

# Warren County Board of Supervisors

BOARD MEETING  
MONDAY, FEBRUARY 10, 2025



Please note that the following is a summarization of the Board Meeting; the meeting, in its entirety, can be viewed using the following links on the Warren County website:

<https://warrencountyny.gov/mma>

Part 1 - <https://www.youtube.com/watch?v=9m2u7aj3d2k>

Part 2 - <https://www.youtube.com/watch?v=0kCFl3FfqXI>

The Board of Supervisors of the County of Warren convened at the Supervisors' Room in the Warren County Municipal Center, Lake George, New York; meeting called to order at 11:59 a.m.

Mr. Kevin B. Geraghty presiding.

Salute to the flag was led by Supervisor Conover

Roll called, the following members present:

Supervisors Conover, Maday, Diamond, Turner, Bruno, Driscoll, Patchett, Bean, Crocitto, Merlino, Strough, Wild, Magowan, Strainer, Etu, Thomas, Runyon and Geraghty; Absent - 2. Supervisors Gilligan and Geraci

Chairman Geraghty called for privilege of the floor/public comment, but there was no one wishing to speak.

Privilege of the Floor was first extended to Ethan Gaddy, *County Planner*; Norbelle Greenberger, *Representing La Bella Associates*; and Sara Frankenfeld, *GIS Administrator*, who reviewed a powerpoint presentation regarding the Warren County Comprehensive Plan which outlined the plan vision, goals, objectives, priority actions, and implementation, as well as answered questions posed by the Board members. A copy of the presentation is on file with the February 10, 2025 Special Board Meeting minutes.

The Agenda review resumed with reading of resolutions by the Clerk of the Board as follows:

Amanda Allen, *Clerk of the Board*, indicated motions were needed to bring proposed Floor Resolution Nos. 1-2 to the floor, as well as proposed Floor Resolution Nos. 3 and 4 which were not in writing, but had been approved at this morning's meeting of the Occupancy Tax Coordination Committee.

Motion was made by Supervisor Etu, seconded by Supervisor Maday and carried by a unanimous vote of those present (*Supervisors Gilligan and Geraci absent*) to bring proposed Floor Resolution No. 1 entitled "*Waiving the Standing Rule of the Board Relating to the Requirement that all Resolutions be Approved through the Established Committee Structure in Advance of a Board Meeting in Order to Entertain a Resolution Appointing Harold T. Hubbard as Republican Commissioner of Elections*", to the floor.

Motion was made by Supervisor Runyon, seconded by Supervisor Maday and carried by a unanimous vote of those present (*Supervisors Gilligan and Geraci absent*) to bring proposed Floor Resolution No.

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2, entitled "*Appointing Harold T. Hubbard as Republican Commissioner of Elections*", to the floor.

Motion was made by Supervisor Runyon, seconded by Supervisor Merlino and carried by a unanimous vote of those present (*Supervisors Gilligan and Geraci absent*) to bring proposed Floor Resolution No. 3 entitled "*Waiving the Standing Rule of the Board Relating to the Requirement that all Resolutions be Approved Through the Established Committee Structure in Advance of a Board Meeting in Order to Entertain a Resolution Authorizing Agreement with the Town of Johnsborg for Municipal Award of Occupancy Tax Funding*" to the floor.

Motion was made by Supervisor Runyon, seconded by Supervisor Wild and carried by a unanimous vote of those present (*Supervisors Gilligan and Geraci absent*) to bring proposed Floor Resolution No. 4 entitled "*Authorizing Agreement with the Town of Johnsborg for Municipal Award of Occupancy Tax Funding*" to the floor.

Mrs. Allen announced proposed Floor Resolution Nos. 1 would now be known as proposed Resolution Nos. 33; proposed floor Resolution No. 2 would now be referred to as proposed Resolution No. 34; proposed Floor Resolution No. 3 would now be known as proposed Resolution No. 35; and proposed Floor Resolution No. 4 would now be referred to as proposed Resolution No. 36.

Discussion and public comment on proposed resolutions was called for:

William VanNess, *Commissioner of Elections (R)*, thanked the Board for their support during his tenure at the County with the Board of Elections. He then spoke in favor of the appointment of Mr. Hubbard, who he believed was more than qualified to take over the position upon his retirement later this month.

Supervisor Etu requested a roll call vote on proposed Resolution Nos. 34 and 36.

Following a brief discussion regarding proposed Resolution No. 36, "*Authorizing Agreement with the Town of Johnsborg for Municipal Award of Occupancy Tax Funding*", Chairman Geraghty called for a brief recess to allow time for the aforementioned proposed Resolution to be prepared in writing. The Board recessed from 12:33 p.m. until 12:42 p.m.

Upon reconvening, Chairman Geraghty once again called for discussion and public comment on proposed resolutions:

Supervisor Magowan apprised while he was concerned regarding the precedent approving proposed Resolution No. 36, "*Authorizing Agreement with the Town of Johnsborg for Municipal Award of Occupancy Tax Funding*", would set, he was fully supportive of it due to the time sensitive nature of the matter for the Town of Johnsborg.

Larry Elmen, *County Attorney*, cautioned the Board members that they could not restrict themselves in acting in the future; however, he noted, those present were well aware of why they would be voting in favor or against proposed Resolution No. 36 and would carry this forward while they were members of the Board. He stated in essence the Board could not bind themselves from taking action in the future only in recollection and memory of today, adding the purpose of their actions would serve to bind them and their individual votes going forward into the future.

Supervisor Bean noted the Hudson River was a significant tourist attraction for the Town of Lake Johnsborg due to its close proximity to the Town which was within a quarter of a mile. He stated many of the septic systems on properties were failing due to their age causing sewage to leak. He indicated the only reason this request was going before them today was because they had exhausted

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all other options and he implored with the Board to move proposed Resolution No. 36 forward.

Supervisor Strough voiced his concern with using such a significant amount of occupancy tax funding for infrastructure, as he believed if proposed Resolution No. 36 moved forward other municipalities would bring forth similar requests. He pointed out several of the not-for-profits had their requests for occupancy tax denied or reduced to a lower amount due to insufficient funding, apprising he believed ORDA (*Olympic Regional Development Authority*) needed to take responsibility for this expense.

A discussion ensued regarding proposed Resolution No. 36, "*Authorizing Agreement with the Town of Johnsbury for Municipal Award of Occupancy Tax Funding*", during which several Supervisors opined on the matter. Also during the discussion Mr. Elmen clarified the purpose for the occupancy tax award would be for the promotion of tourism in the North Creek region and Ski Bowl to include a 120 room hotel that was being constructed by ORDA and would tie into this sewer system, noting tying into the ORDA construction project was a key basis for the Board to use as a foundation for use of occupancy tax funding in this situation.

Voting on resolutions occurred; Resolution Nos. 33-36 were approved as presented.

Chairman Geraghty offered privilege of the floor:

Supervisor Bean thanked the Board members for their support of the Town of Johnsbury today.

There being no further business to come before the Board of Supervisors, Chairman Geraghty declared the Board meeting adjourned at 1:04 p.m.

# Warren County Board of Supervisors

## AGENDA FRIDAY FEBRUARY 21, 2025 BOARD MEETING



**10:00 a.m. Call Meeting to Order**

**Pledge of Allegiance - Supervisor Magowan**

**Roll Call**

**Motion to approve minutes of the January 17, 2025 Board Meeting and the February 10, 2025 Special Board Meeting, subject to correction by the Clerk**

**Privilege of the Floor and Public Comment**

**Presentation of Employee of the Quarter Award**

**Report by Committee Chairs (including Chairman of the Board's Report)**

**Report of County Administrator**

**Report of County Attorney**

**Reading of Communications**

**Reading of Resolutions**

**Recusals on Resolutions**

**Discussion and Public Comment on Proposed Resolutions**

**Requests for Roll Call Votes**

**Vote on Resolutions**

**Privilege of the Floor and Public Comment**

**Announcements**

**Motion to Adjourn**

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
PROC 05		<b>PROCLAMATION - J. WALTER JUCKETT AWARD TO GEORGE FERONE</b>
PROC 06		<b>PROCLAMATION - AMERICAN HEART MONTH</b>
PROC 07		<b>PROCLAMATION - BLACK HISTORY MONTH</b>
PROC 08		<b>PROCLAMATION - CANCER PREVENTION MONTH</b>
37	ROLL CALL	<b>FINANCE &amp; BUDGET - MAKING SUPPLEMENTAL APPROPRIATIONS</b>
38	ROLL CALL	<b>FINANCE &amp; BUDGET - AMENDING WARREN COUNTY BUDGET FOR 2025 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY</b>
39		<b>CRIMINAL JUSTICE, PUBLIC SAFETY &amp; EMERGENCY SERVICES (<i>DISTRICT ATTORNEY</i>) - AUTHORIZING SUBMISSION OF AN APPLICATION TO THE NEW YORK STATE OFFICE OF VICTIM SERVICES TO FUND THE VICTIM ASSISTANCE PROGRAM FOR THE DISTRICT ATTORNEY'S OFFICE AND AUTHORIZING A GRANT AGREEMENT FOR SAME</b>
40		<b>CRIMINAL JUSTICE, PUBLIC SAFETY &amp; EMERGENCY SERVICES (<i>OFFICE OF EMERGENCY SERVICES</i>)- AUTHORIZING MEMORANDUM OF UNDERSTANDING WITH NEW YORK STATE DIVISION OF HOMELAND SECURITY ("DHSES") AND EMERGENCY SERVICES TO POSSESS AND USE DHSES OWNED FLOOD MITIGATION EQUIPMENT</b>
41		<b>CRIMINAL JUSTICE, PUBLIC SAFETY &amp; EMERGENCY SERVICES (<i>PROBATION</i>)-RATIFYING THE ACTIONS OF THE CHAIR OF THE BOARD OF SUPERVISORS IN EXECUTING AN APPLICATION TO OPERATION UNDERGROUND RAILROAD, INC. FOR GRANT FUNDING TO PURCHASE DIGITAL FORENSICS SOFTWARE FROM DATAPILOT, INC. AND AUTHORIZING A GRANT AGREEMENT FOR SAME</b>
42		<b>CRIMINAL JUSTICE, PUBLIC SAFETY &amp; EMERGENCY SERVICES (<i>PUBLIC DEFENDER</i>) - AUTHORIZING AGREEMENT WITH LEGALSERVER FOR CASE MANAGEMENT SOFTWARE FOR THE PUBLIC DEFENDER'S OFFICE</b>

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
43		<b>CRIMINAL JUSTICE, PUBLIC SAFETY &amp; EMERGENCY SERVICES (<i>SHERIFF</i>)</b> - AMENDING RESOLUTION NO. 136 OF 2021, WHICH AUTHORIZED AN AGREEMENT WITH NEW YORK STATE DEPARTMENT OF CORRECTIONS AND COMMUNITY SUPERVISION TO PROCURE FOOD PRODUCTS FOR THE WARREN COUNTY CORRECTIONAL FACILITY, TO INCREASE THE NOT TO EXCEED AMOUNT
44		<b>ECONOMIC GROWTH &amp; DEVELOPMENT (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>)</b> - AMENDING RESOLUTION NO. 56 OF 2024, WHICH EXTENDED AN AGREEMENT WITH C&R INTERACTIVE A/K/A CLIFF & REDFIELD INTERACTIVE TO PROVIDE ARTICLES AND CONTENT AIMED AT HIGHLIGHTING THE FIRST WILDERNESS HERITAGE CORRIDOR INCLUDING A RANGE OF INITIATIVES WITH CREATIVE STORYTELLING APPROACHES, TO EXTEND THE TERMINATION DATE
45		<b>ECONOMIC GROWTH &amp; DEVELOPMENT (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>)</b> - AUTHORIZING AGREEMENT WITH WILDERNESS PROPERTY MANAGEMENT, INC. TO DEVELOP A RECREATIONAL ASSESSMENT PLAN FOR THE MILL CREEK LAND IN THE TOWN OF JOHNSBURG
46		<b>ECONOMIC GROWTH &amp; DEVELOPMENT (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>)</b> - AMENDING RESOLUTION NO. 511 OF 2024, WHICH AUTHORIZED AN AGREEMENT WITH ADIRONDACK NORTH COUNTRY ASSOCIATION FOR PROMOTIONAL AND ECONOMIC DEVELOPMENT, TO INCREASE THE AMOUNT
47		<b>ECONOMIC GROWTH &amp; DEVELOPMENT (<i>PLANNING &amp; COMMUNITY DEVELOPMENT</i>)</b> - AUTHORIZING AGREEMENT WITH LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD FOR THE PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT TO COMPLETE CERTAIN TASKS FOR THE LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD REGARDING THE IMPLEMENTATION OF THE SEPTIC SMART: REGIONAL IMPLEMENTATION AND EXPANSION PROGRAM
48		<b>ENVIRONMENTAL CONCERNS &amp; REAL PROPERTY TAX SERVICES (<i>ENVIRONMENTAL CONCERNS</i>)</b> - AUTHORIZING THE CHAIR OF THE BOARD TO SEND A LETTER TO THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION REQUESTING ADDITIONAL FUNDING FOR THE SEPTIC SYSTEM REPLACEMENT PROGRAM

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49		<b>ENVIRONMENTAL CONCERNS &amp; REAL PROPERTY TAX SERVICES (<i>REAL PROPERTY TAX SERVICES</i>)- AMENDING RESOLUTION NO. 297 OF 2023 TO DESIGNATE REDEMPTION DATE FOR DELINQUENT TAX PROPERTY FORECLOSURE AND FIX AUCTION DATE</b>
50		<b>HEALTH SERVICES (<i>OFFICE FOR THE AGING</i>) - AUTHORIZING SUBMISSION OF A GRANT APPLICATION FOR THE MEDICARE IMPROVEMENTS FOR PATIENTS AND PROVIDERS ACT (MIPPA)</b>
51		<b>HEALTH SERVICES (<i>OFFICE FOR THE AGING</i>) - AMENDING MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF WARREN, ACTING FOR AND ON BEHALF OF WARREN-HAMILTON COUNTIES' OFFICE FOR THE AGING, AND COUNTRYSIDE ADULT HOME FOR OPERATION OF THE WARRENSBURG MEALSITE AND CHESTERTOWN MEALSITE, TO INCREASE THE PER MEAL REIMBURSEMENT RATE</b>
52		<b>HEALTH SERVICES (<i>OFFICE OF COMMUNITY SERVICES</i>) - RE-APPOINTING MEMBER TO THE WARREN COUNTY COMMUNITY SERVICES BOARD</b>
53		<b>HEALTH SERVICES (<i>OFFICE OF COMMUNITY SERVICES</i>) - APPOINTING THE FOLLOWING INDIVIDUALS TO THE WARREN COUNTY DISASTER MENTAL HEALTH RESPONSE (DMHR) TEAM - MENTAL HEALTH</b>
54		<b>HEALTH SERVICES (<i>PUBLIC HEALTH</i>) - APPOINTING MEMBERS OF PROFESSIONAL ADVISORY COMMITTEE FOR THE HEALTH SERVICES DEPARTMENT</b>
55		<b>HEALTH SERVICES (<i>PUBLIC HEALTH</i>) - APPOINTING MEMBERS OF THE LOCAL EARLY INTERVENTION COORDINATING COUNCIL (LEICC) FOR THE EDUCATION OF PHYSICALLY HANDICAPPED CHILDREN'S PROGRAM</b>
56		<b>HEALTH SERVICES (<i>PUBLIC HEALTH</i>)- AUTHORIZING CONTINUATION OF THE LEASE AGREEMENT WITH HUDSON HEADWATERS HEALTH NETWORK FOR USE OF SPACE AT THE WARRENSBURG HEALTH CENTER FOR PUBLIC HEALTH'S MONTHLY WIC CLINIC</b>

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57		<b>HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND WARREN COUNTY SHERIFF'S OFFICE TO PROVIDE SECURITY SERVICES FOR THE WARREN COUNTY HUMAN SERVICES BUILDING</b>
58		<b>HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND WARREN COUNTY SHERIFF'S OFFICE TO PROVIDE INVESTIGATIVE SERVICES TO THE DEPARTMENT OF SOCIAL SERVICES FRAUD UNIT</b>
59		<b>HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND WARREN COUNTY INFORMATION TECHNOLOGY DEPARTMENT FOR COMPUTER SUPPORT SERVICES</b>
60		<b>LEGISLATIVE, RULES &amp; GOVERNMENTAL OPERATIONS (<i>BOARD OF ELECTIONS</i>) - AMENDING AGREEMENT WITH TENEX SOFTWARE SOLUTIONS TO PURCHASE NINETY (90) TENEX ELECTRONIC POLL BOOK COMPUTERS INCLUDING HARDWARE, SOFTWARE, LICENSING, REGISTRATION, MANAGEMENT AND ONSITE TRAINING, TO PROVIDE LICENSING AND SUPPORT FOR THE PURCHASE OF THREE (3) ADDITIONAL ELECTRONIC POLLBOOKS AND INCREASE THE ANNUAL LICENSING FEE</b>
61		<b>LEGISLATIVE, RULES &amp; GOVERNMENTAL OPERATIONS (<i>BOARD OF ELECTIONS</i>) - DECLARING OLD POLL BOOK IPADS SURPLUS; AUTHORIZING DONATION OF OLD POLL BOOK IPADS TO A NON-PROFIT ORGANIZATION</b>
62		<b>OCCUPANCY TAX COORDINATION - AUTHORIZING WARREN COUNTY TOURIST AND CONVENTION DEVELOPMENT AGREEMENT WITH THE ADIRONDACK CIVIC CENTER COALITION, INC. FOR OCCUPANCY TAX SPECIAL EVENT FUNDING</b>
63		<b>OCCUPANCY TAX COORDINATION - AUTHORIZING CONTINUATION OF THE INTERMUNICIPAL AGREEMENT WITH THE VILLAGE OF LAKE GEORGE TO PROVIDE FUNDING FOR PROMOTION SPACE WITHIN THE LAKE GEORGE VISITOR CENTER</b>

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
64		<b>PUBLIC WORKS (<i>PARKS, RECREATION &amp; RAILROAD</i>)</b> - AMENDING RESOLUTION NO. 88 OF 2023, WHICH AUTHORIZED AN AGREEMENT WITH GLAMPADK, LLC FOR USE OF THE WARREN COUNTY FAIRGROUNDS (WC 70-22), TO INCREASE THE NOT TO EXCEED AMOUNT AND CHANGE THE TERM FOR THE 2025 SEASON
65		<b>TOURISM</b> - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH LAKE PLACID ADVERTISERS WORKSHOP, INC. FOR MEDIA BUYING SERVICES FOR THE WARREN COUNTY TOURISM DEPARTMENT (WC 81-24)
66	ROLL CALL	<b>PERSONNEL, ADMINISTRATIVE &amp; HIGHER EDUCATION</b> - AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2025 TO CREATE POSITIONS WITHIN THE DEPARTMENT OF PROBATION AND THE SHERIFF'S OFFICE
67		<b>PERSONNEL, ADMINISTRATIVE &amp; HIGHER EDUCATION (<i>CLERK OF THE BOARD</i>)</b> - AUTHORIZING RENEWAL OF AGREEMENT WITH ALBANY MED HEALTH SYSTEM (ALSO KNOWN AS GLENS FALLS HOSPITAL) FOR AUTOPSY SERVICES AND AUTHORIZING THE CHAIRMAN OF THE BOARD TO SIGN A LETTER OF AGREEMENT WITH GLENS FALLS HOSPITAL FOR SAME
68		<b>PERSONNEL, ADMINISTRATIVE &amp; HIGHER EDUCATION (<i>CLERK OF THE BOARD</i>)</b> - RESOLUTION ALTERING THE STANDING RULES OF THE BOARD OF SUPERVISORS, AS ADOPTED BY RESOLUTION NO. 1 OF 2025, TO ALTER THE DATES OF THE APRIL AND MAY 2025 BOARD MEETINGS
69		<b>PERSONNEL, ADMINISTRATIVE &amp; HIGHER EDUCATION (<i>COUNTY ADMINISTRATOR</i>)</b> - ADOPTING THE WARREN COUNTY MEETING, CONFERENCE AND JOB TRAINING POLICY
70		<b>PERSONNEL, ADMINISTRATIVE &amp; HIGHER EDUCATION (<i>COUNTY ATTORNEY</i>)</b> - ADOPTING THE WARREN COUNTY MOTOR VEHICLE USE PROGRAM POLICY
71		<b>PERSONNEL, ADMINISTRATIVE &amp; HIGHER EDUCATION (<i>HUMAN RESOURCES</i>)</b> - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH ADIRONDACK EAP FOR INDEPENDENT EMPLOYEE ASSISTANCE SERVICE PROVIDER FOR THE COUNTY OF WARREN (WC 82-24)

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<b><u>RES. NO.</u></b>	<b><u>VOTE</u></b>	<b><u>DESCRIPTION</u></b>
72		<b>FINANCE &amp; BUDGET (COUNTY ADMINISTRATOR)</b> - AMENDING RESOLUTION NO. 358 OF 2022, WHICH AUTHORIZED AN AGREEMENT WITH NATIONAL BUSINESS EQUIPMENT & SUPPLY, LLC FOR LEASE OF PRINTERS AND MULTI-FUNCTION COPIERS ON A COST PER COPY BASIS (WC 36-22), TO ADD A DEVICE FOR THE TREASURER'S OFFICE AND AUTHORIZE A ONE-TIME CHARGE TO MOVE A DEVICE FROM THE COUNTY'S CLERK'S OFFICE TO THE PRINT SHOP
73	ROLL CALL	<b>FINANCE &amp; BUDGET (COUNTY ADMINISTRATOR)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE VEHICLE RESERVE TO THE SHERIFF'S OFFICE BUDGET TO COVER THE COST OF VEHICLE PURCHASES; AND AMENDING 2025 WARREN COUNTY BUDGET
74	ROLL CALL	<b>FINANCE &amp; BUDGET (INFORMATION TECHNOLOGY)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE COMPUTER RESERVE FUND TO THE INFORMATION TECHNOLOGY BUDGET TO PURCHASE COMPUTERS AND RELATED EQUIPMENT AND SOFTWARE; AND AMENDING 2025 WARREN COUNTY BUDGET
75	ROLL CALL	<b>FINANCE &amp; BUDGET (OCCUPANCY TAX COORDINATION)</b> - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE OCCUPANCY TAX RESERVE TO THE TOURISM BUDGET; AND AMENDING 2025 WARREN COUNTY BUDGET TO FUND AGREEMENT WITH THE ADIRONDACK CIVIC CENTER COALITION, INC. TO SUPPORT CAPITAL COSTS
76	ROLL CALL	<b>FINANCE &amp; BUDGET (PLANNING &amp; COMMUNITY DEVELOPMENT)</b> - ESTABLISHING COMMUNITY DEVELOPMENT FUND CD 80, SEPTIC REPLACEMENT; AUTHORIZING TRANSFER OF FUNDS; AND AMENDING WARREN COUNTY BUDGET FOR 2025
CA05		<b>CERTIFICATE OF APPOINTMENT - WARREN COUNTY YOUTH BOARD</b>

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<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
FLOOR RESO NO. 1		WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION APPROVING A HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF SENATE BILL NO. S21 AND ASSEMBLY BILL NO. A3980 ENTITLED "AN ACT TO AMEND THE TAX LAW, IN RELATION TO EXPENDITURES FOR WARREN COUNTY COMMUNITY COLLEGES; AND TO AMEND CHAPTER 368 OF THE LAWS OF 2008, AMENDING THE TAX LAW RELATING TO AUTHORIZING THE COUNTY OF WARREN TO IMPOSE AN ADDITIONAL MORTGAGE RECORDING TAX, IN RELATION TO EXTENDING THE EFFECTIVENESS THEREOF"
FLOOR RESO NO. 2		HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF SENATE BILL NO. S21 AND ASSEMBLY BILL NO. A3980 ENTITLED "AN ACT TO AMEND THE TAX LAW, IN RELATION TO EXPENDITURES FOR WARREN COUNTY COMMUNITY COLLEGES; AND TO AMEND CHAPTER 368 OF THE LAWS OF 2008, AMENDING THE TAX LAW RELATING TO AUTHORIZING THE COUNTY OF WARREN TO IMPOSE AN ADDITIONAL MORTGAGE RECORDING TAX, IN RELATION TO EXTENDING THE EFFECTIVENESS THEREOF"
FLOOR RESO NO. 3		WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION APPROVING A HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF SENATE BILL NO. S19 AND ASSEMBLY BILL NO. A4025 ENTITLED "AN ACT TO AMEND THE PUBLIC OFFICERS LAW, IN RELATION TO WAIVING THE RESIDENCY REQUIREMENT FOR CERTAIN COUNTY ATTORNEY POSITIONS WITHIN WARREN COUNTY"
FLOOR RESO NO. 4		HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF SENATE BILL NO. S19 AND ASSEMBLY BILL NO. A4025 ENTITLED "AN ACT TO AMEND THE PUBLIC OFFICERS LAW, IN RELATION TO WAIVING THE RESIDENCY REQUIREMENT FOR CERTAIN COUNTY ATTORNEY POSITIONS WITHIN WARREN COUNTY"

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<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
FLOOR RESO NO. 5		WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION RESCINDING RESOLUTION NO. 464 OF 2024, WHICH AUTHORIZED AN AGREEMENT WITH GEBBS HEALTHCARE SOLUTIONS, INC. FOR CERTIFIED CODING AND OASIS SERVICES FOR USE BY THE HOME CARE AGENCY WITHIN WARREN COUNTY'S HEALTH SERVICES DIVISION (WC 69-24)
FLOOR RESO NO. 6		RESCINDING RESOLUTION NO. 464 OF 2024, WHICH AUTHORIZED AN AGREEMENT WITH GEBBS HEALTHCARE SOLUTIONS, INC. FOR CERTIFIED CODING AND OASIS SERVICES FOR USE BY THE HOME CARE AGENCY WITHIN WARREN COUNTY'S HEALTH SERVICES DIVISION (WC 69-24)
FLOOR RESO NO. 7		WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH MCBEE ASSOCIATES, INC. FOR CERTIFIED CODING AND OASIS SERVICES FOR USE BY THE HOME CARE AGENCY WITHIN WARREN COUNTY'S HEALTH SERVICES DIVISION (WC 69-24)
FLOOR RESO NO. 8		ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH MCBEE ASSOCIATES, INC. FOR CERTIFIED CODING AND OASIS SERVICES FOR USE BY THE HOME CARE AGENCY WITHIN WARREN COUNTY'S HEALTH SERVICES DIVISION (WC 69-24)

*PROCLAMATION NOS. 5-8; RESOLUTION NOS. 37-76; CERTIFICATE OF APPOINTMENT NO. 5; AND FLOOR RESOLUTION NOS. 1-8 WERE DISTRIBUTED TO THE MEMBERS OF THE BOARD OF SUPERVISORS AND POSTED TO THE WARREN COUNTY WEBSITE ON THURSDAY FEBRUARY 13, 2025*

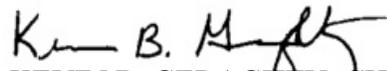
# Warren County Board of Supervisors

## CERTIFICATE OF APPOINTMENT

I, KEVIN B. GERAGHTY, Chairman of the Warren County Board of Supervisors, pursuant to the power vested in me, DO HEREBY APPOINT the following named individuals as members of the Warren County Youth Board, for the term set opposite his/her name:

<u>NAME/ADDRESS</u>	<u>TERM</u>
Peter Olesheski (Town of Johnsbury - Director of Recreation)	1/1/2025 - 12/31/2027
Zachary Fieldstadt (Youth Representative)	1/1/2025 - 12/31/2027
Jennifer Baertschi-France (Town of Queensbury - Assistant Director of Recreation)	1/1/2025 - 12/31/2027
Katelyn Hill (Town of Chester/Horicon - Director of Youth Commission)	1/1/2025 - 12/31/2027
Desiree LaPointe (Town of Hague - Confidential Secretary)	1/1/2025 - 12/31/2027
Victoria Lehet (Town of Thurman - Director of Youth Commission)	1/1/2025 - 12/31/2027
Christina Mastrianni (Warren County - Commissioner of Social Services)	1/1/2025 - 12/31/2027
Annie McMahan (Community Member)	1/1/2025 - 12/31/2027
Cathie O'Brien (Town of Lake George - Director of Recreation)	1/1/2025 - 12/31/2027
Brian Seeley (Town of Warrensburg - Warrensburg Youth Sports)	1/1/2025 - 12/31/2027
Jack Sweet (Youth Representative)	1/1/2025 - 12/31/2027

Dated: February 21, 2025

  
KEVIN B. GERAGHTY, CHAIRMAN  
Warren County Board of Supervisors

**Warren County Board of Supervisors**

**RESOLUTION NO. OF 2025**

**RESOLUTION INTRODUCED BY SUPERVISORS**

**WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION APPROVING A HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF SENATE BILL NO. S21 AND ASSEMBLY BILL NO. A3980 ENTITLED "AN ACT TO AMEND THE TAX LAW, IN RELATION TO EXPENDITURES FOR WARREN COUNTY COMMUNITY COLLEGES; AND TO AMEND CHAPTER 368 OF THE LAWS OF 2008, AMENDING THE TAX LAW RELATING TO AUTHORIZING THE COUNTY OF WARREN TO IMPOSE AN ADDITIONAL MORTGAGE RECORDING TAX, IN RELATION TO EXTENDING THE EFFECTIVENESS THEREOF"**

WHEREAS, by Resolution No. 1 of 2025, the Board of Supervisors adopted the Rules of the Board, Section B(4) of which indicates that all resolutions must be approved through the established Committee structure in advance of a Board Meeting, and

WHEREAS, the Board has agreed to consider a resolution approving a Home Rule Request by Warren County for the enactment of Senate Bill No. S21 and Assembly Bill No. A3980 entitled "An Act to Amend the Tax Law, in Relation to Expenditures for Warren County Community Colleges; and to Amend Chapter 368 of the Laws of 2008, Amending the Tax Law Relating to Authorizing the County of Warren to Impose an Additional Mortgage Recording Tax, in Relation to Extending the Effectiveness Thereof", now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirements that all resolutions be approved through the established Committee structure in advance of a Board meeting in order to entertain the aforementioned resolution.

**Warren County Board of Supervisors**

**RESOLUTION NO. \_\_\_ OF 2025**

**RESOLUTION INTRODUCED BY SUPERVISORS**

**HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF SENATE BILL NO. S21 AND ASSEMBLY BILL NO. A3980 ENTITLED "AN ACT TO AMEND THE TAX LAW, IN RELATION TO EXPENDITURES FOR WARREN COUNTY COMMUNITY COLLEGES; AND TO AMEND CHAPTER 368 OF THE LAWS OF 2008, AMENDING THE TAX LAW RELATING TO AUTHORIZING THE COUNTY OF WARREN TO IMPOSE AN ADDITIONAL MORTGAGE RECORDING TAX, IN RELATION TO EXTENDING THE EFFECTIVENESS THEREOF"**

WHEREAS, the Warren County Board of Supervisors, on behalf of the County, desires to request enactment of Senate Bill No. S21 and Assembly Bill No. A3980, entitled "An Act to amend the tax law, in relation to expenditures for Warren County community colleges; and to amend chapter 368 of the laws of 2008, amending the tax law relating to authority the County of Warren to impose an additional mortgage recording tax, in relation to extending the effectiveness thereof," a copy of Assembly Bill No. A3980 and Senate Bill No. S21 being on file with the Clerk of the Board of Supervisors, and

WHEREAS, the local government, Warren County, does not have the power to enact such legislation by local law, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors, on behalf of the County of Warren, pursuant to Article 11 of the Constitution, hereby requests the Legislature to enact Senate Bill No. S21 and Assembly Bill No. A3980, said bills entitled "An Act to amend the tax law, in relation to expenditures for Warren County community colleges; and to amend chapter 368 of the laws of 2008, amending the tax law relating to authorizing the County of Warren to impose an additional mortgage recording tax, in relation to extending the effectiveness thereof," and a copy of Assembly Bill No. A3980 and Senate Bill No. S21 being on file with the Clerk of the Warren County Board of Supervisors and also being available at this meeting of the Board of Supervisors, and be it further

RESOLVED, that it is hereby declared that a necessity exists for the enactment of such legislation in that the local government, Warren County, does not have the power to enact such legislation by local law, and be it further

RESOLVED, that the Clerk of the Board of Supervisors be, and he hereby is, authorized to complete the Municipal Home Rule Request form, complete the certification contained thereon, and indicate that the Board of Supervisors has voted in favor of the Municipal Home Rule Request stated therein, and transmit the same together with this resolution to the Senate and the Assembly.

**Warren County Board of Supervisors**

**RESOLUTION NO. OF 2025**

**RESOLUTION INTRODUCED BY SUPERVISORS**

**WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION APPROVING A HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF SENATE BILL NO. S19 AND ASSEMBLY BILL NO. A4025 ENTITLED "AN ACT TO AMEND THE PUBLIC OFFICERS LAW, IN RELATION TO WAIVING THE RESIDENCY REQUIREMENT FOR CERTAIN COUNTY ATTORNEY POSITIONS WITHIN WARREN COUNTY"**

WHEREAS, by Resolution No. 1 of 2025, the Board of Supervisors adopted the Rules of the Board, Section B(4) of which indicates that all resolutions must be approved through the established Committee structure in advance of a Board Meeting, and

WHEREAS, the Board has agreed to consider a resolution approving a Home Rule Request by Warren County for the enactment of Senate Bill No. S19 and Assembly Bill No. A4025 entitled "An Act to Amend the Public Officers Law, in Relation to Waiving the Residency Requirement for Certain County Attorney Positions Within Warren County", now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirements that all resolutions be approved through the established Committee structure in advance of a Board meeting in order to entertain the aforementioned resolution.

**Warren County Board of Supervisors**

**RESOLUTION NO. \_\_\_ OF 2025**

**RESOLUTION INTRODUCED BY SUPERVISORS**

**HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF SENATE BILL NO. S19 AND ASSEMBLY BILL NO. A4025 ENTITLED "AN ACT TO AMEND THE PUBLIC OFFICERS LAW, IN RELATION TO WAIVING THE RESIDENCY REQUIREMENT FOR CERTAIN COUNTY ATTORNEY POSITIONS WITHIN WARREN COUNTY"**

WHEREAS, the Warren County Board of Supervisors, on behalf of the County, desires to request enactment of Senate Bill No. S19 and Assembly Bill No. A4025, entitled "An Act to amend the public officers law, in relation to waiving the residency requirement for certain county attorney positions within Warren County," a copy of Assembly Bill No. A4025 and Senate Bill No. S19 being on file with the Clerk of the Board of Supervisors, and

WHEREAS, the local government, Warren County, does not have the power to enact such legislation by local law, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors, on behalf of the County of Warren, pursuant to Article 11 of the Constitution, hereby requests the Legislature to enact Senate Bill No. S19 and Assembly Bill No. A4025, said bills entitled "An Act to amend the public officers law, in relation to waiving the residency requirement for certain county attorney positions within Warren County," and a copy of Assembly Bill No. A4025 and Senate Bill No. S19 being on file with the Clerk of the Warren County Board of Supervisors and also being available at this meeting of the Board of Supervisors, and be it further

RESOLVED, that it is hereby declared that a necessity exists for the enactment of such legislation in that the local government, Warren County, does not have the power to enact such legislation by local law, and be it further

RESOLVED, that the Clerk of the Board of Supervisors be, and he hereby is, authorized to complete the Municipal Home Rule Request form, complete the certification contained thereon, and indicate that the Board of Supervisors has voted in favor of the Municipal Home Rule Request stated therein, and transmit the same together with this resolution to the Senate and the Assembly.

**Warren County Board of Supervisors**

**RESOLUTION NO. OF 2025**

**RESOLUTION INTRODUCED BY SUPERVISORS**

**WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION RESCINDING RESOLUTION NO. 464 OF 2024, WHICH AUTHORIZED AN AGREEMENT WITH GEBBS HEALTHCARE SOLUTIONS, INC. FOR CERTIFIED CODING AND OASIS SERVICES FOR USE BY THE HOME CARE AGENCY WITHIN WARREN COUNTY'S HEALTH SERVICES DIVISION (WC 69-24)**

WHEREAS, by Resolution No. 1 of 2025, the Board of Supervisors adopted the Rules of the Board, Section B(4) of which indicates that all resolutions must be approved through the established Committee structure in advance of a Board Meeting, and

WHEREAS, the Board has agreed to consider a resolution rescinding Resolution No. 464 of 2024, which authorized an agreement with Gebbs Healthcare Solutions, Inc. for certified coding and OASIS services for use by the Home Care Agency within Warren County's Health Services Division (WC 69-24), now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirements that all resolutions be approved through the established Committee structure in advance of a Board meeting in order to entertain the aforementioned resolution.

**Warren County Board of Supervisors**

**RESOLUTION NO. \_\_\_ OF 2025**

**RESOLUTION INTRODUCED BY SUPERVISORS**

**RESCINDING RESOLUTION NO. 464 OF 2024, WHICH AUTHORIZED AN AGREEMENT WITH GEBBS HEALTHCARE SOLUTIONS, INC. FOR CERTIFIED CODING AND OASIS SERVICES FOR USE BY THE HOME CARE AGENCY WITHIN WARREN COUNTY'S HEALTH SERVICES DIVISION (WC 69-24)**

WHEREAS, pursuant to Resolution No. 464 of 2024, the Warren County Board of Supervisors authorized the Chair of the Board of Supervisors to execute an agreement with GeBBS Healthcare Solutions, Inc. for Certified Coding and OASIS Services for Use by the Home Care Agency within Warren County's Health Services Division (WC 69-24), for a term commencing January 3, 2025 and terminating December 31, 2025, with the option for four (4) additional one (1) year terms upon mutual agreement of the parties and as long as rates do not increase by more than 5% annually, and

WHEREAS, the County Attorney is requesting that Resolution No. 464 of 2024 be rescinded because GeBBS Healthcare Solutions, Inc. and the County are not able to agree to the contract terms, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby rescinds Resolution No. 464 of 2024.

**Warren County Board of Supervisors**

**RESOLUTION NO. OF 2025**

**RESOLUTION INTRODUCED BY SUPERVISORS**

**WAIVING THE STANDING RULE OF THE BOARD RELATING TO THE REQUIREMENT THAT ALL RESOLUTIONS BE APPROVED THROUGH THE ESTABLISHED COMMITTEE STRUCTURE IN ADVANCE OF A BOARD MEETING IN ORDER TO ENTERTAIN A RESOLUTION ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH MCBEE ASSOCIATES, INC. FOR CERTIFIED CODING AND OASIS SERVICES FOR USE BY THE HOME CARE AGENCY WITHIN WARREN COUNTY'S HEALTH SERVICES DIVISION (WC 69-24)**

WHEREAS, by Resolution No. 1 of 2025, the Board of Supervisors adopted the Rules of the Board, Section B(4) of which indicates that all resolutions must be approved through the established Committee structure in advance of a Board Meeting, and

WHEREAS, the Board has agreed to consider a resolution accepting proposal and authorizing agreement with Mcbee Associates, Inc. for certified coding and OASIS services for use by the Home Care Agency within Warren County's Health Services Division (WC 69-24), now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby waive the Standing Rule of the Board relating to the requirements that all resolutions be approved through the established Committee structure in advance of a Board meeting in order to entertain the aforementioned resolution.

**Warren County Board of Supervisors**

**RESOLUTION No. \_\_\_ OF 2025**

**RESOLUTION INTRODUCED BY SUPERVISORS**

**ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH MCBEE ASSOCIATES, INC. FOR CERTIFIED CODING AND OASIS SERVICES FOR USE BY THE HOME CARE AGENCY WITHIN WARREN COUNTY'S HEALTH SERVICES DIVISION (WC 69-24)**

WHEREAS, the Purchasing Agent requested proposals for Certified Coding and OASIS Services for Use by the Home Care Agency within Warren County's Health Services Division (WC 69-24), and

WHEREAS, proposals were opened on November 7, 2024 and that following the Director of Public Health and Patient Services recommending that Warren County award the agreement to GeBBS Healthcare Solutions, Inc., the parties were unable to agree to contract terms; and

WHEREAS, the Director of Public Health and Patient Services thereafter recommended that Warren County issue the award and agreement to McBee Associates, a division of Netsmart Technologies, Inc., located at 11100 Nall Avenue, Overland Park, Kansas 66211, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify McBee Associates, a division of Netsmart Technologies, Inc., located at 11100 Nall Avenue, Overland Park, Kansas 66211 of the acceptance of its proposal, 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 McBee Associates, a division of Netsmart Technologies, Inc., for Certified Coding and OASIS Services for Use by the Home Care Agency within Warren County's Health Services Division, pursuant to the terms and provisions of the bid documents and proposal (WC 69-24), for a term commencing retroactive to January 3, 2025 and terminating December 31, 2025, with the option for four (4) additional one (1) year terms upon mutual agreement of the parties, and at the cost and rates set forth by WC 69-24, and 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.4010 470 Health Services, Contract.

# Warren County Board of Supervisors

## Proclamation

**WHEREAS**, each year since 1990, the Adirondack Regional Chamber of Commerce has given an award for community service in the name of local industrialist and philanthropist J. Walter Juckett, and

**WHEREAS**, this award annually recognizes members of the community who selflessly go above and beyond by contributing time and energy to help others and demonstrate significant contributions to the community in the field of human services, education, business, or industry, and

**WHEREAS**, over the years, this prestigious award has honored 36 different people who make up the fabric of our community, and

**WHEREAS**, longtime local businessman and community leader George Ferone has been deservedly selected as the 2025 J. Walter Juckett Award nominee, and

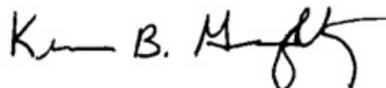
**WHEREAS**, Mr. Ferone spent 44 years with Tribune Media Services in Queensbury, helping spearhead the construction of the company headquarters that kept 400 jobs in our region, and

**WHEREAS**, In addition to his impressive career, he has years of extensive community service that includes serving as a board member for the Glens Falls Hospital Foundation, Tri-County United Way, Adirondack Civic Center Coalition, Prospect Child and Family Center, and the Adirondack Hockey Coalition. He also served 14 years on the ARCC board, including two terms as chairman, and serving as interim president for a time, and

**WHEREAS**, Mr. Ferone, a longtime Queensbury resident, has been an exceptional community leader for many years, therefore, be it

**RESOLVED**, the Warren County Board of Supervisors congratulates George Ferone on this well-deserved award, and thanks him for his years of selfless efforts to the residents of Warren County and the region and extends our deepest gratitude to the Adirondack Regional Chamber of Commerce for annually recognizing individuals who are pillars of our community with the prestigious J. Walter Juckett award.

**DATED: FEBRUARY 21, 2025**



**KEVIN B. GERAGHTY, CHAIRMAN  
WARREN COUNTY BOARD OF SUPERVISORS**

# Warren County Board of Supervisors

## Proclamation

**WHEREAS**, Heart disease has long been the leading cause of death in the United States, claiming nearly 700,000 lives a year (nearly 20 percent of U.S. deaths) with more than 805,000 suffering heart attacks annually, and

**WHEREAS**, Nearly half of all American adults have at least one major risk factor for cardiovascular disease, and

**WHEREAS**, while heart conditions can be deadly and costly to treat, they are also often preventable with access to affordable health care, advancements in technology, and lifestyle changes, and

**WHEREAS**, the month of February has been recognized as American Heart Month every year since 1964, with a goal of raising awareness to the steps that can be taken to lessen the risk of cardiovascular disease, and

**WHEREAS**, Warren County Health Services has been among a number of local agencies working to educate residents about simple ways they can improve their heart health, and about early warning signs of potential trouble, and

**RESOLVED**, that I, Kevin B. Geraghty, Chairman, do hereby proclaim the month of February to be

***“AMERICAN HEART MONTH”***

in Warren County, and encourage all residents to take steps to educate themselves and those around them of the ways they can improve their heart health.

**DATED: FEBRUARY 21, 2025**

  
**KEVIN B. GERAGHTY, CHAIRMAN**  
**WARREN COUNTY BOARD OF SUPERVISORS**

# Warren County Board of Supervisors

## Proclamation

**WHEREAS**, the Warren County Board of Supervisors takes pride in recognizing February 2025 as Black History Month, celebrating the many notable contributions that people of African descent have made to our nation, and

**WHEREAS**, we acknowledge that we have never fully lived up to the founding ideals of this nation of all people being created equal, and

**WHEREAS**, we celebrate the diversity of Black people in Warren County, New York, and throughout our country, and

**WHEREAS**, we acknowledge systemic racism has led to African Americans being more likely to die at an early age from all causes, often misdiagnosed, and impacted by health inequities throughout the health care system that have traumatized the Black community, and

**WHEREAS**, we now celebrate Black health and wellness, including the legacy of Black scholars, midwives, nurses, doctors, and practitioners of not only Western medicine, but all other indigenous ways of promoting health and healing throughout Black communities,

**WHEREAS**, we uplift our community leaders, professionals and others who promote well-being and knowledge throughout the many facts of the Black community, and

**WHEREAS**, each Black individual has a unique mind, body and soul, which deserves to be healthy, well and treated with respect and empathy, and

**WHEREAS**, we encourage all people to recognize and confront these issues by standing in the gap at every opportunity and eliminating barriers with fearlessness and determination to empower Black people to promote and protect their health and wellness, and

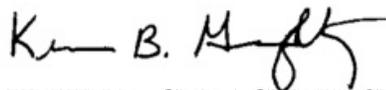
**WHEREAS**, today, we celebrate and affirm the importance of Black people to our community throughout our State and the Nation, now, therefore, be it

**RESOLVED**, that I, Kevin B. Geraghty, Chairman, do hereby proclaim the month of February to be

### ***BLACK HISTORY MONTH***

in Warren County, and call upon the people of Warren County to observe this month with appropriate programs, activities and reflections and to continue our efforts to create a world that is more just, equitable and prosperous for all.

**DATED: FEBRUARY 21, 2025**



**KEVIN B. GERAGHTY, CHAIRMAN  
WARREN COUNTY BOARD OF SUPERVISORS**

# Warren County Board of Supervisors

## Proclamation

**WHEREAS**, Cancer is a disease that does not discriminate by gender, age, race or social strata, striking all walks of life, often indiscriminately, and

**WHEREAS**, An estimated 2 million U.S. residents were diagnosed with cancer in 2024, and more than 611,000 died from cancer in 2024, and

**WHEREAS**, In the United States, many of the greatest reductions in cancer morbidity and mortality have been achieved through the implementation of effective public education and policy initiatives, and

**WHEREAS**, Warren County Health Services and numerous community partners, such as Glens Falls Hospital's Cancer Prevention in Action Program, have worked to increase public outreach to educate residents about preventive measures that can lessen the chance of becoming ill with cancer, and

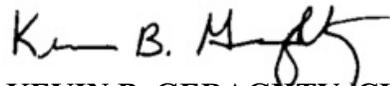
**WHEREAS**, Local programs such as Tar Wars, designed to educate children about the dangers of tobacco use, and focus on increasing knowledge about HPV vaccine have shown demonstrable success in lowering cancer rates, now, therefore, be it

**RESOLVED**, that I, Kevin B. Geraghty, Chairman, do hereby proclaim the month of February to be

### ***"CANCER PREVENTION MONTH"***

in Warren County, and encourage all County officials, employees, schools and residents to observe and celebrate with appropriate programs, ceremonies and activities.

**DATED: FEBRUARY 21, 2025**



**KEVIN B. GERAGHTY, CHAIRMAN  
WARREN COUNTY BOARD OF SUPERVISORS**

# Warren County Board of Supervisors

## RESOLUTION NO. 37 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, GERACI, STROUGH, MADAY, DRISCOLL, CROCITTO AND MERLINO**

### **MAKING SUPPLEMENTAL APPROPRIATIONS**

WHEREAS, the Finance Committee has recommended amending the Warren County Budget for 2025 as set forth herein, now, therefore, be it

RESOLVED, that the following budget amendments are approved and authorized:

<b>FROM CODE</b>		<b>TO CODE</b>		<b>AMOUNT</b>
<b><u>DEPARTMENT: PUBLIC WORKS</u></b>				
D.5112.8356 280	County Road, County Roads, 2023 CR#66 Country Club Road, Projects	D.5112.8366 280	County Road, County Roads, Crack Sealing Project, Projects	\$50,000.00
<b><u>DEPARTMENT: TREASURER</u></b>				
A.1990 469	Contingent Account, Other Payments/Contributions	A.1010 470	Legislative Board, Contract	1,000.00
		A.1420 436	Law (County Attorney), Advertising Fees	1,400.00
		A.1450 120	Board of Elections, Salaries- Overtime	2,500.00
		A.1450 130	Salaries-Part Time	7,500.00
		A.1450 439	Misc. Fees & Expenses	50,000.00
		A.8021 410	Planning (and Comm Dev.), Supplies	253.58
		A.8021 424	Postage	2,775.30

# Warren County Board of Supervisors

## RESOLUTION NO. 38 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, GERACI, STROUGH, MADAY, DRISCOLL, CROCITTO AND MERLINO**

### **AMENDING WARREN COUNTY BUDGET FOR 2025 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY**

WHEREAS, the Finance Committee has recommended amending the Warren County Budget for 2025 as set forth herein, now, therefore, be it

RESOLVED, that the following budget amendments are approved and authorized:

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
<b>DEPARTMENT: BOARD OF ELECTIONS</b>		
<u>ESTIMATED REVENUE</u>		
A.1450 3056	Board of Elections, Absentee Ballot Program	\$5,795.09
A.1450 3057	Ballot by Mail Grant	36,831.78
<u>APPROPRIATIONS</u>		
A.1450 424	Board of Elections, Postage	42,626.87
<b>DEPARTMENT: HEALTH SERVICES</b>		
<u>ESTIMATED REVENUE</u>		
A.4010.4300 3426	Health Services, DSRIP Program, DSRIP Engagement Funds	5,107.18
A.4018.0057 2396	Preventive Program, JUUL Settlement, JUUL Settlement	190,942.56
A.4018.0058 4386	Child Passenger Safety, Child Passenger Safety	7,941.65
<u>APPROPRIATIONS</u>		
A.4010.4300 428	Health Services, DSRIP Program, Data Processing & Internet Fees	5,107.18
A.4018.0057 110	Preventive Program, JUUL Settlement, Salaries-Regular	2,500.00
A.4018.0057 130	Salaries-Part Time	500.00
A.4018.0057 410	Supplies	27,352.56
A.4018.0057 424	Postage	2,500.00
A.4018.0057 436	Advertising Fees	127,500.00
A4018.0057 444	Travel/Education/Conference	5,000.00

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
<b>DEPARTMENT: HEALTH SERVICES- cont.</b>		
<b><u>APPROPRIATIONS</u></b>		
A.4018.0057 470	Preventive Program, JUUL Settlement, Contract	\$25,000.00
A.4018.0057 810	Retirement	360.00
A.4018.0057 830	Social Security	186.00
A.4018.0057 831	Medicare Contribution	44.00
A.4018.0058 260	Child Passenger Safety, Other Equipment	1,489.61
A.4018.0058 410	Supplies	2,752.04
A.4018.0058 426	Subscriptions	200.00
A.4018.0058 436	Advertising Fees	1,000.00
A.4018.0058 442	Automotive-Gas & Oil	500.00
A.4018.0058 444	Travel/Education/Conference	1,500.00
A.4018.0058 445	Foods	500.00

**DEPARTMENT: OFFICE OF EMERGENCY SERVICES**

**ESTIMATED REVENUE**

A.3645.4112 4380	Homeland Security, FY20 State Homeland Sec. Program, State Homeland Security Program	639.87
A.3645.4118 4380	FY22 State Homeland Sec. Program, State Homeland Security Program	2,924.13
A.3645.4120 3380	FY22 DHSES Domestic Terrorism Prev, State Homeland Security Program	101,590.72
A.3645.4122 4380	FY23 State Homeland Sec. Program, State Homeland Security Program	49,260.97
A.3645.4124 4382	FY21 Hazmat Grant Program, Hazmat Grant Program	11,477.25
A.3645.4125 4382	FY22 Hazmat Grant Program, Hazmat Grant Program	125,362.55

**APPROPRIATIONS**

A.3645.4112 260	Homeland Security, FY20 State Homeland Sec Program, Other Equipment	639.87
A.3645.4118 260	FY22 State Homeland Sec. Program, Other Equipment	1,500.00
A.3645.4118 410	Supplies	327.13
A.3645.4118 470	Contract	1,097.00

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
<b>DEPARTMENT: OFFICE OF EMERGENCY SERVICES - cont.</b>		
<b><u>APPROPRIATIONS</u></b>		
A.3645.4120 470	Homeland Security, FY22 DHSES Domestic Terrorism Prev, Contract	\$101,590.72
A.3645.4122 220	FY23 State Homeland Sec Program, Other Equipment	1,157.22
A.3645.4122 250	Technical Equipment	1,013.50
A.3645.4122 260	Other Equipment	33,900.00
A.3645.4122 410	Supplies	3,030.25
A.3645.4122 428	Data Processing & Internet Fees	8,385.00
A.3645.4122 470	Contract	1,775.00
A.3645.4124 260	FY21 Hazmat Grant Program, Other Equipment	5.64
A.3645.4124 410	Supplies	11,471.61
A.3645.4125 230	FY22 Hazmat Grant Program, Automotive Equipment	25,000.00
A.3645.4125 250	Technical Equipment	7,757.84
A.3645.4125 260	Other Equipment	33,800.00
A.3645.4125 410	Supplies	15,000.00
A.3645 4125 422	Repair/Maint-Equipment	20,000.00
A.3645.4125 428	Data Processing & Internet Fees	6,904.71
A.3645.4125 444	Travel/Education/Conference	15,000.00
A.3645.4125 470	Contract	1,900.00

**DEPARTMENT: PLANNING & COMMUNITY DEVELOPMENT**

**ESTIMATED REVENUE**

A.8021 2002	Planning (and Comm Dev.), Donation-Bed Tax	20,000.00
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**APPROPRIATIONS**

A.8021 470	Planning (and Comm. Dev.), Contract	20,000.00
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**DEPARTMENT: PARKS, RECREATION & RAILROAD**

**ESTIMATED REVENUE**

A.7111 2706	Up Yonda Farm, Donation-Up Yonda Farm	1,800.00
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**APPROPRIATIONS**

A.7111 413	Up Yonda Farm, Repair & Maint.-Bldg/Property	1,800.00
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<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
<b>DEPARTMENT: SOCIAL SERVICES</b>		
<b><u>ESTIMATED REVENUE</u></b>		
A.6010 3610	Social Services, Social Services Admin	\$357,069.00
A.6010 4610	Social Services Admin	20,000.00
<b><u>APPROPRIATIONS</u></b>		
A.6010 470	Social Services, Contract	377,069.00

and be it further,

RESOLVED, that the supplemental appropriations or reductions in estimated revenues and appropriations set forth above are authorized and the County Treasurer be, and he hereby is, authorized and directed to amend the budget of Warren County for 2025 for the estimated revenues, appropriations and codes indicated, and be it further

RESOLVED, that the Warren County budget for 2025 is hereby amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 39 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, CONOVER, MADAY, STRAINER, GILLIGAN, DRISCOLL AND PATCHETT**

**AUTHORIZING SUBMISSION OF AN APPLICATION TO THE NEW YORK STATE OFFICE OF VICTIM SERVICES TO FUND THE VICTIM ASSISTANCE PROGRAM FOR THE DISTRICT ATTORNEY'S OFFICE AND AUTHORIZING A GRANT AGREEMENT FOR SAME**

WHEREAS, the District Attorney requested, and the Criminal Justice, Public Safety & Emergency Services Committee approved, authority to execute and submit an application to the New York State Office of Victim Services, 80 South Swan Street, 2<sup>nd</sup> Floor, Albany, New York 12210, to fund the Victim Assistance Program in an amount to be determined, with a 5% percent local match of the salary for the Program Director and in-kind contributions, for an initial term commencing October 1, 2025 and terminating September 30, 2028, with the option for one (1) additional two (2) year renewal term, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute and submit an application to the New York State Office of Victim Services, 80 South Swan Street, 2<sup>nd</sup> Floor, Albany, New York 12110, to fund the Victim Assistance Program in an amount to be determined, with a 5% local match of the salary for the Program Director and in-kind contributions, for an initial term commencing October 1, 2025 and terminating September 30, 2028, with the option for one (1) additional (2) year renewal term, in a form approved by the County Attorney, and be it further

RESOLVED, that upon notification of the grant award, the Chair of the Board of Supervisors be, and hereby is, authorized to execute the grant agreement(s), and any and all other necessary documents relating to said agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that if any further funding becomes available during the term of this grant agreement, no further resolution will be necessary to accept these funds and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds, in a form approved by the County Attorney, and be it further

RESOLVED, that should the term of this grant be extended, the Chair of the Board of Supervisors is hereby authorized to execute any grant extensions, in a form approved by the County Attorney, without the need for further Board resolution.

# Warren County Board of Supervisors

## RESOLUTION No. 40 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, CONOVER, MADAY, STRAINER, GILLIGAN, DRISCOLL AND PATCHETT**

**AUTHORIZING MEMORANDUM OF UNDERSTANDING WITH NEW YORK STATE DIVISION OF HOMELAND SECURITY (“DHSES”) AND EMERGENCY SERVICES TO POSSESS AND USE DHSES OWNED FLOOD MITIGATION EQUIPMENT**

WHEREAS, the New York State Division of Homeland Security and Emergency Services (“DHSES”) was awarded funds to purchase flood mitigation equipment to support counties in emergency flood events and enhancing preparedness and response capabilities, and

WHEREAS, Warren County seeks to enhance its flood mitigation efforts through the use of state-provided equipment to help protect vulnerable areas and mitigate disaster impacts, and

WHEREAS, the Director of Emergency Services requested, and the Criminal Justice, Public Safety & Emergency Services Committee approved, a memorandum of understanding with the DHSES for Warren County to possess and use the DHSES owned flood mitigation equipment, at no cost to the County, for a term commencing upon execution by both parties and continuing unless terminated upon thirty (30) days written notice by either party, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute a memorandum of understanding with the New York State Division of Homeland Security and Emergency Services for Warren County to possess and use DHSES owned flood mitigation equipment, at no cost to the County, for a term commencing upon execution by both parties and continuing unless terminated upon thirty (30) days written notice by either party, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION No. 41 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, CONOVER, MADAY, STRAINER, GILLIGAN, DRISCOLL AND PATCHETT**

**RATIFYING THE ACTIONS OF THE CHAIR OF THE BOARD OF SUPERVISORS IN EXECUTING AN APPLICATION TO OPERATION UNDERGROUND RAILROAD, INC. FOR GRANT FUNDING TO PURCHASE DIGITAL FORENSICS SOFTWARE FROM DATAPILOT, INC. AND AUTHORIZING A GRANT AGREEMENT FOR SAME**

WHEREAS, the Director of Probation requested, and the Criminal Justice, Public Safety & Emergency Services Committee approved, authority to execute and submit an application to Operation Underground Railroad, Inc., P.O. Box 57338, Salt Lake City, Utah 84157, for grant funding to purchase digital forensics software from DATAPILOT, Inc. for an amount not to exceed Fifteen Thousand Dollars (\$15,000), with a local match not to exceed Three Thousand Dollars (\$3,000), for a term commencing upon execution by both parties and terminating December 31, 2025, and

WHEREAS, the Chair of the Board of Supervisors executed the grant application prior to the February 21, 2025 Board of Supervisors meeting, now, therefore, be it

RESOLVED, that the action of the Chair of the Board of Supervisors be, and hereby are, ratified in executing an application to Operation Underground Railroad, Inc., P.O. Box 57338, Salt Lake City, Utah 84157, for grant funding to purchase digital forensics software from DATAPILOT, Inc. for an amount not to exceed Fifteen Thousand Dollars (\$15,000), with a local match not to exceed Three Thousand Dollars (\$3,000), for a term commencing upon execution by both parties and terminating December 31, 2025, in a form approved by the County Attorney, and be it further

RESOLVED, that upon notification of the grant award, the Chair of the Board of Supervisors be, and hereby is, authorized to execute the grant agreement(s), and any and all other necessary documents relating to said agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that if any further funding becomes available during the term of this grant agreement, no further resolution will be necessary to accept these funds and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds, in a form approved by the County Attorney, and be it further

RESOLVED, that should the term of this grant be extended, the Chair of the Board of Supervisors is hereby authorized to execute any grant extensions, in a form approved by the County Attorney, without the need for further Board resolution.

# Warren County Board of Supervisors

## RESOLUTION No. 42 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, CONOVER, MADAY, STRAINER, GILLIGAN, DRISCOLL AND PATCHETT**

**AUTHORIZING AGREEMENT WITH LEGALSERVER FOR CASE MANAGEMENT SOFTWARE FOR THE PUBLIC DEFENDER'S OFFICE**

WHEREAS, the Public Defender requested, and the Criminal Justice, Public Safety & Emergency Services Committee approved, an agreement with LegalServer, for case management software, in an amount not to exceed Forty-Eight Thousand Nine Hundred Dollars (\$48,900), for a term commencing March 3, 2025 and terminating December 31, 2026, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors authorizes the Chair of the Board of Supervisors to enter into an agreement with LegalServer, P.O. Box 221154, Chicago, Illinois 60622, for case management software, in an amount not to exceed Forty-Eight Thousand Nine Hundred Dollars (\$48,900), for a term commencing March 3, 2025 and terminating December 31, 2026, 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.1171.4213 470, Public Defender, Aid to Defense Discovery Reform, Contract.

# Warren County Board of Supervisors

## RESOLUTION No. 43 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS GERACI, CONOVER, MADAY, STRAINER, GILLIGAN, DRISCOLL AND PATCHETT**

**AMENDING RESOLUTION NO. 136 OF 2021, WHICH AUTHORIZED AN AGREEMENT WITH NEW YORK STATE DEPARTMENT OF CORRECTIONS AND COMMUNITY SUPERVISION TO PROCURE FOOD PRODUCTS FOR THE WARREN COUNTY CORRECTIONAL FACILITY, TO INCREASE THE NOT TO EXCEED AMOUNT**

WHEREAS, pursuant to Resolution No. 136 of 2021, the Warren County Board of Supervisors authorized an agreement with New York State Department of Corrections and Community Supervision to procure food products for the Warren County Correctional Facility, for an amount not to exceed One Hundred Twenty-Six Thousand One Hundred Fourteen Dollars (\$126,114), for a term commencing June 1, 2021 and terminating May 31, 2026, and

WHEREAS, the Sheriff requested, and the Criminal Justice, Public Safety & Emergency Services Committee approved, an amendment agreement for a Seventy Thousand Dollar (\$70,000) increase in the not to exceed amount to now be One Hundred Ninety-Six Thousand One Hundred Fourteen Dollars (\$196,114), now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with New York State Department of Corrections and Community Supervision, Evans Drive, Building #50, P.O. Box 4110, Rome, New York 13442, to procure food products for the Warren County Correctional Facility, to increase the not to exceed amount to One Hundred Ninety-Six Thousand One Hundred Fourteen Dollars (\$196,114) for the remaining term of the agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes set forth herein, all other terms and conditions of Resolution No. 136 of 2021 will remain in effect.

# Warren County Board of Supervisors

## RESOLUTION No. 44 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS ETU, STROUGH, BEAN, WILD, TURNER, CROCITTO AND DIAMOND**

**AMENDING RESOLUTION NO. 56 OF 2024, WHICH EXTENDED AN AGREEMENT WITH C&R INTERACTIVE A/K/A CLIFF & REDFIELD INTERACTIVE TO PROVIDE ARTICLES AND CONTENT AIMED AT HIGHLIGHTING THE FIRST WILDERNESS HERITAGE CORRIDOR INCLUDING A RANGE OF INITIATIVES WITH CREATIVE STORYTELLING APPROACHES, TO EXTEND THE TERMINATION DATE**

WHEREAS, pursuant to Resolution No. 56 of 2024, the Warren County Board of Supervisors authorized an extension agreement with C&R Interactive a/k/a Cliff & Redfield Interactive to provide articles and content aimed at highlighting the First Wilderness Heritage Corridor including a range of initiatives with creative storytelling approaches, for an amount not to exceed Twenty Thousand Dollars (\$20,000), for a term commencing February 1, 2024 and terminating January 31, 2025, and

WHEREAS, the County Planner requested, and the Economic Growth & Development Committee agreed, to extend the termination date to January 31, 2026, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with C&R Interactive a/k/a Cliff & Redfield Interactive, 14 Westbury Drive, Saratoga Springs, New York 12866, to extend the termination date to January 31, 2026, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes set forth herein, all other terms and conditions of Resolution No. 56 of 2024 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION No. 45 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS ETU, STROUGH, BEAN, WILD, TURNER, CROCITTO AND DIAMOND**

**AUTHORIZING AGREEMENT WITH WILDERNESS PROPERTY MANAGEMENT, INC. TO DEVELOP A RECREATIONAL ASSESSMENT PLAN FOR THE MILL CREEK LAND IN THE TOWN OF JOHNSBURG**

WHEREAS, the County Planner requested, and the Economic Growth & Development Committee agreed, to enter into an agreement with Wilderness Property Management, Inc., to develop a recreational assessment plan for the Mill Creek land in the Town of Johnsburg, in an amount not to exceed Twenty Thousand Dollars (\$20,000), for a term commencing February 21, 2025 and terminating September 30, 2025, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with Wilderness Property Management, Inc., 3999 State Route 8, Wevertown, New York 12886, to develop a recreational assessment plan for the Mill Creek land in the Town of Johnsburg, in an amount not to exceed Twenty Thousand Dollars (\$20,000), for a term commencing February 21, 2025 and terminating September 30, 2025, in a form approved by the County Attorney, and be it further

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

# Warren County Board of Supervisors

## RESOLUTION No. 46 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS ETU, STROUGH, BEAN, WILD, TURNER, CROCITTO AND DIAMOND**

**AMENDING RESOLUTION NO. 511 OF 2024, WHICH AUTHORIZED AN AGREEMENT WITH ADIRONDACK NORTH COUNTRY ASSOCIATION FOR PROMOTIONAL AND ECONOMIC DEVELOPMENT, TO INCREASE THE AMOUNT**

WHEREAS, pursuant to Resolution No. 511 of 2024, the Warren County Board of Supervisors authorized an agreement with Adirondack North Country Association for promotional and economic development in Warren County, in the amount of Three Thousand Dollars (\$3,000), for a term commencing January 1, 2025 and terminating December 31, 2025, and

WHEREAS, the County Planner, requested and the Economic Growth & Development Committee agreed, to increase the not to exceed amount to Five Thousand Dollars (\$5,000), contingent upon said additional funding being approved by the Finance & Budget Committee, and

WHEREAS, upon review and consideration, the Finance & Budget Committee agreed to provide an additional One Thousand Dollars (\$1,000) through a transfer from the Contingent Account (A.1990 469) to be made by separate resolution, thereby increasing the funding total to Four Thousand Dollars (\$4,000) for 2025, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with Adirondack North Country Association, 67 Main Street, Suite 201, Saranac Lake, New York 12983, for promotional and economic development in Warren County, to increase the agreement amount to Four Thousand Dollars (\$4,000), in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes set forth herein, all other terms and conditions of Resolution No. 511 of 2024 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION No. 47 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS ETU, STROUGH, BEAN, WILD, TURNER, CROCITTO AND DIAMOND**

**AUTHORIZING AGREEMENT WITH LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD FOR THE PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT TO COMPLETE CERTAIN TASKS FOR THE LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD REGARDING THE IMPLEMENTATION OF THE SEPTIC SMART: REGIONAL IMPLEMENTATION AND EXPANSION PROGRAM**

WHEREAS, the County Planner requested, and the Economic Growth & Development Committee agreed, to enter into an intermunicipal shared services agreement with the Lake Champlain-Lake George Regional Planning Board for the Planning & Community Development Department to complete certain tasks for the Lake Champlain-Lake George Regional Planning Board, at no additional cost to Warren County, regarding the implementation of the Septic Smart: Regional Implementation and Expansion Program, for which the County shall be reimbursed in an amount not to exceed One Hundred Eleven Thousand Dollars (\$111,000) for the work performed by Planning & Community Development staff over a term commencing upon execution by both parties and terminating December 31, 2027, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an intermunicipal shared services agreement with the Lake Champlain-Lake George Regional Planning Board for the Planning & Community Development Department to complete certain tasks for the Lake Champlain-Lake George Regional Planning Board, at no additional cost to Warren County, regarding the implementation of the Septic Smart: Regional Implementation and Expansion Program, for which the County shall be reimbursed in an amount not to exceed One Hundred Eleven Thousand Dollars (\$111,000), for the work performed by Planning & Community Development staff over a term commencing upon execution by both parties and terminating December 31, 2027, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION No. 48 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS TURNER, GERACI, BEAN, DIAMOND, GILLIGAN, ETU AND STRAINER**

**AUTHORIZING THE CHAIR OF THE BOARD TO SEND A LETTER TO THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION REQUESTING ADDITIONAL FUNDING FOR THE SEPTIC SYSTEM REPLACEMENT PROGRAM**

WHEREAS, established as part of the Clean Water Infrastructure Act of 2017, the Septic System Replacement Fund provides a source of funding for the replacement of cesspools and septic systems in New York State and seeks to reduce the environmental and public-health impacts associated with the discharge of effluent cesspools and septic systems on groundwater used as drinking water, as well as threatened or impaired water bodies, and

WHEREAS, Warren County has been identified by the New York State Environmental Conservation as being in a priority geographic area where there is a critical need to reduce the impact of sewage effluent from cesspools and septic systems on groundwater and surface water, and

WHEREAS, since 2021, Warren County has received \$1,375,000 from the Environmental Facilities Corporation for the Septic Replacement Program which has been used to support septic replacement projects along the shores of Lake George, and

WHEREAS, in 2024 Warren County worked with the New York State Department of Environmental Conservation to expand the geographic eligibility to include dozens of sensitive lakes, rivers and streams across the county in both the Lake George, Lake Champlain and Upper Hudson watersheds, and

WHEREAS, Warren County has expended the money received expediently and effectively, and

WHEREAS, the demand of grant applications received by Warren County for eligible septic system projects has dramatically increased, and

WHEREAS, the Warren County Planning Department requested and the Environmental Concerns & Real Property Tax Services Committee agrees that the Chair of the Board of Supervisors send a letter to

*RESOLUTION NO. 48 OF 2025*

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the New York State Department of Environmental Conservation requesting additional funding for the Septic System Replacement Program, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes and directs the Chair of the Board of Supervisors to send a letter to the New York State Department of Environmental Conservation requesting additional funding for the Septic System Replacement Program, and be it further

RESOLVED, that the Clerk of the Board of Supervisors be, and hereby is, authorized and directed to forward copies of the letter, along with this resolution, to the Governor Kathy Hochul, the New York State Department of Environmental Conservation, Senator Daniel G. Stec, Assemblyman Matthew Simpson, New York State Association of Counties and the Intercounty Legislative Committee of the Adirondacks.

# Warren County Board of Supervisors

## RESOLUTION No. 49 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS TURNER, GERACI, BEAN, DIAMOND, GILLIGAN, ETU AND STRAINER**

### **AMENDING RESOLUTION NO. 297 OF 2023 TO DESIGNATE REDEMPTION DATE FOR DELINQUENT TAX PROPERTY FORECLOSURE AND FIX AUCTION DATE**

WHEREAS, Resolution No. 297 of 2023 established a timetable relating to the annual tax foreclosure proceeding and County public land auction, and

WHEREAS, the New York State Legislature enacted amendments to Article 11 of the Real Property Tax Law which modify the prior timetable for tax foreclosure actions, and

WHEREAS, the Director of Real Property requested and the Environmental Concerns & Real Property Tax Services Committee approved that a new redemption date be established to comply with current state statutes, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby adopts the following dates related to the annual tax foreclosure proceeding and County public land auction as follows:

- Fourth Friday in July - last day to redeem;
- Third Saturday in October - County public land auction.

# Warren County Board of Supervisors

## RESOLUTION No. 50 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STRAINER, RUNYON, GILLIGAN, BRUNO, PATCHETT, WILD AND THOMAS**

**AUTHORIZING SUBMISSION OF A GRANT APPLICATION FOR THE MEDICARE IMPROVEMENTS FOR PATIENTS AND PROVIDERS ACT (MIPPA)**

WHEREAS, the Warren Hamilton Counties Office for the Aging has been given the opportunity to submit an application for grant funding for the Medicare Improvements for Patients and Providers Act (MIPPA) in the amount not to exceed Forty Thousand Five Hundred Twenty-Three Dollars (\$40,523), which requires no County matching funds and is one hundred percent (100%) reimbursable, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board to execute a grant application for grant funding for the Medicare Improvements for Patients and Providers Act (MIPPA) in an amount not to exceed Forty Thousand Five Hundred Twenty-Three Dollars (\$40,523) for a term commencing September 1, 2024 and terminating August 31, 2025, and be it further

RESOLVED, that upon notification of the grant award, the Chair of the Board of Supervisors be, and hereby is, authorized to execute the grant agreement(s), and any and all other necessary documents relating to said agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that if any further funding becomes available during the term of this contract, no further resolution will be necessary to accept these funds and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds.

# Warren County Board of Supervisors

## RESOLUTION No. 51 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STRAINER, RUNYON, GILLIGAN, BRUNO, PATCHETT, WILD AND THOMAS**

**AMENDING MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF WARREN, ACTING FOR AND ON BEHALF OF WARREN-HAMILTON COUNTIES' OFFICE FOR THE AGING, AND COUNTRYSIDE ADULT HOME FOR OPERATION OF THE WARRENSBURG MEALSITE AND CHESTERTOWN MEALSITE, TO INCREASE THE PER MEAL REIMBURSEMENT RATE**

WHEREAS, pursuant to Resolution No. 99 of 2012 (previously amended by Resolution Nos. 60 of 2019, 371 of 2020, 540 of 2021 and 458 of 2022), the Chair of the Board of Supervisors was authorized to execute an agreement with Countryside Adult Home, 353 Schroon River Road, Warrensburg, New York 12885, for operation of a meal site for the elderly in the Town of Warrensburg and the Town of Chester, and

WHEREAS, the Director of Office for the Aging requested, and the Health Services Committee approved, to amend the agreement to increase the reimbursement rate from Five Dollars (\$5.00) per meal to Five Dollars and Fifty Cents (\$5.50) per meal, for an amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000), for a term commencing January 1, 2025 and terminating December 31, 2025 with the option for annual renewals, provided there are no changes in the contract, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with Countryside Adult Home to have a reimbursement rate of Five Dollars and Fifty Cents (\$5.50) per meal, for an amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000), for a term commencing January 1, 2025 and terminating December 31, 2025 with the option for annual renewals, provided there are no changes in the contract, in a form approved by the County Attorney, and be it further

RESOLVED, other than the changes outlined herein, all other terms and conditions of Resolution Nos. 60 of 2019, 371 of 2020, 540 of 2021 and 458 of 2022 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION No. 52 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STRAINER, RUNYON, GILLIGAN, BRUNO, PATCHETT, WILD AND THOMAS**

### **RE-APPOINTING MEMBER TO THE WARREN COUNTY COMMUNITY SERVICES BOARD**

RESOLVED, that Kimberly Brayton, JD, PhD be, and hereby is, re-appointed to the Warren County Community Services Board for a term commencing January 1, 2025 and terminating December 31, 2028.

# Warren County Board of Supervisors

## RESOLUTION No. 53 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STRAINER, RUNYON, GILLIGAN, BRUNO, PATCHETT, WILD AND THOMAS**

### **APPOINTING THE FOLLOWING INDIVIDUALS TO THE WARREN COUNTY DISASTER MENTAL HEALTH RESPONSE (DMHR) TEAM - MENTAL HEALTH**

RESOLVED, that the following individuals be, and hereby are, appointed as members to the Warren County Disaster Mental Health Response (DMHR) Team effective on February 21, 2025:

NAME/TITLE:

Robert York, LCSW-R, Coordinator

Linda Wright, LMHC, Assistant Coordinator

Lisa Albright, LMHC

Jenelle Baker, LMHC

Amber Bergman, LMHC

Melissa Brennan, LCSW

Cheryl Etu, LCSW

Bryan Flowers, LMHC, CASAC

Alexander Gebur, LMHC

Darlene Hafner, LCSW

Ariana Howk, LMHC

Morgan Largo, LMSW

**Team Support**

Jessica Amaroso

Darby Larkin

Thomas Barber

Tracy Terry

NAME/TITLE:

Brynn LaBounty, LMHC

Susan McManus, LCSW

Eloise Palmisano, NP

Kristey Palmisano, LMSW

Richelle Parluski, LCSW

Tia Ruggiero, LCSW-R

Adrienne Slayko, LMHC

Anna Smith, LMSW

Laura Stebbins, RN

Taylor West, LMSW

Amanda Zeno, LCSW, CASAC

# Warren County Board of Supervisors

## RESOLUTION No. 54 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STRAINER, RUNYON, GILLIGAN, BRUNO, PATCHETT, WILD AND THOMAS**

### **APPOINTING MEMBERS OF PROFESSIONAL ADVISORY COMMITTEE FOR THE HEALTH SERVICES DEPARTMENT**

RESOLVED, that the following members of the Professional Advisory Committee for the Health Services Department, as listed on Schedule "A" annexed hereto and made a part hereof, be, and hereby are appointed for a one-year term commencing January 1, 2025 and terminating December 31, 2025.

**SCHEDULE "A"**

**PROFESSIONAL ADVISORY COMMITTEE MEMBERS**

<b>NAME</b>	<b>TITLE/ADDRESS</b>
Hillary Alycon	Manager - Infection Prevention and Control Glens Falls Hospital
Paul Bachman	MD Medical Director, Certified Home Health Agency
Stephen Bassin	Physical Therapist
Patricia Belden	Deputy Director Public Health Warren County Health Services
William Borgos	MD Medical Director, Public Health
Sara Deukmejian	ARHN Coordinator Adirondack Health Institute
Tawn Driscoll	Financial Manager Warren County Health Services
Daniel Durkee	Public Health Program Administrator/Emergency Preparedness Coordinator Warren County Health Services
Edna Frasier	Community Member
Dorothy Grover	Physical Therapist
Donna Healy	Community Member
Susan Hughes	Director Community Maternity Services
Ginelle Jones	Director of Health Services Warren County
Richard Leach	MD, Tuberculosis & Infectious Disease Program Consultant
Christina Mastrianni	Commissioner of Social Services Warren County
Erik Mastrianni	Children with Special Needs Program Administrator

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Colleen Maziejka

Assistant Director  
Adirondack Child Care Network, Inc.

Charles Nelsen

Executive Director  
Greater Adirondack Home Health Aides

Deanna Park

Director of Office for the Aging  
Warren County

Nancy Parsons

RN, Immunization Program  
Warren County Health Services

Valerie Whisenant

Assistant Director Patient Services  
Warren County Health Services

Rob York

Director of Community Services for  
Warren and Washington Counties

# Warren County Board of Supervisors

## RESOLUTION No. 55 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STRAINER, RUNYON, GILLIGAN, BRUNO, PATCHETT, WILD AND THOMAS**

### **APPOINTING MEMBERS OF THE LOCAL EARLY INTERVENTION COORDINATING COUNCIL (LEICC) FOR THE EDUCATION OF PHYSICALLY HANDICAPPED CHILDREN'S PROGRAM**

WHEREAS, Resolution No. 216 of 1993 authorized the establishment of a Local Early Intervention Coordinating Council (LEICC) for the Education of Physically Handicapped Children's Program within Warren County, and

WHEREAS, it is necessary to appoint members for a term commencing January 1, 2025 and terminating December 31, 2025, now, therefore, be it

RESOLVED, that the persons named on Schedule "A" attached hereto, are hereby appointed as members of the LEICC through December 31, 2025.

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**SCHEDULE "A"**

**WCPH LOCAL EARLY INTERVENTION COORDINATING COUNCIL**

Jones, Ginelle	Sharron, Cheryl	761-6580	Warren County Public Health
LaLone, Emily	Gillis, Diana	Fax: 761-6422	1340 State Route 9
Mastrianni, Erik	Toolan, Debbie		Lake George, New York 12845
Whisenant, Valerie	Belden, Pat		
McLaughlin, Robin	McClenahan, Molly		
Bourdeau, Meshele		Parent	
Breen, Tammy		Warren County Department of Social Services	
Chico, Kristen		Parent	
Wethington, Jorgey		Southern Adirondack Child Care Network	
McLaughlin, Jason		WAIT House - Executive Director	
Hogan, Jennifer		AHI - Supervisor of Children's Health Home	
Grover, Dorothy		Queensbury Union Free School District	
Bohmker, Shannon		Warren County Head Start	
Meilhede, Lauren, MD		Adirondack Pediatrics	
Utz-Meagher, Kevin		Capital District DDSO	
York, Robert		Office of Community Services for Warren and Washington County	

# Warren County Board of Supervisors

## RESOLUTION No. 56 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STRAINER, RUNYON, GILLIGAN, BRUNO, PATCHETT, WILD AND THOMAS**

**AUTHORIZING CONTINUATION OF THE LEASE AGREEMENT WITH HUDSON HEADWATERS HEALTH NETWORK FOR USE OF SPACE AT THE WARRENSBURG HEALTH CENTER FOR PUBLIC HEALTH'S MONTHLY WIC CLINIC**

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the continuation of a lease agreement (the previous lease agreement being authorized by Resolution No. 43 of 2024) with Hudson Headwaters Health Network for use of space located at the Warrensburg Health Center, 3767 Main Street, Warrensburg, New York 12885 for Public Health's monthly two (2) day WIC clinic for an amount of One Dollar (\$1), for a term commencing March 1, 2025 and terminating February 28, 2026, with the option for annual renewals, provided there are no changes in the contract, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute a lease agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for said agreement shall be expended from Budget Code A.4013 411, W.I.C., Rent-Building/Property.

# Warren County Board of Supervisors

## RESOLUTION No. 57 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS DRISCOLL, BRUNO, PATCHETT, TURNER, WILD, STRAINER AND RUNYON**

**AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN  
WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND  
WARREN COUNTY SHERIFF'S OFFICE TO PROVIDE SECURITY SERVICES  
FOR THE WARREN COUNTY HUMAN SERVICES BUILDING**

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee approved, to continue the contractual relationship (the previous Memorandum of Understanding being authorized by Resolution No. 47 of 2024) between the Warren County Department of Social Services and the Warren County Sheriff's Office, to provide security services for the Warren County Human Services Building, in an amount not to exceed One Hundred Twenty-Two Thousand Nine Hundred Twenty-One Dollars (\$122,921), for a term commencing January 1, 2025 and terminating December 31, 2025, now, therefore, be it

RESOLVED, that Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement between the Warren County Department of Social Services and the Warren County Sheriff's Office, to provide security services for the Warren County Human Services Building, in an amount not to exceed One Hundred Twenty-Two Thousand Nine Hundred Twenty-One Dollars (\$122,921), for a term commencing January 1, 2025 and terminating December 31, 2025, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this Memorandum of Understanding shall be expended from Budget Code A.6010 470, Social Services, Contract.

# Warren County Board of Supervisors

## RESOLUTION No. 58 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS DRISCOLL, BRUNO, PATCHETT, TURNER, WILD, STRAINER AND RUNYON**

**AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN  
WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND  
WARREN COUNTY SHERIFF'S OFFICE TO PROVIDE INVESTIGATIVE SERVICES TO  
THE DEPARTMENT OF SOCIAL SERVICES FRAUD UNIT**

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee approved, to continue the contractual relationship (the previous Memorandum of Understanding being authorized by Resolution No. 79 of 2023) between the Warren County Department of Social Services and the Warren County Sheriff's Office, to provide investigative services to the Department of Social Services Fraud Unit, in an amount not to exceed Thirty-Seven Thousand Dollars (\$37,000), for a term commencing January 1, 2025 and terminating December 31, 2025, now, therefore, be it

RESOLVED, that Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement between the Warren County Department of Social Services and the Warren County Sheriff's Office, to provide investigative services to the Department of Social Services Fraud Unit, in an amount not to exceed Thirty-Seven Thousand Dollars (\$37,000), for a term commencing January 1, 2025 and terminating December 31, 2025, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this Memorandum of Understanding shall be expended from Budget Code A.6010 470, Social Services, Contract.

# Warren County Board of Supervisors

## RESOLUTION No. 59 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS DRISCOLL, BRUNO, PATCHETT, TURNER, WILD, STRAINER AND RUNYON**

**AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN  
WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND  
WARREN COUNTY INFORMATION TECHNOLOGY DEPARTMENT FOR  
COMPUTER SUPPORT SERVICES**

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee approved, to continue the contractual relationship (the previous Memorandum of Understanding being authorized by Resolution No. 46 of 2024) between the Warren County Department of Social Services and the Warren County Information Technology Department, for the provision of computer support services, in an amount not to exceed Seventy-Five Thousand Dollars (\$75,000), to be billed in quarterly installments of Eighteen Thousand Seven Hundred Fifty Dollars (\$18,750), for a term commencing January 1, 2025 and terminating December 31, 2025, now, therefore, be it

RESOLVED, that Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement between the Warren County Department of Social Services and the Warren County Information Technology Department, for the provision of computer support services, in an amount not to exceed Seventy-Five Thousand Dollars (\$75,000), to be billed in quarterly installments of Eighteen Thousand Seven Hundred Fifty Dollars (\$18,750), for a term commencing January 1, 2025 and terminating December 31, 2025, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this Memorandum of Understanding shall be expended from Budget Code A.6010 470, Social Services, Contract.

# Warren County Board of Supervisors

## RESOLUTION NO. 60 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STROUGH, CONOVER, WILD, DRISCOLL, MADAY, GERACI AND THOMAS**

**AMENDING AGREEMENT WITH TENEX SOFTWARE SOLUTIONS TO PURCHASE NINETY (90) TENEX ELECTRONIC POLL BOOK COMPUTERS INCLUDING HARDWARE, SOFTWARE, LICENSING, REGISTRATION, MANAGEMENT AND ONSITE TRAINING, TO PROVIDE LICENSING AND SUPPORT FOR THE PURCHASE OF THREE (3) ADDITIONAL ELECTRONIC POLLBOOKS AND INCREASE THE ANNUAL LICENSING FEE**

WHEREAS, pursuant to Resolution No. 351 of 2019, the Chair of the Board of Supervisors was authorized to execute an agreement with Tenex Software Solutions, 5402 West Laurel Street, Suite 206, Tampa, Florida 33607, to purchase ninety (90) Tenex Electronic Poll Book Computers including hardware, software, one (1) year of licensing fees, registration fees, management fees and onsite training fees, for Eighty-Six Thousand Eight Hundred Eighty-Seven Dollars (\$86,887) plus an additional annual licensing fee of Eleven Thousand Two Hundred Fifty Dollars (\$11,250) per year commencing after year one, and

WHEREAS, pursuant to Resolution No. 48 of 2024, the Chair of the Board of Supervisors was authorized to execute an amendment agreement to increase the additional annual licensing fee to Twelve Thousand One Hundred Fifty Dollars (\$12,150) per year, and

WHEREAS, the Commissioners of the Board of Elections requested, and the Legislative, Rules & Governmental Operations Committee, agreed to amend the agreement to provide licensing and support for the purchase of three (3) additional electronic poll books and increase the additional annual licensing fee to Twelve Thousand Five Hundred Fifty-Five Dollars (\$12,555) per year, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with Tenex Software Solutions, to provide licensing and support for the purchase of three (3) additional electronic poll books and increase the annual licensing fee to Twelve Thousand Five Hundred Fifty-Five Dollars (\$12,555), for a term commencing upon execution by both parties and terminating upon thirty (30) days written notice by either party, in a form approved by the County Attorney, and be it further

RESOLVED, other than the amendment outlined herein, all other terms and conditions of Resolution Nos. 351 of 2019 and 48 of 2024 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION No. 61 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS STROUGH, CONOVER, WILD, DRISCOLL, MADAY, GERACI AND THOMAS**

**DECLARING OLD POLL BOOK IPADS SURPLUS; AUTHORIZING DONATION OF OLD POLL BOOK IPADS TO A NON-PROFIT ORGANIZATION**

WHEREAS, Warren County remains in possession and ownership of old poll book ipads, and

WHEREAS, the Commissioners have advised that the old poll book ipads are no longer of any use to Warren County and should be declared surplus and disposed of, and

WHEREAS, the Commissioners have advised that the old poll book ipads will be donated to a non-profit organization in accordance with the Warren County Purchasing Policy, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby declares the old poll book ipads to be surplus property, and be it further

RESOLVED, that the Commissioners are authorized to dispose of the old poll book ipads and transfer same “as-is” and without any warranty of fitness or other warranty in accordance with the Warren County Purchasing Policy, at no cost to the County, subject to legal approval by the County Attorney, and be it further

RESOLVED, that the Commissioners are hereby authorized to execute any and all documentation necessary to carry out the purposes of this resolution, in a form approved by the County Attorney.

# Warren County Board of Supervisors

## RESOLUTION No. 62 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS CROCITTO, RUNYON, PATCHETT, GILLIGAN, ETU, THOMAS AND MERLINO**

**AUTHORIZING WARREN COUNTY TOURIST AND  
CONVENTION DEVELOPMENT AGREEMENT WITH  
THE ADIRONDACK CIVIC CENTER COALITION, INC.  
FOR OCCUPANCY TAX SPECIAL EVENT FUNDING**

WHEREAS, Warren County established a program to provide funding for certain qualifying conventions, events, trade shows, and others directly related and supporting activities which develop tourism and convention activity within Warren County, and

WHEREAS, the Director of Tourism requested, and the Occupancy Tax Coordination Committee approved, that Warren County enter into a Tourist and Convention Development Agreement (“Agreement”) with the Adirondack Civic Center Coalition, Inc. (“Coalition”), 1 Civic Center Plaza, Glens Falls, New York 12801, wherein the County would provide funding in a total amount not to exceed Two Hundred Fifty Thousand Dollars (\$250,000) per year, to be paid out in quarterly increments of Sixty-Two Thousand Five Hundred Dollars (\$62,500), for a term commencing January 1, 2025 and terminating December 31, 2027, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with the Adirondack Civic Center Coalition, Inc., as outlined in the preambles of this resolution which includes submitting quarterly marketing and event reports to the Tourism Department with performance metrics, which report quarterly and year to date results, for review by the Occupancy Tax Coordination Committee as a condition of receiving each quarterly payment, 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 480.02, Tourism/Occupancy, Occupancy Tax, Tourism - Convention Event Development Fund.

# Warren County Board of Supervisors

## RESOLUTION No. 63 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS CROCITTO, RUNYON, PATCHETT, GILLIGAN, ETU, THOMAS AND MERLINO**

**AUTHORIZING CONTINUATION OF THE INTERMUNICIPAL AGREEMENT WITH THE VILLAGE OF LAKE GEORGE TO PROVIDE FUNDING FOR PROMOTION SPACE WITHIN THE LAKE GEORGE VISITOR CENTER**

WHEREAS, Resolution No. 575 of 2023 authorized continuation of an intermunicipal agreement with the Village of Lake George for promotional space within the Lake George Visitor Center, for a term commencing January 1, 2024 and terminating December 31, 2024, for an amount not to exceed Twenty-Five Thousand Dollars (\$25,000), and

WHEREAS, Director of Tourism requested, and the Occupancy Tax Coordination Committee approved, to continue this agreement for a term commencing January 1, 2025 and terminating December 31, 2025, for an amount not to exceed Twenty-Five Thousand Dollars (\$25,000), with the option to renew for two (2) additional one (1) year terms upon mutual agreement of the parties, and upon the same terms and conditions as previously authorized, now, therefore be it

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to execute an agreement consistent with the terms and provisions set forth by the preambles of this resolution and in a form approved by the County Attorney, and be it further

RESOLVED, that the funding for the agreement authorized herein shall be paid from Budget Code A.6417.0002 480.05 - Tourism/Occupancy, Occupancy Tax, Tourism-Business Promotion, upon receipt of a verified voucher in the amount authorized above.

# Warren County Board of Supervisors

## RESOLUTION No. 64 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, STRAINER, BRUNO, BEAN, CROCITTO, TURNER AND MERLINO**

**AMENDING RESOLUTION NO. 88 OF 2023, WHICH AUTHORIZED AN AGREEMENT WITH GLAMPADK, LLC FOR USE OF THE WARREN COUNTY FAIRGROUNDS (WC 70-22), TO INCREASE THE NOT TO EXCEED AMOUNT AND CHANGE THE TERM FOR THE 2025 SEASON**

WHEREAS, pursuant to Resolution No. 88 of 2023, the Warren County Board of Supervisors authorized an agreement with GlampAdk, LLC for use of the Warren County Fairgrounds (WC 70-22), in an amount not to exceed Twenty-Five Thousand Seven Hundred Fifty Dollars (\$25,750), with a three percent (3%) increase upon the renewal of each agreement, for a term commencing June 7, 2023 and terminating September 17, 2023, with the option for three (3) additional one (1) year terms upon approval from the Superintendent of Public Works and the Supervisor of the Town of Warrensburg, without the need for a further resolution, and

WHEREAS, the Superintendent of Public Works requested, and the Public Works Committee approved, to increase the not to exceed amount for 2025 to be Thirty-One Thousand Nine Hundred Thirty Dollars (\$31,930) and change the term for the 2025 season to commence on May 13, 2025 and terminate on September 13, 2025, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with GlampAdk, LLC, 42A Boulevard, Queensbury, New York 12804, for use of the Warren County Fairgrounds (WC 70-22), to increase the not to exceed amount for 2025 to be Thirty-One Thousand Nine Hundred Thirty Dollars (\$31,930) and change the term for the 2025 season to commence on May 13, 2025 and terminate on September 13, 2025, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes set forth herein, all other terms and conditions of Resolution No. 88 of 2023 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION No. 65 OF 2025

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

**ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH LAKE PLACID ADVERTISERS WORKSHOP, INC. FOR MEDIA BUYING SERVICES FOR THE WARREN COUNTY TOURISM DEPARTMENT (WC 81-24)**

WHEREAS, the Purchasing Agent has requested proposals for Media Buying Services for the Warren County Tourism Department (WC 81-24), and

WHEREAS, the proposals were opened on January 9, 2025 and the Director of Tourism has recommended, and the Tourism Committee approved, that Warren County award the agreement to Lake Placid Advertisers Workshop, Inc., located at 2051 Saranac Avenue, Lake Placid, New York 12946, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Lake Placid Advertisers Workshop, Inc., located at 2051 Saranac Avenue, Lake Placid, New York 12946 of the acceptance of its proposal, 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 Lake Placid Advertisers Workshop, Inc. relative to Media Buying Services for the Warren County Tourism Department, pursuant to the terms and provisions of the bid documents and proposal (WC 81-24), for a term commencing March 1, 2025 and terminating February 28, 2026, with the option for two (2) additional one (1) year terms upon mutual agreement of the parties, for an amount not to exceed One Million One Hundred Thirty-Eight Thousand Dollars (\$1,138,000) per year, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from the appropriate departmental budget codes.

# Warren County Board of Supervisors

## RESOLUTION No. 66 OF 2025

RESOLUTION INTRODUCED BY SUPERVISORS WILD, DRISCOLL, ETU, MADAY, BEAN, PATCHETT AND MERLINO

### AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2025 TO CREATE POSITIONS WITHIN THE DEPARTMENT OF PROBATION AND THE SHERIFF'S OFFICE

WHEREAS, the Personnel, Administration & Higher Education Committee considered and agreed with the requests from the Director of Probation and the Sheriff to amend the Table of Organization and Salary Schedule, now, therefore, it is

RESOLVED, that the Tables of Organization and the Warren County Salary and Compensation Plan for 2025 are hereby amended as follows:

#### **PROBATION**

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.3143 110</u>		
<u>TITLE:</u> Probation Officer Trainee #2	February 24, 2025	\$57,270 Grade 16

<u>Decreasing Salary from:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.3143 110</u>		
<u>TITLE:</u> Probation Officer #11	February 24, 2025	\$71,375 Grade 19

<u>Decreasing Salary to:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>A.3143 110</u>		
<u>TITLE:</u> Probation Officer #11	February 24, 2025	\$0

<b><u>SHERIFF</u></b>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>Creating Position of:</u>		
<u>A.3110 130</u>		
<u>TITLE:</u> Building Maintenance Mechanic - Part Time	February 24, 2025	\$28.86/hr Grade 15

# Warren County Board of Supervisors

## RESOLUTION No. 67 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, DRISCOLL, ETU, MADAY, BEAN, PATCHETT AND MERLINO**

**AUTHORIZING RENEWAL OF AGREEMENT WITH ALBANY MED HEALTH SYSTEM (ALSO KNOWN AS GLENS FALLS HOSPITAL) FOR AUTOPSY SERVICES AND AUTHORIZING THE CHAIRMAN OF THE BOARD TO SIGN A LETTER OF AGREEMENT WITH GLENS FALLS HOSPITAL FOR SAME**

WHEREAS, the Clerk of the Board of Supervisors requested, and the Personnel, Administration & Higher Education Committee approved, the renewal of an agreement with Albany Med Health System (also known as Glens Falls Hospital) for autopsy services, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute a renewal agreement (previous agreement authorized by Resolution No. 109 of 2024) with Albany Med Health System (also known as Glens Falls Hospital), 100 Park Street, Glens Falls, New York 12801, for autopsy services, as outlined in the attached Schedule “A,” for a term commencing January 1, 2025 and terminating December 31, 2025 with annual renewals to occur absent the written termination by either party and provided there are no changes to the fee schedule, in a form approved by the County Attorney, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to sign an agreement with Albany Med Health System (also known as Glens Falls Hospital) for autopsy services with the fee schedule attached herein at Schedule “A”, and be it further

RESOLVED, that the funds shall be expended from Budget Code A.1185 435, Medical Examiners & Coroners, Medical Fees.

**SCHEDULE "A"**

**Albany Med Health System (also known as Glens Falls Hospital)  
Morgue and Laboratory Fee Schedule  
Effective January 1, 2025 - December 31, 2025**

Morgue Facility Use <i>(includes onsite histology and microbiology)</i>	\$1,500 per case
Histology or laboratory services requested but not performed at Albany Med Health System/Glens Falls Hospital <i>(does not include ANY toxicology services)</i>	Material will be released to the County. County is responsible for testing.
Other laboratory tests performed on site at Albany Med Health System/Glens Falls Hospital <i>(e.g. HIV serology, molecular testing, chemistry procedures)</i>	50% discount of Albany Med Health System/Glens Falls Hospital's specific charge schedule in effect at time of service
Microbiology only (without morgue facility use)	50% discount of Albany Med Health System/Glens Falls Hospital's specific charge schedule in effect at time of service
Radiology fee - hospital technical fee	50% discount of Albany Med Health System/Glens Falls Hospital's specific charge schedule in effect at time of service
Radiologist professional fee <i>(to be included in base fee)</i>	
Toxicology services will be the sole responsibility of the County to contract for testing services at an outside lab	
Extended Morgue Body Storage	\$275.00 fee each 24 hour period beyond completion of the post mortem exam

# Warren County Board of Supervisors

## RESOLUTION No. 68 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, DRISCOLL, ETU, MADAY, BEAN, PATCHETT AND MERLINO**

**RESOLUTION ALTERING THE STANDING RULES OF THE BOARD OF SUPERVISORS,  
AS ADOPTED BY RESOLUTION NO. 1 OF 2025, TO ALTER THE DATES OF THE  
APRIL AND MAY 2025 BOARD MEETINGS**

RESOLVED, that pursuant to a majority vote of the Warren County Board of Supervisors required to alter the standing Rules of the Board of Supervisors, the Rules are hereby amended to alter the dates of the April and May Board meetings, as reflected in Section B(1), changing them from Friday, April 18, 2025 to Friday, April 11, 2025, in order to avoid Good Friday and the school's spring break week; and from Friday, May 16, 2025 to Tuesday, May 13, 2025, in order to avoid a conflict with the New York State Association of Clerks of County Legislative Boards Conference, and be it further

RESOLVED, that the aforementioned changes are reflected in the revised Rules of the Board of Supervisors, attached hereto as Schedule "A."

**SCHEDULE "A"**

**RULES OF THE BOARD OF SUPERVISORS**

**A. Organization Meeting of Board of Supervisors**

1. At the Regular Meeting of the Board of Supervisors held in December of each year the Board shall by resolution fix the date for the organizational meeting of the Board for the ensuing year, which date shall not be later than the seventh day of the year, and the place and hour of such organization meeting. A total of 502 weighted votes, as allocated among the elected Supervisors pursuant to Local Law No. 2 of 2023 (*enacted by Resolution No. 50 of 2023*), shall constitute a quorum for the transaction of business. A quorum being present, the Clerk of the last Board shall call the meeting to order and the members present shall by roll call vote, by a majority of the total weighted voting power of the members of the Board, select one of their number Chair, who shall preside at such meeting and at all meetings during the year. As provided by Local Law No. 1 of 1968, the Chair shall appoint the Finance Chair who, in case of the absence, incapacity or inability of the Chair to act during the term, shall perform the functions, powers, and duties of the Chair, within the limits of statute.
2. In addition to the foregoing, the Board at the annual organization meeting may transact the following business: the appointment of any officers required by law or desired by the Board; adopt the Rules of Procedure by majority vote for the current year; other matters that the Chair wishes to bring before the meeting; and any such other and further business as may properly come before such meeting.

**B. Regular Meetings of the Board of Supervisors**

1. The Board shall convene in Regular Meeting at 10:00 o'clock in the forenoon on the third Friday of each month for the public meeting of the Board, unless a different time was scheduled during a previous meeting. The Regular Meetings for the year 2024 are scheduled as follows:
  - i) January 17, 2025
  - ii) February 21, 2025
  - iii) March 21, 2025
  - iv) April 11, 2025
  - v) May 13, 2025
  - vi) June 20, 2025
  - vii) July 18, 2025
  - viii) August 15, 2025
  - ix) September 19, 2025
  - x) October 17, 2025
  - xi) November 21, 2025
  - xii) December 19, 2025

The Board may also gather for bi-monthly workshop sessions to be called at the discretion of the Chair for the purpose of receiving presentations and/or training at which no action of

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the Board will be taken. Such workshop sessions will be subject to the requirements of the Open Meetings Law and shall be open to the public.

Regular Meetings shall be called to order as soon thereafter as a quorum is present. Regular Meetings of the Board may be adjourned by motion, without discussion, which is adopted by a majority vote of the membership present.

The Board shall convene in special meeting upon call of the Chair (or, if appropriate, the Finance Chair) or upon written request for a special meeting signed by a majority of the total membership of the Board. At the direction of the Chair (or Finance Chair) or upon receiving such a written request, notice in writing stating the time, place and purpose of the special meeting shall be served personally or by mail upon each member by the Clerk of the Board at least forty-eight hours before the date fixed for holding the meeting or a member may waive the service of the notice for such meeting by a writing signed by them.

2. Business conducted at Regular Meetings of the Board shall be transacted in the following order:

10:00 A.M.	Call to Order Salute to Flag Roll Call Motion to approve the Minutes of previous meeting, subject to correction by the Clerk of the Board Introduction and welcome to guests Privilege of the floor and public comment Report by Chair of the Board Reports by Committee Chairs Report of County Administrator Report of County Attorney Call for reading of communications Call for reading of resolutions Call for Recusals on resolutions Discussion/public comment on resolutions Requests for roll call votes Vote on resolutions Privilege of the floor and public comment Announcements Adjournment
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3. All resolutions shall be in writing and filed with the Clerk before close of business on the Tuesday preceding the Regular Meeting on Friday of each month and at least three days prior to any adjourned or special meeting of the Board. The Clerk shall distribute all resolutions to the members of the Board of Supervisors and post same to the Warren County website on each Tuesday prior to a Regular Meeting and for any adjourned Regular Meeting or special meeting of the Board, 72 hours prior to the noticed time for such adjourned or special meeting when practicable, but no less than the time period proscribed by Public Officers Law Sec. 103(3).

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4. All resolutions timely filed with the Clerk shall be considered by the Board at the next Regular Meeting, as set forth above. Any resolution timely filed with the Clerk, but not approved through the established Committee structure in advance of a Board meeting, shall require a majority vote of the Board to be considered during the Regular Meeting, aside from those resolutions which are considered to be administrative or procedural, or of an emergency nature and are authorized by the Board Chair, Standing Committee Chair, County Administrator, County Attorney and Clerk of the Board.
5. Any member of the Board may make a motion to Lay on the Table any resolution to enable the Board to lay the pending question aside temporarily when something else of immediate of emergency has arisen or when something else needs to be addressed before consideration of the pending question is resumed (*in accordance with Robert Rules of Order*). A majority vote of the Board shall be necessary to take item off the table.

**C. Conduct of All Meetings of Board of Supervisors and Committees**

1. All questions relating to the priority of business shall be decided without debate.
2. The Chair shall preserve order and shall decide all questions of order, subject to the appeal of the Board.
3. The Chair in all cases shall have the right to vote, and when their vote makes an equal division the question shall be lost.
4. Any member desiring to speak or present any subject matter shall address the Chair and shall not proceed until recognized by the Chair and granted the floor.
5. No debate shall be in order until the pending question shall be stated by the Chair or read by the Clerk.
6. No member shall speak more than once on any question until every member choosing to speak on the question shall have spoken. If the Chair of the Board or the Chair of any Committee wishes to enter into debate, they may do so only after they excuse themselves from the Chair and the Vice-Chair or a Temporary Chair is appointed by the Chair.
7. Upon any member raising a point of order, all members shall remain seated and silent until the Chair determines the point raised. The Chair shall sustain or deny the point raised. Any member may appeal the decision of the Chair on the point of order to the full body for determination by a vote.
8. No business shall be transacted by the Board, as such, while a Committee or Committees are out at work, except to adjourn.
9. All motions and resolutions shall be presented in open regular meeting. The Chair will state to what Committee the motion or resolution shall be referred unless such reference is objected to by a member, in which case the Board shall decide the issue.

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10. While a member is speaking no member shall entertain any private discourse or pass between the speaking member or the Chair.
11. A motion to adjourn shall always be in order, and shall be subject to debate.
12. When a question is under debate no motion shall be entertained, unless for adjournment of the Board, for the previous question, to place on the table indefinitely; to place on the table for a certain day; to hold; or to amend it. These several motions shall have precedence in the order in which they are stated herein and each stated motion shall be subject to debate.
13. The minutes of this Board shall be distributed to members of the Board and posted to the County website within two weeks of the date of such Regular or Special Meeting of the Board, except that minutes taken during executive session of any action which is taken by formal vote shall be posted to the County website within one week from the date of the executive session, by the Clerk of the Board.

**D. Committees of the Board of Supervisors**

1. Standing Committees consisting of seven (7) or nine (9) members (Note: total weighted vote of Committee membership may not exceed 501, so as not to convene a quorum of the Board of Supervisors), and Special Committees consisting of at least three (3) members, if any, shall be appointed by the Chair at the Organization Meeting or not later than the first regular Board meeting following the Organization Meeting, upon the following subjects, to wit:

<b>Standing Committee Name</b>	<b>Number of Members</b>
County Facilities - <i>Airport; Buildings &amp; Grounds; Fire Prevention &amp; Building Code Enforcement; Weights &amp; Measures</i>	7
Criminal Justice, Public Safety & Emergency Services - <i>Assigned Counsel; Courts; District Attorney; Office of Emergency Services; Probation; Public Defender; Sheriff &amp; Communications</i>	7
Economic Growth & Development - <i>Economic Development Corporation; Planning &amp; Community Development; Workforce Development</i>	7
Environmental Concerns & Real Property Tax Services	7
Finance & Budget - <i>Budget Officer; County Administrator; County Treasurer</i>	7
Health Services - <i>Office for the Aging; Office of Community Services; Public Health</i>	7
Human Services - <i>Countryside Adult Home; Department of Social Services; Veterans' Services; Youth Programs</i>	7

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Legislative, Rules & Governmental Operations - <i>Board of Elections; County Auditor; County Clerk/DMV; Purchasing; Self-Insurance</i>	7
Occupancy Tax Coordination	7
Personnel, Administration & Higher Education - <i>Civil Service; Clerk of the Board; County Attorney; Human Resources; Information Technology; SUNY Adirondack</i>	7
Public Works - <i>DPW; Parks, Recreation &amp; Railroad; Solid Waste &amp; Recycling; Warren County Sewer</i>	7
Tourism	7

**Special Committees**

Park Operations & Management (O&M)	4 <i>plus 1 alternate</i>
Extension Services	5

2. Special Committees may be created at a Regular Meeting of the Board. The members of a newly-created special committee shall, unless otherwise ordered and directed by a majority vote of the Board, be appointed by the Chair not later than the next scheduled Board meeting following the creation of the Special Committee. The period of time that a special committee shall serve shall be designated when it is created, may be extended to a future date at a Regular Meeting of the Board, but may not extend beyond the current term of the Board of Supervisors.
3. The first member appointed to each Standing and Special Committee shall be and act as the Chair of such committee. The Chair of each Committee shall appoint both the Vice Chair and 2<sup>nd</sup> Vice Chair, who shall serve in the event that both the Committee Chair and Vice Chair are absent. The Vice Chair and 2<sup>nd</sup> Vice Chair designations must be submitted to the Clerk of the Board of Supervisors no later than the date of the first regular Board Meeting of the year, to be held on the third Friday of January. The Committee Chair may elect not to make the Vice and 2<sup>nd</sup> Vice Chair appointments, in which case the Chair of the Board shall do so as soon as is practicable after the first regular Board Meeting of the year.
4. The regular monthly meetings for each standing committee shall be held on dates and times fixed by the Clerk of the Board of Supervisors.
5. Additional committee meetings may be called by the Chair thereof, except as hereinafter provided. The Chair of each committee shall give or cause to be given by the Clerk of the Board of Supervisors notice in person, by telephone, or by email at least two days in advance of the day, hour and place of any additional meeting of a committee except that no advance or prior notice shall be required when the committee meeting is held on a day when the Board shall be in session.

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6. A meeting of any committee may be called by any member of the committee and shall be held when a majority of the total membership of a committee sign a written notice to conduct an additional meeting, which notice shall clearly state the day, hour and place of such meeting, provided that such notice shall be served in person or emailed to the Chair of such committee and the Chair of the Board of Supervisors at least three days in advance of the day specified in such notice.
  7. Members of the Board may attend any Regular or Special Committee meeting as a member of the general public, but no member of the Board, except the Chair of the Board, shall sit as part of a Committee for which they were not appointed, or participate in a Committee meeting as a voting member of the Committee, unless appointed to that Committee as a member. Board members shall be permitted to attend and participate in executive sessions for Committees on which they are not a member.
  8. The Chair of the Board of Supervisors shall be an ex-officio member of a standing committee when: a) a quorum is not present at any regularly or specially scheduled committee meeting; b) if such membership will provide a quorum as herein specified; and c) the Chair is available to attend. The total membership of the committee as established by Board Rules shall not change or be increased by the presence and availability of the Chair in determining whether a majority of members are present to allow the conduct of business, rather the Chair shall be considered an alternate or substitute for a non-present committee member. Once the Chair becomes a member by virtue of the criteria set forth above (whether at the start of or during a meeting), the Chair shall be a voting member and shall continue as a member of the committee until a quorum is established or reestablished by appointed Committee members at the subject meeting or subsequent meetings. If an executive session is called for during a Committee meeting after the Chair becomes a member by virtue of the criteria set forth above, then the Chair's vote shall count towards the total needed for any vote of the total membership for a Committee. The Finance Chair may exercise the duties described in this paragraph in the case of the absence, incapacity or inability of the Chair to act during the meeting and shall perform the functions, powers, and duties of the Chair as an ex-officio member of the standing committee.
  9. When any Standing or Special Committee of the Board of Supervisors is acting on any matter affecting a single Municipality or is engaged in seeking or obtaining rights of way in a particular municipality, the Supervisor of the affected municipality shall be provided with an opportunity to make a presentation or otherwise be heard by the Committee.
- E. Voting by Members of the Board of Supervisors
1. All members present shall vote upon each question, unless their recusal from the question is required and was declared by the member when called for by the Chair.
  2. If a resolution contains items that can be voted on separately and a request is made by any member to vote separately on any such item, then the requested item shall be subject to a separate vote.

**RESOLUTION NO. 68 OF 2025**

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3. All questions shall be decided by a majority of the total weighted voting power of the Board (herein, "majority vote") unless otherwise required by law or as required herein. All questions shall be decided by weighted majority vote in accordance with the terms of Local Law No. 2 of 2023, as it may be amended from time to time. Whenever in these Rules of the Board of Supervisors there is reference to a majority vote or a 2/3rds vote of the Board, it means a majority of the voting power of the members of the Board or 2/3rds of the voting power of the members of the Board as defined in Local Law No. 2 of 2023.
4. The following resolutions shall require a roll call vote: fixing or altering salaries, or establishing salary and wage classifications; adoption of the budget; any appropriation or expenditure of public funds; transfers to and from .1 salary codes within the authorized budget and transfers between funds, including Capital and Road Fund Projects; levying of taxes; bond resolutions; any authorizations to fund or refund indebtedness; legalizing informal acts of a town meeting, village election, town or village officer; legalizing municipal obligations incurred through error or mistake wherein a 2/3rds vote is required; alteration of the boundaries of a town; local laws; any sale or conveyance of county property, either real or personal;.
5. A roll call vote upon any resolution or other proceeding shall be taken upon request of any member.
6. All resolutions adopted by the Board of Supervisors shall become effective upon their adoption or as otherwise provided by law or as specified in the resolution.
7. Out-of-Unit Salary Increases. Salaries for all Out-of-Unit (i.e. non-union) employment positions shall be set through the annual adoption of the Warren County Budget ONLY and the County's annual Salary Schedule, except as provided herein.
  - i) Filling Vacant Out-of-Unit Employment Positions: Salary increases may be considered by the Board of Supervisors outside the annual County Budget process when filling a vacant Out-of-Unit employment position which was approved and funded under the current County Budget and the proposed salary increase is required to fill a vacancy with a qualified candidate. All Out-of-Unit salary increases for a vacant employment position shall be approved for both the amount of salary increase and the source of funding for the salary increase upon a majority vote of the Board of Supervisors. Department Heads shall have authority to fill a vacant Out-of-Unit position at a salary up to the amount budgeted without having to obtain oversight Committee or Board of Supervisors approval, provided that the salary amount does not exceed the amount budgeted for that position.
  - ii) Filling Vacant Department Head Positions: When a vacancy arises within a budgeted Department Head position, the County Administrator, with the assistance of the Director of Human Resources and County Personnel Officer, shall manage the recruitment process by: reviewing and updating the job description and minimum qualifications for the position; advertising the position in the manner to obtain the widest available pool of qualified applicants; accepting and pre-screening applications/resumes in order to schedule initial interviews with candidates meeting the minimum requirements for the position. Interviews shall be conducted by the Chair of the Board, appropriate oversight

*RESOLUTION NO. 68 OF 2025*

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Committee Chair, Personnel Committee Chair, County Administrator and Director of Human Resources, following which a recommendation shall be made to the Personnel, Administration & Higher Education Committee to identify the final candidate and the starting salary for approval and referral to the Board of Supervisors who shall authorize the appointment upon a majority vote of the Board.

F. General

1. Upon the request by any member of the Board of Supervisors, the Clerk of the Board shall draft a Proclamation of acknowledgment, congratulations, commendation or otherwise recognizing a particular person(s), achievement(s), cause(s) or event(s) on behalf of the Board and for execution by the Chair, subject to no member moving to reject a proclamation and the Board of Supervisors approving such motion by majority vote.
2. No standing rule of the Board shall be rescinded, suspended or amended, or any additional rule or order added thereto, unless it be by majority vote.. In the event a rule of the Board is suspended, such suspension shall apply only to the matter or question which is before the Board at the time of such suspension.
3. All questions not covered in the rules shall be decided according to Robert's Rules of Order-Revised.
4. The rules of the Board shall be published in the Proceedings in the year first adopted and whenever amended.
5. The Rules of the Board, along with any amendments or additions thereto, shall continue in full force and effect until the end of the Organization Meeting for the ensuing year, or any adjourned Organization Meeting, and upon the Board enacting Rules of the Board by majority vote for that ensuing year. Absent the ensuing Board adopting Rules of the Board for the ensuing year, these Rules of the Board shall sunset and expire on January 31<sup>st</sup> of the ensuing year.

# Warren County Board of Supervisors

## RESOLUTION No. 69 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, DRISCOLL, ETU, MADAY, BEAN, PATCHETT AND MERLINO**

### **ADOPTING THE WARREN COUNTY MEETING, CONFERENCE AND JOB TRAINING POLICY**

WHEREAS, the County Administrator requested, and the Personnel, Administration & Higher Education Committee approved, a Warren County Meeting, Conference and Job Training Policy and recommended that the same be advanced to the Board of Supervisors for consideration and approval, now, therefore, be it

RESOLVED, that the Warren County Meeting, Conference and Job Training Policy, annexed hereto as Schedule "A," be and the same is hereby adopted as the official policy for Warren County, and be it further

RESOLVED, that any and all prior Warren County Meeting, Conference and Job Training Policies, Resolutions or parts thereof inconsistent with the annexed Warren County Meeting, Conference and Job Training Policy are hereby repealed effective February 21, 2025.

**SCHEDULE “A”**

**Warren County Meeting, Conference and Job Training Policy**

**I. Policy**

The Board of Supervisors encourages County officers and employees to participate in job-related conferences, workshops and training to learn and develop skills and knowledge to apply to daily tasks and responsibilities, network and connect with industry leaders and counterparts in other municipal organizations, and to empower professional development throughout the County workforce. Warren County officers and employees shall comply with the requirements of the County Meeting, Conference and Job Training Policy when pursuing potential meeting, conference, and job training opportunities and shall comply with the approval processes and travel requirements set forth by this Policy. All County officers and employees represent the County of Warren, and our residents, when traveling and attending meetings, conferences and job-related trainings and shall conduct themselves as representatives of the County at all times.

**II. Policy Definitions**

**Approval Authority:** Department Head approval authority shall be the Chair of the Board of Supervisors for members of the Board of Supervisors.

**Continuing Education Credits:** Courses taken to comply with educational requirements for continuing certification for a professional license or other license issued by New York State Office of the Professions.

**County Vehicle:** A vehicle owned, operated, leased or rented by or for the County of Warren.

**Department Head:** Each elected and appointed County officer responsible for the administration of their respective departments, agencies and offices which collectively constitute the structure of the County’s governmental operations.

**Employee:** An individual employed by the County on a part-time or full-time basis, as well as volunteers and interns.

**Incidental Expenses:** An expense related to fees and gratuities incurred while conducting County business.

**Job Training:** Training that materially pertains to an employee’s job functions and excluding higher education courses which may result in the receipt of credits towards a college or graduate degree.

**Mass Transportation:** The transportation by airplane, bus, subway or train.

**Mileage:** Mileage from the location of the assigned County workplace to the meeting, conference or job training address using Google maps.

**Officer:** An individual given the title of Officer for the County of Warren.

**III. General Transportation Guidelines**

County officers and employees shall use County owned vehicles for County business purposes and not personal vehicles, when practicable. The use of County vehicles to attend meetings, conferences and job-related trainings is governed by the **Warren County Motor Vehicle Use Program Policy**.

The following transportation guidelines apply to the vehicle usage by County employees when attending an offsite meeting, conference or job training.

1. Personal vehicles may be used if a County owned vehicle is unavailable but only with the prior permission of the Department Head.
2. Mass transportation should be used whenever there may be a cost savings unless such use would be impractical given the nature of the trip.
3. Mass transportation should be utilized for travel distances totaling six (6) hours or more.

#### **IV. Meeting, Conference, and Job Training Expenses and Travel Approval Procedures**

This County policy provides instruction on obtaining the permissions needed to attend meetings, conferences and/or job training as they directly relate to County business. Permissions for these activities must be obtained **prior** to any attendance or expenditure of funds.

Reimbursement for meetings, conferences, and job training will occur if the County criteria has been met in accordance with the following guidelines:

1. Meeting/conference/job training opportunities available to County offices and employees which do not require travel and where there is no cost to the County shall only require the employee's Department Head approval.
2. Meeting, conference, and/or job training opportunities available to County officers and employees whose total cost for the entire event (whether one session or multiple sessions) is **One Thousand Dollars (\$1,000.00) per person or less** including travel, registration fees, meal costs, and overnight accommodations, and for which the Department's budget contains sufficient funding for the total cost shall be approved by the Department Head **prior** to incurring the expense.
3. Meeting, conference, and/or job training opportunities available to County officers and employees whose total cost for the entire event (whether one session or multiple sessions) is a total combined cost of **more than One Thousand Dollars (\$1,000.00) per person** including travel, registration fees, meal costs, and for which the Department's budget contains sufficient funding for the total cost shall be pre-approved using the attached "Authorization to Attend Meeting/Convention/Training" (Attachment "A" - Approval Form) submitted to their Department Head along with documentation detailing the associated costs and shall require the approval of the Department Head, County Administrator, and the appropriate supervisory Committee Chair, **prior** to incurring the expense.
4. Meeting, conference, and/or job training opportunities available to County officers and employees which will cost the County any amount, and **for which the Department's budget does not contain sufficient funding for the total cost**, will require a Request for Transfer of Funds Form (Attachment "B"). This Request for Transfer of Funds Form shall be required to cover the unfunded cost of the meeting, conference, and/or job training opportunity and be submitted to the Department's oversight committee, along with documentation detailing the associated costs, for approval by the Board of Supervisors **prior** to incurring the expense.
5. An officer or employee may obtain reimbursement for previously approved out of pocket expenses

once the trip has been completed by submitted a completed Warren County Travel Voucher (Attachment "C") along with original receipts, their Approval Form (as applicable), and a completed/approved County Purchase Order (as applicable).

#### **V. County Reimbursement Rate for Lodging, Meals and Incidental Expenses**

The U.S. General Services Administration Domestic Per diem Rates are to be used to determine the maximum reimbursement for lodging, meals and incidental expenses. A listing can be found at [www.gsa.gov](http://www.gsa.gov). This section shall not apply to limit the maximum reimbursement rate where the lodging and/or meals are provided at a facility that is the host of an approved meeting, conference, job-related training or is chosen because of its location proximate to the event and where the reimbursement is less than One Hundred Fifty Dollars (\$150.00) above the maximum daily GSA rate.

#### **VI. County Mileage Reimbursement**

The New York State reimbursement rate for employees using their own vehicles for County approved meetings, conferences and job-related training shall be based upon the mileage from the employee's workplace to and from the location address of the meeting, conference and training based upon the standard mileage allowance established by the Internal Revenue Service and the U.S. General Services Administration (GSA).

#### **VII. Exceptions to this Policy**

County officers and employees shall use County owned or rented vehicles for County business purposes and not personal vehicles, when practicable. Personal vehicle usage shall be allowed under this policy subject to Department Head Approval.

Meeting and travel expenses by County Supervisors, the County Administrator, Assistant County Administrator and Department Heads to attend New York State Association of Counties' conferences do NOT need prior approval under this Policy, provided that the Department has budget appropriations for the expense and there is compliance with the GSA policy herein.

Attachments to this policy include the following:

**Attachment A: Authorization to attend Meeting/Conference/Training (Approval Form)**

**Attachment B: Request for Transfer of Funds**

**Attachment C: Warren County Travel Voucher**

**ATTACHMENT "A"**

**AUTHORIZATION TO ATTEND MEETING, CONFERENCE OR TRAINING**

(Use if total cost > \$1,000 per person including all travel costs)

(Must be approved by Department Head, County Administrator & Committee Chair)

\_\_\_\_\_ is authorized to attend \_\_\_\_\_  
(Employee Name) (Name of meeting or organization)

at \_\_\_\_\_ on \_\_\_\_\_  
(Address) (Dates)

**Notice of Meeting/Conference/Training including cost must be attached when submitting for approval**

Total Cost \$ \_\_\_\_\_ Budget Code: \_\_\_\_\_

**For Overnight Travel: (refer to [www.gsa.gov](http://www.gsa.gov) for current allowable rates)**

Room rate : \$ \_\_\_\_\_ GSA rate: \$ \_\_\_\_\_ Justification if over GSA rate: \_\_\_\_\_

Meal costs: \$ \_\_\_\_\_ GSA per diem rate \$ \_\_\_\_\_

Date: \_\_\_\_\_  
\_\_\_\_\_  
(Department Head Signature)

Date: \_\_\_\_\_  
\_\_\_\_\_  
(County Administrator Signature)

Date: \_\_\_\_\_  
\_\_\_\_\_  
(Committee Chair Signature)

Please refer to the Warren County Meeting, Conference and Job Training Policy for general policy guidelines.



Please utilize the B&G Car Reservation request portal to request a fleet vehicle.



**Filing Instructions:**

1. Original with Voucher to Auditor
2. Copy to Purchasing with Purchase Order, if required.
3. Copy to Clerk of the Board if County Credit Card will be used.

**ATTACHMENT "B"**

**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

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

**DEPARTMENT NAME:**

**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:**

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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A.1990 469	Contingent Account- Other Payments/Contributions			
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**Please state reason for transfer request:**

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



# Warren County Board of Supervisors

## RESOLUTION No. 70 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, DRISCOLL, ETU, MADAY, BEAN, PATCHETT AND MERLINO**

### **ADOPTING THE WARREN COUNTY MOTOR VEHICLE USE PROGRAM POLICY**

WHEREAS, the County Attorney requested, and the Personnel, Administration & Higher Education Committee approved, a Warren County Motor Vehicle Use Program Policy, and recommended that the same be advanced to the Board of Supervisors for consideration and approval, now, therefore, be it

RESOLVED, that the Warren County Motor Vehicle Use Program Policy, annexed hereto as Schedule "A," be and the same is hereby adopted as the official policy for Warren County, and be it further

RESOLVED, that any and all prior Warren County Motor Vehicle Use Program Policies, Resolutions or parts thereof inconsistent with the annexed Warren County Motor Vehicle Use Program Policy are hereby repealed effective February 21, 2025.

**SCHEDULE “A”**

**Warren County Motor Vehicle Use Program Policy**

**I. General Policy**

The County maintains a fleet of “motor vehicles” (defined for this program as being any motorized vehicle requiring registration with the State of New York), for the express use of official County business. This Vehicle Use Program provides policy and protocol governing the use of County motor vehicles.

**II. Definitions**

**At-Fault Accident:** Motor vehicle accidents are defined as any occurrence involving the operation of a County-owned or leased motor vehicle, being operated by a County employee while engaged in the performance of his or her duties that results in death, physical injury or property damage that is deemed to be chargeable per the NYS Vehicle and Traffic Laws.

**County Vehicle:** A vehicle owned, rented or leased by the County of Warren for official county business.

**Commercial Vehicle:** For purposes of this policy, “Commercial Motor Vehicle” means a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle: has a gross combination weight rating of 11,794 or more kilograms (26,001 or more pounds) including a towed unit with a gross vehicle weight of more than 4,536 kilograms (10,000 pounds); or has a gross vehicle weight rate of 11,794 or more kilograms (26,001) or more pounds); or is designed to transport 16 or more passengers, including the driver; or is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act which require the motor vehicle to be placarded under the Hazardous Materials Regulations (49 CFR Part 172, Subpart F).

**Conditional License:** Defined in section 1196-(7) of the NYS Vehicle and Traffic Law as a license to be used by the holder thereof only: en route to and from the holder’s place of employment; if the holder’s employment requires the operation of a motor vehicle as permitted; en route to and from a class or an activity which is an authorized part of the alcohol and drug rehabilitation program and at which attendance is required; en route to and from a class or course at an accredited school, college, or university or to a state approved institution of vocational or technical training; to ro from court ordered probation activities; to and from a motor vehicle office for the transaction of business relating to such license or program; for a three (3) hour consecutive daytime period, chosen by administrators of the program, on a day during which the participant is not engaged in usual employment or vocation; en route to and from a medical examination or treatment as pat of a necessary medical treatment for such participant or member of the participant’s household, as evidenced by a written statement to that effect from a licensed practitioner; and en route to and from a place, including a school, at which a child or children of the holder are cared for on a regular basis and which is necessary for the holder to maintain such holder’s employment or enrollment at an accredited school, college or university or at a state approved institution of vocational or technical training.

**Department Head:** Each elected and appointed County officer responsible for the administration of their respective departments, agencies and offices which collectively constitute the structure of the County’s governmental operations.

**EAP:** Employee Assistance Program.

**RESOLUTION NO. 70 OF 2025**

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**FMCSA:** Federal Motor Carrier Safety Administration.

**FMCSA Clearinghouse:** A secure online database that gives employers, the FMCSA, State Licensing Agencies (SDLAs) and State law enforcement personnel real-time information about the holders of commercial driver's licenses (CDLs) and commercial learning permits (CLPs) drug and alcohol program violations. The Clearinghouse contains records of violations of drug and alcohol prohibitions in 49 CFR Part 382, Subpart B, including positive drug or alcohol test results and test refusals. When a driver completes the return-to-duty (RTD) process and follow up testing plan, this information is also recorded in the Clearinghouse.

**Ignition Interlocking Device:** Defined in 9 NYCRR §358.3 as any blood alcohol concentration equivalence measuring device which connects to a motor vehicle ignition system and prevents a motor vehicle from being started without first determining through a deep lung breath sample that the operator's equivalent blood alcohol level does not exceed the calibrated setting on the device as required by standards of the NYS Department of Health in 10 NYCRR §59.10.

**NYS CDL:** A NYS Commercial Driver's License allowing individuals to operate a commercial vehicle.

**NYS DMV:** New York State Department of Motor Vehicles.

**LENS Program:** The New York State Department of Motor Vehicles License Event Notification Service (LENS). The County subscribes to the LENS Program by entering the employee driver information of all authorized drivers of County vehicles per the terms and conditions of this program and receives daily information from NYS Department of Motor Vehicles regarding the driving records for County employees authorized to operate a County vehicle as part of their official County employment duties.

**Over-the-Road (OTR) CDL:** A commercial driver's license (CDL) that allows a driver to operate a vehicle across state lines and drive long-haul routes.

**Police Vehicle:** Any vehicle owned by the County that is owned, operated and maintained by a law enforcement agency for law enforcement purposes.

**Private Passenger Vehicle:** A vehicle that is owned with four wheels that requires insurance in order to be used on a roadway that weighs less than six thousand five hundred (6,500) pounds and is not an ambulance, fire vehicle, motorcycle, livery vehicle, police vehicle, taxicab or farm vehicle.

**Restricted Use License:** Defined in section 530 of the NYS Vehicle and Traffic Law as a license issued to a person whose driving has been heretofore suspended or revoked pursuant to the provisions of section 510 for whom the holding of a valid license is necessary to:

- his or her employment, business, trade, occupation or profession; or
- his or her travel to and from a class or course at an accredited school, college or university or a state approved institution of vocational or technical training; or
- attend a medical examination or treatment as part of a necessary medical treatment for such participant or a member of their household.

**Safety Sensitive as defined by FMCSA:** Safety sensitive functions including driving; waiting to be dispatched; inspecting, servicing or conditioning any commercial motor vehicle; at the controls of a commercial motor vehicle; on or in a commercial motor vehicle; loading or unloading a commercial motor vehicle (including assisting, attending, giving and getting receipts); performing driver requirements

associated with an accident; or when the vehicle is disabled - repairing, getting help or staying with the vehicle.

**Take Home Vehicle:** A County-owned, leased and maintained vehicle specifically assigned to a County employee for that employee's convenience to be used for their official County duties.

**Testing:** Drug and alcohol testing required per county collective bargaining and/or FMCSA and undertaken as part of this program for all those County authorized drivers.

**Valid License:** A driver's license issued by a State Authorized Department of Motor Vehicles that is not expired, restricted, suspended or revoked.

**Weapon:** All those items mentioned and defined in section 265.00 of the NYS Penal Law.

**Work Site:** A location of work assigned to an employee of the County of Warren.

### **III. Non-CDL Licensed Operation of a County Vehicle**

#### **A. Eligibility Standards for Non-CDL Licensed Drivers:**

1. County employees are approved to operate a County owned or leased vehicle if they are:
  - a. are at least eighteen (18) years old; and
  - b. possess a valid NYS Driver's License that is not conditional, restricted, expired or revoked; and
  - c. provide proof of having attended a driver training and/or improvement program within the last three (3) years; and
  - d. have had their motor vehicle record reviewed for those requirements by the Department of Human Resources, per the terms and conditions of this program; and
  - e. agree to enroll in the LENS Program, thereby allowing the County to receive notification from LENS regarding the employee's driving record; and
  - f. are a person who is not subject to the installation of an ignition interlock device on any motor vehicle they drive arising from a conviction under the NYS Vehicle and Traffic Law or Penal Law; and
  - g. have no restrictions that would prevent the employee from legally or safely operating a County vehicle assigned to them for work assignments; and
  - h. are authorized to operate a County vehicle by the employee's Department Head.
2. Newly hired employees whose job description requires them to operate a County vehicle in the course of their employment must meet the requirements of II.A.1 as a condition of employment.
3. Volunteers and interns are eligible to drive a County vehicle when authorized to perform official County business by a Department Head. Individuals given permission to drive a County vehicle must agree to participate in the County's LENS Program, and possess a valid NYS Driver's License with no restrictions and agree to abide by the terms and conditions of this County Vehicle Use Policy.

4. Authorized drivers of County-owned and operated vehicles shall be given a copy of this policy program and be required to provide a copy of their valid NYS Driver's license, agree to participate in the County LENS Program and execute their acknowledgment of the terms and conditions of this policy program.
5. Member of employees' families **shall not** have permission to operate a County vehicle.

**B. Ineligibility to Operate a County Vehicle for Non-CDL Licensed Drivers:**

A County officer, employee or volunteer shall not be eligible to drive a County vehicle as part of their employment and/or service if they:

1. No longer possess a valid license issued by NYS DMV; or
2. Refuse to enroll or continue enrollment in the LENS Program; or
3. Are a person who is subject to the installation of an ignition interlock device on any motor vehicle they drive arising from a conviction under the NYS Vehicle and Traffic Law, Penal Law, or similar statutes from another jurisdiction in the United States of America; or
4. Have any restrictions that would prevent the employee from legally or safely operating a motor vehicle assigned to them for work assignments; or
5. Have three (3) at-fault accidents in a County vehicle within the prior thirty-six (36) months of County employment; or
6. Have been arrested for and/or convicted of violating any provision of the NYS Vehicle and Traffic Law sections 1192 and 1192-a or any similar alcohol or drug related driving offense in another state.

**C. Reinstatement of Driving Privileges for Non-CDL Licensed Drivers:**

1. In the event that an employee loses their privilege to drive a County vehicle pursuant to Section III(B)(5) above, said privilege shall be reinstated if the employee successfully completes an approved Driver Safety Course recognized by the NYS Department of Motor Vehicles and proof of completion is provided to the employee's Department Head, the Director of Human Resources and the County Attorney's Office.
2. In the event an employee loses their eligibility to drive a County vehicle pursuant to Section III(B)(6) above, said eligibility shall be reinstated if the employee is determined by a court of competent jurisdiction not to have violated any subsection of the NYS Vehicle and Traffic Law Section 1192, or if determined by a court of competent jurisdiction to have violated any subsection of the NYS Vehicle and Traffic Law Section 1192 the employee regains possession of a valid license that is not a conditional license or restricted use license.
3. In the event an employee's eligibility loses his or her eligibility to drive a County vehicle pursuant to Section III(B), the employee's eligibility shall be reinstated after the employee is referred to and successfully completes the terms and conditions of the Employee Assistance Program (EAP) in a manner acceptable to the County's Director of Human Resources. The reinstatement of the employee's driving privileges shall be provided to the County Attorney's Office.
4. The Department of Human Resources shall inform the Department Head, County Attorney's Office and the Self-Insurance Office of an employee's completion of the required EAP completion and driving privileges.

**D. Repeat Offenses for Non-CDL Licensed Drivers:**

In the event an employee becomes ineligible to drive a County vehicle twice during any three (3) year period, the employee shall be ineligible to drive a County vehicle for a minimum period of two (2) years from the date of the second event making them ineligible. The employee's eligibility to drive a County vehicle may be reinstated after the two (2) year period only upon approval of the Department Head, Director of Human Resources and the County Attorney's Office.

**IV. CDL Licensed Operation of a County Vehicle**

In accordance with the Federal Motor Carrier Safety Administration (FMCSA) Regulations (49 CFR Part 40 and 382), County employees who meet the requirements of the FMCSA are subject to drug and alcohol testing. Every County employee who is required to hold a Commercial Driver's License (CDL) and who operates a motor vehicle designed to transport sixteen (16) or more passengers (including the driver); or with a weight of twenty six thousand (26,000) or more pounds; or is used to transport hazardous materials which require the motor vehicle to be placarded; is required by the FMCSA to submit to the following drug and alcohol test: Random drug and alcohol testing per collective bargaining agreement parameters; Post-accident testing per FMCSA regulations; reasonable suspicion testing; return to duty testing; and/or follow-up testing.

**A. Eligibility Standards for CDL Licensed Drivers:**

County employees are approved to operate a County owned or leased commercially rated vehicle as part of their employment if they:

1. Are at least eighteen (18) years old; and
2. Possess a valid NYS CDL Driver's License that is not conditional, restricted, expired or revoked; and
3. provide proof of having attended a driver training and/or improvement program within the last three (3) years; and
4. Have had their motor vehicle record reviewed for these requirements by the Department of Human Resources per the terms and conditions of this program prior to being hired; and
5. Agree to enroll in the LENS Program, thereby allowing the County to receive notification from LENS regarding the employee's driving record; and
6. Are a person who is not subject to the installation of an ignition interlock device on any motor vehicle they drive arising from a conviction under the NYS Vehicle and Traffic Law or Penal Law; and
7. Have no restrictions that would prevent the employee from legally or safely operating a County vehicle assigned to them for work assignments; and
8. Are authorized to operate a County vehicle by the employee's Department Head; and
9. Have successfully passed a FMCSA CDL physical exam and provided a current medical examination certificate to the County; (The medical certification exam will be at the expense of the County for the purpose of CDL physical examinations. Conflicts of medical opinion will be resolved based upon 49 CFR §391.47); and
10. Agree to abide by the FMCSA CDL requirements for drug and alcohol testing and the ***Warren County Alcohol and Drug Testing Policy: Commercial Driver License (CDL)***.

Newly hired employees whose job description requires them to operate a commercially rated County vehicle in the course of their employment must meet the requirements of III.A as a condition of employment.

**B. Ineligibility to Operate a Commercially Rated County Vehicle for CDL Licensed Drivers**

A County officer, employee or volunteer shall not be eligible to operate a commercially rated County vehicle as part of their employment and/or service if they:

1. No longer possess a valid license issued by NYS DMV; or
2. Refuse to enroll or continue enrollment in the LENS Program; or
3. Are a person who is subject to the installation of an ignition interlock device on any motor vehicle they drive arising from a conviction under the NYS Vehicle and Traffic Law, Penal Law, or similar statutes from another jurisdiction in the United States of America; or
4. Have any restrictions that would prevent the employee from legally or safely operating a motor vehicle assigned to them for work assignments; or
5. Have three (3) at-fault accidents in a County vehicle within the prior thirty-six (36) months of County employment; or
6. Have been arrested for and/or convicted of violating any provision of the NYS Vehicle and Traffic Law sections 1192 and 1192-a or any similar alcohol or drug related driving offense in another state; or
7. Fail a drug and/or alcohol test administered by the County; or are identified as under the influence per the County's reasonable suspicion protocols; or are deemed to have failed a drug and/or alcohol test by refusing to take the test as directed by their supervising authority per the terms and conditions of the employees collective bargaining agreement, the *Warren County Substance Abuse Policy for Employees*, and the *Warren County Alcohol and Drug Testing Policy: Commercial Driver License (CDL)*.

**C. Reinstatement of Driving Privileges for CDL Licensed Drivers**

In the event an employee loses their eligibility to drive a commercially rated County vehicle pursuant to this policy, the employee's driving privileges shall be instated in accordance with the conditions set forth in the *Warren County Alcohol and Drug Testing Policy: Commercial Driver License (CDL)* and the terms and conditions established by the FMCSA.

**V. Vehicle Usage**

County vehicles shall not be used for private or personal use whatsoever. All County owned, leased and maintained vehicles shall be properly marked with the County's approved insignia as practicable. All drivers of County vehicles must observe New York State Vehicle and Traffic Laws and County's Vehicle Use Program including, but not limited to:

1. Using a county assigned vehicle specifically for official County business and/or a County agency sponsored or operated program;
2. Wearing seat belts and ensuring all passengers being transported within a County vehicle wear seat belts per New York State Vehicle and Traffic Laws, as practicable;
3. Understanding that drivers shall be responsible for any traffic violations including, but not limited to speeding tickets, parking tickets, moving violations that may be issued as a result of their operation of a County vehicle;
4. Observing the *County's Smoking and Tobacco Use Policy - Resolution No. 523 of 2016* prohibiting any smoking when inside a County vehicle;
5. Refraining from using a handheld mobile telephone or portable electronic device or electronic while operating a County vehicle;

6. Refraining from consumption of alcoholic beverages or use of drugs while at work and/or operating County vehicles, equipment or equipment per the *Warren County Substance Abuse Policy for Employees - Resolution No. 138 of 2019*;
7. Observing the regulations concerning controlled substances and alcohol testing for NYS Commercial Driver's Licenses as governed by the FMCSA, the *Warren County Alcohol and Drug Testing Policy: Commercial Driver License (CDL)* and the *Warren County Substance Abuse Policy for Employees*;
8. Allowing only County employees as passengers with the exception of the transport of individuals in the furtherance of County business.

At not time, **EXCEPT** for law enforcement personnel in the performance of their official duties, shall any authorized driver, as defined by this policy, have any weapon, within his or her personal vehicle and/or a County motor vehicle while on County owned, leased or maintained property or in the course of their employment. **An employee who is identified as having a weapon in violation of this policy shall be immediately reported to the Department Head.**

#### **VI. County Authorized Take Home Vehicles**

1. Department Heads must obtain approval to take a County vehicle to their place of residence overnight from the County Administrator prior to a vehicle being taken home.
2. An employee may be granted authorization from their Department Head to take home a County vehicle due to the nature of their employment responsibilities.
3. Department Heads who have employees who have permission to take home a County vehicle shall be required to maintain a detailed log or record setting forth the date(s) vehicles were authorized to be taken home under this subsection, the name of the employee, the vehicle year, make, model, the reason or purpose for a take home vehicle, the employee's position, title and vehicle number. County assigned take home vehicles shall be driven only to and from the place of residence to the work site. No personal errands shall be allowed. Authorized County employees assigned a take home vehicle, shall submit a detailed quarterly usage report stating the use of the County vehicle assigned to them, their employee number, and the days the vehicle was taken home when used for official County business. This employee specific quarterly usage report shall be filed with the Warren County Treasurer and a copy shall be submitted to the County Fleet Manager no later than the last day of each fiscal quarter. The use of a County vehicle is considered a fringe benefit and is taxable per IRS regulation.
4. An employee taking home a County vehicle on a regular recurring basis must provide their name; vehicle year, make, model and license plate number; and address to the County property and casualty insurance program for a covered garage location.

#### **VII. Borrowing a Vehicle from the County's Pool of Unassigned Vehicles**

1. Authorization to use a County vehicle for travel in accordance with the **Meeting, Conference and Job Training Policy** from the County Fleet Pool requires approval under the policy parameters.
2. Authorized travel requests for the use of a County Fleet Pool vehicle shall be requested through the "Car Reservations Program" in the Vinyl online programming in "My Warren," and shall include dates of the travel, destination, purpose and the employee(s) who will be responsible for driving the vehicle.
3. A County employee, intern, official or volunteer shall produce their valid State Authorized Driver's License in accordance with the provisions of this policy prior to any use of the County vehicle.

4. County Fleet Pool Vehicles will be assigned on a first come, first serve basis.

### **VIII. Maintenance and Safety**

All drivers shall be required to adhere to their departmental vehicle maintenance and safety inspection guidelines. The County's mechanics or designated repair shops shall be responsible for the performance of routine maintenance (other than warranty items) and repair of all County motor vehicles and equipment. In addition, the following procedures shall be followed:

1. Supervisors shall be responsible for enforcing the County's vehicle safety standards for the employees assigned to their Department work group.
2. Employees are required to conduct a vehicle maintenance and safety inspection for their assigned vehicle prior to and at the end of their use of the County vehicle and immediately report any known or suspected mechanical and physical defects to their supervisor.
3. Employees shall be responsible for:
  - a. checking that the vehicle is clean - no trash, good overall appearance before and after each use and report any deficiencies to their supervisor;
  - b. checking that any tools, equipment or other items do not interfere with the driver's ability to operate the vehicle or pose threats in situations where the driver suddenly stops or swerves the vehicle or otherwise cause items in the vehicle to move around;
  - c. ensuring that a current copy of the vehicle registration and the insurance card are in the vehicle and all required inspection stickers are up to date;
  - d. checking that both license plates are properly attached and visible at all times; and
  - e. conducting a daily visual inspection for obvious problems (flat tire, damage, dents, leaks) before the start of the workday and during the workday when approaching the vehicle. An unsafe vehicle should not be operated until repairs are made.

### **IX. Accident Reporting**

In the event a County employee is involved in a motor vehicle accident, such employee shall comply with the following when driving a County vehicle involved in an accident per Resolution No. 318 of 2024;

1. Any accident involving a County motor vehicle must be **IMMEDIATELY** reported to the law enforcement agency having jurisdiction in which the accident has occurred.
2. Accidents are to be reported as soon as practical to the employee's supervisor. The employee's supervisor shall notify the respective Department Head and the Property and Casualty Risk Manager as soon as practical after the accident not later than the close of the following business day.
3. The employee involved in the accident, and the employee's supervisor shall complete the County's Employee Incident Report. The employee's supervisor shall transmit the Employee Incident Report to the Property and Casualty Risk Manager as soon as practical, but not later than the close of the following business day.

When a motor vehicle incident or collision occurs, authorized County drivers using County vehicles **MUST** take the following steps:

1. Turn on the vehicle's 4-way flashing hazard lights, if operable;
2. Notify the police (call 911) and their immediate Supervisor;

3. Supply their name and driver's license to law enforcement authorities;
4. Make arrangements to have the vehicle towed as needed; and
5. Comply with the drug-alcohol testing requirements of the *Warren County Alcohol and Drug Testing Policy: Commercial Driver License (CDL)*, the *Warren County Substance Abuse Policy for Employees*, and FMCSA as required by the employee's collective bargaining unit.

If a vehicle becomes disabled outside of the Warren County jurisdiction, the County employee shall coordinate a tow of the vehicle per the instructions of their Department Head.

#### **X. Department Head Responsibilities**

County Department Heads shall review this policy with all employees authorized to drive a County vehicle prior to using a vehicle for official County business and at any time when this policy is changed. Department Heads shall obtain a signed acknowledgment form from each County employee authorized to operate a vehicle for County business PRIOR to the employee's use of the County vehicle. The Department Head shall communicate with the Department of Human Resources to determine each employee's eligibility under this policy as an authorized driver PRIOR to vehicle use.

County Department Heads and/or their designee shall notify the Self-Insurance Department upon hire or termination of employees authorized to drive County vehicles or other vehicles for County business using the attached Schedule "D" LENS Add/Remove Driver form within forty-eight (48) hours of the employment status change. The Self-Insurance Department will maintain the NYS DMV LENS database accordingly in partnership with the Department of Human Resources and the County Attorney's Office.

#### **XI. Insurance Recoveries Involving County Vehicles**

Accidents involving a vehicle owned, rented or leased by the County shall be governed by the County Policy for Reporting Accidents, Incidents, Claims and Litigation.

1. County employees and representatives shall utilize the **County Incident Report** when reporting automobile incidents involving County vehicles. This Incident Report supplements and does not replace any mandatory calls required to report an incident to the County Sheriff's Office or other local law enforcement in the jurisdiction where the incident occurred.
2. All property and casualty incidents that result in damage to County vehicles shall be reported upon the **County Incident Report** to the Property and Casualty Risk Manager for investigation, as needed.
3. The Property and Casualty Risk Manager shall report incidents identified as a risk to the County to the County's insurance company for a coverage determination per the terms and conditions of the County's insurance program, unless the identified risk is believed to be within the deductible of the County's property and casualty insurance program.
4. The Property and Casualty Risk Manager shall work with Department Heads to obtain an estimate of the damage to the vehicle and its contents to determine if the vehicle is repairable and reportable to the County's insurance carrier or another party's insurance carrier as applicable.
5. Insurance recoveries for vehicle property damage shall be credited to departmental budgets which shall be amended by the County Treasurer to reflect the income received.
6. If a vehicle is totaled by the County's insurance carrier, the Department Head who has

responsibility for the vehicle shall transfer it to the County Fleet Manager for disposal.

## **XII. Criteria for Vehicle Replacement**

The current County Fleet is evaluated based on the age of its vehicles. Any vehicle ten (10) years or older will be evaluated by the Fleet Manager to determine if the vehicle should be retained in the fleet, used as a trade-in or sold at auction. Each year the County Administrator and Fleet Manager shall conduct an analysis of the County's fleet usage to determine vehicle need. If the analysis shows that a department frequently borrows fleet vehicles that are not assigned to their department, the County will consider adding a vehicle to that department's inventory. *The Sheriff's Office and Department of Public Works shall be exempt from the provisions of this criteria for any vehicle utilized on 365 days a year/24 hour/7 days a week basis for the provision of County services.*

## **XIII. Expenditures for Green Vehicle Purchases**

The County shall consider the purchase of fuel efficient, electric, hybrid-electric and/or other sustainable vehicles defined as "green" vehicles for its vehicle fleet whenever practicable if the purchase provides a cost effective, fuel and energy efficient use for County operational vehicle use per Resolution No. 305 of 2019.

County vehicles are purchased based upon vehicle safety ratings, intended use, weight, classification, miles per gallon, annual miles driven and functionality.

## **XIV. Funding for Vehicle Purchases**

1. The County Administrator shall have responsibility for submitting a resolution request to the Finance & Budget Committee to transfer funds from the Vehicle Reserve Fund to the department budgets to allow the department to replace or purchase a vehicle.
2. In the instance where a department can receive reimbursement for the purchase of a vehicle, the County Administrator will submit a resolution request to the Finance & Budget Committee to amend the appropriate departmental budget to recognize the expense and associated revenue.
3. Once the resolution is approved by the Board of Supervisors and funds are posted to the appropriate department budget, the department can proceed with completing a Purchase Order and shall work with the County Purchasing Agent and Fleet Manager to proceed with the vehicle purchase, registration, delivery and insurance.

## **XV. County Protocols for the Receipt of Purchased Vehicle**

1. All vehicles purchased by the County shall be delivered to the County Fleet Manager at 1340 State Route 9, Lake George, NY 12845. The Fleet Manager shall have the responsibility of inspecting the vehicle to ensure that it is the correct vehicle and it meets all of the specifications outlined in the bid.
2. The Fleet Manager will request the Vendor provide the vehicle's Certificate of Origin and Bill of Sale; complete and submit the County **Add/Delete/Transfer Auto Form** found on the Self-Insurance website: <http://warrencountyny.gov/insurance/pc.php> in order to obtain insurance for the vehicle.
3. The Fleet Manager will obtain appropriate registration and license documents, sign and complete required paperwork for the vehicle and forward to the respective Department for payment.
4. Once the vehicle is insured, registered and plated, the Fleet Manager will deliver the vehicle to the County Department of Public Works for decal placement.

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5. The County Department of Public Works will contact the Fleet Manager when the vehicle is ready for delivery to the Department. The Fleet Manager will then contact the Department Head or their designee to arrange for delivery of the vehicle and provide its paperwork within one (1) week of its delivery from the dealer.
6. All vehicles will be delivered with two (2) sets of keys, unless the Department requires and requests additional sets of keys. Vehicle keys shall be kept in a secure place within the Department offices. A third set will be made and will remain with the Fleet Manager.
7. The Department of Public Works and Sheriff's Office shall be exceptions to this policy section.

**XVI. County Protocols for the Disposal of Vehicles**

1. Surrendered vehicles shall be transferred to the County Fleet by surrendering the vehicle license plate and registration to the Department of Motor Vehicles and completing and forwarding copies of them to the County Fleet Manager and to the appropriate departments indicated on the forms:
  - a. Property Transfer Form which can be found on the Department Head SharePoint site.
  - b. Add/Delete/Transfer Auto Form which can be found on the Vinyl website:  
<http://warrencountyny.gov/insurance/pc.php>
2. The Fleet Manager will assess the useful life of the vehicle and make a final determination of the vehicle's contained value to the County or disposal.
3. If the Fleet Manager determines that the vehicle is at the end of its useful life, the Fleet manager will surrender the registration and license plate to the Department of Motor Vehicles and complete the appropriate forms above to remove the insurance.
4. If the Fleet Manager determines that the vehicle has value, they will have the authority to transfer it to another department based upon need. The Fleet Manager shall have the responsibility or processing the appropriate forms needed for licensing and insuring the vehicle under the new department.
5. If a vehicle is sold and belonged to a department that received reimbursements from state, federal or other agency funds, the department must follow the agency's regulations for disposing of assets.
6. If a vehicle is sold for any other department, all funds are to be deposited in the General Fund and the County Treasurer is directed to deposit these funds into the Vehicle Reserve Fund.

# Warren County Board of Supervisors

## RESOLUTION No. 71 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS WILD, DRISCOLL, ETU, MADAY, BEAN, PATCHETT AND MERLINO**

**ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH ADIRONDACK EAP FOR INDEPENDENT EMPLOYEE ASSISTANCE SERVICE PROVIDER FOR THE COUNTY OF WARREN (WC 82-24)**

WHEREAS, the Purchasing Agent requested proposals for an Independent Employee Assistance Service Provider for the County of Warren (WC 82-24), and

WHEREAS, the proposals were opened on January 16, 2025 and the Director of Human Resources recommended, and the Personnel, Administration & Higher Education Committee approved, that Warren County award the agreement to Adirondack EAP, located at 559 Glen Street, Glens Falls, New York 12801, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Adirondack EAP, located at 559 Glen Street, Glens Falls, New York 12801 of the acceptance of its proposal, 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 Adirondack EAP relative to Independent Employee Assistance Service Provider for the County of Warren, pursuant to the terms and provisions of the bid documents and proposal (WC 82-24), for a term commencing March 12, 2025 and terminating March 11, 2030, in a form approved by the County Attorney, to be paid as follows:

<b>YEAR</b>	<b>AMOUNT</b>
2025-2026	\$1.89 per employee per month
2026-2027	\$1.93 per employee per month
2027-2028	\$1.97 per employee per month
2028-2029	\$2.01 per employee per month
2029-2030	\$2.05 per employee per month

and be it further

RESOLVED, that the funds for this agreement shall be expended from Budget Code A.1435 470 Human Resources, Contract.

# Warren County Board of Supervisors

## RESOLUTION No. 72 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, GERACI, STROUGH, MADAY, DRISCOLL, CROCITTO AND MERLINO**

**AMENDING RESOLUTION NO. 358 OF 2022, WHICH AUTHORIZED AN AGREEMENT WITH NATIONAL BUSINESS EQUIPMENT & SUPPLY, LLC FOR LEASE OF PRINTERS AND MULTI-FUNCTION COPIERS ON A COST PER COPY BASIS (WC 36-22), TO ADD A DEVICE FOR THE TREASURER'S OFFICE AND AUTHORIZE A ONE-TIME CHARGE TO MOVE A DEVICE FROM THE COUNTY'S CLERK'S OFFICE TO THE PRINT SHOP**

WHEREAS, pursuant to Resolution No. 358 of 2022, the Warren County Board of Supervisors authorized an agreement with National Business Equipment & Supply, LLC for lease of printers and multi-function copiers on a cost per copy basis (WC 36-22), for a term commencing upon installation of equipment and terminating five (5) years from date of execution, with the option for one (1) additional five (5) year term, and

WHEREAS, pursuant to Resolution No. 763 of 2022, the Chair of the Board of Supervisors was authorized to execute an amendment agreement to include maintenance costs and change the source of funding to Budget Code A.1671 422 Print Shop, Repair/Maint-Equipment; A.9788 610 Leases, Principal-Indebtedness; and A.9788 710 Leases, Interest-Indebtedness, and

WHEREAS, the County Administrator requested, and the Finance & Budget Committee agreed, to add a device for the Treasurer's Office at an additional cost of \$36.90 per month and pay a one-time charge of Three Hundred Dollars (\$300) to move a device from the County Clerk's Office to the Print Shop, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amendment agreement with National Business Equipment & Supply, LLC, 15 Corporate Circle, Albany, New York 12203, to add a device for the Treasurer's Office at an additional cost of \$36.90 per month and pay a one-time charge of Three Hundred Dollars (\$300) to move a device from the County Clerk's Office to the Print Shop, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes set forth herein, all other terms and conditions of Resolution Nos. 358 of 2022 and 763 of 2022 will remain the same.

# Warren County Board of Supervisors

## RESOLUTION No. 73 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, GERACI, STROUGH, MADAY, DRISCOLL, CROCITTO AND MERLINO**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE VEHICLE RESERVE TO THE SHERIFF'S OFFICE BUDGET TO COVER THE COST OF VEHICLE PURCHASES; AND AMENDING 2025 WARREN COUNTY BUDGET**

WHEREAS, the County Administrator requested and the Finance & Budget Committee agreed to appropriate funds to cover costs incurred from vehicle purchases, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds in the amount of Three Hundred Thousand Dollars (\$300,000) from the Reserve, Vehicles (A.896.00), to the following Departmental budget to cover the cost of vehicle purchases:

CODE	DEPARTMENT	AMOUNT
A.3110 230.1	Sheriff's Law Enforcement, Automotive Equipment-Reserve	\$300,000.00

and it is further

RESOLVED, that the Warren County Budget for 2025 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 74 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, GERACI, STROUGH, MADAY, DRISCOLL, CROCITTO AND MERLINO**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE  
COMPUTER RESERVE FUND TO THE INFORMATION TECHNOLOGY BUDGET TO  
PURCHASE COMPUTERS AND RELATED EQUIPMENT AND SOFTWARE; AND  
AMENDING 2025 WARREN COUNTY BUDGET**

WHEREAS, the Director of Information Technology requested, and the Finance & Budget Committee agreed, to appropriate funds to purchase computers and related equipment and software, now, therefore, it is

RESOLVED, that the Warren County Board of Supervisors hereby approves the appropriation of funds in an amount not to exceed Thirty-Three Thousand Dollars (\$33,000.00) from the Computer Reserve Fund, Budget Code A.895.00, to the following Departmental budgets to purchase computers and related equipment and software:

PROJECT	TITLE	AMOUNT
A.1680 220.1	Information Technology, Office Equipment-Reserve	\$30,000.00
A.1435 220.1	Human Resources, Office Equipment-Reserve	\$3,000.00

and it is further,

RESOLVED, that the Warren County Budget for 2025 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 75 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, GERACI, STROUGH, MADAY, DRISCOLL, CROCITTO AND MERLINO**

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE OCCUPANCY TAX RESERVE TO THE TOURISM BUDGET; AND AMENDING 2025 WARREN COUNTY BUDGET TO FUND AGREEMENT WITH THE ADIRONDACK CIVIC CENTER COALITION, INC. TO SUPPORT CAPITAL COSTS**

WHEREAS, the Director of Tourism requested, and the Finance & Budget Committee agreed, to appropriate funds to provide funding to the Adirondack Civic Center Coalition, Inc. to pay capital improvement costs to the Glens Falls Civic Center, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds in the amount of One Hundred Thousand Dollars (\$100,000) from the Occupancy Tax Reserve (A.881.00) to the following budget code to provide funding to the Adirondack Civic Center Coalition, Inc. to pay capital improvement costs to the Glens Falls Civic Center:

CODE	DEPARTMENT	AMOUNT
A.6417.0002 480.08	Tourism/Occupancy, Occupancy Tax, Tourism-Civic Center Capital Costs	\$100,000.00

and be it further

RESOLVED, that the Warren County Budget for 2025 be, and hereby is, amended accordingly.

# Warren County Board of Supervisors

## RESOLUTION No. 76 OF 2025

**RESOLUTION INTRODUCED BY SUPERVISORS THOMAS, GERACI, STROUGH, MADAY, DRISCOLL, CROCITTO AND MERLINO**

**ESTABLISHING COMMUNITY DEVELOPMENT FUND CD 80, SEPTIC REPLACEMENT;  
AUTHORIZING TRANSFER OF FUNDS;  
AND AMENDING WARREN COUNTY BUDGET FOR 2025**

WHEREAS, the County Planner requested and the Finance & Budget Committee agreed to establish Community Development Fund CD 80, Septic Replacement, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors does hereby establish Community Development Fund CD 80, Septic Replacement, to cover the cost of septic replacement projects for low and moderate income households:

1. Community Development Fund CD 80 is hereby established.
2. The estimated cost of such Community Development Fund is the amount of Four Hundred Thousand Dollars (\$400,000).
3. The proposed method of financing such Community Development Fund consists of the following:
  - a. Community Development Fund 80 8662.4910 Septic Replacement, Public Works Facil. Site Imprv., Community Development, in the amount of Four Hundred Thousand Dollars (\$400,000), and be it further

RESOLVED, that the Warren County Treasurer be, and hereby is, authorized and directed to transfer funds in the amount of Four Hundred Thousand Dollars (\$400,000) to CD 80 8662 470, Septic Replacement, Public Works Facil. Site Imprv., Contract, and be it further

RESOLVED, that the Warren County Budget for 2025 be, and hereby is, amended accordingly, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes and approves the County Treasurer to advance the funds up to the amount indicated below on an as-needed basis:

<u>ADVANCE TO</u>	<u>AMOUNT</u>
CD 80, Septic Replacement	\$400,000