

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: DECEMBER 1, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS LEGGETT
THOMAS
MERLINO
RUNYON
DIAMOND

OTHERS PRESENT:

MIKE SWAN, COUNTY TREASURER
LARRY ELMEN, COUNTY ATTORNEY
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
AMANDA ALLEN, CLERK OF THE BOARD
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
JULIE BUTLER, PURCHASING AGENT

COMMITTEE MEMBERS ABSENT:

SUPERVISORS BRUNO
DRISCOLL

AMY CLUTE, SELF-INSURANCE ADMINISTRATOR
JAMES LAFARR, SHERIFF
REPRESENTING ARTHUR J. GALLAGHER CO:
SULIM BARTOK
COLIN DAVID
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the December 1, 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>

Mr. Leggett called the meeting of the Finance Committee to order at 11:26 a.m.

A motion was made by Mr. Merlino, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Mr. Leggett offered privilege of the floor, but there was no one wishing to speak.

Copies of the meeting agenda were distributed to those in attendance; a copy of which is on file with the meeting minutes.

Skipping ahead to a review of the Finance Addendum Agenda as follows:

- 1A) Request to authorize renewal of property and casualty insurance for 2023.

A virtual presentation was made by Sulim Bartok and Colin David, *representing Arthur J. Gallagher Co.*, which provided an overview of Warren County - Insurance Renewal Quote Comparison (2023), during which Messrs. Bartok and David answered questions posed by the Committee.

Motion was made by Ms. Runyon, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to authorize renewal of property and casualty insurance for 2023 presented by Arthur J. Gallagher in the amount of \$855,000 with the caveat that a request to establish a Self-Insurance Reserve for the purpose of sexual abuse claims or occurrences on or after January 1, 2023 be brought before the Committee in January 2023 for approval once the figures were finalized and the necessary resolution was authorized for the December 16th Board Meeting.

- 2A) Request to appropriate \$40,000 from Budget Code A909.00, *Unappropriated Surplus*, to Budget Code A.9901.0182 910, *Transfers Road Machinery*, to cover the cost of auto supplies and repairs for the remainder of the year.
- 2B) Request to amend the County Budget in the amount of \$40,000 in accordance with the appropriation of funds authorized in Item 2A.

Amanda Allen, *Clerk of the Board*, noted these requests replaced Item 11C as a result of a request from the Treasurer's Office.

Motion made by Mr. Thomas, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve Items 2A-2B as outlined above and the necessary resolutions were authorized for the December 16th Board Meeting.

The Finance agenda review proceeded as follows:

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

Motion made by Ms. Runyon, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

The addendum agenda review resumed with the following:

- 2A) Journal Report of transfers approved by the County Administrator staff for October 2022 - included for informational purposes.
- 2B) On behalf of Office of Community Services - Request to amend the Warren County Budget for 2022 in the amount of \$412,668 to allow for expenditure of ARPA funds to address COVID-19 related behavioral health impacts and to expand/improve behavioral health services in Warren County.
- 2C) On behalf of Office of Community Services - Request to authorize a new contract with People, USA to utilize ARPA funding to address COVID-19 behavioral health services in Warren County.
- 2D) On behalf of Office of Community Services - Request to authorize a new contract with Warren-Washington Association of Mental Health to utilize ARPA funding to address COVID-19 behavioral health services in Warren County.

Motion made by Mr. Thomas, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the Items 2B-2D as outlined above and the necessary resolutions were authorized for the December 16th Board Meeting.

- 2E) Request to appropriate \$406,761.83 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to the Sheriff's Budget to cover the cost of Year 1 of the Sheriff's Office contract with Axon Enterprises for body worn cameras, tasers and technical support.

Mike Swan, *County Treasurer*, noted there were grant opportunities available to assist the County in paying for this expense. James LaFarr, *Sheriff*, advised they had submitted three grant applications for this purpose, two of which were unsuccessful and another one was pending with a maximum award was \$164,000. He added he was unsure whether they would be awarded the funding .

Motion made by Mr. Merlino, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 2F) Request to amend the existing contract with Axon Enterprise, Inc. to change the amount for year 1 (2022) and the amounts for years 2023-2026.

Motion made by Ms. Runyon, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 2G) Request to appropriate funds in the amount of \$78,662 from Budget Code A.896.00, *Vehicle Reserve*, to various department budgets to cover the cost of vehicle purchases.

Motion made by Mr. Merlino, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 2H) Request to authorize an agreement with Warren County Soil & Water Conservation District to assume duties as Hazard Mitigation Coordinator and appointing Jim Lieberum, *Soil & Water District Manager*, as the Hazard Mitigation Coordinator effective January 1, 2023.

Motion made by Mr. Merlino, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 2I) Request to amend Resolution No. 358 of 2022 to include the new lease account codes established by the County Treasurer.

Motion made by Mr. Thomas, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll*

absent) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 2J) On behalf of the Board of Elections - Request to ratify grant application and authorize the Chairman of the Board with regard to executing the agreement with New York State Board of Elections for the purpose of providing funding to assist with expenses related to postage.

Motion made by Mr. Thomas, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 3A) Request for transfer of funds amongst various budget codes totaling \$235,196 to be in accordance with GASB #87 - Leases.

Motion made by Ms. Runyon, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 4A) Request to increase Capital Project No. H369, *Airfield Guidance Sign Replacement*, in the amount of \$13,104.

Motion made by Ms. Runyon, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 4B) Request to authorize the County Treasurer to close Capital Project No. H369, *Airfield Guidance Sign Replacement*, with no estimated funds remaining.

Motion made by Ms. Runyon, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 4C) Request to amend the Warren County Budget for 2022 to appropriate \$20,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.5610 860, *Airport (DPW) Hospitalization*).

Motion made by Ms. Runyon, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting. *Note: Following the Committee meeting it was determined this would be handled through an appropriation from Budget Code A.909.00, General Fund Unappropriated Surplus, and not a Budget amendment.*

- 5A) Request to appropriate \$2,525 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.3410 861, *Fire Prevention & Control-Retirees Hospitalization*, to cover a budget deficit and anticipated funding needs through December 31, 2022.

Motion made by Ms. Runyon, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 5B) Request to amend the County Budget in the amount of \$28,412 to appropriate funds into Sheriff's Law Enforcement Salaries-Overtime from revenue collected for dedicated patrol services to the Village of Lake George and Six Flags Great Escape during the 2022 summer/fall season.

Motion made by Mr. Merlino, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 6A) Request to amend the Warren County Budget for 2022 in the amount of \$71,715.86 to allocate funds to transfer account.
6B) Request to increase Capital Project No. H367, *First Wilderness Plan Implementation 2015*, in the amount of \$51,715.96.
6C) Request to increase Capital Project No. H408, *Schroon Lake Aquatic Invasive Species Initiative 2022*, in the amount of \$20,000.

Motion made by Mr. Thomas, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll*

absent) to approve Item 6A-6C as outlined above and the necessary resolutions were authorized for the December 16th Board Meeting.

- 6D) Request to amend the Warren County Budget for 2022 in the amount of \$6,840 to reflect receipt of Y-ReConnects grant funding outlined in the agreement with the Probation Department for employment mentoring services.

Motion made by Mr. Thomas, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve Item 6A-6C as outlined above and the necessary resolutions were authorized for the December 16th Board Meeting.

- 7A) Request to amend the Warren County Budget for 2023 in the amount of \$281,537 to allow for expenditure of Opioid Settlement funds to address impacts of opioid crisis in Warren County.

Motion made by Mr. Thomas, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 7B) Request to amend the Warren County Budget in the amount of \$56,404.25 to reflect receipt of additional funding from the New York State Department of Health for Healthcare Worker Bonus Program.

Motion made by Mr. Diamond, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 7C) Request to amend the Warren County Budget for 2022 in the amount of \$159,000 to reflect receipt of additional DSRIP funding for the Homecare Division.

Motion made by Ms. Runyon, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 8A) Request to amend the Warren County Budget for 2022 in the amount of \$26,987 to reflect receipt of EQUAL award from the New York State Department of Health.

Motion made by Mr. Thomas, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 8B) Request to amend the Warren County Budget for 2022 in the amount of \$4,167 to reflect receipt of an allocation per 22-OCFS-LCM-27.

- 8C) Request to amend the Warren County Budget for 2023 in the amount of \$45,833 to reflect receipt of an allocation per 22-OCFS-LCM-27.

Motion made by Ms. Runyon, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve Item 8B and 8C as outlined above and the necessary resolutions were authorized for the December 16th Board Meeting.

- 9) Request to appropriate funds in the amount of \$274,800 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.0002 480.04, *Tourism - Warren County Projects*, to provide funding for contract with Hood Communications, Inc. for LGTV.

Motion made by Ms. Runyon, seconded by Mr. Thomas and failed to obtain the majority vote required (*Messrs. Bruno and Driscoll absent*), with Mr. Merlino abstaining and Mr. Diamond voting in opposition, to approve the request as outlined above.

Larry Elmen, *County Attorney*, requested an executive session to discuss attorney client communications regarding the request for a resolution involving Hood Communications.

The necessary motion was made by Ms. Runyon, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to enter into an executive session pursuant to Section 105(1)(f) and 108(3) of the Public Officers Law

Executive session was held from 12:42 p.m. until 1:24 p.m.

Mr. Leggett noted no action was taken during the executive session.

The Agenda review resumed as follows:

- 10) Request to authorize the appropriation of funds in the amount of \$2,934.70 from Budget Code A.691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair & Maint - Bldg/Property*, and to authorize reimbursement in the same amount to the Village of Lake George for costs incurred at the Charles R. Wood Park in June of 2022 for park attendants and gas.

Motion made by Mr. Merlino, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 11A) Request to amend the Warren County Budget for 2022 in the amount of \$6,500 to increase Budget Code DM.5130 416, *Road Machinery, Machinery, Oil & Gas- Heating*, with a transfer from Budget Code A.9901 910, *Interfund Transfer*, to cover the cost of oil and heat associated with the Road Machinery Shop.

Motion made by Mr. Thomas, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 11B) Request to return unexpended funds in the amount of \$22,100 from Budget Code A.1490 470.1, *Public Works Admin-DPW, Contracts, Reserve*, back to Budget Code A.893.00, *Reserve, Environmental Testing Fund*.

Motion made by Mr. Thomas, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

Item 11C was addressed during the review of the addendum agenda

- 11D) Request to increase Capital Project No. H384, *CR 11 over Finkle Road*, in the Town of Bolton in the amount of \$156,633.78.
11E) Request to increase Capital Project No. H386, *Bay Road (CR 7) over Halfway Creek Bridge Replacement*, in the Town of Queensbury in the amount of \$10,821.
11F) Request to increase Capital Project No. H396, *East River Drive (CR 16) & Call Street (CR 32) Pavement Preservation*, in the Town of Lake Luzerne in the amount of \$239,647.

Motion made by Mr. Thomas, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve Item 11D-11F as outlined above and the necessary resolutions were authorized for the December 16th Board Meeting.

- 11G) Request to amend the Warren County Budget or 2022 in the amount of \$25 to reflect receipt of a donation from the Jason Foss Memorial.

Motion made by Mr. Thomas, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 11H) Request to appropriate funds in the amount of \$2,643 from Budget Code A.899.00, *Reserve, County Railroad Repair*, to Budget Code A.7113 470, *Railroad, Contacts*, to cover the cost of repairing the entryway to the Hadley Train Station.

Motion made by Mr. Merlino, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the request and the necessary resolution was authorized for the December 16th Board Meeting.

- 12A) Request to allocate funding earmarked for combating aquatic invasive species in publicly accessible water bodies in Warren County other than Lake George and authorizing agreements for the year 2023.
12B) Request to authorize an agreement with and payment to the Lake George Park Commission for invasive species prevention and

eradication efforts for Lake George, specifically for the Commission's 2023 Boat Inspection and Boat Washing Program.

- 12C) Request to authorize an agreement with the Adirondack North Country Association for promotional and economic development.
- 12D) Request to authorize an agreement with the Adirondack Park Local Government Review Board for funding of operating costs.
- 12E) Request to authorize an agreement with the City of Glens Falls for capital improvements and operation and maintenance for various recreational facilities.
- 12F) Request to authorize an agreement with Cornell Cooperative Extension Association of Warren County.
- 12G) Request to authorize an agreement with Cornell Cooperative Extension Association of Warren County for their youth camping program.
- 12H) Request to authorize an agreement with Economic Development Corporation, Warren County, New York, for economic development program for 2023.
- 12I) Request to authorize payment to the Lake Champlain-Lake George Regional Planning Board.
- 12J) Request to authorize an agreement with Lakes to Locks Passage for promotional and economic development.
- 12K) Request to authorize payment to Southern Adirondack Library System.
- 12L) Request to authorize agreement with the Warren County Historical Society for continuation of historical programs.
- 12M) Request to authorize an agreement with the Warren County Local Development Corporation to administer and perform economic development programs and initiatives, county and community planning services and grant/loan programs.
- 12N) Request to authorize payment to the Warren County Soil & Water Conservation District for 2023.

Motion made by Mr. Thomas, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the Items 12A-12N as outlined above and the necessary resolutions were authorized for the December 16th Board Meeting.

- 13A) Request to authorize a resolution fixing the tax rates for 2023.
- 13B) Request to authorize a resolution levying unpaid school taxes and penalties.
- 13C) Request to authorize a resolution re-levying delinquent Village of Lake George taxes together with penalties and interest.
- 13D) Request to authorize a resolution levying uncollected sewer and water rents in several towns.
- 13E) Request to authorize a resolution acknowledging the request from the City of Glens Falls for levy of 2023 water rents.
- 13F) Request to authorize a resolution acknowledging requests from the Towns of Queensbury and Warrensburg for levy of 2023 property maintenance expenses.
- 13G) Request to authorize a resolution levying the sum of the Warrensburg-Thurman Consolidated Health District.
- 13H) Request to authorize a resolution crediting the Crandall Library district tax levy for the Town of Queensbury.
- 13I) Request to authorize a resolution acknowledging Town/City Exemption removals.
- 13J) Request to levy omitted town taxes.
- 13K) Request to authorize a resolution authorizing payments to SUNY Adirondack.
- 13L) Request to authorize a resolution authorizing the Chair and Clerk of the Board to issue Tax Warrants.
- 13M) Request to authorize a resolution fixing the date of the Board of Supervisors annual Organization Meeting.

Motion made by Ms. Runyon, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve the Items 13A-13M as outlined above and the necessary resolutions were authorized for the December 16th Board Meeting.

- 14) Finance Committee action required on the following Personnel Agenda item(s), *contingent upon approval by the Personnel, Administration & Higher Education Committee* - Agenda Items 4 and 5.
 - 4) **Referral from the Health Services Committee (Chaired by Supervisor Frasier):**
Mental Health (Rob York, Director, Office of Community Services) -
Request to amend the 2023 Table of Organization and Salary Schedule to decrease the salary of the Deputy Director-Clinical from \$81,814 to \$77,446 effective January 4, 2023.

Motion was made by Mr. Thomas, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve Personnel, Administration & Higher Education Agenda Items 4 as outlined above.

- 5) **Request/Item to be Discussed by the County Administrator (Supervisor Craig Leggett, Acting County Administrator):**

Request to amend the Table of Organization and Salary Schedule to decrease the salary of the County Administrator from \$127,308 to \$120,000 effective retroactive to December 12, 2022.

Motion was made by Ms. Runyon, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*) to approve Personnel, Administration & Higher Education Agenda Items 5 as outlined above.

Review of the Pending Items section of the agenda proceeded, as follows:

- 1) A joint meeting of the Personnel, Administration & Higher Education and Finance Committees would be scheduled to discuss the proposed change to the SUNY Adirondack sponsor funding formula. (11.03.22) - It was noted a joint meeting of the Personnel, Administration & Higher Education and Finance Committees would be scheduled for December 20th. It was also decided an invitation would be extended to the Mayor for the City of Glens Falls to attend the meeting and provide his input on the proposed changes.

Mr. Leggett offered privilege of the floor, but there was no one wishing to speak.

Motion was made by Mr. Diamond, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno and Driscoll absent*), Mr. Leggett adjourned the meeting at 1:34 p.m.

Respectfully submitted,
Sarah McLenithan Deputy Clerk of the Board