

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: LEGISLATIVE, RULES & GOVERNMENTAL OPERATIONS

DATE: SEPTEMBER 28, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS STROUGH
CONOVER
THOMAS
DRISCOLL
WILD

OTHERS PRESENT:

PAMELA VOGEL, COUNTY CLERK
SUEANNE LINEHAN, DEPUTY COUNTY CLERK
CARLA SHERMAN, COUNTY AUDITOR
JULIE BUTLER, PURCHASING AGENT
MICHAEL COLVIN, DIRECTOR, INFORMATION TECHNOLOGY
REPRESENTING THE BOARD OF ELECTIONS:

COMMITTEE MEMBERS ABSENT:

SUPERVISORS FRASIER
GERACI

ELIZABETH MCLAUGHLIN, COMMISSIONER (D)
WILLIAM VANNESS, COMMISSIONER (R)
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS DIAMOND
LEGGETT
MCDEVITT
MERLINO
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
MICHAEL R. SWAN, COUNTY TREASURER
ED LARKIN, SR. VICE PRESIDENT, HOOD COMMUNICATIONS
EMILY MCCARTHY, WARREN COUNTY RESIDENT
CHRISTINE NORTON, WARREN COUNTY RESIDENT
DAVID STRAINER, TOWN OF QUEENSBURY RESIDENT
SCOTT WALTON, WARREN COUNTY RESIDENT
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the September 28, 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 - Part 1 - <https://www.youtube.com/watch?v=cFgN1T1AGSI>

Part 2 - <https://www.youtube.com/watch?v=oiU1XY3W4g>

Mr. Strough called the meeting of the Legislative, Rules & Governmental Operations Committee to order at 9:01 a.m.

Motion was made by Mr. Driscoll, seconded by Mr. Wild and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the County Clerk/DMV; County Auditor; Purchasing; Information Technology; Board of Elections; and Legislative 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 a request to introduce a Local Law to impose an Additional Mortgage Recording Tax in Warren County.

Motion was made by Mr. Conover and seconded by Mr. Wild, to approve the request as presented; following

discussion, Mr. Strough called the question and the motion was carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*) to approve the request as outlined above and the necessary resolution was authorized for the October 20th Board meeting. *A copy of the resolution request form is on file.*

A review of the Discussion portion of the agenda included the following item:

- A. 2024 Budget Request - a copy of the budget request is on file with the meeting minutes.

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

There being no further County Clerk/DMV business to discuss, the Committee commenced with a review of the County Auditor agenda which included the following item:

1. Review of the 2024 Budget Request - a copy of the budget request is on file with the meeting minutes.

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

There being no further County Auditor business to discuss, the Committee commenced with a review of the Purchasing Action Agenda/New Business Items portion of the agenda which included the following item:

- A. To transfer funds in the amount of \$730 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1345 210, *Furniture/Furnishings*, for the purchase of new chairs.

Motion was made by Mr. Conover, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*) to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

A review of the Discussion Item commenced with the following:

- A. 2024 Stockroom & Purchasing Budget request - a copy of the budget request is on file with the meeting minutes.

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

There being no further Purchasing business to discuss, the Committee commenced with a review of the Information Technology Action/New Business items which consisted of the following requests:

1. To appropriate funds in the amount of \$7,615 from Budget Code A.895.00, *Computer Reserve*, to Budget Code A.1410 220.1, *County Clerk*, for the purchase of computers and related equipment and software.

Motion was made by Mr. Conover, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*) to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request is on file with the minutes.*

2. To adopt the Privacy and Terms of Use Policies for the Warren County website.

Motion was made by Mr. Conover, seconded by Mr. Wild and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*) to approve the request as outlined above and the necessary resolution was authorized for the October 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

A review of the Discussion Items portion of the agenda commenced which included the following items:

1. Budget Request - a copy of the budget request is on file with the meeting minutes.
2. Shared Services - An outline listing the advantages of shared services would be provided next month.

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

There being no further Information Technology business to discuss, the Committee commenced with a review of the Board of Elections Action/New Business Items portion of the agenda in the following order:

2. To accept donation of an electronic white board from Douglas and Patricia Auer.

Motion was made by Mr. Thomas and seconded by Mr. Conover to approve the request as presented; following discussion, Mr. Strough called the question and the motion was carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*) to approve the request as outlined above and the necessary resolution was authorized for the October 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

3. To authorize a new contract with Clear Ballot Group for the purchase of voting machines and software in a lump sum payment of \$503,901 for a term commencing January 1, 2024 and terminating December 31, 2028.

Motion was made by Mr. Conover and seconded by Mr. Wild to approve the request as presented; discussion ensued during which Larry Elmen, *County Attorney*, requested an executive session pursuant to Section 105(1)(d) of the Public Officer's Law to discuss proposed, pending or current litigation.

Motion was made by Mr. Conover, seconded by Mr. Wild and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*) to enter into executive session subject to Section 105(1)(d) of the Public Officer's Law for the purposes outlined above.

Executive session was held from 10:14 a.m. until 10:41 a.m.

Upon reconvening, Mr. Strough noted that no action had been taken during the executive session.

Returning to the motion made prior to entering into executive session, Messrs. Conover and Wild amended their motions for Item 3 to include Items 3 - 9 on the agenda which consisted of the following:

4. To appropriate funds in the amount of \$386,290.84 from Budget Code A.898.00, *Reserve, Election Equipment*, to Budget Code A.1450 260, *Other Equipment*, to cover a portion of the Clear Ballot Group contract.
5. To transfer funds amongst various budget codes totaling \$44,600 to fund a portion of the Clear Ballot Group contract.
6. To appropriate funds in the amount of \$73,010.16 from Budget Code A.909.00, *Fund Balance*, to Budget Code A.1450 260, *Other Equipment*, to cover the balance of the Clear Ballot Group contract.
7. To terminate the agreement with Clear Ballot Group, Inc. to provide Clearcount/Clearaudit software and support.
8. To terminate lease agreement with Dominion "ICE" accessible voting machines.
9. To authorize disposal of remaining Dominion "ICE" voting machines in accordance with NYS guidelines.

Mr. Strough called the question and the motion was carried by a majority vote of those present (*Mrs. Frasier and Mr. Geraci absent*) with Mr. Thomas voting in opposition to approve Items 3 - 9, as outlined above and the

necessary resolutions were authorized for the October 20th Board meeting for Items 3, 7, 8 and 9; Items 4, 5, and 6 were referred to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

10. To authorize a one-time payment in the amount of \$3,105.65 to Fort Orange Press for printing expenses.

Motion was made by Mr. Conover and seconded by Mr. Wild to approve the request as presented; following discussion, Mr. Strough called the question and the motion was carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*) to approve the request as outlined above and the necessary resolution was authorized for the October 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Returning to Item 1, Committee reviewed the 2024 Budget Request; a copy of the budget request is on file with the meeting minutes.

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

Because the meeting was running over schedule, Mr. Strough suggested review of the Legislative Agenda be postponed to the next meeting and the Committee agreed.

There being no further business to come before the Legislative, Rules & Governmental Operations Committee, on motion made by Mr. Conover, seconded by Mr. Wild and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Geraci absent*), Mr. Strough adjourned the meeting at 10:56 a.m.

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