

## WARREN COUNTY BOARD OF ETHICS

OCTOBER 8, 2024

### Board of Ethics Members PRESENT:

Members - Kim M. Diaz; James C. Hicks; Loretta LeBar  
Alternate Member - Paula Hayes

### Board of Ethics Members ABSENT:

Ann Marie Scheidegger; G. Thomas Moynihan Jr. (Chair)

### GUESTS:

Larry Elmen, Warren County Attorney  
Sarah McLenithan, Deputy Clerk of the Board  
Tammie DeLorenzo, Assistant to the County Administrator  
Leslie Lovelace, Secretary to the Clerk of the Board

*Please note, the following contains a summarization of the October 8, 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 - [https://www.youtube.com/watch?v=s\\_DZJQ3IRms](https://www.youtube.com/watch?v=s_DZJQ3IRms)

Part 2 - <https://www.youtube.com/watch?v=at4vukSh8Xo>

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: In the absence of Chair Moynihan, Vice-Chair LeBar called the meeting to order at 2:01 p.m.
- II. Roll Call and Establishing Quorum: Roll called; quorum was established.
- III. Motion to Waive Reading of Minutes and Approve Minutes from the prior meeting: Motion was made by Ms. Diaz to waive reading of minutes and approve the minutes from the prior meeting (August 8, 2024).

Mr. Hicks requested to amend the August 8, 2024 meeting minutes, specifically the last paragraph to delete Section 15b, Interest in Contracts, and add Private Employment in Conflict with Official Duties after Section 11a(3).

Vice-Chair LeBar requested a motion to accept the aforementioned additions and deletions.

The requested motion was made by Ms. Hayes and seconded by Ms. Diaz.

Vice-Chair LeBar requested a second motion to approve the August 8, 2024 minutes as amended.

Motion was made by Ms. Hayes and carried by a unanimous vote of those present (*Mr. Moynihan and Ms. Scheidegger absent*), as well as to waive reading of minutes and approve the minutes from the prior meeting.

- IV. Public Comment and Privilege of the Floor: There was no one present wishing to speak.
- V. Old Business:
  - a. 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 Board of Ethics Complaint #2024-4.

Motion was made by Ms. Diaz, seconded by Ms. Hayes and carried by a unanimous vote of those present (*Mr. Moynihan and Ms. Scheidegger absent*) to enter into executive session pursuant to

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

Executive session was held from 2:03 p.m. until 2:31 p.m.

Upon reconvening, Vice-Chair LeBar requested a motion to rule on Complaint #2024-4 based on Ethics Code and Article 18 of General Municipal Law with regard to Code of Ethics Section 5, Prohibition on use of municipal position for personal or private gain, whether Ms. Norton violated or did not violate the code provision. Larry Elmen, *County Attorney*, recommended the motion be kept generic whether there was reasonable cause to proceed with Complaint #2024-4 without referencing any individuals who may have filed or were named in the complaint. Vice-Chair LeBar requested a motion as to whether there was or was not reasonable cause for Complaint #2024-4 that the alleged offender violated Ethics Code and Article 18 of the General Municipal Law.

Motion was made by Ms. Hayes as stated. Vice-Chair LeBar inquired what position the motion was for, in violation or not in violation of the code provision. Ms. Hayes, replied not in violation. Mr. Elmen advised there would be a motion, a second, discussion if any and then a vote. Vice-Chair LeBar requested a motion to go into discussion with regard to whether there was reasonable cause to find a violation for Complaint #2024-4 against Ethics Code and Article 18 of General Municipal Law.

The requested motion was made by Ms. Hayes, seconded by Ms. Diaz and carried by a unanimous vote of those present (*Mr. Moynihan and Ms. Scheidegger absent*) to go into discussion. Vice-Chair LeBar stated there would be discussion as to whether there was reasonable cause. Mr. Elmen informed if discussion was necessary one could take place, otherwise a motion to vote whether there was reasonable cause to proceed with Complaint #2024-4 would suffice. Vice-Chair LeBar inquired if there was reasonable cause to proceed after review of materials and discussion during executive session. Mr. Elmen interjected he was unsure of what the intention was and informed a motion as to whether there was reasonable cause to proceed with Complaint #2024-4 was all that was necessary. Vice-Chair LeBar requested a motion as to whether or not there was reasonable cause to proceed with Complaint #2024-4.

The requested motion was made by Ms. Hayes, seconded by Ms. Diaz and carried by a unanimous vote of those present (*Mr. Moynihan and Ms. Scheidegger absent*) that there was no reasonable cause to proceed with Complaint #2024-4.

VI. New Business:

- a. Potential amendments to Standing Rules of Procedures for Board of Ethics, effective March 21, 2024: After a lengthy discussion with suggested revisions, Mr. Elmen apprised he would provide a redline version to members for review at the next meeting.

VII. Discussion Items:

- a. Discussion of potential recommendations to Board of Supervisors to modify Code of Ethics and annual financial disclosure statement: This item was deferred until all members were present.

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

IX. Next Meeting Date: To be announced.

- X. Motion to Adjourn: As there was no further business to come before the Warren County Board of Ethics, on motion by Ms. Hayes, seconded by Ms. Diaz and carried by a unanimous vote of those present (*Mr. Moynihan and Ms. Scheidegger absent*) the meeting was adjourned at 3:02 p.m.

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