

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: AUGUST 31, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
FRASIER
GERACI
BEATY

OTHERS PRESENT:

JOHN TAFLAN, COUNTY ADMINISTRATOR
MIKE SWAN, COUNTY TREASURER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS LEGGETT
RUNYON
BRUNO

SUPERVISORS DRISCOLL
ETU
MCDEVITT
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
CHRISTINE NORTON, WARREN COUNTY RESIDENT

Please note, the following contains a summarization of the August 31, 2023 meeting of the Finance 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=hPr4O5l7oOc>

In the absence of Committee Chair Leggett and Committee Vice Chair Runyon, Mr. Thomas, as Second Vice Chair, called the meeting of the Finance Committee to order at 11:20 a.m.

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

Privilege of the floor was offered for public comment, 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. Geraci, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 2) Journal Report of transfers approved by the County Administrator staff for July 2023; included for informational purposes.
- 2B) Request to provide the County Administrator authority to transfer funds between departmental budgets, upon consultation with the Personnel, Administration & Higher Education and Finance Committee Chairs, when circumstances arise where a shortage in salary codes occur upon the hiring of new employees.

Discussion ensued with regard to the request, following which a motion was made by Mrs. Frasier, seconded by Mr. Geraci

to approve the request, however the motion failed due to a lack of majority vote with Mr. Thomas, Mrs. Frasier and Mr. Geraci voting in favor and Mr. Beaty opposing; (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*).

- 2C) Request to authorize a new contract with SPCA of Upstate New York in the amount not to exceed \$8,000 per month for animal cruelty investigation services pursuant to the terms and provisions of the specifications (WC 50-23) and proposal, as well as to authorize the appropriation of funds from the unappropriated surplus account to fund same.

Following discussion a motion was made by Mr. Geraci, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to authorize the contract with the SPCA of Upstate New York as outlined above and the necessary resolution was authorized for the September 12th Board Meeting.

- 3A) Request to establish Budget Code A.865.00, *Reserve, PCB Settlement Fund*, in the amount of \$17,414.03 for the purpose of PCB sampling and/or any mitigation efforts in the County's sole discretion.

Motion was made by Mr. Beaty, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 3B) Request to authorize Glens Falls National Bank & Trust Company to issue a letter of credit on behalf of Warren County to Highmark BlueShield of Northeastern New York as an alternative to pre-funding the health insurance account.

Motion was made by Mrs. Frasier, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

Returning to Item 2C, motion was made by Mr. Geraci, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the appropriation of \$36,000 from the general fund unappropriated surplus account to the Sheriff's budget (*A.3110 470, Sheriff's Law Enforcement, Contract*) to fund the agreement with SPCA for the remainder of 2023, and the necessary resolution was authorized for the September 12th Board Meeting.

- 4A) Request to amend the Warren County Budget for 2023 in the amount of \$29,031 to reflect receipt of year 1 of the ILS Distribution #13 funding.

Motion was made by Mr. Geraci, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 4B) Request to amend Resolution No. 583 of 2021 to update the "Schedule A" attachment relating to credit cards issued to County departments, as provided in the agenda packet.

Motion was made by Mr. Geraci, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 4C) Request to amend the Warren County Budget for 2023 in the amount of \$204,754 to reflect appropriate revenues and

expenses for the first half of the school resource officer service agreements.

Motion was made by Mr. Geraci, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 5) Request to amend the Warren County Budget for 2023 in the amount of \$776,994.52 to reflect receipt of the Workforce Innovation & Opportunity Act (WIOA) federal grant allocation for 2023.

Motion was made by Mr. Geraci, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 6) Request to amend the Warren County Budget for 2023 in the amount of \$147,000 to allow for expenditure of opioid settlement funds to address the impacts of the opioid crisis in Warren County.

Motion was made by Mrs. Frasier, seconded by Mr. Beaty and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 7A) Request to amend the Warren County Budget for 2023 in the amount of \$2,500 to reflect receipt of funds awarded from the Town of Bolton occupancy tax.

Motion was made by Mr. Geraci, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 7B) Request to establish Capital Project No. H427, *Olmstedville Road (CR 19) over Marshall Brook Culvert NY*, in the Town of Chester in the amount of \$1,500,000.

Motion was made by Mrs. Frasier, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 7C) Request to establish Capital Project No. H428, *Bay Road (CR 7) over unnamed watercourse south of Lockhart Mountain*, in the Town of Queensbury in the amount of \$1,500,000.

Motion was made by Mrs. Frasier, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

- 7D) Request to increase Capital Project No. H425, *Adirondack Bridge and Beaver Pond Bridge Replacements over Mill Brook*, in the Town of Horicon in the amount of \$31,750.

Motion was made by Mrs. Frasier, seconded by Mr. Beaty and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the September 12th Board Meeting.

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

PERSONNEL AGENDA ITEMS 1B, 3A-E and 4:

Request/Item to be Discussed by the Clerk of the Board (Amanda Allen, Clerk of the Board):

- 3) Request for a transfer of funds in the amount of \$5,573.42 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Account A.1010 440, *Legislative Board, Legal/Transcript Fees*, to cover the cost of the bill from the attorney for fees related to bonds secured by the County.
- 4) Referrals from the Criminal Justice & Public Safety Committee (Chaired by Supervisor Geraci):

Public Defender, (Gregory Canale, Public Defender) -

 - A) Request 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/hour (\$40,903 annually)*, effective September 18, 2023.
Sheriff (James LaFarr, Sheriff) -
 - B) Request 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.
- 5) Referral from the Environmental Concerns & Real Property Tax Services Committee (Chaired by Supervisor Braymer):

Real Property Tax Services (Lexie Delurey, Director) -

Request to amend the Table of Organization and Salary Schedule to create the new position of Geographic Information Systems (GIS) Tax Map Technician, *Grade 17, Base Annual Salary \$56,356*, effective January 2, 2024 and delete the position of Senior Tax Map Technician, *Grade 16, Base Annual Salary \$65,900*, effective upon retirement of the current employee planned for the second quarter of 2024.

Motion was made by Mr. Beaty, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*) to approve the Personnel, Administration & Higher Education Agenda Items, as outlined above, and the necessary resolutions were authorized for the September 12th Board Meeting.

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

There being no further business to come before the Finance Committee, on motion made by Mr. Beaty, seconded by Mr. Geraci and carried unanimously by a unanimous vote to those present (*Mr. Leggett, Ms. Runyon and Mr. Bruno absent*), Mr. Thomas adjourned the meeting at 11:53 a.m.

Respectfully submitted,
Amanda Allen, Clerk of the Board