

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PERSONNEL, ADMINISTRATION & HIGHER EDUCATION

DATE: SEPTEMBER 28, 2023

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS WILD	AMANDA ALLEN, CLERK OF THE BOARD
THOMAS	LARRY ELMEN, COUNTY ATTORNEY
MCDEVITT	JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR
ETU	PATRICIA NENNINGER, PERSONNEL OFFICER
	KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD

COMMITTEE MEMBERS ABSENT: JOHN TAFLAN, COUNTY ADMINISTRATOR

SUPERVISORS FRASIER	SUPERVISORS BRUNO
RUNYON	LEGGETT
BEATY	TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
	DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
	MIKE SWAN, COUNTY TREASURER
	SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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

Part 2 - https://www.youtube.com/watch?v=a_YwKwceMDU

Mr. Wild called the meeting of the Personnel, Administration & Higher Education Committee to order at 12:19 p.m.

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

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

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

There being no representatives present from SUNY Adirondack, Mr. Wild commenced the agenda review with Item 2, proceeding as follows:

- 2A) Report on tracking of vacancies filled - included for informational purposes.
- 2B) Review of 2024 Budget request - Jackie Figueroa, *County Human Resources Director*, reviewed her 2024 Budget request and answered questions posed by the Committee.
- 3A) Request for a new contract with Standard Medical Services (Division of Mountain Medical Services) for 2024 medical exams for Police/Patrol Officer candidates.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Runyon and Mr. Beaty absent*) to approve the request as presented and the necessary resolution was authorized for the October 20th Board Meeting.

- 3B) Review of 2024 Budget request - Patricia Nenninger, *Personnel Officer*, reviewed her 2024 Budget request and answered questions posed by the Committee.

Mr. Wild noted they would address to Items 4A-B when the Clerk of the Board returned to the meeting and the agenda review skipped ahead to Item 5A as follows:

- 5A) Review of 2024 Budget request - Larry Elmen, *County Attorney*, reviewed his 2024 Budget request and answered questions posed by the Committee.

The agenda review returned to Item 4A as follows:

- 4A) Request to amend Resolution No. 430 of 2023, *Amending Agreement with Fitzgerald Morris Baker Firth, P.C. for Bond Counsel Services in relation to certain Serial Bonds*, to extend the termination date.

Amanda Allen, *Clerk of the Board*, clarified the request was to amend the agreement to state that the not to exceed amount of \$7,000 was per year, as well as to increase the authorized hourly rate of pay from \$300 to \$350.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Runyon and Mr. Beaty absent*) to approve the request as outlined above and the necessary resolution was authorized for the October 20th Board Meeting.

- 4B) Review of 2024 Budget request - Mrs. Allen reviewed her 2024 Budget request and answered questions posed by the Committee.
- 5B) Request for an executive session pursuant to Section 105(1)(d) of the Public Officer's Law to discuss the following proposed, pending or current litigation: County of Warren v. The Continental Insurance Company & Michael Easterbrooks; County of Warren v. The Continental Insurance Company & John David Smith; 2023 Tax Foreclosure Proceeding; Notice of Claim: Kelly Daly; and Notice of Claim: Ethan Smith and Jennifer Dees.

The necessary motion was made by Mr. Thomas, seconded by Mr. Etu and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Runyon and Mr. Beaty absent*) to enter into an executive session pursuant to Section 105(1)(d) of the Public Officer's Law for the purposes outlined above.

Executive session was held from until 12:50 p.m. until 12:59 p.m.

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

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 Mr. McDevitt and seconded by Mr. Etu, Mr. Wild adjourned the meeting at 1:00 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board