

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: MARCH 30, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS LEGGETT
THOMAS
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

COMMITTEE MEMBERS ABSENT:

SUPERVISORS RUNYON
FRASIER
BEATY

SUPERVISORS MERLINO
STEC
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
DON LEHMAN, DIRECTOR, PUBLIC AFFAIRS
ELIZABETH McLAUGHLIN, COMMISSIONER OF ELECTIONS (D)
WILLIAM VANNESS, COMMISSIONER OF ELECTIONS (R)
SARAH McLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the March 30, 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 11:30 a.m.

A motion was made by Mr. Bruno, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and 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 Mr. Bruno, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 2) Journal Report of transfers approved by the County Administrator staff for February 2023; included for informational purposes.
- 3) Request for a transfer of funds in the amount of \$14,407 from a Budget Code A.1990 469, *Contingent Account- Other Payments/Contributions*, to Budget Code A.1325 860, *County Treasurer, Hospitalization*, to cover the increase in hospitalization for the department from new enrollee in health insurance plan which was not included in adopted budget.

Motion was made by Mr. Thomas, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 4A) Request on behalf of Assigned Counsel to amend the Warren County Budget for 2023 in the amount of \$39,169.52 to reallocate unspent grant funding from 2022 to 2023.

Motion was made by Mr. Geraci, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 4B) Request for a transfer of funds in the amount of \$20,488 from a source of funding to be determined to the Office of Emergency Services Budget to cover the cost of the salary of the Office Specialist - Part-Time.

Following a brief discussion the Committee determined the funding would be transferred from the Contingent Account to cover the cost of the position.

Motion was made by Mr. Geraci, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request for transfer of funds from the Contingent Account as outlined above and the necessary resolution was authorized for the April 21st Board Meeting.

- 4C) Request on behalf of the Sheriff's Office to amend the Warren County Budget for 2023 in the amount of \$38,261 to reflect receipt of two insurance recovery payments.

Motion was made by Mr. Geraci, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 4D) Request on behalf of the Sheriff's Office to amend the Warren County Budget for 2023 in the amount of \$8,000 to carry over grant funding from 2022 to 2023.

Motion was made by Mr. Geraci, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 4E) Request for a transfer of funds in the amount of \$45,535 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to the Sheriff's Budget to cover the cost of unanticipated expenditures.

Motion was made by Mr. Thomas, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 5A) Request on behalf of the Planning & Community Development Department to amend the Warren County Budget for 2023 in the amount of \$3,386.54 to reflect receipt of occupancy tax administrative funding for 2023 per Resolution No. 735 of 2022.

Motion was made by Mr. Thomas, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 5B) Request on behalf of the Planning & Community Development Department to re-appropriate funds in the amount of \$20,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.8020.470, *Planning, Contract*, to return funding appropriated, but not expended, in 2022.

Motion was made by Mr. Bruno, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 6A) Request on behalf of the Office of Community to Services/Mental Health to amend the Warren County Budget in the amount of \$360,052 to allow for pass-through of 100% State aid from the New York State Office of Addiction Services and Supports for the Addictions Care Center of Albany's Rehabilitation Services in Warren County.

Motion was made by Mr. Thomas, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 6B) Request on behalf of the Office of Community Services/Mental Health to appropriate \$300,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.4390 435, *Psychiatric Expense/Criminal*, to cover the cost of court-ordered NYS CPL 730 competency examination and restoration expenses.

Motion was made by Mr. Bruno, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

The following request were presented on behalf of the Public Health Department:

- 6C) Request to amend the Warren County Budget for 2023 in the amount of \$110,565 to reflect receipt of grant funding from Adirondack Health Institute for Public Health Infrastructure-Workforce Data Systems.
- 6D) Request to amend the Warren County Budget for 2023 in the amount of \$3,000 to reflect receipt of grant funding from Adirondack Health Institute to support Field Goods funding to be offered to WIC families.
- 6E) Request to amend the County Budget for 2023 in the amount of \$525 to reflect receipt of additional funding for the new Immunization Action Plan grant (Contract C38478GG).

Motion was made by Mr. Bruno, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve Items 6C-E as outlined above and the necessary resolutions were authorized for the April 21st Board Meeting.

- 7) Request for a transfer of funds in the amount of \$89,846.69 from a source of funding to be determined by the Finance Committee to the Board of Elections Budget to cover the cost of the two Bi-Partisan Election Management Technician positions created in the 2023 County Budget that were not funded at that time. *This request is contingent upon approval of the Personnel Committee to increase the salary from \$0 to \$48,091.*

Following a discussion, the Committee determined the funds would be transferred from the Contingent Account to cover the cost of these two positions.

Motion was made by Mr. Geraci, seconded by Mr. Leggett and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request for transfer of funds from the Contingent Account as outlined above and the necessary resolution was authorized for the April 21st Board Meeting.

- 8) Request to appropriate funds in the amount of \$15,000 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.0002 480.05, *Tourism, Business Promotion*, to cover the County's share of the salary of the Lake George Event Manager position.

Motion was made by Mr. Bruno, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 9A) Request on behalf of the Department of Public Works to establish various Road Projects for 2023 in accordance with the budget transfers included under Agenda Item 1.

Motion was made by Mr. Thomas, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 9B) Request on behalf of the Department of Public Works to amend the Warren County Budget for 2023 in the amount of \$687,598.12 to reflect receipt of 2022/2023 CHIPS/Pave NY, EWR and POP funds from New York State.

Motion was made by Mr. Bruno, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting.

- 10) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel, Administration & Higher Education Committee* - Agenda Items 4 and 6

PERSONNEL AGENDA ITEMS 4 AND 6:

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

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

Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Office Specialist-Part-time (24 hrs/week), *Grade 7, Base Annual Salary \$25,280.40*, effective April 24, 2023.

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

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6) Referral from the Legislative, Rules & Governmental Options (Chaired by John Strough):

Board of Elections (William VanNess, Commissioner, (R), Elizabeth McLaughlin, Commissioner (D) -

Request to amend the Table of Organization and Salary Schedule to increase the salary of the two Bi-Partisan Election Management Technician positions from \$0.00 to \$48,091.

Motion was made by Mr. Geraci, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*) to approve Personnel, Administration & Higher Education Agenda Item 6 as outlined above.

With regard to the pending item, it was noted the Clerk of the Board would contact Washington County to schedule a joint meeting of the Personnel, Administration & Higher Education Committees with their representatives in April. Mr. Taflan provided an update regarding the SUNY Adirondack sponsorship funding formula which was previously discussed at this morning's meeting of the Personnel, Administration & Higher Education Committee.

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 (*Ms. Runyon, Mrs. Frasier and Mr. Beaty absent*), Mr. Leggett adjourned the meeting at 12:27 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board)