

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: PERSONNEL, ADMINISTRATION & HIGHER EDUCATION**

**DATE: JUNE 30, 2023**

**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS THOMAS  
FRASIER  
RUNYON  
MCDEVITT  
BEATY

**OTHERS PRESENT:**

REPRESENTING SUNY ADIRONDACK:  
DR. KRISTINE DUFFY, PRESIDENT, SUNY ADIRONDACK  
ANN MARIE SCHEIDEGGER, VICE PRESIDENT FOR ADMINISTRATIVE SERVICES &  
TREASURER  
LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR  
PATRICIA NENNINGER, PERSONNEL OFFICER  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
SUPERVISORS BRUNO  
CONOVER  
DRISCOLL  
GERACI  
LEGGETT  
MAGOWAN  
MERLINO  
SMITH  
STROUGH  
TERRY COMEAU, UNDERSHERIFF  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
JAMES LAFARR, SHERIFF  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
MIKE SWAN, COUNTY TREASURER  
DAVID STRAINER, TOWN OF QUEENSBURY RESIDENT  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS WILD  
STEC

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*Please note, the following contains a summarization of the June 30, 2023 meeting of the Personnel, Administration & Higher Education 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=SiGIBXy2TL0>*

In the absence of Committee Chair Wild, Mr. Thomas, as Vice-Chair called the meeting of the Personnel, Administration & Higher Education Committee to order at 11:00 a.m.

Copies of the meeting agenda were distributed; a copy of the agenda is on file with the meeting minutes.

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

Privilege of the Floor/Public Comment was called for:

Mr. Magowan voiced his concerns regarding the Tentative Operating Budget for 2023-2024 for SUNY Adirondack which had failed at the June 14<sup>th</sup> Board Meeting, as well as the requests for salary increase for the non-Union Sheriff's Office employees noted in Agenda Items 3C-F which he believed should be addressed during the budgeting process.

Commencing the agenda review with the following:

- 1A) SUNY Adirondack representatives to provide and update on the College. - Dr. Kristine Duffy provided an update on the college.
- 1B) Request to approve Tentative Operating Budget for 2023-2024 for SUNY Adirondack and providing for public hearing.

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A discussion ensued following which motion was made by Mr. McDevitt, seconded by Ms. Runyon and carried by majority vote of those present (*Mr. Wild and Ms. Stec absent*), with Mr. Beaty voting in opposition, to approve the Tentative Operating Budget for 2023-2024 for SUNY Adirondack as outlined above and forward same to the Finance Committee for approval.

- 2A) Report on tracking of vacancies filled - included for informational purposes.
- 3A) Request to amend the Table of Organization and Salary Schedule to create the new position of Administrative Secretary, *Annual Salary \$50,633*, and delete the positions of Account Clerk (PT), *Grade 4 Base Annual Salary \$19,223*, and Clerk #2 (PT), *Annual Salary \$18,171*, effective June 24, 2023.; (Agenda Item 3A);

It was noted the effective date of the position was July 24<sup>th</sup> and not June 24<sup>th</sup>.

Motion was made by Mr. McDevitt, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Wild and Ms. Stec absent*) to approve the request as presented and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting.

- 3B) Request to amend the Table of Organization and Salary Schedule to create the new position of Assistant Public Defender #12 - Per Diem, *Annual Salary \$49,914*, effective July 24, 2023.

Motion was made by Ms. Runyon, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mr. Wild and Ms. Stec absent*) to approve the request as presented and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting.

- 3C) Request to amend the Table of Organization and Salary Schedule to increase the salary of the Systems Maintenance Coordinator position from \$75,416 to \$77,565.36, effective July 24, 2023.

A discussion ensued during which Sheriff Lafarr elaborated on why he believed the salary increases requested in Agenda Items 3C-F were required, noting the salary increases would not be retroactive.

Motion was made by Ms. Runyon, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Wild and Ms. Stec absent*) to approve the request as presented and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting.

- 3D) Request to amend the Table of Organization and Salary Schedule to increase the salary of the Corrections Captain position from \$99,068 to \$117,068, effective July 24, 2023.

Motion was made by Ms. Runyon, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Wild and Ms. Stec absent*) to approve the request as presented and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting.

- 3E) Request to amend the Table of Organization and Salary Schedule to increase the salary of the Undersheriff from \$116,900 to \$135,775, effective July 24, 2023.

Motion was made by Mrs. Frasier, seconded by Ms. Runyon and carried by majority vote of those present (*Mr. Wild and Ms. Stec absent*), with Mr. Thomas voting in opposition, to approve the request as presented and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting.

- 3F) Request to amend Local Law No. 1 of 2023 to increase the salary of the Sheriff from \$120,498 to \$139,373.

It was noted the effective date would be August 18, 2023.

Motion was made by Ms. Runyon seconded by Mr. McDevitt and carried by majority vote of those present (*Mr. Wild and Ms. Stec absent*), with Mr. Thomas voting in opposition, to approve the request as presented and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting.

- 4) Request to amend the Table of Organization and Salary Schedule to increase the salary of the Principle Planner position from \$69,431 to \$77,446, effective July 24, 2023.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Wild and Ms. Stec absent*) to approve the request as presented and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting.

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- 5) Request for an executive session to discuss the following current, pending or potential litigation, pursuant to Section 105(1)(d) of the Public Officer's Law: Matter of City of New York v. Warren County.

Larry Elmen, *County Attorney*, withdrew the request for an executive session, apprising he would be providing an update at the next meeting.

Returning to Item 2b, an executive session was requested to discuss terms of Correctional Supervisors Association (*CSA*) Collective Bargaining Agreement.

Ms. Runyon, seconded by Mrs. Frasier and carried by a unanimous vote of those present (*Mr. Wild and Ms. Stec absent*) to enter into an executive session pursuant to Section 105 (1)(e) of the Public Officer's Law for the purposes of discussing the matter outlined above.

Executive session was held from 11:51 a.m. until 12:00 p.m.

Upon reconvening, Mr. Thomas noted no action was taken during the executive session.

Motion was made by Ms. Runyon, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mr. Wild and Ms. Stec absent*) to authorize a new collective bargaining unit with the Correctional Supervisors Association for term to commence on and terminate on and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting.

The Pending/Referral Items were not addressed.

- 1) Warren County Workplace Violence Policy to be reviewed for additional updates. (03.03.22) Update: County Attorney to provide an update within a few months. (01.27.23) - no update was given.

**CIVIL SERVICE:** No items this month.

**HUMAN RESOURCES:** No items this month.

**CLERK OF THE BOARD:** No items this month.

**COUNTY ATTORNEY:** No items this month.

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

There being no further business to come before the Personnel, Administration & Higher Education Committee, on motion made by Mrs. Frasier, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Wild and Ms. Stec absent*), Mr. Thomas declared the meeting adjourned the meeting at 12:02 p.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board