

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE & BUDGET

DATE: OCTOBER 29, 2024

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
GERACI
MERLINO
MADAY
DRISCOLL
STROUGH
BRUNO
ETU

OTHERS PRESENT:

TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
CHRISTINE NORTON, COUNTY TREASURER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS STRAINER
WILD
ETHAN GADDY, COUNTY PLANNER
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
RAY PERRY, MAYOR, VILLAGE OF LAKE GEORGE
LUKE MOSSEAU, *THE POST STAR*
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR CROCITTO

Please note, the following contains a summarization of the October 29, 2024 meeting of the 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 Part 1 - <https://www.youtube.com/watch?v=9vAViWfmofg>

Part 2 - <https://www.youtube.com/watch?v=xWUPHUBB54w>

Mr. Thomas called the meeting of the Finance & Budget Committee to order at 11:01 a.m.

Mr. Geraci entered the meeting at 11:02 a.m.

A motion was made by Mr. Strough, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Crocitto 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:

Christine Norton spoke regarding Finance & Budget Agenda Items 8A-D, noting she was addressing the Committee on behalf of ADK Excursions, LLC, as one of the private business owners and not in the capacity of County Treasurer. She provided an overview of why it was necessary for the requests to be approved, adding she was not the County Treasurer when the funding was awarded to her business. She requested to be permitted to participate in any executive session that may be requested to discuss these agenda items.

The agenda review commenced, as follows:

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

Motion was made by Mr. Strough, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 15th Board Meeting.

- 2) Requests/Items to be discussed by the County Administrator:
 - A) Journal Report of transfers approved by the County Administrator staff for September 2024; provided by informational purposes.
 - B) Request to establish Capital Project No. H437, *Board Room Renovations*, in the amount of \$400,000.
 - C) Request to establish Capital Project No. H438. *Municipal Center Roof Repairs*, in the amount of \$100,000.
 - D) Request to amend the 2024 Warren County Budget in the amount of \$15,780.92 to decrease Capital Project No. H424, *Joseph Warren Capital Project*.

- E) Request to authorize the County Treasurer to amend the 2024 Warren County Budget as appropriate to reallocate unobligated ARPA (*American Rescue Plan Act*) funding as per the attachment included with the agenda.

Motion was made by Mr. Geraci, seconded by Mr. Etu and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve Finance & Budget Agenda Items 2B-E outlined above and the necessary resolutions were authorized for the November 15th Board Meeting. *Note: With regard to Finance & Budget Agenda Item 2D, following the meeting, the County Treasurer's Office determined this was a decrease to the Capital Project and not an amendment to the 2024 Warren County Budget.*

- 3) Referrals from the Criminal Justice, Public Safety & Emergency Services Committee:
- A) Request to appropriate \$3,664.72 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.9950910, *Transfers, Capital Projects, Interfund Transfers*, to provide local share funding for Hazard Mitigation Grant Plan (*HMGP*) (\$2,411.19) and for contractor costs not reimbursed by HMGP funds (\$1,253.53).

Motion was made by Mr. Etu, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 15th Board Meeting.

- B) Request to amend the 2024 Warren County Budget in the amount of \$27,090 to reflect receipt of funding from New York State Governor's Traffic Safety Committee for Police Traffic Services Program.
- C) Request to amend the 2024 Warren County Budget in the amount of \$24,500 to reflect receipt of grant funding from New York State STOP-DWI Foundation for High Visibility Engagement Campaign.

Motion was made by Mr. Geraci, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve Finance & Budget Agenda Items 3B-C as outlined above and the necessary resolutions were authorized for the November 15th Board Meeting.

- 4) Referral from the Economic Growth & Development Committee- Request to amend the 2024 Warren County Budget in the amount of \$20,000 to reflect receipt of occupancy tax funding award to cover the cost of the contract with Cliff & Redfield Interactive which was authorized by Resolution No. 56 of 2024.

Motion was made by Mr. Bruno, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 15th Board Meeting.

- 5) Referral from the Health Services Committee- Request to amend the 2024 Warren County Budget in the amount of \$47,874 to allow for pass through of 100% State aid funding from New York State Office of Mental Health and New York State Office of Addiction Services and Support for Cost of Living Adjustments (*COLA*) as detailed in the Schedule A document included in the agenda for contracted provider agencies, as well as supportive housing increases.

Motion was made by Mr. Etu, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 15th Board Meeting.

- 6) Referral from the Public Works Committee - Request to amend the 2024 Warren County Budget in the amount of \$39,798.50 to reflect receipt of insurance recovery payment for 2018 Ram 3500 crew cab.

It was noted this request had not gone before the Public Works Committee for approval prior to being presented to the Finance & Budget Committee.

Motion was made by Mr. Merlino, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 15th Board Meeting.

- 7) Referrals from the Tourism & Occupancy Tax Coordination Committee:

- A) Request to appropriate \$125,000 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417 480, *Special Events*, to provide funding for sponsorship of the 2023 FISU World University Games snowboard competition which was authorized by Resolution No. 635 of 2022.

Motion was made by Mr. Merlino and seconded by Mr. Bruno to approve the request, as presented; Mr. Elmen requested that the motion be amended to indicate the funding was being re-appropriated since the request related to prior year funding. Messrs. Merlino and Bruno amended their motions accordingly. Mr. Thomas called the question and the motion for Finance & Budget Agenda Item 7, as amended, was carried by a unanimous vote of those present (*Mr. Crocitto absent*) and the necessary resolution was authorized for the November 15th Board Meeting.

- B) Request to appropriate \$20,000 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.0002 480.04, *Warren County Projects*, to provide funding to the Warren County Planning & Community Development Department to cover the cost of the contract with Wilderness Property Management, Inc. for consulting services to complete a recreational assessment in the Town of Johnsburg.

Motion was made by Mr. Driscoll, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 15th Board Meeting.

- C) Request to appropriate \$150,000 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.0002 469.05, *Municipal Application Funding*, to provide funding for the Village and Town of Lake George's contract with Albany Police Athletic League to lease light displays formerly used at the Capital Holiday Lights in Washington Park, for use this winter season in the Town/Village of Lake George.

Motion was made by Mr. Geraci, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 15th Board Meeting.

8) Requests/Items to be Discussed regarding ARPA (*American Rescue Plan Act*) Contracts:

- A) Request to rescind Resolution No. 513 of 2022, *Authorizing ARPA Funds Disbursement to ADK Excursions, LLC, and Amending Warren County Budget for 2022*, due to the contract with ADK Excursions, LLC being voided by Board of Supervisors actions based on findings contained in Resolution 300 of 2024.
- B) Request to authorize new agreement with ADK Excursions, LLC, retroactive to October 6, 2022, to cover prior ARPA award of \$30,000 (*initial award and agreement authorized by Resolution No. 513 of 2022 later voided by Resolution No. 300 of 2024*).
- C) Request to rescind Resolution No. 595 of 2022, *Authorizing ARPA Funds Disbursement to ADK Excursions, LLC; and Amending Warren County Budget for 2022*, due to the contract with ADK Excursions, LLC being voided by Board of Supervisors actions based on findings contained in Resolution 300 of 2024.
- D) Request to authorize new agreement with ADK Excursions, LLC retroactive to November 4, 2022, to cover prior ARPA award of \$19,000 (*initial award and agreement authorized by Resolution No. 595 of 2022 later voided by Resolution No. 300 of 2024*).

Mr. Driscoll asked whether an executive session would be appropriate to discuss Finance & Budget Agenda Items 8A-D and Larry Elmen, *County Attorney*, responded this was a matter for the Committee to decide. Mr. Etu suggested they skip ahead and address Finance & Budget Agenda Item 9 prior to determining whether to enter into an executive session and the Committee members concurred.

- 9) Finance Committee action is required on the following Personnel Agenda item, *contingent upon approval by the Personnel, Administration & Higher Education Committee - 3*.

PERSONNEL AGENDA ITEM 3:

- 3) Referral Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):
Sheriff (James LaFarr, Sheriff) -

Request to amend the Table of Organization & Salary Schedule to create the new position of Patrol Sergeant #11-C (*Contingent Position*), Annual Salary \$66,111, effective January 1, 2025 to March 31, 2025.

Motion was made by Mr. Geraci, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Crocitto absent*) to approve Personnel, Administration & Higher Education Agenda Item 3 as outlined above.

Returning to Agenda Items 8A-D, Mr. Thomas questioned whether the Committee preferred to discuss Finance & Budget Agenda Items 8A-D in an executive session and they all responded in the affirmative.

Motion was made by Mr. Driscoll and seconded by Mr. Maday to enter into an executive session. Mr. Elmen apprised since Finance & Budget Agenda Items 8A-D related to discussion regarding contracts the Committee needed to determine whether it fell under Section 105(1)(f) of the Public Officer's Law concerning the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Following discussion, the Committee determined it was appropriate to discuss Finance & Budget Agenda Items 8A-D in an executive session under Section 105(1)(f) of the Public Officer's Law because they would be discussing the financials of a particular corporation.

Referring to Ms. Norton's request made at the start of the meeting, Mr. Driscoll inquired whether the Committee would like to allow her to participate in the executive session; following a brief discussion it was determined the Committee members were not in favor of allowing Ms. Norton to attend the executive session.

Mr. Thomas called the question and the motion was carried by a unanimous vote of those present (*Mr. Crocitto absent*) to enter into an executive session under Section 105(1)(f) of the Public Officer's Law for the purposes outlined above.

Executive session was held from 11:22 a.m. until 12:22 p.m.

Mr. Driscoll exited the meeting at 12:14 p.m.

Mr. Thomas noted no action was taken during the executive session.

Motion was made by Mr. Geraci, seconded by Mr. Bruno and carried by majority vote of those present (*Messrs. Driscoll and Crocitto absent*), with Mr. Strough voting in opposition, to approve Finance & Budget Agenda Items 8A-C as outlined above and the necessary resolutions were authorized for the November 15th Board Meeting. No action was taken with regard to Agenda Item 8D.

Privilege of the floor was called for:

Ms. Norton thanked the Committee for their efforts today, adding when she originally presented the request for \$49,000 to the ARPA Committee they awarded her with \$30,000 and requested she provide additional information regarding the remaining amount which she presented. She stated she learned at the meeting where her request for the remainder of the ARPA funding was entertained the process utilized for awarding ARPA funding had been changed and rather than amending the resolution that awarded her business with the \$30,000 to include the remaining \$19,000, the Committee authorized a separate resolution, and the vote on that separate resolution was where the issues outlined in Resolution No. 300 originated from. She then asked what would occur with Finance & Budget Agenda Item 8D and Mr. Thomas advised no action had been taken on the matter.

There being no further business to come before the Finance & Budget Committee, on motion made by Mr. Geraci and seconded by Mr. Strough, Mr. Thomas adjourned the meeting at 12:26 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board