

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: BUDGET

DATE: MARCH 3, 2022

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS  
LEGGETT  
FRASIER  
MERLINO  
DIAMOND  
WILD (VIA ZOOM)  
BEATY

OTHERS PRESENT:

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISORS BRAYMER (VIA ZOOM)  
DRISCOLL  
GERACI (VIA ZOOM)  
HOGAN (VIA ZOOM)  
MAGOWAN  
SEEBER (VIA ZOOM)  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS (VIA ZOOM)  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
MICHAEL R. SWAN, COUNTY TREASURER  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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Please note the following contains a summarization of the March 3, 2022 meeting of the Budget Committee; the meeting in it's 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, aside from Supervisor Wild who attended virtually.***

Mr. Thomas called the meeting of the Budget Committee to order at 9:08 a.m.

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.

Motion was made by Mr. Leggett, seconded by Ms. Frasier and carried by majority vote, with Mr. Merlino abstaining, to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Mr. Thomas commenced the agenda review with Discussion Item 1, relating to the Multi-Year Plan, which he noted had been updated by Ryan Moore, *County Administrator*, and Tammie DeLorenzo, *Assistant to the County Administrator*.

Privilege of the floor was extended to Mr. Moore who reviewed changes made to the Warren County Multi-Year Plan for years 2022 through 2025 in detail, providing an explanation how the calculations

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and assumptions were made, a copy of the Multi-Year Plan is on file with the minutes. Following the review Mr. Moore answered questions posed by those present.

Mr. Thomas extended his appreciation to Mr. Moore for updating the Multi-Year Plan, indicating it was a useful tool for spending commitments.

Continuing to the Referrals/Pending Items portion of the agenda, Mr. Thomas stated a copy of the 2022 salary adjustments were included in the agenda, advising he felt the process for salary changes and raises was better than it had been in the past. He informed a group, which included himself, performed evaluations on Department Heads and debated over those raises. He apprised Department Heads had been allowed to perform employee evaluations and make recommendations within their department and the group had followed those recommendations. He explained the merit portion of the evaluation was calculated out by a percentage to arrive at the calculations on the sheets and if an employee deserved the top year pay the employee was awarded their top year salary. He said a debate occurred because some employees did not receive their top year raise. A discussion ensued in regards to the salary change process.

Mr. Magowan voiced he was in favor of an executive session to allow discussion of particular employee's salary. Motion was made by Mr. Diamond, seconded by Mr. Beaty and carried unanimously to enter into executive session pursuant to Section 105(f) of the Public Officer's Law.

Executive session was held from 9:51 a.m. until 10:24 a.m.; Mr. Wild entered the meeting virtually at 10:00 a.m.; Mr. Beaty exited the meeting at 10:04 a.m.

Upon reconvening, Mr. Thomas announced that no action had been taken during executive session.

Ms. Seeber inquired if any Board member was allowed to bring forth a salary increase request to the oversight Committee which an employee's department fell under that would then be referred to the Personnel, Administration & Higher Education and Finance Committees to be approved before coming before the Board and Mr. Thomas replied in the affirmative. Ms. Seeber inquired if it was possible to draft a notification for Department Heads to inform them of the process and Mr. Thomas replied affirmatively. Ms. Seeber recommended allowing the discussion item to remain on the agenda and continue to review other models of performance based longevity pay increases to improve the process and she offered to assist in an effort to tweak the guide throughout the year.

There being no further business to come before the Budget Committee, on motion made by Mrs. Frasier, seconded by Mr. Diamond and carried by a unanimous vote of those present (Mr. Beaty absent), Mr. Thomas adjourned the meeting at 10:30 a.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board

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