

WARREN COUNTY BOARD OF ETHICS

MARCH 21, 2024

Board of Ethics Members PRESENT:

Members - Ann Marie Scheidegger; Kim M. Diaz; James C. Hicks; Loretta LeBar; G. Thomas Moynihan Jr.; Paula Hayes

GUESTS:

Larry Elmen, Warren County Attorney
Amanda Allen, Clerk of the Board
Christine Norton, County Treasurer
Brad Magowan, Town of Queensbury Supervisor at Large
Leslie Lovelace, Secretary to the Clerk of the Board

Please note, the following contains a summarization of the March 21, 2024 meeting of the Warren County Board of Ethics; the meeting in its entirety can be viewed using the following links:

Warren County website - <https://warrencountyny.gov>

Warren County's YouTube Channel Part 1 - www.youtube.com/watch?v=i3PO2g-yGec&t=237s

Part 2 - <https://www.youtube.com/watch?v=x0O-9wupJBQ>

Part 3 - <https://www.youtube.com/watch?v=Fxha1dYMcFs>

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

Commencing the agenda review as follows:

- I. Call to Order by Chair: Meeting called to order by Mr. Moynihan at 1:07 p.m.
- II. Roll Call and Establishing Quorum: Roll called; quorum was established.
- III. Opening Statement by Chair: Mr. Moynihan extended his appreciation to the members for their service.
- IV. Reading and Motion to Approve Minutes from March 8, 2024 meeting: Motion was made by Mr. Hicks, seconded by Ms. LeBar and carried unanimously.
- V. Public Comment and Privilege of the Floor: There was no one present wishing to speak.
- VI. Old Business: None.
- VII. New Business:
 - a. Review, Discussion, Amendments and Approval of Draft Standing Rules of Procedure for Board of Ethics 2024-25.

Motion was made by Ms. Scheidegger, seconded by Ms. Diaz and carried unanimously to amend the Warren County Board of Ethics Standing Rules and Procedures to update Sections 1(a), 3(a) and 3(b), to include the following language:

Section 1(a) - "...not later than April 1st and the second annual meeting occurring prior to April 15th of each year...";

Section 3(a) - "On or before April 1st of each calendar year..."; and

Section 3(b) - "On or before April 15th of each calendar year...".

Motion was made by Ms. Scheidegger, seconded by Ms. Diaz and carried unanimously to adopt the Warren County Board of Ethics Standing Rules and Procedures as amended in the prior motion.

- b. Request for motion to enter into executive session per Public Officer's Law Section 105(1)(f) to consider matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person concerning the following:
 - i. Filed 2024 Financial Disclosure Statements.

Motion was made by Ms. LeBar, seconded by Mr. Hicks and carried unanimously to enter into

executive session pursuant to Section 105(1)(f) of the Public Officer's Law as outlined above.

Executive session was held from 1:16 p.m. until 2:21 p.m.

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

Motion was made by Ms. Scheidegger, seconded by Ms. LeBar and carried unanimously to authorize Chair Moynihan to issue letters to any mandatory Financial Disclosure filers who have failed to file their 2024 Financial Disclosure Statements.

Motion was made by Ms. Scheidegger, seconded by Mr. Hicks and carried unanimously to authorize Chair Moynihan to issue letters to any mandatory Financial Disclosure filers who need to take corrective action to complete their filed 2024 Financial Disclosure Statements.

ii. Board of Ethics Complaint #2024-1.

Chair Moynihan recused himself and exited the meeting at 2:26 p.m.

Vice-Chair LeBar assumed role of Chair and alternate member Ms. Hayes served as member.

Motion was made by Ms. Scheidegger, seconded by Ms. Diaz and carried by a unanimous vote of those present (*Mr. Moynihan absent*) to enter into executive session pursuant to Section 105(1)(f) of the Public Officer's Law as outlined above.

Executive session was held from 2:27 p.m. until 3:05 p.m.

Upon reconvening, Ms. LeBar noted that no action had been taken during the executive session; she also announced that upon learning the subject matter of the complaint, Ms. Scheidegger recused herself and exited the meeting prior to any discussion on the matter taking place.

Motion was made by Ms. Hayes, seconded by Ms. Diaz and carried by a unanimous vote of those present (*Ms. Scheidegger and Mr. Moynihan absent*) to authorize Vice-Chair LeBar to issue notices of complaint to be answered to the list of respondents included in Board of Ethics Complaint #2024-1.

VIII. Discussion Items: None.

IX. Second Public Comment and Privilege of the Floor: There was no one present wishing to speak.

X. Privilege of the Floor: There was no one present wishing to speak.

XI. Scheduling Next Meeting: Item was not discussed.

XII. Motion to Adjourn: As there was no further business to come before the Warren County Board of Ethics, on motion by Ms. Diaz, seconded by Ms. Hayes and carried by a unanimous vote of those present (*Mr. Moynihan and Ms. Scheidegger absent*) the meeting was adjourned at 3:08 p.m.

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