

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: SEPTEMBER 30, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS BEATY
THOMAS
MCDEVITT
MERLINO
BRAYMER
DIAMOND
BRUNO

OTHERS PRESENT:

RYAN MOORE, COUNTY ADMINISTRATOR
MIKE SWAN, COUNTY TREASURER
ROBERT LYNCH, DEPUTY COUNTY TREASURER
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, ACTING COUNTY ATTORNEY
SUPERVISORS HOGAN (VIA ZOOM)
MAGOWAN
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
GINELLE JONES, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES
WAYNE LAMOTHE, COUNTY PLANNER
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the September 30, 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>

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." All of the Committee members were physically present.

Mr. Beaty called the meeting of the Finance Committee to order at 11:58 a.m. and immediately called for a motion to lay the current review of the Finance Committee agenda on the table to allow a review of the agenda for the Tourism & Occupancy Tax Coordination Committee meeting. The necessary motion was made by Ms. Braymer, seconded by Mr. Bruno and carried unanimously.

The Committee recessed from 11:59 a.m. until 1:32 p.m.; Messrs. Merlino and Diamond exited the meeting during the recess.

Upon reconvening, motion was made by Mr. Bruno, seconded by Mr. McDevitt and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting agenda were distributed to those in attendance, those participating remotely accessed the agenda via the Warren County website. A copy of the agenda is on file with the meeting minutes.

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. Bruno and carried unanimously to approve the request and the necessary resolution was authorized for the October 15th Board Meeting.

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- 2A) Journal Report of transfers was approved by the County Administrator staff for August 2021 - included for informational purposes.
 - 2B) Review of 2022 Budget request. Ryan Moore, *County Administrator*, reviewed his 2022 Budget Request and answered questions posed by the Committee.
 - 2C) Request to appropriate \$224,565 from Budget Code A 909.00, *General Fund Unappropriated Surplus Fund*, \$22,600 from D.909.00, *County Road Fund Balance*, and \$170 from Budget Code DM 909.00, *Road Machinery Fund Balance*, to cover the equipment needs of various departments.
 - 2D) Request to amend the County Budget in the amount of \$24,750 to recognize revenue associated with equipment purchase.

Motion was made by Mr. Bruno, seconded by Mr. McDevitt and carried unanimously to approve Items 2C and 2D as outlined above and the necessary resolutions were authorized for the October 15th Board Meeting.

- 2E) Executive session to provide an update on the filling of the County Attorney position. It was the consensus of the Committee that this item be waived as the matter had been addressed thoroughly during the review of the Personnel, Administration & Higher Education Committee agenda.
- 3) Review of the 2022 County Treasurer Budget Request. Mike Swan, *County Treasurer*, reviewed his 2022 Budget Request and answered questions posed by the Committee.
- 4A) Request to increase Capital Project H403, *Rehab Airfield Taxiway Lighting*, in the amount of \$262,968.

Motion was made by Mr. Thomas, seconded by Mr. Bruno and carried unanimously to approve the request and the necessary resolution was authorized for the October 15th Board Meeting.

- 4B) Request to appropriate funds in the amount of \$13,149 from Budget Code A.892.00, *Reserve, Airport Repair and Projects*, to Budget Code A 9950 910, *Transfer, Capital Project*, to cover the local match of FAA and NYS DOT grants.

Kevin Hajos, *Superintendent, Department of Public Works*, explained this request had not gone before the County Facilities Committee, as the Treasurer's Office had only recently advised him this was required to cover the local match portion of the Capital Project H403, *Rehab Airfield Taxiway Lighting*.

Motion was made by Mr. Thomas, seconded by Mr. Bruno and carried unanimously to approve the request and the necessary resolution was authorized for the October 15th Board Meeting.

The Committee jumped ahead to Items 8A-C, to allow them to be reviewed while Mr. Hajos was present:

- 8A) Request to amend the County Budget in the amount of \$1,742.50 to reflect receipt of insurance recovery payment for guardrail repairs.

Motion was made by Mr. Bruno, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the October 15th Board Meeting.

- 8B) Request to amend the County Budget in the amount of \$138.10 to reflect receipt of insurance recovery payment for guardrail repairs.

Motion was made by Mr. Bruno, seconded by Mr. Thomas and carried unanimously to approve the request and the necessary resolution was authorized for the October 15th Board Meeting.

- 8C) Request to increase Capital Project H384, *CR 11 over Finkle Brook Culvert*, in the Town of Bolton in the amount of \$257,532.66.

Motion was made by Mr. Thomas, seconded by Mr. Bruno and carried unanimously to approve the request and the necessary

resolution was authorized for the October 15th Board Meeting.

In relation to Item 2C, Mr. Moore indicated he had just been advised a quote was made available to replace the blinds in the Board Room. He advised they could appropriate an additional amount of \$4,245 from Budget Code A 909.00, *General Fund Unappropriated Surplus Fund*, to cover the cost of new shades for the Board Room if that was the desire of the Committee.

A brief discussion ensued following which a motion was made by Mr. Thomas, seconded by Mr. Bruno and carried unanimously to authorize the appropriation of funds in the amount of \$4,245 as outlined above and the necessary resolution was authorized for the October 15th Board Meeting.

- 5A) Request to amend the County Budget in the amount of \$673,566 to reflect receipt of Federal Workforce Investment and Opportunity Act funds for Program year 2021.

Mr. Moore requested that this item be tabled until the October 7th Finance Committee meeting to clarify some of the figures in the attachment with the County Treasurer's Office.

Motion was made by Mr. Bruno, seconded by Mr. McDevitt and carried unanimously to table the request until the October 7th Finance Committee meeting.

- 5B) Request to establish CD77, *Countryside CARES Act*, in the amount of \$810,932 for the purpose of undertaking repairs and upgrades to Countryside Adult Home.

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 October 15th Board Meeting.

- 6A) Request to authorize the appropriation of funds in the amount of \$110,000 from the General Fund Unappropriated Surplus to Budget Code A.4390 435, *Psychiatric Exp./Criminal, Medical Fees*, to cover the cost of mandated chargeback expenses for court-ordered NSY CPL 730 competency examinations and restoration for the remainder of 2021.

Motion was made by Ms. Braymer, seconded by Mr. Thomas and carried unanimously to approve the request and the necessary resolution was authorized for the October 15th Board Meeting.

- 6B) Request to amend the County Budget in the amount of \$225 to reflect receipt of donations provided to the Homecare Division.
- 7A) Request to amend the County Budget in the amount of \$10,894 to increase expenses and revenue to reflect receipt of an allocation received by NYS OCFS (*New York Office of Children & Family*) for the Adult Protective Services grant.
- 7B) Request to amend the County Budget in the amount of \$25,000 to increase expenses and revenue to reflect receipt of TANF (*Temporary Assistance for Needy Families*) from NYS OCFS for non-residential domestic violence services for 2021-2022.

Motion was made by Ms. Braymer, seconded by Mr. Bruno and carried unanimously to approve Items 6B, 7A and 7B as outlined above and the necessary resolutions were authorized for the October 15th Board Meeting.

- 9) Finance Committee action was required on the following item(s) approved by the Personnel, Administration & Higher Education Committee - Agenda Items 3A and 3B:
 - A) Request to amend the County Budget in the amount of \$5,000 to adjust for increased expenses in telephone service.
 - B) Request to appropriate funds in the amount of \$17,000 from the Budget Code A.895.00, *Computer Reserve Fund*, to Budget Code A.1435 220.0, *Human Resources, Office Equipment-Reserve*, to purchase time clocks.

Motion was made by Ms. Braymer, seconded by Mr. Thomas and carried unanimously to approve the requests as outlined above and the necessary resolutions was authorized for the October 15th Board Meeting.

Proceeding to the Pending Items portion of the meeting, Supervisor Beaty advised the sole item listed pertained to the removal of the Payroll Supervisor and Payroll Technician positions from the CSEA Union; he advised no update was available on this matter and it would remain a pending item.

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 Ms. Braymer and carried unanimously, Mr. Beaty adjourned the meeting at 2:03 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board