

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: CRIMINAL JUSTICE & PUBLIC SAFETY**

**DATE: AUGUST 23, 2023**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: GERACI  
MAGOWAN  
SMITH  
CONOVER  
MCDEVITT  
LEGGETT

**OTHERS PRESENT:**

JULIE GARCIA, ADMINISTRATOR, ASSIGNED COUNSEL  
REPRESENTING THE PUBLIC DEFENDER'S OFFICE:  
KEVIN BRUEN, ASSISTANT PUBLIC DEFENDER  
REPRESENTING THE PROBATION DEPARTMENT:  
ROBERT IUSI, DIRECTOR, PROBATION  
AMY SECOR, JUVENILE PROBATION SUPERVISOR  
ANN MARIE MASON, DIRECTOR, OFFICE OF EMERGENCY SERVICES  
REPRESENTING THE SHERIFF'S OFFICE:  
JAMES LAFARR, SHERIFF  
TERRY COMEAU, UNDERSHERIFF  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BRUNO  
ETU  
FRASIER  
JULIE BUTLER, PURCHASING AGENT  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
DAVID STRAINER, TOWN OF QUEENSBURY RESIDENT  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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**COMMITTEE MEMBER ABSENT:**

SUPERVISOR: DRISCOLL

*Please note, the following contains a summarization of the August 23, 2023 meeting of the Criminal Justice & Public Safety Committee; the meeting in its entirety can be viewed using the following links:*

*Warren County website - <https://warrencountyny.gov/mma>*

*Warren County's YouTube Channel - <https://www.youtube.com/watch?v=Ddzw0YS9TcA&t=4643s>*

Mr. Geraci called the meeting of the Criminal Justice & Public Safety Committee to order at 9:00 a.m.

Motion was made by Mr. Smith, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mr. Driscoll absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Assigned Counsel; Public Defender; Probation; Office of Emergency Services (*OES*); and Sheriff agendas were distributed to those in attendance. *Copies of the agendas are on file with the meeting minutes.*

Privilege of the floor and public comment was called for, but there was no one wishing to speak.

The Committee began with a review of the Action Agenda/New Business Items portion of the Assigned Counsel agenda which consisted of the following requests:

1. To authorize an agreement with Legal Aid Society of Northeastern New York, Inc. in an amount not to exceed \$45,000 for paralegal management support services for indigent persons in Warren County Family Court over a term commencing January 1, 2023 and terminating upon termination of grant funds from New York State.

Motion was made by Mr. Leggett and seconded by Mr. Smith to approve the request as presented; following discussion, Mr. Geraci called the question and the motion was carried by a unanimous vote of those present (*Mr. Driscoll absent*) and the

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necessary resolution was authorized for the September 12<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. To amend the County Budget in the amount of \$29,031 to reflect receipt of year one ILS Distribution #13 grant funding.

Motion was made by Mr. Magowan, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Driscoll absent*) to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

A review of the Discussion Items section of the agenda commenced with the following item:

- a. Relocating Assigned Counsel Office to 333 Glen Street, Glens Falls, NY 12801 - Committee was advised a larger office was needed for the Assigned Counsel Office due to confidentiality issues when multiple applicants visited at the same time. Because there was currently no additional space available within the Municipal Center, temporary space was sought out and found to be available at 333 Glen Street. It was the consensus of the Committee to allow the Assigned Counsel Administrator to move forward with negotiations to obtain office space and return to the Committee with a formal request and lease terms at a future meeting.

There being no further Assigned Counsel business to discuss, Committee commenced with a review of the Public Defender's agenda which included the following requests:

1. To authorize a new contract with New York State Office of Indigent Legal Services for Distribution #14, to utilize funding for the Warren County Public Defender's Office and Assigned Counsel program, as a continuation of Distributions #11, #8, #5 and #2 in an amount not to exceed \$320,436 for a term commencing January 1, 2024 and terminating December 31, 2026.

Motion was made by Mr. Leggett, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Driscoll absent*) to approve the request as outlined above and the necessary resolution was authorized for the September 12<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. To extend the existing lease agreement with 333 Glen Street Associates, LLC for leased space in an amount not to exceed \$15,600 (\$1,300/mo) for a term commencing November 1, 2023 and terminating October 31, 2024.

Motion was made by Mr. Magowan, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Driscoll absent*) to approve the request as outlined above and the necessary resolution was authorized for the September 12<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

3. To amend the Table of Organization and Salary Schedule to reclassify the position of Assistant Public Defender - PT, *Annual Salary \$40,903*, to Assistant Public Defender #11, Per-Diem, *\$60.76/hr (Annual Salary \$40,903)*, effective September 18, 2023.

Motion was made by Mr. Conover and seconded by Mr. Magowan to approve the request as presented; following discussion, Mr. Geraci called the question and the motion was carried by a unanimous vote of those present (*Mr. Driscoll absent*) to approve the request as outlined above and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

4. To authorize a transfer of funds totaling \$27,248.63 amongst various budget codes to correct budget exceptions/overages.

Motion was made by Mr. Leggett, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Driscoll absent*) to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

5. To renew and amend the contract with AAA All Court Transcripts to reflect an increase in the fee from an amount not to exceed \$1,000 per year to an amount not to exceed \$5,000 per year for a term commencing September 18, 2023.

Motion was made by Mr. Smith and seconded by Mr. Magowan to approve the request as presented; following discussion, Mr. Geraci called the question and the motion was carried by a unanimous vote of those present (*Mr. Driscoll absent*) to approve the request as outlined above and the necessary resolution was authorized for the September 12<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

A review of the Discussion Items section of the agenda commenced with the following item:

- a. Attorney Salary Study - A study would be conducted in 2024.

There being no further Public Defender's business to discuss, Committee commenced with a review of the Probation agenda which included a request to authorize a new contract with KMG Monitoring Service for electronic monitoring of youth ages 14 - 17 for a term commencing September 1, 2023 and terminating September 31, 2024 in an amount not to exceed \$10,125.

Motion was made by Mr. Leggett and seconded by Mr. Smith to approve the request as presented; following discussion, Mr. Geraci called the question and the motion was carried by a unanimous vote of those present (*Mr. Driscoll absent*) to approve the request as outlined above and the necessary resolution was authorized for the September 12<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Amy Secor, *Juvenile Probation Supervisor*, reviewed literature included in the agenda which explained the impacts the Probation Department faced as a result of Federal and State changes.

Mr. Leggett exited the meeting at 9:56 a.m.

There being no further Probation business to discuss, review of the Office of Emergency Services (*OES*) agenda commenced with the following requests:

1. To amend Resolution No. 56 of 2023 to remove and appoint a member to the Warren County EMS Advisory Board.

Motion was made by Mr. Smith, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*) to approve the request as outlined above and the necessary resolution was authorized for the September 12<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. To amend Resolution No. 583 of 2021 to authorize a credit card in the name of the Director of Office of Emergency Services with a credit limit of \$5,000 to pay for travel, general and emergency purposes.

Motion was made by Mr. McDevitt, seconded by Mr. Smith and carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*) to approve the request as outlined above and the necessary resolution was authorized for the September 12<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

3. To authorize a transfer of funds totaling \$9,000 amongst various budget codes to cover a projected budget deficit in hospitalization.

Motion was made by Mr. Smith, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*) to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

There being no further OES business to discuss, Committee commenced with a review of the Action Agenda/New Business Items portion of the Sheriff agenda, which included the following requests:

1. To amend the County Budget in the amount of \$204,754 to reflect the appropriate revenue and expenses for the first half of the 2023 - 2024 School Resource Officer contracts.
5. To amend the contract with Hadley-Luzerne Central School District to increase the amount from \$90,000 to \$100,000.

6. To amend the contract with Warrensburg Central School District to decrease the number of uniformed Patrol Officers assigned from two (2) to one (1) and increase the amount from \$80,000 to \$90,000.

Motion was made by Mr. Smith, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*) to approve the requests as outlined above and refer Item #1 to the Finance Committee and the necessary resolutions were authorized for the September 12<sup>th</sup> Board meeting for Items #5 and #6. *Copies of the resolution request forms are on file with the minutes.*

2. To authorize a new contract with Nemer Chrysler, Jeep, Dodge, Ram for service, maintenance and repairs for the Sheriff's Office Chrysler, Jeep, Dodge, and Ram vehicles at a rate of \$119.95/hr for a term commencing October 1, 2023 and terminating September 30, 2024, with the option to renew for one additional year upon the mutual agreement of both parties.

Motion was made by Mr. McDevitt and seconded by Mr. Magowan to approve the request as presented; following discussion, Mr. Geraci called the question and the motion was carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*) to approve the request as outlined above and the necessary resolution was authorized for the September 12<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

3. To amend the Table of Organization and Salary Schedule to create the new position of Patrol Officer #74, *Annual Salary \$53,044*, effective September 18, 2023.

Motion was made by Mr. Smith, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*) to approve the request as outlined above and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

4. To authorize a transfer of funds from Budget Code A.3110 413, *Law Enforcement - Repair & Maint. - Bldg*, to Budget Code A.1990 469, *Contingent Account - Other Payments/Cont*, to return funds previously transferred for a project which had increased in cost and would be funded through the 2024 Budget.

Motion was made by Mr. Conover, seconded by Mr. Smith and carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*) to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

#### Discussion Items

1. 2023 Overtime Expenditures - Correction Division - Sheriff provided an overview of overtime expenses and the reasons why such expenses were incurred.

Privilege of the floor and public comment was called for, but there was no one wishing to speak.

John Taflan, *County Administrator*, advised of an item not included on the agenda pertaining to a potential agreement with SPCA of Upstate New York to provide services for animal cruelty cases in Warren County which were estimated to cost approximately \$8,000/mo. It was noted that this proposal was presented as a result of a formal bid (WC 50-23) and that the item should be referred to the Finance Committee for review and to determine a source of funding for the contract.

Motion was made by Mr. McDevitt, seconded by Mr. Smith and carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*) to refer the matter of a new contract with SPCA of Upstate New York pursuant to the terms and provisions of the specifications and proposal and refer same to the Finance Committee to determine a source of funding to cover the cost.

There being no further business to come before the Criminal Justice & Public Safety Committee, on motion made by Mr. Conover, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Messrs. Driscoll and Leggett absent*), Mr. Geraci adjourned the meeting at 10:32 a.m.

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