

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: LEGISLATIVE, RULES & GOVERNMENTAL OPERATIONS

DATE: AUGUST 3, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS STROUGH
CONOVER
FRASIER
GERACI
THOMAS
DRISCOLL
WILD

OTHERS PRESENT:

PAMELA VOGEL, COUNTY CLERK
REPRESENTING THE SELF-INSURANCE DEPARTMENT:
AMY CLUTE, ADMINISTRATOR
JESSICA BURNHAM, DEPUTY INSURANCE ADMINISTRATOR
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS MAGOWAN
MCDEVITT
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

Please note, the following contains a summarization of the August 3, 2023 meeting of the Legislative, Rules & Governmental Operations 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=UtDhGcTiGP4&t=8s>

Mr. Strough called the meeting of the Legislative, Rules & Governmental Operations Committee to order at 9:00 a.m.

Copies of the County Clerk/DMV and Self-Insurance agendas were distributed to those in attendance; *copies of the agendas are on file with the meeting minutes.*

The Committee began with a review of the County Clerk/DMV agenda which included the following request:

- A. To amend the County Budget in the amount of \$1,175,000 to reflect a change in the revenue distribution for local and additional mortgage tax.

Mrs. Frasier entered the meeting at 9:04 a.m.

Larry Elmen, *County Attorney*, indicated his understanding of the agreement with Capital District Transportation Authority (CDTA) was payments were not expected until January 2024 and action was not necessary. Discussion ensued with regard to including the payment in the 2024 County Budget which would take place during the budgeting process. Committee consensus was to refrain from taking action on the item to allow Mr. Elmen to review the agreement and revisit the item if necessary in the future.

Next, Committee reviewed the Discussion portion of the agenda which included the following:

- A. 2022 Annual Report of the Warren County Clerk's Office - Receipts and Revenue.

Motion was made by Mr. Geraci, seconded by Mr. Wild and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Prior to commencing the Self-Insurance agenda, Amy Clute, *Self-Insurance Administrator*, introduced Jessica Burnham, *Deputy Insurance Administrator*, who managed the workers compensation claims.

Next, Committee commenced with a review of the Self-Insurance Action/New Business portion of the agenda which included the following request:

1. To approve the Warren County Permit-Required Confined Space Program.

Motion was made by Mr. Wild, seconded by Mr. Driscoll and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

The Discussion Items section of the agenda was reviewed with the following item being addressed:

1. 2024 Self-Insurance Plan Participant Assessments - Committee was advised the Self-Insurance Plan Assessments must be filed with the Board of Supervisors and the Treasurer annually by law. The Workers Compensation Insurance had increased 2% as compared to last year.

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

There being no further business to come before the Legislative, Rules & Governmental Operations Committee, on motion made by Mr. Wild, seconded by Mr. Geraci and carried unanimously, Mr. Strough adjourned the meeting at 9:25 a.m.

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