

# Warren County Board of Supervisors

**AGENDA  
WEDNESDAY JUNE 14, 2023  
BOARD MEETING**



**6:00 p.m. Call Meeting to Order**

**Pledge of Allegiance - Supervisor Dickinson**

**Roll Call**

**Privilege of the floor and public comment**

**Motion to approve minutes of the May 19, 2023 Board Meeting, subject to correction by the Clerk of the Board**

**Presentation of Employee of the Month Award**

**Graduates of County's Leadership Training Program recognized**

**Students completing the Criminal Justice Student Intern Pathway recognized**

**Presentation of SUNY Adirondack Certificate of Excellence Award**

**Reports by Committee Chairs**

**Report by County Administrator**

**Report by County Attorney**

**Reading of Communications**

**Reading of Resolutions**

**Discussion and Public Comment on Proposed Resolutions**

**Requests for roll call votes**

**Vote on Resolutions**

**Privilege of the Floor and Public Comment**

**Announcements**

**Motion to Adjourn**

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
PROC 21		<b>PROCLAMATION - ALZHEIMER'S AWARENESS MONTH</b>
PROC 22		<b>PROCLAMATION - PTSD AWARENESS MONTH</b>
PROC 23		<b>PROCLAMATION - ELDER ABUSE AWARENESS DAY</b>
PROC 24		<b>PROCLAMATION - WARREN COUNTY BOARD OF SUPERVISORS' SUNY ADIRONDACK CERTIFICATE OF EXCELLENCE AWARD - NIKKITA HYRNY</b>
284	ROLL CALL	<b>FINANCE - MAKING SUPPLEMENTAL APPROPRIATIONS</b>
285	ROLL CALL	<b>FINANCE - AMENDING WARREN COUNTY BUDGET FOR 2023 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY</b>
286		<b>COUNTY FACILITIES (<i>AIRPORT</i>)- AUTHORIZING AGREEMENT WITH EAA CHAPTER 353 FOR USE OF THE WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT TO HOLD THE YOUNG EAGLES FLY-IN EVENT</b>
287		<b>COUNTY FACILITIES (<i>AIRPORT</i>)- AMENDING RESOLUTION NO. 695 OF 2022, WHICH AUTHORIZED A MEMORANDUM OF UNDERSTANDING BETWEEN WARREN COUNTY, SCHERMERHORN AVIATION II, LLC D/B/A RICH AIR AND NORTH AMERICAN FLIGHT SERVICES (FBO FOR SARATOGA COUNTY) FOR SHARED ACQUISITION AND USE OF AN AIRCRAFT/HEAVY EQUIPMENT RECOVERY DOLLY (IRON TIRE 20K), TO REPLACE CERTAIN PARTIES</b>
288		<b>COUNTY FACILITIES (<i>BUILDINGS &amp; GROUNDS</i>)- AWARDING BID AND AUTHORIZING AGREEMENT WITH ECKERT MECHANICAL, LLC FOR PLUMBING SERVICES (WC 34-23)</b>
289		<b>CRIMINAL JUSTICE &amp; PUBLIC SAFETY (<i>OFFICE OF EMERGENCY SERVICES</i>) - AMENDING RESOLUTION NO. 186 OF 2023, APPOINTING MEMBERS OF WARREN COUNTY FIRE ADVISORY BOARD FOR THE OFFICE OF EMERGENCY SERVICES, TO ADJUST MEMBERSHIP</b>
290		<b>CRIMINAL JUSTICE &amp; PUBLIC SAFETY (<i>OFFICE OF EMERGENCY SERVICES</i>) - ACCEPTING DONATION OF AN ADK 3-IN-1 ICE RESCUE TOOL FROM ADIRONDACK MOUNTAIN TOUCH TOOLS BY BOHNING AND AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO SEND A LETTER OF APPRECIATION FOR SAID DONATION</b>

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
291		<b>CRIMINAL JUSTICE &amp; PUBLIC SAFETY (<i>OFFICE OF EMERGENCY SERVICES</i>)</b> - AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS OR THE DIRECTOR OF THE OFFICE OF EMERGENCY SERVICES TO ENTER INTO AND EXECUTE AGREEMENTS WITH VARIOUS VENDORS OR CONTRACTORS REGARDING SERVICES REQUIRED ON AN “AS NEEDED” BASIS FOR THE OFFICE OF EMERGENCY SERVICES, SUBJECT TO CERTAIN CONDITIONS
292		<b>CRIMINAL JUSTICE &amp; PUBLIC SAFETY (<i>PROBATION</i>)</b> - AMENDING RESOLUTION NO. 369 OF 2020, “AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO CORNELL UNIVERSITY ON BEHALF OF THE PROBATION DEPARTMENT,” TO AUTHORIZE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE ANY NECESSARY DOCUMENTS TO RECEIVE ADDITIONAL FUNDING RELATING TO SAID AGREEMENT
293		<b>ECONOMIC GROWTH &amp; DEVELOPMENT (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>)</b> - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH BARTON AND LOGUIDICE, D.P.C. FOR CONSULTANT TO DEVELOP A MODERNIZATION AND CONNECTIVITY PLAN FOR THE MULTI-USE TRAILS THAT CONNECT LAKE GEORGE IN WARREN COUNTY TO THE EMPIRE STATE TRAIL IN WASHINGTON COUNTY (WC 25-23)
294		<b>ECONOMIC GROWTH &amp; DEVELOPMENT (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>)</b> - AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE HOUSING TRUST FUND CORPORATION OFFICE OF COMMUNITY RENEWAL FOR NEW YORK STATE HOME PROGRAM GRANT FUNDING FOR HOME FUNDS TO ASSIST COUNTY RESIDENTS WITH HOUSING NEEDS
295		<b>ECONOMIC GROWTH &amp; DEVELOPMENT (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>)</b> - AUTHORIZING SUBMISSION OF CONSOLIDATED FUNDING APPLICATION FOR MULTIPLE LOCAL WATERFRONT PROGRAMS AND COMMUNITY DEVELOPMENT PROGRAMS, AND PROVIDING FOR PUBLIC HEARING THEREON

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
296		<b>ENVIRONMENTAL CONCERNS &amp; REAL PROPERTY TAX SERVICES (<i>REAL PROPERTY TAX SERVICES</i>)- RESCINDING RESOLUTION NO. 104 OF 2020, WHICH ESTABLISHED PROCEDURES REGARDING THE TAX PROPERTY FORECLOSURE LAST CHANCE MEETING FOR REAL PROPERTY TAX SERVICES</b>
297		<b>ENVIRONMENTAL CONCERNS &amp; REAL PROPERTY TAX SERVICES (<i>REAL PROPERTY TAX SERVICES</i>)- ESTABLISHING A TIMETABLE FOR DELINQUENT TAX PROPERTY FORECLOSURE AND AUCTION FOR REAL PROPERTY TAX SERVICES</b>
298		<b>ENVIRONMENTAL CONCERNS &amp; REAL PROPERTY TAX SERVICES (<i>REAL PROPERTY TAX SERVICES</i>) - AUTHORIZING THE SALE AND CONVEYANCE OF TOWN OF QUEENSBURY TAX MAP PARCEL NO. 303.12-1-9.3 TO NICK CHIARAVALLE</b>
299		<b>HEALTH SERVICES (<i>PUBLIC HEALTH</i>) - AUTHORIZING CONTINUATION AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH AND HEALTH RESEARCH INSTITUTE FOR PUBLIC HEALTH EMERGENCY PREPAREDNESS PLAN FUNDING</b>
300		<b>OCCUPANCY TAX COORDINATION - AMENDING RESOLUTION NO. 37 OF 2023, WHICH AUTHORIZED AGREEMENTS WITH CERTAIN APPLICANTS FOR THE DISBURSEMENT OF 2023 OCCUPANCY TAX REVENUES, TO AUTHORIZE AGREEMENTS AND FUNDING TO RITTNER'S PERFORMING ARTS COMPANY</b>
301		<b>PUBLIC WORKS (<i>DPW</i>) - AUTHORIZING CHANGE ORDER WITH RIFENBURG CONSTRUCTION, INC. FOR REPLACEMENT OF SOUTH JOHNSBURG ROAD (CR 57) BRIDGE OVER MILL CREEK AND AUTHORIZING THE SUPERINTENDENT OF PUBLIC WORKS TO EXECUTE SUCH CHANGE ORDER</b>
302		<b>PUBLIC WORKS (<i>DPW</i>) - AWARDED BID AND AUTHORIZING AGREEMENT WITH KUBRICKY - JOINTA LIME, LLC FOR COOLIDGE HILL ROAD (CR 49) RECONSTRUCTION &amp; REHABILITATION PROJECT, TOWN OF BOLTON, WARREN COUNTY, NY (WC 23-23)</b>

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
303		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION - AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2023 TO ADJUST SALARIES/CREATE POSITIONS WITHIN THE PUBLIC DEFENDER'S OFFICE; AND CREATE A POSITION WITHIN THE DEPARTMENT OF PUBLIC WORKS</b>
304		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (CLERK OF THE BOARD) - RESOLUTION ALTERING THE STANDING RULES OF THE BOARD OF SUPERVISORS, AS ADOPTED BY RESOLUTION NO. 1 OF 2023 AND SUBSEQUENTLY AMENDED BY RESOLUTION NOS. 119 AND 204 OF 2023, TO ALTER THE DATE OF THE SEPTEMBER 2023 BOARD MEETING</b>
305		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (COUNTY ATTORNEY) - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH LEMIRE &amp; HIGGINS, LLC FOR LEGAL REPRESENTATION OF WARREN COUNTY SELF-INSURANCE PLAN IN CONNECTION WITH WORKERS' COMPENSATION CASES (WC 31-23)</b>
306	ROLL CALL	<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (HUMAN RESOURCES) - ADOPTING REVISED OUT-OF-UNIT EMPLOYEE BENEFITS POLICY FOR WARREN COUNTY</b>
307		<b>PERSONNEL, ADMINISTRATION &amp; HIGHER EDUCATION (HUMAN RESOURCES) - ADOPTING AMENDED REMOTE WORK AGREEMENT</b>
308	ROLL CALL	<b>FINANCE (BUILDINGS &amp; GROUNDS) - ESTABLISHING CAPITAL PROJECT NO. H416, DESIGN, PLANNING &amp; CONSTRUCTION FOR MUNICIPAL CENTER GROUNDS; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2023</b>
309	ROLL CALL	<b>FINANCE (BUILDINGS &amp; GROUNDS) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE DEPARTMENT OF PUBLIC WORKS BUDGET TO COVER THE COST OF DESIGN WORK FOR CAPITAL PROJECT H416, DESIGN, PLANNING &amp; CONSTRUCTION FOR MUNICIPAL CENTER GROUNDS; AND AMENDING 2023 WARREN COUNTY BUDGET</b>

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
310	ROLL CALL	<b>FINANCE (COUNTY ATTORNEY)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE COUNTY ATTORNEY'S BUDGET TO COVER THE COST OF THE ILANA MORGAN SETTLEMENT; AND AMENDING 2023 WARREN COUNTY BUDGET
311		<b>FINANCE (DPW)</b> - AUTHORIZING COUNTY TREASURER TO CLOSE CAPITAL PROJECT
312	ROLL CALL	<b>FINANCE (DPW)</b> - INCREASING CAPITAL PROJECT NO. H390, COUNTY BRIDGE & CULVERT PROJECTS; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2023
313	ROLL CALL	<b>FINANCE (OCCUPANCY TAX COORDINATION)</b> - AUTHORIZING THE RE-APPROPRIATION OF FUNDS FROM THE OCCUPANCY TAX RESERVE TO THE TOURISM BUDGET; AMENDING 2023 WARREN COUNTY BUDGET
314	ROLL CALL	<b>FINANCE (OCCUPANCY TAX COORDINATION)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE OCCUPANCY TAX RESERVE TO THE TOURISM BUDGET TO MAKE AN AWARD TO THE TOWN OF LAKE GEORGE; AND AMENDING 2023 WARREN COUNTY BUDGET
315	ROLL CALL	<b>FINANCE (OFFICE OF EMERGENCY SERVICES)</b> - ADJUSTING TOTALS FOR CAPITAL PROJECT NO. H413, HAZARD MITIGATION GRANT PROGRAM; AND AMENDING WARREN COUNTY BUDGET FOR 2023 <i>RESOLUTION AMENDED AFTER MAILING</i>
316	ROLL CALL	<b>FINANCE (TREASURER)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE AND COUNTY ROAD FUND BALANCE TO THE TREASURER'S OFFICE BUDGET TO PAY OFF THE COUNTRYSIDE ADULT HOME IMPROVEMENT AND RETAINING WALL ON LAKE GEORGE BOND ANTICIPATION NOTES (BAN); AND AMENDING 2023 WARREN COUNTY BUDGET
317		<b>FINANCE (TREASURER)</b> - ESTABLISHING RECORDING THRESHOLDS FOR SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS AS REQUIRED BY GOVERNMENTAL ACCOUNTING STANDARDS BOARD #96

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
318		<b>FINANCE</b> - AMENDING RESOLUTION NO. 484 OF 2022, SUPPORTING THE ADIRONDACK COMMUNITY COLLEGE CAPITAL IMPROVEMENT PLAN FOR 2023-24, TO COMBINE CAPITAL PROJECTS
319	ROLL CALL	<b>FINANCE</b> - APPROVING TENTATIVE OPERATING BUDGET FOR FISCAL YEAR 2023-2024 FOR ADIRONDACK COMMUNITY COLLEGE AND PROVIDING FOR PUBLIC HEARING <b>RESOLUTION FAILED</b>
320		<b>SUPERVISORS McDEVITT AND SMITH</b> - WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION APPOINTING JULIE GARCIA AS ASSIGNED COUNSEL ADMINISTRATOR
321		<b>SUPERVISORS SMITH AND GERACI</b> - APPOINTING JULIE GARCIA AS ASSIGNED COUNSEL ADMINISTRATOR
322		<b>SUPERVISORS GERACI AND BRUNO</b> - WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2023 TO ADJUST THE SALARY OF THE ASSIGNED COUNSEL ADMINISTRATOR POSITION
323		<b>SUPERVISORS SMITH AND McDEVITT</b> - AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2023 TO ADJUST THE SALARY OF THE ASSIGNED COUNSEL ADMINISTRATOR POSITION
324		<b>SUPERVISORS BRAYMER AND McDEVITT</b> - WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION RESCINDING RESOLUTION NO. 105 OF 2020, WHICH ESTABLISHED A TIMETABLE FOR DELINQUENT TAX PROPERTY FORECLOSURE AND AUCTION FOR REAL PROPERTY TAX SERVICES

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
325		<b>SUPERVISORS LEGGETT AND BRAYMER - RESCINDING RESOLUTION NO. 105 OF 2020, WHICH ESTABLISHED A TIMETABLE FOR DELINQUENT TAX PROPERTY FORECLOSURE AND AUCTION FOR REAL PROPERTY TAX SERVICES</b>
CA05		<b>CERTIFICATE OF APPOINTMENT - SARATOGA-WARREN-WASHINGTON COUNTIES WORKFORCE DEVELOPMENT BOARD</b>
		<i>RESOLUTION NOS. 284 - 317; PROCLAMATION NOS. 21-24; AND ONE CERTIFICATE OF APPOINTMENT WERE DISTRIBUTED TO THE MEMBERS OF THE BOARD OF SUPERVISORS AND POSTED TO THE WARREN COUNTY WEBSITE JUNE 9, 2023</i>
		<i>AMENDED RESOLUTION NO. 315; RESOLUTION NOS. 318-319; AND FOUR FLOOR RESOLUTIONS (LATER RESOLUTION NOS. 320-323) WERE DISTRIBUTED TO THE MEMBERS OF THE BOARD OF SUPERVISORS AND POSTED TO THE WARREN COUNTY WEBSITE JUNE 13, 2023</i>
		<i>RESOLUTION NOS. 324 AND 325 WERE APPROVED FROM THE FLOOR DURING THE BOARD MEETING</i>

# Warren County Board of Supervisors

BOARD MEETING  
WEDNESDAY JUNE 14, 2023



*Please note that the following is a summarization of the Board Meeting; the meeting, in its entirety, can be viewed using the following links on the Warren County website:*

<https://warrencountyny.gov/mma>

<https://www.youtube.com/watch?v=q7x1GweuzTM>

The Board of Supervisors of the County of Warren convened at the Supervisors' Room in the Warren County Municipal Center, Lake George, New York; meeting called to order at 6:02 p.m.

Mr. Kevin B. Geraghty presiding.

Salute to the flag was led by Supervisor Strough.

Roll called, the following members present:

Supervisors Conover, Leggett, Diamond, McDevitt, Braymer, Bruno, Driscoll, Frasier, Geraci, Smith, Strough, Wild, Beaty, Thomas, Runyon and Geraghty - 17. Supervisors Dickinson, Merlino, Magowan and Stec absent - 4.

It was noted for the record that Supervisor Magowan entered the meeting immediately following the roll call at 6:03 p.m.

Privilege of the floor was extended to Kevin Hajos, *Superintendent of Public Works*, who spoke regarding the Organics Management Plan which was prepared by the County's consultant, GHD Engineering Company. He noted David Wright, *representing GHD Engineering Company*, was present to provide an overview of the Organics Management Plan prepared for the County; Mr Wright presented an overview of the Plan.

Chairman Geraghty called for privilege of the floor/public comment:

Barbara Jouudry, *Chair, Adirondack Compost Education Council, Inc. and member of the Zero Waste Warren County Committee*, spoke in favor of the report provided by GHD, which was fully endorsed by their organization.

The following individuals voiced their opinions on the possible arrival of migrants in Warren County:

Mike Parwana, *representing himself*

Diane Collins, *City of Glens Falls Resident*

Dr. Richard Leach, *Member, Adirondack Welcome Circle, Warren County Resident and Medical Advisor to Warren County Public Health*

Lynn McDonald, *Town of Chester Resident*

Paul Hancock, *City of Glens Falls Resident*

Ellen O'Hara, *City of Glens Falls Resident*

Motion was made by Supervisor Driscoll, seconded by Supervisor Frasier and carried by a unanimous vote of those present (*Supervisors Dickinson, Merlino and Stec absent*) to approve the minutes of the May

**WARREN COUNTY BOARD OF SUPERVISORS**

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19<sup>th</sup> Board Meeting, subject to correction by the Clerk of the Board.

Presentation of the Employee of the Month Award was made to Meghan Collins, *Infant Feeding Advocate, WIC Department.*

Recognition was given to the following students who had completed the Criminal Justice Student Intern Pathway Program during the Spring 2022 Semester:

Robert Brown  
Allison Gilligan  
Lillian Slider

Presentation of the Certificate of Excellence was made to the 2023 SUNY Adirondack Graduate Ms. Nikkita Hyrny.

Reports by Committee Chairs were given.

Report by the County Administrator was given.

Report of County Attorney was given.

Supervisor Braymer spoke regarding the County Executive Order regarding the migrants which she was opposed to and she asked Larry Elmen, *County Attorney*, whether there were plans to defend the County against the lawsuit filed against the County by New York City. Mr. Elmen responded one of the purposes of the Executive Order related to the concern that New York City was not contacting or providing any notice to local municipalities where they were transporting migrants to, as well as the City's lack of responsibility for these individuals going forward

A discussion ensued.

Reading of communications by Clerk of the Board was provided, as follows:

Reports from:

1. Warren County Auditor - Real Property Tax Corrections Reports for May of 2023

Other:

1. Washington County Board of Supervisors Resolution No. 161 of 2023, "*Appoint Member to the Counties of Warren and Washington Industrial Development Agency and Civic Development Corporation*"
2. Washington County Board of Supervisors Resolution No. 179 of 2023, "*Supporting Local Share Contribution Plan for SUNY Adirondack to Achieve Thirty-three Percent (33%) Rate by Fiscal Year 2028-29*"

Reading of resolutions by the Clerk of the Board was announced as follows:

Amanda Allen, *Clerk of the Board*, advised Resolution Nos. 284-319 were distributed to the Board and posted to the Warren County website on Friday, June 9<sup>th</sup>, along with four Proclamations. She stated four Floor Resolutions were distributed to the Board on Tuesday, June 13<sup>th</sup>, adding these distributions met the deadline specified in the Rules of the Board. The four Proclamations were:

PR21 - Alzheimer's Awareness Month  
PR22 - PTSD Awareness Month.  
PR23 - Elder Abuse Awareness Day  
PR24 - SUNY Adirondack Recognition

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Floor Resolution Nos. 1-4, included in the Board packet, were outlined individually and motions were requested to bring each to the floor.

Motion was made by Supervisor McDevitt, seconded by Supervisor Smith and carried by majority vote of those present (*Supervisors Dickinson, Merlino and Stec absent*), with Mr. Thomas voting in opposition, to bring proposed Floor Resolution No. 1, *Waiving the Standing Rule of the Board Relating to the Requirement that all Resolutions be Approved through the Established Committee Structure in Advance of a Board Meeting in Order to Entertain a Resolution Appointing Julie Garcia as Assigned Counsel Administrator*, to the floor. Mrs. Allen announced Floor Resolution No. 1 would now be referred to as proposed Resolution No. 320

Motion was made by Supervisor Smith, seconded by Supervisor Geraci and carried by majority vote of those present (*Supervisors Dickinson, Merlino and Stec absent*), with Mr. Thomas voting in opposition, to bring proposed Floor Resolution No. 2, *Appointing Julie Garcia as Assigned Counsel Administrator*, to the floor. Mrs. Allen advised Floor Resolution No. 2 would now be referred to as proposed Resolution No. 321.

Motion was made by Supervisor Geraci, seconded by Supervisor Bruno and carried by majority vote of those present (*Supervisors Dickinson, Merlino and Stec absent*), with Mr. Thomas voting in opposition, to bring proposed Floor Resolution No. 3, *Waiving the Standing Rule of the Board Relating to the Requirement that all Resolutions be Approved through the Established Committee Structure in Advance of a Board Meeting in Order to Entertain a Resolution Amending Table of Organization and Warren County Salary and Compensation Plan for 2023 to Adjust the Salary of the Assigned Counsel Administrator Position*, to the floor. Mrs. Allen advised Floor Resolution No. 3 would now be referred to as proposed Resolution No. 322.

Motion was made by Supervisor Smith and seconded by Supervisor McDevitt to bring proposed Floor Resolution No. 4, *Amending Table of Organization and Warren County Salary and Compensation Plan for 2023 to Adjust the Salary of the Assigned Counsel Administrator Position*, to the floor.

A discussion ensued during which Supervisors Thomas, Beaty and Magowan voiced their opposition to the salary increase. Chairman Geraghty called the question and the motion to bring proposed Floor Resolution No. 4 as outlined above was carried by majority vote of those present (*Supervisors Dickinson, Merlino and Stec absent*), with Supervisors Diamond, Magowan, Beaty and Thomas voting in opposition.

Mrs. Allen advised Floor Resolution No. 4 would now be referred to as proposed Resolution No. 323.

Discussion and public comment on proposed resolutions was called for.

A discussion ensued regarding proposed Resolution No. 297, *Establishing a Timetable for Delinquent Tax Property Foreclosure and Auction for Real Property Tax Services*, during which it was noted due to the action on the proposed Resolution it was necessary to rescind Resolution No. 105 of 2020, *Amending Resolution No. 340 of 2017 which Established a Timetable for Delinquent Tax Property Foreclosure and Auction For Real Property Tax Services to Revise Dates*. The necessary motion was made by Supervisor Braymer, seconded by Supervisor McDevitt and carried by a unanimous vote of those present (*Supervisors Dickinson, Merlino and Stec absent*), to waive the Standing Rule of the Board relating to the requirements that all resolutions be approved through the established Committee structure in advance of a Board meeting in order to entertain a resolution rescinding Resolution No. 105 of 2020, which established a timetable for delinquent tax property foreclosure and auction for Real Property Tax Services.

Motion was made by Supervisor Leggett, seconded by Supervisor Braymer and carried by a unanimous vote of those present (*Supervisors Dickinson, Merlino and Stec absent*), to rescind Resolution No. 105 of 2020, which established a timetable for delinquent tax property

foreclosure and auction for Real Property Tax Services.

Mrs. Allen announced the waiving of the Rules resolution would now be known as proposed Resolution No. 324 and the resolution rescinding Resolution No. 105 of 2020 would be referred to as proposed Resolution No. 325.

A discussion ensued regarding proposed Resolution No. 295, *Authorizing Submission of Consolidated Funding Application for Multiple Local Waterfront Programs and Community Development Programs, and Providing for Public Hearing Thereon*, during which Supervisor Diamond questioned whether the communities that chose to participate were responsible for any matching fund requirements and Chairman Geraghty replied affirmatively.

Supervisor Beaty requested a roll call vote on proposed Resolution No. 319, *Approving Tentative Operating Budget for Fiscal Year 2023-2024 for Adirondack Community College and Providing for Public Hearing*, noting he would be voting in opposition.

A discussion ensued regarding proposed Resolution No. 319, *Approving Tentative Operating Budget for Fiscal Year 2023-2024 for Adirondack Community College and Providing for Public Hearing*.

Supervisor Thomas requested a roll call vote on proposed Resolution No. 306, *Adopting Revised Out-of-unit Employee Benefits Policy for Warren County*.

Voting on resolutions occurred. Resolution Nos. 284-325 were approved as presented, with the exception of proposed Resolution No. 319 which failed to obtain the majority vote.

Privilege of the floor and public comment was called for.

Ms. Collins spoke regarding climate change and how she believed the County should be discussing how to address this matter at the appropriate Committee meeting.

Mr. Parwana once again spoke regarding the potential arrival of migrants in Warren County, how he believed the County should be working on developing a plan to assist these individuals and his opposition to the Executive Order in place.

Supervisor Magowan addressed the Board regarding the Computer Use Policy, apprising he was disappointed his request for the addition of requiring all Supervisors to use a County email when communicating with one another and department heads was denied, as he believed this was necessary for transparency purposes.

A discussion ensued during which Supervisor Frasier exited the meeting at 8:10 p.m.

Chairman Geraghty called for announcements:

Supervisor Strough announced the Queensbury Fire Department's were hosting the Hudson Valley Volunteer Firemen's Association Convention and Parade this weekend and he encouraged all to attend.

Supervisor Beaty advised upon his request the Information Technology Department had put into place a blocking mechanism for any emails distributed to him by Supervisors who did not use a County email address.

Supervisor Runyon stated the County Information Technology Department had combined all three of her email addresses, including her County email to prevent any confusion on her behalf.

In response to the individual who commented on the climate crisis, Supervisor Braymer apprised she would work on scheduling a Climate Smart Task Force meeting to discuss this matter further. She then spoke regarding the Emergency Order which she was opposed to and she made a motion to introduce a Proclamation indicating Warren County was welcoming migrants; was working on plans to humanely, responsibly and sustainably accept migrants into the County.

A discussion ensued during which it was noted a waiving of the rules was not required to introduce a Proclamation from the floor. Following the discussion, Supervisor Braymer voiced her disappointment for the lack of support for her proposed Proclamation, indicating did not believe the Executive Order should be renewed when it expired.

There being no further business to come before the Board of Supervisors, Chairman Geraghty declared the meeting adjourned at 8:21 p.m.

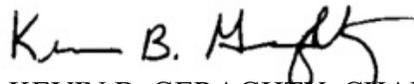
# Warren County Board of Supervisors

## CERTIFICATE OF APPOINTMENT

I, KEVIN B. GERAGHTY, Chairman of the Warren County Board of Supervisors, pursuant to the power vested in me, DO HEREBY APPOINT the following named persons as members of the Saratoga-Warren-Washington Counties Workforce Development Board, for the term set opposite their name:

<u>NAME</u>	<u>SECTOR/AFFILIATION</u>	<u>TERM</u>
<b>Appointing:</b> <b>Susan Corlew</b>	Director of Continuing Education & Workforce Innovation SUNY Adirondack	7/1/23 - 6/30/26
<b>Reappointing:</b> <b>Daniel Dudley</b>	IBEW Local 236 International Brotherhood of Electrical Workers	7/1/23 - 6/30/26
<b>Zachary Moore</b>	Hospitality Sector/ Spruce Hospitality Group	7/1/23 - 6/30/26
<b>Maureen Grabowski</b>	Branch Manager Homestead Funding Corporation	7/1/23 - 6/30/26

Dated: June 14, 2023



KEVIN B. GERAGHTY, CHAIRMAN  
Warren County Board of Supervisors

# Warren County Board of Supervisors

## Proclamation

**WHEREAS**, Alzheimer's disease is the nation's sixth-leading cause of death, affecting more than 5.7 million Americans, with an estimated 410,000 of them being New York residents living with the disease, and

**WHEREAS**, 563,000 family caregivers bear the burden of caring for those New York residents who suffer from Alzheimer's Disease, and

**WHEREAS**, the physical and emotional impact of dementia caregiving is estimated to have resulted in \$21.4 billion in health care costs for Alzheimer's and dementia caregivers in New York in 2020, and

**WHEREAS**, the total New York State Medicaid costs in 2020 for Americans with dementia age 65 and older is \$5.4 billion, and

**WHEREAS**, early diagnosis of Alzheimer's could save as much as \$7.9 trillion in health and long-term care expenditures, and

**WHEREAS**, Warren County recognizes the efforts of organizations such as the Alzheimer's Association and Alzheimer's Impact Movement to highlight early detection and diagnosis of Alzheimer's disease and other dementias, and

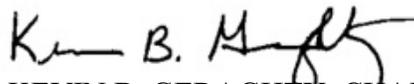
**WHEREAS**, more funding and resources are needed for education, support and research, thereby improving the financial, physical, and emotional health for those living with Alzheimer's disease and their caregivers, now, therefore, be it

**RESOLVED**, that I, Kevin B. Geraghty, Chairman of the Warren County Board of Supervisors, upon a majority vote of the Board of Supervisors, do hereby proclaim the month of June 2023 to be

### ***ALZHEIMER'S AWARENESS MONTH***

in Warren County, as we continue to work toward a cure for this disease that affects generations of families.

**DATED: JUNE 14, 2023**



KEVIN B. GERAGHTY, CHAIRMAN  
WARREN COUNTY BOARD OF SUPERVISORS

# Warren County Board of Supervisors

## Proclamation

**WHEREAS**, Posttraumatic Stress Disorder (PTSD) affects approximately 8 million adults in the United States annually, and

**WHEREAS**, PTSD can occur after a person experiences trauma including, but not limited to, the stress of combat, sexual assault, child abuse, bombings, accidents and natural disasters, and annually; and

**WHEREAS**, PTSD is associated with chemical changes in the body's hormonal system and autonomic nervous system, and is characterized by symptoms including flashbacks, nightmares, insomnia, avoidance, hypervigilance, anxiety, and depression; and

**WHEREAS**, the brave men and women of the United States Armed Forces, who proudly serve the nation and risk their lives to protect our freedom, deserve the investment of every possible resource to ensure their lasting physical, mental, and emotional well-being; and

**WHEREAS**, Combat-related PTSD stress among our men and women in the Armed Forces is significantly pronounced, given that they are often exposed to highly traumatic events for weeks, months, and even years; and

**WHEREAS**, Between 10 and 30 percent of service members will develop PTSD within a year of leaving combat, while others may not develop symptoms until years later; and

**WHEREAS**, Despite its treatability, many cases of PTSD remain undiagnosed and untreated due to a lack of awareness and the stigma associated with mental health conditions; and

**WHEREAS**, Raising awareness of this condition is necessary to remove the stigma and to encourage those suffering to seek proper and timely treatment that may save their lives; and

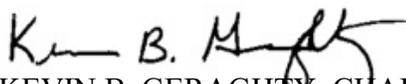
**WHEREAS**, All citizens suffering from PTSD deserve our consideration, and those who are affected by PTSD from wounds received while protecting our freedom, deserve our respect and special honor; now therefore, be it

**RESOLVED**, that I, Kevin B. Geraghty, Chairman of the Warren County Board of Supervisors, upon a majority vote of the Board of Supervisors, do hereby proclaim the month of June 2023 to be

### ***PTSD AWARENESS MONTH***

in Warren County, a time to recognize those who suffer in silence while we seek improved care for PTSD.

**DATED: JUNE 14, 2023**

  
KEVIN B. GERAGHTY, CHAIRMAN  
WARREN COUNTY BOARD OF SUPERVISORS

# Warren County Board of Supervisors

## Proclamation

**WHEREAS**, Warren County’s seniors are valued members of society and deserve to be treated with respect and dignity to enable them to continue to serve as leaders, mentors, volunteers and important and active members of this community, and

**WHEREAS**, the Warren County Board of Supervisors is concerned about the risk to our elder residents who suffer from neglect or are victims of financial, emotional or physical abuse, and

**WHEREAS**, abuse of older persons is a tragedy inflicted on vulnerable seniors, and ever-increasing problem that crosses all socioeconomic boundaries, and

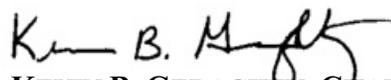
**WHEREAS**, it is our collective responsibility as a community to ensure our elderly live safely and with dignity, and combating abuse will help improve the quality of life for all seniors across the region, allowing them to continue to live as independently as possible and contribute to the life and vibrancy of Warren County, now, therefore, be it

**RESOLVED**, that I, Kevin B. Geraghty, Chairman of the Warren County Board of Supervisors, upon a majority vote of the Board of Supervisors, do hereby proclaim June 15, 2023 to be

### **“ELDER ABUSE AWARENESS DAY”**

in Warren County and urge all citizens to commit to building a safer community for our elder residents; to learn the symptoms of elder abuse and speak out when such abuse is suspected; and to spread the work on prevention of elder abuse via social media.

DATED: JUNE 14, 2023



**KEVIN B. GERAGHTY, CHAIRMAN  
WARREN COUNTY BOARD OF SUPERVISORS**

# Warren County Board of Supervisors

## Proclamation

**WHEREAS**, each year the Warren County Board of Supervisors selects a graduating SUNY Adirondack student to be honored with the Warren County Board of Supervisors' SUNY Adirondack Certificate of Excellence Award, and

**WHEREAS**, there are certain criteria which a candidate must meet to be considered including: overcoming significant obstacles in the course of pursuing an education; demonstrating academic achievements; exhibiting motivation, tenacity and enthusiasm; and being a Warren County resident, and

**WHEREAS**, with their 2023 award, the Warren County Board of Supervisors has chosen to honor Ms. Nikkita Hyrny with its SUNY Adirondack Certificate of Excellence Award in light of the outstanding effort and drive she has shown in overcoming obstacles to pursue her degree, beginning with classes taken in high school for college credit and continuing through her academic pursuits at the University at Albany and SUNY Adirondack, and

**WHEREAS**, the Warren County Board of Supervisors is proud to recognize Ms. Hyrny's hard work and determination and to congratulate her on achieving a degree in Hospitality Management and offers her encouragement in pursuing her desire to further her education in seeking out a four-year degree in Accounting, now, therefore, be it

**RESOLVED**, that I, Kevin B. Geraghty, Chairman of the Warren County Board of Supervisors, upon a majority vote of the Board of Supervisors, do hereby award Ms. Nikkita Hyrny with the Warren County Board of Supervisors' SUNY Adirondack Certificate of Excellence Award and wish her all the best in what shall surely be a long and successful career in whatever area she may choose to pursue.

**DATED: JUNE 14, 2023**

  
KEVIN B. GERAGHTY, CHAIRMAN  
WARREN COUNTY BOARD OF SUPERVISORS

# Warren County Board of Supervisors

## RESOLUTION NO. 284 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

### **MAKING SUPPLEMENTAL APPROPRIATIONS**

WHEREAS, the Finance Committee has recommended amending the Warren County Budget for 2023 as set forth herein, now, therefore, be it

RESOLVED, that the following budget amendments are approved and authorized:

<b>FROM CODE</b>		<b>TO CODE</b>		<b>AMOUNT</b>
<b><u>DEPARTMENT: MENTAL HEALTH</u></b>				
A.4310 110	Mental Health Admin, Salaries-Regular	A.4310 861	Mental Health Admin, Retirees Hospitalization	\$13,950.00
<b><u>DEPARTMENT: OFFICE OF EMERGENCY SERVICES</u></b>				
A.3640 110	Civil Defense, Salaries- Regular	A.9950 910	Transfers-Capital Projects, Interfund Transfers	977.04
A.3640 810	Retirement	A.9950 910		126.04
A.3640 830	Social Security	A.9950 910		56.14
A.3640 831	Medicare Contributions	A.9950 910		13.13
A.3640 860	Hospitalization	A.9950 910		182.52
A.3640 865	Dental Insurance	A.9950 910		3.61
<b><u>DEPARTMENT: PLANNING &amp; COMMUNITY DEVELOPMENT</u></b>				
A.8021 110	Planning (and Comm. Dev.), Salaries-Regular	A.8021 130	Planning (and Comm. Dev.), Salaries-Part Time	2,500.00
<b><u>DEPARTMENT: PUBLIC WORKS</u></b>				
A.1620 465	Buildings, Road/Bridge Materials	A.1490 130	Public Works Admin - DPW, Salaries - Part Time	5,000.00
D.5112 8334 280	County Road, County Roads, 2022 CR#41 Sawmill Road, Projects	D.9950 910	County Road, Transfers- Capital Projects, Interfund Transfers	375,280.77
D.5112.8340 280	2022 CR#60 Harrington Hill Road, Projects	D.9950 910		264,949.53
D.5112.8341 280	2022 CR#68 Landon Hill Road, Projects	D.9950 910		17,579.12

**RESOLUTION No. 284 OF 2023**

**PAGE 2 OF 2**

<b>FROM CODE</b>		<b>TO CODE</b>		<b>AMOUNT</b>
<b><u>DEPARTMENT: SPECIAL ITEMS:</u></b>				
A.1990 469	Contingent Account, Other Payments/Contributions	A.1010 440	Legislative Board, Legal/Transcript Fees	\$6,500.00
		A.9950 910	Transfers-Capital Projects, Interfund Transfers	2,610.93
A.1990 469.01	Contingent Account, Other Payments/Salaries	A.3020 110	Sheriff's 911 Center, Salaries-Regular	120,120.00
		A.3020 810	Retirement	12,024.01
		A.3020 830	Social Security	7,447.44
		A.3020 831	Medicare Contribution	1,741.74
		A.3110 110	Sheriff's Law Enforcement, Salaries-Regular	543,500.00
		A.3110 130	Salaries-Part Time	78,197.00
		A.3110 810	Retirement	98,318.92
		A.3110 830	Social Security	38,545.21
		A.3110 831	Medicare Contribution	9,014.61
		A.3150 110	Sheriffs Correction Division, Salaries-Regular	491,920.00
		A.3150 810	Retirement	61,539.19
		A.3150 830	Social Security	30,499.04
		A.3150 831	Medicare Contribution	7,132.84

# Warren County Board of Supervisors

## RESOLUTION NO. 285 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

### **AMENDING WARREN COUNTY BUDGET FOR 2023 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY**

WHEREAS, the Finance Committee has recommended amending the Warren County Budget for 2023 as set forth herein, now, therefore, be it

RESOLVED, that the following budget amendments are approved and authorized:

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
<b>DEPARTMENT: MENTAL HEALTH/OFFICE OF COMMUNITY SERVICES</b>		
<b><u>ESTIMATED REVENUE</u></b>		
A.4320.0065 3490	Mental Health Programs, PEOPLE,, Inc., Mental Health	\$16,188.00
A.4320.0120 3490	Mental Health Association, Mental Health	54,098.00
A.4320.0165 3490	Parsons Child & Family Center, Mental Health	33,838.00
<b><u>APPROPRIATIONS</u></b>		
A.4320.0065 470	Mental Health Programs, PEOPLE, Inc., Contract	16,188.00
A.4320.0120 470	Mental Health Association, Contract	54,098.00
A.4320.0165 470	Parsons Child & Family Center, Contract	33,838.00
<b>DEPARTMENT: PUBLIC DEFENDER</b>		
<b><u>ESTIMATED REVENUE</u></b>		
A.1171.4202 3045	Public Defender, Hurell-Harring, Office of Indigent Legal Services Distribution	202,495.02
<b><u>APPROPRIATIONS</u></b>		
A.1171.4202 110	Public Defender, Hurell-Harring, Salaries-Regular	142,030.00
A.1171.4202 810	Retirement	8,521.80
A.1171.4202 830	Social Security	8,805.86
A.1171.4202 831	Medicare Contribution	2,059.44
A.1171.4202 860	Hospitalization	40,501.92
A.1171.4202 865	Dental Insurance	576.00

**RESOLUTION No. 285 OF 2023**

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**DEPARTMENT: PUBLIC WORKS**

**ESTIMATED REVENUE**

D.5010 5031	County Road, Highway Administration, Interfund Transfers	\$112,871.90
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**APPROPRIATIONS**

D.9950 910	County Road, Transfers-Capital Projects, Interfund Transfers	112,871.90
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RESOLVED, that the supplemental appropriations or reductions in estimated revenues and appropriations set forth above are authorized and the County Treasurer be, and he hereby is, authorized and directed to amend the budget of Warren County for 2023 for the estimated revenues, appropriations and codes indicated, and be it further

RESOLVED, that the Warren County budget for 2023 is hereby amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION NO. 286 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS BRUNO, MAGOWAN, DIAMOND, GERACI, STROUGH, CONOVER AND THOMAS**

**AUTHORIZING AGREEMENT WITH EAA CHAPTER 353 FOR  
USE OF THE WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT  
TO HOLD THE YOUNG EAGLES FLY-IN EVENT**

WHEREAS, the County Facilities Committee has approved a request for Warren County to enter into an agreement with EAA Chapter 353, 443 Queensbury Avenue, Queensbury, New York 12804, to use the Warren County (Floyd Bennett Memorial) Airport to hold the Young Eagles Fly-In event on June 17, 2023, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with EAA Chapter 353, to use the Warren County (Floyd Bennett Memorial) Airport to hold the Young Eagles Fly-In event on June 17, 2023, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION NO. 287 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS BRUNO, MAGOWAN, DIAMOND, GERACI, STROUGH, CONOVER AND THOMAS**

**AMENDING RESOLUTION NO. 695 OF 2022, WHICH AUTHORIZED A MEMORANDUM OF UNDERSTANDING BETWEEN WARREN COUNTY, SCHERMERHORN AVIATION II, LLC D/B/A RICH AIR AND NORTH AMERICAN FLIGHT SERVICES (FBO FOR SARATOGA COUNTY) FOR SHARED ACQUISITION AND USE OF AN AIRCRAFT/HEAVY EQUIPMENT RECOVERY DOLLY (IRON TIRE 20K), TO REPLACE CERTAIN PARTIES**

WHEREAS, pursuant to Resolution No. 695 of 2022, the Warren County Board of Supervisors authorized the Chair of the Board to execute a memorandum of understanding with Schermerhorn Aviation II, LLC d/b/a Rich Air and North American Flight Services (FBO for Saratoga County) for shared acquisition and use of an aircraft/heavy equipment recovery dolly (Iron Tire 20K) at a one time cost of Two Thousand Two Hundred Sixteen Dollars and Thirty-Eight Cents (\$2,216.38) to help provide the most efficient and safest service possible during any aircraft/heavy equipment recovery operation at the Warren County (Floyd Bennett Memorial) Airport, and

WHEREAS, the County Facilities Committee has approved a request to remove North American Flight Services (FBO for Saratoga County), now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment memorandum of understanding between Warren County and Schermerhorn Aviation II, LLC d/b/a Rich Air, 536 Bay Road, Suite 2, Queensbury, New York 12804, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 695 of 2022 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION NO. 288 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, BRUNO, THOMAS, MERLINO, BRAYMER AND STEC**

**AWARDING BID AND AUTHORIZING AGREEMENT WITH ECKERT MECHANICAL, LLC FOR PLUMBING SERVICES (WC 34-23)**

WHEREAS, the Purchasing Agent has advertised for sealed bids for Plumbing Services (WC 34-23),  
and

WHEREAS, the bids were opened on May 23, 2023 and the Superintendent of Public Works has recommended that Warren County award the agreement to Eckert Mechanical, LLC located at 1062 Central Avenue, Albany, New York 12205, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Eckert Mechanical, LLC located at 1062 Central Avenue, Albany, New York 12205 of the acceptance of its bid, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with Eckert Mechanical, LLC relative to Plumbing Services, pursuant to the terms and provisions of the bid documents and proposal (WC 34-23), for a term commencing August 1, 2023 and terminating July 31, 2024, with the option for two (2) additional one (1) year terms upon mutual agreement of the parties, subject to the prices defined in the attached Schedule "A," in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from various Department of Public Works projects.

<b>BID NO:</b> WC 34-23  <b>ITEM(S):</b> PLUMBING SERVICES  <b>DATE:</b> MAY 23, 2023  <b>TIME:</b> 3:00 P.M.	<b>NAME &amp; ADDRESS OF BIDDER</b>
	Eckert Mechanical, LLC. Attn: Russell Lincoln 1062 Central Avenue Albany, NY 12205 Ph: 518-459-4116 Fax: 518-459-1208

**BID AWARDED TO:**

**TERM OF BID: AUGUST 1, 2023 THROUGH JULY 31, 2024**

**RESOLUTION NO. Xxx OF 2023**

√  
**JULIE A. BUTLER, PURCHASING AGENT**

DESCRIPTION OF ITEM	BID PRICE/ HOURLY RATE
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**SCHEDULE #1 HOURLY LABOR RATES**

Plumber / Steamfitter - Standard Rate:	\$120.00
Plumber / Steamfitter - Overtime Rate:	\$142.00
Plumber / Steamfitter - Emergency Rate:	\$165.00
Plumber, Journeyman - Standard Rate:	\$120.00
Plumber, Journeyman - Overtime Rate:	\$142.00
Plumber, Journeyman - Emergency Rate:	\$165.00
Plumber, Apprentice - Standard Rate:	\$115.00
Plumber, Apprentice - Overtime Rate:	\$138.00
Plumber, Apprentice - Emergency Rate:	\$155.00

**SCHEDULE #2 - RESPONSE TIME & MARK-UP**

Response Time for Repairs During Normal Work Hours:	2 Hours
Response Time for Emergency/After Hours Repairs:	2 Hours
Specialized Equipment Furnished; Percent Mark-Up:	18%
Materials Furnished; Percent Mark-Up:	22%
Parts Furnished; Percent Mark-Up:	22%

<b>COMMENTS:</b>	n/a
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# Warren County Board of Supervisors

## RESOLUTION NO. 289 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, MAGOWAN, SMITH, CONOVER, MCDEVITT, DRISCOLL, AND LEGGETT**

**AMENDING RESOLUTION NO. 186 OF 2023, APPOINTING MEMBERS OF WARREN COUNTY FIRE ADVISORY BOARD FOR THE OFFICE OF EMERGENCY SERVICES, TO ADJUST MEMBERSHIP**

WHEREAS, pursuant to Resolution No. 186 of 2023 the Warren County Board of Supervisors named the appointments to the Warren County Fire Advisory Board for a term commencing May 1, 2023 and expiring April 30, 2024, and

WHEREAS, the Director of the Warren County Office of Emergency Services has recommended that the following adjustments to the membership of the Warren County Fire Advisory Board:

NAME	FIRE DEPARTMENT
Chief Tyson Converse <i>(appoint)</i>	West Glens Falls Volunteer Fire Company

now, therefore, be it

RESOLVED, that Resolution No. 186 of 2023 is hereby amended to indicate that the above named individual be, and hereby is, appointed as member of the Warren County Fire Advisory Board, and be it further

RESOLVED, that other than the changes noted herein, all other portions of Resolution No. 186 of 2023 shall remain in full force and effect.

# Warren County Board of Supervisors

## RESOLUTION NO. 290 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, MAGOWAN, SMITH, CONOVER, MCDEVITT, DRISCOLL, AND LEGGETT**

**ACCEPTING DONATION OF AN ADK 3-IN-1 ICE RESCUE TOOL FROM  
ADIRONDACK MOUNTAIN TOUCH TOOLS BY BOHNING AND  
AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO  
SEND A LETTER OF APPRECIATION FOR SAID DONATION**

RESOLVED, that Warren County, accepts the donation of an ADK 3-in-1 Rescue Tool from Adirondack Mountain Touch Tools by Bohning (hereinafter “Rescue Tool”), at a value of \$500, and be it further

RESOLVED, that the “Rescue Tool” shall be added to the property inventory for the Office of Emergency Services, and be it further

RESOLVED, that the Chair of the Board of Supervisors, be, and hereby is, authorized to execute and send a letter of gratitude and appreciation to Adirondack Mountain Touch Tools by Bohning on behalf of the Warren County Board of Supervisors for said donation.

# Warren County Board of Supervisors

## RESOLUTION NO. 291 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, MAGOWAN, SMITH, CONOVER, MCDEVITT, DRISCOLL, AND LEGGETT**

**AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS OR THE DIRECTOR OF THE OFFICE OF EMERGENCY SERVICES TO ENTER INTO AND EXECUTE AGREEMENTS WITH VARIOUS VENDORS OR CONTRACTORS REGARDING SERVICES REQUIRED ON AN “AS NEEDED” BASIS FOR THE OFFICE OF EMERGENCY SERVICES, SUBJECT TO CERTAIN CONDITIONS**

WHEREAS, in the regular course of performing its customary and usual governmental functions or performing functions assigned to it by the Board of Supervisors, the Warren County Office of Emergency Services utilizes minor routine and/or emergency services from a number of vendors or contractors, and

WHEREAS the Director of the Office of Emergency Services has requested authorization to enter into agreements with various vendors or contractors regarding services required on an “as needed” basis for the Office of Emergency Services, for an amount not to exceed Ten Thousand Dollars (\$10,000) per vendor/contractor, per year, and

WHEREAS, the services are not usually something performed by the County’s workforce and approval of these agreements by the Board of Supervisors appears to be routine and ministerial due to the obvious need for such services by the Office of Emergency Services on a regular and reoccurring basis, and

WHEREAS, the Director of the Office of Emergency Services budgets for these types of services which generally range in costs from a few hundred dollars to a few thousand dollars, and

WHEREAS, any agreement that requires an RFP or a formal bid would require an additional Board resolution and the agreement would be executed by the Chair of the Board of Supervisors, and

WHEREAS, the Criminal Justice & Public Safety Committee has approved the request as outlined, now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors or the Director of the Office of Emergency Services be, and hereby are, authorized from time to time and without the need for any additional

***RESOLUTION No. 291 OF 2023***

***PAGE 2 OF 2***

resolutions, to enter into and execute agreements on behalf of Warren County with various vendors or contractors regarding services required on an “as needed” basis when the cost for such services are within the current budget year of the Office of Emergency Services and subject to the following conditions: (1) no agreement may exceed the aggregate amount of Ten Thousand Dollars (\$10,000) per vendor/contractor, per year, and to include minor amendments to reflect necessary changes or change in terms in regulation; (2) the services must have been budgeted for in the current year and there must be sufficient funds available to pay for the same in the current budget year, and purchase orders and/or computer data entries required by the County’s accounting software must be prepared, signed and submitted; (3) the County’s Purchasing Policy must be followed, except no resolution shall be required; and (4) any agreements must be approved by the Director of the Office of Emergency Services and, if required, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION NO. 292 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, MAGOWAN, SMITH, CONOVER, MCDEVITT, DRISCOLL, AND LEGGETT**

**AMENDING RESOLUTION NO. 369 OF 2020, "AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO CORNELL UNIVERSITY ON BEHALF OF THE PROBATION DEPARTMENT," TO AUTHORIZE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE ANY NECESSARY DOCUMENTS TO RECEIVE ADDITIONAL FUNDING RELATING TO SAID AGREEMENT**

WHEREAS, pursuant to Resolution No. 369 of 2020, the Chair of the Board of Supervisors was authorized to execute a grant application on behalf of the Probation Department to Cornell University, IRL school for youth re-entering the community through opportunities, networking, navigation, education, collaboration and transition support, for a total amount not to exceed Thirty-Five Thousand Dollars (\$35,000) with a term commencing April 1, 2021 and terminating March 31, 2024, and no matching County funds required, and

WHEREAS, the Criminal Justice & Public Safety Committee has approved a request that Resolution No. 369 of 2020 be amended to include provisions authorizing the Chair of the Board of Supervisors to execute any necessary documents with Cornell University to receive additional funding relating to said agreement, now, therefore, be it

RESOLVED, that Resolution No. 369 of 2020 be, and hereby is, amended to include that the Chair of the Board of Supervisors is authorized to execute any necessary documents with Cornell University to receive additional funding relating to said agreement, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 369 of 2020 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION NO. 293 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS MCDEVITT, WILD, BRAYMER, SMITH, STROUGH, MAGOWAN AND LEGGETT**

**ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH BARTON AND LOGUIDICE, D.P.C. FOR CONSULTANT TO DEVELOP A MODERNIZATION AND CONNECTIVITY PLAN FOR THE MULTI-USE TRAILS THAT CONNECT LAKE GEORGE IN WARREN COUNTY TO THE EMPIRE STATE TRAIL IN WASHINGTON COUNTY (WC 25-23)**

WHEREAS, the Purchasing Agent has requested proposals for Consultant to Develop a Modernization and Connectivity Plan for the Multi-Use Trails that Connect Lake George in Warren County to the Empire State Trail in Washington County (WC 25-23), and

WHEREAS, the proposals were opened on May 11, 2023 and the County Planner has recommended that Warren County award the agreement to Barton and Loguidice, D.P.C., located at 10 Airline Drive, Suite 200, Albany, New York 12205, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Barton and Loguidice, D.P.C. located at 10 Airline Drive, Suite 200, Albany, New York 12205 of the acceptance of its proposal, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with Barton and Loguidice, D.P.C. relative to Consultant to Develop a Modernization and Connectivity Plan for the Multi-Use Trails that Connect Lake George in Warren County to the Empire State Trail in Washington County, pursuant to the terms and provisions of the bid documents and proposal (WC 25-23), for a term commencing July 1, 2023 and terminating at the negotiated term of December 31, 2024, at a total cost not to exceed One Hundred Ninety-Five Thousand Dollars (\$195,000), and be it further

RESOLVED, that the funds shall be expended from Capital Project H423.9550 280, NBRC 2022, Capital Projects, Projects.

# Warren County Board of Supervisors

## RESOLUTION NO. 294 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS MCDEVITT, WILD, BRAYMER, SMITH, STROUGH, MAGOWAN AND LEGGETT**

**AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE HOUSING TRUST FUND CORPORATION OFFICE OF COMMUNITY RENEWAL FOR NEW YORK STATE HOME PROGRAM GRANT FUNDING FOR HOME FUNDS TO ASSIST COUNTY RESIDENTS WITH HOUSING NEEDS**

WHEREAS, the County Planner is requesting approval to submit a grant application to the New York State Housing Trust Fund Corporation, Office of Community Renewal, for New York State Home Program Grant Funding for HOME funds to assist County residents with housing needs, with the amount of the grant to be determined, with the term of the grant to be determined, now, therefore, be it

RESOLVED, that the Chair of the Warren County Board of Supervisors be, and hereby is, authorized to execute and submit a grant application to the New York State Housing Trust Fund Corporation, Office of Community Renewal for New York State Home Program Grant Funding for HOME funds to assist County residents with housing needs, with the amount of the grant to be determined, with the term of the grant to be determined, in a form approved by the County Attorney, and be it further

RESOLVED, that upon notification of the grant award, the Chair of the Board of Supervisors be, and hereby is, authorized to execute the grant agreement(s), and any and all other necessary documents relating to said agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that if any further funding becomes available during the term of this contract, no further resolution will be necessary to accept these funds and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds.

# Warren County Board of Supervisors

## RESOLUTION NO. 295 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS MCDEVITT, WILD, BRAYMER, SMITH, STROUGH, MAGOWAN AND LEGGETT**

**AUTHORIZING SUBMISSION OF CONSOLIDATED FUNDING APPLICATION FOR MULTIPLE LOCAL WATERFRONT PROGRAMS AND COMMUNITY DEVELOPMENT PROGRAMS, AND PROVIDING FOR PUBLIC HEARING THEREON**

WHEREAS, the County Planner is requesting to submit a New York State Consolidated Funding Application for Local Waterfront Programs and Community Development Programs for multiple projects, with any required matching funds to be provided by the community sponsoring the project, and

WHEREAS, the County Planner is requesting to hold a public hearing with regard to the multiple projects in order to consider any comments or views expressed by citizens concerning the project implementation, and

WHEREAS, the public hearing will be held on the 21<sup>st</sup> day of July, 2023 at 10:00 a.m. in the Supervisors' Room in the Warren County Municipal Center, now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to execute and submit a Consolidated Funding Application for Local Waterfront Programs and Community Development Programs for multiple projects, with any required matching funds to be provided by the community sponsoring the project, and be it further

RESOLVED, that upon notification of a grant award, the Chair of the Board of Supervisors be, and hereby is, authorized and directed to execute a grant agreement and other necessary grant documents to effect the terms of the grant, in a form approved by the County Attorney, and be it further

RESOLVED, that if any additional funds become available during the term of the grant agreement, the Chair of the Board of Supervisors be, and hereby is, authorized to execute any and all necessary documents to accept said additional funds in a form approved by the County Attorney, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes a public hearing regarding the various projects on the 21<sup>st</sup> day of July, 2023 at 10:00 a.m. in the Supervisors' Room in the Warren County Municipal Center in order to give interested members of the public the opportunity to be heard thereon.

# Warren County Board of Supervisors

## RESOLUTION NO. 296 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, MAGOWAN, LEGGETT, MCDEVITT, GERACI, DICKINSON AND SMITH**

### **RESCINDING RESOLUTION NO. 104 OF 2020, WHICH ESTABLISHED PROCEDURES REGARDING THE TAX PROPERTY FORECLOSURE LAST CHANCE MEETING FOR REAL PROPERTY TAX SERVICES**

WHEREAS, pursuant to Resolution No. 104 of 2020, the Warren County Board of Supervisors established a timetable relating to the yearly tax foreclosure proceeding and County public land auctions, and

WHEREAS, the Environmental Concerns and Real Property Tax Services Committee has recommended to cancel and remove the Last Chance Meeting from tax foreclosure proceedings effective immediately, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby rescinds Resolution No. 104 of 2020.

# Warren County Board of Supervisors

## RESOLUTION NO. 297 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, MAGOWAN, LEGGETT, MCDEVITT, GERACI, DICKINSON AND SMITH**

### **ESTABLISHING A TIMETABLE FOR DELINQUENT TAX PROPERTY FORECLOSURE AND AUCTION FOR REAL PROPERTY TAX SERVICES**

WHEREAS, the Real Property Tax Services Committee has previously established a timetable relating to the yearly tax foreclosure proceeding and County public land auction, and

WHEREAS, the County Attorney is requesting that a new timetable be established, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby adopts the following timetable relating to the yearly tax foreclosure proceeding and County public land auction as follows:

- Second Friday in July - last day to redeem;
- August to October - County to obtain title to unredeemed parcels;
- Third Saturday in October - County public land auction.

# Warren County Board of Supervisors

## RESOLUTION NO. 298 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, MAGOWAN, LEGGETT, MCDEVITT, GERACI, DICKINSON AND SMITH**

### **AUTHORIZING THE SALE AND CONVEYANCE OF TOWN OF QUEENSBURY TAX MAP PARCEL NO. 303.12-1-9.3 TO NICK CHIARAVALLE**

WHEREAS, Warren County acquired Town of Queensbury Tax Map Parcel No. 303.12-1-9.3 following the 1997 Judgment of Foreclosure issued in favor of the County of Warren, and

WHEREAS, the sale and conveyance of Town of Queensbury Tax Map Parcel No. 303.12-1-9.3 will be contingent upon approval of a site plan by the Town of Queensbury Planning Board, and

WHEREAS, the Director of Real Property Tax Services has advised that Town of Queensbury Tax Map Parcel No. 303.12-1-9.3 has no demonstrated use for Warren County and has recommended that the parcel be sold and conveyed to Nick Chiaravalle for the amount of One Hundred Fifteen Thousand Dollars (\$115,000), with the purchaser being responsible to pay all real property transfer taxes and recording fees, and

WHEREAS, the Environmental Concerns & Real Property Tax Services Committee has considered and approved the request as outlined above, now, therefore, be it

RESOLVED, that Town of Queensbury Tax Map Parcel No. 303.12-1-9.3 will be sold and conveyed to Nick Chiaravalle, for the amount of One Hundred Fifteen Thousand Dollars (\$115,000), with the purchaser being responsible to pay all real property transfer taxes and recording fees, and be it further

RESOLVED, that the Warren County Treasurer and the Director of Real Property Tax Services be, and hereby are, authorized and directed to perform all actions necessary to effectuate the terms of the resolution as outlined above.

# Warren County Board of Supervisors

## RESOLUTION NO. 299 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, BRUNO, RUNYON, GERACI, SMITH AND STEC**

**AUTHORIZING CONTINUATION AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH AND HEALTH RESEARCH INSTITUTE FOR PUBLIC HEALTH EMERGENCY PREPAREDNESS PLAN FUNDING**

WHEREAS, the Director of Public Health/Patient Services has requested to continue its contractual relationship with New York State Department of Health (NYSDOH) and Health Research Institute, the agency that administers the grant on behalf of NYSDOH, relating to Public Health Emergency Preparedness Plan funding, for an amount of Fifty-Two Thousand Ninety-Nine Dollars (\$52,099), for total amount not to exceed One Million Fifty-Two Thousand Ninety-Nine Dollars (\$1,052,099) for a term commencing July 1, 2023 and terminating June 30, 2024, now, therefore, be it

RESOLVED, that Warren County continue its contractual relationship with New York State Department of Health, 150 Broadway, Suite 516, Menands, New York 12204, as well as with the administrative agency, Health Research Institute, One University Place, Rensselaer, New York 12144, for Public Health Emergency Preparedness Plan Funding, for an amount of Fifty-Two Thousand Ninety-Nine Dollars (\$52,099), for a total amount not to exceed One Million Fifty-Two Thousand Ninety-Nine Dollars (\$1,052,099) for a term commencing July 1, 2023 and terminating June 30, 2024, and be it further

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to execute agreements relating to Public Health Emergency Preparedness Plan funding with the New York State Department of Health and Health Research Institute, either individually or jointly, for an amount of Fifty-Two Thousand Ninety-Nine Dollars (\$52,099) for a total amount not to exceed One Million Fifty-Two Thousand Ninety-Nine Dollars (\$1,052,099) for a term commencing July 1, 2023 and terminating June 30, 2024, in a form approved by the County Attorney, and be it further

RESOLVED, that if any further federal or state funding becomes available during the term of this contract, no further resolution will be necessary to accept these funds and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds, and be it further

RESOLVED, that should the term of this grant be extended, the Chair of the Board of Supervisors is hereby authorized to execute any relative grant extensions in a form approved by the County Attorney without the need for further Board resolution.

# Warren County Board of Supervisors

## RESOLUTION NO. 300 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS DICKINSON, MERLINO, WILD, GERCI, STROUGH, RUNYON AND DIAMOND**

**AMENDING RESOLUTION NO. 37 OF 2023, WHICH AUTHORIZED AGREEMENTS WITH CERTAIN APPLICANTS FOR THE DISBURSEMENT OF 2023 OCCUPANCY TAX REVENUES, TO AUTHORIZE AGREEMENTS AND FUNDING TO RITTNER'S PERFORMING ARTS COMPANY**

WHEREAS, pursuant to Resolution No. 37 of 2023, as amended by Resolution Nos. 84 of 2023, 146 of 2023, 207 of 2023 and 257 of 2023, the Chair of the Board of Supervisors was authorized and directed to execute standard form Warren County Tourist and Convention Development Agreements for occupancy tax funding with certain applicants, and

WHEREAS, at their May 23, 2023 meeting, the Occupancy Tax Coordination Committee considered written applications from the following applicants for 2023 occupancy tax funding and approved special event funding requests, as follows:

<u>Applicant</u>	<u>Event</u>	<u>Dates</u>	<u>Amount of Award</u>
Rittner's Performing Arts Company	History on the Road TV	7/1/23- 10/31/23	\$36,400.00 <i>Special Event Funding</i>

now, therefore, be it

RESOLVED, that Resolution No. 37 of 2023, as subsequently amended by Resolution Nos. 84 of 2023; 146 of 2023; 207 of 2023; and 257 of 2023 be, and hereby is, amended to approve and award 2023 occupancy tax awards to each applicant named above in the amounts set forth above and to increase the total amount of occupancy tax funding to Nine Hundred Ninety-Eight Thousand One Hundred Sixty-Five Dollars (\$998,165.00), to be expended from Budget Code A.6417.0002 480, Tourism/Occupancy Tax, Tourism-Special Events (\$902,100.00) and Budget Code A.6417.0002 469.05, Tourism/Occupancy Tax, Occupancy Tax, Municipal Application Funding (\$96,065.00), as listed on the revised Schedule "A," and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 37 of 2023, as amended by Resolution No. 84 of 2023, 146 of 2023, 207 of 2023 and 257 of 2023 will remain the same.

**SCHEDULE "A"**  
**2023 Occupancy Tax Awards**

	<b>APPLICANT</b>	<b>EVENT</b>	<b>DATE</b>	<b>AMOUNT OF AWARD</b>
1	Lake George Winter Carnival, Inc.	Lake George Winter Carnival	11/16/22 - 1/26/23	\$50,000.00
2	Greater Glens Falls Amateur Athletic Championship Association	NYSPHSAA Boys Basketball Championships	3/17/23-3/19/23	\$47,100.00
3	Silver Bay YMCA	Bluegrass in Heaven	9/15/23-9/17/23	\$15,000.00
4	Adirondack Cycling Advocates, Inc.	Promotion of Bicycling <i>*continuing on an annual basis for three years</i>	2023	\$20,000.00
5	Adirondack Festivals, LLC	2023 Adirondack Wine and Food Festival	6/24/23-6/25/23	\$45,000.00
6	Adirondack Hot Air Balloon Festival	Adirondack Hot Air Balloon Festival 50 <sup>th</sup> Anniversary	9/20/23-9/24/23	\$50,000.00
7	Adirondack Sports Complex, LLC	ADKSC Travel Team Fastpitch Softball Tournaments	1/1/23-12/31/23	\$50,000.00
8	Albany Rods & Kustoms	Adirondack Nationals Car Show	9/6/23-9/10/23	\$35,000.00
9	Americade, Inc.	Americade	5/30/23-6/4/23	\$50,000.00
10	Hyde Collection	Boost Year Round Marketing Efforts	1/28/23-12/31/23	\$25,000.00
11	Prime Time Lacrosse	Lake George National Invitational	7/21/23-7/23/23	\$40,000.00
12	Special Olympics NY	Special Olympics NY Fall Games	10/20/23-10/21/23	\$50,000.00

13	Warrensburg Garage Sale	World's Largest Garage Sale	9/29/23-10/1/23	\$35,000.00
14	Adirondack Folk School	Marketing and Production	2023	\$15,000.00
15	Adirondack Theatre Festival, Inc.	Adirondack Theatre Festival 29 Season	5/15/23-8/15/23	\$30,000.00
16	Glens Falls Collaborative and the City of Glens Falls	Adirondack Holiday Festival	12/1/23-12/3/23	\$25,000.00
17	Glens Falls Collaborative and the City of Glens Falls	Wingfest	4/29/23	\$10,000.00
18	Lower Adirondack Regional Arts Council (LARAC)	LARAC Arts Festival	6/16/23-6/19/23	\$11,000.00
19	Marcella Sembrich Memorial Association, Inc.	2023 Summer Festival	6/1/23-9/1/23	\$20,000.00
20	Vermontfare, Inc. d/b/a Craftproducers	Lake George Arts & Crafts Festival	7/29/23-7/30/23	\$5,000.00
21	GenZHomes, Inc. d/b/a Alpha Win	2023 Lake George Triathlon	8/28/23-9/3/23	\$30,000.00
22	Improv Records, Inc.	Memorial Meltdown	5/6/23-5/29/23	\$35,000.00
23	Improv Records, Inc.	Adirondack Independence Music Festival	9/1/23-9/3/23	\$45,000.00
24	Lake Theatre Productions, Inc.	Lake George Dinner Theatre	7/6/23-8/26/23	\$12,000.00
25	Lake George J-Boat Racing, LLC	J/24 US National Championship Regatta	5/17/23-5/21/23	\$13,500.00
26	Lake George Music Festival, Inc.	Lake George Music Festival	8/6/23-8/17/23	\$30,000.00

27	Eastern NY Marine Trades Association, Inc.	15 <sup>th</sup> Annual Great Upstate Boat Show	3/31/23-4/2/23	\$25,000.00
28	Northeastern District Barbershop Harmony Society	Northeastern District Barbershop Harmony Society Divisional Contest and Convention	4/28/23-4/29/23	\$21,100.00
29	Hickory Legacy Foundation		6/1/23-9/30/23	\$10,000.00
30	F. Cavone Productions	Wild in the Trees Music and Skate Festival	10/7/23-10/8/23	\$12,000.00
31	Warren County Historical Society	Promotion of Warren County History	1/1/23-12/31/23	\$ 4,000.00
32	Rittner's Performing Arts Company	History on the Road TV	7/1/23-10/31/23	\$36,400.00
TOTAL				\$902,100.00
<i>to be paid from A.6417.0002 480, Special Event Funding</i>				
	<b>APPLICANT</b>	<b>EVENT</b>	<b>DATE</b>	<b>AMOUNT OF AWARD</b>
1	Town of Horicon	Food Truck Friday's on the Pond	6/30/23-9/1/23	\$25,065.00
2	Tri-Lakes Community Alliance	Adirondack Woof Stock	6/3/23-6/4/23	\$6,000.00
3	Warrensburg Bike Rally, LLC	Warrensburg Bike Rally	5/27/23-6/3/23	\$10,000.00
4	South Queensbury Fire Company	2022/2023 Adirondack Balloon Festival expenses	N/A	\$5,000.00
5	Town of Lake George	Adirondack Region Winter Lights Experience	Winter 2023-24	\$50,000.00
TOTAL				\$96,065.00
<i>to be paid from A.6417.0002 469.05, Municipal Application Funding</i>				

# Warren County Board of Supervisors

## RESOLUTION NO. 301 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, BRUNO, THOMAS, MERLINO, BRAYMER AND STEC**

**AUTHORIZING CHANGE ORDER WITH RIFENBURG CONSTRUCTION, INC. FOR REPLACEMENT OF SOUTH JOHNSBURG ROAD (CR 57) BRIDGE OVER MILL CREEK AND AUTHORIZING THE SUPERINTENDENT OF PUBLIC WORKS TO EXECUTE SUCH CHANGE ORDER**

WHEREAS, pursuant to Resolution No. 242 of 2022, the Chair of the Board of Supervisors was authorized to execute an agreement with Rifenburg Construction, Inc. for Replacement of South Johnsburg Road (CR 57) over Mill Creek (WC 1-22), for a term commencing upon execution by both parties and terminating upon completion of the project, and

WHEREAS, pursuant to Resolution No. 237 of 2022, the Warren County Board of Supervisors authorized the Superintendent of Public Works to execute change orders for construction contracts when (1) the change order exceeds ten percent (10%) of the total original contract cost, or (2) the change order exceeds Fifty Thousand Dollars (\$50,000), whichever amount is greater provided that (1) written approval is obtained from the Chair or Vice-Chair of the Public Works Committee and the County Budget Officer identifying the source of funds to cover the change order prior to approving and executing the change order and, (2) the Superintendent shall submit a request to appropriate budget funds approved by the Chair or Vice-Chair of the Public Works Committee and County Budget Officer at the next scheduled committee meeting, and

WHEREAS, the Superintendent of Public Works has advised a change order is necessary to add additional work items to the contract, which exceeds the threshold for authority to execute, at an additional cost of Five Hundred Sixty Thousand One Hundred Thirty-Four Dollars and Thirteen Cents (\$560,134.13), now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Superintendent of Public Works to execute the Change order as described in the preambles of this resolution, and be it further

RESOLVED, that the funds for the Change order shall be expended from Capital Project No. H381, South Johnsburg Road (CR 57) over Mill Creek Bridge Replacement Project.

# Warren County Board of Supervisors

## RESOLUTION NO. 302 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, DICKINSON, BRUNO, THOMAS, MERLINO, BRAYMER AND STEC**

**AWARDING BID AND AUTHORIZING AGREEMENT WITH KUBRICKY - JOINTA LIME, LLC FOR COOLIDGE HILL ROAD (CR 49) RECONSTRUCTION & REHABILITATION PROJECT, TOWN OF BOLTON, WARREN COUNTY, NY (WC 23-23)**

WHEREAS, the Purchasing Agent has advertised for sealed bids for Coolidge Hill Road (CR 49) Reconstruction & Rehabilitation Project, Town of Bolton, Warren County, NY (WC 23-23), and

WHEREAS, the bids were opened on May 25, 2023 and the Superintendent of Public Works has recommended that Warren County award the agreement to Kubricky-Jointa Lime, LLC located at 269 Ballard Road, Wilton, New York 12831, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Kubricky-Jointa Lime, LLC located at 269 Ballard Road, Wilton, New York 12831 of the acceptance of its bid, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with Kubricky-Jointa Lime, LLC relative to Coolidge Hill Road (CR 49) Reconstruction & Rehabilitation Project, Town of Bolton, Warren County, NY, pursuant to the terms and provisions of the bid documents and proposal (WC 23-23), for a term commencing upon execution by both parties and terminating upon completion of the project, subject to the prices defined in the attached Schedule "A," in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from Capital Project H415.9550 280, 2022 Bonded Road Projects, Capital Projects, Projects.

WARREN COUNTY BID TABULATION SHEET

<p><b>BID NO:</b> WC 23-23</p> <p><b>ITEM(S):</b> COOLIDGE HILL ROAD (CR49) RECONSTRUCTION / REHABILITATION - TOWN OF BOLTON, WARREN COUNTY, NY</p> <p><b>DATE:</b> MAY 25, 2023</p> <p><b>TIME:</b> 3:00 P.M.</p>	<p><b>NAME &amp; ADDRESS OF BIDDER</b></p> <p>Kubricky-Jointa Lime, LLC. Attn: Peter B. Fitzgerald 269 Ballard Road Wilton, NY 12831 Ph: 518-792-5864</p>	<p><b>NAME &amp; ADDRESS OF BIDDER</b></p> <p>Peckham Road Corp. Attn: Tyler Pratt 438 Vaughn Road Hudson Falls, NY 12839 Ph: 518-570-5437</p>	<p><b>NAME &amp; ADDRESS OF BIDDER</b></p> <p>Rifenburg Construction, Inc. Attn: Russel Huta 159 Brick Church Road Troy, NY 12180 Ph: 518-279-3265</p>
<p><b>BID AWARDED TO:</b></p>			
<p>✓ <b>JULIE A. BUTLER, PURCHASING AGENT</b></p>			
<p><b>RESOLUTION NO. XXX of 2023</b></p>			
<p><b>TERM:</b> The work shall be substantially complete within 120 days after the date when the contract times commence to run and completed and ready for final payment within 150 days.</p>			
<p><b>PROJECT:</b></p>	<p><b>BID PRICE</b></p>	<p><b>BID PRICE</b></p>	<p><b>BID PRICE</b></p>
<p><b>BASE BID TOTAL FOR COOLIDGE HILL ROAD RECONSTRUCTION / REHABILITATION:</b></p>	<p>\$1,655,794.50</p>	<p>\$1,726,462.45</p>	<p>\$1,890,115.00</p>

# Warren County Board of Supervisors

## RESOLUTION NO. 303 OF 2023

RESOLUTION INTRODUCED BY SUPERVISORS WILD, THOMAS, FRASIER, RUNYON, MCDEVITT, BEATY AND STEC

### AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2023 TO ADJUST SALARIES/CREATE POSITIONS WITHIN THE PUBLIC DEFENDER'S OFFICE; AND CREATE A POSITION WITHIN THE DEPARTMENT OF PUBLIC WORKS

RESOLVED, that the Tables of Organization and the Warren County Salary and Compensation Plan for 2023 are hereby amended as follows:

#### **PUBLIC DEFENDER**

<u>Increasing Salary from:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.1171 110</u>		
<u>TITLE:</u> 7 <sup>th</sup> Assistant Public Defender	June 19, 2023	\$71,015

<u>Increasing Salary to:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.1171 110</u>		
<u>TITLE:</u> 7 <sup>th</sup> Assistant Public Defender	June 19, 2023	\$76,381

<u>Increasing Salary from:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.1171.4201 110</u>		
<u>TITLE:</u> 6 <sup>th</sup> Assistant Public Defender	June 19, 2023	\$71,015

<u>Increasing Salary to:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.1171.4201 110</u>		
<u>TITLE:</u> 6 <sup>th</sup> Assistant Public Defender	June 19, 2023	\$74,280

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.1171.4202 110</u>		
<u>TITLE:</u> Law Intern (1)	June 19, 2023	\$71,015

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.1171.4202 110</u>		
<u>TITLE:</u> Law Intern (2)	June 19, 2023	\$71,015

*RESOLUTION No. 303 OF 2023*

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**DEPARTMENT OF PUBLIC WORKS**

Creating Position of:

A.1490 130

TITLE:

Temporary Confidential Assistant to the  
Superintendent of Public Works

EFFECTIVE DATE

August 1, 2023

BASE ANNUAL SALARY

\$5,000

\$31.7588/hr

# Warren County Board of Supervisors

## RESOLUTION NO. 304 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, THOMAS, FRASIER, RUNYON, MCDEVITT, BEATY AND STEC**

**RESOLUTION ALTERING THE STANDING RULES OF THE BOARD OF SUPERVISORS, AS ADOPTED BY RESOLUTION NO. 1 OF 2023 AND SUBSEQUENTLY AMENDED BY RESOLUTION NOS. 119 AND 204 OF 2023, TO ALTER THE DATE OF THE SEPTEMBER 2023 BOARD MEETING**

RESOLVED, that pursuant to a majority vote of the Warren County Board of Supervisors required to alter the standing Rules of the Board of Supervisors, the Rules are hereby amended to alter the date of the September Board meeting, as reflected in Section B(1), changing it from Friday September 15, 2023 to Tuesday September 12, 2023 in order to avoid a conflict with the Fall NYSAC Conference, and be it further

RESOLVED, that the aforementioned changes are reflected in the revised Rules of the Board of Supervisors, attached hereto as Schedule "A."

**SCHEDULE "A"**

**RULES OF THE BOARD OF SUPERVISORS**

**A. Organization Meeting of Board of Supervisors**

1. At the Regular Meeting of the Board of Supervisors held in December of each year the Board shall by resolution fix the date for the organizational meeting of the Board for the ensuing year, which date shall not be later than the second business day of the year, and the place and hour of such organization meeting. A total of 502 weighted votes, as allocated among the elected Supervisors pursuant to Local Law No. 2 of 2023 (enacted by Resolution No. 50 of 2023), shall constitute a quorum for the transaction of business. A quorum being present, the Clerk of the last Board shall call the meeting to order and the members present shall by roll call vote, by a majority of the total weighted voting power of the members of the Board, select one of their number Chair, who shall preside at such meeting and at all meetings during the year. As provided by Local Law No. 1 of 1968, the Chair shall appoint the Finance Chair who, in case of the absence, incapacity or inability of the Chair to act during the term, shall perform the functions, powers, and duties of the Chair, within the limits of statute.
2. In addition to the foregoing, the Board at the annual organization meeting may transact the following business: the appointment of any officers required by law or desired by the Board; adopt the Rules of Procedure by majority vote for the current year; other matters that the Chair wishes to bring before the meeting; and any such other and further business as may properly come before such meeting.

**B. Regular Meetings of the Board of Supervisors**

1. The Board shall convene in Regular Meeting at 10:00 o'clock in the forenoon on the third Friday of each month for the public meeting of the Board, except for the June Regular Meeting, which will be held on Wednesday June 14, 2023 at 6:00 p.m., unless a different time was scheduled during a previous meeting. The Regular Meetings for the year 2023 are scheduled as follows:

- i) January 20, 2023
- ii) February 17, 2023
- iii) March 17, 2023
- iv) April 21, 2023
- v) May 19, 2023
- vi) June 14, 2023 - 6:00 p.m.
- vii) July 21, 2023
- viii) August 18, 2023
- ix) September 12, 2023
- x) October 20, 2023
- xi) November 17, 2023
- xii) December 15, 2023

The Board shall also gather for bi-monthly workshop sessions to be called at the discretion

**RESOLUTION NO. 304 OF 2023**

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of the Chair for the purpose of receiving presentations and/or training at which no action of the Board will be taken. Such workshop sessions will be subject to the requirements of the Open Meetings Law and shall be open to the public.

Regular Meetings shall be called to order as soon thereafter as a quorum is present. Regular Meetings of the Board may be adjourned by motion adopted by a majority vote of the membership present.

The Board shall convene in special meeting upon call of the Chair (or, if appropriate, the Finance Chair) or upon written request for a special meeting signed by a majority of the total membership of the Board. At the direction of the Chair (or Finance Chair) or upon receiving such a written request, notice in writing stating the time, place and purpose of the special meeting shall be served personally or by mail upon each member by the Clerk of the Board at least forty-eight hours before the date fixed for holding the meeting or a member may waive the service of the notice for such meeting by a writing signed by him/her.

2. Business conducted at Regular Meetings of the Board shall be transacted in the following order:

10:00 A.M.	Call to Order Salute to Flag Roll Call Motion to approve the Minutes of previous meeting, subject to correction by the Clerk of the Board Introduction and welcome to guests Privilege of the floor and public comment Report by Chair of the Board Reports by Committee Chairs Report of County Administrator Report of County Attorney Call for reading of communications Call for reading of resolutions Discussion/public comment on resolutions Requests for roll call votes Vote on resolutions  Privilege of the floor and public comment Announcements Adjournment
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3. All resolutions shall be in writing and filed with the Clerk before close of business on the Tuesday preceding the Regular Meeting on Friday of each month and at least three days prior to any adjourned or special meeting of the Board. The Clerk shall distribute all resolutions to the members of the Board of Supervisors and post same to the Warren County website on each Tuesday prior to a Regular Meeting and for any adjourned Regular Meeting or special meeting of the Board, 72 hours prior to the noticed time for such adjourned or special meeting when practicable, but no less than the time period proscribed by Public Officers Law Sec. 103(3).

All resolutions timely filed with the Clerk shall be considered by the Board at the next Regular Meeting, as set forth above. Any resolution timely filed with the Clerk, but not approved through the established Committee structure in advance of a Board meeting, shall require a majority vote of the Board to be considered during the Regular Meeting, aside from those resolutions which are considered to be administrative or procedural, or of an emergency nature, and are authorized by the Board Chair, Standing Committee Chair, County Administrator, County Attorney and Clerk of the Board. Any member of the Board may make a motion to Lay on the Table any resolution to enable the Board to lay the pending question aside temporarily when something else of immediate or emergency has arisen or when something else needs to be addressed before consideration of the pending question is resumed (*in accordance with Robert Rules of Order*). A majority of the total weighted vote of the Board shall be necessary to take item off the table.

C. Conduct of All Meetings of Board of Supervisors and Committees

1. All questions relating to the priority of business shall be decided without debate.
2. The Chair shall preserve order and shall decide all questions of order, subject to the appeal of the Board.
3. The Chair in all cases shall have the right to vote, and when his/her vote makes an equal division the question shall be lost.
4. Any member desiring to speak or present any subject matter shall address the Chair and shall not further proceed until recognized by the Chair and granted the floor.
5. No debate shall be in order until the pending question shall be stated by the Chair or read by the Clerk.
6. No member shall speak more than once on any question until every member choosing to speak shall have spoken. If the Chair of the Board or the Chair of any Committee wishes to enter into debate, he/she may do so only after he/she excuses himself/herself from the Chair and a Temporary Chair is appointed by the Chair.
7. Upon any member raising a point of order, all members shall remain seated and silent until the Chair determines the point raised. The Chair shall sustain or deny their point. Any member may appeal the decision of the Chair on the point of order to the full body for a vote.
8. No business shall be transacted by the Board, as such, while a Committee or Committees are out at work, except to adjourn.
9. All motions and resolutions shall be presented in open regular meeting. The Chair will state to what Committee the motion or resolution shall be referred unless such reference is objected to in which case the Board shall decide.
10. While a member is speaking no member shall entertain any private discourse or pass between him/her or the Chair.

11. A motion to adjourn shall always be in order, and shall be subject to debate.
12. When a question is under debate no motion shall be entertained, unless for adjournment of the Board, for the previous question, to place on the table indefinitely; to place on the table for a certain day; to hold; to amend it. These several motions shall have precedence in the order in which they are here stated and shall be subject to debate.
13. The minutes of this Board shall be distributed to members of the Board and posted to the County website within two weeks of the date of such Regular or Special Meeting of the Board, except that minutes taken during executive session of any action which is taken by formal vote shall be posted to the County website within one week from the date of the executive session, by the Clerk of the Board.

**D. Committees of the Board of Supervisors**

1. Standing Committees consisting of at least five (5) members, and Special Committees consisting of at least three (3) members, shall be appointed by the Chair at the Organization Meeting or not later than the first regular meeting following the Organization Meeting, upon the following subjects, to wit:

<b>Standing Committee Name</b>	<b>Number of Members</b>
Budget	7
County Facilities - <i>Airport; Buildings &amp; Grounds; Fire Prevention &amp; Building Code Enforcement; Weights &amp; Measures</i>	7
Criminal Justice & Public Safety - <i>Assigned Counsel; Courts; District Attorney; Office of Emergency Services; Probation; Public Defender; Sheriff &amp; Communications</i>	7
Economic Growth & Development - <i>Economic Development Corporation; Employment &amp; Training Administration; Planning &amp; Community Development</i>	7
EMS (Emergency Medical Services)	7
Environmental Concerns & Real Property Tax Services	7
Finance - <i>County Administrator; County Treasurer</i>	7
Legislative, Rules & Governmental Operations - <i>Board of Elections; County Auditor; County Clerk/DMV; Information Technology, Purchasing; Self-Insurance</i>	7
Health Services - <i>Mental Health; Office for the Aging; Public Health</i>	7
Human Services - <i>Countryside Adult Home; Department of Social Services; Veterans' Services; Youth Programs</i>	7
Occupancy Tax Coordination	7

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Personnel, Administration & Higher Education - <i>Civil Service; Clerk of the Board; County Attorney; Human Resources; SUNY Adirondack</i>	7
Public Works - <i>DPW; Parks, Recreation &amp; Railroad; Solid Waste &amp; Recycling; Warren County Sewer</i>	7
Tourism	7

**Special Committees**

Park Operations & Management (O&M)	4 <i>plus 1 alternate</i>
National Association of Counties/New York State Association of Counties	5
Extension Services	5
ARPA Advisory	11

2. Special Committees may be created at a Regular Meeting of the Board. They shall, unless otherwise ordered and directed by a majority vote of the Board, be appointed by the Chair. The period of time that a special committee shall serve shall be designated when it is created, and may be extended to a future date at a Regular Meeting of the Board.
3. The first member appointed to each Standing and Special Committee shall be and act as the Chair of such committee. The Chair of each Committee shall appoint both the Vice Chair and 2<sup>nd</sup> Vice Chair, who shall serve in the event that both the Committee Chair and Vice Chair are absent. The Vice Chair and 2<sup>nd</sup> Vice Chair designations must be submitted to the Clerk of the Board of Supervisors no later than the date of the first regular Board Meeting of the year, to be held on the third Friday of January, so that the Clerk may update the Standing Committee List appropriately. The Committee Chair may elect not to make the Vice and 2<sup>nd</sup> Vice Chair appointments, in which case the Chair of the Board shall do so.
4. The meetings of each committee shall be held upon call by the Chair thereof, except as hereinafter provided. The Chair of each committee shall give or cause to be given by the Clerk of the Board of Supervisors notice in person, by telephone, or by email at least two days in advance of the day, hour and place of each meeting of the committee except that no advance or prior notice shall be required when the committee meeting is held on a day when the Board shall be in session. A meeting of any committee may be called and shall be held at any time that a majority of the members of a committee sign a written notice to conduct a meeting, which notice shall clearly state the day, hour and place of such meeting, provided that such notice shall be served in person or emailed to the Chair of such committee and the Chair of the Board of Supervisors at least three days in advance of the day specified in such notice.
5. Members of the Board may attend any Regular or Special Committee meeting as a member of the general public, but no member of the Board, except the Chair of the Board, shall sit as part of a Committee for which they were not appointed, or participate in a Committee meeting as a voting member of the Committee, unless appointed to that Committee as a member. Board

members shall be permitted to attend and participate in executive sessions for Committees on which they are not a member.

6. The Chair of the Board of Supervisors shall be an ex-officio member of a standing committee when: a) a quorum is not present at any regularly or specially scheduled committee meeting; b) if such membership will provide a quorum as herein specified; and c) the Chair is available to attend. The total membership of the committee as established by Board Rules shall not change or be increased by the presence and availability of the Chair in determining whether a majority of members are present to allow the conduct of business, rather the Chair shall be considered an alternate or substitute for a non-present committee member. Once the Chair becomes a member by virtue of the criteria set forth above (whether at the start of or during a meeting), the Chair shall be a voting member and shall continue as a member of the committee until a quorum is established or reestablished by appointed Committee members at the subject meeting or subsequent meetings. If an executive session is called for during a Committee meeting after the Chair becomes a member by virtue of the criteria set forth above, then the Chair's vote shall count towards the total needed for a majority vote of the entire Committee. The Finance Chair of the Board may exercise the duties described in this paragraph in the Chair's absence.
7. When any Standing or Special Committee of the Board of Supervisors is acting on any matter affecting a single Municipality or is engaged in seeking or obtaining rights of way in a particular municipality, the Supervisor(s) of the affected municipality shall be provided with an opportunity to make a presentation or otherwise be heard by the Committee.

E. Voting by Members of the Board of Supervisors

1. All members present shall vote upon each question.
2. If a resolution contains items that can be voted on separately, and a request is made by any member to do so, each item contained in the resolution shall be subject to a separate vote.
3. All questions shall be decided by a majority of the total weighted voting power of the Board unless otherwise required by law or as required herein. All questions shall be decided by weighted vote in accordance with the terms of Local Law No. 2 of 2023, as it may be amended from time to time. Whenever in these Rules of Order there is reference to a majority vote or a 2/3rds vote of the Board, it means a majority of the voting power of the members of the Board or 2/3rds of the voting power of the members of the Board as defined in Local Law No. 2 of 2023.
4. The following resolutions shall require a roll call vote: fixing or altering salaries, or establishing salary and wage classifications; adoption of the budget; any appropriation or expenditure of public funds; transfers to and from .1 salary codes within the authorized budget and transfers between funds, including Capital and Road Fund Projects; levying of taxes; bond resolutions; any authorizations to fund or refund indebtedness; legalizing informal acts of a town meeting, village election, town or village officer; legalizing municipal obligations incurred through error or mistake wherein a 2/3rds vote is required; alteration of the boundaries of a town; local laws; any sale or conveyance of county property, either real or personal or for amending the Occupancy Tax spending guidelines.

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5. A roll call vote upon any resolution or other proceeding shall be taken upon request of any member.
6. All resolutions adopted by the Board of Supervisors shall become effective upon their adoption or as otherwise provided by law or as specified in the resolution.
7. The Warren County Sheriff is authorized to fill positions that become vacant in the uniform correctional staff to maintain mandated staffing levels at the Warren County Correctional Facility providing those staffing levels not exceed the following:

Correction Officers - 76

Correction Lieutenants - 2

Correction Sergeants - 9

Correction Captain - 1

All notices approved shall remain in effect for six (6) months from the date of committee approval only to allow department heads to properly evaluate probationary employees and take appropriate action when necessary.

F. General

1. Upon the request by any member of the Board of Supervisors, the Clerk of the Board shall draft a Proclamation of acknowledgment, congratulations, commendation or otherwise recognizing a particular person(s), achievement(s), cause(s) or event(s) on behalf of the Board and for execution by the Chair, upon approval by the Board of Supervisors.
2. During 2023, no standing rule of the Board shall be rescinded, suspended or amended, or any additional rule or order added thereto, unless it be by majority vote (as majority vote is defined under Local Law No. 2 of 2023). In the event a rule is suspended, such suspension shall apply only to that matter which is before the Board at the time of such suspension.
3. All questions not covered in the rules shall be decided according to Robert's Rules of Order-Revised.
4. The rules of the Board shall be published in the Proceedings in the year first adopted and whenever amended.
5. The Rules of the Board for 2022, along with any amendments or additions thereto, shall continue in full force and effect until the end of the Organization Meeting for the ensuing year, or any adjourned Organization Meeting, upon the ensuing Board enacting Rules of the Board by majority vote for that ensuing year. Absent the ensuing Board adopting Rules of the Board for the ensuing year, the 2022 Rules of the Board shall sunset and expire on January 31<sup>st</sup> of the ensuing year.

# Warren County Board of Supervisors

## RESOLUTION NO. 305 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, THOMAS, FRASIER, RUNYON, MCDEVITT, BEATY AND STEC**

**ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH LEMIRE & HIGGINS, LLC FOR LEGAL REPRESENTATION OF WARREN COUNTY SELF-INSURANCE PLAN IN CONNECTION WITH WORKERS' COMPENSATION CASES (WC 31-23)**

WHEREAS, the Purchasing Agent has requested proposals for Legal Representation of Warren County Self-Insurance Plan in Connection with Workers' Compensation Cases (WC 31-23), and

WHEREAS, the proposals were opened on May 18, 2023 and the County Attorney has recommended that Warren County award the agreement to Lemire & Higgins, LLC located at 2534 US Route 9, Malta, New York 12020, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Lemire & Higgins, LLC located at 2534 US Route 9, Malta, New York 12020 of the acceptance of its proposal, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with Lemire & Higgins, LLC relative to Legal Representation of Warren County Self-Insurance Plan in Connection with Workers' Compensation Cases, pursuant to the terms and provisions of the bid documents and proposal (WC 31-23), for a term commencing July 26, 2023 and terminating July 25, 2026, with the option for one (1) additional two (2) year term, upon mutual agreement of the parties, at a total cost not to exceed One Hundred Thousand Dollars (\$100,000) per year, and be it further

RESOLVED, that the funds shall be expended from Budget Code S.1710 440 Workers' Compensation, Self-Insurance Administration, Legal/Transcript Fees.

# Warren County Board of Supervisors

## RESOLUTION NO. 306 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, THOMAS, FRASIER, RUNYON, MCDEVITT, BEATY AND STEC**

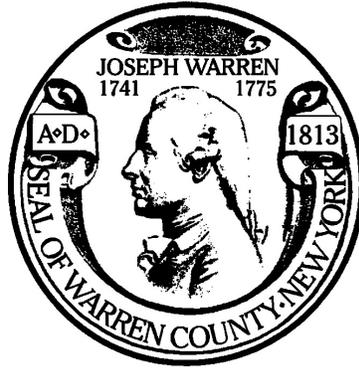
### **ADOPTING REVISED OUT-OF-UNIT EMPLOYEE BENEFITS POLICY FOR WARREN COUNTY**

WHEREAS, the Board of Supervisors most recently updated and adopted the Out-of-Unit Employee Benefits Policy for Warren County by Resolution No. 499 of 2021, and

WHEREAS, the Personnel & Administration Committee has reviewed suggested changes to Section 5(A) of the Out-of-Unit Employee Benefits Policy relating to paid holidays, to add Juneteenth to the list and has recommended that the same be advanced to the full Board of Supervisors for consideration, now, therefore, be it

RESOLVED, that the Out-of-Unit Employee Benefits Policy for Warren County annexed hereto, be and the same is hereby adopted as the official Policy for Warren County, and be it further

RESOLVED, that any and all prior Out-of-Unit Employee Benefits Policies, Resolutions or parts thereof inconsistent with the annexed Out-of-Unit Employee Benefits Policy for Warren County are hereby repealed effective June 14, 2023.



**WARREN COUNTY  
OUT-OF-UNIT EMPLOYEE BENEFITS  
POLICY**

**SECTION 1. SALARY AND COMPENSATION PLAN**

- A. All employees outside the bargaining units shall be compensated according to the Warren County Salary and Compensation Plan adopted by the Board of Supervisors and according to such further Resolutions as may be adopted by the Board from time to time. For the purposes of computing salaries and where applicable, overtime and other benefits, the annual salary of all employees outside the bargaining units (with the exception of the appointed and executive employees) shall be divided by 2,080 hours. The salaries of all appointed and executive employees outside the bargaining units shall be divided by 1,820 hours as set forth in Res. 439 of 2010.

**SECTION 2. WORKDAY, WORKWEEK, OVERTIME**

- A. **Regular Hours.** The regular hours of work in each day shall not exceed eight hours, except that the hours worked when attending an authorized out-of-town conference, training class, seminar or similar educational class may be more than eight hours but not more than 11 hours when the Department Head (or designee) and the employee agree that the time worked over eight hours (not more than 11), will be taken as authorized time off later in the same workweek. Agreement by the Department Head and employee must be in writing using a form provided by the County Attorney. If an agreement is not reached it is understood that the Department will either pay overtime or not authorize/require the employee to attend the conference, training class, seminar or similar education class for more than eight hours.
- B. **Overtime.** Overtime must first be authorized by the Department Head. When an employee who is required under law to receive overtime pay is authorized or required by the Department Head to work in excess of 40 hours per week, or more than eight hours in one day, he/she shall be entitled to receive compensation at the rate of time and one-half of his hourly rate of pay, except no overtime compensation shall be required under circumstances where an agreement is reached pursuant to division A. above.
- C. **Flex Time.** In addition to the foregoing, the regular hours in each day for all departments in which non-exempt employees outside the bargaining unit work shall not exceed eight (8) hours per day except where an employee and a Department Head agree that the employee may work in excess of eight (8), but not more than ten (10) and take authorized time off later in the same work week on an hour for hour basis. Hours worked under this provision must be tracked and marked as flex time on the employee timesheet. The employee shall not be entitled to overtime pay for the hours used as flex time.
- D. **Compensatory Time.** Notwithstanding the foregoing provisions of this section, non-exempt employees may elect to take time off duty in lieu of payment for overtime that they are requested or required to work. Compensatory time off shall be at the rate of one and one half hours off for each hour worked. The elections to accrue and take compensatory time off will be made in writing on forms prescribed by the County Administrator. In the absence of such election, the overtime work will be paid for at the regular overtime rate. Requests for compensatory time off shall be granted in the order that they are received. In the event that more than one request is received at

the same time, seniority shall govern. Requests for compensatory time off shall not be made more than thirty (30) days in advance. An employee may accumulate up to forty (40) hours of compensatory time off in lieu of overtime. All accumulated and unused compensatory time off shall be paid to the employee by separate check in the last payroll in each calendar year. The employee shall thereafter be allowed to once again start to accrue time for the following year. Any such payment that is in excess of \$50 will be made by separate check. Approval of requests for use of compensatory time shall be conditioned upon the needs of the employee's department as determined in the sole discretion of the Department Head or designee.

- E. **Call in Pay.** Beginning January 1, 2020 the County will provide a guarantee of 1 hour call-in time at the rate of time and one-half whenever an overtime eligible employee is required and authorized to perform necessary work outside of normal working hours and when the time worked does not immediately precede a normal work shift or immediately follow a normal work shift.

### **SECTION 3. DEFINITION OF EMPLOYEES**

The following definitions shall apply:

**Administrative Employee.** Employees responsible for department activities in the absence of the Department Head or Deputy Department Head and who assist in the enforcement of departmental policies and regularly exercise discretion and independent judgment with authority to make important agency decisions.

**Executive Employee.** A Department Head or Deputy Department Head.

**Full-time Employee.** A person who is employed by the County for a 12-month period of time and who works 35 hours per week or more.

**Less than Half-time Employee.** A person who is employed by the County for a 12-month period and works less than 20 hours per week.

**Part-time Employee.** A person who is employed by the County for a 12-month period and who works less than 35 hours per week but more than 20 hours per week.

**Professional Employee.** Employees performing work which requires knowledge of an advanced type in a position where the employees invention, imagination, and talent in a specialized field is required for project completion. Employees perform work which is unique to a career field (i.e., Law, Medicine, Planning), as distinguished from clerical, manual, mechanical or physical duties.

**Temporary Employee and Seasonal Employee.** A person who is employed for a particular program or project for a period not exceeding six months.

### **SECTION 4. FRINGE BENEFITS**

Part-time employees as herein defined shall receive fringe benefits in the same proportion as the ratio of the number of hours the employee works to the number of hours in the regular workweek. Less than part-time employees including less than half-time and temporary or seasonal employees shall receive no fringe benefits.

**SECTION 5. HOLIDAYS.**

A. **Paid Holidays.** All employees in County service shall be entitled to the following paid holidays:

1. New Year's Day;
2. Martin Luther King's Birthday;
3. President's Day;
4. Memorial Day;
5. Juneteenth;
6. Independence Day;
7. Labor Day;
8. Columbus Day;
9. Veteran's Day;
10. Thanksgiving Day;
11. Christmas Day.

B. **Holiday Pay.**

In order to be paid for a holiday, the employee must work the employee's last scheduled workday before and after the holiday, except with the approval of the applicable Department Head or designee. In the event an employee at a County facility operating seven days a week shall be denied holiday pay by reason of this provision, the employee shall have the right, within the same payroll period of the holiday or the payroll period immediately following said payroll period, to appeal the denial to the Human Resources Director who shall determine whether the employee shall be paid for the holiday. In making a decision, the Human Resources Director shall allow the employee, the employee's immediate supervisor or other designated representative and Administrator to be heard. The Human Resources Director shall render the decision in writing and shall include the basis or rationale for the decision. The decision shall be delivered to the employee, the employee's supervisor or designee and the Administrator.

C. **Working on Holidays.**

When a non-bargaining unit, Fair Labor Standards Act exempt employee is required, as part of the customary work schedule, to work on one of the officially-designated county holidays, or if such an employee is called to work on such a holiday, the employee shall be compensated at such employee's regular salary rate for the payroll period and receive leave credit for a full work day to be used within six months of the date of such accrual with the department head's prior approval (which approval shall not be unreasonably withheld). If such employee's normally scheduled day off falls on the official holiday, the employee shall likewise accrue one full work days' leave to be

used within six months upon prior approval of the department head (which such approval shall not be unreasonably withheld).

**D. Weekend Holidays.**

1. Full-time employees will be paid the regular weekly salary without deduction when one (1) of the above holidays is observed during the workweek.
2. Part-time employees will be paid at their regular wage for the day when a holiday falls or is observed within their respective workweek schedule.
3. Temporary and seasonal employees as defined herein will be paid their regular wage for the day where a holiday falls or is observed within their respective workweek schedule.
4. If a holiday falls on a Sunday, it will be observed on the next day thereafter. If it falls on a Saturday, it will be observed on the preceding Friday.
5. If a holiday falls on any other day, the General Construction Law and amendments then in effect will govern the day of its observance.
6. If a holiday falls during a vacation period, the day will not be charged against the employee's vacation credits. Vacation days are charged solely against working days.
7. Any employee not in an executive, administrative or professional position who is required to work on one(1) of the scheduled holidays shall be paid time and one-half (½) plus the holiday pay if the holiday falls during the employee's regular workweek schedule. Election Department employees shall be given an additional day off if required to work on Election Day.
8. Any employee not in an executive, administrative or professional position who is called into work on a contract holiday shall be paid time and one-half (1/2) plus the holiday pay.

For the purposes of this Section the day to be considered the holiday shall be the day observed by the County as the holiday irrespective of whether such day is the actual holiday. This regulation shall be waived for the following holidays: New Year's, Christmas and Independence Day. On such holidays, the day to be considered the holiday shall be the day on which the holiday actually falls.

**E. Floating Holidays.**

Subject to the provisions herein, full-time employees shall be entitled to two additional days of with pay at their usual daily rate. These days shall be known or referred to as “floating holidays” and shall be used within restricted periods of time. One floating holiday shall be taken between January 1st and June 30th of each year. The other shall be taken between July 1 and December 31 of each year. The days may be used in conjunction with vacation or personal days. Rules concerning scheduling and/or use shall be the same as those applicable to vacation days. The days must be taken. Days earned and not taken through no fault of the employee shall be treated in the same manner as vacation days not taken under the same circumstances. Part-time employees shall receive the benefit of the floating holidays in the same proportion as the ratio of the number of hours the employees work to the number of hours in the regular work week. In their first year, a new employee shall be entitled to the floating holidays provided that the new employee was on the payroll at the time of the actual Lincoln’s Birthday holiday or Election Day.

**SECTION 6. VACATION, SICK LEAVE, PERSONAL LEAVE, BEREAVEMENT LEAVE.**

**A. Vacation Leave.**

**Employees Hired after January 18, 2013.** All full-time and part-time employees commencing work on or after January 18, 2013 shall accrue leave from the date of hire on a pro-rated bi-weekly basis. Vacation time will be earned in the amounts outlined in the table in item number 2. Any leave time accrued shall not be considered earned until the newly hired employees have completed six (6) months of continuous service. Once six (6) months continuous service has been completed, the employee may use any of the accrued time or continue to save the time for future use in accordance with other applicable provisions of this agreement. If a new employee shall not complete six (6) months continuous service, the accrued time shall not be considered earned and shall not be payable to the employee upon termination or otherwise leaving the County. Any employee beginning work with Warren County shall always accrue all vacation time provided for herein on a pro-rata bi-weekly basis and such vacation time must be used not later than eighteen (18) months from the time earned or the vacation time shall be forfeited or lost and no compensation shall be made to the employee.

**Employees Hired Prior to January 18, 2013.** All full-time County employees hired prior to January 18, 2013 shall be entitled to a vacation with pay after completing one (1) years of total continuous service as follows:

1 year of service	10 working days
3 years of service	11 working days
4 years of service	12 working days
5 years of service	13 working days
6 years of service	14 working days
7 years of service	15 working days

An additional day of vacation shall be added each year until a maximum of twenty (20) working days are attained.

Vacation credits shall be computed from the day of entry into County service and computed on January 1st of each year. For the purpose of determining the effective date of earned vacation the period of service shall be computed from the 1<sup>st</sup> day of January in the year the employee was first appointed.

Vacations shall be scheduled with the approval of the employee’s Department Head, which approval shall not be unreasonably withheld. All vacations shall be taken in the calendar year during which

the employee becomes entitled thereto. Vacation credits shall not be carried over from one (1) calendar year to another or used in whole or in part any year except the year in which it is due; provided, however, that the County will allow an employee: 1) to carry part of the vacation time earned in one calendar year over into the succeeding calendar year upon advance notice to the Department Head, and solely as a continuation of a planned trip commenced in the twelfth (12<sup>th</sup>) month of the calendar year; or 2) to carry over up to five (5) vacation days, not taken through any fault of the employee, into the succeeding calendar year, upon notice to the Department Head by December 1<sup>st</sup> of the current calendar year, to be taken no later than June 1<sup>st</sup> of the succeeding calendar year.

**Vacation Provisions Applicable Regardless of Date of Hire:**

1. Vacation leave may be taken in one hour increments. A vacation day taken the day before or day after a holiday must be approved in advance by the Department Head.
2. The period of employment referred to above shall be for a period of total service in Warren County employment. Vacation credits shall be computed from the day of entry into County service.
3. A day of vacation shall be a working day.
4. All vacation time must be taken with the time frames provided and any time not so taken shall be forfeited or lost and no compensation shall be made to any employee, except that vacation time earned and not taken shall be paid to the employee upon application to the Warren County Board of Supervisors and a finding by such Board that 1) in the case of an employee who is not a Department Head that the employee was requested to not take vacation time or was affirmatively denied the opportunity to take vacation time at any time during the time frames herein provided by the Department Head or 2) in the case of a Department Head, the Department Head was requested by the Board of Supervisors to not take vacation or was affirmatively denied the right to take vacation or 3) with regard to any employee injury or disability prevented the use of vacation time. The application provided for herein must be made within 6 months of the end of the year in which the use of vacation time was earned and payment, if awarded, will be at the rate earned. Failure to make such an application shall constitute forfeiture and/or waiver of right to be compensated for qualifying unused vacation time and the County shall have no continuing liability therefore.
5. Time earned and not otherwise taken through no fault of the employee as provided herein, shall be paid to an employee at the time of his/her termination of service.
6. Part-time employees and full-time employees who work less than forty (40) hours per week will be entitled to vacation credits based on their regular workday and regular workweek.
7. In order to be paid for a vacation day, the employee must work the employee's last scheduled work day before and after the vacation day, except with the employee's supervisor's approval.

**B. Sick leave.**

1. Absence from duty by an employee by reason of sickness or disability of himself or herself shall be considered "sick leave".
2. Employees shall be entitled to sick leave with pay on the basis of ten (10) working days in each year. The ten (10) working days per year allowed to an employee for sick leave will be earned at the rate of one (1) day of sick leave for each month of employment except for the sixth and twelfth months during the year of employment where no days will be earned. Such sick leave with pay shall be granted to the employee by the Department Head. The Human Resources Director may require a physician's statement for any absence of more than three (3) consecutive days.
3. Employees shall be allowed to take sick leave in no less than one (1) hour intervals.
4. Absence from duty by an employee by reason of sickness or disability of an immediate member of employee's family shall also be considered "sick leave", provided, however, 1) the sickness or disability of the immediate family member must require the physical presence and actual assistance of the employee; 2) a full-time employee may use no more than 10 or the maximum number of sick leave days the employee has available for use, whichever is less, in any calendar year for immediate family member sickness or disability and the number of days available for use by the part-time employee shall be that portion of 10 days which is in the same proportion to the number of hours worked when compared to full time employees and in no event shall exceed that the employee has accrued; 3) the use of sick leave for immediate family sickness or disability shall be subject to the same rules of use as are applicable to the employee's use of sick leave for employee's own sickness or disability including disciplinary action should the sick leave not be used in accordance with the rules specified herein; 4) the use of sick leave for immediate family member sickness or disability shall be subtracted from or charges to the employee's sick leave balance in the same manner as if used for the employee's own sickness or disability; and 5) immediate family member shall mean parent, spouse, sibling, child, grandparent, grandchild, parent-in-law, step-family relationships, and any relative or person residing in the immediate household of the employee.
5. No employee shall receive any part of his/her compensation while absent from duty because of sickness or disability except as herein provided.
6. The days allowed to an employee for such leave with pay may be accumulated to a maximum of one hundred sixty five (165) days, and may be kept to his or her credit for future sick leave with pay.
7. In the event that any employee utilizes the sick leave benefits provided by this Section while not actually sick, such employee will be subject to disciplinary proceedings.
8. Any employee hired prior of January 18, 2013 who is not represented by a union or collective bargaining agreement, with the exception of Sheriff's Office employees and elected officials, who has not used all of his/her accumulated sick leave at the time of his/her retirement, he/she shall be paid in cash at the hourly rate then in effect, for one-half (1/2) of the accumulated sick

leave to his/her credit, with a maximum of seventy (70) days to be paid in cash.

9. Any employee hired after January 18, 2013 who is not represented by a union or collective bargaining agreement, with the exception of Sheriff's Office employees and elected officials, will receive no cash payout for unused sick time.
10. Part-time employees will earn sick leave' credits based on their workday and workweek.
11. Less than half-time, temporary and seasonal employees shall not be entitled to receive sick leave credits.

**C. Personal leave.**

1. Personal leave is leave with pay for personal business, including religious observance, without charge against accumulated vacation credits.
2. Full-time employees in County service shall be entitled to personal leave not exceeding a total of three days in each year.
3. Part-time employees will earn personal leave credits based on their workday and workweek.
4. Less than half-time, temporary and seasonal employees shall not be entitled to personal leave credits.
5. Personal leave shall not be cumulative and no part thereof shall be carried over from one calendar year to another. Unused personal leave shall not be liquidated in cash at the time of separation, retirement or death.
6. Personal leave shall be granted only by prior approval of the Department Head and only at a time convenient to the Department, and may be taken in multiples of not less than one hour.
7. An employee shall not be entitled to personal leave time until after four months of continuous employment.
8. Each new full-time permanent employee shall be credited with one day of personal leave after four months of continuous employment and one additional day of personal leave after eight months of continuous employment and by an additional day of personal leave at the end of the tenth month of employment, except all new employees shall have three personal leave days credited as of January 1, whether they have completed ten months of service or not.

**D. Leave of absence.**

1. **Military leave.** County employees who are members of military reserve units and are required to go on active duty for training purposes shall be entitled to leave without loss of pay for such time as is necessary to fulfill such military training obligation, but not exceeding 30 workdays per calendar year. Payment shall not be made to such employee unless a copy of the military orders is submitted to the Department Head. Military leave may be taken intermittently.
2. **Medical leave, education leave and family leave.**

- a. To request a leave of absence under the Family and Medical Leave Policy, please refer to the Family and Medical Leave Policy for Warren County Employees found in Resolution 217 of 2015.
- b. Extension of authorized medical leave will be granted after an approval by the Department Head and the Personnel Committee of Warren County.
- c. Unpaid educational leave may be requested up to a period not to exceed 10 months.
- d. All requests for leave shall be approved by the Department Head and the County Director of Human Resources prior to the granting of leave. Employees shall receive a reason in writing for any denial of a request for leave.
- e. Upon termination of an authorized leave of absence, the employee will be reinstated without interruption of service, rights and benefits.
- f. In the event an employee is reinstated in his/her old position within two months from the date he/she has resigned or for any reason has left his/her position, he/she will be reinstated with all his/her accumulative rights and benefits as if no interruption in service has occurred.

**E. Bereavement leave and funeral leave.**

1. Employees may be absent from work without loss of pay by reason of death in the immediate family up to a maximum period of three (3) working days, commencing from the date of death of the family member or day before the funeral. Immediate family includes only parent, spouse, sibling, child, grandparent, grandchild, parent-in-law and any relative or person residing in the immediate household of the employee.
2. Employees may be absent from work without loss of pay for one day to attend the funeral of the employee's child-in-law, sibling-in-law, or grandparent-in-law.
3. When extreme weather conditions will not allow for a burial until spring, an employee may reserve and schedule a day of the bereavement leave discussed above for such reason.

F. **Employee approval.** The employer shall not have the right to charge any employee's leave credits without that employee's approval.

G. **No discrimination.** The County shall administer the policies set forth in this Resolution in a manner which will be fair and impartial to all employees and there shall be no discrimination against any employee because of age, race, creed, color sexual orientation, national origin military status, sex, disability, predisposing genetic characteristics, or marital status.

**SECTION 8. HEALTH INSURANCE AND DENTAL INSURANCE PLANS.**

**A. Employee Eligibility.**

Warren County employee shall be eligible for coverage under the Warren County Health Insurance Plan if any of the following conditions apply:

1. Said employee is employed at a rate of at least thirty (30) hours per week on a regularly scheduled basis, or
2. Is employed less than thirty (30) hours per week:
  - a. Is a paid elected official; or
  - b. Is a paid member of a public legislative board.
3. Health insurance benefits for full-time (30+ hours per week) non-bargaining unit employees who began work with Warren County prior to December 21, 2012 shall be as follows:
  - a. Effective December 1, 2021, the County shall offer health insurance to current full-time employees not part of any collective bargaining unit on an individual, two-person or family coverage basis (depending on the qualifications and election of the employee) provided that the employee contributes twenty percent (20%) of the health insurance premium. Commencing December 1, 2022, the amount of the aforesaid contribution shall be increased to twenty-one percent (21%). Commencing December 1, 2023, the amount of the aforesaid contribution shall be increased to twenty-two percent (22%).
  - b. All health insurance coverage shall be afforded with the maximum co-pay of 25/40 for office co-pays and 10/30/50 for drug plan co-pays.
  - c. The health insurance coverage option(s) afforded eligible retirees under 65 years of age shall be the same as that provided to eligible active employees. The Health Insurance coverage option(s) afforded eligible retirees 65 years of age and older shall be through Medicare Advantage Plans or similar plans offered to eligible Union employee retirees with the same status;
  - d. The County will offer coverage to full-time non-bargaining unit employees who retire, provided that said employee a) has at least ten (10) years of total service as a Warren County employee; b) has retired under the New York State Retirement System or is retired and is receiving or will receive Social Security Benefits and would have been eligible to retire and receive benefits under the New York State Retirement System if the employee had been a participant in said Retirement System; c) is enrolled in the Warren County Health Insurance Plan at the time of retirement; d) the contribution to be paid toward the health insurance premium by all eligible retirees under the age of sixty-five (65) shall be the amount equivalent to the amount paid by active eligible employees and may be increased or otherwise changed from time-to-time; e) the contribution to be paid by current active eligible employees who become retirees sixty-five (65) or older, after August 16, 2013 and who began employment with Warren County prior to December 21, 2012, shall be a percentage equal to that percentage being contributed by active full-time employees commencing work prior to December 21, 2012, as may be increased or otherwise changed from time-to-time.
  - e. Two members of the same family employed by the County may only be enrolled in one (1) health insurance plan. However, if two (2) members of the same family employed by the

County are eligible to be enrolled in a two-person plan, each employee may enroll in their own individual plan but the County will contribute a maximum total amount equal to the County's contribution to a two person plan.

4. Health insurance benefits for new full-time (30+ hours per week) non-bargaining unit employees beginning work with Warren County on or after December 21, 2012 shall be as follows:
  - a. Effective December 1, 2021, the County shall offer health insurance to current full-time employees not part of any collective bargaining unit on an individual, two-person or family coverage basis (depending on the qualifications and election of the employee) provided that the employee contributes twenty-five percent (25%) of the health insurance premium.
  - b. All health insurance coverage shall be afforded with the maximum co-pay of 25/40 for office co-pays and 10/30/50 for drug plan co-pays.
  - c. The County will offer health insurance Medicare Advantage plans or similar plans to full-time non-bargaining unit employees who retire, provided that said employee a) retires from the New York State Retirement Plan; b) had insurance coverage in the previous ninety (90) day period; c) is sixty-five (65) years of age or older; d) has at least twenty (20) years total full-time county service; e) pays a percentage equal to that shared percentage being contributed by active full time employees commencing work on or after December 21, 2012, as may be increased or otherwise changed from time to time. If the employee leaves County service before reaching the age of sixty-five (65), the employee shall not be entitled to continue health insurance through Warren County. Once the employee who leaves the County reaches sixty-five (65) years, assuming all other eligibility criteria outlined above are met, the employee may then elect to receive benefits outlined above.
  - d. Two members of the same family employed by the County may only be enrolled in one (1) health insurance plan. However, if two (2) members of the same family employed by the County are eligible to be enrolled in a two-person plan, each employee may enroll in their own individual plan but the County will contribute a maximum total amount equal to the County's contribution to a two person plan.

**B. Coverage in Retirement.**

1. Eligibility in retirement is as set forth in Section 1. Employees with at least 10 years total service as a Warren County employee, vested status who leaves County employment prior to retirement under the New York State Retirement System may continue coverage in Warren County Health Insurance Plan by paying both the employer and employee shares of the health insurance premium. After retirement begins, said employee shall be liable for only the employee share of the premium.
2. An active employee who is eligible for coverage and has elected not to enroll in the County Plan during his active employment may enroll in the Plan at any time prior to retirement during an open enrollment period.
3. A covered employee or retired employee who fails to remit the required premiums shall be terminated from coverage.

4. An employee who is eligible for coverage at the time of retirement and who elects not to continue coverage or to not enroll for coverage as a retired person shall be eligible to enroll for coverage after retirement provided such employee has at least twenty (20) years of total service as a Warren County employee.

**C. Death of an Employee While in Service.**

The surviving spouse and minor children of a Warren County employee who dies while in service and prior to retirement shall be eligible for continued coverage under the Warren County Health Insurance Plan and shall pay only the employee share of the premium under the following conditions:

1. the deceased employee had at least ten (10) years of total service as a Warren County employee; and
2. the deceased employee was vested under the New York State Retirement System at the time of his/her death.

**D. Death of Retiree**

The surviving spouse and minor children of a retired Warren County employee shall be eligible for continued coverage under the Warren County Health Insurance Plan and shall pay only the employee share of the premium under the following conditions:

1. the deceased employee had at least ten (10) years of total service as a Warren County employee; and
2. the deceased employee had retired and was eligible for or receiving benefits under the New York State Retirement System at the time of his/her death.

“Continued coverage” as used in this in this Resolution shall mean the coverage available to all Warren County employees and members of the employee’s family.

**SECTION 9. RETIREMENT PLANS AND DEATH BENEFITS.**

**A. Retirement - generally.**

Retirement benefits and death benefits, to the extent available, are provided through the New York State and Local Employees’ Retirement System. Information concerning the nature and extent of the retirement benefits may be obtained through the Human Resources Department and/or from the New York State and Local Employees’ Retirement System.

**B. Career retirement plan.**

The County has adopted a Resolution providing for a Career Retirement Plan for County-employees pursuant to N.Y. Retire. & Soc. Sec. Law § 75-i. The foregoing shall be amended to the extent necessary to reflect changes in the N.Y. Retire. & Soc. Sec. Law as it applies to so-called “Tier Three” category employees. Such plan shall become effective upon compliance with applicable New York State laws and implementation by the New York State Retirement and Social Security

System.

**C. Guaranteed ordinary death benefit.**

The County has adopted a Resolution providing for a guaranteed ordinary death benefit under N.Y. Retire. & Soc. Sec. Law § 60-b as amended by the Laws of 1970 which provides, for County employees who qualify, a guaranteed minimum death benefit of three times the annual rate of pay but limited to \$20,000.

**SECTION 10. MISCELLANEOUS PROVISIONS.**

**A. Coffee breaks.**

All employees shall be allowed one coffee break during each four hours of his/her regular day and each Department Head shall establish such rules and regulations as may be necessary to implement these employee rest periods.

**B. Annual statement of accrued time.**

Each employee will view his/her time and accruals electronically unless there is no computer access available in the employee's workplace. Each employee who does not have computer access in the employee's workplace will receive a paper copy of his/her time or leave through the Human Resources Department.

**C. Submission of time records.**

For the purpose of maintaining leave balances, all employees are to submit weekly time records using Novatime. Overtime payment for those non-exempt employees not deemed executive, administrative or professional shall be listed on weekly time records. Hours reported in excess of 40 hours weekly for those employees designated executive, administrative or professional are NOT eligible for overtime compensation.

**D. Medicare premiums.**

Upon the exclusion from the coverage of the County's health insurance plan of the supplemental medical insurance benefits under Medicare, the amount of such Medicare premium will be deducted from contributions payable by the employee and the employer contributions to the Health Insurance Fund shall be adjusted as necessary to provide such payments.

**E. Workers' compensation and disability insurance.**

Warren County Workers' Compensation and Disability Insurance is through self-insurance and benefits and use or credit of sick leave will be in accordance with the rules established thereunder.

**F. Jury duty compensation.**

The County will pay an employee for the first three (3) days of jury service. Commencing with the fourth day of jury service, the County will pay an employee who serves on a jury the difference between the jury pay and 40 hours pay at straight time. Volunteers will not be paid and provisions must be made for reporting for work on short court sessions or days when the County is working

although the Court may not be in session. No payment will be made to any employee who is exempt by law and waives the exemption by failing to claim the exemption or by volunteering to serve.

**G. Reimbursement to Employees for training, certification and credit-bearing course work.**

County employees who are not represented by a union or collective bargaining agreement, with the exception of elected officials, shall be allowed to take employment related training, certification (including non-credit bearing certification programs) and credit-bearing courses (collectively referred to as “course work”) that benefit Warren County pursuant to the application and approval procedures adopted by the County Board of Supervisors. Upon satisfactory completion of the course with a “C” grade or better, the County shall reimburse the employee for 100% of the cost for tuition, books and fees related to taking the course work, subject to lifetime limits of \$10,000 for Full time employees, \$5,000 for Part time employees, \$2,500 for less than Part time employees and \$1,000 for Per Diem employees. If an employee does not work for at least 12 consecutive months after completing the course work for which the County has reimbursed the employee, the employee will refund the County the total amount paid by the County to the employee.

**H. Employee indemnification.**

The indemnification benefits of N.Y. Pub. Off. Law § 18 has been conferred upon all County employees, provided such employee complies with all of the requirements of N.Y. Pub. Off. Law § 18.

**I. Americans with Disabilities Act.**

The County shall comply with the applicable provisions of the Americans with Disabilities Act.

# Warren County Board of Supervisors

## RESOLUTION NO. 307 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, THOMAS, FRASIER, RUNYON, MCDEVITT, BEATY AND STEC**

### **ADOPTING AMENDED REMOTE WORK AGREEMENT**

WHEREAS, the Warren County Board of Supervisors adopted the Remote Work Agreement by Resolution No. 96 of 2021, and

WHEREAS, the Personnel, Administration & Higher Education Committee has reviewed suggested updates to the Remote Work Agreement and recommends that the same be advanced to the Board of Supervisors for consideration, now, therefore, be it

RESOLVED, that the Remote Work Agreement annexed hereto, be, and the same hereby is, adopted as the official Agreement for Warren County, and be it further

RESOLVED, that any and all prior Remote Work Agreements or Resolutions are hereby repealed, effective June 14, 2023.



## **WARREN COUNTY REMOTE WORK POLICY**

### **Purpose and Intent**

Warren County considers remote work to be a viable, flexible work option which may permit an employee to perform his or her official duties at an offsite location on a limited basis, when the employer, employee, and the tasks and responsibilities for the employee's job are all deemed suitable for such an arrangement. Therefore, when the supervisory chain for an employee determines that the employee, job duties required and the technology permit, County employees, except for those in the Sheriff's office, may work remotely or telework in accordance with the provisions of this Policy.

The opportunity for an employee to work remotely is not a right and is not an entitlement., Should an employee be permitted to work remotely such an arrangement in no way changes the terms and conditions of the employee's employment with the County. Additionally, working remotely does not change the essential job duties and responsibilities of an employee's position. This Policy shall also be subject to the provisions of the Collective Bargaining Agreement with CSEA for all bargaining unit employees who work remotely.

These guidelines outline best practices specific to remote work, including eligibility, pay, hours worked and information regarding reasonable accommodations that may be different from accommodations under the Americans with Disabilities Act (ADA), currently in place in some County Departments.

### **Requests**

All requests for remote work must be made to the Department Head using the Remote Work Arrangement form. Requests and considerations for remote work will be at the discretion of the Department Head, with all approvals to be issued in writing. Approval for remote work by Department Heads will be at the discretion of the County Administrator, with all approvals to be issued in writing.

Any individual employee remote work assignment will be evaluated as frequently as is necessary and may be discontinued at any time, for any reason, or for no reason at all, by the Department Head.

Where the request to work remotely is a request for a reasonable accommodation under the Americans with Disabilities Act (ADA), the Department Head must notify Human Resources prior to approving any such request and Human Resource shall immediately begin the usual interactive process of assessing the requested accommodation of remote work under this policy.

### **Priorities & Essential Work**

Employees may, at the discretion of their immediate supervisor or Department Head, be called to report to their normal worksite to meet workload or operational requirements. Employees will not be compensated for travel time or mileage in their commute to or from their worksite if called into work to complete their normal work day.

The employee shall submit electronic time sheets only for time actually worked. For all other hours, the employee must utilize appropriate accruals for paid time off. The submission of false payroll information by an employee may constitute a crime in the State of New York and result in referral for criminal investigation.

### **Technology**

All use of County computer equipment and remote access to the County's network server while performing remote work must comply with the Warren County Computer Usage Policy. County Department Heads shall coordinate with the Warren County IT Department for technology needs of individual employees which are permitted to perform remote work. In certain circumstances, employees may be provided with a County-issued laptop or other equipment. Equipment and/or service that the County provides to the employee is County property and may be recovered or discontinued at any time and at the sole discretion of Warren County. The

**WARREN COUNTY REMOTE WORK ARRANGEMENT**

(Department and Employee Retain a Copy)

use of personal computer devices to access the county network is strictly prohibited and a violation of the Warren County Computer Usage Policy.

Employees are required to adhere to all County policies and procedures while performing the County job responsibilities while using remote access capabilities. Additionally, employees are required to take the necessary steps to keep all County equipment and/or service used for remote access in a safe location and avoid any misuse. No one other than the County employee assigned equipment to use during remote work is allowed to access or use the County equipment or any County computer data or information maintained on the computer equipment or upon the County's network server. Unauthorized use of County property is strictly prohibited.

Remote access to any county resource requires two-factor authentication. Any deviation from this must be reported to the IT Director.

**Hours & Pay**

As a general rule, employees working from home are expected to work the same days and times as they normally would when onsite. Modification to an employee's normal work hours must be approved by the Department Head, in writing. All employees who work remotely when the County is open will be paid for hours worked at their regular hourly rate of pay. As is regular practice, employees who are eligible for overtime pay may only receive overtime pay when working remotely if the overtime is pre-approved, in writing, by the employee's supervisor or Department Head. Employees authorized to perform remote work shall utilize the Novatime remote time keeping system to record their daily punches as if they were working onsite. The "Work from home" reason code must be used to track all hours worked remotely.

**No Personal Contact with Employees, Independent Contractors, County Visitors**

Under no circumstances shall any employee who is approved to work remote schedule, meet or engage in any face-to-face work-related interactions with any person at any remote location where the employee is performing remote work, absent written approval by their Department Head. Any face-to-face work-related interactions with another person at a remote work location is a violation of this policy without the prior approval of the Department Head and may result in immediate discipline, to include termination from employment.

**Labor Laws/Agreements and Reimbursement**

Employees are required to take rest and meal breaks per NYS Labor Laws and applicable collective bargaining agreements. The County will not reimburse the employee for the cost of any off-site related expenses and any personal tax implications incurred by an employee related to the remote work location shall be the employee's responsibility.

**Liability**

Workers Compensation benefits will apply only to injuries arising out of and in the course of employment as defined by New York State Workers' Compensation Law. The employee must report any such work-related injuries to their supervisor or Department Head immediately. The employee must allow inspections of the employee's work area(s), home office, or other relevant location to be conducted by the County or its agent if a job-related incident, accident, or injury has occurred. Warren County is not responsible for any loss, damage, destruction to property or for any injury or loss to third persons at the approved remote worksite.

The County shall not provide any liability coverage for an employee's remote work location and any employee who submits a Remote Work Arrangement Form shall acknowledge and accept sole responsibility for non-worker compensation injuries, losses and damages incurred while the employee is conducting remote work at

**WARREN COUNTY REMOTE WORK ARRANGEMENT**

(Department and Employee Retain a Copy)

the remote location. Any injury, property damage, or other losses incurred by any person at a remote work location while an employee is performing remote work shall be the sole responsibility of the employee and/or the real property owner for the remote work location.

**Confidentiality and Non-Disclosure**

During the course of their employment with Warren County, employees acquire knowledge of and/or access to confidential and proprietary information of the County. Employees working remotely shall ensure that all documents and records are safeguarded and secured to prevent unauthorized access or release of confidential and proprietary information. While employees working remotely are expressly prohibited from disclosing confidential and proprietary information to any unauthorized person, company, or other entity and are prohibited from using any such information for personal gain or profit. Confidential and proprietary information, systems, or data and all items made or compiled by the employee or made available to the employee during any period of remote work shall be and remain exclusive property of the County. Upon cessation of remote work, the employee shall immediately return any such property to the County and no copies thereof may be kept by the employee.

WARREN COUNTY REMOTE WORK ARRANGEMENT

(Department and Employee Retain a Copy)

Employee Name: \_\_\_\_\_

Department: \_\_\_\_\_ Position Title: \_\_\_\_\_

Effective Date: \_\_\_\_\_

A Remote Work Arrangement is hereby established between Warren County and the above-named employee pursuant to the terms and conditions outlined work remotely as outlined in the County’s remote work policy.

1. Remote Work Location (address): \_\_\_\_\_

2. Remote Work Contact Number(s): \_\_\_\_\_

3. Remote Work Schedule: State schedule or complete bi-weekly schedule below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1							
Week 2							

4. County Equipment & Serial # Record (if applicable): \_\_\_\_\_

The employee will return all County equipment (e.g., computer, files, programs, etc.) and documents, including all copies of documents, whether on paper or electronic, upon termination of this Remote Work Agreement and/or their employment. If the employee fails to return County equipment or property upon the termination of the remote work arrangement, the County, at its discretion, will take appropriate legal action to recover its property or amounts owed.

**Acknowledgement:** By signing below I agree that I have read and understand the provisions included in the Warren County Remote Work policy and agree to the terms and conditions therein.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Head/Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Warren County Board of Supervisors

## RESOLUTION NO. 308 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**ESTABLISHING CAPITAL PROJECT NO. H416, DESIGN, PLANNING & CONSTRUCTION FOR MUNICIPAL CENTER GROUNDS; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2023**

RESOLVED, that the Warren County Board of Supervisors does hereby establish Capital Project No. H416, Design, Planning & Construction for Municipal Center Grounds, as follows:

1. Capital Project No. H416, Design, Planning & Construction for Municipal Center Grounds, is hereby established.
2. The estimated cost of such Capital Project is the amount of Twenty Thousand Five Hundred Dollars (\$20,500.00).
3. The proposed method of financing such Capital Project consists of the following:
  - a. Transfer of funds in the amount of Twenty Thousand Five Hundred Dollars (\$20,500) from Budget Code A.9950 910, Transfers-Capital Projects, Interfund Transfers,

and be it further

RESOLVED, that the Warren County Budget for 2023 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes and approves the County Treasurer to advance the funds up to the amount indicated below on an as-needed basis:

<u>ADVANCE TO</u>	<u>AMOUNT</u>
H416 - Design, Planning & Construction for Municipal Center Grounds	\$20,500.00

# Warren County Board of Supervisors

## RESOLUTION NO. 309 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE DEPARTMENT OF PUBLIC WORKS BUDGET TO COVER THE COST OF DESIGN WORK FOR CAPITAL PROJECT H416, DESIGN, PLANNING & CONSTRUCTION FOR MUNICIPAL CENTER GROUNDS; AND AMENDING 2023 WARREN COUNTY BUDGET**

RESOLVED, that the Warren County Board of Supervisors hereby approves the appropriation of funds in an amount not to exceed Twenty Thousand Five Hundred Dollars (\$20,500) from the General Fund Unappropriated Fund Balance (A.909.00), to the following budget code to provide funding for Capital Project No. H416, Design, Planning & Construction for Municipal Center Grounds:

CODE	DEPARTMENT	AMOUNT
A.9950 910	Transfers-Capital Projects, Interfund Transfers	\$ 20,500.00

and be it further

RESOLVED, that the Warren County Budget for 2023 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION NO. 310 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED SURPLUS TO THE COUNTY ATTORNEY'S BUDGET TO COVER THE COST OF THE ILANA MORGAN SETTLEMENT; AND AMENDING 2023 WARREN COUNTY BUDGET**

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds in the amount of One Hundred Twenty-Five Thousand Dollars (\$125,000.00) from the General Fund Unappropriated Surplus to the following Budget Code to cover the cost of the Ilana Morgan settlement:

CODE	DEPARTMENT	AMOUNT
A.1420 419	County Attorney, Settlements	\$125,000.00

and be it further

RESOLVED, that the Warren County Budget for 2023 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Warren County Treasurer to distribute to Ilana Morgan the amount of One Hundred Twenty-Five Thousand Dollars (\$125,000.00).

# Warren County Board of Supervisors

## RESOLUTION NO. 311 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

### **AUTHORIZING COUNTY TREASURER TO CLOSE CAPITAL PROJECT**

RESOLVED, that the Warren County Treasurer be, and hereby is, authorized and directed to close the following Capital Project and return remaining funds to the funding source:

<u>CAPITAL PROJECT</u>	<u>ESTIMATED FUNDS</u>	<u>FUNDING SOURCE</u>
H385 - CR32 Bennie Brook Culvert Replacement	\$112,871.90	D.9950 910 County Road, Transfers-Capital Projects, Interfund Transfers

# Warren County Board of Supervisors

## RESOLUTION NO. 312 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**INCREASING CAPITAL PROJECT NO. H390, COUNTY BRIDGE & CULVERT PROJECTS;  
AUTHORIZING TRANSFER OF FUNDS;  
AND AMENDING WARREN COUNTY BUDGET FOR 2023**

RESOLVED, that the Warren County Board of Supervisors does hereby increase Capital Project No. H390, County Bridge & Culvert Projects, in accordance with 2023 budgeted allocation, as follows:

1. Capital Project No. H390, County Bridge & Culvert Projects, is hereby increased in the amount of One Million One Hundred Seventy-Two Thousand Eight Hundred Nine Dollars and Forty-Two Cents (\$1,172,809.42).
2. The estimated total cost of Capital Project No. H390, County Bridge & Culvert Projects, is now Four Million Five Hundred Ninety-Seven Thousand Six Hundred One Dollars and Ten Cents (\$5,770,410.52).
3. The proposed method of financing the increase in such Capital Project consists of the following:
  - a. Local share funding in the amount of One Million One Hundred Seventy-Two Thousand Eight Hundred Nine Dollars and Forty-Two Cents (\$1,172,809.42), to be transferred from Budget Code D.9950 910, County Road, Transfers-Capital Projects, Interfund Transfers,

and be it further

RESOLVED, that the Warren County Budget for 2023 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes and approves the County Treasurer to transfer the funds in the amount indicated below:

<u>TRANSFER TO</u>	<u>AMOUNT</u>
H390 - County Bridge & Culvert Projects	\$1,172,809.42

# Warren County Board of Supervisors

## RESOLUTION NO. 313 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**AUTHORIZING THE RE-APPROPRIATION OF FUNDS FROM  
THE OCCUPANCY TAX RESERVE TO THE TOURISM BUDGET;  
AMENDING 2023 WARREN COUNTY BUDGET**

WHEREAS, pursuant to Resolution No. 635 of 2022, the Warren County Board of Supervisors authorized the Chair of the Board of Supervisors to execute a standard form Warren County Tourist and Convention Development Agreement with the Warren County Planning and Community Development Department for matching requirement for Multi-Use Trail Study Grant for the Northern Borders Regional Commission, in accordance with the Municipal Tax Application, in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000.00), and

WHEREAS, the Finance Committee has approved the request to re-appropriate the funds in the amount of Twenty-Five Thousand Dollars (\$25,000.00) to cover the matching fund, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby re-appropriates funds in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000.00) from the Occupancy Tax Reserve (A.881.00) to the following budget code:

CODE	DEPARTMENT	AMOUNT
A.6417.0002 469.05	Tourism/Occupancy, Occupancy Tax, Municipal Application Funding	\$25,000.00

and be it further

RESOLVED, that the Warren County Budget for 2023 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION NO. 314 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM  
THE OCCUPANCY TAX RESERVE TO THE TOURISM BUDGET TO MAKE  
AN AWARD TO THE TOWN OF LAKE GEORGE;  
AND AMENDING 2023 WARREN COUNTY BUDGET**

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds in the amount of Fifty Thousand Dollars (\$50,000) from the Occupancy Tax Reserve (A.881.00) to the following budget code to cover the cost of occupancy tax funds awarded to the Town of Lake George for the Adirondack Region Winter Lights Experience, a multiple year holiday and winter experience, Phase 1 charette which was approved since the 2023 Warren County Budget was adopted in November, 2022:

<b>CODE</b>	<b>DEPARTMENT</b>	<b>AMOUNT</b>
A.6417.0002 469.05	Tourism/Occupancy, Occupancy Tax, Municipal Application Funding (Resolution No. 257 of 2023)	\$50,000.00

and be it further

RESOLVED, that the Warren County Budget for 2023 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION NO. 315 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**ADJUSTING TOTALS FOR CAPITAL PROJECT NO. H413, HAZARD MITIGATION GRANT PROGRAM; AND AMENDING WARREN COUNTY BUDGET FOR 2023**

RESOLVED, that the Warren County Board of Supervisors does hereby adjust totals for Capital Project No. H413, Hazard Mitigation Grant Program, as follows:

1. The estimated total cost of Capital Project No. H413, Hazard Mitigation Grant Program, is One Hundred Twenty Thousand Dollars (\$120,000.00).
2. Funding categories within the Capital Project are hereby amended, as follows:
  - a. Capital Project No. H413.9550 2791, *Hazard Mitigation Grant Program, Capital Projects, In-Kind Contributions*, decreased in the amount of Four Thousand Two Hundred Ninety-Eight Dollars and Forty-Four Cents (\$4,298.44),
  - b. Capital Project No. H413.9550 5031, *Hazard Mitigation Grant Program, Capital Projects, Interfund Transfers*, increased in the amount of Four Thousand Two Hundred Ninety-Eight Dollars and Forty-Four Cents (\$4,298.44)

and be it further

RESOLVED, that the Warren County budget for 2023 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION NO. 316 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE AND COUNTY ROAD FUND BALANCE TO THE TREASURER'S OFFICE BUDGET TO PAY OFF THE COUNTRYSIDE ADULT HOME IMPROVEMENT AND RETAINING WALL ON LAKE GEORGE BOND ANTICIPATION NOTES (BAN); AND AMENDING 2023 WARREN COUNTY BUDGET**

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the appropriation of funds to pay off the Countryside Adult Home Improvement and Retaining Wall on Lake George bond anticipation notes (BAN), in an amount not to exceed Eight Hundred Twenty-Seven Thousand Five Hundred Sixty Dollars (\$827,560) from the General Fund Unappropriated Fund Balance (A.909.00) and Five Hundred Seventy-Nine Thousand Two Hundred Ninety-Two Dollars (\$579,292) from the County Road Fund Balance for Debt (D.909.00) to the following budget codes:

CODE	TITLE	AMOUNT
A.884.00	General Fund, Reserve for Debt	\$827,560.00
D.884.00	County Road, Reserve for Debt	\$579,292.00

and be it further

RESOLVED, that the Warren County Budget for 2023 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION NO. 317 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**ESTABLISHING RECORDING THRESHOLDS FOR SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS AS REQUIRED BY GOVERNMENTAL ACCOUNTING STANDARDS BOARD #96**

WHEREAS, the Governmental Accounting Standards Board (GASB) has requested the establishment of recording thresholds for County subscription-based information technology arrangements pursuant to GASB #96, to be implemented for fiscal years beginning after June 15, 2022, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the establishment of recording thresholds for subscription-based information technology arrangements be, and hereby are, set forth as follows:

Subscriptions-based Information Technology Arrangements (Annual Exchange of Value)	\$5,000.00
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# Warren County Board of Supervisors

## RESOLUTION NO. 318 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

### **AMENDING RESOLUTION NO. 484 OF 2022, SUPPORTING THE ADIRONDACK COMMUNITY COLLEGE CAPITAL IMPROVEMENT PLAN FOR 2023-24, TO COMBINE CAPITAL PROJECTS**

WHEREAS, Resolution No. 484 of 2022 supports the Adirondack Community College Capital Improvement Plan for 2023-24, and

WHEREAS, the Sponsors (Warren County and Washington County) share in the amount of Four Million Nine Hundred Twenty-Five Thousand Five Hundred Forty-Eight Dollars (\$4,925,548) shall be borne by capital chargebacks collected by the College and/or other resources, including federal aid and donations that the College may receive, and

WHEREAS, the joint meeting of the Personnel, Administration & Higher Education and Finance Committees have approved the request to combine the capital projects, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby combines capital projects that exist within the needs of critical/deferred maintenance and academic equipment, all of which are required for the Campus as follows:

<b>CAPITAL EXPENDITURE</b>	<b>BUILDING/ AREA</b>	<b>CATEGORY</b>	<b>ESTIMATED COST</b>
COVID-19 Prevention Projects	Multiple Buildings	Student Life/Services	\$4,606,095
COVID Related IT Purchases	Campus Wide	Student Life/Services	\$1,800,000
Synthetic Turf Field	Turf Field	Student Life/Services	\$1,600,000
Scoville Renovation	Scoville	Student Life/Services	\$455,000
Student Center Upgrades	Student Center	Student Life/Services	\$500,000
12 Haviland Road	12 Haviland Rd	Central Services	\$290,000
ADA Compliance	Campus Wide	Central Services	\$200,000
Scoville Rooftop Chiller/Air Handler	Scoville	Student Life/Services	\$400,000

and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 484 of 2022 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION NO. 319 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, RUNYON, THOMAS, FRASIER, GERACI, BRUNO AND BEATY**

**APPROVING TENTATIVE OPERATING BUDGET FOR FISCAL YEAR 2023-2024 FOR ADIRONDACK COMMUNITY COLLEGE AND PROVIDING FOR PUBLIC HEARING**

### ***RESOLUTION FAILED***

WHEREAS, the Vice President for Administrative Services of Adirondack Community College has presented to the Board of Supervisors a tentative operating budget for the college fiscal year from September 1, 2023 to August 31, 2024, in the gross amount of Thirty-Three Million One Hundred Eighty-Two Thousand Two Hundred Twenty-One Dollars (\$33,182,221), which, if adopted by the Board of Supervisors, would require the sum of Two Million Three Hundred Thirty-Eight Thousand Five Hundred Sixty Dollars (\$2,338,560) as that portion to be raised by taxation in the County of Warren for the year 2023-2024 for the operational costs to pay Warren County's share as one of the sponsors of Adirondack Community College, and

WHEREAS, the joint meeting of the Personnel, Administration & Higher Education and Finance Committees have reviewed and approved the tentative operating budget and recommends that such tentative budget be approved and a public hearing be held thereon, now, therefore, be it

RESOLVED, that the tentative operating budget of Adirondack Community College for fiscal year September 1, 2023 to August 31, 2024, as prepared and submitted by the Vice President for Administrative Services, be, and the same hereby is, approved, and be it further

RESOLVED, that the Board of Supervisors will hold a public hearing on said tentative operating budget of Adirondack Community College in the Board Room of the Warren County Municipal Center on the 21<sup>st</sup> day of July, 2023 at 10:00 a.m., at which time and place all persons interested in said tentative Adirondack Community College budget will be heard, and the Clerk of the Board of Supervisors be, and hereby is, authorized and directed to give due public notice of such hearing as required by law.

# Warren County Board of Supervisors

## RESOLUTION NO. 320 OF 2023

RESOLUTION INTRODUCED BY SUPERVISORS MCDEVITT AND SMITH

**WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION APPOINTING JULIE GARCIA AS ASSIGNED COUNSEL ADMINISTRATOR**

WHEREAS, by Resolution No. 1 of 2023, later amended by Resolution Nos. 119 and 204 of 2023, the Board of Supervisors adopted the Rules of the Board, Section B(3) of which indicates that all resolutions must be approved through the established Committee structure in advance of a Board Meeting, and

WHEREAS, the Board has agreed to consider a resolution appointing Julie Garcia as Assigned Counsel Administrator, now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirements that all resolutions be approved through the established Committee structure in advance of a Board meeting in order to entertain the aforementioned resolution.

# Warren County Board of Supervisors

## RESOLUTION NO. 321 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS SMITH AND GERACI**

### **APPOINTING JULIE GARCIA AS ASSIGNED COUNSEL ADMINISTRATOR**

WHEREAS, the Personnel, Administration & Higher Education Committee has interviewed candidates for the Assigned Counsel Administrator Position and does recommended to the Board of Supervisors the appointment of Julie Garcia to fill the vacant position, now therefore, be it

RESOLVED, that the Board of Supervisors does hereby appoint Julie Garcia as Assigned Counsel Administrator, effective June 20, 2023 and serving at the pleasure of the Board of Supervisors, at an annual salary of \$112,876.

# Warren County Board of Supervisors

## RESOLUTION NO. 322 OF 2023

RESOLUTION INTRODUCED BY SUPERVISORS GERACI AND BRUNO

**WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2023 TO ADJUST THE SALARY OF THE ASSIGNED COUNSEL ADMINISTRATOR POSITION**

WHEREAS, by Resolution No. 1 of 2023, later amended by Resolution Nos. 119 and 204 of 2023, the Board of Supervisors adopted the Rules of the Board, Section B(3) of which indicates that all resolutions must be approved through the established Committee structure in advance of a Board Meeting, and

WHEREAS, the Board has agreed to consider a resolution amending the Table of Organization and Warren County Salary and Compensation Plan for 2023 to adjust the salary of the Assigned Counsel Administrator position, now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirements that all resolutions be approved through the established Committee structure in advance of a Board meeting in order to entertain the aforementioned resolution.

# Warren County Board of Supervisors

## RESOLUTION NO. 323 OF 2023

RESOLUTION INTRODUCED BY SUPERVISORS SMITH AND MCDEVITT

### AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2023 TO ADJUST THE SALARY OF THE ASSIGNED COUNSEL ADMINISTRATOR POSITION

RESOLVED, that the Table of Organization and the Warren County Salary and Compensation Plan for 2023 are hereby amended as follows:

#### ASSIGNED COUNSEL

Increasing Salary from:

A.1170 110

TITLE:

Assigned Counsel Administrator

EFFECTIVE DATE

June 20, 2023

BASE ANNUAL SALARY

\$75,416

Increasing Salary to:

A.1170 110

TITLE:

Assigned Counsel Administrator

EFFECTIVE DATE

June 20, 2023

BASE ANNUAL SALARY

\$112,876

# Warren County Board of Supervisors

## RESOLUTION NO. 324 OF 2023

RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER AND MCDEVITT

**WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION RESCINDING RESOLUTION NO. 105 OF 2020, WHICH ESTABLISHED A TIMETABLE FOR DELINQUENT TAX PROPERTY FORECLOSURE AND AUCTION FOR REAL PROPERTY TAX SERVICES**

WHEREAS, by Resolution No. 1 of 2023, later amended by Resolution Nos. 119 and 204 of 2023, the Board of Supervisors adopted the Rules of the Board, Section B(3) of which indicates that all resolutions must be approved through the established Committee structure in advance of a Board Meeting, and

WHEREAS, the Board has agreed to consider a resolution rescinding Resolution No. 105 of 2020, which established a timetable for delinquent tax property foreclosure and auction for Real Property Tax Services, now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirements that all resolutions be approved through the established Committee structure in advance of a Board meeting in order to entertain the aforementioned resolution.

# Warren County Board of Supervisors

## RESOLUTION NO. 325 OF 2023

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, MAGOWAN, LEGGETT, MCDEVITT, GERACI, DICKINSON AND SMITH**

### **RESCINDING RESOLUTION NO. 105 OF 2020, WHICH ESTABLISHED A TIMETABLE FOR DELINQUENT TAX PROPERTY FORECLOSURE AND AUCTION FOR REAL PROPERTY TAX SERVICES**

WHEREAS, pursuant to Resolution No. 105 of 2020, the Warren County Board of Supervisors established a timetable relating to the yearly tax foreclosure proceeding and County public land auctions, and

WHEREAS, the Environmental Concerns and Real Property Tax Services Committee has been advised that the Last Chance Meeting is no longer in effect, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby rescinds Resolution No. 105 of 2020.