

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PERSONNEL, ADMINISTRATION & HIGHER EDUCATION

DATE: NOVEMBER 15, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
CONOVER
BEATY
WILD
BRAYMER
RUNYON

OTHERS PRESENT:

AMANDA ALLEN, CLERK OF THE BOARD
LARRY ELMEN, COUNTY ATTORNEY
JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
SUPERVISOR CRAIG LEGGETT, ACTING COUNTY ADMINISTRATOR
SUPERVISORS DRISCOLL
HOGAN
MERLINO
SEEBER
STROUGH
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR FRASIER

Please note, the following contains a summarization of the November 15, 2022 meeting of the Personnel, Administration & Higher Education Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Mr. Thomas called the meeting of the Personnel, Administration & Higher Education Committee to order at 10:00 a.m.

Copies of the meeting agenda were distributed; a copy of the agenda is on file with the meeting minutes.

Motion was made by Mr. Conover, seconded by Mr. Beaty and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Braymer and Ms. Runyon absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Mr. Thomas requested a motion to enter into an executive session pursuant to Section 105(1)(f) of the Public Officer's Law; the necessary motion was made by Mr. Conover and seconded by Mr. Beaty above to approve the request as outlined above.

Mr. Beaty suggested in light of transparency that they ask the candidates whether they would be willing to conduct their interviews in open session. Mr. Thomas queried whether the Committee members were comfortable moving forward with this suggestion and Mr. Wild responded in the negative. A brief discussion ensued during which Ms. Runyon entered the meeting at 10:02 a.m. During the discussion Larry Elmen, *County Attorney*, indicated the purpose of the executive session was to discuss the employment history and possible appointment of particular persons who applied for the position of County Administrator.

Mr. Thomas called the question and the motion was carried by a majority vote of those present (*Mrs. Frasier and Ms. Braymer absent*), with Mr. Beaty voting in opposition, to enter into an executive session pursuant to Section 105(1)(f) of the Public Officer's Law as outlined above.

Ms. Braymer entered the meeting at 10:05 a.m.

Executive session was held from 10:05 a.m. until 2:05 p.m.

Upon reconvening, Mr. Thomas apprised all of the candidates they interviewed for the County Administrator position today were competent. Mr. Elmen noted no action was taken during the executive session.

Mr. Thomas stated a request had come before them to amend Resolution No. 547 of 2022, which amended the Table of Organization and Salary Schedule for 2022 to provide interim salary increases for Non-Bargaining unit employees within the Sheriff's Office.

Motion was made by Mr. Wid and seconded by Ms. Runyon to approve the request as presented.

Tammie DeLorenzo, *Assistant to the County Administrator*, advised the Treasurer's Office had requested the Resolution be amended to cover the part-time positions in the Sheriff's Office that were not included within the Bargaining Unit. A discussion ensued following which Mr. Thomas called the question and the motion to amend Resolution No. 547 of 2022 as outlined above was carried by a unanimous vote of those present (*Mrs. Frasier absent*) and the necessary resolution was authorized for the November 18th Board Meeting.

There being no further business to come before the Personnel, Administration & Higher Education Committee, on motion made by Mr. Wild, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mrs. Frasier absent*), Mr. Thomas adjourned the meeting at 2:13 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board