

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: JULY 29, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS BEATY
THOMAS
MCDEVITT
BRAYMER

OTHERS PRESENT:

RYAN MOORE, COUNTY ADMINISTRATOR
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, ACTING COUNTY ATTORNEY
SUPERVISORS GERAGHTY

COMMITTEE MEMBERS ABSENT:

SUPERVISORS MERLINO
DIAMOND
BRUNO

HOGAN

LEGETT

MAGOWAN

TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
LEXIE DELUREY, DIRECTOR, REAL PROPERTY TAX SERVICES
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
ROBERT IUSI, DIRECTOR OF PROBATION
JAMES LAFARR, WARREN COUNTY SHERIFF
ELIZABETH McLAUGHLIN, COMMISSIONER OF ELECTIONS (D)
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
WILLIAM VANNESS, COMMISSIONER OF ELECTIONS (R)
SARAH McLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the July 29, 2021 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Mr. Beaty called the meeting of the Finance Committee to order at 12:31 p.m.

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

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

The agenda review proceeded as follows:

- 1) Request for transfers of funds as attached for Committee approval.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

- 2A) Journal Report of transfers was approved by the County Administrator staff for June 2021 - included for informational purposes.
- 2B) Request for a transfer of funds in the amount of \$2,000 from the Contingent Account to the County Administrator's Budget to cover costs for the CAP Court through the end of 2021.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

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- 2C) On behalf of the Sheriff's Office - Request to amend Resolution No. 29 of 2020 to correct an error in the amount reflected for both the revenue and appropriation codes.
 - 2D) On behalf of the Sheriff's Office - Request to amend the County Budget in the amount of \$26,592.78 to carryover unused Fiscal Year 2020 Interoperable Communications Grant funding into the 2021 Budget.
 - 2E) On behalf of the Sheriff's Office - Request to amend the County Budget in the amount of \$43,531.48 to utilize funds from deferred revenue code A.691.06, Deferred Revenue/Sheriff-SCAAP.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve Agenda Items 2C, 2D and 2E as outlined above and the necessary resolutions were authorized for the August 20th Board Meeting.

- 3) Request to amend Resolution No. 194 of 2021 to indicate that Town of Johnsbury Tax Map Parcel No. 30.-2-68 is to be transferred to the Town of Johnsbury as a gift to the Town, as well as to authorize the County Treasurer to delete all outstanding taxes for the parcel.

Motion was made by Ms. Braymer, seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

- 4A) Request to amend Resolution No. 166 of 2020 to indicate that the contract amount shall be "not to exceed Fifty Thousand Dollars per year". *Please note that the County Facilities Committee has not acted on this matter.*

Motion was made by Mr. Thomas, seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

- 4B) Update regarding the Change Orders for the Court Expansion Project. Kevin Hajos, *Superintendent of Public Works*, provided an overview of the Change Orders he had approved for the Court Expansion Project, which did not require a resolution.
- 5) Request for a transfer of funds in the amount of \$8,429.32 from the Contingent Account to the Probation Budget to cover the cost of new body armor for Probation Officers.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

- 6A) Request to amend the County Budget in the amount of \$18,788.11 to reflect receipt of Early Voting Expansion grant funding from New York State Board of Elections.
- 6B) Request to amend the County Budget in the amount of \$70,805.74 to reflect receipt of Technology Innovation and Election Resource grant funding from New York State Board of Elections.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve Agenda Items 6A and 6B as outlined above and the necessary resolutions were authorized for the August 20th Board Meeting.

- 7) Request to amend the County Budget in the total amount of \$47,857 to allow for passthrough of 100% State aid funding approved in the 2021-22 New York State Budget to the contract agencies listed in the attachment.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

- 8) Request to amend the County Credit Card Policy to increase the credit limit of the credit card designated for the Peer-

to-Peer Program from \$1,000 to \$5,000.

Motion was made by Ms. Braymer, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

- 9A) Request to amend the County Budget in the amount of \$21,000 to reflect receipt of grant funding received from the New York State Governor's Traffic Safety Committee for the Police Traffic Services Program.
- 9B) Request to amend the County Budget in the amount of \$145,394 to reflect receipt of funding from New York State Division of Homeland Security and Emergency Services for Public Safety Answering Points Operations grant.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve the Agenda Items 9A and 9B as outlined above and the necessary resolutions were authorized for the August 20th Board Meeting.

- 10A) Request increase Capital Project H385, *CR 32 Over Bennie Brook Culvert Replacement*, in the amount of \$352,000.

A discussion ensued regarding bids coming in over the estimated cost as a result of inflation and whether it would be possible to request that the NYS DOT (*New York State Department of Transportation*) cover this overage; Mr. Hajos agreed to make the request.

Motion was made by McDevitt, seconded by Thomas and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

- 10B) Request to amend the County Budget in the amount of \$1,010,542.20 to reflect receipt of additional 2021-2022 CHIPS (*Consolidated Local Street and Highway Improvement Program*), PAVE NY and EWR (*Extreme Winter Recovery*) funding provided by New York State.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the August 20th Board Meeting.

- 11) Finance Committee action was required on the following item(s) approved by the Personnel, Administration & Higher Education Committee - Agenda Items 2C 3B-C & 6A-B:
 - 2C) Request to appropriate funding in the amount of \$24,800 from a source to be determined by the Finance Committee to Budget Code A.1420 419, *County Attorney, Settlements*, to cover the cost of paying the deductible to NYMIR for the Shannon C. Dickinson settlement.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried by majority vote, with Ms. Braymer voting in opposition, to authorize a transfer of funds in the amount of \$24,8000 from the Contingent Account to cover the cost of paying the insurance deductible as outlined above and the necessary resolution was authorized for the August 20th Board Meeting.

- 3B) Request for a transfer of funds in the amount of \$50,000 from a funding source to be determined by the Finance Committee to provide additional monies to cover the Coroner expenses for the remainder of 2021.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to authorize a transfer of funds in the amount of \$50,000 from the Contingent Account to provide the additional monies to cover the Coroner expense for the remainder of 2021 and the necessary resolution was authorized for the August 20th Board Meeting.

- 3C) Request for a transfer of funds in the amount of \$5,000 from a funding source to be determined by the

Finance Committee to cover the cost of supplies in the Board of Supervisors budget for the remainder of the year.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to authorize a transfer of funds in the amount of \$3,000 from Budget Code A. 1010 130, *Legislative Board, Salaries-PT*, to Budget Code A.1010 410, *Legislative Board, Supplies*, as well as a transfer of funds in the amount of \$2,000 from the Contingent Account to cover the remaining balance. The necessary resolution was authorized for the August 20th Board Meeting.

- 6A) Request to amend the Table of Organization and Salary Schedule to create the position of 9th Assistant District Attorney, *Base Annual Salary \$66,563*, effective August 23, 2021.
- 6B) Request to amend the Table of Organization and Salary Schedule to create the position of Legal Clerk, *Base Annual Salary \$33,389*, effective August 23, 2021.

Motion was made by Thomas, seconded by McDevitt and carried unanimously to approve Items 6A and 6B.

Committee touched on the Pending Items section of the agenda; no updates were provided on the County Treasurer's request for re-introduction of prior request to remove the Payroll Supervisor and Payroll Technician positions from the CSEA (*Civil Service Employees Association*) Union and the associated requests for salary adjustments.

A discussion ensued with regard to the second Pending Item, concerning the abandonment and clean-up of Town of Johnsbury Tax Map Parcel No. 133.8-1-27 (*Mosher's Garage*), and whether there was an opportunity to recoup costs from the estate. It was the consensus of the Committee to refer the matter to the Governmental Operations & Advocacy Committee to explore the possibility of adopting a local law permitting the County to hold property owners of polluted properties who abandoned them accountable and be entitled to recoup any money spent on cleanup efforts.

The matter of the item discussed at the Personnel, Administration & Higher Education Committee concerning the County joining litigation concerning PFAS (*Per-and Ployfluoroalkyl Substances*) was re-introduced by Ms. Braymer who made a motion to move forward with a resolution authorizing the County's participation in the lawsuit, pending review by the County Attorney. Following Ms. Braymer withdrew her motion, advising this matter would be addressed as a Pending Item on the next Personnel, Administration & Higher Education Committee.

Privilege of the Floor/Public Comment was called for, but there was none.

There being no further business to discuss, on motion made Mr. McDevitt, seconded by Mr. Thomas and carried unanimously, Mr. Beaty adjourned the meeting at 1:30 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board