

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: MARCH 2, 2023

---

---

COMMITTEE MEMBERS PRESENT:

SUPERVISORS LEGGETT  
RUNYON  
THOMAS  
FRASIER  
GERACI  
BRUNO

OTHERS PRESENT:

MIKE SWAN, COUNTY TREASURER  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
LARRY ELMEN, COUNTY ATTORNEY  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISORS MAGOWAN  
MERLINO  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DON LEHMAN, DIRECTOR, PUBLIC AFFAIRS  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
MOLLY GANOTES, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBER ABSENT:

SUPERVISOR BEATY

---

---

Please note, the following contains a summarization of the March 2, 2023 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Mr. Leggett called the meeting of the Finance Committee to order at 11:04 a.m.

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

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

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

The agenda review commenced as follows:

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

Motion was made by Ms. Runyon, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

Shipping ahead, Agenda Items 3A-B were reviewed as follows:

- 3A) Request to authorize the appropriation of funds in the amount of \$215,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.9950 910, *Transfers,-Capital Projects, Interfund Transfers*, to cover the cost of the increase in funding for Capital Project No. H406, *Countryside Adult Home 2021 Capital Improvements*.
- 3B) Request to increase H406, *Countryside Adult Home 2021 Capital Improvements*, in the amount of \$215,000.

Motion was made by Mr. Thomas, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve Items 3A-B as outlined above and the necessary resolutions were authorized for the March 17<sup>th</sup> Board Meeting.

The agenda review returned to Item 2A regarding the Journal Report of transfers approved by the County Administrator staff for January 2023; included for informational purposes.

- 2B) On Behalf of the Information Technology Department - Request too amend the Warren County Budget for 2023 in the amount of \$130,637.58 to carryover funding appropriated in 2022 for ARPA Technology needs previously authorized by the Board into 2023.

Motion was made by Mr. Thomas, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

MARCH 2, 2023

- 
- 
- 2C) On Behalf of the Office of Emergency Services - Request to authorize a contract with Regroup Mass Notification for employee notification subscription agreement for a three year term.

Motion was made by Ms. Runyon, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 2D) Request to create Assigned Fund Balance Account A.918.00, *Assigned Sexual Abuse Lawsuits*, and authorize the appropriation of funds in the amount of \$250,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus* for the purpose of utilizing premium savings from 2023 budgeted insurance to fund account for future claims.
- 2E) Request to amend the Warren County Budget for 2023 in the amount of \$250,000 to provide funding for Budget Code A.918.00, *Assigned Sexual Abuse Lawsuits*.

Motion was made by Mr. Thomas, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve Items 2D-E as outlined above and the necessary resolutions were authorized for the March 17<sup>th</sup> Board Meeting.

- 2F) Discussion regarding Warren County's financial commitment as its share of joining the CDTA which is equal to 1/4% of the Mortgage Recording Tax Assessment in the County.

John Taflan, *County Administrator*, and Larry Elmen, *County Attorney*, provided an overview of how the 1/4% Mortgage Recording Tax Assessment in the County could be used to fund Warren County's share if they were to move forward with joining the CDTA and answered questions posed by the Committee members.

Motion was made by Mr. Bruno, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Beaty absent*) to schedule a Workshop Meeting that the entire Board could attend to discuss the matter further with the representatives of the CDTA and the Mayor of the City of Glens Falls.

- 4A) Request to amend the Warren County Budget for 2023 in the amount of \$23,075 to reflect receipt of funding from Washington County Youth Bureau/Alternative Sentencing in connection to the Rural Communities of Practice Phase III Grant.

Motion was made by Mr. Geraci, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 4B) Request to amend the Warren County Budget for 2023 in the amount of \$300,000 to increase Raise the Age revenue to pay for temporary jail placement of Adolescent Officer(s).

Motion was made by Ms. Runyon, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 4C) Request to amend the Warren County Budget for 2023 in the amount of \$96,153 to reflect receipt of Year 4 Hurell-Harring grant funding to cover the cost of salary and benefits for the position of Public Defender (10).

Motion was made by Mr. Geraci, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 5A) Request to amend the Warren County Budget for 2023 in the amount of \$66,040 to amend revenue codes to reflect receipt of ARPA administrative funding for 2023 per Resolution No. 260 of 2022.

Motion was made by Ms. Runyon, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 5B) Request to appropriate funds in the amount of \$200,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.8020.470, *Planning, Contract*, to carryover funding appropriated in 2022 to cover the cost of the County

---

---

Comprehensive Plan.

Motion was made by Mr. Thomas, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 5C) Request to amend the Warren County Budget for 2023 in the amount of \$100,000 to include Warren County's investment into workforce development programs and services for residents and County employees.

Motion was made by Mrs. Frasier, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 6) Request to amend the Warren County Budget for 2023 in the amount of \$675,621 to reflect the balance of the ELC Schools Grant Contract (Contract 6823-01).

Motion was made by Mrs. Frasier, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 7A) Request to amend the Warren County Budget for 2023 in the amount of \$15,000 to increase expenses and revenue based on the need to create a new Memorandum of Understanding with the Warren County Sheriff's Office to cover transportation costs for individuals in the care/Custody of the Department of Social Services.

Motion was made by Mr. Bruno, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 7B) Request to amend the Warren County Budget for 2023 in the amount of \$114,564 to increase expenses and revenue based on the remaining allocation received by New York State Office of Temporary and Disability Assistance per attached 21-LCM-24 to provide rental assistance to qualified individuals.

Motion was made by Ms. Runyon, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 8A) Request to appropriate funds in the amount of \$29,100 from Budget Code A.898.00, *Reserve, Election Equipment*, to the Board of Elections Budget to cover the cost of purchasing supplies.
- 8B) Request to appropriate funds in the amount of \$43,718 from Budget Code A.898.00, *Reserve, Election Equipment*, to the Board of Elections Budget to cover the cost of Dominion Voting Machine lease.

Motion was made by Mr. Bruno and seconded by Ms. Runyon to approve Items 8A-B as outlined above. Following a brief discussion, Mr. Bruno and Ms. Runyon amended their motions to indicate the approval was for Item 8A only. Mr. Leggett called the question and the motion to approve Item 8A as outlined above carried by a unanimous vote of those present (*Mr. Beaty absent*); the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

A motion was made by Mr. Geraci and seconded by Mrs. Frasier to approve Item 8B as outlined above. A discussion ensued following which Mr. Leggett called the question and the motion to approve Item 8B as outlined above carried by majority vote of those present (*Mr. Beaty absent*), with Mr. Thomas voting in opposition; the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 8C) Request to amend the Warren County Budget for 2023 in the amount of \$22,620.96 to carryover unused grant funding.

Motion was made by Mr. Geraci, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

- 9A) Request to re-appropriate funds in the amount of \$26,386.54 from the Budget Code A.881.00, *Reserve, Occupancy Tax*, to cover the cost for two initiatives approved at the December 16, 2022 Board Meeting.

- 9B) Request to appropriate funds in the amount of \$750,000 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to various Budget Codes to cover the cost of the occupancy tax requests that have been approved since the 2023 County Budget was adopted in November of 2022.

Motion was made by Mr. Bruno, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve Items 9A-B as outlined above and the necessary resolutions were authorized for the March 17<sup>th</sup> Board Meeting.

- 10A) Request to establish Capital Project No. H409, *Warren County Culvert Assessments and Asset Management Plan*, in the amount of \$82,650.  
10B) Request to establish Capital Project No. H425, *Adirondack Bridge & Beaver Pond Bridge Replacements*, in the Town of Horicon in the amount of \$440,308.

Motion was made by Ms. Runyon, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve Items 10A-B as outlined above and the necessary resolutions were authorized for the March 17<sup>th</sup> Board Meeting.

- 10C) Request to increase Capital Project No. H393, *Johnsburg Bridges (Dippikill Road & Glen Creek Road over Glen Creek*, in the Town of Johnsburg in the amount of \$2,825,476.  
10D) Request to increase Capital Project No. H322, *Palisades Road (CR 26) over Brant Lake Inlet*, in the Town of Horicon in the amount of \$461,308.

Motion was made by Ms. Runyon, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve Item 10C-D as outlined above and the necessary resolutions were authorized for the March 17<sup>th</sup> Board Meeting.

- 11) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel, Administration & Higher Education Committee* - Agenda Items 3A, 4A-E and 5.

**PERSONNEL AGENDA ITEMS 3A, 4A-E AND 5 :**

**3) Requests/Items to be Discussed by the County Attorney (Larry Elmen, County Attorney):**

- A) Request to amend the Table of Organization and Salary Schedule to increase the salary of the Legal Office Coordinator position from \$60,064 to \$65,942 effective March 20, 2023.

Motion was made by Ms. Runyon seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve Personnel, Administration & Higher Education Agenda Item 3A as outlined above.

**4) Referral from the Criminal Justice & Public Safety Committee (Chaired by Supervisor Geraci):**

**Office of Emergency Services (Ann Marie Mason, Director) -**

- A) Request to amend the Table of Organization and Salary Schedule to increase the salary of the EMS Coordinator from \$8,223 to \$8,233 effective retroactive to January 1, 2023.  
B) Request to amend the Table of Organization and Salary Schedule to increase the salary of the 2<sup>nd</sup> Deputy EMS Coordinator from \$8,223 to \$8,233 effective retroactive to January 1, 2023.  
C) Request to amend the Table of Organization and Salary Schedule to increase the salary of the 3<sup>rd</sup> Deputy EMS Coordinator from \$8,223 to \$8,233 effective retroactive to January 1, 2023.

Motion was made by Mr. Geraci, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve Personnel, Administration & Higher Education Agenda Item 4A-C as outlined above.

**Public Defender (Gregory Canale, Public Defender) -**

- D) Request to amend the Table of Organization and Salary Schedule to decrease the salary of Assistant Public Defender (3) from \$73,116 to \$71,015 effective March 20, 2023.  
E) Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Assistant Public Defender (10), *Annual Salary \$71,015*, effective March 20, 2023.

Motion was made by Mr. Geraci, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve

MARCH 2, 2023

---

---

Personnel, Administration & Higher Education Agenda Items 4D-E as outlined above.

**5) Referral from the Human Services Committee (Chaired by Supervisor Driscoll):**

***Department of Social Services (Christian Hanchett, Commissioner) -***

Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Assistant Social Services Attorney Part-time-Temporary, *Annual Salary*, effective retroactive to February 21, 2023.

It was noted this Item was amended by the Personnel, Administration & Higher Education Committee to change the effective date to March 2023, as well as to indicate the termination date of the position was 60 days after the vacant full-time Assistant Social Services Attorney position is filled.

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

Sarah McLenithan, *Deputy Clerk of the Board*, noted an item requiring Finance Committee approval that was not included on the agenda pertained to a request for a transfer of funds in the amount of \$6,798 from Budget Code A.1990 469, *Contingent Account*, to various Budget Codes within the County Attorney's Budget to cover the cost of the salary increase for the Legal Office Coordinator position.

Motion was made by Mrs. Frasier, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Beaty absent*) to approve the request as outlined above and the necessary resolution was authorized for the March 17<sup>th</sup> Board Meeting.

With regard to the Pending Item pertaining to the funding formula for SUNY Adirondack, Mr. Taflan advised a meeting had been scheduled for next week with himself, Messrs. Leggett and Thomas, as well as Chairman Geraghty and representatives of Washington County to discuss whether the gradual increase in funding formula for Washington County was something they were interested in pursuing following which a joint meeting of the Personnel, Administration & Higher Education and Finance Committees would be scheduled.

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

There being no further business to come before the Finance Committee, on motion was made by Mr. Geraci, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Beaty absent*), Mr. Leggett adjourned the meeting at 11:57 a.m.

Respectfully submitted,

Molly Ganotes, Legislative Office Specialist

*(As Transcribed by Sarah McLenithan, Deputy Clerk of the Board)*