

Warren County Board of Supervisors

**AGENDA
FRIDAY, NOVEMBER 5, 2021
SPECIAL BOARD MEETING**



11:00 a.m. Call Meeting to Order

Pledge of Allegiance - Supervisor Thomas

Roll Call

Chair turns meeting over to the Budget Officer for the formal presentation of the Proposed 2022 County Budget

Reading of Resolutions

Discussion and public comment on proposed Resolutions

Requests for roll call votes

Vote on Resolutions

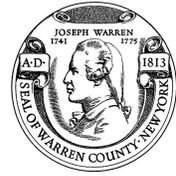
Privilege of the floor and public comment

Announcements

Motion to Adjourn

Warren County Board of Supervisors

NOVEMBER 5, 2021
SPECIAL BOARD MEETING
INDEX



<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
461	ROLL CALL	BUDGET COMMITTEE - ACCEPTING TENTATIVE BUDGET PROVIDING APPROPRIATIONS FOR THE CONDUCT OF COUNTY BUSINESS FOR THE FISCAL YEAR 2022 AND AUTHORIZING PUBLIC HEARING ON THE BUDGET
462	ROLL CALL	PERSONNEL, ADMINISTRATION & HIGHER EDUCATION - AMENDING TABLES OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2021
463	ROLL CALL	PERSONNEL, ADMINISTRATION & HIGHER EDUCATION - APPOINTING LARRY ELMEN AS WARREN COUNTY ATTORNEY
464	ROLL CALL	PERSONNEL, ADMINISTRATION & HIGHER EDUCATION - AUTHORIZING THE CHAIR OF THE PERSONNEL, ADMINISTRATION & HIGHER EDUCATION COMMITTEE AND THE COUNTY ADMINISTRATOR TO NEGOTIATE AND AWARD VACATION LEAVE ALLOWANCES FOR THE INCOMING COUNTY ATTORNEY AND SECRETARY TO THE COUNTY ATTORNEY

*RESOLUTION NOS. 461-464 WERE DISTRIBUTED TO
THE MEMBERS OF THE BOARD OF SUPERVISORS AND POSTED TO THE
WARREN COUNTY WEBSITE ON NOVEMBER 2, 2021*

Warren County Board of Supervisors

**SPECIAL BOARD MEETING
FRIDAY NOVEMBER 5, 2021**



Note: Pursuant to New York State Legislation (S.50001/A.40001): “Notwithstanding the provisions of article 7 of the public officers law to the contrary, any state agency, department, corporation, office, authority, board, or commission, as well as any local public body, or public corporation as defined in section 66 of the general construction law, or political subdivisions as defined in section 100 of the general municipal law, or a committee or subcommittee or other similar body of such entity, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize 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.”

Please note that the following is a summarization of the Board Meeting; the meeting, in its entirety, can be viewed on the Warren County website: <https://warrencountyny.gov/mma>

NOTICE OF SPECIAL MEETING

TO THE MEMBERS OF THE BOARD OF SUPERVISORS OF WARREN COUNTY:

You are hereby notified that I, RACHEL E. SEEBER, Chairwoman of the Board of Supervisors of the County of Warren, pursuant to the power vested in me by Rule A.3 of the Rules of the Board of Supervisors, hereby call and convene a special meeting of the Board of Supervisors of Warren County to be held in the Supervisors’ Room in the Warren County Municipal Center, Town of Queensbury, New York, on **November 5, 2021 AT 11:00 A.M.**, for the purpose of:

1. Presentation of the 2022 Tentative Budget

The Clerk of the Board of Supervisors is hereby directed to call for the meeting and give written notice to all members of the Board of Supervisors of such meeting.

Dated:

RACHEL E. SEEBER, CHAIRWOMAN

Warren County Board of Supervisors

To the Members of the Board of Supervisors: At the direction of the Chairman of the Board, I am notifying you of the Special Meeting called for the time, place and purposes set forth above.

AMANDA ALLEN, CLERK
Warren County Board of Supervisors

WARREN COUNTY BOARD OF SUPERVISORS
SPECIAL BOARD MEETING
FRIDAY, NOVEMBER 5, 2021

The Board of Supervisors of the County of Warren convened at the Supervisors' Room in the Warren County Municipal Center, Lake George, New York, at 11:00 a.m.

Ms. Rachel E. Seeber presiding.

Salute to the flag was led by Supervisor Thomas.

Roll called, the following members present:

Supervisors Conover, Leggett, Diamond, McDevitt, Braymer, Bruno, Driscoll, Hogan, Strough, Wild, Magowan, Thomas, Geraghty and Seeber-14; Absent -6 Supervisors Frasier, Smith, Dickinson, Merlino, Beaty and Shepler . *All Supervisors in attendance were physically present, aside from Supervisor Hogan who attended remotely.*

Chairwoman Seeber noted the purpose of the Special Board Meeting was to present the 2021 Tentative County Budget. Privilege of the floor was extended to Frank Thomas, *Budget Officer*, who thanked Chairwoman Seeber for the opportunity to serve as Budget Officer this year and then proceeded to make a Power Point presentation on the 2022 Tentative Budget, a copy of which is on file with the items distributed at the Board meeting. During the Power Point presentation, Supervisor Frasier entered the meeting at 11:05 a.m. At the conclusion of the Power Point presentation, Supervisor Thomas answered questions posed by the Supervisors and listened to their suggestions.

This concluded the comments on the 2022 Tentative Budget, and Chairwoman Seeber resumed the Chair.

Continuing to the reading of resolutions, Amanda Allen, *Clerk of the Board*, apprised Resolution Nos. 461-464 were distributed to the Board and posted to the Warren County website on Tuesday November 2nd, which met the distribution deadline specified in the Rules of the Board.

Chairwoman Seeber called for discussion and public comment on the proposed resolutions, as well as requests for roll call votes.

Supervisor Strough requested roll call votes on proposed Resolution Nos. 463, *Appointing Larry Elmen as Warren County Attorney*, and 464, *Authorizing the Chair of the Personnel, Administration & Higher Education Committee and the County Administrator to Negotiate and Award Vacation Leave Allowances for the Incoming County Attorney and Secretary to the County Attorney*, both of which he would be voting in opposition of.

A discussion ensued regarding proposed Resolution No. 463, *Appointing Larry Elmen as Warren County Attorney*, during which a number of Supervisors voiced their gratitude for Robert Terwilliger, *Acting County Attorney*, and his staff for a job well done managing the workload, all the while being short staffed.

Chairwoman Seeber indicated as it related to the roll call requested on proposed Resolution No. 464, *Authorizing the Chair of the Personnel, Administration & Higher Education Committee and the County Administrator to Negotiate and Award Vacation Leave Allowances for the Incoming County Attorney and Secretary to the County Attorney*, which was reflected on the record, she was requesting an executive session upon the request of the County Administrator to briefly discuss some personnel matters relating to proposed Resolution No. 464 and she called for the necessary motion. That motion was made by Supervisor Magowan, seconded by Supervisor Bruno and carried unanimously to enter into an executive

*WARREN COUNTY BOARD OF SUPERVISORS
SPECIAL BOARD MEETING
FRIDAY, NOVEMBER 5, 2021*

session pursuant to Section 105(1)(f) of the Public Officer's Law.

Executive session was held from 12:12 p.m. until 12:36 p.m.

Upon reconvening, Chairwoman Seeber announced no action was taken during the executive session.

Chairwoman Seeber called for a vote on resolutions, following which Resolution Nos. 461-464 were approved as presented. During the roll call vote, Supervisor Wild exited the meeting, but returned and was present for the roll call vote on Resolution No. 464.

Chairwoman Seeber called for public comments, but none were received. She then called for announcements, but there were none.

There being no further business to come before the Board of Supervisors, on motion made by Supervisor Conover, seconded by Supervisor Bruno and carried unanimously, Chairwoman Seeber adjourned the Special Board Meeting at 12:40 p.m.

Warren County Board of Supervisors

RESOLUTION NO. 461 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, GERAGHTY, DIAMOND, BRUNO, BEATY, MAGOWAN AND FRASIER

**ACCEPTING TENTATIVE BUDGET PROVIDING APPROPRIATIONS FOR THE
CONDUCT OF COUNTY BUSINESS FOR THE FISCAL YEAR 2022
AND AUTHORIZING PUBLIC HEARING ON THE BUDGET**

WHEREAS, the Budget Officer of Warren County on October 22, 2021, duly filed the tentative budget for the County of Warren for the fiscal year commencing January 1, 2022, with the Clerk of the Board of Supervisors pursuant to the provisions of County Law, and

WHEREAS, the Budget Officer's tentative budget recommended gross appropriations of \$173,338,735 less estimated revenues of \$126,506,774, which includes interfund revenues and surplus appropriated but does not include sales tax credit, leaving a balance of \$46,831,961 to be raised by taxation, now, therefore, be it

RESOLVED, that the tentative budget, which provides for gross appropriations of \$173,338,735, less the amount of \$126,506,774, which includes interfund revenues and surplus appropriated but does not include sales tax credit, leaving a balance of \$46,831,961 to be raised by taxation, be, and the same hereby is, accepted as the tentative budget of Warren County for the fiscal year beginning January 1, 2022, and be it further

RESOLVED, that the Board of Supervisors will hold a public hearing in the Supervisors Room at the Warren County Municipal Center on the 19th day of November, 2021, at 10:00 a.m., to consider adoption of the proposed budget for the County of Warren for the fiscal year commencing January 1, 2022, and be it further

RESOLVED, that the Clerk of the Board of Supervisors be, and hereby is, authorized and directed to cause to be printed at least 25 copies of said tentative budget for distribution to the public and that she give public notice of such hearing as required by law.

Warren County Board of Supervisors

RESOLUTION NO. 462 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:

COUNTY ATTORNEY

<u>Increasing Salary from:</u> <u>A.1420 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> County Attorney	November 8, 2021	\$121,077

<u>Increasing Salary to:</u> <u>A.1420 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> County Attorney	November 8, 2021	\$144,449

<u>Increasing Salary from:</u> <u>A.1420 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> Secretary to the County Attorney	November 15, 2021	\$47,608

<u>Increasing Salary to:</u> <u>A.1420 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> Secretary to the County Attorney	November 15, 2021	\$49,774

<u>Creating Position of:</u> <u>A.1420 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> Special Assistant to the County Attorney <i>Temporary position - 12 months</i>	November 15, 2021	\$49,774

Warren County Board of Supervisors

RESOLUTION NO. 463 OF 2021

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

APPOINTING LARRY ELMEN AS WARREN COUNTY ATTORNEY

RESOLVED, that by a majority vote, the Warren County Board of Supervisors hereby authorizes the filling of the position of Warren County Attorney, and be it further

RESOLVED, that Larry Elmen, Attorney at Law, and a resident of Warren County, be and hereby is, appointed as County Attorney effective November 8, 2021 and continuing for the term of office to which the majority of the members of the current Board of Supervisors were elected, which shall expire December 31, 2021, at an annual salary of \$144,449.

Warren County Board of Supervisors

RESOLUTION NO. 464 OF 2021

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

AUTHORIZING THE CHAIR OF THE PERSONNEL, ADMINISTRATION & HIGHER EDUCATION COMMITTEE AND THE COUNTY ADMINISTRATOR TO NEGOTIATE AND AWARD VACATION LEAVE ALLOWANCES FOR THE INCOMING COUNTY ATTORNEY AND SECRETARY TO THE COUNTY ATTORNEY

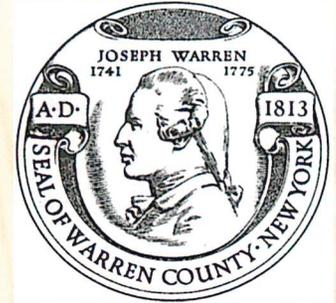
WHEREAS, the Warren County out-of-Unit Employee Benefits Policy makes certain determinations as to the amount of vacation leave time granted to out-of-Unit employees, and

WHEREAS, for the purposes of recruitment of the incoming County Attorney and Secretary to the County Attorney, it may be advantageous to negotiate and authorize additional vacation allowances notwithstanding the amounts authorized in the Warren County out-of-Unit Employee Benefits Policy, and

WHEREAS, the Personnel, Administration & Higher Education Committee has recommended allowing the Chair of the Personnel, Administration & Higher Education Committee and the County Administrator to meet with the incoming County Attorney to negotiate, and then to authorize, additional vacation allowances, notwithstanding the amounts authorized in the Warren County out-of-Unit Employee Benefits Policy, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors does hereby authorize the Chair of the Personnel, Administration & Higher Education Committee and the County Administrator to meet with the incoming County Attorney to negotiate, and then to authorize, such additional vacation allowances notwithstanding the amounts authorized in the Warren County out-of-Unit Employee Benefits Policy.

WARREN COUNTY 2022 PROPOSED BUDGET



Presented by:
FRANK E. THOMAS,
BUDGET OFFICER
November 5, 2021

GOALS OF THIS BUDGET

- ✓ Continue our compliance with the property tax cap.
- ✓ Responsibly invest in County resources.
- ✓ Protect the County's long term financial position.

PROPOSED BUDGET

GOAL: Continue our compliance with the property tax cap.

- The tax cap allows a 3.81% (\$1,758,217) increase from the 2021 tax levy of \$46,153,902.
- The proposed budget calls for a levy of \$46,831,961. That's under the tax cap and represents a 1.47% (\$678,059) increase from 2021.
- The proposed levy means the County tax rate will decrease by approximately two cents per thousand dollars of assessed value (to \$3.899 per \$1,000).
- This means a homeowner with a \$200,000 property would pay about \$4.00 less next year.¹
- The reduced tax rate and effort to stay well below the tax cap reflect sensitivity to the economic toll of COVID-19 on our taxpayers.

¹This is the County rate. The equalization rates for each municipality in Warren County will determine the exact rate and amount of increase or decrease in any given municipality.

PROPOSED BUDGET

GOAL: Responsibly invest in County resources.

- The proposed budget includes gross appropriations of \$173,338,735, which is an increase from the 2021 COVID austerity budget of \$158,785,042.
- The majority of this increase (\$7.8 million) is due to a record-level investment in the County's road paving program.
- The County also settled contracts this year with three of its largest labor unions (CSEA, PBA and the Alliance) and this budget proposes a modest 3% COLA (cost of living adjustment) for nonunion employees, the first such increase since before COVID-19.
- Additional investments proposed in this budget include four additional Sheriff's Deputies, enhanced cybersecurity, additional funds for the OFA senior meal program, continued investment in the Public Health COVID-19 response, an improved recycling program, additional Veterans Services and Planning Department personnel, and new grant-funded programs in several departments including Probation and indigent legal defense.

PROPOSED BUDGET

GOAL: Protect the County's long term financial position.

- Appropriation of Fund Balance remains flat at \$1 million.
- Funding of reserves for capital investment continues at an enhanced level, including vehicles (\$642,000) and IT equipment (\$154,000).
- This budget calls for effective planning to maintain major County public works infrastructure and keep these large costs predictable & affordable long into the future.
- Increased contingency appropriations of \$179,000 to cover anticipated additional personnel costs.

ROAD PROJECTS

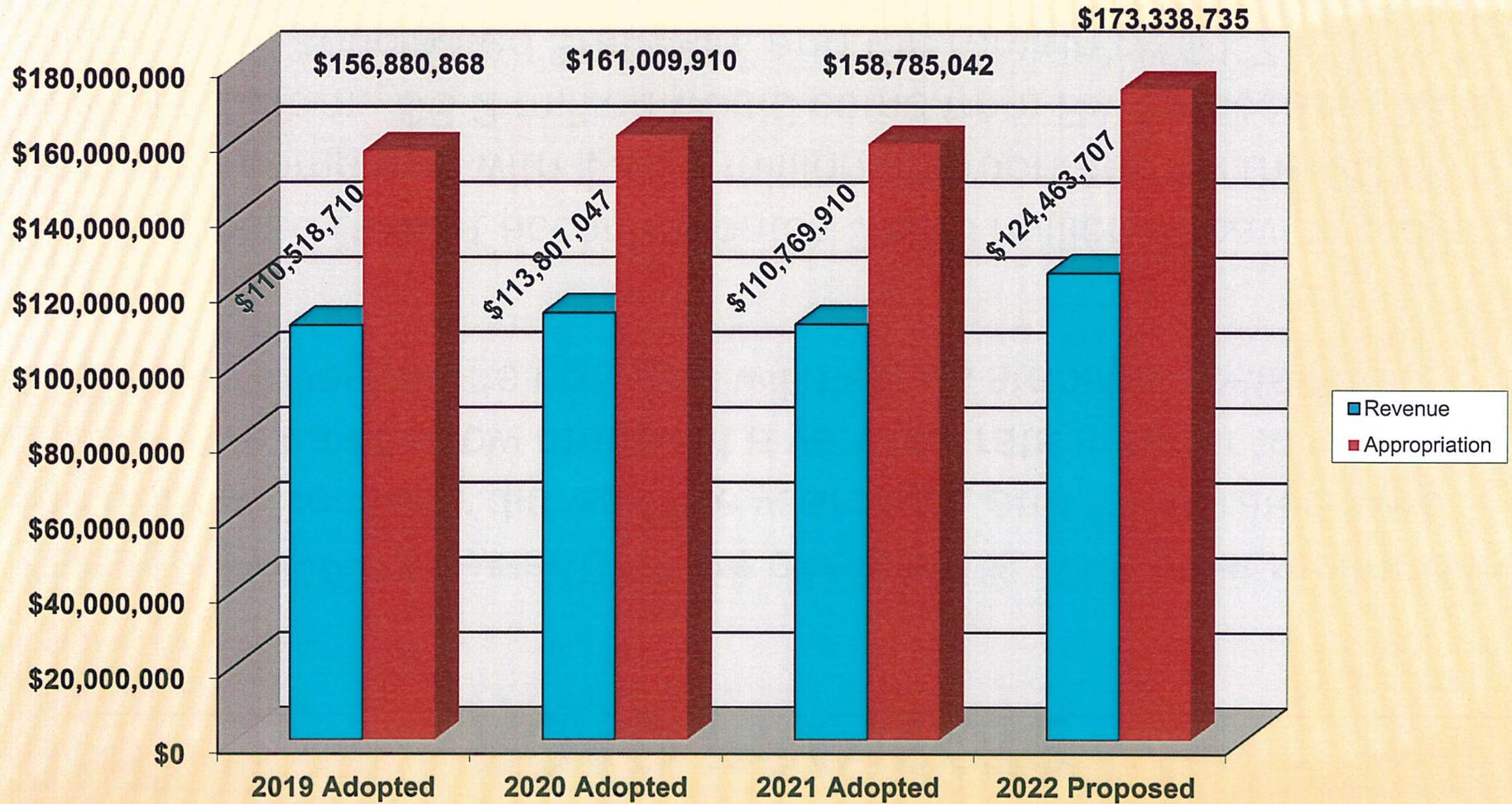
- Warren County's 250 miles of roads need consistent maintenance, and that program traditionally costs between \$3 million and \$3.5 million per year.
- Due to budget cuts in prior years, we are still behind on paving projects. The longer you're behind these projects, the more expensive they become.
- In order to get back to budgetary stability in this program, we would need to do invest approximately \$5.5 million per year over the next several years. If we don't spend this money, the out-year costs increase. This not only delays the date when we eventually catch up, but also makes every year from now until then more expensive than it has to be and with less to show for the investment.

ROAD PROJECTS

- Current rates for a 5-year BAN are close to 1%. The most recent BAN the County Treasurer did was five years ago, and those rates were 2.25%. We can borrow money at a very low rate in order to make necessary investments now that will help us stabilize costs later.
- The Proposed Budget accommodates \$10.5 million of paving projects next year, compared with \$3.25 million appropriated for the 2021 paving program. \$6.2 million would come from BAN proceeds, \$2.6 million from anticipated State Aid, and the remaining \$1.7 million from county taxes and surplus road funds.
- This strategy is about establishing a new, predictable, and affordable baseline that we need to invest annually in our roads.

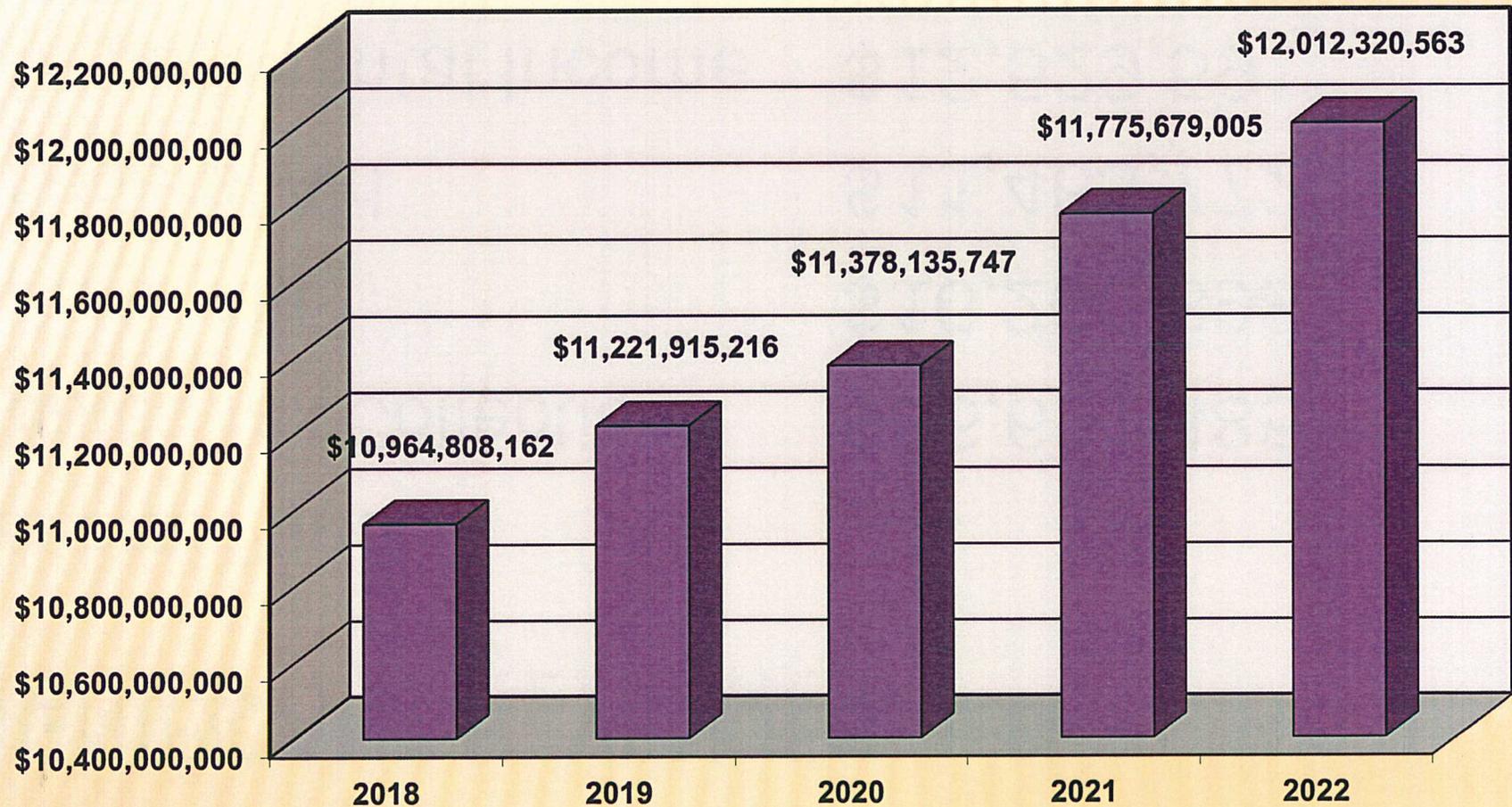
REVENUES & EXPENSES

BUDGETED REVENUE AND APPROPRIATIONS



PROPERTY VALUES

FULL VALUE TAX BASE



SIGNIFICANT REVENUES:

General Fund:

❖ Sales Tax Collections	\$56,621,485
❖ State Aid	\$16,266,898
❖ Federal Aid	\$11,463,772
❖ Departmental Income	\$12,529,591
❖ Other Income	\$13,305,862

ITEMS DRIVING REVENUES

Significant Items Driving Increase in Revenue

Sales Tax	\$1,605,590
Occupancy Tax	\$1,515,876
State Aid	\$908,918
Federal Aid	\$710,076
Rental Payment (DSS Offices)	\$393,145
Mortgage Tax	\$250,000

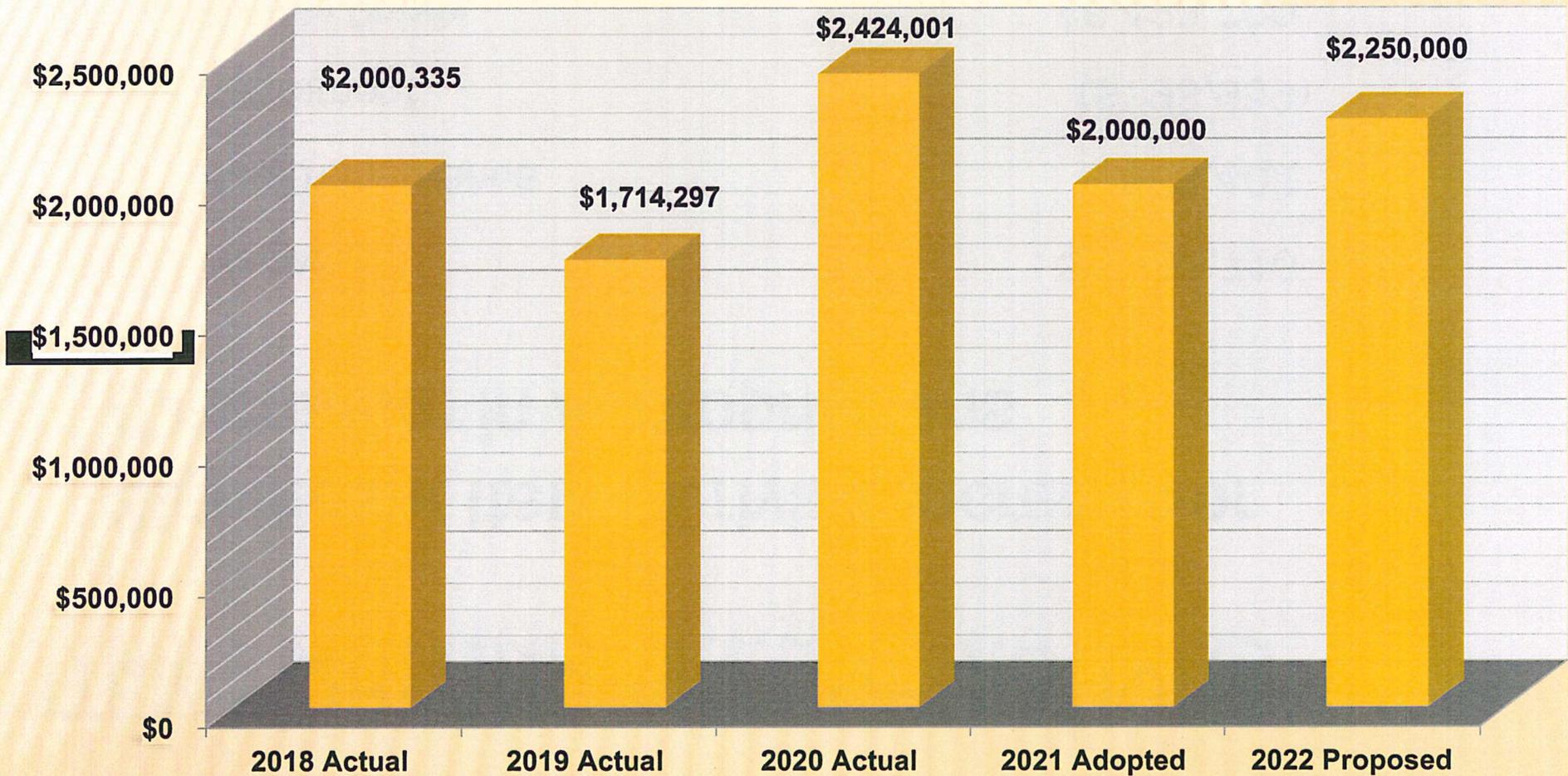
REVENUE DETAILS:

Total Sales Tax Collections



REVENUE DETAILS

Mortgage Tax



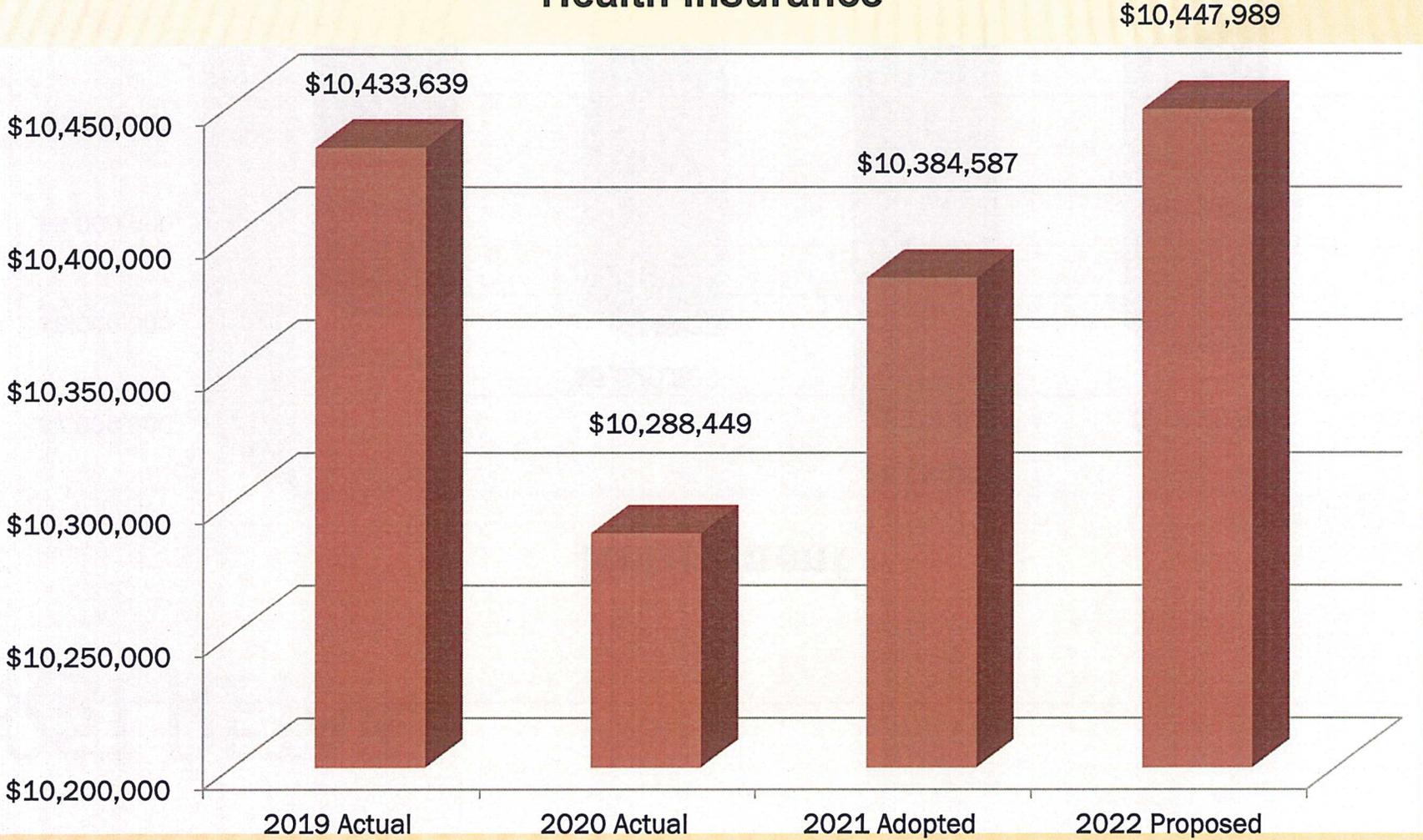
ITEMS DRIVING APPROPRIATIONS

Significant Items Driving Increase or (Decrease) in Appropriations

Wages	\$3,293,710
Health Insurance	\$63,402
Retirement	(\$793,959)
County Roads <small>(not including wages or fringe)</small>	\$6,423,720
Debt Service	(\$65,900)

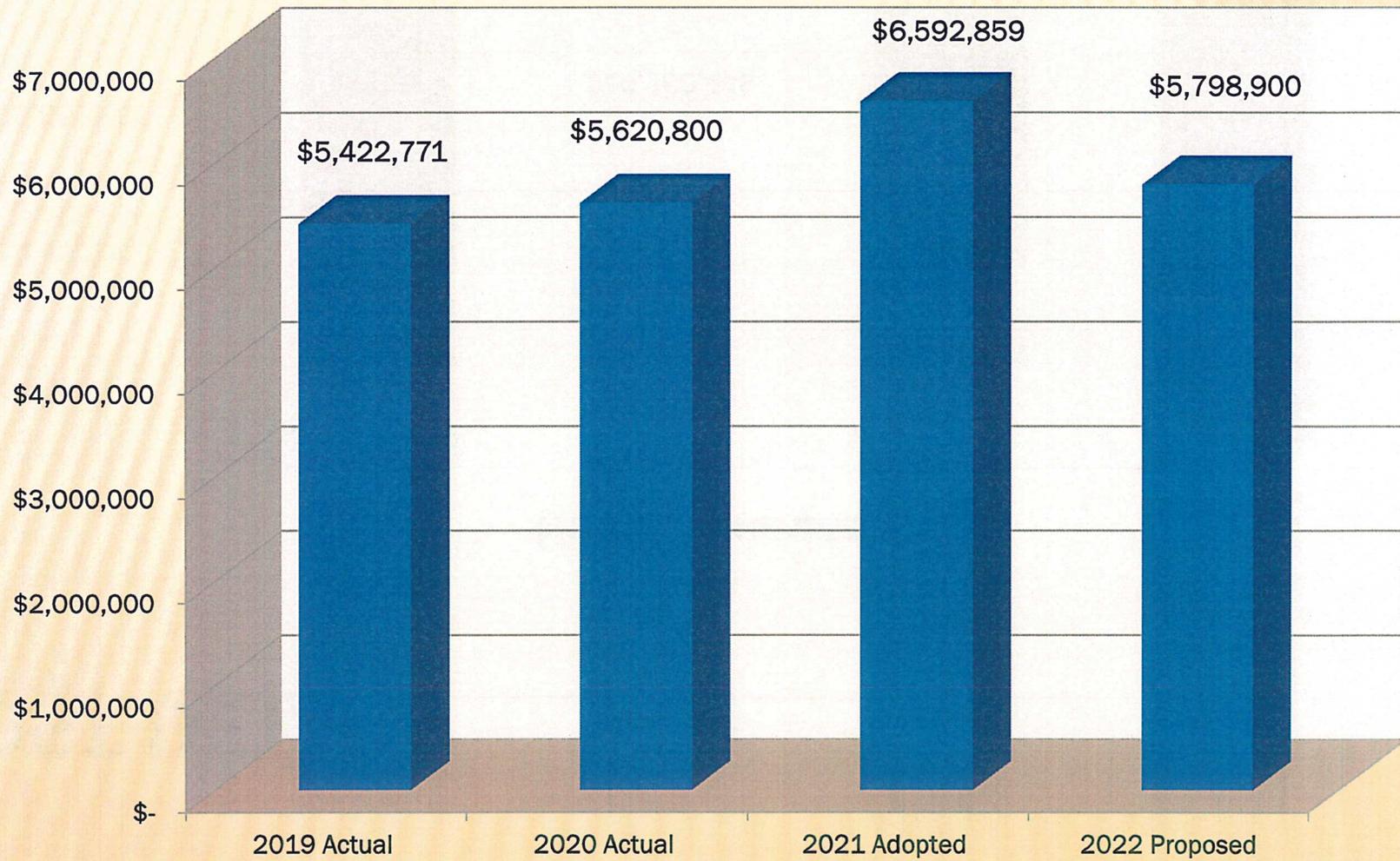
COST DETAIL

Health Insurance



COST DETAIL:

Retirement



FUND BALANCE APPROPRIATION

Appropriation of \$2,993,067 in fund balance includes:

+ General Fund	\$1,000,000
+ County Road Fund	\$750,000
+ Road Machinery Fund	\$478,000
+ Occupancy Tax	\$545,689
+ Westmount	\$219,378

FUTURE PRIORITIES

- ✓ Continue to look for efficiencies that will cut costs while providing quality services.
- ✓ Continue to look for revenue to offset expenses, keep property taxes in check, and control the use of surplus funds.
- ✓ Continue to plan for investments in Warren County's future, including infrastructure, economic development, and workforce development.
- ✓ Continue advocating for County taxpayers in the State Capitol.
- ✓ Continue to enhance County Departments by adapting to new challenges and promoting good management.

TAX RATES BASED ON PROPOSED BUDGET

(Equalized County Tax Rate \$3.899)

TOWN	2021	2022
BOLTON	3.579	3.556
CHESTER	3.917	3.882
GLENS FALLS	5.216	5.182
HAGUE	4.680	4.489
HORICON	3.920	3.899
JOHNSBURG	206.177	205.190
LAKE GEORGE – IN	3.920	3.899
LAKE GEORGE – OUT	3.920	3.899
LAKE LUZERNE	4.082	4.102
QUEENSBURY	3.914	3.895
STONY CREEK	403.715	415.317
THURMAN	4.110	4.171
WARRENSBURG	4.034	4.099