

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE & BUDGET

DATE: MAY 2, 2024

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
GERACI
MERLINO
DRISCOLL
CROCITTO
STROUGH
BRUNO
ETU

OTHERS PRESENT:

JOHN TAFLAN, COUNTY ADMINISTRATOR
ROBERT LYNCH, DEPUTY COUNTY TREASURER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS PATCHETT
STRAINER
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
LUKE MOSSEAU, *THE POST STAR*

COMMITTEE MEMBER ABSENT:

SUPERVISOR MADAY

Please note, the following contains a summarization of the meeting of the May 2, 2024 Finance & Budget 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=A3ojZPfLPow>

Mr. Thomas called the meeting of the Finance & Budget Committee to order at 11:17 a.m.

A motion was made by Mr. Bruno, seconded by Mr. Etu and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

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

The agenda review commenced, as follows:

- 1) Request for transfers of funds as attached for Committee approval.

Motion was made by Mr. Merlino, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr. Maday absent*) to authorize the transfers of funds included in the agenda packet and the necessary resolution was authorized for the May 14, 2024 Board Meeting.

- 2) Requests/items to be discussed by the County Administrator:
 - A) Journal Report of transfers approved by the County Administrator staff for March 2024; provided by informational purposes.
 - B) Request for an appropriation of funds totaling \$165,647 from the Vehicle Reserve (A.896.00) to various departmental budgets to cover the cost of vehicle purchases.

Motion was made by Mr. Driscoll, seconded by Mr. Etu and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve Item 2B, as outlined above, and the necessary resolution was authorized for the May 14, 2024 Board Meeting.

- C) Request to amend the Health Services, Social Services and Countryside Adult Home departmental budgets to recognize the anticipated State Aid towards the purchase of vehicles.

Motion was made by Mr. Etu, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve Item 2C, as outlined above, and the necessary resolution was authorized for the May 14, 2024 Board Meeting.

- D) Request for a new contract with Civic Plus, LLC in the amount of \$10,806 for automation of the FOIL process to improve tracking and FOIL response, to commence upon execution and continue for a one-year term with the option to renew for two additional one-year terms provided there is not more than a 5% increase in the contract cost.
- E) Request for a transfer of funds in the amount of \$10,806 from the Contingent Account (A.1990 439) to the County Administrator's Budget to fund the new contract with Civic Plus, LLC.

Motion was made by Mr. Bruno, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve Items 2D-E, as outlined above, and the necessary resolutions were authorized for the May 14, 2024 Board Meeting.

- F) Request for a transfer of funds in the amount of \$19,208 from the Contingent Account to the District Attorney's Budget to cover the cost of the State mandated District Attorney salary increase effective April 1, 2024, pursuant to Section 183-a of the Judiciary Law.

Motion was made by Mr. Driscoll, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve Item 2F, as outlined above, and the necessary resolution was authorized for the May 14, 2024 Board Meeting.

- 3) Referral from the Legislative, Rules & Governmental Operations Committee, Board of Elections: Request to appropriate \$50,888 from Budget Code A.898.00, *Reserve, Election Equipment*, to Budget Code A.1450 260, to cover the cost of purchasing seven new Clearcast scanner voting machines.

Motion was made by Mr. Strough, seconded by Mr. Bruno and carried by a majority vote of those present (*Mr. Maday absent*), with Mr. Thomas voting in opposition, to approve Item 3, as outlined above, and the necessary resolution was authorized for the May 14, 2024 Board Meeting.

- 4) Referrals from the Public Works Committee, Department of Public Works:
 - A) Request to amend the 2024 Warren County Budget in the amount of \$1,288.29 to reflect receipt of insurance recovery payment for a wood chipper.

Motion was made by Mr. Driscoll, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve Item 4A, as outlined above, and the necessary resolution was authorized for the May 14, 2024 Board Meeting.

- B) Request to establish various road projects for 2024 as outlined in the agenda packet.

Motion was made by Mr. Geraci, seconded by Mr. Etu and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve Item 4B, as outlined above, and the necessary resolution was authorized for the May 14, 2024 Board Meeting.

- 5) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel, Administration & Higher Education Committee* - Agenda Items 3, and 5B-F.

PERSONNEL AGENDA ITEMS 3 and 5B-F:

- 3) Referral from the Economic Growth & Development Committee (*Chaired by Supervisor Etu*):

Workforce Development (Liza Ochsendorf, Director) -

Request to authorize temporary positions for the Summer Youth Employment Program beginning on June 20, 2024 and ending September 29, 2024 and authorizing training slots for the Program Year 2024 which begins on July 1, 2024 and ends on June 30, 2025. *Referral to Finance & Budget Committee*

Motion was made by Mr. Etu, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Maday absent*) to provide Finance & Budget Committee approval for Personnel, Administration & Higher Education Agenda Item 3, as outlined above.

- 5) Requests/Items to be Discussed by the County Administrator (*John Taflan, County Administrator*):
- B) Request to create Capital Project No. H432, SUNY Adirondack Electrical Upgrade, in the amount of \$1.4 million. *Referral to Finance & Budget Committee.*
 - C) Request to issue Serial Bond in the amount of \$1.4 million to cover Warren County's sponsor share of Capital Project No. H432. *Referral to Finance & Budget Committee.*

Motion was made by Mr. Strough, seconded by Mr. Etu and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve Personnel, Administration & Higher Education Agenda Items 5B-C, as outlined above, and the necessary resolutions were authorized for the May 14, 2024 Board Meeting.

- D) On behalf of the Department of Public Works - Request to create the new position of Fiscal Manager #2, *Annual Salary \$65,807 - \$73,327, effective May 17, 2024. Referral to Finance & Budget Committee.*
- E) On behalf of the Department of Public Works - Request to create the new position of Temporary Fiscal Manager of Public Works, *Annual Salary not to exceed \$14,000, effective May 17, 2024. Referral to Finance & Budget Committee.*

Motion was made by Mr. Merlino, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Maday absent*) to provide Finance & Budget Committee approval for Personnel, Administration & Higher Education Agenda Items 5D-E, as outlined above.

- F) On behalf of the Department of Public Works - Request for a transfer of funds in the amount of \$15,071 from the Contingent Account to fund the Temporary Fiscal Manager of Public Works position. *Referral to Finance & Budget Committee.*

Motion was made by Mr. Bruno, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Mr. Maday absent*) to approve Personnel, Administration & Higher Education Agenda Item 5F, as outlined above, and the necessary resolution was authorized for the May 14, 2024 Board Meeting.

There being no further business to come before the Finance & Budget Committee, on motion made by Mr. Strough and seconded by Mr. Etu, Mr. Thomas declared the meeting adjourned at 11:42 a.m.

Respectfully submitted,
Amanda Allen, Clerk of the Board