

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: FINANCE**

**DATE: NOVEMBER 29, 2023**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS LEGGETT  
THOMAS  
GERACI

**OTHERS PRESENT:**

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

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS RUNYON  
FRASIER  
BRUNO  
BEATY

AMANDA ALLEN, CLERK OF THE BOARD

SUPERVISORS DIAMOND  
DRISCOLL  
MERLINO  
MAGOWAN  
WILD

AMY CLUTE, SELF-INSURANCE ADMINISTRATOR  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
REPRESENTING ARTHUR J. GALLAGHER CO:  
SULIM BARTOK  
COLLIN DAVID  
DAVID STRAINER, TOWN OF QUEENSBURY RESIDENT  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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*Please note, the following contains a summarization of the November 29, 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=cuXjMeEO5JE>*

Mr. Leggett called the meeting of the Finance Committee to order at 11:05 a.m.; it was noted Chairman Geraghty would serve to make a quorum of the Committee.

A motion was made by Mr. Geraci, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty 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. Thomas, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 2A) On behalf of Self-Insurance - Request to authorize renewal of 2024 property and casualty insurance for 2024.

A virtual presentation was made by Sulim Bartok and Colin David, *representing Arthur J. Gallagher Co.*, which provided an

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overview of Warren County - Insurance Renewal Quote Comparison (2024), during which Messrs. Bartok and David answered questions posed by the Committee.

Motion was made by Mr. Geraci, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to authorize renewal of property and casualty insurance for 2024 presented by Arthur J. Gallagher in the amount of \$920,000 and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 2B) Journal Report of transfers approved by the County Administrator staff for October 2023; included for informational purposes.
- 2C) Request to amend Resolution No. 26 of 2023 to allow for ARPA funding provided to Bay Ridge Rescue Squad, Inc. to be used for the purchase of training room equipment.

Motion was made by Mr. Thomas, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 2D) On behalf of the Sheriff's Office - Request to appropriate \$947,481 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to the Budget Codes outlined in the agenda attachment to cover salary expense for the Sheriff's Office through the end of the year.

Motion was made by Chairman Geraghty and seconded by Mr. Geraci to approve the request as presented. A discussion ensued following which Mr. Leggett called the question and the motion was carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 3A) Request to define County service as it relates to retiree health insurance benefits to include previous service time with SUNY Adirondack.

Motion was made by Mr. Thomas and seconded by Mr. Geraci to approve the request as presented. A discussion ensued following motion was made by Mr. Thomas, seconded by Chairman Geraghty and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to table the request and refer same to the next Personnel, Administration & Higher Education Committee meeting.

- 3B) Request to allow the Treasurer's Office to write off uncollectable debts from Westmount Nursing Home totaling \$45,926.00.

Larry Elmen, *County Attorney*, requested that the request be amended to include providing authority to discontinue the lawsuits associated with this uncollectable debt.

Motion was made by Mr. Geraci, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as amended and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 3C) Request for transfer of funds in the amount of \$12,926 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.4530 475, *Bad Debt Expense*, to cover shortfall from Budget Code A. 389.01, *Allowance for Receivables - Nursing Home*.

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

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for the December 15<sup>th</sup> Board Meeting. *Note: Subsequent to the meeting the amount of the transfer was reduced to \$7,669.68 upon advisement from the County Treasurer.*

- 4) Request for transfer of funds in the amount of \$3,684 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1410 419, *County Clerk, Settlements*, to cover the cost of the insurance deductible in the John Joseph Forjone matter.

Motion was made by Mr. Geraci, seconded by Chairman Geraghty and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 5A) Request to amend the Warren County Budget for 2023 in the amount of \$492,667 to reflect receipt of funding from the New York State Division of Homeland Security and Emergency Services Statewide Interoperable Communications grant.
- 5B) Request to amend the Warren County Budget for 2023 in the amount of \$165,940 to reflect receipt of funding from New York State Division of Homeland Security and Emergency Services Public Safety Answering Point Operations grant program.

Motion was made by Mr. Geraci, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the requests as presented and the necessary resolutions were authorized for the December 15<sup>th</sup> Board Meeting.

- 6A) Request to appropriate \$175,000 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 for the remainder of the year.

Motion was made by Chairman Geraghty, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 6B) Request to amend the Warren County Budget for 2023 in the amount of \$34,474 to allow for pass-through of 100% State aid funding from the New York State Office of Mental Health as provided in Schedule A (*included in the meeting agenda*).

Motion was made by Chairman Geraghty, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 6C) Request to amend the Warren County Budget for 2023 in the amount of \$10,000 to reflect the added expense of COVID vaccine purchases.

Motion was made by Chairman Geraghty, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 7A) Request to amend the Warren County Budget for 2023 in the amount of \$21,413 to reflect receipt of funding from the New York State Department of Health for Equal Program.

Motion was made by Chairman Geraghty, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 7B) Request to amend the Warren County Budget for 2023 in the amount of \$62,556 to increase expenses and revenue based on approval of Code Blue budget from New York State Office of Temporary & Disability Assistance, with expenses to be 100% reimbursable.

Motion was made by Mr. Thomas, seconded by Chairman Geraghty and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 7C) Request to amend the Warren County Budget for 2023 in the amount of \$4,506 to increase expense accounts due to deficits in our TE account previously funded by Warren County Children's Services, as well as to cover health insurance reimbursement through the end of the year.

Motion was made by Mr. Thomas, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 8) Request to appropriate \$2,788.08 from Budget Code A.691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maint - Bldg/Property*, and to authorize reimbursement in the same amount to the Village of Lake George for costs incurred at the Charles R. Wood Park in September 2023 for park attendants and gas.

Motion was made by Chairman Geraghty, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 9A) Request to increase Capital Project No. H410, *Peaceful Valley Road (CR 29) Culvert Replacement Project*, in the Town of Johnsbury in the amount of \$145,769.60.  
9B) Request to increase Capital Project No. H421, *Call Street (CR 32) & Corinth Road (CR 28) Rehabilitation Project*, in the Towns of Lake Luzerne and Queensbury in the amount of \$55,000.  
9C) Request to increase Capital Project No. H376, *Hudson Street over Mill Creek Bridge Replacement Project*, in the Town of Johnsbury in the amount of \$16,500.

Motion was made by Mr. Geraci, seconded by Chairman Geraghty and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

- 9D) Request to amend the Warren County Budget for 2023 in the amount of \$358.42 to reflect receipt of funding from the WCSWWD Community Conservation Fund for Spring Zing 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 Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

Request to authorize Clerk of the Board to produce several standard annual resolutions related to budget/tax warrants to include the following:

- Fixing tax rates
- Levying unpaid school taxes and penalties
- Authorizing relevy of delinquent Village of Lake George taxes
- Levying uncollected sewer and water rents in several towns

- Acknowledging request from the City of Glens Falls for levy of water rents
- Acknowledging requests from towns for levy of 2023 property maintenance expenses
- Levying sum of Warrensburg-Thurman Consolidated Health District
- Authorizing Warren County Treasurer to credit the 2024 Crandall Library District tax levy for Town of Queensbury
- Authorizing town/city exemption removals
- Authorizing payments to SUNY Adirondack
- Authorizing Chair and Clerk of the Board to issue Tax Warrants
- Fixing the date of the Organization Meeting (January 2, 2024)
- Levying omitted town taxes

Motion was made by Chairman Geraghty, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve the request as presented and the necessary resolutions were authorized for the December 15<sup>th</sup> 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 3A and 4.

PERSONNEL AGENDA ITEMS 3A and 4

3) Requests/Items to be Discussed by the Clerk of the Board (*Amanda Allen, Clerk of the Board*):

- A) Request to appropriate \$75,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code to Budget Code A.1185 435, *Medical Examiner & Coroners, Medical Fees*, to cover the estimated cost of autopsies for the remainder of 2023.

Motion was made by Chairman Geraghty, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve Personnel Agenda Item 3A as outlined above and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

4) Referral from the Health Services Committee (*Chaired by Supervisor Frasier*):

*Office for the Aging (Dee Park, Director) -*

Request to amend the Table of Organization and Salary Schedule to create the new position of Services Assistant - Office for the Aging PT #2, Grade 7, Base Annual Salary \$43,187 (24 hours/week), effective January 1, 2024.

Motion was made by Chairman Geraghty, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*) to approve Personnel Agenda Item 4 as outlined above and the necessary resolution was authorized for the December 15<sup>th</sup> Board Meeting.

Privilege of the floor for public comment was offered:

Mike Swan, *County Treasurer*, spoke regarding Agenda Item 5B and an issue with a grant relating to purchasing equipment, as the equipment needed to be purchased prior to the end of the year or an extension had to be granted by the State. A discussion ensued during which it was noted the grant was issued late and the State would not be issuing an extension. Following further discussion it was decided the resolution would be withdrawn if the issue was not resolved by the December 15<sup>th</sup> Board Meeting,

There being no further business to come before the Finance Committee, on motion made by Mr. Geraci, seconded by Mr. Thomas and carried by a unanimous vote to those present (*Ms. Runyon, Mrs. Frasier and Messrs. Bruno and Beaty absent*), Mr. Leggett adjourned the meeting at 12:28 p.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board