

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: JUNE 2, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS LEGGETT
THOMAS
BRUNO
MERLINO
RUNYON
DIAMOND
DRISCOLL

OTHERS PRESENT:

RYAN MOORE, COUNTY ADMINISTRATOR
MIKE SWAN, COUNTY TREASURER
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS GERACI (ZOOM)
MCDEVITT
SEEBER
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
GINELLE JONES, DIRECTOR OF PUBLIC HEALTH AND PATIENT SERVICES
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
ELIZABETH McLAUGHLIN, COMMISSIONER, BOARD OF ELECTIONS (D)
PATRICIA NENNINGER, PERSONNEL OFFICER
WILLIAM VANNESS, COMMISSIONER, BOARD OF ELECTIONS (R)

Please note, the following contains a summarization of the June 2, 2022 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. Leggett called the meeting of the Finance Committee to order at 12:09 p.m.

Roll called, the following members present:

Supervisors Leggett, Thomas, Bruno, Merlino, Runyon, Diamond and Driscoll

A motion was made by Mr. Bruno, seconded by Mr. Diamond 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.

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

- 2A) Journal Report of transfers approved by the County Administrator staff for April 2022 - included for informational purposes.
- 2B) Request to appropriate funds in the amount of \$92,077 from Budget Code A.896.00, *Vehicle Reserve*, to various departmental budgets to cover the cost of vehicle purchases.

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

- 2C) Request to amend the Warren County Budget in the amount of \$9,107 to reflect receipt of State Aid associated with the purchase of vehicle for Health Services (Preventive Program - Health Education).

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

- 3A) Request to approve chargeback of taxes for several Towns and the City of Glens Falls that need to be approved to complete the tax cycle for 2022.

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

- 3B) Discussion regarding dedication of revenues towards Capital Projects, as led by the County Treasurer.
- 4A) Request to amend the Warren County Budget in the amount of \$30,293.79 to reflect receipt of Employment Recovery National Dislocated Worker Grant funds from New York State.
- 4B) Request to amend the Warren County Budget in the amount of \$112,062 to reflect receipt of TANF funds for Summer Youth Employment Program.

Motion made by Mr. Driscoll, seconded by carried by Ms. Runyon and carried unanimously to approve Items 4A and 4B and the necessary resolutions were authorized for the June 15th Board Meeting.

- 5A) To amend the Warren County Budget in the amount of \$195,655 to allow pass through of 100% State Aid funding from New York State for COLA (Cost of Living Adjustment) for certain mental hygiene services and programs.
- 5B) Request to amend the Warren County Budget in the amount of \$2,000 to reflect receipt of additional funding for Bioterrorism Grant from Health Research Inc. to support current expenses.
- 5C) Request to amend the Warren County Budget in the amount of \$742,384 to reflect the total additional allocation for the ELC Schools Grant Contract (Contract 6823-01).

Motion made by Ms. Runyon, seconded by Mr. Bruno carried by a unanimously to approve Items 5A-C and the necessary resolutions were authorized for the June 15th Board Meeting.

- 6) Request for a transfer of funds in the amount of \$50,000 from the Contingent Account to cover the cost of an unscheduled primary election.

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Motion made by Mr. Driscoll, seconded by Mr. Diamond and carried unanimously to approve the request and the necessary resolution was authorized for the June 15th Board Meeting.

- 7A) Request to increase Capital Project No. H386, *Bay Road (CR 7) over Halfway Brook Bridge replacement*, in the Town of Queensbury in the amount of \$606,299.
- 7B) Request to increase Capital Project No. H401, *Sagamore Road Retaining Wall*, in the Town of Bolton in the amount of \$30,000.
- 7C) Request to increase Capital Project No. H390, *County Bridge & Culvert Projects*, in the amount of \$80,000.
- 7D) Request to amend the Warren County Budget in the amount of \$1,979.84 to reflect receipt of insurance recovery payment for guiderail repairs.

Motion made by Mr. Bruno, seconded by carried by Ms. Runyon and carried unanimously to approve Items 7A-D and the necessary resolutions were authorized for the June 15th Board Meeting.

- 8A) Request to amend Resolution No. 215 of 2022 to remove the entry for Occupancy Tax Coordination and authorizing the appropriating of funds from the occupancy tax reserve to the Tourism budget.

Motion made by Ms. Runyon, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the June 2nd Board Meeting.

- 8B) Request for a transfer from the Contingent Account in the amount of \$6,500 to pay in invoice from Capital Markets Advisors, LLC for financial advisory services rendered to the County in connection with the \$7.9 million BAN as provided by the County Treasurer; this was an unanticipated expense which was not budgeted for.

Motion made by Ms. Runyon, seconded by Mr. Bruno and carried unanimously to approve the request and the necessary resolution was authorized for the June 2nd Board Meeting.

- 9) Finance Committee action required on the following Personnel Agenda item(s), *contingent upon approval by the Personnel, Administration & Higher Education Committee* - Agenda Items 3, 4A-B, 5 and 6A-B and 8.
 - 3) Referrals from the Criminal Justice & Public Safety Committee (Chaired by Supervisor Geraci):
Probation (Robert Iusi, Director) -
 Request to amend the Table of Organization and Salary Schedule to create and fill the position of Administrative Secretary, *Grade 8, Base Annual salary \$44,913*, and delete the position of Principle Steno Confidential, *Grade 8, Base Annual Salary \$44,913*, effective June 6, 2022.
 - 4) Referral from the Economic Growth & Development Committee (Chaired by Supervisor Wild):
Employment & Training Administration (Liza Ochsendorf, Director) -
 - A) Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Job Coach - temporary - next 5 summers, Employment & Training, Grade 6, Base Annual Salary \$34,488, effective July 1, 2022 due to creation.*Planning & Community Development (Wayne LaMothe, County Planner) -*
 - B) Request to amend the Table of Organization and Salary Schedule to create and full the new position of Assistant County Planner 2, *Annual Salary \$63,711*, effective June 6, 2022.
 - 5) Referrals from the Human Services Committee (Chaired by Supervisor Driscoll):
Department of Social Services (Christian Hanchett, Commissioner, Department of Social Services) -

Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Case Manager/Foster Care Home Finder, *Grade 14, Base Annual salary \$44,384*, effective June 20, 2022.

6) Action required to re-approve items included in Resolution No. 146 of 2022 which failed at the May 20, 2022 Board Meeting:

A) Salary increase/decreases:

- Public Defender - Request to amend the Table of Organization and Salary Schedule to increase the salary for the 1st Assistant Public Defender from \$97,310 to \$102,053 effective May 23, 2022.
- Request to amend the Table of Organization and Salary Schedule to decrease the salary of the 9th Assistant Public Defender from \$74,089 to \$71,988 effective May 23, 2022.

B) Position deletion/creations:

- DSS - Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Community Services Worker (Part-Time), *Grade 8, Base Annual Salary \$37,918*, effective May 23, 2022.
- County Attorney - Request to amend the Table of Organization and Salary Schedule to to delete the position of Tax Coordinator, *Annual Salary \$47,417*, and create and fill the new position of 3rd Assistant County Attorney, *Annual Salary \$65,295*, effective June 1, 2022.

8) Referral from the ARPA Advisory Committee:

Request to create and fill the new position of Office Specialist - FT, *Grade 7, Base Annual Salary \$36,414*, within the Planning & Community Development Department effective June 6, 2022

Note: If approved by the Personnel, Administration & Higher Education and Finance Committees, Items 3, 4B, 5, 6A-B and 8 will go before the Board at their June 2nd Board Meeting; Item 4A to be presented at the June 15th Board Meeting (at their June 2nd Meeting, the Board of Supervisors elected to approve a resolution from the floor for Item 4A).

Motion was made by Ms. Runyon, seconded by Mr. Bruno and carried by a majority vote, with Mr. Diamond opposing, to approve all of the requests listed under Agenda Item 9 and the necessary resolutions were authorized for the June 2nd and 15th Board Meetings.

Privilege of the Floor/Public Comment were offered, there being none, a motion to adjourn was requested. On motion made by Mr. Bruno and seconded by Ms. Runyon and carried unanimously, Mr. Leggett adjourned the meeting at 12:33 p.m.

Respectfully submitted,
Amanda Allen, Clerk of the Board