the issue. She restated she felt the first step should be to refer this matter to the Governmental Operations & Advocacy Committee where they could use the NYSAC resolution as a reference.

Supervisor Wild apprised he would like to discuss the bond the County had discussed taking out to fund the Road Projects because the interest rates were so low. He inquired if this was something they should still consider due to the lower interest rates and to address the roads that were in desperate need of attention now, as well as those that were in currently in fair condition, but would require

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addressing in a few years. He pointed out it was easier to take care of roads before they degraded to a certain point and would require substantially more money to be spent to address the issues. He stated he was wondering whether they should consider doing a more aggressive road paving and repair plan and float this money in a bond as was originally discussed in order to get ahead of the game.

Mr. Swan advised first he would like to respond to Supervisor Braymer, informing he had on good authority that there would be multiple Counties that would join the County on a lawsuit against the State regarding sales tax revenue. In response to the remarks made by Supervisor Wild, Mr. Swan stated when he had discussed this with Mr. Hajos the original plan had been to attempt to finish some road projects in 2021, but Mr. Hajos was the one who should explain why this was not occurring quite the way they had originally discussed. He said as a result of the changes Mr. Hajos would not need any of the money from the bond for 2021 and he did not want to borrow around \$5 million only to sit on it for a year and have to pay \$1 million in interest. He added the reason they had originally pushed to be able to borrow was because of the lower interest rate; however, he noted, he could not in good conscious borrow money that they would have to pay \$1 million interest on that was not needed until next year. Supervisor Wild thanked Mr. Swan for the explanation and indicated he would contact Mr. Hajos.

Supervisor Bruno indicated he concurred with Mr. Swan and Supervisors Dickinson and Beaty that is was outrageous for the State to be able to dip into the County's sales tax revenue whenever they wanted, adding he did not think the County should be penalized for the State's inept and poor fiscal management. He said he believed they should consider taking action and contact other Counties to join together in something like a class action lawsuit against the State to get this money returned to them.

Supervisor Geraghty asked how realistic it was that Federal stimulus and reimbursement packages would come to fruition and the County would receive this aid and Mr. Moore replied this was dependent upon whether that package was adopted by both the United States House of Representatives and the United States Senate. He said if it was adopted by both then it was likely the President would sign off on it. Supervisor Geraghty remarked there was a staggering amount of aid included in that package for the County. In regard to the State keeping a portion of the County's sales tax, Supervisor Geraghty apprised it was difficult for the County and Towns to prepare their budgets when they were unsure if the State would be keeping more of a share of their sales tax revenue.

Chairwoman Seeber thanked Mr. Swan for his report and Mr. Moore for answering the Board Members questions.

Supervisor Beaty advised this concluded his report on the activities of the Finance Committee.

Continuing to the report by the County Administrator, Mr. Moore recognized the following people for their years of service to the County which he said he was greatly appreciative of

- \* Sharon Morrison for 30 years of service to Countryside Adult Home;
- \* Robin McLaughlin for 20 years of service to Public Health;
- \* Lieutenant Steve Stockdale for 20 years of service to Sheriff's Department;
- \* Mary Klaiber for 20 years of service to the Department of Social Services; and
- \* John Lord for 20 years of service to the Department of Social Services.

Mr. Moore stated Floor Resolution No. 1 was before them today and concerned the appointment of Jay Ogden as the Warren County Fire Coordinator. He said Mr. Ogden has been working in the position for around two weeks now. He informed the start date of the position was initially on February 22<sup>nd</sup> which was the first work day following today's Board Meeting; however, he noted, the Personnel,

Administration & Higher Education Committee had requested that the position be filled as soon as possible. He mentioned Mr. Ogden was originally from this area and had recently moved back here from Charlotte, North Carolina, where he had been awarded the 2020 Fire Fighter of the Year which was a significant honor and the County was pleased to have him in this role. Mr. Moore thanked Mr. LaFlure for his many years of service to the County and the excellent position he had left the Office of Emergency Services Department in which made it easier on the new management.

Mr. Moore apprised he would like to speak to a few points Mr. Swan had addressed, the first of which concerned Countryside Adult Home. He said during the Executive Committee meeting a discussion took place regarding reimbursement through the NYS DOH (*New York State Department of Health*) which they had since learned they no longer provided reimbursement for capital expenses to these facilities. He said previously the NYS DOH had provided reimbursement on a straight line depreciation basis, but this regulation had been changed and anything that had a life over two years and costs more than \$500 was ineligible for reimbursement.

In terms of New York State keeping a portion of the County's sales tax revenue, Mr. Moore informed he had spoken about this around the same time last year when they first began taking a share of the County's sales tax revenue. He stated State Tax Law governed where the sales tax collections were allocated and Article 28 concerned the State's 4% share and Article 29 pertained to the localities share and what they were able to raise. He apprised for the first time ever last year the State rewrote a section of Article 29 to divert some of that revenue back to the State at which time he indicated this was a slippery slope and it would happen again and then a few months later it had when the State diverted the AIM (*Aid and Incentives for Municipalities*) payments. He explained these payments which were allocated to the Towns and Villages were typically taken from the State Treasury, but then the State changed this to come from the Article 29 tax revenue. He remarked he fully concurred that it was problematic if this practice continues. Chairwoman Seeber interjected that she hated to interrupt, but Supervisor Strough had indicated he was unable to hear him and she asked if he could speak up. Supervisor Strough stated he did not report he could not hear Mr. Moore, as his concern was that he could not hear Mr. Swan. Returning to his report. Mr. Moore indicated he would keep an eye on whether the State planned to continue dipping into the County's share of the sales tax revenue.

Mr. Moore stated he was also methodically reviewing the proposed State budget with the 30 day amendments reportedly coming out today and if so this would provide the full picture of the Executive Budget. He said he had been drafting a report on the budget which he would distribute as soon as he was finished with his review to ensure they were all aware of all of the items of concern in the Executive Budget which would be going before the State Legislature. He said this would allow them to communicate with their State representatives the priorities the County had.

In regard to Senator Schumer's presentation to all of the County leaders yesterday, Mr. Moore informed he had distributed details to the Board regarding this. He mentioned this was a \$350 billion Stimulus Bill which included direct aid to the local governments which would not pass through the State. He said if this legislation did pass and was enacted into law by the President's signature the County would receive those payments within sixty days. He indicated this was a significant amount of money and the uses were flexible and broad and could be for replacing lost revenue from last year or investing in the local economy. He indicated the amount of aid Warren County would receive was tentatively slated at \$12,497,358 and two other examples of the proposed aid was the City of Glens Falls was \$11,269,189 and the Town of Queensbury would receive \$5,076,077. He apprised he would track the progress of the bill to see whether it was successful in being adopted into law. He thanked Senator Schumer for taking the time to join that NYSAC Conference call and share information with everyone, as current information was much appreciated.

In addition, Mr. Moore indicated typically on Tuesday the Counties would participate in a conference call regarding vaccine distribution which was spearheaded by a representative from the Governors Office, but this Tuesday Governor Cuomo lead the meeting himself. He said there had been an acknowledgment that this had been a difficult time with the scarce supply of the vaccine and the Counties were thanked as local partners for assisting the State in persevering through that. He mentioned as a result of new projections coming out from the manufacturers and the Federal Government they were anticipating there would be two doses available for every New York State resident by the end of June. He apprised this was a dramatic improvement and he was hopeful the supply would meet that standard, adding if this came to fruition the County was ready with a potential mass vaccination site that the State had assisted with setting up and was ready to operate whenever the supply warranted scheduling appointments there. He added the County was partnering with the State to staff that site. He remarked he was optimistic about this, informing if they were able to keep to an aggressive timetable the County may be able to have some appearance of normalcy this summer.

Mr. Moore mentioned the Governor also notified them he had specific information regarding residents of different geographies that had been vaccinated which was new information that was provided to all of them. He read aloud the following statistics regarding vaccinations for Warren County residents as of February 16<sup>th</sup>; 4,585 individuals have already received both doses of the vaccine; and 9,131 residents had received at least their first dose and were in line for their second one. He mentioned out of the County's total population which included individuals under the age of sixteen who were not eligible to receive the vaccine 14.3% was vaccinated or in the process of being fully vaccinated as of three days ago. He stated he was proud to announce the County was one of the strongest performing geographies in the State and the intent was to increase this percentage even further as quickly as possible.

In regard to the vaccination shortages that were currently occurring, Mr. Moore apprised there was a good resource that members of the public and Supervisors could use by googling NYS Vaccine Roll Out which would bring up a link for Phased Distribution of the Vaccine. He explained this was a website the NYS DOH was maintaining which included a button referred to as Provider Guidance which was an eight page document that indicated what populations the hospitals, pharmacies and local health departments were directed to vaccinate and in what order. He advised hospitals were required to prioritize unvaccinated healthcare workers and when they finished with that sector they could proceed into Phase 1A which was comprised of individuals who did not work at the hospital and then they transitioned to OPWDD (*Office for People with Developmental Disabilities*) Congregate Care and once they finished vaccinating those groups they could vaccinate individuals who were ages 65+. He mentioned pharmacy and physician groups were directed to do their own patient facing staff first and once this was completed they could begin vaccinating individuals who were ages 65+. He stated the local health departments were directed to vaccinate the essential worker populations that had been identified by the State in Phase 1B and did not consist of as many occupations thought of as essential workers; however, he noted, the County was working to get more occupations added into this Phase. He said after the local health departments completed vaccinating all of the essential workers they could begin vaccinating residents and staff of congregate settings that were operated by OPWDD following which vaccinations could be administered to individuals with comorbidities. He pointed out the 65+ population had been excluded from receiving vaccinations from the local health departments because the State was requiring them to work through these other populations before they could begin vaccinating the 65+ population. He said he was aware this had been a cause of concern for individuals in the community and it was causing confusion, but this was what the law required them to do and if the guidelines for vaccine eligibility were not adhered to there was a \$1 million fine. He indicated this was a frustrating situation and the State was doing its best to respond to the inadequate vaccine supply and there were priority groups to get vaccinated first. He said the solution to this was increasing the supply of the vaccine so they could open mass vaccination sites like the one the County had ready to

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operate throughout the State, adding they were optimistic the information they received regarding the supply increasing would come to fruition.

Supervisor Geraghty requested that Mr. Moore distribute the link regarding Phased Distribution of the Vaccine. Chairwoman Seeber stated she had just emailed Mr. Moore requesting that this information be provided to Mr. Lehman to allow him to notify the public about it, as well. Mr. Moore mentioned the link would be updated by the NYS DOH on a weekly basis and it would only be good for a few more days, but he would send them the link with the button to click on for the guidance to providers.

Supervisor Driscoll thanked Mr. Moore for providing that comprehensive report, apprising that he would like to add that the Office for the Aging was working cooperatively with Public Health to prepare for when the County was permitted to vaccinate its seniors. He commended the County staff for their preparation efforts for when the County could vaccinate this vulnerable population, as he had received phone calls from many concerned constituents about the conflicting information they were receiving.

Privilege of the floor was extended to Ms. Kissane to provide a report from the County Attorney. Ms. Kissane indicated this past month she had attended Committee meetings on January 19<sup>th</sup>, 20<sup>th</sup>, 25<sup>th</sup> and 29<sup>th</sup> and she did a presentation at the February 3<sup>rd</sup> Board Workshop meeting. She stated she had met with Chairwoman Seeber on January 19<sup>th</sup>, 27<sup>th</sup>, 29<sup>th</sup>, February 1<sup>st</sup> and February 12<sup>th</sup>, as well as meetings with the LDC, Warren County Soil & Water Conservation District, Department of Public Works, Tourism Department and Real Property Tax Services. She advised she drafted four Memorandums of Law, numerous advisory emails, drafted and reviewed the resolutions that were before the Board today, drafted and reviewed numerous contracts, as well as provided advice to multiple Department Heads and Supervisors.

Continuing with the Agenda review, Chairwoman Seeber called for the reading of communications, which Mrs. Allen read aloud, as follows:

Reports from:

1. Probation - Reports of Criminal and Family Workloads for November and December of 2020.

Other:

1. Capital District Regional Off Track Betting Corp. - December 2020 payment in the amount of \$1,702.
2. Capital District Regional Off Track Betting Corp. - 2020 Regional Benefit Distribution Installments #2 & #3, each in the amount of \$2,408.

Proceeding to the reading of resolutions, Mrs. Allen announced proposed Resolution Nos. 24-65 were all distributed to the Board and posted to the Warren County website on or before Tuesday, February 16<sup>th</sup> which met the distribution deadlines specified in the Rules of the Board. She informed that proposed Resolution No. 61 was amended after being distributed to the Board and a motion was needed to approve the revision as presented. The necessary motion was made by Supervisor Magowan, seconded by Supervisor Merlino and carried unanimously. Mrs. Allen stated a motion was necessary to bring proposed Floor Resolution No. 1 to the floor, which pertained to appointing the County Fire Coordinator, and was also distributed to the Board of Supervisors. She said because this was not approved by a Committee, a waiving of the Rules of the Board and a two thirds majority vote would be required, followed by a motion and a simple majority vote to bring the resolution to the Floor and assign it a number. The motion to Waive the Rules of the Board was made by Supervisor Braymer, seconded by Supervisor Geraghty and carried unanimously. The motion to bring proposed Floor Resolution No. 1 to the floor was made by Supervisor Shepler, seconded by Supervisor Magowan and

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carried unanimously. Mrs. Allen advised proposed Floor Resolution No. 1 would now be referred to as proposed Resolution No. 66.

Proceeding to the Discussion and Public Comment on Proposed Resolutions and the Requests for Roll Call Votes portions of the Agenda, Chairwoman Seeber apprised she believed they had a roll call request for proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*. She requested for purposes of context that Mr. Moore provide more information regarding proposed Resolution 63 before discussion.

Mr. Moore indicated Article 6 of New York State Public Officer's Law concerned FOIL of which Section 4 related to FOIL appeals which stated except as provided in Subdivision 5 of this Section any person denied access to a record may within thirty days appeal in writing such denial to the head Chief Executive or governing body of the entity or the person therefore designated by such head Chief Executive or governing body who shall have within ten business days of the receipt of such appeal fully explained in writing to the person requesting the record of the reasons for further denial or provide access to the records sought. He stated his interpretation of this was the Chair of the Board of Supervisors was the FOIL Appeal Officer; he added this was also reflected in the FOIL Policy that was adopted by the Warren County Board of Supervisors. He advised as a matter of State Law and the County's Local Laws that had been adopted by this Board, the Chair of the Board was the FOIL Appeal Officer regardless of whether the FOIL related to the Chair of the Board. He said if the Chair of the Board felt there was a conflict and that those duties ought to be assigned to someone else they had the ability to do so. He informed what was being sought after in proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*, was to amend the County's FOIL Policy to indicate in writing who those duties fell on to ensure it was not a random assignment of them each time there was a conflict which only occurred upon occasion. He mentioned the only individual who was not permitted to serve as the FOIL Appeal Officer was the Records Access Officer which in the case of Warren County was himself because if there was an appeal it was an appeal of his determination as the Records Access Officer. He stated he also used the assistance of the County Attorney's Office to make these determinations on the initial FOIL in regard to what was permissible to redact which was why he believed it was not appropriate to have the County Attorney serve as the FOIL Appeal Officer. He stated they were seeking an individual or an office to designate as a conflict FOIL Appeal Officer for which there had been several suggestions of who could serve in this capacity, the first of which was the Clerk of the Board; however, he noted, this had since been changed to what emerged out of the action taken by the Executive Committee.

Chairwoman Seeber thanked Mr. Moore for elaborating on proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*, which she would now open up for discussion.

Supervisor Conover advised everyone was aware of his displeasure with proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*; however, he noted, if Supervisors Thomas and Geraghty, as former Chairs of the Board were willing to support the proposed Resolution in its current form he was willing to vote in favor of it. He stated he did have a few proposed amendments that he believed would better clarify the proposed Resolution, the first of which was should a conflict of interest occur with the Board Chair, the Chair should be required to recuse themselves formally by submitting something in writing to the Clerk of the Board that indicated they

had a conflict and therefore were recusing themselves. Next, he said the designation of the Appeal Officer should fall on the Board which meant should a conflict of interest exist then the responsibilities would fall on the prior Chairs of the Board of Supervisors, in order of reverse succession to decide and sign FOIL appeals, adding he believed the indication that the Chair of the Board delegated this authority needed to be redacted from the resolution in its current form. He apprised within the body of the resolution they should also indicate what triggers this was the submission in writing to the Clerk of the Board regarding a conflict of interest on the part of the Chair of the Board of Supervisors. He stated once the Clerk of the Board received this then the responsibility fell upon the prior Chairs of the Board of Supervisors. He added one of the reasons he was proposing this amendment was because he did not believe anyone with a conflict of interest should be permitted to designate someone else to handle the duties, adding this responsibility should fall upon the Board of Supervisors as the governing body. He advised prior to introducing his proposed amendment he would like to get some feedback on it from the other Board members.

Supervisor Braymer remarked she concurred with Supervisor Conover, apprising the changes he was proposing were appropriate; however, she stated, she disagreed with his point regarding the Chair making these designations, as the resolution in its current form indicated the Warren County FOIL Policy was amended to identify the prior Chairs of the Board of Supervisors and not that the Chair was going to designate individuals. She suggested they include some additional language to clarify the policy itself was required. She added there should be another Resolved Paragraph that indicated when the Chair had a conflict they would notify the Clerk of the Board and then the Policy would direct these responsibilities to fall on the previous Chair of the Board.

Supervisor Strough apprised given the fact that the Supervisors were elected every two years and a Chair could potentially be appointed to the Chair of the Board of Supervisors for multiple years in a row it was entirely possible that there was no existing prior Chair of the Board as a member of the Board of Supervisors. He stated because of this he felt they should consider an official position rather than the previous Chair, adding he believed more work was needed on proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*.

Supervisor Beaty informed he believed they could all agree they wanted an individual with experience handling FOIL appeals which were the prior Chairs of the Board, adding he was comfortable making changes to the language included in proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest* for clarification purposes. He stated he felt this was a solid solution for this year because there were three sitting members of the Board who had previously served as Chair of the Board; however, he noted, they could revisit this next year if needed.

Mr. Moore apprised he concurred with Supervisor Braymer that the amendments Supervisor Conover was proposing were sensible and they could be reflected in the policy.

Supervisor Wild inquired if there was any reason why they had to vote on proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*, today considering there were updates that needed to be done and Chairwoman Seeber replied she was appreciative of this question and would be pleased to answer it factually. She informed the only appeal that had been filed this year directly concerned her, but at that point in time she was unable to have an Appeals Conflict Officer, explaining that was why it was before the Board today to request immediate changes to the FOIL Policy that was not currently spoken to in the current policy. She mentioned Supervisor Braymer

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had indicated one of her priorities was to have a task force conduct a thorough review of the County FOIL Policy.

Supervisor Braymer stated she would like to review the FOIL Policy again more comprehensively; she added she was unaware of what action was taken by the prior Chairs of the Board when there were conflicts and her hope was to have something in writing regarding a particular procedure because if another conflict were to occur with the Chairwoman she did not want her to be able to select whomever she wanted to handle those FOIL appeals. She indicated by formalizing this in the policy they were making it clear and more transparent and then if changes were required she would be bringing the FOIL Policy before the Personnel, Administration & Higher Education Committee to consider more comprehensive changes, such as changing who the Records Access Officer was, as well.

Chairwoman Seeber advised she did not want to influence the discussion here whatsoever and she would ask Mr. Moore to speak to it regarding the ten day time limit on how this was processed which was rather swift. Mr. Moore indicated the State Law did speak to that, explaining the individual who wanted to file an appeal had thirty days to do so and then the County had a compressed time period to respond to that appeal. Supervisor Conover apprised the applicant on the appeal had to be responded to within ten days, but the actual response may take longer dependent upon the nature of the request. He said typically in the response this was detailed resulting in some of these responses being voluminous and had to take their place in the order. He continued, apprising the law indicated a response was required in ten days and normally the response would mention a reasonable timeframe as to when they were going to respond; however, he noted, the actual response itself was dependent upon the request which could take longer to assemble because it could involve multiple departments and documents. Chairwoman Seeber interjected Supervisor Conover was bringing up a good point, as many of the Board Members had taken training with Ms. O'Neill last week during which she spoke specifically about what Supervisor Conover was referencing. She informed Ms. O'Neill had in fact suggested that they speak to their State representatives to lobby and ask for some additional changes to that FOIL Policy for the ten days because in her opinion the County did not have that flexibility and the County could make the argument, but ultimately it was up to a judge to determine whether or not that reasonableness was allowed in the manner it was with the Records Access Officer. She apprised she had been notified by the County Attorney's Office that the response needed to go out within ten days which was what brought them there today.

Supervisor Conover indicated while he was not in favor of the responsibility falling on the prior Chairs, he would support proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*; however, he noted, his suggestion would be to amend the proposed Resolution to reflect the designation of the reviewers in the event of a conflict of interest submitted to the Clerk of the Board in writing by the Chair of the Board, which would fall to the previous Chair of the Board and should there be a conflict on their part then the designation would fall to each succeeding Chair of the Board. In regard to what would occur if no prior Chairs were members of the Board, he apprised at that point in time he believed the designation could fall on the Vice-Chair of the Board. He added he concurred with Supervisor Braymer that this entire matter should be revisited at the earliest convenience. Chairwoman Seeber asked Supervisor Conover whether submitting a conflict could be submitted to the Clerk of the Board via electronic means would be appropriate and Supervisor Conover responded he would have Mrs. Allen create a form letter that allowed the Chair to check off on one of the three points of why they were recusing themselves and then the responsibility would automatically fall on the next Chair in line. He added he did not think anything elaborate was required nor should they have to go into any specific details as to why they were recusing themselves.

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A motion was made by Supervisor Conover and seconded by Supervisor Dickinson to amend proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*, as outlined above.

Chairwoman Seeber asked Mrs. Allen to read aloud the proposed amendment. Mrs. Allen stated the heading on proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest* was amended to indicate it was a Resolution amending the Warren County Foil Policy and authorizing the prior Chairs of the Board of Supervisors to decide and sign FOIL Appeals when there was a conflict of interest and a Resolved paragraph would be added to indicate in the event of a conflict of interest the FOIL Appeals Officer shall submit in writing a statement to the Clerk of the Board outlining same. She added the prior Resolved did speak to the duty falling on prior Chairs in order of reverse succession.

Chairwoman Seeber advised she would open the proposed amendment to Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*, up for discussion.

Supervisor Wild indicated the reason he had mentioned moving too quickly was because the Board tended to forget what they had discussed earlier in the year. He inquired if there was any State guidance the County could use for this purpose to move them forward in the short-term to allow them to work on making changes to the Policy to ensure it was formatted in a manner everyone was supportive of. Mr. Moore responded the State Agency that dealt with FOIL was within the Department of State and was an autonomous office that was the Committee on Open Government which Ms. O'Neill served as the Assistant Director of. He said the official position of the State on this was that if there was a conflict the Appeals Officer could not be the Records Access Officer. He stated Ms. Kissane had spoken directly with Ms. O'Neill the morning of January 29<sup>th</sup> and the advice given was to develop a method in which the County wanted to handle it which was what they were currently doing.

Chairwoman Seeber called the question and the motion to amend proposed Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*, as outlined above was carried by majority vote, with Supervisor Strough voting in opposition.

Chairwoman Seeber opened up the floor for discussion on other resolutions.

Supervisor Merlino advised a request to add an additional member to the Executive Committee as a result of a clerical error and to add two additional members to the Public Works Committee was tabled at the Executive Committee meeting, but no other information was provided as to why and he inquired whether it would be permissible for him to ask Supervisor Braymer why she made the motion to table the proposed resolution. Supervisor Braymer replied she made the motion to table as a result of her concerns with a number of changes being made to the Rules of the Board; however, she noted, she took no issue with moving forward with amending the Rules of the Board to add Supervisor Merlino as a member of those two Committees. She added if it was his desire to make that motion today she would be supportive of it. Supervisor Merlino asked why the request was tabled at the Executive Committee meeting, apprising if they did not want him to be a member of those Committees he would willingly not be a member of them and this would end the issue. He apprised he believed it was irresponsible to table the request, adding Chairwoman Seeber had been present at the meeting, but did not comment on the action. Chairwoman Seeber interjected that Supervisor Merlino's request was valid and to be

clear she did not make any comments on that to not weigh or persuade any type of discussion here today during debate or previously, as was indicated in the training on the Rules of the Board and she had been trying hard to abide by that. She advised she believed Supervisor Merlino had a good question and she would request that not only Supervisor Braymer respond, but also Supervisor Beaty, who served as Chair of the Executive Committee that day.

Supervisor Braymer restated she took no issue adding Supervisor Merlino as a member of the Executive Committee as a correction, as he should be a member of that Committee and she apologized for making it appear as if he was not wanted.

Supervisor Beaty apprised he had no comment, as he was unsure why the Committee decided to table the request. He added he did not vote on the motion to table because the Chair of Committees were not permitted to vote on matters before the Committee.

Supervisor Conover informed this matter had been discussed by the Public Works Committee and they decided they would like to add Supervisors Geraghty and Merlino as members of the Committee to change it from a five person Committee to a seven person Committee. He remarked he believed the reason the Executive Committee tabled the request was because it got entangled in another matter that it was listed with, adding he did not believe anyone would object to adding them as members since they were two of the most experienced Supervisors on the Board and in fact Supervisor Merlino used to serve as Chair of the Public Works Committee. He stated if Chairwoman Seeber would entertain a Waiving of the Rules of the Board at this time he would make a motion to entertain a resolution to expand the Public Works Committee by two members to add Supervisors Geraghty and Merlino as members and to expand the Executive Committee by one member and add Supervisor Merlino. Chairwoman Seeber inquired whether there was a second to the motion and Supervisor Beaty responded he would second that motion. She called the question and the motion to Waive the Rules of the Board as outlined above was carried unanimously.

Chairwoman Seeber called for a motion to amend the Rules of the Board to increase the Standing Committees Executive Committee membership by one and the Public Works Committee by two members. The necessary motion was made by Supervisor Shepler, seconded by Supervisor Braymer and carried unanimously. Chairwoman Seeber thanked Supervisor Merlino for bringing that matter to the Board's attention, adding they all valued his input, experience and participation on those Committees.

Supervisor Thomas entered the meeting at 11:45 a.m.

Prior to voting on resolutions Mrs. Allen apprised she would like to note she misspoke on the Floor Resolution, informing proposed Resolution No. 66 Waived the Rules of the Board for proposed Resolution No. 67 which was the Floor Resolution and proposed Resolution No. 68 would be another Waiving of the Rules of the Board and proposed Resolution No. 69 would amend the Rules of the Board.

Chairwoman Seeber called for a vote on resolutions, following which Resolution Nos. 24-69 were approved as presented, with the exception of Resolution No. 63 which was amended from the floor.

During the roll call votes, Chairwoman Seeber advised she had neglected to ask for public comment on resolutions which was part of the Agenda which was adopted by the Rules of the Board and she apologized to Mr. Lehman and she asked if any public comment had been received. Mr. Lehman replied at this time no public comments had been received on resolutions.

Supervisor Strough apprised he voted in opposition of proposed Resolution No. 63, *Resolution*

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*Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*, because the manner in which it was presented had no legal permanencies, as these duties needed to be assigned to a position and not an individual.

Proceeding with the Agenda review, Chairwoman Seeber stated she would like to extend privilege of the floor to any Supervisor wishing to address the Board on any matter prior to extending it to the public.

Senator Braymer apprised she wanted to take a moment to thank Senator Schumer for all of the relief that was outlined in the Federal Bill that was discussed earlier in the meeting and the information was emailed to the Board Members; she informed she was looking forward to reviewing all of the details regarding this Bill. She stated she would also like to thank the representatives from Governor Cuomo's Office for working closely with County staff and Mr. Moore on the data regarding the COVID-19 vaccine, as well as attempting to acquire more doses. She stated she and Chairwoman Seeber were constantly encouraging the Governor's Office to increase the number of doses allotted to the County so the mass vaccination site in the Town of Queensbury could begin operating. She acknowledged Dan Durkee, *Senior Health Educator, Emergency Preparedness Coordinator*, for the presentation he provided at one of her recent online meetings with Diana Palmer, *3<sup>rd</sup> Ward Councilwoman, City of Glens Falls*, and their constituents, which was very informative. She added the presentation was available for review on her facebook page for anyone who would like to watch it.

Supervisor Leggett stated yesterday the Strategy for Attracting New Residents had been distributed to the Board and was a product of a public/private partnership between the Common Ground Alliance and the Northern Forest Center that outlined some good strategies regarding what the County could implement which he would appreciate their support on.

Supervisor Driscoll indicated this past Wednesday it had been his pleasure to join a Zoom meeting hosted by the City of Glens Falls and their Police Department in regard to their response to Police Reform that also included many staff from the County whose jobs were associated with criminal justice, as well as a number of community leaders who represented the regions interests. He said it was unfortunate that the meeting was adjourned shortly into the meeting as a result of individuals once again hacking into the meeting which was disturbing to all of the attendees. He informed a future meeting would be scheduled, adding he had provided the contact information to the representatives from the City of the individuals who were responsible for managing the County's Zoom meetings when members of the public were involved via Youtube.

In regard to the Committee Chair and their reports, Supervisor Strough advised the Board Members who had not been assigned as Chair to any Committees had not been provided with the opportunity to discuss matters; he pointed out how some of the other Committee Chairs had discussed other matters following their Committee report. He said he had wanted to thank Ms. Frankenfeld for all of her efforts, as well as discuss Resolution No. 63, *Resolution Amending the Warren County Foil Policy and Authorizing the Prior Chairs of the Board of Supervisors to Decide and Sign Foil Appeals When There Is a Conflict of Interest*; however, he noted, he was not given the opportunity to do so which he believed was unfair.

Chairwoman Seeber thanked Supervisor Strough for his feedback on that matter and she called attention to Resolution No. 6 of 2021 concerning the Rules of the Board for which training was held by Ms. Kissane and Mrs. Allen on during the February 3<sup>rd</sup> Board Workshop meeting. She said during the training Ms. Kissane had noted the order of business which was very specific and how it was followed.

She apprised she was appreciative of the concerns expressed by Supervisor Strough, adding there was an opportunity for further discussion during the privilege of the floor and announcements portions of the meeting.

Supervisor Wild stated he concurred with Supervisor Strough as someone who did not Chair a Committee it was sometimes more difficult to get his points across and what he would like to do; however, he noted, he was appreciative of this opportunity. He mentioned something he always tried to do was to thank the public for their engagement and their involvement in the County's economic recovery and the future of the economy here, as there were many individuals who were contributing their time, expertise and skill to achieve this. He informed since he was no longer a Chair of a Committee nor was he leading the Economic Recovery Task Force which Mr. Siplon had taken the reigns on and he wanted to take this opportunity to acknowledge Mr. Siplon for agreeing to take that lead. He notified those in the public who wanted to get involved could do so by becoming a member of the Tourism & Hospitality Group lead by Mark Behan, *President, Behan Communications*, or the Economic Recovery Task Force which was lead by Mr. Siplon, as the more individuals who got involved with these groups created more ideas. He encouraged those who may be interested in participating to contact either of those individuals or himself.

Supervisor Magowan apprised he would like to thank Jim Lieberum, *District Manager, Warren County Soil & Water Conservation District*, for his presentation to the Town of Queensbury Planning Board regarding their activities in the County which was very informative. He encouraged everyone to watch the video regarding storm water, salt and the brining process that occurred in the County which was very informative. He added he felt individuals could tell the difference between the roads that were pre-treated with brine and those that were not.

Supervisor Conover indicated today they had voted on a grant application for Countryside Adult Home and he reminded them up until recently there had not been a capital plan for this facility. He said during this time he recalled a meeting being held at the facility upon the encouragement of Matthew Simpson, *former Town of Horicon Supervisor*, and Supervisor Frasier where they advanced the idea of the need to develop a capital plan for the facility which was very well executed by the Planning & Community Development Department. He stated this work set the stage to hopefully be able to partner with the State for funding to pay for a portion of the repairs at this facility and he wanted to recognize Supervisor Frasier and everyone else involved in the process for their efforts.

In regard to the comments just made by Supervisor Conover, Supervisor Braymer advised she felt the capital improvement plan for not only Countryside Adult Home, but all of the County infrastructure was excellent. She deferred to Supervisor Hogan to work with the Planning & Community Development Department to update that and continue to prioritize those projects, adding she looked forward to the great leadership provided by Supervisor Hogan and all of the work done by the Planning & Community Development Department. Supervisor Braymer mentioned this coming Tuesday at the Environmental Concerns & Real Property Tax Services Committee meeting Supervisor Dickinson had placed on the agenda discussion regarding the Septic Inspection at Transfer Law which was a great way to prevent contamination and pollution from entering the County waterways, adding she was hopeful this would be moved forward.

There being no further comments from the Supervisors, Chairwoman Seeber asked Mr. Lehman if he had received any public comments and Mr. Lehman replied there were a number of comments. Mr. Lehman stated the first comment was from Gina Mintzer, *Executive Director, Lake George Chamber of Commerce & CVB*, who thanked Ms. Frankenfeld for all of her efforts, adding she was well deserving of the recognition she had received. He informed Maria Bosford thanked Ms. Frankenfeld for all of her

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hard work and dedication and Visit Lake George commended Ms. Frankenfeld. He advised Ms. Frankenfeld had also responded by thanking everyone for the kind words. He advised Ms. Bosford questioned how much oversight the County had over Centers Nursing Homes to which he had exchanged some emails with her and received some information from Ginelle Jones, *Director, Public Health/Patient Services*, to provide Ms. Bosford with, but if anyone on the Board would like to address that question they could feel free to do so. Chairwoman Seeber asked Supervisor Frasier, as Chair of the Health Services Committee, if she would like to respond and Mrs. Frasier replied she would touch base with Mr. Lehman following the conclusion of the meeting to review the information he had provided to Ms. Bosford. Mr. Lehman stated Ms. Bosford was also inquiring whether there was anything the County could do to assist the Centers Nursing Homes, who was struggling in various ways. He reiterated that he had emailed Ms. Bosford the information Ms. Jones had provided to him. He informed Ms. Bosford had also remarked with all due respect to Supervisor Strough it was obvious his vote in opposition to the changes made to the FOIL Policy was personal and she indicated everyone was over his pity party. He apprised she concluded by advising she had thoroughly enjoyed the presentation regarding storm water.

Chairwoman Seeber called for announcements.

Supervisor Merlino advised he was appreciative of being provided with the opportunity to make a few announcements, the first of which was winning elections brought consequences. Next, in a few weeks he would be seventy-seven years old and when he began his tenure on this Board sixteen years ago he had weighed 226 pounds, but today he only weighted 175 pounds and had gray hair. He stated a number of things had occurred over the many years he had the great privilege of serving as a member of this Board, some of which could not be explained. He informed he had made many friends and colleagues and put in 125% effort toward his work on the Board every day, working hard all while loving the position, his community and his Town. He advised at the beginning of this year he was troubled by the changes that had been made to the Standing Committee Listing, as he had been removed as members of the Personnel, Administration & Higher Education, Legislative & Rules and Executive Committees, as well as his passion of serving as Chair of the Tourism Committee, for which he had been a member for sixteen years, ten of which as the Chair. He indicated while he took this personally what he was about to state did not pertain to this as much, but rather his health and well being. He announced he would not be seeking reelection when his term ended at the end of this year and he thanked all of his friends and colleagues for the support they had provided to him over the years.

Chairwoman Seeber addressed Supervisor Merlino directly, thanking him for his years of service, commitment, passion and his love for the Town of Lake Luzerne and the entire County which was obvious to all. She informed she had enjoyed getting to know him, listening to him, calling him probably more then he would have preferred, texting him, waking him up in the middle of the night with her emails which she apologized for. She stated because of his experience and now as the Vice-Chair of the Tourism & Occupancy Tax Coordination Committee and as Chair of the Park, Operations & Management Committee, his ability and innovating thinking and commitment to the community they were able to make changes and implement many of the goals he had, as well. She remarked she has a significant amount of respect for him and she knew that she spoke on behalf of this entire Board when they all indicated they were better because of him.

There being no further business to come before the Board of Supervisors, on motion made by Supervisor Magowan and seconded by Supervisor Shepler, Chairwoman Seeber adjourned the Board Meeting at 12:13 p.m.

# Warren County Board of Supervisors

## RESOLUTION NO. 24 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS BEATY, BRAYMER, GERAGHTY, THOMAS, MAGOWAN, SHEPLER, HOGAN, DICKINSON, SMITH, FRASIER, DRISCOLL, DIAMOND AND CONOVER

### MAKING SUPPLEMENTAL APPROPRIATIONS

WHEREAS, the Executive Committee has recommended amending the Warren County Budget for 2021 as set forth herein, now, therefore, be it

RESOLVED, that the following budget amendments are approved and authorized:

FROM CODE	TO CODE	AMOUNT
<b>DEPARTMENT: COUNTY ADMINISTRATOR</b>		
A.3110 418	Sheriff's Law Enforcement, Ins-Gen Liability	\$23,847.00
A.3620 418	Building & Fire Code, Ins-Gen Liability	947.00
A.6510 418	Veterans Services, Ins- Gen Liability	549.00
A.8021 418	Planning (and Comm. Dev.), Ins-Gen Liability	114.00
A.8022 418	Planning GIS Program, Ins-Gen Liability	146.00
A.6610 418	Weights & Measures, Ins-Gen Liability	247.00
A.4220 418	Narcotics Control-DA, Ins-Gen Liability	33.00
A.3140 418	Probation, Ins-Gen Liability	99.00
A.1610 418	Fleet Management, Ins-Gen Liability	1,381.00
A.4022 418	Emergency Medical Service, Ins-Gen Liability	547.00
A.3640 418	Civil Defense, Ins-Gen Liability	931.00

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<b>FROM CODE</b>		<b>TO CODE</b>		<b>AMOUNT</b>
<b>DEPARTMENT: COUNTY ADMINISTRATOR - cont.</b>				
A.3410 418	Fire Prevention & Control, Ins-Gen Liability			\$785.00
		A.1910 418	Unallocated Insurance, Ins-Gen Liability	14,571.00
		A.4010 418	Health Services, Ins- Gen Liability	1,782.00
		A.4013 418	W.I.C., Ins-Gen Liability	144.00
		A.6010 418	Social Services, Ins- Gen Liability	668.00
		A.6771 418	OFA-Hamilton County, Ins-Gen Liability	20.00
		A.6030 418	Countryside Adult Home, Ins-Gen Liability	29.00
		A.3642 418	Fire Training Center, Ins-Gen Liability	64.00
		A.1450 418	Board of Elections, Ins- Gen Liability	460.00
		A.1620 418	Buildings, Ins-Gen Liability	9,355.00
		A.5610 418	Airport (D.P.W.), Ins- Gen Liability	1,491.00
		A.7111 418	Up Yonda Farm, Ins- Gen Liability	74.00
		A.7113 418	Railroad, Ins-Gen Liability	968.00
<b>DEPARTMENT: PUBLIC WORKS</b>				
D.5112.8319 280	County Roads, 2020 CR#48 County Home Bridge Road, Projects	D.5112.8320 280	County Roads, 2021 CR#2 Stony Creek Road, Projects	248,400.00
		D.5112.8321 280	2021 CR#3 Harrisburg Road	99,900.00

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<b>FROM CODE</b>		<b>TO CODE</b>		<b>AMOUNT</b>
<b>DEPARTMENT: PUBLIC WORKS - cont.</b>				
D.5112.8319 280	County Roads, 2020 CR#48 County Home Bridge Road, Projects	D.5112.8322 280	County Roads, 2021 CR#3 Warrensburg Road	\$202,900.00
		D.5112.8323 280	2021 CR#67 Cameron Road	159,900.00
		D.5112.8324 280	2021 CR#56 White Schoolhouse Rd	441,800.00
		D.5112.8325 280	2021 CR#75 Ben Culver Road	198,800.00
		D.5112.8326 280	2021 CR#581 West Mountain Road	374,500.00
		D.5112.8327 280	2021 CR#72 Garnet Lake Road	347,800.00
		D.5112.8328 280	2021 CR#29 Peaceful Valley Road	145,000.00
		D.5112.8267 280	2017 CR#77 Main Street	168,000.00
		D.5112.8329 280	2021 Crack Sealing Project	250,000.00
		D.5112.8330 280	2021 Guide Rail Improvement Proj	250,000.00
		D.5112.8331 280	2022 CR#8 Friends Lake Road	28,000.00
		D.5112.8332 280	2022 CR#12 Hadley Road	20,500.00
		D.5112.8333 280	2022 CR#35 Diamond Point Road	62,000.00
		D.5112.8334 280	2022 CR#41 Sawmill Road	28,000.00
		D.5112.8335 280	2022 CR#43 Church Street	4,000.00
		D.5112.8336 280	2022 CR#49 Coolidge Hill Road	63,000.00
		D.5112.8337 280	2022 CR#50 New Hague Road	9,000.00

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<b>FROM CODE</b>		<b>TO CODE</b>		<b>AMOUNT</b>
<b>DEPARTMENT: PUBLIC WORKS - cont.</b>				
D.5112.8319 280	County Roads, 2020 CR#48 County Home Bridge Road, Projects	D.5112.8338 280	2022 CR#50 Summit Drive	\$15,000.00
		D.5112.8339 280	2022 CR#57 South Johnsburg Road	24,000.00
		D.5112.8340 280	2022 CR#60 Harrington Hill Road	27,000.00
		D.5112.8341 280	2022 CR#68 Landon Hill Road	45,500.00
		D.5112.8342 280	2022 CR#74 Atateka Drive	37,000.00
<b>DEPARTMENT: OFFICE OF EMERGENCY SERVICES</b>				
A.3640 110	Civil Defense, Salaries-Regular	A.3410 130	Fire Prevention & Control, Salaries-Part Time	11,500.00
A.3640 830	Social Security	A.3410 830	Social Security	713.00
A.3640 831	Medicare Contribution	A.3410 831	Medicare Contribution	167.00

# Warren County Board of Supervisors

## RESOLUTION NO. 25 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, THOMAS, MCDEVITT, MERLINO, BRAYMER, DIAMOND AND BRUNO**

### **AMENDING WARREN COUNTY BUDGET FOR 2021 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY**

WHEREAS, the Finance Committee has recommended amending the Warren County Budget for 2021 as set forth herein, now, therefore, be it

RESOLVED, that the following budget amendments are approved and authorized:

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
<b>MENTAL HEALTH/OFFICE OF COMMUNITY SERVICES</b>		
<u>ESTIMATED REVENUE</u>		
A.4320.0145 3490	Mental Health Programs, Addictions Care Center, Mental Health	\$194,559.00
<u>APPROPRIATIONS</u>		
A.4320.0145 470	Mental Health Programs, Addictions Care Center, Contract	194,559.00
<b>OFFICE OF EMERGENCY SERVICES</b>		
<u>ESTIMATED REVENUE</u>		
A.3645.4108 4380	Homeland Security, FY19 State Homeland Sec Program, State Homeland Security Program	1,164.24
A.3645.4111 4305	Homeland Security, FY20 EMPG-S (COVID-19), Local Emergency Management Performance Grant	14,364.00
<u>APPROPRIATIONS</u>		
A.3645.4108 220	Homeland Security, FY19 State Homeland Sec Program, Office Equipment	89.24
A.3645.4108 250	Technical Equipment	485.00
A.3645.4108 260	Other Equipment	590.00
A.3645.4111 260	Homeland Security, FY20 EMPG-S (COVID-19), Other Equipment	14,364.00

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<b><u>CODE</u></b>	<b><u>TITLE</u></b>	<b><u>AMOUNT</u></b>
<b>PUBLIC HEALTH</b>		
<b><u>ESTIMATED REVENUE</u></b>		
A.4018.0035 4409	Preventative Program, LHD Support for FLU & COVID 19, Prev Prog LHD Sup for FLU & COVID 19	\$14,105.00
A.4192 4401	Public Health-COVID-19 Addition, Public Health-Bio Terrorism	17,350.00
A.4193 4408	Public Health-COVID-Comm Care, Public Health-COVID-Comm Care	37,395.00
<b><u>APPROPRIATIONS</u></b>		
A.4018.0035 120	Preventative Program, LHD Support for FLU & COVID 19, Salaries-Overtime	500.00
A.4018.0035 130	Salaries-Part Time	5,500.00
A.4018.0035 410	Supplies	700.00
A.4018.0035 424	Postage	300.00
A.4018.0035 435	Medical Expenses	546.00
A.4018.0035 436	Advertising Fees	6,000.00
A.4018.0035 442	Automotive-Gas & Oil	100.00
A.4018.0035 830	Social Security	372.00
A.4018.0035 831	Medicare Contribution	87.00
A.4192 120	Public Health-COVID 19 Addition, Salaries-Overtime	9,000.00
A.4192 130	Salaries-Part Time	3,000.00
A.4192 410	Supplies	300.00
A.4192 411	Rent-Building/Property	1,800.00
A.4192 428	Data Processing & Internet Fees	1,000.00
A.4192 435	Medical Fees	1,000.00
A.4192 445	Foods	300.00
A.4192 830	Social Security	750.00
A.4192 831	Medicare Contribution	200.00
A.4193 120	Public Health-COVID-Comm Care, Salaries-Overtime	25,000.00
A.4193 130	Salaries-Part Time	9,500.00
A.4193 423	Telephone	255.00

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<b><u>CODE</u></b>	<b><u>TITLE</u></b>	<b><u>AMOUNT</u></b>
<b>PUBLIC HEALTH - cont.</b>		
<b><u>APPROPRIATIONS</u></b>		
A.4193 830	Public Health-COVID-CommCare, Social Security	\$2,140.00
A.4193 831	Medicare Contribution	500.00
<b>SOCIAL SERVICES</b>		
<b><u>ESTIMATED REVENUE</u></b>		
A.6010 3610	Social Services, Social Services Admin	40,000.00
A.6010 4610	Social Services Admin	50,000.00
<b><u>APPROPRIATIONS</u></b>		
A.6010 470	Social Services, Contract	90,000.00

RESOLVED, that the supplemental appropriations or reductions in estimated revenues and appropriations set forth above are authorized and the County Treasurer be, and he hereby is, authorized and directed to amend the budget of Warren County for 2021 for the estimated revenues, appropriations and codes indicated, and be it further

RESOLVED, that the Warren County budget for 2021 is hereby amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 26 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS MAGOWAN, BRUNO, WILD, SHEPLER AND STROUGH  
AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE FEDERAL AVIATION  
ADMINISTRATION/NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR THE  
CONSTRUCTION OF THE REHABILITATE TAXIWAY LIGHTING PROJECT FOR THE  
WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT**

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute and submit a grant application to the Federal Aviation Administration/New York State Department of Transportation for the construction of the rehabilitate taxiway lighting project for the Warren County (Floyd Bennett Memorial) Airport in an amount not to exceed Four Hundred Eighty Thousand Dollars (\$480,000), which includes a five percent (5%) local share of Twenty-Four Thousand Dollars (\$24,000), with a term to be determined, and be it further

RESOLVED, that upon notification of the award of said grant funds, the Chair of the Board of Supervisors be, and hereby is, authorized to execute the grant agreement and/or grant agreements and any and all other necessary documents relating to said agreement, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION NO. 27 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS SHEPLER, DIAMOND, STROUGH, DRISCOLL AND LEGGETT**

**AUTHORIZING EXTENSION OF AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES FOR THE STATE AID TO PROSECUTION GRANT FOR THE DISTRICT ATTORNEY'S OFFICE**

WHEREAS, upon authority granted by Resolution No. 375 of 2019, the District Attorney entered into an agreement with the New York State Division of Criminal Justice Services to accept Thirty-Eight Thousand One Hundred Seventy-Two Dollars (\$38,172) in State Aid to Prosecution grant funds over the twelve-month term commencing October 1, 2019 and terminating September 30, 2020, and

WHEREAS, the New York State Division of Criminal Justice Services has offered to extend the grant by six months and provide additional funding in the amount of Nineteen Thousand Eighty-Six Dollars (\$19,086), and

WHEREAS, the District Attorney has requested authorization to accept this offer and extend the contractual relationship with New York State Division of Criminal Justice Services for the State Aid to Prosecution Grant, increasing the total to an amount not to exceed Fifty-Seven Thousand Two Hundred Fifty-Eight Dollars (\$57,258), for a term commencing October 1, 2019 and terminating March 31, 2021, now, therefore, be it

RESOLVED, that Warren County continue its contractual relationship with New York State Division of Criminal Justice Services, 80 South Swan Street, Albany, New York 12210 for the State Aid to Prosecution Grant, for an amount not to exceed Fifty-Seven Thousand Two Hundred Fifty-Eight Dollars (\$57,258), for a term commencing October 1, 2019 and terminating March 31, 2021 and that the Chair of the Board of Supervisors be, and hereby is, authorized to execute an agreement for same in a form approved by the County Attorney, and be it further

RESOLVED, that if any further federal or state funding becomes available during the term of this contract, no further resolution will be necessary to accept these funds and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds.

# Warren County Board of Supervisors

## RESOLUTION No. 28 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS HOGAN, WILD, FRASIER, STROUGH, LEGGETT, GERAGHTY AND MERLINO**

**AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE HOUSING TRUST FUND CORPORATION OFFICE OF COMMUNITY RENEWAL FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

WHEREAS, the County Planner is requesting approval to submit a grant application to the New York State Housing Trust Fund Corporation, Office of Community Renewal, for Community Development Block Grant Funding, with the amount of the grant to be determined, now, therefore, be it

RESOLVED, that the Chair of the Warren County Board of Supervisors be, and hereby is, authorized to execute and submit a grant application to the New York State Housing Trust Fund Corporation, Office of Community Renewal for Community Development Block Grant Funding, with the amount of the grant to be determined, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION No. 29 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, CONOVER, HOGAN AND STROUGH**

**AUTHORIZING CONTINUATION OF A LEASE AGREEMENT WITH HUDSON HEADWATERS HEALTH NETWORK FOR USE OF SPACE AT THE WARRENSBURG HEALTH CENTER FOR PUBLIC HEALTH'S MONTHLY WIC CLINIC**

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the continuation of a lease agreement (the previous lease agreement being authorized by Resolution No. 109 of 2020) with Hudson Headwaters Health Network for use of space located at the Warrensburg Health Center, 3767 Main Street, Warrensburg, New York 12885 for Public Health's monthly (2) day WIC clinic for an amount of One Dollar (\$1), for a term commencing March 1, 2021 and terminating February 28, 2022, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute a lease agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Budget Code A.4013 411 W.I.C., Rent-Building/Property.

# Warren County Board of Supervisors

## RESOLUTION No. 30 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, CONOVER, HOGAN AND STROUGH**

**APPOINTING PAUL BACHMAN, M.D. AS MEDICAL DIRECTOR FOR THE HEALTH SERVICES DIVISION OF HOME CARE**

RESOLVED, that Paul Bachman, M.D. be, and hereby is, appointed as Medical Director for the Health Services Division of Home Care effective on January 1, 2021.

# Warren County Board of Supervisors

## RESOLUTION No. 31 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, CONOVER, HOGAN AND STROUGH**

### **APPOINTING WILLIAM BORGOS, M.D. AS MEDICAL DIRECTOR FOR THE HEALTH SERVICES DIVISION OF PUBLIC HEALTH**

RESOLVED, that William Borgos, M.D. be, and hereby is, appointed as Medical Director for the Health Services Division of Public Health effective on January 1, 2021, and be it further

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to send an approval request letter to the New York State Department of Health, Health Commissioner.

# Warren County Board of Supervisors

## RESOLUTION No. 32 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, CONOVER, HOGAN AND STROUGH**

### **APPOINTING MEMBERS OF THE LOCAL EARLY INTERVENTION COORDINATING COUNCIL (LEICC) FOR THE EDUCATION OF PHYSICALLY HANDICAPPED CHILDREN'S PROGRAM**

WHEREAS, Resolution No. 216 of 1993 authorized the establishment of a Local Early Intervention Coordinating Council (LEICC) for the Education of Physically Handicapped Children's Program within Warren County, and

WHEREAS, it is necessary to appoint members for a term commencing January 1, 2021 and terminating December 31, 2021, now, therefore, be it

RESOLVED, that the persons named on Schedule "A" attached hereto, are hereby appointed as members of the LEICC through December 31, 2021.

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**SCHEDULE "A"**

**WCPH LOCAL EARLY INTERVENTION COORDINATING COUNCIL**

Jones, Ginelle	Sharron, Cheryl	761-6580	Warren County Public Health
LaLone, Emily	Gillis, Diana	Fax: 761-6422	1340 State Route 9
Mastrianni, Erik	Toolan, Debbie		Lake George, New York 12845
Merritt, Jackie	Belden, Pat		
McLaughlin, Robin	Madison, Julie		
	Whisenant, Valerie		
Auer, Pat		Community Member	
Bourdeau, Meshele		Parent	
Breen, Tammy		Warren County Department of Social Services	
Chico, Kristen		Parent	
Conine, Pam		Southern Adirondack Child Care Network	
Grover, Dorothy		Queensbury School District	
Matte, Sarah		Warren County Head Start	
Meilhede, Lauren, MD		Adirondack Pediatrics	
Terry, Tracy		Warren County Preventive Services	
Utz-Meagher, Kevin		Capital District DDSO	
York, Robert		Office of Community Services for Warren and Washington County	

# Warren County Board of Supervisors

## RESOLUTION No. 33 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, CONOVER, HOGAN AND STROUGH**

### **APPOINTING MEMBERS OF PROFESSIONAL ADVISORY COMMITTEE FOR THE HEALTH SERVICES DEPARTMENT**

RESOLVED, that the following members of the Professional Advisory Committee for the Health Services Department, as listed on Schedule "A" annexed hereto and made a part hereof, be, and hereby are appointed for a one-year term commencing January 1, 2021 and terminating December 31, 2021.

SCHEDULE "A"

**PROFESSIONAL ADVISORY COMMITTEE MEMBERS**

<b>NAME</b>	<b>TITLE/ADDRESS</b>
Hillary Alycon	Manager - Infection Prevention and Control Glens Falls Hospital
Sarah Arnold	PHN Communicable Disease Program Warren County Health Services
Patricia Auer	Consumer Past Director, Warren County Health Services
Paul Bachman	MD Public Health Medical Director
Stephen Bassin	Physical Therapist
Patricia Belden	Assistant Director Public Health Warren County Health Services
William Borgos	MD Medical Director, Certified Home Health Agency
Sara Deukmejian	ARHN Coordinator Adirondack Health Institute
Tawn Driscoll	Financial Manager Warren County Health Services
Joseph DuFour	FNP Irongate Family Practice
Daniel Durkee	Senior Health Educator/Emergency Preparedness Coordinator Warren County Health Services
Joan Grishkot	BSN, MHA
Christian Hanchett	Commissioner of Social Services Warren County
Donna Healy	Professor of Nursing/Health Sciences Division Chair SUNY Adirondack

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Susan Hughes	Director Community Maternity Services
Ginelle Jones	Director of Health Services Warren County
Richard Leach	MD, Tuberculosis & Infectious Disease Program Consult
Richard Mason	Community Member
Erik Mastrianni	Children with Special Needs Program Manager
Deanna Park	Director of Office for the Aging Warren County
Nancy Parsons	RN, Immunization Program Warren County Health Services
Valerie Whisenant	Assistant Director Patient Services Warren County Health Services
Julie Smith	Director of Patient Services Greater Adirondack Home Health Aides
Rob York	Director of Community Services for Warren and Washington Counties

# Warren County Board of Supervisors

## RESOLUTION No. 34 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS DRISCOLL, MAGOWAN, DICKINSON, SMITH AND FRASIER**

**AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS AND THE WARREN COUNTY TREASURER TO EXECUTE AN APPLICATION FOR YOUTH PROGRAM FUNDS FROM THE NEW YORK STATE OFFICE OF CHILDREN & FAMILY SERVICES AS OUTLINED IN THE 2020 RESOURCE ALLOCATION PLAN**

WHEREAS, the Comprehensive Plan for Youth Services requires that the Resource Allocation Plan be prepared annually, which Plan is comprised of Warren County's program and project applications for youth service funds, and

WHEREAS, the Human Services Committee, as well as the Youth Board have recommended the State Aid resources for youth projects in 2020 be allocated as outlined in the Resource Allocation Plan, in a total amount of Fifty-Four Thousand Seven Hundred Twenty-Seven Dollars (\$54,727) and

WHEREAS, these documents have been prepared according to the Rules and Regulations of the New York State Office of Children & Family Services, now, therefore, be it

RESOLVED, that the Commissioner of Social Services is hereby authorized to submit an application to the New York State Office of Children & Family Services for the 2020 Resource Allocation Plan and upon notification of approval of the availability of State funds, the Chair of the Board of Supervisors and the County Treasurer be, and hereby are, authorized to execute the Warren County Comprehensive Planning Resource Allocation Agreement for 2020 and any and all documents required to implement the Resource Allocation Plan, and all agreements within the scope of such plan to qualify Warren County for State reimbursement for youth programs in 2020.

# Warren County Board of Supervisors

## RESOLUTION No. 35 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS DRISCOLL, MAGOWAN, DICKINSON, SMITH AND FRASIER**

**AUTHORIZING AGREEMENT WITH COUNCIL FOR PREVENTION OF ALCOHOL AND SUBSTANCE ABUSE, INC. FOR THE YOUTH COURT PROGRAM**

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with the Council for Prevention of Alcohol and Substance Abuse, Inc., 214 Main Street, Second Floor, Hudson Falls, New York 12839, to provide a Youth Court Program, for an amount not to exceed Sixty Thousand Dollars (\$60,000), for a term commencing January 1, 2020 and terminating December 31, 2020, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Budget Code A.7313 470 Youth Court, Contract.

# Warren County Board of Supervisors

## RESOLUTION No. 36 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS DRISCOLL, MAGOWAN, DICKINSON, SMITH AND FRASIER**

### **AUTHORIZING AGREEMENTS BETWEEN WARREN COUNTY AND THE TOWNS OF WARREN COUNTY FOR REIMBURSEMENT OF A PORTION OF THE COSTS FOR RECREATIONAL PROGRAMS**

WHEREAS, the New York State Office of Children & Family Services provided an allocation to reimburse Warren County in an amount of Twenty-Five Thousand Nine Hundred Seventy-Eight Dollars and Ninety-Five Cents (\$25,978.95) for the year 2020 to be divided by the costs to the Towns for recreational programs, and

WHEREAS, the Commissioner of Social Services has requested that Warren County enter into individual agreements with each Town not to exceed the following amounts:

Town of Bolton - \$5,000

Town of Chester - \$2,015.82

Town of Queensbury - \$9,817.18

Town of Warrensburg - \$9,145.95,

now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to enter into individual Memorandums of Agreement with the Towns in the amounts as set forth above, in a form approved by the County Attorney, with funding to be expended from Budget Code A.7312 470 - Special Delinquency Prevention, Contract.

# Warren County Board of Supervisors

## RESOLUTION NO. 37 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS DIAMOND, MAGOWAN, BRAYMER, FRASIER AND SHEPLER**

**AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES UNDER THE FY21 STATE HOMELAND SECURITY GRANT PROGRAM FOR THE OFFICE OF EMERGENCY SERVICES**

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute and submit a grant application to the New York State Division of Homeland Security and Emergency Services, 1220 Washington Avenue, Building 7A, 6<sup>th</sup> Floor, Albany, New York 12242, under the FY21 State Homeland Security Grant Program for a total amount not to exceed One Hundred Thousand Dollars (\$100,000), with a term to be determined and no matching County funds required, in a form approved by the County Attorney, and be it further

RESOLVED, that upon notification of the award of said grant funds, the Chair of the Board of Supervisors be, and hereby is, authorized and directed to execute any and all grant documents on behalf of the County of Warren relative to the above grant.

# Warren County Board of Supervisors

## RESOLUTION No. 38 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS DIAMOND, MAGOWAN, BRAYMER, FRASIER AND SHEPLER**

**AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES FOR FY21 LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT FUNDING FOR THE OFFICE OF EMERGENCY SERVICES**

WHEREAS, the New York State Division of Homeland Security and Emergency Services provides performance grant funding for local emergency management staff, and

WHEREAS, the Warren County Office of Emergency Services desires to obtain grant funding to pay a portion of the salary and fringe benefits for the Emergency Services Coordinator and staff, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute a grant application to the New York State Division of Homeland Security and Emergency Services, 1220 Washington Avenue, Building 7A, 6<sup>th</sup> Floor, Albany, New York 12242, for FY21 Local Emergency Management Performance Grant funding, for an amount not to exceed Thirty-Five Thousand Dollars (\$35,000), with a term to be determined, in a form approved by the County Attorney, and be it further

RESOLVED, that upon notification of the award of said grant funds, the Chair of the Board of Supervisors be, and hereby is, authorized and directed to execute any and all grant documents on behalf of the County of Warren relative to the above grant.

# Warren County Board of Supervisors

## RESOLUTION No. 39 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS DIAMOND, MAGOWAN, BRAYMER, FRASIER AND SHEPLER**

**AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES FOR THE FY21 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT FOR THE LOCAL EMERGENCY PLANNING COMMITTEE (OFFICE OF EMERGENCY SERVICES)**

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute a grant application to the New York State Division of Homeland Security and Emergency Services, 1220 Washington Avenue, State Campus, Building 7A, Albany, New York 12242, for FY21 Hazardous Materials Emergency Preparedness Grant, for an amount not to exceed Fifty Thousand Dollars (\$50,000), and a local match of not more than 25% to be paid through in-kind services, with a term to be determined, in a form approved by the County Attorney, and be it further

RESOLVED, that upon notification of the award of said grant funds, the Chair of the Board of Supervisors be, and hereby is, authorized and directed to execute any and all grant documents on behalf of the County of Warren relative to the above grant.

# Warren County Board of Supervisors

## RESOLUTION No. 40 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, THOMAS, BRUNO AND HOGAN**

**AWARDING BID AND AUTHORIZING AGREEMENT WITH  
LOWEST RESPONSIBLE BIDDER FOR WARREN COUNTY  
2021 HIGHWAY PROJECTS (WC 63-20)**

WHEREAS, the Purchasing Agent has advertised for sealed bids for Warren County 2021 Highway Projects (WC 63-20), and

WHEREAS, the bids were opened on December 17, 2020 and the recommendation of the lowest responsible bidder was not approved by the Superintendent of Public Works prior to the Public Works Committee meeting on January 20, 2021, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify the approved lowest responsible bidder of the acceptance of its bid, after recommendations and approval have been received from the Superintendent of Public Works, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with the lowest responsible bidder relative to Warren County 2021 Highway Projects, pursuant to the terms and provisions of the specifications (WC 63-20), for a term commencing upon execution by both parties and terminating upon completion of the project, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from various Department of Public Works Projects.

# Warren County Board of Supervisors

## RESOLUTION No. 41 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, THOMAS, BRUNO AND HOGAN**

**AWARDING BID AND AUTHORIZING AGREEMENT WITH ROZELL EAST, INC. TO PROVIDE CRANE SERVICES FOR THE DEPARTMENT OF PUBLIC WORKS (WC 69-20)**

WHEREAS, the Purchasing Agent has advertised for sealed bids for Crane Services (WC 69-20),  
and

WHEREAS, the Public Works Committee has approved awarding the bid to Rozell East, Inc., now,  
therefore, be it

RESOLVED, that the Purchasing Agent is hereby authorized to notify Rozell East, Inc. of the  
acceptance of their bid, and be it further

RESOLVED, that Warren County shall enter into an agreement with Rozell East, Inc., 45 Casey  
Road, Queensbury, New York 12804, for Crane Services, pursuant to the terms and provisions of the  
specifications (WC 69-20), for a term commencing upon execution by both parties and terminating  
December 31, 2021, with the option for two (2) additional one (1) year terms upon mutual agreement of the  
parties, without the need for a further resolution, and be it further

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to execute an  
agreement with Rozell East, Inc., in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from various Department of Public Works Projects.

# Warren County Board of Supervisors

## RESOLUTION No. 42 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, THOMAS, BRUNO AND HOGAN**

**AUTHORIZING CHANGE ORDER WITH NEW CASTLE PAVING LLC. FOR CONSTRUCTION SERVICES FOR CAPITAL PROJECT H377, SUNNYSIDE ROAD (CR 54) AND SUNNYSIDE EAST (CR 39) PAVEMENT PRESERVATION PROJECT, TOWN OF QUEENSBURY (WC 24-20) AND AUTHORIZING THE SUPERINTENDENT OF PUBLIC WORKS TO EXECUTE SUCH CHANGE ORDER**

WHEREAS, pursuant to Resolution No. 284 of 2020, the Chair of the Board of Supervisors was authorized to execute an agreement with the lowest responsible bidder for Construction Services for Capital Project H377, Sunnyside Road (CR 54) and Sunnyside East (CR 39) Pavement Preservation Project, Town of Queensbury (WC 24-20), for a term commencing upon execution by both parties and terminating seventy (70) days after notice to proceed, and

WHEREAS, the bid was awarded to New Castle Paving, LLC, and

WHEREAS, the Superintendent of the Department of Public Works has advised a Change Order is necessary, at an additional cost not to exceed Forty-Three Thousand Six Hundred Sixty-Nine Dollars and Ninety Cents (\$43,669.90) , now, therefore, be it

RESOLVED, that the Warren County Superintendent of Public Works be, and hereby is, authorized to execute the Change order as described in the preambles of this resolution, and be it further

RESOLVED, that the funds shall be expended from Capital Project No. H377.9550 280 Sunnyside East (CR39) Pave Pres, Capital Projects, Projects.

# Warren County Board of Supervisors

## RESOLUTION No. 43 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, THOMAS, BRUNO AND HOGAN**

**RESOLUTION DECLARING WARREN COUNTY THE SEQRA LEAD AGENCY FOR THE HORICON AVENUE (CR 11) OVER FINKLE BROOK CULVERT REPLACEMENT PROJECT AND AUTHORIZING THE SUPERINTENDENT OF PUBLIC WORKS TO EXECUTE THE SEQRA ENVIRONMENTAL ASSESSMENT AND NEGATIVE DECLARATION FORM**

WHEREAS, the Horicon Avenue (CR 11) over Finkle Brook Culvert Replacement Project is subject to the requirements of State Environmental Quality Review Act (SEQRA) pursuant to 6 NYCRR Part 617, and

WHEREAS, the Project consists of realigning approximately 175 linear feet of Finkle Brook and installing a new culvert under Horicon Avenue, and

WHEREAS, the Project is an Unlisted Action under SEQRA, and

WHEREAS, the Environmental Assessment Form has been prepared by the Department of Public Works, now, therefore, be it

RESOLVED, the Warren County Board of Supervisors hereby determines this Project to be an Unlisted Action under SEQRA, and be it further

RESOLVED, that the Warren County Board of Supervisors expresses intent to serve as lead agency for the Project under SEQRA, and be it further

RESOLVED, that the Superintendent of Public Works be, and hereby is, authorized to execute the Environmental Assessment and Negative Declaration Form referred to above and thereafter the County shall distribute the Environmental Assessment and Negative Declaration Form to all involved or interested agencies together with a request for consent of the involved agencies for Warren County to serve as lead agency for the Project under SEQRA.

# Warren County Board of Supervisors

## RESOLUTION NO. 44 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, THOMAS, BRUNO AND HOGAN**

**AMENDING RESOLUTION NO. 423 OF 2020, WHICH AUTHORIZED AN AGREEMENT WITH LOWEST RESPONSIBLE BIDDER FOR FIRE SUPPRESSION INSPECTION AND MAINTENANCE FOR FUELING FACILITIES LOCATED THROUGHOUT WARREN COUNTY, TO CHANGE THE CONTRACT TERMS**

WHEREAS, pursuant to Resolution No. 423 of 2020, the Warren County Board of Supervisors authorized the Chair of the Board to execute an agreement with the lowest responsible bidder relative to Fire Suppression Inspection and Maintenance for Fueling Facilities located throughout Warren County (WC 58-20), for a term commencing upon execution by both parties and terminating December 31, 2021, with the option for two (2) additional one (1) year terms upon mutual agreement of the parties, and

WHEREAS, the Superintendent of Public Works has requested that Resolution No. 423 of 2020 be amended to match the bid specifications which state a term commencing January 1, 2021 and terminating December 31, 2023, therefore, be it

RESOLVED, that Resolution No. 423 of 2020 be, and hereby is, amended to change the contract terms and the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with the lowest responsible bidder for Fire Suppression Inspection and Maintenance for Fueling Facilities located throughout Warren County (WC 58-20), for a term commencing January 1, 2021 and terminating December 31, 2023, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 423 of 2020 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION No. 45 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, THOMAS, BRUNO AND HOGAN**

**RESOLUTION SUPPORTING THE VILLAGE OF LAKE GEORGE'S REQUEST  
TO CHANGE THE NAME OF WEST BROOK ROAD TO  
SEN. ELIZABETH O'C LITTLE BOULEVARD**

WHEREAS, Sen. Elizabeth O'C Little has worked tirelessly over the past 34 years for the residents of Warren County, and

WHEREAS, she is retiring after having served as a Warren County Supervisor, member of the State Assembly and finally as a nine-term State Senator for the 45<sup>th</sup> Senate District, and

WHEREAS, she has been instrumental in protecting our regional economy, the well-being of her constituents and our great lake's incomparable water quality, and

WHEREAS, Elizabeth (Betty) Little is deserving of permanent recognition in Warren County for her dedication, enthusiasm and accomplishments, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby changes the name of West Brook Road to Sen. Elizabeth O'C Little Boulevard effective February 1, 2021.

# Warren County Board of Supervisors

## RESOLUTION No. 46 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS GERAGHTY, MERLINO, BRAYMER, WILD, HOGAN, BEATY AND STROUGH**

**AUTHORIZING AGREEMENT WITH BENCHMARK PRINTING, INC. FOR PRINTING OF THE 2021 WARREN COUNTY ALL SEASONS TRAVEL GUIDE FOR THE TOURISM DEPARTMENT**

RESOLVED, that Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to enter into an agreement with Benchmark Printing, Inc., 1890 Maxon Road, P.O. Box 1031, Schenectady, New York 12308, for printing of the 2021 Warren County All Seasons Travel Guide, for an amount not to exceed Thirteen Thousand Three Hundred Fifty-Seven Dollars (\$13,357), for a term commencing March 15, 2021 and terminating April 15, 2021, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Budget Code A.6417.0001 470 Tourism/Occupancy, Tourism, Contract.

# Warren County Board of Supervisors

## RESOLUTION No. 47 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS GERAGHTY, MERLINO, BRAYMER, WILD, HOGAN, BEATY AND STROUGH**

**AUTHORIZING CONTINUATION OF THE INTERMUNICIPAL AGREEMENT WITH THE VILLAGE OF LAKE GEORGE TO PROVIDE FUNDING FOR PROMOTION SPACE WITHIN THE LAKE GEORGE VISITOR CENTER**

WHEREAS, Resolution No. 48 of 2020 authorized continuation of an intermunicipal agreement with the Village of Lake George for promotional space within the Lake George Visitor Center, for a term commencing January 1, 2020 and terminating December 31, 2020, for an amount not to exceed Twenty-Five Thousand Dollars (\$25,000), and

WHEREAS, the Tourism & Occupancy Tax Coordination Committee is requesting to continue this agreement for a term commencing January 1, 2021 and terminating December 31, 2021, upon the same terms and conditions as previously authorized, now, therefore be it

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to execute an agreement consistent with the terms and provisions of this resolution and in a form approved by the County Attorney, and be it further

RESOLVED, that the funding for the agreement authorized herein shall be paid from Budget Code A.6417.0002 480.05 - Tourism/Occupancy, Occupancy Tax, Tourism-Business Promotion, upon receipt of a verified voucher in the amount authorized above.

# Warren County Board of Supervisors

## RESOLUTION No. 48 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, GERAGHTY, DRISCOLL, CONOVER AND MAGOWAN

### AMENDING TABLES OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2021

RESOLVED, that the Tables of Organization and the Warren County Salary and Compensation Plan for 2021 are hereby amended as follows:

#### **DPW-BUILDINGS & GROUNDS**

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.1620 110		
<u>TITLE:</u> Director of Facilities - County	January 30, 2021	\$73,670

<u>Deleting Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.1620 110		
<u>TITLE:</u> Superintendent of Buildings and Grounds	January 30, 2021	\$82,938

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.1620 130		
<u>TITLE:</u> Superintendent of Buildings and Grounds - PT - Temp	February 1, 2021 - May 1, 2021	\$39.87 per hour (Not to exceed 20 hours a week)

#### **HEALTH SERVICES**

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.4010 130		
<u>TITLE:</u> Senior Account Clerk - Temporary Per Diem	January 26, 2021	\$43,536 Grade 7, Step 25

#### **COUNTRYSIDE ADULT HOME**

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.6030 130		
<u>TITLE:</u> Leisure Time Activities Aide #4 - PT	March 1, 2021	\$28,026 Grade 3 (24 hrs/week)

**RESOLUTION No. 48 OF 2021**

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**COUNTRYSIDE ADULT HOME**

<u>Deleting Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.6030 110</u>	March 1, 2021	\$28,026
<u>TITLE:</u> Leisure Time Activities Aide #2		Grade 3

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.6030 110</u>	March 1, 2021	\$33,600
<u>TITLE:</u> Senior Account Clerk		Grade 7

<u>Deleting Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.6030 130</u>	March 1, 2021	\$33,600
<u>TITLE:</u> Senior Account Clerk - PT		Grade 7 (24 hrs/week)

**OFFICE OF EMERGENCY SERVICES**

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.3410 130</u>	January 29, 2021	\$11,500
<u>TITLE:</u> County Fire Coordinator (Part Time)		

**DEPARTMENT OF PUBLIC WORKS**

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>D.5020 110</u>	February 22, 2021	\$58,354
<u>TITLE:</u> Engineer I #4		

<u>Deleting Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>D.5020 110</u>	February 22, 2021	\$56,862
<u>TITLE:</u> Junior Transportation Analyst		

# Warren County Board of Supervisors

## RESOLUTION No. 49 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, GERAGHTY, DRISCOLL CONOVER AND MAGOWAN**

### **ADOPTING WARREN COUNTY TRAVEL, EDUCATION AND VEHICLE USE POLICY**

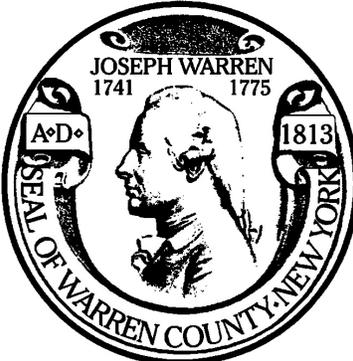
WHEREAS, the Warren County Board of Supervisors adopted an updated Warren County Travel Policy and County Vehicle Use Regulations (hereinafter the “Travel Policy”) by Resolution No. 495 of 2004, which has been updated by many subsequent resolutions, most recently by Resolution No. 289 of 2020, and

WHEREAS, the Clerk of the Board presented to the Personnel, Administration & Higher Education Committee revisions to update and rename the Policy to the “Warren County Travel, Education and Vehicle Use Policy”, and

WHEREAS, the Personnel, Administration & Higher Education Committee has reviewed the changes presented by the Clerk of the Board and has recommended that the same be advanced to the full Board of Supervisors for consideration, now, therefore, be it

RESOLVED, that the former Warren County Travel Policy and County Vehicle Use Regulations are hereby replaced by the Warren County Travel, Education and Vehicle Use Policy annexed hereto, and the same hereby is, adopted as the official Policy for Warren County, and be it further

RESOLVED, that any and all prior Travel Policies or County Vehicle Use Regulations, Resolutions or parts thereof inconsistent with the annexed are hereby repealed.



**WARREN COUNTY TRAVEL, EDUCATION  
AND VEHICLE USE POLICY**

**I. COUNTY TRAVEL & EDUCATION POLICY**

Whenever an officer or employee travels for County business, the officer or employee shall comply with the requirements of this section.

**A. GENERAL GUIDELINES FOR THE USE OF MOTOR VEHICLES AND/OR MASS TRANSPORTATION**

When at all possible, employees shall use County owned vehicles or rental vehicles available under state purchasing contract for County business purposes as opposed to personal vehicles. Whether a rental vehicle may be used in lieu of a County vehicle, shall be determined by the Fleet Manager or in said Manager's absence, the County Administrator based on the nature of the trip, length of the trip, and/or number of persons riding in the vehicle. Whenever practical, employees shall use mass transportation for County business as opposed to County vehicles, rental vehicles or personal vehicles.

- 1) Use of personal vehicles should only occur when a County vehicle is not readily available in the pool of vehicles available for department use or when a rental vehicle is not authorized.
- 2) Mass transportation sources should be used whenever there would be a savings in costs unless such use would be impractical given the nature of the trip. If use of Mass transportation would result in a saving of time, the value of the Officer's or Employee's time should be considered in evaluating costs.
- 3) Whenever travel is for more than distances six (6) hours away, it is expected that mass transportation will be used unless there is justification for not using the same.
- 4) Whenever requesting permission of the Board of Supervisors for out-of-state travel or when requesting authorization from the Department Head, Chair of the oversight Committee or County Administrator to attend a meeting or convention, the employee making the request shall indicate on the authorization request form whether a County vehicle and/or mass transportation will be used and if not, the reason for such decision. The Board, Department Head, Chair of the oversight Committee or County Administrator may require the use of a County vehicle and/or mass transportation sources in whole or part as a condition of authorizing the trip.

**B. TRAVEL APPROVAL REQUIRED**

- 1) Unless travel is excepted herein, or by separate Resolution by the Board, *all* travel requests, whether in-state, out-of-state or virtual, are subject to approval in accordance with the Travel Form (Schedule "A"). Department Heads shall submit all paperwork describing travel and expenses for review and approval by those listed on the Travel Form (Schedule "A") and must be attached to any Purchase Order or Voucher submitted for reimbursement.
- 2) Travel by County Supervisors, County Administrator, Assistant County Administrator and Department Heads to attend the New York State Association of Counties' conferences held twice per year do NOT need approval, provided that the Department has budget appropriations for the same and there is compliance with the GSA policy.
- 3) All travel authorizations must be reported to the proper oversight Committee at their next meeting as an informational item.

**C. FUNDING FOR TRAVEL**

If payment of travel expenses requires fund transfers, the Department Head must provide information on where the funds are coming from.

**D. REIMBURSEMENT RATE FOR LODGING, MEALS, AND INCIDENTAL EXPENSES**

The U.S. General Services Administration Domestic Per Diem Rates are to be used to determine the maximum reimbursement for lodging, meals and incidental expenses. A listing can be found at [www.gsa.gov](http://www.gsa.gov)

**E. EXCEPTIONS**

- 1) The Sheriff's Office shall be excepted from the Policy and guidelines concerning mass transportation and travel approval requirements, where the travel is not related to training or conferences, and which have been approved by the Sheriff or Division Commander.
- 2) The Commissioners of the Warren County Board of Elections, staff and machine custodians shall, to the extent authorized by the County Administrator, be excepted from the requirement of use of a County vehicle or a rental vehicle and may use personal vehicles with mileage reimbursement by the County in the performance of their official duties in Warren County concerning the Election Day period (that time period of a few weeks during which matters are readied and concluded for an election), classes in the various municipalities, trips to nursing homes, and voter education sessions. The Director/Fire Coordinator, Deputy Director of the Emergency Services Office, and Deputy Fire and EMS Coordinators, to the extent authorized by the County Administrator, shall be excepted from the requirement of use of a County vehicle or rental vehicle and may use personal vehicles with mileage reimbursement by the County while in the performance of their official duties, in Warren County and adjacent counties. The officers and/or employees identified in this division (E)(2) shall, however, when attending conferences or meetings outside the County or in adjacent counties, seek to use mass transit or a County vehicle, as may be applicable.
- 3) The employees of the Department of Social Services shall be excepted from the requirement of use of County vehicles and/or rental vehicles and may use personal vehicles with mileage reimbursement to be paid by the County, subject to the approval of the Commissioner of Social Services while continuing to use fleet vehicles as much as possible given the operation of that particular Department.
- 4) Section D above shall not apply to limit the maximum reimbursement rate where the lodging and/or meals are provided as a facility that is the host of an approved conference, training or meeting or is chosen because of its location proximate to the event and where the reimbursement is less than \$100 above the maximum daily GSA rate and where the employee or officer receives approval for the increased reimbursement above GSA rate as detailed on his or her "Authorization to Attend Meeting or Convention" request form.
- 5) The County Treasurer & County Clerk or their designee shall be excepted from the requirement of use of County vehicles and may use personal vehicles when performing departmental banking functions.

**II. COUNTY MOTOR VEHICLE USE RULES**

The following rules shall apply to the use of County owned, leased, or borrowed vehicles by those driving for County business.

- A. Only authorized employees who hold a valid New York State driver's license shall drive County vehicles. Authorized employees shall be:
- 1) 18 years and older;
  - 2) Any employee who regularly or at times operates a County vehicle as part of the employee's usual and/or customary County job function;
  - 3) An employee who is authorized to operate the vehicle by:

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- a) The County Administrator; or
  - b) The County Department Head to whom the vehicle has been assigned;
  - 4) Those who agree to provide their driver license number to the County for inclusion in the NYS Department of Motor Vehicle License Event Notification Service (*The LENS program provides the County with notifications of driver license infractions and suspensions*);
  - 5) Those who agree to the fact that the County has a right to request information relating to a change in driver license status of all authorized users described above;
  - 6) Those who have signed the acknowledgment (Schedule C) at the end of this Policy;
  - 7) Those who maintain a valid NYS drivers license, excluding conditional or restricted licenses
    - a) Any suspension or revocation of ones driver's license will result in immediate loss of the employee's status as an authorized County driver. Status as an authorized driver will be automatically reinstated upon restoration of unconditional license;
  - 8) Those who have been involved in an at fault incident(s) with a County vehicle where no convictions were issued *but* the incident(s) resulted in damage in excess of \$2,500 from a single incident or multiple incidents within a 12 month period will no longer be considered authorized drivers and must be reviewed by the Risk Management Steering Committee who will provide a recommendation to the Department Head. The Department Head will then determine the employee's status as an authorized driver of County vehicles or their own vehicle on County business. Employees may appeal a Department Heads determination to the Personnel & Higher Education Committee of the Board of Supervisors; and
  - 9) Those with Commercial Motor Vehicle Licenses, if using the license in the scope of their duties, that have successfully passed a Commercial Motor Vehicle License physical exam within the last 12 months and provided proper medical examination certificate to the County.
- B. Volunteers, clients, members of employees' families, etc. are not authorized to operate County owned vehicles, except volunteer County employees and unpaid interns who hold a valid New York State driver's license shall be authorized to operate County owned vehicles for:
- 1) Veteran's Services for such purposes as may be authorized by Executive Law Section 358 of Veteran's Affairs;
  - 2) for persons participating in Countryside Adult Home programs whether such is directly sponsored by Countryside Adult Home or some other governmental or non-governmental entity; and
  - 3) unpaid interns working at the Department of Social Services.
- C. 1) County vehicles shall be utilized for official purposes only. Persons on official business for the County or being transported for purposes of furthering County business, an official departmental function or a County agency sponsored or operated program may ride in County vehicles. In addition, officials or employees from governmental entities other than Warren County, such as from the federal, state or local governments (e.g.; other counties, towns, cities, villages, school districts, etc.) or a non-profit organization provided such non-profit organization is engaged in activity involving or related to County activities including but not limited to promoting the County may ride in County vehicles when accompanying County officials to a meeting, event, destination, or similar place, and such will be considered using the vehicle for official purposes or in furtherance of County business, since it fosters communication, shared governmental services and supports intergovernmental relationships and furthers the interests of the County. Picking up hitchhikers is prohibited. Examples of circumstances where non-County personnel may ride in County vehicles include but are not limited to:
- a) Health Services Department Staff taking students from contracted educational settings as passengers in County vehicles for clinical experience;
  - b) Veterans who ride in the Veterans' Services' van pursuant to program identified in

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- subparagraph II(B) hereof;
  - c) Persons riding in Veterans' Services' vans pursuant to arrangements made with the Department of Social Services;
  - d) Residents of Countryside Adult Home transported by County vehicle for any event or purpose whether such is directly sponsored by Countryside Adult Home or some other governmental or non-governmental entity for the general benefit of Countryside Adult Home residents;
  - e) Office for the Aging may transport advisory council members and/or senior citizens to meetings, conferences, etc. at the discretion of the Director;
  - f) District Attorney personnel transporting witnesses;
  - g) Department employees who wish to carpool with other County Officials not from Warren County when the purpose is furthering County business;
  - h) Youth being transported to various programs and seminars by the Department of Social Services;
  - i) Children or clients being transported in County vehicles by DSS staff; and
  - j) Officials or employees from governmental entities other than Warren County, such as from federal, state or local governmental entities or non-profit organizations engaged in activities involving or relating to County activities; and
  - k) Veterans employees may transport persons pursuant to the Peer to Peer Program.
- 2) Unauthorized personnel may not be transported. Uses not specifically described but consistent with the intent of this policy may be allowed by the Chair of the Board of Supervisors whose determination of whether the use is consistent and/or allowed within this policy shall be final and binding.
- D. 1) Authorization is hereby granted for the following individuals to take County vehicles home on a daily basis due to the nature of their responsibilities:
- a) Department of Public Works:
    - 1) Highway Construction Supervisors II
    - 2) Superintendent of Public Works
    - 3) Highway Manager
  - b) Health Services: Nurses upon approval of the Director of Public Health/Patient Services
  - c) Sheriff's Office:
    - 1) Sheriff
    - 2) Undersheriff
    - 3) Major
    - 4) Lieutenant - Criminal Investigators
    - 5) Lieutenant - Law Enforcement
    - 6) K-9 Officers (2)
    - 7) Narcotics Officers (5)
    - 8) Civil Officers (2)
    - 9) Investigators
  - d) Fire Prevention & Building Code Enforcement:
    - 1) Building Inspectors (2)
  - e) Office of Emergency Services
    - 1) Director
- 2) Whenever authorization has been provided to take County vehicles home, Department Heads or their designees must, on a quarterly basis, file with the Warren County Treasurer a report which details use of County vehicles by name of the employee, employee number and days the vehicle was used

for the quarter reported.

- E. If authorization to take a County vehicle home is not provided in this Policy, the individual seeking to take a County vehicle to private residence overnight must receive the approval of the Department Head and the County Administrator. In the event that a Department Head desires to take a County vehicle to a private residence overnight, approval must be obtained from the County Administrator. Authorization to take vehicles home overnight pursuant to this paragraph shall be subject to the following requirements:
- 1) A detailed log or record shall be kept by the department setting forth the date(s) vehicles were authorized to be taken home under this Division (E), the name of the employee, the vehicle make or model and the reason or purpose. Such list shall also include employee's position, title and vehicle number.
  - 2) The log or record kept pursuant to Division (E)(1) hereof shall be furnished quarterly to the County Fleet Manager commencing April 1, 2005.
  - 3) If authorized, County vehicles shall be driven only to and from the place of residence to the work site. No subsidiary trips (e.g. grocery store) shall be allowed.
  - 4) An exemption is made for the Warren County Sheriff and Warren County Office of Emergency Services Director to authorize vehicles to be taken home on an as-needed basis for training and other matters, without requiring the approval of the County Administrator.
- F. All vehicles which are not authorized to be taken home under this policy shall be housed or stored at the site where the County Department or Division with jurisdiction over the vehicle has an office where officers or employees typically report to work. For example, Department of Public Works' vehicles would be expected to be housed or stored at the Department of Public Works building in Warrensburg. Vehicles used to support Airport or Parks, Recreation & Railroad Division site personnel would be expected to be housed or stored, respectively, at the Airport or Parks, Recreation & Railroad Division site. Exceptions to the requirements of this Division (F) shall be as follows:
- 1) The District Attorney vehicle assigned to the investigators shall be housed at the Warren County Municipal Center;
  - 2) Sheriff's vehicles may be housed or stored at the Municipal Center or substations as designated by the Sheriff;
  - 3) Five vehicles assigned to the Health Services Department for use by the nurses in northern part of the County shall be housed as follows: one in Stony Creek, one in North Creek, and three in Chester;
  - 4) One vehicle assigned to the Planning & Community Development Department for use by the Construction Cost Coordinator shall be housed in the area with the largest amount of Planning Activity for use on an as-needed basis; and
  - 5) The Superintendent of Buildings vehicle to be housed in Warrensburg at the DPW shop.
- G. All County owned or leased vehicles must be properly marked with the official, non-removable, Joseph E. Warren insignia, except for those used in police work, the Office of Emergency Services the Social Services Department and the Health Services Department.
- H. No County vehicles shall be used for private or personal use. If an employee is in the field during a normal lunch break, they are to notify their supervisors that they are taking their lunch break and where they will be with the County vehicle.
- I. In addition to the log that must be kept on overnight usage, (*see Division (E)(1)*), the Department Head may require daily logs listing destinations, mileage and times must be maintained for all County vehicles covered by this Policy.

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- J. Department Heads are hereby authorized to recommend more restrictive or detailed rules concerning the use of County vehicles assigned to their department but must appear before the Budget Committee to gain approval of the rules which change these rules/regulations. If approved, the Budget Committee may authorize immediate implementation of the requested department rule change but such shall still be then referred to the Board of Supervisors for modification of this policy. If the Board does not approve the rule change, the Budget Committee's immediate authorization of the requested department rule change shall be deemed revoked.
- K. All vehicles that are assigned to specific employees or groups of employees must be returned to the fleet for use by other County employees when an employee is on vacation or not otherwise using the same.
- L. If violations of the rules set forth above are proven, an employee's rights to operate a County owned vehicle may be revoked by the Budget Committee.
- M. Employees are expected to take all steps necessary to avoid endangering themselves and others while operating vehicles on County business. To ensure this, employees authorized to operate County vehicles are expected to:
  - 1) Check that all vehicle occupants wear safety belts when the vehicle is in operation; and
  - 2) Not operate a vehicle that the driver suspects does not operate properly. The driver shall return and/or park the vehicle as may be appropriate and contact his or her Supervisor to make appropriate arrangements so that the vehicle can be towed or operated safely. If the Supervisor is not available, the employee shall contact the Warren County DPW maintenance department at 518-623-4142 or 518-761-6556.
- N. Drivers of County vehicles are also responsible for:
  - 1) Checking that the vehicle is clean - no trash, good overall appearance;
  - 2) Checking that any tools, equipment or other items do not interfere with the driver's ability to operate the vehicle or pose threats in situations where the driver suddenly stops or swerves the vehicle or otherwise cause items in the vehicle to move around;
  - 3) Ensuring that the vehicle has current copy of the vehicle registration and the insurance card are in the vehicle and all required inspection stickers are up to date;
  - 4) Checking that both license plates are properly attached and visible at all times;
  - 5) Conducting daily visual inspection for obvious problems (flat tire, damage, leaks) before the start of the workday and during the workday when approaching the vehicle. An unsafe vehicle should not be operated until repairs are made;
  - 6) Any additional pre or post trip inspection as directed by the Department Head; and
  - 7) Reporting any concerns regarding the County vehicle by using the form (Schedule B) at the end of this Policy.
- O. Drivers of County vehicles must follow respective laws governing motor vehicle operations including those regarding the use of cellular telephones. Drivers must refrain from any activity that may impede the driver's ability to focus on safely operating the vehicle while it is in motion. Drivers are personally responsible for any traffic citations; including EZ-Pass violations that may be issued as a result of operating a vehicle for County business.
- P. Drivers of County vehicles or other vehicles for County business must be free of alcohol and illegal drugs. This also includes prescription and non-prescription drugs that may impair a driver's judgement and other faculties.

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- Q. Drivers must report all accidents and incidents while using a County vehicle to his or her immediate Supervisor. The driver's immediate Supervisor must report the accident or incident according to the County's Safety and Health Program Policy.

Should a motor vehicle incident or crash occur, the driver of a vehicle used for County business must:

- 1) Stop and investigate immediately;
  - 2) Set out warning devices if such are available and warranted under the circumstances;
  - 3) Notify the police (*call 911*) and immediate Supervisor;
  - 4) The driver must supply his or her name and exhibit operator's driver license to the proper authorities;
  - 5) If able, secure names and addresses of other involved, witnesses and first persons at the scene;
  - 6) If the driver strikes an unattended vehicle and the owner cannot be located, the driver must place his or her name and the address of the Warren County Department securely on the vehicle;
  - 7) The driver shall attempt to protect his or her vehicle from further damage and theft;
  - 8) The driver must comply with the drug-alcohol testing requirements of the County's Substance Abuse Policy(s) for motor vehicle drivers.
  - 9) Post-Accident Testing for drugs and alcohol shall be arranged by the Department Head and/or Human Resources and occur as soon as practicable following an occurrence involving a County driver if the accident involves a loss of human life.
  - 10) Post-Accident Testing for drugs and alcohol shall be arranged by the Department Head and/or Human Resources and occur as soon as practicable following an occurrence involving a County driver if the accident resulted in bodily injury to any person who as a result of the injury immediately receives medical treatment away from the scene of the accident; or one or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle and moving violation was issued by law enforcement;
  - 11) Employees with Commercial Motor Vehicle Licenses (CDL) must also comply with Warren County's Drug and Alcohol Policy.
- R. If you are the driver of a disabled County vehicle, you need to do the following:
- 1) Make sure that the vehicle is not impeding the flow of traffic and is not a safety hazard;
  - 2) Turn on the vehicles 4-way flashing hazard lights, if possible;
  - 3) Set-up the vehicles emergency safety triangles and safety cone, if available;
  - 4) Place a note that can be seen from the outside of the vehicle on the dash of the vehicle describing the vehicles problem and drivers contact telephone or cell number;
  - 5) Notify the local police department (*911*) of the vehicles location;
  - 6) Contact your direct supervisor; and
  - 7) Make arrangements to have the vehicle towed.
- S. No radar detection devices are to be used in any County owned, leased, borrowed or other vehicle used for County business. Drivers who are found to be using such devices may be subject to disciplinary action as determined by the Department Head or County Administrator and in accordance with bargaining agreements and Civil Service Law.
- T. All employees seeking to operate a County vehicle must have participated in a driver improvement program within the last 3 years. The driver improvement program can be the County's driver improvement training or other driver improvement training approved by New York State Department of Motor Vehicles or the County's Safety Officer. Incidents and accidents involving County vehicles or other vehicles used for County business may be reviewed by the County's Safety Officer and/or the Risk Management Steering

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Committee and a recommendation may be made in regards to additional driver improvement training.

- U. It will be the County Department Head's responsibility to review this policy with all employees prior to using a vehicle for County business and at any time when the policy is changed. The County Department Head will be responsible for obtaining the signed acknowledgment form that follows from the employees prior to using a vehicle for County business. The County Department Head will be responsible for determining each employee's eligibility under this policy as an authorized driver prior to vehicle use.
- V. County Department Heads or their designee shall notify (*using the proper form*) the Self-Insurance Department upon hire or termination of employees authorized to drive County vehicles or other vehicles for County business. The Self-Insurance Department will maintain the NYS DMV LENS database accordingly.
- W. The violation of any rule in the County Motor Vehicle Use Rules may result in disciplinary action in accordance with bargaining agreements and Civil Services Law.

SCHEDULE "A"

AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- ☐ In-State (Must be approved by Department Head, County Administrator & Committee Chair)
☐ Out-of-State (Must be approved by Department Head, County Administrator & Committee Chair)
☐ On-Line (Must be approved by Department Head, County Administrator & Committee Chair)

The \_\_\_\_\_ hereby authorizes \_\_\_\_\_
(Supervisory Committee) (Employee Name)

to attend \_\_\_\_\_
(Name of meeting or organization)

at \_\_\_\_\_ on \_\_\_\_\_
(Address) (Dates)

Meeting/Convention/Training Cost: \_\_\_\_\_ Mode of transportation to be used: \_\_\_\_\_
(County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

☐ Notice of meeting/convention/training including cost. Total Cost \$ \_\_\_\_\_
(Include travel costs)

For Overnight Travel

☐ Room rate \$ \_\_\_\_\_ GSA\* Rate \$ \_\_\_\_\_ Funding in Budget? \_\_\_\_\_ Y \_\_\_\_\_ N

☐ Meal costs \$ \_\_\_\_\_ GSA\* per diem rate \$ \_\_\_\_\_ Budget Code: \_\_\_\_\_

\* www.gsa.gov

Date: \_\_\_\_\_

Department Head Signature

Date: \_\_\_\_\_

County Administrator Signature

Date: \_\_\_\_\_

Committee Chair Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

\*\*\*\*\*

Please check to request a fleet vehicle. ☐ REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

- 1. Original with voucher to Auditor.
2. Copy to Buildings & Grounds if fleet vehicle is needed.
3. Copy to Purchasing with Purchase Order, if required.
4. Copy to Clerk of the Board if credit card will be used.
5. Copy of executed form needs to be included in next agenda for reporting to oversight Committee.

WARREN COUNTY  
REPORT OF CONCERNS REGARDING COUNTY VEHICLES  
*This section to be completed by the employee that used the vehicle.*

Department: \_\_\_\_\_

Vehicle: Make: \_\_\_\_\_ Model: \_\_\_\_\_

County No. \_\_\_\_\_

Date Vehicle Used: \_\_\_\_\_

Detail of Concern(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

*Employee should provide this form to their Supervisor/Department Head who will immediately forward (via hard copy, fax or email) this form to the Fleet Manager and to the Warren County Vehicle Maintenance Shop in Warrensburg.*

*This section to be completed by the Fleet Manager:*

**REVIEW OF CONCERNS AND ACTION TAKEN**

Conclusion of Review of Concern(s) and Action Taken: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

*Upon resolution the Fleet Manager will distribute (via hard copy, fax OR email):  
Copy to Department Head, Copy Vehicle Maintenance Shop, Original to remain with Fleet Manager.*



# Warren County Board of Supervisors

## RESOLUTION No. 50 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, GERAGHTY, DRISCOLL, CONOVER AND MAGOWAN**

### **AMENDING SALARY SCHEDULE IN THE 2021 SALARY AND COMPENSATION PLAN TO CORRECT CLERICAL ERROR**

WHEREAS, pursuant to Resolution No. 435 of 2020 the Warren County Board of Supervisors adopted the Salary Schedule that was included in the 2021 Salary and Compensation Plan for Warren County on November 20, 2020, and

WHEREAS, the Personnel, Administration & Higher Education Committee has approved a request to change the position of “Administrative Assistant (PT)”, under Budget Code A.4018, General Preventive Program, to “Administrative Assistant” due to a clerical error, now, therefore, be it

RESOLVED, that Warren County Board of Supervisors hereby authorizes the County Treasurer to change the 2021 Salary Schedule to correct the position of “Administrative Assistant (PT)” to “Administrative Assistant” to address a clerical error.

# Warren County Board of Supervisors

## RESOLUTION No. 51 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, GERAGHTY, DRISCOLL, CONOVER AND MAGOWAN**

**AMENDING RESOLUTION NO. 486 OF 2019, WHICH AUTHORIZED AN AGREEMENT WITH CATALOG & COMMERCE SOLUTIONS FOR WEBSITE RE-DESIGN FOR WARREN COUNTY (WC 70-19), TO INCLUDE SUPPORT AND MAINTENANCE**

WHEREAS, pursuant to Resolution No. 486 of 2019, the Warren County Board of Supervisors authorized the Chair of the Board of Supervisors to execute an agreement with Catalog & Commerce Solutions for website re-design for Warren County (WC 70-19), for an amount not to exceed Twenty-Nine Thousand Seven Hundred Fifty Dollars (\$29,750), and

WHEREAS, the Personnel & Administration Committee has approved a request that Resolution No. 486 of 2019 be amended to include the costs of support and maintenance in the following amounts:

<b>YEAR</b>	<b>AMOUNT</b>
2021	\$6,600
2022	\$6,750
2023	\$6,900
2024	\$6,900

for a term commencing December 5, 2020 and terminating December 4, 2024, now, therefore, be it

RESOLVED, that Resolution No. 486 of 2019 be, and hereby is, amended to include support and maintenance, and the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with Catalog & Commerce Solutions, for a term commencing December 5, 2020 and terminating December 4, 2021, with the option for three (3) additional one (1) year terms, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION No. 52 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, GERAGHTY, DRISCOLL, CONOVER AND MAGOWAN**

**RATIFYING THE ACTIONS OF THE INFORMATION TECHNOLOGY DEPARTMENT IN EXECUTING A GRANT APPLICATION TO THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES TO BOLSTER CYBER-SECURITY**

WHEREAS, the Information Technology Department requested authorization to submit a grant application to the New York State Division of Homeland Security and Emergency Services, 1220 Washington Avenue, Building 7A, Albany, New York 12206, to bolster cyber-security, for an amount of Fifty Thousand Dollars (\$50,000), for a term to be determined, and

WHEREAS, the Information Technology Department executed the grant application prior to the February 19, 2021 Board of Supervisors Meeting in order to meet the grant submission deadline, now, therefore, be it

RESOLVED, that the actions of the Information Technology Department be, and hereby are, ratified with regard to executing the grant application to the New York State Division of Homeland Security and Emergency Services to bolster cyber-security, for an amount of Fifty Thousand Dollars (\$50,000), for a term to be determined, and be it further

RESOLVED, that upon notification of the grant award, the Chair of the Board of Supervisors be, and hereby is, authorized to execute the grant agreement and/or grant agreements and any and all other necessary documents relating to said agreement, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION No. 53 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, GERAGHTY, DRISCOLL, CONOVER AND MAGOWAN**

**AMENDING RESOLUTION NO. 70 OF 2020, AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2020 AND 2021, TO CHANGE THE SALARY OF THE COUNTY FIRE COORDINATOR - TEMPORARY FOR THE OFFICE OF EMERGENCY SERVICES**

WHEREAS, by Resolution No. 70 of 2020 the Warren County Board of Supervisors created the position of County Fire Coordinator - Temporary for the Office of Emergency Services for a salary not to exceed Ten Thousand Dollars (\$10,000), and

WHEREAS, the Personnel, Administration & Higher Education Committee has approved the request to extend the position for 2021 and combine the amount budgeted for 2020 and 2021 to authorize a total expenditure not to exceed Twenty Thousand Dollars (\$20,000) for the years 2020 and 2021 combined, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors does hereby adjust the salary of the County Fire Coordinator - Temporary position for the Office of Emergency Services from Ten Thousand Dollars (\$10,000) for year 2020 to Twenty Thousand Dollars (\$20,000) for the years 2020 and 2021 combined.

# Warren County Board of Supervisors

## RESOLUTION No. 54 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, GERAGHTY, DRISCOLL, CONOVER AND MAGOWAN**

**AMENDING RESOLUTION NO. 397 OF 2020, AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2020, TO EXTEND THE DELETION DATE OF THE FIRE COORDINATOR/DIRECTOR FOR THE OFFICE OF EMERGENCY SERVICES**

WHEREAS, by Resolution No. 397 of 2020 the Warren County Board of Supervisors deleted the position of Fire Coordinator/Director for the Office of Emergency Services to be effective on November 3, 2020, and

WHEREAS, the Personnel, Administration & Higher Education Committee has approved the request to change the deletion date to December 5, 2020, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors does hereby extend the deletion date of the Fire Coordinator/Director of the Office of Emergency Services from November 3, 2020 to December 5, 2020.

# Warren County Board of Supervisors

## RESOLUTION No. 55 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, THOMAS, MCDEVITT, MERLINO, BRAYMER, DIAMOND AND BRUNO**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE COUNTRYSIDE REHABILITATION RESERVE TO THE COUNTRYSIDE ADULT HOME BUDGET TO FUND BOILER REPAIRS AT COUNTRYSIDE ADULT HOME;  
AMENDING WARREN COUNTY BUDGET FOR 2021**

RESOLVED, that the Warren County Board of Supervisors hereby approves the appropriation of funds for boiler repairs at Countryside Adult Home, in an amount not to exceed Ten Thousand Dollars (\$10,000) from the Reserve, Countryside Rehabilitation (A.861.00) to Budget Code A.6030 413 Countryside Adult Home, Repair & Maint.-Bldg/Property, and be it further

RESOLVED, that the Warren County Budget for 2021 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 56 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS BEATY, THOMAS, MCDEVITT, MERLINO, BRAYMER, DIAMOND AND BRUNO

### ESTABLISHING 2021 AND 2022 ROAD FUND PROJECTS AND AMENDING WARREN COUNTY BUDGET FOR 2021

RESOLVED, that the Warren County Board of Supervisors does hereby establish the following road fund projects:

<u>PROJECT</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.5112.8320	2021 CR#2 Stony Creek Road	\$ 248,400.00
D.5112.8321	2021 CR#3 Harrisburg Road	\$ 99,900.00
D.5112.8322	2021 CR#3 Warrensburg Road	\$ 202,900.00
D.5112.8323	2021 CR#67 Cameron Road	\$ 159,900.00
D.5112.8324	2021 CR#56 White Schoolhouse Road	\$ 441,800.00
D.5112.8325	2021 CR#75 Ben Culver Road	\$ 198,800.00
D.5112.8326	2021 CR#58 West Mountain Road	\$ 374,500.00
D.5112.8327	2021 CR#72 Garnet Lake Road	\$ 347,800.00
D.5112.8328	2021 CR#29 Peaceful Valley Road	\$ 145,000.00
D.5112.8329	2021 Crack Sealing Project	\$ 250,000.00
D.5112.8330	2021 Guide Rail Improvement Project	\$ 250,000.00
D.5112.8331	2022 CR#8 Friends Lake Road	\$ 28,000.00
D.5112.8332	2022 CR#12 Hadley Road	\$ 20,500.00
D.5112.8333	2022 CR#35 Diamond Point Road	\$ 62,000.00
D.5112.8334	2022 CR#41 Sawmill Road	\$ 28,000.00
D.5112.8335	2022 CR#43 Church Street	\$ 4,000.00
D.5112.8336	2022 CR#49 Coolidge Hill Road	\$ 63,000.00
D.5112.8337	2022 CR#50 New Hague Road	\$ 9,000.00
D.5112.8338	2022 CR#50 Summit Drive	\$ 15,000.00
D.5112.8339	2022 CR#57 South Johnsburg Road	\$ 24,000.00

**RESOLUTION No. 56 OF 2021**

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D.5112.8340	2022 CR#60 Harrington Hill Road	\$ 27,000.00
D.5112.8341	2022 CR#68 Landon Hill Road	\$ 45,500.00
D.5112.8342	2022 CR#74 Atateka Drive	\$ 37,000.00
<b>TOTAL</b>		<b>\$ 3,082,000.00</b>

1. The above Road Fund Projects are hereby established.
2. The estimated cost for such Road Fund Projects is the amount of Three Million Eighty-Two Thousand Dollars (\$3,082,000.00).
3. The proposed method of financing such Road Fund Projects consists of the transfer of funds between existing Road Projects, as well as through and appropriation from Budget Code D.5112.8319 280 2020 CR#48 County Home Bridge, to be authorized by separate resolution, and be it further

RESOLVED, that the Warren County Budget for 2021 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 57 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, THOMAS, MCDEVITT, MERLINO, BRAYMER, DIAMOND AND BRUNO**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE  
COMPUTER RESERVE FUND TO VARIOUS DEPARTMENTAL BUDGETS;  
AMENDING 2021 WARREN COUNTY BUDGET**

RESOLVED, that the Warren County Board of Supervisors hereby approves the appropriation of funds in an amount not to exceed Fourteen Thousand Five Hundred Eighteen Dollars (\$14,518) from the Computer Reserve Fund Budget Code A.895.00 to the following Departmental budgets:

PROJECT	TITLE	AMOUNT
A.1680 220.1	Information Technology, Office Equipment-Reserve	\$10,000
A.4018 0040 220.1	Public Health, Preventive Program, Health Education, Office Equipment-Reserve	\$753
A.4054 220.1	Public Health, Ed/Physically Hand.Children, Office Equipment-Reserve	\$753
A.4018 0030 220.1	Public Health, Preventive Program, Disease Control, Office Equipment-Reserve	\$3,012

and be it further,

RESOLVED, that the Warren County Budget for 2021 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 58 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS BEATY, THOMAS, MCDEVITT, MERLINO, BRAYMER, DIAMOND AND BRUNO

**INCREASING CAPITAL PROJECT NO. H254, FIRE TRAINING CENTER PROJECT;  
AUTHORIZING TRANSFER OF FUNDS;  
AND AMENDING WARREN COUNTY BUDGET FOR 2021**

RESOLVED, that the Warren County Board of Supervisors does hereby increase Capital Project No. H254, Fire Training Center Project, as follows:

1. Capital Project No. H254, Fire Training Center Project, is hereby increased in the amount of Six Thousand Four Hundred Thirty-Three Dollars and Ninety-Seven Cents (\$6,433.97).
2. The estimated total cost of Capital Project No. H254, Fire Training Center Project, is now Six Hundred Forty-Six Thousand Five Hundred Fifteen Dollars and Thirty-Four Cents (\$646,515.34).
3. The proposed method of financing the increase in such Capital Project consists of the following:
  - a. Local share funding in the amount of Six Thousand Four Hundred Thirty-Three Dollars and Ninety-Seven Cents (\$6,433.97), to be transferred from Budget Code H.254.9950 2390, Fire Training Center, Capital Projects, Share of Joint Activity, Govt,

and be it further

RESOLVED, that the Warren County budget for 2021 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes and approves the County Treasurer to transfer the funds in the amount indicated below:

<u>TRANSFER TO</u>	<u>AMOUNT</u>
H254.9550 280 Fire Training Center Project	\$6,433.97

# Warren County Board of Supervisors

## RESOLUTION No. 59 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, THOMAS, MCDEVITT, MERLINO, BRAYMER, DIAMOND AND BRUNO**

### **AUTHORIZING COUNTY TREASURER TO CLOSE CD74 (COUNTRYSIDE ADULT HOME) PROJECT**

RESOLVED, that the Warren County Treasurer be, and hereby is, authorized and directed to close the following Project as the grant has been completed and closed out by the grantor agency:

<u>PROJECT</u>	<u>ESTIMATED FUNDS</u>	<u>FUNDING SOURCE</u>
CD74 (Countryside Adult Home)	\$0.00	N/A

# Warren County Board of Supervisors

## RESOLUTION NO. 60 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, THOMAS, MCDEVITT, MERLINO, BRAYMER, DIAMOND AND BRUNO**

**AUTHORIZING THE APPROPRIATION OF ADDITIONAL FUNDS FROM THE ENVIRONMENTAL TESTING RESERVE FUND TO THE REAL PROPERTY TAX SERVICES BUDGET TO PAY ATLANTIC TESTING LABORATORIES FOR ADDITIONAL ASBESTOS PROJECT MONITORING FEES FOR TOWN OF QUEENSBURY TAX MAP PARCEL NO. 302.8-1-2 (275 BAY ROAD); AND AMENDING 2021 WARREN COUNTY BUDGET**

WHEREAS, by Resolution No. 219 of 2020, the Warren County Board of Supervisors authorized the appropriation of funds in an amount not to exceed Seventy-Seven Thousand Fifty-Five Dollars (\$77,055) from Budget Code A.893.00, Reserve, Environmental Testing Fund, to Budget Code A.1355 470, Real Property Tax Services, Contract, to pay Bronze Contracting, LLC for demolition and asbestos abatement services and Atlantic Testing Laboratories for asbestos project monitoring for Town of Queensbury Tax Map Parcel No. 302.8-1-2 (275 Bay Road), and

WHEREAS, by Resolution No. 401 of 2020, the Warren County Board of Supervisors authorized the appropriation of funds in an amount not to exceed Five Hundred Dollars (\$500) from Budget Code A.893.00, Reserve, Environmental Testing Fund, to Budget Code A.1355 470, Real Property Tax Services, Contract, to pay Bronze Contracting, LLC to cover the cost of increase in prevailing wage, and

WHEREAS, the Director of Real Property Tax Services has requested an additional Ten Thousand Dollars (\$10,000) must be appropriated from Budget Code A.893.00, Reserve, Environmental Testing Fund, to Budget Code A.1355 470, Real Property Tax Services, Contract, to pay Atlantic Testing Laboratories for additional asbestos project monitoring fees, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors does hereby authorize the appropriation of an additional Ten Thousand Dollars (\$10,000) from Budget Code A.893.00, Reserve, Environmental Testing Fund, to Budget Code A.1355 470, Real Property Tax Services, Contract, and be it further

RESOLVED, that the Warren County Budget for 2021 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION NO. 61 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, THOMAS, MCDEVITT, MERLINO, BRAYMER, DIAMOND AND BRUNO**

### **CANCELLING OR CORRECTING OF ASSESSMENTS AND REFUNDS OR CHARGEBACKS OF TAXES FOR PILOT PAYMENTS MADE IN 2020**

WHEREAS, a listing of cancellations or corrections of assessments and refunds or chargebacks of taxes for PILOT payments made in 2020 have been reviewed and approved by the Department of Real Property Tax Services and the Supervisors of the towns wherein the property is located, and

WHEREAS, Article 5, Title 3 of the Real Property Tax Law empowers the Board of Supervisors to cancel or correct assessments and direct refunds or chargebacks of taxes when the same is found to be appropriate, now, therefore, be it

RESOLVED, that the following cancellation or correction of assessments and refunds or chargebacks of taxes for PILOT payments made in 2020 set forth on Schedule "A" annexed hereto, are hereby approved effective January 1, 2020, and be it further

RESOLVED, that the County Treasurer and the Director of the Department of Real Property Tax Services be, and they hereby are, authorized and directed to perform all acts necessary to effectuate the corrections set forth herein.

**RESOLUTION No. 61 OF 2021**

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**SCHEDULE "A"****CHARGEBACK OF TAXES**

<b>Town</b>	<b>Year</b>	<b>Assessed To &amp; Tax Map No.</b>	<b>Breakdown</b>	<b>Reason</b>
City of Glens Falls	2020	333 Glen St. Associates 302.20-23-4./2	County \$9,139.80	PILOT
City of Glens Falls	2020	Warren St. Square, LLC 310.5-3-10	County \$9,257.55	PILOT
City of Glens Falls	2020	21 Bay St. Properties, LLC 302.20-24-16	County \$3,444.77	PILOT
City of Glens Falls	2020	65 Ridge St., LLC 303.17-16-2	County \$2,145.01	PILOT
City of Glens Falls	2020	221 Glen St. 302.20-30-11	County \$9,748.82	PILOT
City of Glens Falls	2020	13 Chester 302.16-18-4	County \$2,100.88	PILOT
City of Glens Falls	2020	70 Warren, LLC 310.5-2-3	County \$648.55	PILOT
City of Glens Falls	2020	14 Hudson, LLC 309.28-7-1	County \$3,447.43	PILOT
City of Glens Falls	2020	88 Ridge Royale, LLC 302.20-24-1	County \$10,424.68	PILOT
City of Glens Falls	2020	Smith Flats, LLC 302.20-24-13	County \$797.40	PILOT

**RESOLUTION No. 61 OF 2021****PAGE 3 OF 3**

<b>City of Glens Falls</b>	<b>2020</b>	<b>EASM Properties, LLC 310.5-1-17</b>	<b>County</b>	<b>\$897.08</b>	<b>PILOT</b>
<b>City of Glens Falls</b>	<b>2020</b>	<b>Housing Authority Pilots 303.17-16-3</b>	<b>County</b>	<b>\$4,178.67</b>	<b>PILOT</b>
<b>City of Glens Falls</b>	<b>2020</b>	<b>Housing Authority Pilots 309.7-12-19</b>	<b>County</b>	<b>\$2,182.50</b>	<b>PILOT</b>
<b>City of Glens Falls</b>	<b>2020</b>	<b>Housing Authority Pilots 310.5-2-1</b>	<b>County</b>	<b>\$2,980.79</b>	<b>PILOT</b>
			<b>TOTAL</b>	<b>\$61,393.93</b>	

# Warren County Board of Supervisors

## RESOLUTION No. 62 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, BRAYMER, GERAGHTY, THOMAS, MAGOWAN, SHEPLER, HOGAN, DICKINSON, SMITH, FRASIER, DRISCOLL, DIAMOND AND CONOVER**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE INFORMATION TECHNOLOGY BUDGET; AMENDING 2021 WARREN COUNTY BUDGET**

WHEREAS, the Director of Information Technology has requested funding in the amount of Fifty Thousand Dollars (\$50,000) to cover the cost of security monitoring software for both data and physical devices within the County's network, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby approves the appropriation of funds in an amount not to exceed Fifty Thousand Dollars (\$50,000) from the General Fund Unappropriated Surplus to the following budget code:

CODE	DEPARTMENT	AMOUNT
A.1680 426	Information Technology, Subscriptions	\$ 50,000

and be it further

RESOLVED, that any grant funding subsequently applied toward this project in lieu of County funding shall result in an equivalent amount to be returned to the General Fund Unappropriated Surplus account, and be it further

RESOLVED, that the Warren County Budget for 2021 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 63 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, BRAYMER, GERAGHTY, THOMAS, MAGOWAN, SHEPLER, HOGAN, DICKINSON, SMITH, FRASIER, DRISCOLL, DIAMOND AND CONOVER**

**RESOLUTION AMENDING THE WARREN COUNTY FOIL POLICY AND AUTHORIZING THE PRIOR CHAIRS OF THE BOARD OF SUPERVISORS TO DECIDE AND SIGN FOIL APPEALS WHEN THERE IS A CONFLICT OF INTEREST WITH THE FOIL APPEALS OFFICER**

WHEREAS, Resolution No. 346 of 2018 sets the Warren County Freedom of Information Law (FOIL) Policy, and

WHEREAS, §III.082 “APPEALS” designates the Chair of the Warren County Board of Supervisors as the appeals officer, and

WHEREAS, no other person is designated as an alternate to decide and sign appeals if the Chair of the Board of Supervisors has a conflict, now, therefore, be it

RESOLVED, that the Warren County FOIL Policy is hereby amended to identify the prior Chairs of the Board of Supervisors, in order of reverse succession, to decide and sign FOIL appeals when the Chair has a conflict, and be it further

RESOLVED, that in the event of a conflict of interest, the Chair of the Board, as FOIL Appeals Officer, shall submit in writing to the Clerk of the Board a statement identifying such conflict.

# Warren County Board of Supervisors

## RESOLUTION NO. 64 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS BEATY, BRAYMER, GERAGHTY, THOMAS, MAGOWAN, SHEPLER, HOGAN, DICKINSON, SMITH, FRASIER, DRISCOLL, DIAMOND AND CONOVER

**AMENDING RESOLUTION NO. 20 OF 2021, APPOINTING MEMBERS TO THE WARREN-WASHINGTON COUNTIES INDUSTRIAL DEVELOPMENT AGENCY AND CIVIC DEVELOPMENT CORPORATION, TO INCLUDE WASHINGTON COUNTY APPOINTMENTS**

WHEREAS, by Resolution No. 20 of 2021 the Warren County Board of Supervisors named the Warren County appointments to the Warren-Washington Counties Industrial Development Agency and Civic Development Corporation, but did not include the Washington County appointments because they were unknown at the time, and

WHEREAS, Washington County's appointments have now been made known and must be adopted, now, therefore, be it

RESOLVED, that Resolution No. 20 of 2021 is hereby amended to indicate that the following individuals be, and hereby are, appointed as members of the Warren-Washington Counties Industrial Development Agency and Civic Development Corporation, to serve at the pleasure of the appointing authority for the year 2021, upon the adoption of a similar resolution by the County of Washington:

**Representatives Appointed by  
Warren County:**

Daniel Bruno

Craig Leggett

Nicholas Caimano

Michael J. Grasso

Michael Wild

**Representatives Appointed by  
Washington County:**

Bruce Ferguson

David K. O'Brien

Virginia Sullivan

Michael Bittel

Brian Campbell

# Warren County Board of Supervisors

## RESOLUTION NO. 65 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, BRAYMER, GERAGHTY, THOMAS, MAGOWAN, SHEPLER, HOGAN, DICKINSON, SMITH, FRASIER, DRISCOLL, DIAMOND AND CONOVER**

**RESOLUTION TO COMMIT TO FUNDING TO ADDRESS THE NEEDS AT COUNTRYSIDE ADULT HOME PURSUANT TO THE BEARDSLEY REPORT**

WHEREAS, Resolution No. 38 of 2019 authorized the Chair of the Board of Supervisors to enter into an agreement with Beardsley Design Associates to have a consultant conduct a comprehensive building assessment at the Countryside Adult Home, and

WHEREAS, a Beardsley report was completed on May 6, 2019 addressing the need for improvements and repairs at Countryside Adult Home, and

WHEREAS, the Planning Department is looking to apply for a grant with the New York State Housing Trust Fund, Office of Community Renewal, for an amount of Three Hundred Thousand Dollars (\$300,000) to help with the improvements and repairs, and

WHEREAS, the Executive Committee has approved a request to commit to providing One Million Dollars (\$1,000,000) to address the needs at Countryside Adult Home contingent upon award of the grant, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby commits to providing One Million Dollars (\$1,000,000) to address the needs at Countryside Adult Home contingent upon award of the grant from the New York State Housing Trust Fund, Office of Community Renewal in the amount of Three Hundred Thousand Dollars (\$300,000), and be it further

RESOLVED, that the commitment funds shall be expended either by bond or surplus.

# Warren County Board of Supervisors

## RESOLUTION No. 66 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER AND GERAGHTY**

**WAIVING THE RULES OF THE BOARD REQUIRING THAT RESOLUTIONS BE PROVIDED TO THE MEMBERS OF THE BOARD OF SUPERVISORS ON THE TUESDAY PRIOR TO A REGULAR BOARD MEETING REGARDING A RESOLUTION APPOINTING COUNTY FIRE COORDINATOR**

WHEREAS, by Resolution No. 6 of 2021 the Board of Supervisors adopted the Rules of the Board, Section A(5) of which indicates that all resolutions must be provided each member of the Board on the Tuesday prior to a regular Board meeting, and

WHEREAS, the Board has agreed to consider a resolution appointing the County Fire Coordinator now, therefore be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirement that resolutions be provided to the Board of Supervisors on the Tuesday prior to a regular Board meeting in order to entertain said resolution.

# Warren County Board of Supervisors

## RESOLUTION NO. 67 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS SHEPLER AND MAGOWAN**

### **APPOINTING COUNTY FIRE COORDINATOR**

WHEREAS, Warren County Local Law No. 2 of 2021, adopted by Resolution No. 4 of 2021, indicates that the Director of the Office of Emergency Services shall have the authority to appoint the Fire Coordinator with the approval of the Warren County Board of Supervisors, and

WHEREAS, at their meetings held on January 29, 2021 the Personnel, Administration & Higher Education and Finance Committees approved the creation of the part-time County Fire Coordinator position and the Finance Committee assigned an effective date for creation retroactive to that day and expressed a desire to fill the position as quickly as possible, and

WHEREAS, upon the direction of the Personnel, Administration & Higher Education and Finance Committees to fill the position as quickly as possible, the Director of the Office of Emergency Services has selected Jay Ogden to fill the position of County Fire Coordinator effective February 4, 2021, and the Director is now requesting the Board authorize the appointment in accordance with Warren County Local Law No. 2 of 2021, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors authorizes, and does hereby ratify, the appointment of Jay Ogden to fill the position of County Fire Coordinator retroactive to February 4, 2021.

# Warren County Board of Supervisors

## RESOLUTION No. 68 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER AND BEATY**

**WAIVING THE RULES OF THE BOARD REQUIRING THAT RESOLUTIONS BE PROVIDED TO THE MEMBERS OF THE BOARD OF SUPERVISORS ON THE TUESDAY PRIOR TO A REGULAR BOARD MEETING REGARDING A RESOLUTION AMENDING THE RULES OF THE BOARD**

WHEREAS, by Resolution No. 6 of 2021 the Board of Supervisors adopted the Rules of the Board, Section A(5) of which indicates that all resolutions must be provided each member of the Board on the Tuesday prior to a regular Board meeting, and

WHEREAS, the Board has agreed to consider a resolution amending the Rules of the Board to expand the Executive Committee by one member and the Public Works Committee by two members now, therefore be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirement that resolutions be provided to the Board of Supervisors on the Tuesday prior to a regular Board meeting in order to entertain said resolution.

# Warren County Board of Supervisors

## RESOLUTION NO. 69 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS SHEPLER AND BRAYMER**

**RESOLUTION ALTERING THE STANDING RULES OF THE BOARD, AS ADOPTED BY RESOLUTION NO. 6 OF 2021, TO MAKE CHANGES TO THE STANDING COMMITTEE LIST**

RESOLVED, that pursuant to a two-thirds majority vote of the Warren County Board of Supervisors required to alter the standing Rules of the Board, the Rules are hereby altered to make changes to the Standing Committee List, specifically to expand the Executive Committee by one member and the Public Works Committee by two members, and be it further

RESOLVED, that the aforementioned changes are reflected in the revised Rules of the Board, attached hereto as Schedule "A".

**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 (enacted by Resolution No. 649 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 Chair, who shall preside at such meeting and at all meetings during the year. In case of the absence of the Chair at any meeting, the Finance Chair shall serve as Vice Chair (now also known as the Majority Leader for 2021), as provided by Local Law No. 1 of 1968; the Minority Leader for 2021 shall serve as Chair of the Personnel, Administration & Higher Education Committee. The Chair 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 Chair 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, except for the June meeting which will be held on June 16, 2021 at 4:00 p.m., unless a different time shall have been determined at a previous meeting. The meetings for the year 2021 are scheduled as follows:
  - i) January 15, 2021
  - ii) February 19, 2021
  - iii) March 19, 2021
  - iv) April 16, 2021
  - v) May 21, 2021
  - vi) June 16, 2021 - 4:00 p.m.
  - vii) July 16, 2021
  - viii) August 20, 2021
  - ix) September 17, 2021
  - x) October 15, 2021
  - xi) November 19, 2021
  - xii) December 17, 2021

The Board shall also gather for bi-monthly workshop sessions to be called at the discretion of the Chair for the purpose of receiving presentations and/or training at which no action of the Board will be taken. Such workshop sessions will be subject to the requirements of the Open Meetings Law and shall be open to the public.

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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 Chair (or, if appropriate, the Vice Chair) or upon written request for a special meeting signed by a majority of the total membership of the Board. At the direction of the Chair (or Vice Chair) 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 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/her.

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 Chair of the Board  
   Reports by Committee Chairs  
   Report of County Administrator  
   Report of the County Attorney  
   Call for reading of communications  
   Call for reading of resolutions  
   Discussion/public comment on resolutions  
   Requests for roll call votes  
   Vote on resolutions  
   Privilege of the floor and public comment  
   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 distribute all resolutions to the members of the Board of Supervisors and post same to the Warren County website 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 resolution not approved through the established Committee structure in advance of a Board meeting shall require a waiving of the Rules to be considered. Any Supervisor may request a resolution to Lay on the Table to enable the assembly to lay the pending question aside temporarily when something else of immediate or emergency has arisen or when something else needs to be address before consideration of the pending question is resumed (*in accordance with Robert Rules of Order*). A majority of the total weighted voting power of the Board shall be necessary to take item 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.

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2. The Chair shall preserve order and shall decide all questions of order, subject to the appeal of the Board.
3. The Chair in all cases shall have the right to vote, and when his/her 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.
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 Chair of the Board or the Chair of any Committee wishes to enter into debate, he/she may do so only after he/she excuses himself/herself from the Chair and a Temporary Chair is appointed by the Chair.
7. Any member, upon being called to order, shall take his/her seat and remain there until the point raised is determined. If the point be sustained, he/she 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. While a member is speaking no member shall entertain any private discourse or pass between him/her or the Chair.
11. 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.
12. 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 been afforded the opportunity to inform the Board of operation and/or legal consequences of adjournment.
13. The minutes of this Board shall be distributed 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 Chair

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at the Organization Meeting or not later than the first regular meeting following the Organization Meeting, upon the following subjects, to wit:

<b>Committee Name</b>	<b>Number of Members</b>
Budget	7
County Facilities - <i>Airport; Buildings &amp; Grounds; Fire Prevention &amp; Building Code Enforcement</i>	5
Criminal Justice - <i>Assigned Counsel; Courts; District Attorney; Probation; Public Defender</i>	5
Economic Growth & Development - <i>Economic Development Corporation; Employment &amp; Training Administration; Planning &amp; Community Development</i>	7
Environmental Concerns & Real Property Tax Services	5
Executive Committee	14
Finance - <i>County Administrator; County Treasurer</i>	7
Governmental Operations & Advocacy - <i>Board of Elections; County Clerk/DMV; Purchasing</i>	5
Health Services - <i>Mental Health; Office for the Aging; Public Health</i>	5
Human Services - <i>Countryside Adult Home; Department of Social Services; Veterans' Services; Youth Programs</i>	5
Personnel, Administration & Higher Education - <i>Civil Service; Clerk of the Board; County Attorney; County Auditor; Human Resources; Information Technology, Self-Insurance; SUNY Adirondack</i>	5
Public Safety - <i>Office of Emergency Services; Sheriff &amp; Communications</i>	5
Public Works - <i>DPW; Parks, Recreation &amp; Railroad; Solid Waste &amp; Recycling; Warren County Sewer</i>	7
Tourism & Occupancy Tax Coordination	7
<b>Special Committees</b>	
EMS (Emergency Medical Services)	7
Park Operations & Management (O&M)	4 <i>plus 1 alternate</i>
National Association of Counties	3
Extension Services	5

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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 Chair. The 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 Chair of such committee. The Chair of each Committee shall appoint both the Vice Chair and 2<sup>nd</sup> Vice Chair, who shall serve in the event that both the Committee Chair and Vice Chair are absent. The Vice Chair and 2<sup>nd</sup> 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 Chair thereof, except as hereinafter provided. The Chair of each committee shall give or cause to be given by the Clerk of the Board of Supervisors notice in person, by telephone, by email 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/emailed to the Chair of such committee and the Chair of the Board of Supervisors at least three days in advance of the day specified in such notice.
4. The Chair of the Board of Supervisors shall be an ex-officio 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 Chair 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 Chair in determining whether a majority of members are present to allow the conduct of business, rather the Chair shall be considered an alternate or substitute for a non-present committee member. Once the Chair becomes a member by virtue of the criteria set forth above (whether at the start of or during a meeting), the Chair 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 Chair'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 Chair'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

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in accordance with the terms of Local Law No. 12 of 2011, as it may be amended from time to time. 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.
8. 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 Chair 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.