

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE & BUDGET

DATE: NOVEMBER 22, 2024

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
GERACI
MERLINO
DRISCOLL
STROUGH
BRUNO
ETU

OTHERS PRESENT:

JOHN TAFLAN, COUNTY ADMINISTRATOR
CHRISTINE NORTON, COUNTY TREASURER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS MADAY
CROCITTO

Please note, the following contains a summarization of the November 22, 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 - <https://www.youtube.com/watch?v=mssa1DkhmiI>

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

A motion was made by Mr. Bruno, seconded by Mr. Etu and carried by a unanimous vote of those present (*Messrs. Maday and 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, *County Treasurer*, distributed a report regarding the total Occupancy Tax collections through November 21, 2024 and answered questions posed by the Committee members; a copy of the report is on file with the meeting minutes.

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 (*Messrs. Maday and Crocitto absent*) to approve the request as outlined above and the necessary resolution was authorized for the December 20th Board Meeting.

- 2) Requests/Items to be discussed by the County Administrator:

- A) Journal Report of transfers approved by the County Administrator staff for October 2024; provided for informational purposes.
- B) Request for transfer of funds totaling \$432,341 from Budget Code A.1990 469.01, *Contingent Account-Other Payments/Salaries*, amongst various budget codes to cover the cost of salary and fringe costs resulting from CSEA contract settlement.
- C) Request to amend the 2024 Warren County Budget in the amount of \$198,680 to recognize State Aid revenue offsets as a result of CSEA contract settlement.
- D) Request to transfer funds in the amount of \$20.00 from Budget Code A.1670 110, *Mailroom Salaries, Regular*, to Budget Code A.1670 120, *Mailroom, Salaries, Overtime*, to cover overtime costs through the end of the year.

Motion was made by Mr. Strough, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Items 2B-D as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

- 3) Requests/Items to be discussed by the County Treasurer:
 - A) Request to approve corrections to the Tax Rolls outlined in the attachment included in the agenda.
 - B) Request to record \$27,280.80 premium received on issuance of 2024 \$8.42 million BAN (*Bond Anticipation Note*) in County Road Fund Reserve for Debt to be used for subsequent debt services.
 - D) Request to appropriate \$27,280.80 from Budget Code D.884.00, *Reserve for Debt*, to Budget Code D.9730 710, *Bond Anticipation Note, Interest-Indebtedness*, to cover a portion of the cost of BAN interest due in 2024.

Motion was made by Mr. Geraci, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Items 3A, B and D as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

- C) Request to appropriate \$67,206 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.1325 439, *County Treasurer, Misc Fees & Expenses*, to cover the cost of paying the bond issuance costs relating to the November 20, 2024 serial bond.

Motion was made by Mr. Strough, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 3C as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

- E) Request to transfer funds in the amount of \$150,000 from Budget Code D.9730 610, *Bond Anticipation Note, Principle Indebt*, to Budget Code D.9730 710, *Bond Anticipation Note, Interest Indent*, to cover the additional interest costs related to the short-term \$8.42 million BAN issuance in May 2024 and due in November 2024.
- F) Request to transfer funds in the amount of \$650.16 from Budget Code D.5110 470, *Maint of Roads, Contract*, to Budget Code D.9730 710, *Bond Anticipation Note, Interest Indebt*, to cover additional BAN interest due.

Motion was made by Mr. Strough, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Items 3E-F as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

- G) Request to amend the agreement with Fitzgerald Morris Baker Firth, P.C. for bond counsel services in relation to certain serial bonds to extend the term to December 31, 2025 and increase the not to exceed amount from \$7,000 per year to \$25,000 per year in order to cover the fees associated with the current bond expense.

Ms. Norton stated she would look into the significant cost increase for the bond counsel services and report back to the Committee.

Motion was made by Mr. Bruno, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 3G as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- 4) Referral from the County Facilities Committee - Request to amend the 2024 Warren County Budget in the amount of \$4,670.40 with surplus Balloon Festival funds in Budget Code A.691.00, *Deferred Revenue*, to cover the cost of overtime, FICA, Medicare and Retirement expenses associated with the Balloon Festival.

Motion was made by Mr. Etu, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 4 as presented and the necessary resolution was authorized for the December 20th Board Meeting.

5) Referrals from the Criminal Justice, Public Safety & Emergency Services Committee:

- A) Request to appropriate \$497,500 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to various Budget Codes within the Sheriff's Budget to address deficits created by increased utility expenses and unanticipated operating expenditures throughout the year.

A discussion ensued regarding the excessive overtime expense and whether this should be included within the Sheriff's Budget rather than having to appropriate additional funding every year for this purpose.

Motion was made by Mr. Bruno, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 5A as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- B) Request to appropriate \$5,000 from Budget Code A.889.00, *Reserve - STOP DWI*, to Budget Code A.3325 469, *Stop DWI Program, Other Payments/Contributions*, to cover the cost of the payment made to the New York State Department of Corrections and Community Supervision Attica Correctional Facility to reimburse them for funds paid to an inmate whose sentence was overturned.

Motion was made by Mr. Geraci, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 5B as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- C) Request to amend the 2024 Warren County Budget to reflect the appropriate revenue and expense codes for the first half of the 2024 - 2025 School Resource Officer agreements.

Motion was made by Mr. Driscoll, seconded by Mr. Etu and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 5C as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- D) Request to amend the 2024 Warren County Budget in the amount of \$21,481 to reflect proper appropriations in the 2024 Sheriff's 911 Center, 2020 Interoperable Comm Grant.

Motion was made by Mr. Etu, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 5D as presented and the necessary resolution was authorized for the December 20th Board Meeting.

6) Referrals from the Health Services Committee:

- A) Request to appropriate \$450,000 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 examinations and restoration expenses through the remainder of the year.

A discussion ensued regarding the excessive cost of the court-ordered NYS CPL 730 competency examinations and restoration expenses which the State no longer reimbursed the County for half of during which Chairman Geraghty emphasized the importance of notifying the State representatives of how imperative it was for counties to receive those reimbursements.

Motion was made by Mr. Strough, seconded by Mr. Geraci and carried by majority vote of those present (*Messrs. Maday and Crocitto absent*), with Mr. Etu and Mr. Bruno voting in opposition, to approve Item 6A as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- B) Request to amend the 2024 Warren County Budget in the amount of \$110,565 to reflect receipt of the third year of Infrastructure Workforce Data Systems grant funding from New York State.

Motion was made by Mr. Etu, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 6B as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- C) Request to authorize the County Auditor to make a one-time payment of \$125 to City and Country Appliance Repair for service/assessment of a refrigerator in the Health Services Department, which is used for vaccine storage.

It was noted this request did not go before the Health Services Committee for approval.

Motion was made by Mr. Etu, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 6C as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- 7) Referral from the Human Services Committee - Request to amend the 2024 Warren County Budget in the amount of \$155,133 to reflect receipt of grant funding from the New York State Office of Temporary and Disability Assistance to cover the cost of the contract with Open Door Mission from October 2024 through the remainder of the year.

Motion was made by Mr. Merlino, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 7 as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- 8) Referrals from the Park Operations & Management Committee:

- A) Request to appropriate \$3,052.21 from Budget Code A.691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maintenance - Bldg/Property*, and to authorize reimbursement in the same amount to Village of Lake George for costs incurred at the Charles R. Wood Park in June 2024 for park attendant.
- B) Request to appropriate \$3,013.81 from Budget Code A.691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maintenance - Bldg/Property*, and to authorize reimbursement in the same amount to Village of Lake George for costs incurred at the Charles R. Wood Park in August 2024 for park attendant.
- C) Request to appropriate \$2,946.43 from Budget Code A.691.07, *Deferred Revenue, Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maintenance - Bldg/Property*, and to authorize reimbursement in the same amount to Village of Lake George for costs incurred at the Charles R. Wood Park in September 2024 for park attendant.

Motion was made by Mr. Bruno, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Items 8A-C as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

- 9) Referrals from the Public Works Committee:
- A) Request to establish Capital Project No. H439, *Diamond Point Road (CR 35) over Smith Brook - West*, in the amount of \$1,500,000.
 - B) Request to establish Capital Project No. H440, *Diamond Point Road (CR 35) over Smith Brook- East*, in the amount of \$1,500,000.
 - C) Request to increase Capital Project No. H390, *County Bridge & Culvert Project*, in the amount of \$145,600.
 - D) Request to increase Capital Project No. H425, *Adirondack Bridge and Beaver Pond Bridge Replacements Project*, in the amount of \$236,400.
 - E) Request to increase Capital Project No. H430, *Culvert Repairs*, in the amount of \$12,000,000.
 - F) Request to increase Capital Project No. H421, *Call Street (CR 32) & Corinth Road (CR 28) Rehabilitation*, in the amount of \$903,000.

Motion was made by Mr. Driscoll, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Items 9A-F as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

- G) Request to authorize a new contract with Warrensburg Collision Center, Inc. for autobody repair services pursuant to the terms and provisions of the specifications of (WC 63-24) and proposal for a term commencing January 1, 2025 and terminating December 31, 2025 with two optional one-year extensions.

It was noted this request did not go before the Public Works Committee for approval.

Motion was made by Mr. Bruno, seconded by Mr. Etu and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Item 9G as presented and the necessary resolution was authorized for the December 20th Board Meeting.

- 10) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel, Administration & Higher Education Committee - 3 & 4F*.

PERSONNEL AGENDA ITEMS 3 & 4F:

- 3) Referral Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):
Probation (Robert Iusi, Director) -
Request to amend the Table of Organization & Salary Schedule to Probation Officer Trainee, *Grade 16, Base Annual Salary \$55,602*, and unfund but retain in the Table of Organization the position of Probation Officer, effective December 23, 2024.

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

- 4) Request/Item to be Discussed by the County Attorney (Larry Elmen, County Attorney):
F) Request: Transfer of funds in the amount of \$35.38.
Rationale: To fund the overage of County Attorney, Salaries-Overtime budget code.

Motion was made by Mr. Bruno, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Personnel, Administration & Higher Education Agenda Item 4F as outlined above and the necessary resolution was authorized for the December 20th Board Meeting.

A review of the Finance & Budget Addendum Agenda which consisted of the following Action Agenda/New Business Items

to be Discussed by the Clerk of the Board:

1. Allocating Funding Earmarked for Combating Aquatic Invasive Species in Publicly Accessible Water Bodies in Warren County Other than Lake George and Authorizing Intermunicipal Agreements for the Year 2025.
2. Authorizing Agreement with and Payment to the Lake George Park Commission for Invasive Species Prevention and Eradication Efforts for Lake George, Specifically for the Commission's 2025 Boat Inspection and Boat Washing Program.
3. Authorizing Agreement with Adirondack North Country Association for Promotional and Economic Development.
4. Authorizing Agreement with Adirondack Park Local Government Review Board for Funding of Operating Costs.
5. Authorizing Agreement with the City of Glens Falls for Capital Improvements and Operation and Maintenance for Various Recreational Facilities.
6. Authorizing Agreement with Cornell Cooperative Extension Association of Warren County.
7. Authorizing Agreement with Cornell Cooperative Extension Association of Warren County for their Youth Camping Program.
8. Authorizing Agreement with Economic Development Corporation, Warren County, New York, for Economic Development Program for 2025.
9. Authorizing Payment to Lake Champlain-Lake George Regional Planning Board.
10. Authorizing Agreement with Lakes to Locks Passage for Promotional and Economic Development.
11. Authorizing Payment to Southern Adirondack Library System.
12. Authorizing Agreement with the Warren County Historical Society for Continuation of Historical Programs.
13. Authorizing Agreement with the Warren County Local Development Corporation to Administer and Perform Economic Development Programs and Initiatives, County and Community Planning Services and Grant/Loan Programs.
14. Authorizing Payment to the Warren County Soil & Water Conservation District for 2025.
15. Authorizing Payment to the Warren County Conservation Council.

Motion was made by Mr. Bruno, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Finance & Budget Addendum Agenda Items 1- 15 as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

16. Fixing the Tax Rates.
17. Levying Unpaid School Taxes and Penalties - 2024
18. Authorizing Relevy of Delinquent Village of Lake George Taxes Together with Penalties and Interest.
19. Levying Uncollected Sewer and Water Rents in Several Towns.
20. Acknowledging Request from the City of Glens Falls for Levy of 2024 Water Rents.
21. Acknowledging Requests from Towns for Levy of 2024 Property Maintenance Expenses.
22. Levying Sum of Warrensburg-Thurman Consolidated Health District.
23. Authorizing Warren County Treasurer to Credit the 2025 Crandall Library District Tax Levy for the Town of Queensbury.
24. Authorizing Town/City Exemption Removals.
25. Authorizing Payments to SUNY Adirondack.
26. Authorizing Chair and Clerk of the Board to Issue Tax Warrants.
27. Fixing Date of Organization Meeting (*January 3, 2025 @ 11:00 a.m.*).

Motion was made by Mr. Strough, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Messrs. Maday and Crocitto absent*) to approve Finance & Budget Addendum Agenda Items 16-27 as outlined above and the necessary resolutions were authorized for the December 20th Board Meeting.

Privilege of the floor was called for:

Ms. Norton noted the County was below the minimum required balance in Budget Code. A.909.00, *General Fund Unappropriated Surplus*, which she had serious concerns about. She then voiced her unease regarding the excessive costs for the court-ordered NYS CPL 730 competency examinations and restoration expenses and she questioned whether the County could challenge these expenses. A brief discussion ensued during which Ms. Norton apprised she would discuss the matter further with the Director of the Office of Community Services.

Mr. Taflan spoke regarding yesterday's meeting of the Intercounty Legislative Committee of the Adirondacks, apprising the Governor had indicated if a Bill was brought before her to sign pertaining to sales tax collection on short-term rentals that included a State-wide registry requirement she would veto the Bill. Following this NYSAC (*New York State Association of Counties*) requested that the originators of the Bill remove this requirement, but they refused resulting in NYSAC attempting to negotiate an agreement that would permit the towns of Counties to have registries at the County level. He said this meant the County would be responsible for code enforcement on short-term rentals. He stated due to the Governor calling for all unsigned Bills to be delivered to her desk by December 7th, it was not likely NYSAC had sufficient time to materialize an agreement, especially with the Holiday next week. A discussion ensued.

Mr. Taflan advised another topic that was discussed at the Intercounty Legislative Committee of the Adirondacks meeting concerned grant funding from the State to assist the County with the construction of a regional morgue. He added because the facility would have the capacity to handle mass casualties, the representative from the State indicated the potential for the State Department of Homeland Security being involved in the process. He stated the plan was to schedule a meeting to discuss the matter further with the State at the beginning of 2025. A brief discussion ensued.

Mr. Driscoll apprised the City of Glens Falls Common Council was holding their next meeting on Tuesday, November 26th during which a public hearing would be held regarding short-term rentals. Next, he recognized the Town of Lake George for their announcement that they will commence construction on the Dennis L. Dickinson Recreation Park in Spring of 2025, which he believed was an appropriate testament to an accomplished community leader. He concluded by acknowledging Mr. Strough, who was being awarded the "John D. Austin Contribution to History" by the Warren County Historical Society in January 2025.

Chairman Geraghty suggested reviewing how much funding was owed to the County by the State, as he was aware there were several Departments awaiting payments from the State. He noted this could assist the County with bringing the General Fund Unappropriated Surplus balance back up to the required level set by resolution.

A discussion ensued regarding enforcement by the towns and the County on short-terms rentals.

There being no further business to come before the Finance & Budget Committee, on motion made by Mr. Strough and seconded by Mr. Bruno, Mr. Thomas declared the meeting adjourned at 12:07 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board