

FINANCE & BUDGET COMMITTEE

AGENDA

AUGUST 30, 2024

Committee Members: *Thomas, Geraci, Merlino, Maday, Driscoll, Crocitto, Strough, Bruno and Etu*
Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C(4) of the Rules of the Board

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meetings.
- III. Privilege of the Floor/Public Comment
- IV. Action Agenda
 - 1) **Request for transfers of funds as attached for Committee approval.**
 - 2) **Request/Item to be Discussed by the County Administrator (John Taflan, County Administrator):**
Journal Report of transfers approved by the County Administrator staff for July 2024.
 - 3) **Request/Item to be Discussed by the County Treasurer (Christine Norton, Treasurer):**
Request to authorize issuance of a Serial Bond in November of 2024 for an amount to be determined.
 - 4) **Referral from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):**
Sheriff (James LaFarr, Sheriff) -
Request to amend the 2024 Warren County Budget in the amount of \$13,984 to reflect receipt of insurance recovery payment from an automotive insurance claim.
 - 5) **Referral from the Economic Growth & Development Committee (Chaired by Supervisor Etu):**
Workforce Development (Liza Ochendorf, Director) -
Request to amend the 2024 Warren County Budget in the amount of \$62,500 to account for the ARPA funded expenses related to the Students to Careers Development Specialist position, including annual salary and fringe.
 - 6) **Referrals from the Health Services Committee (Chaired by Supervisor Strainer):**
Public Health (Ginelle Jones, Director, Public Health/Patient Services) -
 - A) Request to amend the 2024 Warren County Budget in the amount of \$95,471.28 to reflect receipt of a quarter of JUUL Settlement funding amount.
 - B) Request to amend the 2024 Warren County Budget in the amount of \$3,229.50 to reflect receipt funding from New York State Department of Health to support Healthcare Worker Bonus Program funding.**Office of Community Services (Rob York, Director) -**
 - C) Request to amend the 2024 Warren County Budget in the amount of \$192,732 to allow pass-through of 100% State Aid funding from the New York State Office of Mental Health for Cost of Living Adjustments (COLA) for contracted provider agencies.
 - D) Request to appropriate \$500,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.4390 435, *Psychiatric Expense/Criminal*, to cover the cost of court-ordered NYS CPL 730 competency examination and restoration expenses through the remainder of the year.
 - 7) **Referral from the Human Services Committee (Chaired by Supervisor Driscoll):**
Department of Social Services (Christina Mastrianni, Commissioner) -
Request to amend the 2024 County Budget in the amount of \$25,000 to increase revenue and expenses to purchase desktop scanners for Medicaid staff.

CONTINUED

- 8) **Referrals from the Legislative, Rules & Governmental Operations Committee (Chaired by Supervisor Strough):**
Board of Elections (William VanNess, Commissioner, (R), Elizabeth McLaughlin, Commissioner (D) -
- A) Request for a transfer of funds in the amount of \$28,650 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1450 860, *Hospitalization*, to cover a deficit as a result of new staff being hired. ***Note: Request contingent upon approval by the Legislative, Rules & Governmental Operations Committee.***
 - B) Request to amend the 2024 Warren County Budget in the amount of \$50,000 to reflect the receipt of funding from Center for Tech and Civic Life for Election Infrastructure grant. ***Note: Request contingent upon approval by the Legislative, Rules & Governmental Operations Committee.***
- 9) **Referrals from the Tourism & Occupancy Tax Coordination Committee (Chaired by Supervisor Merlino):**
- A) Request to appropriate funds in the amount of \$496,990 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.0002 469, *Town Payments*, to fund the remaining 25% (\$179,997) for the first distribution of 2024 Occupancy Tax and to fund the 2024 Spending Plan (\$316,993) authorized by Resolution No. 198 of 2024.
 - B) Request to appropriate funds in the amount of \$500,000 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.0002 480, *Special Events*, to fund the 2024 Adirondack Balloon Festival event (\$100,000), Winter's Dream Marketing (\$250,000) and Winter's Dream Show Improvements (\$150,000).
 - C) Request to appropriate \$100,000 from Budget Code A.881.00 *Reserve, Occupancy Tax*, to Budget Code A.6417.0002.480.04, *Warren County Projects*, to reimburse SUNY Adirondack for funds expended for the synthetic turf recreation field authorized by Resolution No. 259 of 2023.
- 10) **Finance Committee action is required on the following Personnel Agenda items, contingent upon approval by the Personnel, Administration & Higher Education Committee - Agenda Items 3, 5A, 5B, 6-1 and 6-4.**
PERSONNEL AGENDA ITEMS 3, 5A, 5B, 6-1 and 6-4:
- 3) **Request/Item to be Discussed by the Clerk of the Board (Amanda Allen, Clerk):**
Request to amend the 2024 Warren County Budget in the amount of \$35,000 to adjust the departmental budget for Office of Community Services ARPA funding which was carried over from the 2023 County Budget to 2024.
- 5) **Referrals from the Human Services Committee (Chaired by Supervisor Driscoll):**
Department of Social Services(Christine Mastrianni, Commissioner):
- A) Request to reclassify the position of Resource Clerk #1, *Grade 4, Base Annual Salary \$38,447*, to Senior Clerk #TBD, *Grade 4, Base Annual Salary \$38,447*, effective September 23, 2024.
 - B) Request to reclassify the position of Resource Clerk #3, *Grade 4, Base Annual Salary \$38,447*, to Senior Clerk #TBD, *Grade 4, Base Annual Salary \$38,447*, effective September 23, 2024.
- 6) **Requests/Items to be Discussed by the County Attorney (Larry Elmen, County Attorney):**
- 1) Request: To amend 2024 Warren County Budget to assign insurance proceeds obtained per Resolution 204 of 2024 to increase Budget Code A.918.00, *Assigned, Sexual Abuse Lawsuits*, in the amount of \$900,000.
 - 4) Request to transfer funds from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1420 440, *County Attorney, Legal/Transcript Fees*, in the amount of \$20,000.00.

VI. Privilege of the Floor/Public Comment

VII. Motion to adjourn

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds***TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Countryside Adult Home

SIGNED:

DATE: 8/27/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A. 6030 130	Part-Time Salaries	A.6030 120	Over-Time Salaries	\$30,000
A.6030 850	Unemployment Insurance	A.6030 120	Over-Time Salaries	\$9,000

Please state reason for transfers requested: To cover disability costs

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds***TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: COUNTY CLERK

SIGNED:

DATE: 08/12/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1410 110	Salaries-Regular	A.1410 210	Furniture/Furnishings	\$5,000
A.1410 110	Salaries-Regular	A.1410 220	Office Equipment	\$5,000
A.1410 110	Salaries-Regular	A.1410 410	Office Supplies	\$2,000
A.1410 110	Salaries-Regular	A.1410 439	Misc Fees & Expense	\$1,000

Please state reason for transfers requested:

Surplus in Salaries-Regular to cover needed office equipment, furniture, hardware, office supplies, etc. for County Clerk's office.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:**Please file original request with Clerk of the Board and retain copy for your records.**

Request for Transfer of Funds FOR 2024

TO: Amanda Allen, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

TRANSFERS FOR 2024 BUDGET

SIGNED: _____

DATE: August 2024

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4054.110	Preschool -Full Time Salaries	A.4018.0020.110	Family Health-Full Time Salaries	\$6,000.00
	A4054.810	Preschool-Retirement Expense	A.4018.0020.810	Family Health -Retirement Expense	\$720.00
	A.4054.830	Preschool-Social Security Expense	A.4018.0020.830	Family Health-Social Security Expense	\$372.00
	A.4054.831	Preschool-Medicare Expense	A.4018.0020.831	Family Health-Medicare Expense	\$87.00
2	A.4054.444	Preschool-Education	A.4018.0040.865		\$110.00
3.	A.4054.444	Preschool Education	A.4054.0060.860		\$2,000.00
Total Transfers					\$9,289.00

- 1 To Transfer funds to Family Health From Preschool Salary/Fringe for Svc Coordinator portion related to the CSHCN grant for Sept to December 2024
- 2 To Transfer funds to Health Education Dental Expense to cover additional Employee coverage.
- 3 To Transfer funds to Early Intervention Health insurance to cover additional Employee coverage.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Fund			

Please state reason for transfer request:

Total

Please file original request with Clerk of the Board and retain copy for your records

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds*****TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS**DEPARTMENT NAME:** Social Services**SIGNED:****DATE:** 8/7/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6010 110	Salaries - Regula	A.6010 120	Salaries - Overtime	\$50,000

Please state reason for transfers requested: To cover overtime cost through year end.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 10**Request for Transfer of Funds****TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS**DEPARTMENT NAME:** Workforce Development**SIGNED:** Liza Ochsendorf**DATE:** August 21, 2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
40.6293.0358 220	Warren County (Office Equip)	40.6293.0358 433	Training	\$4,000.00
40.6293.0358 860	Warren County (Hospitalization)	40.6293.0358 433	Training	\$12,500.00
40.6293.0358 861	Warren County (Retiree Hosp)	40.6293.0358 433	Training	\$6,000.00

Please state reason for transfers requested: To balance the account.**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:**Please file original request with Clerk of the Board and retain copy for your records.**

WARREN COUNTY

Journal Report

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Admn.Fiscal Srv - Administrative Fiscal Services					
7/3/2024	A.1011 410	Supplies	Budget Transfer within object code to A.1011 444		\$ 331.22
7/3/2024	A.1011 444	Travel/Education/Conference	Budget Transfer from object code A.1011 410	\$ 331.22	
7/16/2024	A.1011 410	Supplies	Budget Transfer within object code to A.1011 428		\$ 328.00
7/16/2024	A.1011 428	Data Processing & Internet Fees	Budget Transfer within object code from A.1011 410	\$ 328.00	
Clk of Legislati - Clerk of the Legislative Board					
7/16/2024	A.1010 428	Data Processing & Internet Fees	Budget Transfer from Object Code A.1010 444	\$ 195.88	
7/16/2024	A.1010 444	Travel/Education/Conference	Budget Transfer within Object Code to A.1010 428		\$ 195.88
County Attorney - County Attorney					
7/31/2024	A.1420 210	Furniture/Furnishings	Transfer outside Object Code from A.1420 410	\$ 199.99	
7/31/2024	A.1420 220	Office Equipment	Transfer outside Object Code from A.1420 410	\$ 14.78	
7/31/2024	A.1420 410	Supplies	Transfer outside Object Code to A.1420 220		\$ 14.78
7/31/2024	A.1420 410	Supplies	Transfer outside Object Code to A.1420 210		\$ 199.99
County Clerk - County Clerk					
7/8/2024	A.1410 860	Hospitalization	Transfer within budget code to A.1410 862		\$ 765.00
7/8/2024	A.1410 862	Health Insurance Cost Reimbursement	Transfer within budget code from A.1410 860	\$ 765.00	
DPW_DPW Admin - DPW,DPW Administration					
7/1/2024	A.1625 410	Supplies	Transfer Within Budget Code from A.1625 470	\$ 1,800.00	
7/1/2024	A.1625 470	Contract	Transfer Within Budget Code to A.1625 410		\$ 1,800.00
7/1/2024	A.1620 260	Other Equipment	Transfer Out of Budget Code from A.1620 413	\$ 30.00	
7/1/2024	A.1620 413	Repair & Maint.-Bldg/Property	Transfer Out of Budget Code to A.1620 260		\$ 30.00
7/3/2024	A.1628 860	Hospitalization	Transfer Within Budget Code to A.1628 862		\$ 500.00
7/3/2024	A.1628 862	Health Insurance Cost Reimbursement	Transfer Within Budget Code from A.1628 860	\$ 500.00	
7/3/2024	DM.5130 862	Health Insurance Cost Reimbursement	Transfer Within Budget Code to DM.5130 863		\$ 100.00
7/3/2024	DM.5130 863	Health Insurance Cost Reimbursement-Retiree	Transfer Within Budget Code from DM.5130 862	\$ 100.00	
7/8/2024	D.3310 260	Other Equipment	Transfer Out of Code from D.3310 410	\$ 499.99	
7/8/2024	D.3310 410	Supplies	Transfer Out of Code to D.3310 260		\$ 499.99
7/8/2024	A.1625 410	Supplies	Transfer Within Budget Code from A.1625 470	\$ 938.00	
7/8/2024	A.1625 470	Contract	Transfer Within Budget Code to A.1625 410		\$ 938.00
7/10/2024	A.5610 220	Office Equipment	Out of Code Transfer from A.5610 410	\$ 225.00	
7/10/2024	A.5610 410	Supplies	Out of Code Transfer to A.5610 220		\$ 225.00
7/11/2024	A.7113 410	Supplies	Transfer Within Budget Code from A.7113 413	\$ 50.00	
7/11/2024	A.7113 413	Repair & Maint.-Bldg/Property	Transfer Within Budget Code to A.7113 410		\$ 50.00
7/17/2024	A.7111 210	Furniture/Furnishings	Transfer Out of Code from A.7111 410	\$ 14.00	
7/17/2024	A.7111 410	Supplies	Transfer Out of Code to A.7111 210		\$ 14.00
7/25/2024	A.7113 413	Repair & Maint.-Bldg/Property	Transfer In Code to A.7113 470		\$ 480.00
7/25/2024	A.7113 470	Contract	Transfer In Code from A.7113 413	\$ 480.00	
7/26/2024	A.1490 410	Supplies	Transfer In Code to A.1490 439		\$ 169.99
7/26/2024	A.1490 439	Misc Fees & Expenses	Transfer In Code from A.1490	\$ 169.99	

7/30/2024	D.5110 830	Social Security	Transfer In Code to D.5110 855		\$	280.33	
7/30/2024	D.5110 855	Disability	Transfer In Code from D.5110 830		\$	280.33	
7/30/2024	A.7113 413	Repair & Maint.-Bldg/Property	Transfer In Code to A.7113 470		\$		395.00
7/30/2024	A.7113 470	Contract	Transfer In Code from A.7113 413		\$	395.00	
Employment & Tr_WIA-Admin(Staff) - Employment & Training,WIA-Admin (Staff)							
7/9/2024	40.6293.0305 860	Hospitalization	Object code change from 40.6293.0305 861		\$	4,000.00	
7/9/2024	40.6293.0305 861	Retirees Hospitalization	Object code change to 40.6293.0305 860		\$		4,000.00
7/10/2024	40.6293.0358 410	Supplies	Object code change from 40.6293.0358 444		\$	500.00	
7/10/2024	40.6293.0358 444	Travel/Education/Conference	Object code change to 40.6293.0358 410		\$		500.00
7/24/2024	40.6293.0313 428	Data Processing & Internet Fees	Object code change to 40.6293.0313 444		\$		300.00
7/24/2024	40.6293.0313 444	Travel/Education/Conference	Object code change from 40.6293.0313 428		\$	300.00	
7/24/2024	40.6293.0358 410	Supplies	Object code change from 40.6293.0358 444		\$	400.00	
7/24/2024	40.6293.0358 444	Travel/Education/Conference	Object code change to 40.6293.0358 410		\$		400.00
Legal Def-Indgnt - Legal Defense - Indigents							
7/3/2024	A.1170 860	Hospitalization	Budget transfer within budget code from A.1170 860 to A.1170 861		\$		7,000.00
7/3/2024	A.1170 861	Retirees Hospitalization	Budget transfer within budget code to A.1170 861 from A.1170 860		\$	7,000.00	
7/3/2024	A.1170.4202 810	Retirement	Bdgt trnsfr w/in bdgt cd frm A.1170.4202 810 to A.1170.4202 860		\$		1,200.00
7/3/2024	A.1170.4202 860	Hospitalization	Bdgt trnsfr w/in bdgt cd to A.1170.4202 860 from A.1170.4202 810		\$	1,200.00	
7/3/2024	A.1170.4209 220	Office Equipment	Out of Code Bdgt transfer to A.1170.4209 220 frm A.1170.4209 437		\$	50.00	
7/3/2024	A.1170.4209 437	Consulting Fees	Out of Code Bdgt transfer frm A.1170.4209 437 to A.1170.4209 220		\$		50.00
Mental Health - Mental Health							
7/18/2024	A.4310 444	Travel/Education/Conference	transfer of funds from A.4310 444 to A.4310 444.01		\$		3,475.20
7/18/2024	A.4310 444.01	Job Related Courses	transfer of funds from A.4310 444 to A.4310 444.01		\$	3,475.20	
OFA - Office for the Aging							
7/2/2024	A.6771 428	Data Processing & Internet Fees	Within object code transfer from A.6771.444		\$	82.00	
7/2/2024	A.6771 444	Travel/Education/Conference	Within object code transfer to A.6771.428		\$		82.00
7/2/2024	A.6772 428	Data Processing & Internet Fees	Within object code transfer from A.6772.444		\$	494.00	
7/2/2024	A.6772 444	Travel/Education/Conference	Within object code transfer to A.6772.428		\$		494.00
Office of EMS - Office of Emergency Services							
7/3/2024	A.3640 423	Telephone	Budget Transfer within Object Code to A.3640 426		\$		250.00
7/3/2024	A.3640 426	Subscriptions	Budget Transfer within Object Code from A.3640 423		\$	250.00	
7/26/2024	A.3410 422	Repair/Maint-Equipment	Budget transfer within object code from A.3410 441		\$	400.00	
7/26/2024	A.3410 441	Auto-Supplies & Repair	Budget transfer within object code to A.3410 422		\$		400.00
Planning_Planning - Planning,Planning							
7/5/2024	A.8021 439	Misc Fees & Expenses	Budget Transfer within object code A. 8021 444		\$	60.00	
7/5/2024	A.8021 444	Travel/Education/Conference	Budget Transfer within object code A.8021 439		\$		60.00
Public Health_Health Services - Public Health,Health Services							
7/11/2024	A.4018.0030 410	Supplies	budget transfer DIs Prog to A4018.0030.428		\$		235.00
7/11/2024	A.4018.0030 428	Data Processing & Internet Fees	budget transfer DIs Prog from A4018.0030.410		\$	235.00	
7/15/2024	A.4010 435	Medical Fees	Budget Transfer to A.4018.453 fm A.4010.435		\$		1,300.00
7/15/2024	A.4018 453	Uniforms & Clothing	Budget Transfer to A.4018.453 fm A.4010.435		\$	1,300.00	
Residential Hall - Countryside Adult Home							
7/18/2024	A.6030 260	Other Equipment	within of object code transfer to 6030 260 from 6030 270		\$	80.00	

7/18/2024	A.6030 270	Lawn & Landscaping	within of object code transfer from 6030 270 to 6030 260		\$	80.00
7/24/2024	A.6030 260	Other Equipment	out of object code transfer to 6030 260 from 6030 413	\$	1,500.00	
7/24/2024	A.6030 413	Repair & Maint.-Bldg/Property	out of object code transfer from 6030 413 to 6030 260		\$	1,500.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement						
7/3/2024	A.3110 410	Supplies	budget transfer within object code to A.3110 426		\$	18.00
7/3/2024	A.3110 426	Subscriptions	budget transfer within object code from A.3110 410	\$	18.00	
7/16/2024	A.3150 260	Other Equipment	OUT OF CODE BUDGET TRANSFER FROM A.3150 413	\$	383.78	
7/16/2024	A.3150 413	Repair & Maint.-Bldg/Property	OUT OF CODE BUDGET TRANSFER TO A.3150 260		\$	383.78
7/31/2024	A.3020 860	Hospitalization	BUDGET TRANSFER TO A 3020 862		\$	500.00
7/31/2024	A.3020 862	Health Insurance Cost Reimbursement	BUDGET TRANSFER FROM A 3020 860	\$	500.00	
7/31/2024	A.3110 862	Health Insurance Cost Reimbursement	BUDGET TRANSFER TO A 3110 863		\$	500.00
7/31/2024	A.3110 863	Health Insurance Cost Reimbursement-Retiree	BUDGET TRANSFER FROM A 3110 862	\$	500.00	
Social Services - Social Services						
7/10/2024	A.6010 435	Medical Fees	Budget Transfer within Object Code from A.6010 442	\$	1,000.00	
7/10/2024	A.6010 442	Automotive - Gas & Oil	Budget Transfer within Object Code to A.6010 435		\$	1,000.00
Tourism - Tourism						
7/8/2024	A.6417.0001 410	Supplies	Transfer from A.6417.0001 470	\$	2,000.00	
7/8/2024	A.6417.0001 470	Contract	Transfer to A.6417.0001 410		\$	2,000.00
7/29/2024	A.6417.0001 470	Contract	Transfer from A.6417.0001 481	\$	12,784.00	
7/29/2024	A.6417.0001 481	Tourism Promotion	Transfer to A.6417.0001 470		\$	12,784.00
7/30/2024	A.6417.0001 426	Subscriptions	Transfer from A.6417.0001 481	\$	309.95	
7/30/2024	A.6417.0001 481	Tourism Promotion	Transfer to A.6417.0001 426		\$	309.95

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Treasurer

DATE: August 22, 2024

- (a) Purpose of Request: **Authorize the issuance of a Serial Bond in November, 2024 for a total amount of \$13.4 million.**
- (b) Details: **Funds needed to cover estimated culvert repairs (\$12 million) and SUNY Adirondack high voltage capital project (\$1.4 million).**
- (c) Previous Resolution Number: **None**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **N/A**

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Sheriff

DATE: August 20, 2024

- (a) **Purpose of Amendment:** A budget amendment is necessary to transfer revenue received from an automotive insurance claim from the insurance recoveries code into an automotive equipment code
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|------------|-----------------------------------|-------------|
| A.3110 230 | General Sheriff's Law Enforcement | \$13,984.00 |
| | Automotive Equipment | |
- (c) **Revenue Code (with title), and amount:**
- | | | |
|-------------|-----------------------------------|-------------|
| A.3110 2680 | General Sheriff's Law Enforcement | \$13,984.00 |
| | Insurance Recoveries | |

003446

THE TRAVELERS - TRAVELERS - MID-ATL
TRAVELERS - MID-ATLANTIC CC
PO BOX 430
BUFFALO NY 14240-0430

896D 98815526

SA01703

COUNTY OF WARREN
1340 STATE ROUTE 9, 3RD F
LAKE GEORGE NY 12845-3434



TRAVELERS 

DATE: 07/30/24
LOSS DATE: 05/28/24
FILE NUMBER: 007 PP F1H5792 T

AGENT:
AJG RISK MGMT SERVS LLC

ACCOUNT NAME:
COUNTY OF WARREN

THE CHARTER OAK FIRE INSURANCE COMPANY

EXPLANATION OF PAYMENT

Collision \$13984.00
TOTAL PAID \$13984.00

VIN
1FAHP2MK9KG
106453

TOTAL LOSS PAYMENT FOR 2019 FORD TAURUS POLICE

A. 3110 230
A. 3110 2680

FOR ADDITIONAL INFORMATION, CONTACT: TODD CARNEVAL AT (412)316-1912

212001720
DETACH CHECK

UNSUMM -111311
OVRPUN2-121295
DETACH CHECK

THIS DOCUMENT HAS A RED BACKGROUND - BORDER CONTAINS MICRO PRINTING AND AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW

Citibank, N.A.
One Penns Way
New Castle DE 19720

TRAVELERS 

896D 98815526

02-20
311

PO BOX 430
BUFFALO NY 14240-0430
(412)316-1912

DATE: 07/30/24
ACCOUNT NUMBER: J99
FILE NUMBER: 007 PP F1H5792 T

THIRTEEN THOUSAND NINE HUNDRED EIGHTY FOUR AND 00/100

PAY: \$***13,984.00

TJC1

PAY TO THE ORDER OF
COUNTY OF WARREN
1340 STATE ROUTE 9, 3RD F
LAKE GEORGE NY 12845-3434


AUTHORIZED SIGNATURE

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Workforce Development

DATE: August 21, 2024

- (a) Purpose of Amendment: **Amend budget for the ARPA funded Student to Careers Development Specialist to balance the budget and reflect the annual expenditures of \$62,500 for the salary and fringe from 2023-2026.**
- (b) Appropriation Code, Object Code, Full Title and Amount:
40.6293.4999 110 \$50,000 WIA/WIOA Salaries-Regular
40.6293.4999 810 \$4,050 Retirement
40.6293.4999 830 \$3,100 Social Security
40.6293.4999 831 \$725 Medicare
40.6293.4999 830 \$4,625 Hospitalization
- (c) Revenue Code (with title), and Amount: **WIA/WIOA, ARPA**
40.6293.4999 4090 \$62,500

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

***If this is the result of a grant award, also complete and submit
Form No. 5 or 6**

DEPARTMENT NAME: Warren County Health Services

DATE: August 20, 2024

- (a) **Purpose of Amendment:** To amend the 2024 budget to reflect the added expense and Revenue for the JUUL Settlement in the amount of \$95,471.28 (Thjs reflects ¼ of the anticipated settlement of 381,885.14).
- (b) **Appropriation Code (with title), Object Code (with title) and Amount:**

A.4018.0057.110 JUUL Settlement-Full time Salaries	\$ 1,250.00
A.4018.0057.130 JUUL Settlement-Part Time Salaries	\$ 250.00
A.4018.0057.410 JUUL Settlement-Supplies Expense	\$ 13,676.28
A.4018.0057.424 JUUL Settlement-Postage Expense	\$ 1,250.00
A.4018.0057.436 JUUL Settlement-Advertising Expense	\$ 63,750.00
A.4018.0057.444 JUUL Settlement-Educational/Training Expense	\$ 2,500.00
A.4018.0057.470 JUUL Settlement-Contract Expense	\$ 12,500.00
A.4018.0057.810 JUUL Settlement -Retirement Expense	\$ 180.00
A.4018.0057.830 JUUL Settlement-Social Security Expense	\$ 93.00
A.4018.0057.831 JUUL Settlement-Medicare Expense	\$ 22.00

Revenue Code (with title), and Amount:

A.4018.0057.2696 JUUL Settlement Revenue \$95,471.28

***Note:** Health Services requests approval to accept this \$381,885.14 JUUL Settlement. This is a result of a Settlement secured by the New York State Attorney General's Office in 2023. This is to provide for Vaping Outreach and Education. We anticipate to contract with local agencies to provide different trainings related to Vaping issues. We will also plan to do Advertising and Mailings to promote these programs. Payments will be made to the County in 8 equal installments of \$47,735.64 each or \$95,471.28 annually from 2024-2027/ This will be posted to the Deferred Revenue-JUUL Settlement account A691.15.

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

***If this is the result of a grant award, also complete and submit
Form No. 5 or 6**

DEPARTMENT NAME: Warren County Health Services

DATE: August 20, 2024

- (a) **Purpose of Amendment:** To amend the 2024 budget to reflect both the Revenue and Expenses related to the Healthcare Worker Bonus Program (A.4196) for additional funding from the Department of Health of \$ 3,229.50.
- (b) **Appropriation Code (with title), Object Code (with title) and Amount:**
- | | |
|--|-------------|
| A.4196.110 Health Worker Bonus Program-Full time Salaries | \$ 3,000.00 |
| A.4196.830 Health Worker Bonus Program-Social Security Expense | \$ 186.00 |
| A.4196.831 Health Worker Bonus Program-Medicare Expense | \$ 43.50 |

Revenue Code (with title), and Amount:

A.4196.3489 Health Worker Bonus Program-Other Revenue	\$3,229.50
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***Note:** Warren County Health Services was notified early August 2022 by The New York State Department of Health that we were to receive additional funding for staff and contractors who qualified for the NYS Health Care Worker Bonus Program. Certain Criteria needs to be met for any staff and contractors who will qualify. There is a maximum of \$3000 per person. This was for two staff who became eligible and this was paid August 2, 2024. This program will expired March 2024. There is no cost to the County.

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Mental Health/Office of Community Services

DATE: 8/20/2024

- (a) Purpose of Amendment: **Request to amend the 2024 Warren County budget in the amount of \$192,732 to allow for pass-through of 100% State Aid funding from the NYS Office of Mental Health, as detailed on the attached Schedule A. Funds are designated for Cost of Living adjustments (COLAs) for contracted provider agencies.**

- (b) Appropriation Code, Object Code, Full Title and Amount: **See attached Schedule A.**

- (c) Revenue Code (with title), and Amount: **See attached Schedule A.**

8/20/24 Health Services Committee

Schedule A - 2024 Warren County Budget Amendments

<u>Expense</u>	<u>Agency</u>	<u>From</u>	<u>To</u>	<u>Increase</u>
4320.0065 470	People USA	\$192,130	\$196,223	\$4,093
4320.0070 470	CWI	\$52,075	\$53,182	\$1,107
A4320.0080 470	Glens Falls Hospital	\$179,318	\$183,137	\$3,819
A4320.0090 470	Liberty House	\$302,579	\$308,311	\$5,732
A4320.0110 470	Alcohol Prevention	\$389,986	\$398,292	\$8,306
A4320.0120 470	Mental Health Assoc.	\$1,171,676	\$1,189,633	\$17,957
A4320.0145 470	Addiction Care Center	\$863,734	\$878,079	\$14,345
A4320.0150 470	820 River Street	\$70,834	\$72,322	\$1,488
A4320.0165 470	Parsons Child & Family	\$1,182,345	\$1,316,180	\$133,835
A4310.0125 470	ACC/SUNY ADK Peer2Peer	\$96,200	\$98,250	\$2,050
	TOTAL			<u>\$192,732</u>

<u>Revenue</u>	<u>Agency</u>	<u>From</u>	<u>To</u>	<u>Increase</u>
A4320.0065 3490	People USA	\$192,130	\$196,223	\$4,093
A4320.0070 3490	CWI	\$52,075	\$53,182	\$1,107
A4320.0080 3490	Glens Falls Hospital	\$179,318	\$183,137	\$3,819
A4320.0090 3490	Liberty House	\$269,218	274950	\$5,732
A4320.0110 3490	Alcohol Prevention	\$389,986	\$398,292	\$8,306
A4320.0120 3490	Mental Health Assoc.	\$1,166,857	\$1,184,814	\$17,957
A4320.0145 3490	Addiction Care Center	\$863,734	\$878,079	\$14,345
A4320.0150 3490	820 River Street	\$70,834	\$72,322	\$1,488
A4320.0165 3490	Parsons Child & Family	\$1,182,345	\$1,316,180	\$133,835
A4310.0125 3711	ACC/SUNY ADK Peer2Peer	\$96,200	\$98,250	\$2,050
	TOTAL			<u>\$192,732</u>

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Mental Health/Office of Community Services

DATE: 8/20/24

- (a) Purpose of Request:
Request to transfer funds in the amount of \$500,000 from the unexpended fund balance to pay court-ordered NYS CPL 730 competency examination and restoration expenses. These are court-ordered/mandated expenses.
- (b) Details:
\$600,000 has been budgeted for these court-ordered expenses in 2024 (\$50,000 approved budget + \$250,000 February amendment + \$300,000 June amendment). Expenses incurred YTD exceed \$824,000. Additional funds are required to pay anticipated expenses throughout the rest of the year.
- (c) Previous Resolution Number:
R69 of 2024; R210 of 2024
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
Request transfer of \$500,000 from A.909.00 Unexpended Fund Balance to A.4390 435 Psychiatric Expense/Criminal.

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Social Services

DATE: 8/7/2024

- (a) Purpose of Amendment: **To increase expenses and revenue to purchase desktop scanners for medicaid staff.**

- (b) Appropriation Code, Object Code, Full Title and Amount:
A.6010 220 Office Equipment \$25,000

- (c) Revenue Code (with title), and Amount:
A.6010 3610 State Aid Admin \$25,000

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds***TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME:BOE

SIGNED:

DATE:

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested: HOSPITALIZATION SHORTAGE

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions	A1450.860	HOSPITIZATION	\$28,650.00

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: BOE

DATE: 08/30/2024

- (a) Purpose of Amendment: **ACCEPT CENTER FOR TECH and LIFE GRANT (CTCL)**

- (b) Appropriation Code, Object Code, Full Title and Amount: **A.1450.439 MISCELLANIOUS \$50,000**

- (c) Revenue Code (with title), and Amount: **A.1450.2716 - Grants from other sources**

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Tourism Department

DATE: August 20, 2024

- (a) Purpose of Request: **Appropriate \$496,990 from A 881.00 Reserve, Occupancy Tax to fund approved municipal payments.
A.6417.0002 469**
- (b) Details: **Increase ~~A-6417.469~~ Town Payments in the amount of \$496,990: \$179,997 to fund remaining 25% to be used toward the first distribution of 2024 Occupancy Tax and \$316,993 to fund the 2024 Spending Plan (R 198/2024).**
- (c) Previous Resolution Number: **Resolution 198 of 2024**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 881.00 Reserve, Occupancy Tax - \$496,990**

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 198 OF 2024

RESOLUTION INTRODUCED BY SUPERVISORS MERLINO, STROUGH, RUNYON, BEAN, GERACI, CROCITTO AND STRAINER

APPROVING THE 2024 OCCUPANCY TAX SPENDING PLAN FOR MUNICIPALITIES AND AUTHORIZING AGREEMENTS FOR TOURISM PROMOTION AND TOURIST AND CONVENTION DEVELOPMENT SERVICES

WHEREAS, the County is authorized and empowered to impose a tax upon persons occupying any facility providing lodging on an overnight basis by section 1202-u of the Tax Law (also known as Chapter 422 of the Laws of 2003, as amended) and thereafter, the County enacted various local laws, with the most recent being Local Law 5 of 2018, which imposes and collects occupancy tax in Warren County, and provides that after deducting amounts provided for the County's administration of such tax, that revenues derived from such tax shall be allocated to enhance the general economy of the County of Warren, and its cities, towns and villages through the promotion of tourist activities, conventions, trade shows, special events and other directly-related and supported activities, and

WHEREAS, the Warren County Board of Supervisors previously approved criteria for issuing awards to municipalities in Warren County through various prior resolutions, to include Resolution 392 of 2021, for the purpose of providing the County's occupancy tax revenues to enhance the general economy of the County of Warren and the City of Glens Falls (the "City"), the Towns of Bolton, Chester, Hague, Horicon, Johnsbury, Lake George, Lake Luzerne, Queensbury, Stony Creek, Thurman, and Warrensburg (the "Towns"), and the Village of Lake George (the "Village"), through each municipalities' promotion of tourist activities, conventions, trade shows, special events, and other directly-related and supported activities, and

WHEREAS, the Occupancy Tax Coordination Committee approved a 2024 Occupancy Tax Spending Plan for Municipalities which, in part, would authorize agreements with the City, Towns and Village for the 2024 calendar year, in the revenue amounts set forth on the 2024 Occupancy Tax Municipal Spending Plan Chart herein, as of June 21, 2024:

*RESOLUTION NO. 198 OF 2024**PAGE 2 OF 2***2024 Occupancy Tax Municipal Spending Plan**

Municipality	Amount	Notes
Town and Village of Lake George	\$150,000	Combined Town and Village allocation paid to Town of Lake George
Bolton	\$ 60,000	
Queensbury	\$ 60,000	
Remaining Towns & City of Glens Falls	\$180,000	\$20,000 to City of Glens Falls and to each of the eight remaining Towns

now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized and directed to execute agreements providing 2024 occupancy tax revenue to the City, Towns and Village, as set forth above in the 2024 Occupancy Tax Municipal Spending Plan, effective June 21, 2024, with payments to be made in September of 2024 following the appropriation of funds to be accomplished by separate resolution, and as provided by the preambles of this resolution, in a form approved by the County Attorney, and be it further

RESOLVED, that the Warren County Treasurer be, and hereby is, authorized and directed to pay the amounts specifically set forth above, with all payments to be made in September of 2024 following the appropriation of funds to be accomplished by separate resolution, upon receipt of: (1) A fully executed agreement; (2) A copy of the resolution enacted by the Municipality accepting the award and approving the terms of the agreement; and (3) A County voucher, and be it further

RESOLVED, that any additional amounts of occupancy tax revenue awarded to the municipalities for the 2024 calendar year shall be subject to the further resolution of the Board of Supervisors.

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Tourism Department

DATE: August 20, 2024

- (a) Purpose of Request: **Appropriate \$500,000 from A 881.00 Reserve, Occupancy Tax to fund additional special events.**
A.6417.0002 469
- (b) Details: **Increase ~~A.6417.480~~ Special Events \$100,000 to fund the 2024 Adirondack Balloon Festival (R 237/2024); \$250,000 to fund Winter's Dream Marketing and \$150,000 to fund Winter's Dream Show Improvements (R 282/2024).**
- (c) Previous Resolution Number: **Shown above**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 881.00 Reserve, Occupancy Tax - \$500,000**

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 237 OF 2024

RESOLUTION INTRODUCED BY SUPERVISORS MERLINO, STROUGH, RUNYON, BEAN, GERACI, CROCITTO AND STRAINER

AMENDING RESOLUTION NO. 573 OF 2023, WHICH AUTHORIZED AGREEMENTS WITH CERTAIN APPLICANTS FOR THE DISBURSEMENT OF 2024 OCCUPANCY TAX REVENUES, TO AUTHORIZE AGREEMENTS AND FUNDING TO ADIRONDACK HOT AIR BALLOON FESTIVAL

WHEREAS, pursuant to Resolution No. 573 of 2023, as amended by Resolution Nos. 52 of 2024; 91 of 2024; 130 of 2024, 165 of 2024 and 196 of 2024, the Chair of the Board of Supervisors was authorized and directed to execute standard form Warren County Tourist and Convention Development Agreements for occupancy tax funding with certain applicants, and

WHEREAS, at their June 25, 2024 meeting, the Tourism & Occupancy Tax Coordination Committee considered a written application from the following applicant for 2024 occupancy tax funding and approved special event funding request, as follows:

<u>Applicant</u>	<u>Event</u>	<u>Dates</u>	<u>Amount of Award</u>
Adirondack Hot Air Balloon Festival	Adirondack Balloon Festival	9/19/24-9/22/24	\$100,000.00 <i>Special Event Funding</i>

now, therefore, be it

RESOLVED, that Resolution No. 573 of 2023, as subsequently amended by Resolution Nos. 52 of 2024; 91 of 2024; 130 of 2024; 165 of 2024 and 196 of 2024 be, and hereby is, amended to approve and award 2024 occupancy tax awards to the applicant named above in the amount set forth above and to increase the total amount of occupancy tax funding to Eight Hundred One Thousand Three Hundred Twelve Dollars (\$801,312.00), to be expended from Budget Code A.6417.0002 480, Tourism/Occupancy Tax, Tourism-Special Events (\$752,500.00) and Budget Code A.6417.0002 469.05, Tourism/Occupancy Tax, Municipal Application Funding (\$48,812.00), as listed on the revised Schedule "A," and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute a Warren County Tourist and Convention Development Agreements for occupancy tax funding for the above referenced applicant, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 573 of 2023, as amended by Resolution Nos. 52 of 2024; 91 of 2024; 130 of 2024; 165 of 2024 and 196 of 2024 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 282 OF 2024

RESOLUTION INTRODUCED BY SUPERVISORS MERLINO, STROUGH, RUNYON, BEAN, GERACI, CROCITTO AND STRAINER

AMENDING RESOLUTION NO. 573 OF 2023, WHICH AUTHORIZED AGREEMENTS WITH CERTAIN APPLICANTS FOR THE DISBURSEMENT OF 2024 OCCUPANCY TAX REVENUES, TO AUTHORIZE AGREEMENTS AND FUNDING TO THE WARREN COUNTY COALITION, INC.

WHEREAS, pursuant to Resolution No. 573 of 2023, as amended by Resolution Nos. 52 of 2024; 91 of 2024; 130 of 2024, 165 of 2024, 196 of 2024 and 237 of 2024, the Chair of the Board of Supervisors was authorized and directed to execute standard form Warren County Tourist and Convention Development Agreements for occupancy tax funding with certain applicants, and

WHEREAS, at their July 23, 2024 meeting, the Tourism & Occupancy Tax Coordination Committee considered written applications from the following applicants for 2024 occupancy tax funding and approved special event funding request, as follows:

<u>Applicant</u>	<u>Event</u>	<u>Dates</u>	<u>Amount of Award</u>
Warren County Coalition, Inc.	Winter's Dream	11/29/24- 3/2/25	\$250,000.00 <i>Special Event Funding</i>
Warren County Coalition, Inc.	Winters's Dream (Show Improvements)	11/29/24- 3/2/25	\$150,000.00 <i>Special Event Funding</i>

now, therefore, be it

RESOLVED, that Resolution No. 573 of 2023, as subsequently amended by Resolution Nos. 52 of 2024; 91 of 2024; 130 of 2024; 165 of 2024; 196 of 2024 and 237 of 2024 be, and hereby is, amended to approve and award 2024 occupancy tax awards to the applicants named above in the amounts set forth above and to increase the total amount of occupancy tax funding to One Million Two Hundred One Thousand Three Hundred Twelve Dollars (\$1,201,312.00), to be expended from Budget Code A.6417.0002 480, Tourism/Occupancy Tax, Tourism-Special Events (\$1,152,500.00) and Budget Code A.6417.0002 469.05, Tourism/Occupancy Tax, Municipal Application Funding (\$48,812.00), as listed on the revised Schedule "A," and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute Warren County Tourist and Convention Development Agreements for occupancy tax funding for the above referenced applicants, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 573 of 2023, as amended by Resolution Nos. 52 of 2024; 91 of 2024; 130 of 2024; 165 of 2024; 196 of 2024 and 237 of 2024 will remain the same.

RESOLUTION No. 282 OF 2024

PAGE 2 OF 4

SCHEDULE "A"**2024 Occupancy Tax Awards**

	APPLICANT	EVENT	DATE	AMOUNT OF AWARD
1	Hyde Collection	Boost Year Round Marketing Efforts	1/1/24 - 12/31/24	\$25,000.00
2	Adirondack Weddings/Total Entertainment, Inc.	Lake George DJ Takeover Music & Arts Festival	6/7/24-6/9/24	\$5,000.00
3	Marcella Sembrich Memorial Association, Inc.	2024 Summer Festival	6/5/24-8/31/24	\$20,000.00
4	Lake George Music Festival, Inc.	Lake George Music Festival	8/11/24-8/22/24	\$30,000.00
5	Greater Glens Falls Amateur Athletic Championship Association	NYSPPHSAA Boys Basketball Championships	3/14/24-3/17/24	\$46,000.00
6	Eastern NY Marine Trades Association, Inc.	Great Upstate Boat Show	3/22/24-3/24/24	\$25,000.00
7	Silver Bay YMCA	Bluegrass in Heaven	9/13/24-9/15/24	\$7,500.00
8	Improv Records, Inc.	Memorial Meltdown	5/25/24-5/26/24	\$35,000.00
9	Adirondack Festivals, LLC	Adirondack Wine and Food Festival	6/29/24-6/30/24	\$45,000.00
10	Lake George Winter Carnival, Inc.	Lake George Winter Carnival	1/26/24-2/25/24	\$50,000.00
11	Lower Adirondack Regional Arts Council (LARAC)	LARAC Annual June Arts Festival	6/8/24-6/9/24	\$13,000.00

RESOLUTION No. 282 OF 2024**PAGE 3 OF 4**

12	Albany Rods & Kustoms, Inc.	Adirondack Nationals Car Show	9/5/24-9/8/24	\$40,000.00
13	Glens Falls Collaborative and the City of Glens Falls	Adirondack Holiday Festival	12/6/24-12/8/24	\$30,000.00
14	Glens Falls Collaborative and the City of Glens Falls	Wingfest	4/27/24	\$10,000.00
15	Lake George Steamboat Company	Rock the Dock Music Festival	7/13/24	\$15,000.00
16	Northeastern District Barbershop Harmony Society	Division Contest and Convention	5/3/24-5/4/24	\$20,000.00
17	GenzHomes, Inc. d/b/a Alpha Win	Lake George Triathlon	8/31/24-9/1/24	\$20,000.00
18	Americade, Inc.	Americade Motorcycle Touring Rally	5/27/24-6/2/24	\$50,000.00
19	Vermontfare, Inc. d/b/a Craftproducers	Lake George Art and Craft Festival	8/2/24-8/4/24	\$7,500.00
20	Warrensburg Chamber of Commerce	World's Largest Garage Sale	10/4/24-10/5/24	\$35,000.00
21	Zonta Club of Glens Falls, New York, Inc.	Zonta Arts, Crafts & Curiosities Faire	5/11/24-5/12/24	\$3,500.00
22	Improv Records, Inc.	Anahata Nada Yoga, Music, Wellness Festival	9/13/24-9/15/24	\$30,000.00
23	Improv Records, Inc.	Adirondack Independence Music Festival	8/30/24-9/1/24	\$30,000.00
24	Special Olympics NY	New York State Fall Games	10/18/24-10/20/24	\$50,000.00

RESOLUTION NO. 282 OF 2024

PAGE 4 OF 4

25	Lake Theatre Productions, Inc.	Lake George Dinner Theatre	7/12/24-10/12/24	\$10,000.00
26	Adirondack Hot Air Balloon Festival	Adirondack Balloon Festival	9/19/24-9/22/24	\$100,000.00
27	Warren County Coalition, Inc.	Winter's Dream	11/29/24-3/2/25	\$250,000.00
28	Warren County Coalition, Inc.	Winters's Dream (Show Improvements)	11/29/24-3/2/25	\$150,000.00
TOTAL				\$1,152,500.00
<i>to be paid from A.6417.0002 480, Special Event Funding</i>				
	APPLICANT	EVENT	DATE	AMOUNT OF AWARD
1	Town of Horicon	Food Truck Friday's on the Pond	6/28/24-9/6/24	\$23,812.00
2	Lake Luzerne Regional Chamber of Commerce	Summer Concert and Food Truck Extravaganza	July, 2024-Aug, 2024 (6 weeks)	\$12,000.00
3	Muralgarten, Inc.	Multi-year list of Mural Projects	N/A	\$10,000.00
4	South Queensbury Volunteer Fire Department	Funding for Food Expenses associated with the 2024 Adirondack Balloon Festival	N/A	\$3,000.00
TOTAL				\$48,812.00
<i>to be paid from A.6417.0002 469.05, Municipal Application Funding</i>				

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Tourism Department

DATE: August 20, 2024

- (a) Purpose of Request: **Appropriate \$100,000 from A 881.00 Reserve, Occupancy Tax to A6417.0002 480.04 Warren County Projects to fund the reimbursement of SUNY Adirondack for funds expended on a synthetic turf recreation field.**
- (b) Details: **Increase A6417.0002 480.04 Warren County Projects, to fund the first of five annual installments of \$100,000 toward a \$500,000 contract with SUNY Adirondack for reimbursement of funds expended on the construction and installation of the synthetic turf recreation field.**
- (c) Previous Resolution Number: **Resolution 259 of 2023**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A 881.00 Reserve, Occupancy Tax \$100,000**

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 259 OF 2023

RESOLUTION INTRODUCED BY SUPERVISORS DICKINSON, MERLINO, WILD, GERCI, STROUGH, RUNYON AND DIAMOND

AUTHORIZING AGREEMENT WITH SUNY ADIRONDACK FOR OCCUPANCY TAX FUNDING FOR REIMBURSEMENT OF MONIES EXPENDED FOR THE CONSTRUCTION AND INSTALLATION OF A SYNTHETIC TURF RECREATIONAL COMPLEX

WHEREAS, construction and installation of a synthetic turf recreational complex is underway at the SUNY Adirondack campus located in Queensbury, New York (the "Project") with an estimated total cost of Five Million Seven Hundred Thousand Dollars (\$5,700,000), and

WHEREAS, the Project, upon completion, will attract vendors to Warren County in need of field space to host sporting events that brings athletes, their families and friends to the area as tourists, and will aid and assist to develop tourism activity within Warren County, and

WHEREAS, the Occupancy Tax Coordination Committee considered and approved a request for an award of occupancy tax funds to SUNY Adirondack in an amount not to exceed One Hundred Thousand Dollars (\$100,000) per year for five (5) years, to assist in defraying the total costs incurred for the Project, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby finds that the Project shall promote tourist activities and special sporting events which attract tourists to Warren County and is a qualified expenditure of occupancy tax revenues, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with SUNY Adirondack, 640 Bay Road, Queensbury, New York 12804, in the amount of One Hundred Thousand Dollars (\$100,000) per year for five (5) consecutive years, to assist in defraying the total costs incurred for the Project, for a term commencing upon execution by both parties and terminating five (5) years from date of execution, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from Budget Code A.6417.0002 480.04 Tourism/Occupancy, Occupancy Tax, Tourism-Warren County Projects.

PERSONNEL, ADMINISTRATION & HIGHER EDUCATION COMMITTEE

AGENDA

AUGUST 30, 2024

Committee Members: *Wild, Driscoll, Merlino, Maday, Bean, Etu and Thomas - Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair.
- II. Motion to approve minutes of prior Committee meetings.
- III. Privilege of the Floor/Public Comment
- IV. Action Agenda
 - 1) **SUNY Adirondack representatives to provide and update on the College.**
 - 2) **Requests/Items to be Discussed by the Human Resources Director (Jackie Figueroa, Director):**
 - A) Review of report on tracking of vacancies filled.
 - B) Matt Schuette, *representing Marshall & Sterling*, to discuss benefit renewal for 2024 - 2025 plan year.
 - 3) **Request/Item to be Discussed by the Clerk of the Board (Amanda Allen, Clerk):**
Request to amend the 2024 Warren County Budget in the amount of \$35,000 to adjust the departmental budget for Office of Community Services ARPA funding which was carried over from the 2023 County Budget to 2024.
 - 4) **Request/Item to be Discussed by the Director of Information Technology (Mike Colvin, Director):**
Request to authorize a new contract with Microsoft Corporation for Microsoft Licensing.
 - 5) **Referrals from the Human Services Committee (Chaired by Supervisor Driscoll):**
Department of Social Services (Christina Mastrianni, Commissioner) -
 - A) Request to reclassify the position of Resource Clerk #1, *Grade 4, Base Annual Salary \$38,447*, to Senior Clerk #TBD, *Grade 4, Base Annual Salary \$38,447*, effective September 23, 2024.
 - B) Request to reclassify the position of Resource Clerk #3, *Grade 4, Base Annual Salary \$38,447*, to Senior Clerk #TBD, *Grade 4, Base Annual Salary \$38,447*, effective September 23, 2024.
 - 6) **Requests/Items to be Discussed by the County Attorney (Larry Elmen, County Attorney):**
Action Agenda/New Business Items:
 1. Request: To amend 2024 Warren County Budget to assign insurance proceeds obtained per Resolution 204 of 2024 to increase Budget Code A.918.00, *Assigned, Sexual Abuse Lawsuits*, in the amount of \$900,000.
Reason: To provide self-funded reserve for sex abuse claims against County alleging conduct during 2023 or later years due to County decision to forego excess insurance coverage on claims arising after December 31, 2022.
 2. Request: Approving County Policy for Reporting Accidents, Incidents, Claims and Litigation
Reason: To designate the County Attorney's Office as the responsible department for tracking, reporting and managing all incidents, claims and litigations matters which may create legal liability for the County, not including worker's compensation claims.
 3. Request: To amend agreement with Roemer Wallens Gold Mineaux, LLP to continue defense of County regarding Federal lawsuit Kathleen Innes, vs. County of Warren, Correctional Medical Care, LLC, CBH Medical, Inc. from \$40,000 to \$60,000.
Reason: There is no insurance coverage for this Americans with Disabilities Act lawsuit against the County of Warren as the matter was not reported to the insurance carrier during 2018-2019 when the County became aware of the claim. The funding is required to complete discovery, to include depositions, and to prepare and file summary judgment motions seeking dismissal of the claims against Warren County, if deemed appropriate when discovery is completed.
 4. Request: To transfer funds from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to Budget Code A.1420 440, *County Attorney, Legal/Transcript Fees*, in the amount of \$20,000.00.
Reason: To cover cost to amend agreement with Roemer Wallens Gold Mineaux, LLP

Discussion Items:

1. Litigation Update: Request for a motion to enter into an executive session, per Public Officers Law § 105(1)(d), to engage in discussions of potential, pending and current litigation and to provide attorney-client communications per Public Officers Law § 108(3), concerning one or more of the matters listed below which shall be identified at the time of the meeting:
 - A. **Lawsuits without Insurance Coverage:**
 - 1) Michael Easterbrooks v. Schenectady County, et al, Albany County Index No. 907013-2021, filed August 10, 2021.

CONTINUED

- 2) Joshua Rouse v. Berkshire Farms Center for Youth, et al, Warren County Index No. EF2021-69346, filed August 10, 2021.
- 3) Kathleen Innes v. Warren County and Correctional Medical Care, NDNY 1:22-cv-00641-BKS-TWD, filed June 15, 2022.
- 4) Estate of Ann Alice Hennessey v. County of Warren & Christine Norton, as County Treasurer, NDNY 1:24-cv-314-AMN-CFH, filed March 6, 2024.
 - Alleging violations of federal constitutional rights under 5th Amendment, 8th Amendment, and 14th Amendment, as well as section 1983 claims for deprivation of civil rights, and State law claim for unjust enrichment.
 - March 22, 2024: Insurance Coverage Denied through Travelers-claims made.
 - New York Tax Foreclosure Surplus Litigation: Multi-District Litigation (MDL) No. 3117: Plaintiffs motion to join all 37 counties subject to individual lawsuits. Responses filed 5/7/2024. Decision pending.
 - May 31, 2024: Motion to Dismiss against remaining plaintiff, Estate of Ann Alice Hennessey, filed with Federal District Court.
 - July 19, 2024: Plaintiff filed opposition papers to County's Motion to Dismiss.
 - July 25, 2024: County filed reply brief in response to plaintiff's opposition papers.

Lawsuits covered by Insurance:

- 1) Tyson Poulos v. County of Warren, Warren County Sheriff's Office, Warren County District Attorney's Office [as well as 6 employees of Sheriff's Office and 1 employee of District Attorney's Office], NDNY 1:21-cv-96-MAD-CFH, filed January 27, 2021. Date of Loss alleged January 20, 2014 through August 8, 2014.
- 2) Patricia Zahaba v. County of Warren and Town of Queensbury, Warren County Index No. EF2022-70243, filed June 13, 2022. Date of Loss alleged: June 11, 2021. Notice of Claim served September 8, 2021.
- 3) John Werner v. Bernice Conlon & Warren County, Warren County Index No. EF2022-70247, filed June 15, 2022. Date of Loss alleged: August 15, 2021. Notice of Claim served November 8, 2021.
- 4) Michael Davis v. Cole Palmer, Nicole Palmer, Town of Queensbury & County of Warren, Warren County Index No. EF2023-71114, filed July 15, 2022. Date of Loss alleged: May 14, 2022. Notice of Claim served July 15, 2022.
- 5) Jasmine Earnest v. Town of Queensbury, County of Warren, Stiling Electric, Inc. & Joanne Levack, Warren County Index No. EF2022-2111, filed September 29, 2022. Date of Loss alleged: April 12, 2022. Notice of Claim served May 9, 2022.
- 6) Timothy McIntyre & Brenna Michalak v. County of Warren, Warren County Index No. EF2023-72092, filed December 11, 2023. Date of Loss alleged: September 18, 2022. Notice of Claim, served December 19, 2022.
- 7) Jennifer Dees & Ethan Smith v. Michael Zurlo, County of Saratoga, County of Warren, et al. (including 47 individual defendants and three additional entities), NDNY 1:24-cv-00001-MAD-DJS, filed January 2, 2024. Date of Loss alleged: June 8, 2020 through January 2, 2024. Dismissed without prejudice: May 21, 2024. June 4, 2024: Notice of Appeal filed.
- 8) Nicholas Oudekerk v. Sergeant Brandon Thomas & Corrections Officer Nicholas Crum, NDNY 9:24-cv-00109-AMN-TWD, filed March 13, 2024.

Notice of Claims & Administrative Complaints:

- 1) Notice of Claim served February 22, 2024: Christian Gottschalt & Kimberlee Gottschalt. Date of Loss alleged: November 29, 2023.
- 2) Notice of Claim served March 7, 2024: Ethan Smith and Jennifer Dees. Date of Loss alleged: November 8, 2023 through March 1, 2024.
- 3) Notice of Claim served March 27, 2024: Irene Esposito. Date of Loss alleged January 13, 2024.
- 4) Notice of Claim served May 15, 2024: Tarrah Rockwell. Date of Loss alleged: September 26, 2023. Claimant filed motion to serve late notice of claim and Court Order, dated May 14, 2024, granted permission to file late notice of claim.
- 5) Administrative Complaint: Department of Human Rights against County of Warren and Warren County DSS, dated May 2, 2024. Date of Loss alleged: November 27, 2023 through March 7, 2024.
- 6) Notice of Claim served July 15, 2024. Jennifer Dees & Ethan Smith. Date of Loss alleged: June 2024. Warren County District Attorney's Office regarding assignment as special prosecutor for Saratoga County in the matter of People v. Veronica Smith.
- 7) Notice of Claim served August 8, 2024. Joseph Tangrady v. City of Glens Falls & County of Warren. Personal injuries allegedly sustained from falling tree branch. Claim reported to Travelers and claim denied/closed on August 21, 2024.

CONTINUED

V. Pending Items:

No Items this Month.

VI. Privilege of the Floor/Public Comment

VII. Motion to adjourn

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: CLERK OF THE BOARD

DATE: AUGUST 30, 2024

(a) Purpose of Amendment:

To adjust budget for Office of Community Services ARPA funding which was not carried over from the 2023 Budget to 2024

(b) Appropriation Code, Object Code, Full Title and Amount:

A.1010.4999 470 - Legislative Board, American Rescue Plan Act (ARPA), Contract - \$35,000.00

(c) Revenue Code (with title), and Amount:

A.1010.4999 4090 - Legislative Board, American Rescue Plan Act (ARPA), Coronavirus Local Fiscal Recovery Fund (CLFRF) - \$35,000.00

RESOLUTION REQUEST FORM NO. 14***Request to Reclassify Position*****DEPARTMENT NAME: SOCIAL SERVICES****DATE: 08.20.24**

- (a) Title of Reclassified Position: **Senior Clerk #TBD**
- (b) Annual Salary of Reclassified Position (and Grade if Applicable):* **\$38,447 (2023) Gr 4**
*(This should be the Base Salary for the position if it is being filled by a **new** employee, **or** the salary, **including longevities**, for any **existing** employee who is filling the position.
- (c) Title and Employee Number of Position to be Deleted:
Resource Clerk#1 (13933)
- (d) Annual Salary of Position to be Deleted (and Grade if Applicable):* **\$38,447 (2023) Gr 4**
*(This should be the Base Salary for the position if it is being filled by a **new** employee, **or** the salary, **including longevities**, for any **existing** employee who is filling the position.
- (e) Effective Date:* **9/23/24**
*Please do not backdate unless the purpose is to correct an error.
- (f) Where are the Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:
A 6010 110
- (g) Has Personnel Officer Reviewed and Approved of the New Position Title?:*
*This is necessary **BEFORE** bringing the request to committees.
No impact to budget, no change in grade, title only

RESOLUTION REQUEST FORM NO. 14***Request to Reclassify Position*****DEPARTMENT NAME: SOCIAL SERVICES****DATE: 08.20.24**

- (a) Title of Reclassified Position: **Senior Clerk #TBD**
- (b) Annual Salary of Reclassified Position (and Grade if Applicable):* **\$38,447 (2023) Gr 4**
*(This should be the Base Salary for the position if it is being filled by a **new** employee, **or** the salary, **including longevities**, for any **existing** employee who is filling the position.
- (c) Title and Employee Number of Position to be Deleted:
Resource Clerk #3 (13893)
- (d) Annual Salary of Position to be Deleted (and Grade if Applicable):* **\$38,447 (2023) Gr 4**
*(This should be the Base Salary for the position if it is being filled by a **new** employee, **or** the salary, **including longevities**, for any **existing** employee who is filling the position.
- (e) Effective Date:* **9/23/24**
*Please do not backdate unless the purpose is to correct an error.
- (f) Where are the Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:

A 6010 110
- (g) Has Personnel Officer Reviewed and Approved of the New Position Title?:*
*This is necessary **BEFORE** bringing the request to committees.

No impact to budget, no change in grade, title only

SENIOR CLERK

DISTINGUISHING FEATURES OF THE CLASS: The work involves a variety of moderately-difficult clerical tasks that may require a general understanding of specific laws, rules, policies and procedures. Specific duties vary with the needs of the department. Work may be performed under general supervision as part of a clerical unit or in support of higher-level clerical or professional staff. Supervision may be exercised over the work of lower-level clerical staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Maintains complex filing systems to ensure accuracy and efficient retrieval of records;
 Makes entries on a variety of control and record cards;
 Checks for clerical accuracy and completeness of papers, forms and records;
 Researches and assembles information in the preparation of reports and in the handling of the work of the office;
 Uses computer applications or other automated systems to perform in work assignments;
 Provides information to the public either personally or by telephone concerning the work of the office;
 Handles routine correspondence;
 Handles incoming and outgoing mail;
 May oversee lower-level clerical workers, assist with ensuring unit continuity and coordinate unit coverage;
 Processes checks, codes and files requisitions, claims, vouchers, bills and receipts;
 Issues and records applications, licenses and/or permits;
 Maintains and logs payroll information and data;
 Collects fees and accounts for monies received;
 Checks, receives, stores, and issues office supplies;
 Prepares and maintains a variety of records and reports.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of modern office practices and procedures, equipment, terminology and business English;
 Good knowledge of the principles and practices of computerized records maintenance;
 Good knowledge of modern methods used in recordkeeping;
 Ability to organize and maintain accurate records and files;
 Ability to use computer applications such as spreadsheets, word processing, calendar, e-mail and database software;
 Ability to understand and interpret oral instructions and/or written directions;
 Ability to establish and maintain effective working relationships with others;
 Ability to perform close, detail work involving considerable visual effort and concentration;
 Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A) Graduation from high school or possession of a high school equivalency diploma; and
- B) Two (2) years of clerical experience.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: County Attorney

DATE: 8/30/24

- (a) Purpose of Request: **Increase A.918.00, Assigned, Sexual Abuse Lawsuits in the amount of \$900,000**
- (b) Details: **Insurance proceeds for claims resolved by United States District Court for the Northern District of New York, Docket Nos. 1:22-cv-00328 and 1:22-cv-00431**
- (c) Previous Resolution Number: **204 of 2024**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **Source of Funding A.6010 2680 Social Services, Insurance Recoveries**

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

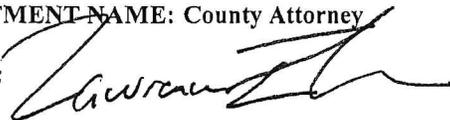
RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: County Attorney

SIGNED:



DATE: 8/30/24

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested:

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions	A.1420 440	County Attorney, Legal/Transcript Fees	\$20,000.00

Please state reason for transfer request: To fund the contract increase for Roemer Wallens Gold Mineaux, LLP

Please file original request with Clerk of the Board and retain copy for your records.