

Warren County Board of Supervisors

AGENDA FRIDAY DECEMBER 19, 2025 BOARD MEETING



10:00 a.m. Meeting called to Order by Chairman Geraghty

Pledge of Allegiance - Supervisor Bruno

Roll Call

Motion to approve minutes of the November 21, 2025 Board Meeting, subject to correction by the Clerk

Privilege of the Floor extended to Senator Daniel G. Stec

Privilege of the Floor extended to Assemblyman Matthew J. Simpson

Presentation of flags to Supervisors leaving the Board of Supervisors

Privilege of the Floor and Public Comment

Chair declares public hearing open on proposed Local Law No. 1 of 2026, Entitled "A Local Law Fixing the Salaries of Certain County Officers and Employees of Warren County", and requests Clerk of the Board read the Notice of Public Hearing aloud - privilege extended to anyone wishing to be heard on this matter

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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<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
PROC 47		PROCLAMATION - HONORING FRANK THOMAS
PROC 48		PROCLAMATION - HONORING EUGENE J. MERLINO
PROC 49		PROCLAMATION - HUMAN RIGHTS MONTH (<i>DECEMBER 2025</i>)
PROC 50		PROCLAMATION - IDENTITY THEFT AWARENESS AND PREVENTION MONTH (<i>DECEMBER 2025</i>)
PROC 51		PROCLAMATION - IMPAIRED DRIVING PREVENTION MONTH (<i>DECEMBER 2025</i>)
464	ROLL CALL	FINANCE & BUDGET - MAKING SUPPLEMENTAL APPROPRIATIONS
465	ROLL CALL	FINANCE & BUDGET - AMENDING WARREN COUNTY BUDGET FOR 2025 FOR VARIOUS DEPARTMENTS WITHIN WARREN COUNTY
466		COUNTY FACILITIES (<i>AIRPORT</i>) - AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION/NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR GRANT FUNDING TO SUPPORT THE NORTHERN AIRCRAFT APRON AND TAXIWAY B RECONSTRUCTION (CONSTRUCTION)
467		COUNTY FACILITIES (<i>AIRPORT</i>) - AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION/NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR GRANT FUNDING FOR THE ACQUISITION OF SNOW REMOVAL EQUIPMENT (SWEEPER)
468		COUNTY FACILITIES (<i>BUILDINGS & GROUNDS</i>) - AMENDING RESOLUTION NO. 487 OF 2023, WHICH AUTHORIZED AN AGREEMENT WITH THE STATE OF NEW YORK UNIFIED COURT SYSTEM FOR COURT CLEANING AND MINOR REPAIR TO COURT FACILITIES, TO INCREASE THE NOT TO EXCEED AMOUNT, CHANGE THE TERMINATION DATE AND RATIFY THE ACTIONS OF THE CHAIR OF THE BOARD REGARDING EXECUTION OF THE AGREEMENT
469		COUNTY FACILITIES (<i>FIRE PREVENTION & BUILDING CODE ENFORCEMENT</i>)- ADOPTING AMENDED FEE SCHEDULE FOR THE FIRE PREVENTION & BUILDING CODE ENFORCEMENT DEPARTMENT WITHIN WARREN COUNTY

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470		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (<i>ASSIGNED COUNSEL</i>) - AUTHORIZING AGREEMENT WITH WEST PUBLISHING CORPORATION, A THOMSON REUTERS ENTERPRISE CENTRE GMBH, FOR A LAW LIBRARY RESEARCH SYSTEM SUBSCRIPTION FOR THE ASSIGNED COUNSEL OFFICE AND PANEL MEMBERS ON THE MAJOR FELONY AND THE HOMICIDE AND PREDATORY SEXUAL ASSAULT PANELS
471		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (<i>OFFICE OF EMERGENCY SERVICES</i>) - AUTHORIZING AGREEMENT WITH EMERGENCY VEHICLE UPFITTERS TO PROVIDE VEHICLE EQUIPMENT INSTALLATION SERVICES FOR THE OFFICE OF EMERGENCY SERVICES
472		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (<i>OFFICE OF EMERGENCY SERVICES</i>) - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH TETRA TECH, INC. TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY PLANNING, TRAINING AND EXERCISE (WC 44-25)
473		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (<i>OFFICE OF EMERGENCY SERVICES</i>) - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH TETRA TECH, INC. TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY RESPONSE, DEBRIS MONITORING SERVICES AND COST RECOVERY (WC 45-25)
474		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (<i>OFFICE OF EMERGENCY SERVICES</i>) - APPOINTING/RE-APPOINTING MEMBERS OF WARREN COUNTY EMS ADVISORY BOARD FOR THE OFFICE OF EMERGENCY SERVICES
475		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (<i>PROBATION</i>) - AMENDING RESOLUTION NO. 158 OF 2024, WHICH AUTHORIZED AN AGREEMENT WITH KMG MONITORING SERVICES FOR ELECTRONIC MONITORING SERVICES FOR THE WARREN COUNTY PROBATION DEPARTMENT, TO INCREASE THE NOT TO EXCEED AMOUNT

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476		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (PUBLIC DEFENDER) - AMENDING RESOLUTION NO. 353 OF 2025, AUTHORIZING A LEASE AGREEMENT WITH 333 GLEN STREET ASSOCIATES, LLC TO PROVIDE OFFICE SPACE FOR THE PUBLIC DEFENDER'S OFFICE, TO INCLUDE JANITORIAL SERVICES; CHANGE THE COMMENCEMENT AND TERMINATION DATES; AND INCREASE THE ANNUAL RENT TO INCLUDE ADDITIONAL SQUARE FOOTAGE
477		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (SHERIFF) - AWARDING BID AND AUTHORIZING AGREEMENT WITH CAPITAL DIGITRONICS, INCORPORATED FOR PREVENTATIVE MAINTENANCE AND SERVICE CONTRACT FOR WARREN COUNTY COMMUNICATION EQUIPMENT (WC 49-25)
478		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (SHERIFF) - AWARDING BID AND AUTHORIZING AGREEMENT WITH WARREN TIRE SERVICE CENTER, INC. FOR VARIOUS WARREN COUNTY DEPARTMENTS (WC 51-25)
479		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (SHERIFF) - AUTHORIZING AGREEMENT WITH BLACK CREEK INTEGRATED SYSTEMS CORPORATION FOR UNLIMITED SUPPORT AND MAINTENANCE OF THE WARREN COUNTY CORRECTIONAL FACILITY'S BLACK CREEK SALLYPORT INMATE RECORDS MANAGEMENT SYSTEM SOFTWARE
480		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (SHERIFF) - AMENDING RESOLUTION NO. 240 OF 2025, WHICH AUTHORIZED AN AGREEMENT WITH QUEENSBURY UNION FREE SCHOOL DISTRICT FOR THE WARREN COUNTY SHERIFF'S OFFICE TO PROVIDE LAW ENFORCEMENT SERVICES WITHIN THE QUEENSBURY SCHOOL DISTRICT, TO INCREASE THE NOT TO EXCEED AMOUNT
481		CRIMINAL JUSTICE, PUBLIC SAFETY & EMERGENCY SERVICES (SHERIFF) - RESOLUTION REQUESTING SPECIAL LEGISLATION TO CORRECT AN EMPLOYEE RETIREMENT ENROLLMENT ERROR

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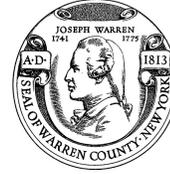
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482		ECONOMIC GROWTH & DEVELOPMENT (<i>PLANNING & COMMUNITY DEVELOPMENT</i>) - ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH REBUILDING TOGETHER SARATOGA COUNTY, INC. TO PROVIDE GRANT ADMINISTRATION SERVICES FOR THE 2025 OFFICE OF COMMUNITY RENEWAL STATE FUNDED PROGRAMS AWARDED TO WARREN COUNTY (WC 46-25) CONTINGENT UPON RECEIPT OF GRANT FUNDING
483		ECONOMIC GROWTH & DEVELOPMENT (<i>WORKFORCE DEVELOPMENT</i>) - AUTHORIZING A LEASE AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF LABOR FOR OCCUPANCY OF OFFICE SPACE AT 333 GLEN STREET FOR THE DEPARTMENT OF WORKFORCE DEVELOPMENT
484		ECONOMIC GROWTH & DEVELOPMENT (<i>WORKFORCE DEVELOPMENT</i>) - AUTHORIZING AN AGREEMENT WITH ADIRONDACK COMMUNITY COLLEGE TO OFFER CAREER COUNSELING ON SUNY ADIRONDACK'S CAMPUS
485		ECONOMIC GROWTH & DEVELOPMENT (<i>WORKFORCE DEVELOPMENT</i>) - APPROVING WORKFORCE DEVELOPMENT BOARD (WDB) BUDGET FOR PROGRAM YEAR 2025-2026; AUTHORIZING MEMORANDUM OF UNDERSTANDING RELATING TO COST ALLOCATION PLAN WITH THE WDB AND OTHER AGENCIES
486		HEALTH SERVICES (<i>OFFICE FOR THE AGING</i>) - AMENDING RESOLUTION NO. 352 OF 2017, WHICH AUTHORIZED AN AGREEMENT WITH KLC PROPERTY ENHANCEMENT LLC TO PROVIDE SNOW PLOWING AT THE BOLTON MEALSITE AS REQUIRED IN LEASE AGREEMENT WITH THE CHURCH OF ST. SACRAMENT FOR THE OFFICE FOR THE AGING, TO INCREASE PRICING
487		HEALTH SERVICES (<i>OFFICE OF COMMUNITY SERVICES</i>) - APPOINTING AND RE-APPOINTING MEMBERS TO THE WARREN COUNTY COMMUNITY SERVICES BOARD

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488		HEALTH SERVICES (OFFICE OF COMMUNITY SERVICES) - AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO EXECUTE A TWO (2) YEAR LEASE AGREEMENT WITH ASCEND MENTAL WELLNESS/WARREN-WASHINGTON ASSOCIATION FOR MENTAL HEALTH, INC. FOR OFFICE SPACE FOR THE OFFICE OF COMMUNITY SERVICES FOR WARREN AND WASHINGTON COUNTIES
489		HEALTH SERVICES (OFFICE OF COMMUNITY SERVICES) - AUTHORIZING AGREEMENTS WITH COMMUNITY SERVICES BOARD AND VARIOUS AGENCIES TO PROVIDE COMMUNITY MENTAL HEALTH, ADDICTION/RECOVERY AND DEVELOPMENT DISABILITY SERVICES
490		HEALTH SERVICES (OFFICE OF COMMUNITY SERVICES) - AUTHORIZING AGREEMENTS WITH COMMUNITY SERVICES BOARD AND VARIOUS AGENCIES TO PROVIDE SPECIALIZED MENTAL HEALTH CRISIS RESPITE SERVICES FOR YOUTH
491		HEALTH SERVICES (PUBLIC HEALTH) - AMENDING RESOLUTION NO. 65 OF 2022 - AUTHORIZING AMENDMENT AGREEMENTS TO INCREASE RATES WITH VARIOUS PHYSICAL, SPEECH AND OCCUPATIONAL THERAPISTS FOR REGION ONE AND TWO FOR THE HEALTH SERVICES DEPARTMENT, TO UPDATE THE RATE SCHEDULE
492		HUMAN SERVICES (DEPARTMENT OF SOCIAL SERVICES) - AUTHORIZING AGREEMENT WITH CATHOLIC CHARITIES OF THE DIOCESE OF ALBANY FOR RESIDENTIAL AND NON-RESIDENTIAL DOMESTIC VIOLENCE SERVICES FOR INDIVIDUALS AND FAMILIES WITHIN WARREN COUNTY FOR THE DEPARTMENT OF SOCIAL SERVICES
493		HUMAN SERVICES (DEPARTMENT OF SOCIAL SERVICES) - AUTHORIZING AGREEMENT WITH MARTEN PETERSON, MD FOR CONSULTATION SERVICES FOR INDEPENDENT MEDICAL REVIEWS FOR THE DEPARTMENT OF SOCIAL SERVICES
494		HUMAN SERVICES (DEPARTMENT OF SOCIAL SERVICES) - AUTHORIZING AGREEMENT WITH 820 RIVER STREET, INC. (BAYWOOD CENTER) TO PROVIDE SUBSTANCE ABUSE SERVICES TO FAMILIES AFFECTED BY SUBSTANCE ABUSE DISORDER FOR THE DEPARTMENT OF SOCIAL SERVICES

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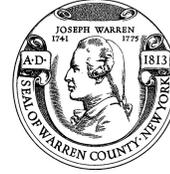
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495		HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING AGREEMENT WITH 820 RIVER STREET, INC. (BAYWOOD CENTER) TO PROVIDE FORMAL DRUG ASSESSMENTS FOR TEMPORARY ASSISTANCE APPLICANTS AND RECIPIENTS FOR THE DEPARTMENT OF SOCIAL SERVICES
496		HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING AGREEMENT WITH WAIT HOUSE TO PROVIDE SERVICES FOR SEXUALLY EXPLOITED YOUTH FOR THE DEPARTMENT OF SOCIAL SERVICES
497		HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING AGREEMENT WITH WAIT HOUSE TO PROVIDE RESPITE SERVICES FOR YOUTH INVOLVED IN THE PINS DIVISION AND/OR AS REFERRED BY WARREN COUNTY PROBATION FOR THE DEPARTMENT OF SOCIAL SERVICES
498		HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND THE WARREN COUNTY DEPARTMENT OF WORKFORCE DEVELOPMENT FOR REFERRALS FOR DEPARTMENT OF SOCIAL SERVICES RECIPIENTS TO ATTEND PATHWAYS TO SUCCESSFUL EMPLOYMENT JOB SEARCH ASSISTANCE AND ORIENTATION CLASS
499		HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING AGREEMENT WITH ST. ANNE INSTITUTE TO PROVIDE PREVENTATIVE SERVICES FOR CHILDREN AND FAMILIES IN WARREN COUNTY FOR THE DEPARTMENT OF SOCIAL SERVICES
500		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
501		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

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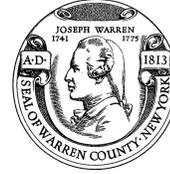
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502		HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND WARREN COUNTY INFORMATION TECHNOLOGY DEPARTMENT FOR COMPUTER SUPPORT SERVICES
503		HUMAN SERVICES (<i>DEPARTMENT OF SOCIAL SERVICES</i>) - AUTHORIZING AGREEMENT WITH YOUTH ADVOCATE PROGRAMS, INC. TO PROVIDE MENTAL HEALTH, SUBSTANCE ABUSE AND IN-HOME PARENTING SKILL PROGRAMS AND SERVICES TO HIGH RISK YOUTH FOR THE DEPARTMENT OF SOCIAL SERVICES
504		LEGISLATIVE, RULES & GOVERNMENTAL OPERATIONS (<i>COUNTY CLERK</i>) - APPROVING THE NECESSARY EXPENSES INCURRED BY THE COUNTY CLERK UNDER TAX LAW § 262 AND AUTHORIZING SUBMISSION TO THE COMMISSIONER OF THE NEW YORK STATE DEPARTMENT OF TAXATION AND FINANCE FOR APPROVAL TO RETAIN SAME
505		LEGISLATIVE, RULES & GOVERNMENTAL OPERATIONS (<i>PURCHASING</i>) - APPROVING REVISIONS TO THE PURCHASING POLICY FOR WARREN COUNTY
506		LEGISLATIVE, RULES & GOVERNMENTAL OPERATIONS (<i>SELF-INSURANCE</i>) - AUTHORIZING RENEWAL OF WARREN COUNTY'S PROPERTY AND CASUALTY INSURANCE FOR 2026 AND AUTHORIZING PAYMENTS FOR SAME
507		OCCUPANCY TAX COORDINATION - AUTHORIZING AGREEMENTS WITH CERTAIN APPLICANTS FOR THE DISBURSEMENT OF 2026 OCCUPANCY TAX REVENUES, TO AUTHORIZE AGREEMENTS AND FUNDING FOR SAME
508		OCCUPANCY TAX COORDINATION - AMENDING RESOLUTION NO. 715 OF 2005, WHICH AUTHORIZED AND APPROVED THE USE OF APPLICATION FORM FOR FUNDING AND INSTRUCTIONS FOR COMPLETING THE FORMS FOR WARREN COUNTY TOURIST AND CONVENTION DEVELOPMENT, TO ALLOW AMENDMENTS TO THE WARREN COUNTY TOURIST AND CONVENTION DEVELOPMENT AGREEMENT

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509		OCCUPANCY TAX COORDINATION - AMENDING AGREEMENT WITH UP YONDA ENVIRONMENTAL CENTER TO SUPPORT PROGRAMMING FOR THE SUMMER NATURE PROGRAMS, TO INCREASE THE NOT TO EXCEED AMOUNT
510		PUBLIC WORKS (SOLID WASTE & RECYCLING) - AWARDING BID AND AUTHORIZING AGREEMENT WITH ELECTRONIC RECYCLERS INTERNATIONAL-NEW YORK, INC. FOR ELECTRONICS RECYCLING SERVICES (WC 47-25)
511		TOURISM - AMENDING RESOLUTION NO. 356 OF 2023, WHICH AUTHORIZED AN AGREEMENT WITH GRANICUS, LLC (FORMERLY SIMPLEVIEW, LLC) FOR WEBSITE CONSULTING AND LICENSE AGREEMENT FOR THE TOURISM DEPARTMENTS VISITLAKEGEORGE.COM WEBSITE, TO INCREASE THE NOT TO EXCEED AMOUNT
512	ROLL CALL	PERSONNEL, ADMINISTRATION & HIGHER EDUCATION - ENACTING LOCAL LAW NO. 1 OF 2026, ENTITLED "A LOCAL LAW FIXING THE SALARIES OF CERTAIN COUNTY OFFICERS AND EMPLOYEES OF WARREN COUNTY"
513	ROLL CALL	PERSONNEL, ADMINISTRATION & HIGHER EDUCATION (COUNTY ATTORNEY) - AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2025 TO CREATE POSITIONS AND UNFUND POSITIONS WITHIN THE SHERIFF'S OFFICE
514		PERSONNEL, ADMINISTRATION & HIGHER EDUCATION (COUNTY ATTORNEY) - INTRODUCING PROPOSED LOCAL LAW NO. 2 OF 2026, ENTITLED "A LOCAL LAW SUPERSEDING THE RESIDENCY REQUIREMENTS OF PUBLIC OFFICERS LAW FOR THE POSITIONS OF ASSISTANT DISTRICT ATTORNEYS, ASSISTANT PUBLIC DEFENDERS AND ASSISTANT COUNTY ATTORNEYS OF WARREN COUNTY," AND AUTHORIZING A PUBLIC HEARING THEREON
515		PERSONNEL, ADMINISTRATION & HIGHER EDUCATION (COUNTY ATTORNEY) - ADOPTING THE WIRE TRANSFERS AND E-BANKING POLICY

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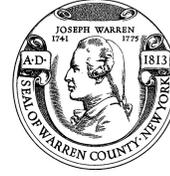
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516		PERSONNEL, ADMINISTRATION & HIGHER EDUCATION (COUNTY ATTORNEY) - AUTHORIZING COUNTY ATTORNEY TO SETTLE ALL CLAIMS FILED BY MICHAEL EASTERBROOKS; AND AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE SETTLEMENT DOCUMENTS
517		PERSONNEL, ADMINISTRATION & HIGHER EDUCATION (COUNTY ATTORNEY) - RESOLUTION AUTHORIZING THE PREPARATION AND FILING OF A SUMMONS AND COMPLAINT AGAINST THE STATE OF NEW YORK AND OTHER RELATED PARTIES
518		PERSONNEL, ADMINISTRATION & HIGHER EDUCATION (COUNTY ATTORNEY) - AUTHORIZING AGREEMENT WITH NEW YORK STATE INDUSTRIES FOR THE DISABLED, INC. TO PROVIDE MAIL FULFILLMENT SERVICES IN SUPPORT OF TAX FORECLOSURE FOR THE COUNTY ATTORNEY'S OFFICE
519		PERSONNEL, ADMINISTRATION & HIGHER EDUCATION (HUMAN RESOURCES) - RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF WARREN AND THE WARREN COUNTY CORRECTIONAL SUPERVISORS BENEVOLENT ASSOCIATION AND AUTHORIZING A NEW COLLECTIVE BARGAINING AGREEMENT BETWEEN WARREN COUNTY AND THE WARREN COUNTY CORRECTIONAL SUPERVISORS BENEVOLENT ASSOCIATION FOR A TERM COMMENCING JANUARY 1, 2026 THROUGH DECEMBER 31, 2029
520	ROLL CALL	FINANCE & BUDGET (BUILDINGS & GROUNDS) - AUTHORIZING COUNTY TREASURER TO CLOSE CAPITAL PROJECT NO. H426, REGIONAL MORGUE FACILITY
521	ROLL CALL	FINANCE & BUDGET (BUILDINGS & GROUNDS) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE DEPARTMENT OF PUBLIC WORKS BUDGET TO COVER THE COST OF A BOILER REPLACEMENT; AND AMENDING 2025 WARREN COUNTY BUDGET
522		FINANCE & BUDGET (COUNTY ADMINISTRATOR) - AUTHORIZING THE COUNTY TREASURER TO WRITE OFF UNCOLLECTED DEBT FROM A FORMER EMPLOYEE FOR OVERPAYMENT

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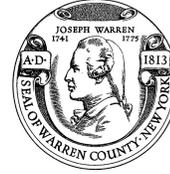
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523		FINANCE & BUDGET (COUNTY ADMINISTRATOR) - AUTHORIZING THE COUNTY TREASURER’S OFFICE TO WRITE OFF UNCOLLECTED DEBT DUE FROM ADK EXCURSIONS, LLC FOLLOWING THE WARREN COUNTY BOARD OF SUPERVISORS ACTION TO RESCIND THE RESOLUTIONS AWARDING ARPA FUNDING AND THE TERMINATION OF THE CORRESPONDING CONTRACTS
524		FINANCE & BUDGET (COUNTY ADMINISTRATOR) - HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF STATE LEGISLATION AUTHORIZING THE COUNTY OF WARREN TO IMPOSE AND RETAIN AN ADDITIONAL ONE PERCENT (1%) OF SALES TAX
525	ROLL CALL	FINANCE & BUDGET (COUNTY ADMINISTRATOR) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE SHERIFF’S OFFICE BUDGET TO COVER OUTSTANDING INVOICES FOR ANIMAL CONTROL SERVICES; AND AMENDING 2025 WARREN COUNTY BUDGET
526	ROLL CALL	FINANCE & BUDGET (COUNTY ATTORNEY) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE ASSIGNED, SEXUAL ABUSE LAWSUITS FUND BALANCE (A.918.00) TO THE DEPARTMENT OF SOCIAL SERVICES BUDGET TO COVER THE COST OF THE SETTLEMENT OF MICHAEL EASTERBROOKS V. COUNTY OF SCHENECTADY, ET AL.; AND AMENDING 2025 WARREN COUNTY BUDGET
527	ROLL CALL	FINANCE & BUDGET (OCCUPANCY TAX COORDINATION) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE OCCUPANCY TAX RESERVE TO THE TOURISM BUDGET TO COVER THE COST OF POSTAGE FOR THE REMAINDER OF 2025; AND AMENDING 2025 WARREN COUNTY BUDGET
528	ROLL CALL	FINANCE & BUDGET (OCCUPANCY TAX COORDINATION) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE OCCUPANCY TAX RESERVE TO THE TOURISM BUDGET TO COVER THE COST OF AN ADDITIONAL BUSINESS PROMOTION MODULE COMPONENT TO THE WARREN COUNTY TOURISM DEPARTMENT’S WEBSITE VISITLAKEGEORGE.COM; AND AMENDING 2025 WARREN COUNTY BUDGET

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530	ROLL CALL	FINANCE & BUDGET (SHERIFF) - AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE SHERIFF'S OFFICE BUDGET TO COVER THE COST OF SHORTFALL IN THE OVERTIME AND PART-TIME BUDGETS; AND AMENDING 2025 WARREN COUNTY BUDGET
531		FINANCE & BUDGET (TREASURER) - INTRODUCING PROPOSED LOCAL LAW NO. 3 OF 2026, ENTITLED "A LOCAL LAW AMENDING LOCAL LAW NO. 3 OF 1997, 'A LOCAL LAW FURTHER AMENDING LOCAL LAW NO. 8 OF 1996 RELATIVE TO THE DELINQUENT TAX INSTALLMENT PAYMENT PLAN,'" AND AUTHORIZING A PUBLIC HEARING THEREON
532		FINANCE & BUDGET - ALLOCATING FUNDING EARMARKED FOR COMBATING AQUATIC INVASIVE SPECIES IN PUBLICLY ACCESSIBLE WATERBODIES IN WARREN COUNTY OTHER THAN LAKE GEORGE AND AUTHORIZING INTERMUNICIPAL AGREEMENTS FOR THE YEAR 2026
533		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH AND PAYMENT TO THE LAKE GEORGE PARK COMMISSION FOR INVASIVE SPECIES PREVENTION AND ERADICATION EFFORTS FOR LAKE GEORGE, SPECIFICALLY FOR THE COMMISSION'S 2026 BOAT INSPECTION AND BOAT WASHING PROGRAM
534		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH ADIRONDACK NORTH COUNTRY ASSOCIATION FOR PROMOTIONAL AND ECONOMIC DEVELOPMENT
535		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD FOR FUNDING OF OPERATING COSTS
536		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH THE CITY OF GLENS FALLS FOR CAPITAL IMPROVEMENTS AND OPERATION AND MAINTENANCE FOR VARIOUS RECREATIONAL FACILITIES
537		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY

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539		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH ECONOMIC DEVELOPMENT CORPORATION, WARREN COUNTY, NEW YORK, FOR ECONOMIC DEVELOPMENT PROGRAM FOR 2026
540		FINANCE & BUDGET - AUTHORIZING PAYMENT TO LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD
541		FINANCE & BUDGET - AUTHORIZING PAYMENT TO SOUTHERN ADIRONDACK LIBRARY SYSTEM
542		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH THE WARREN COUNTY HISTORICAL SOCIETY FOR CONTINUATION OF HISTORICAL PROGRAMS
543		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH THE WARREN COUNTY LOCAL DEVELOPMENT CORPORATION TO ADMINISTER AND PERFORM ECONOMIC DEVELOPMENT PROGRAMS AND INITIATIVES, COUNTY AND COMMUNITY PLANNING SERVICES AND GRANT/LOAN PROGRAMS
544		FINANCE & BUDGET - AUTHORIZING PAYMENT TO THE WARREN COUNTY SOIL & WATER CONSERVATION DISTRICT FOR 2026
545		FINANCE & BUDGET - AUTHORIZING AGREEMENT WITH THE WARREN COUNTY CONSERVATION COUNCIL
546		FINANCE & BUDGET - LEVYING UNPAID SCHOOL TAXES AND PENALTIES - 2025
547		FINANCE & BUDGET - AUTHORIZING RELEVY OF DELINQUENT VILLAGE OF LAKE GEORGE TAXES TOGETHER WITH PENALTIES AND INTEREST
548		FINANCE & BUDGET - LEVYING UNCOLLECTED SEWER AND WATER RENTS IN SEVERAL TOWNS
549		FINANCE & BUDGET - ACKNOWLEDGING REQUESTS FROM THE TOWNS OF QUEENSBURY AND WARRENSBURG FOR LEVY OF 2025 PROPERTY MAINTENANCE EXPENSES

Warren County Board of Supervisors

DECEMBER 19, 2025
BOARD MEETING
INDEX



<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
550		FINANCE & BUDGET - AUTHORIZING WARREN COUNTY TREASURER TO CREDIT THE 2026 CRANDALL LIBRARY DISTRICT TAX LEVY FOR THE TOWN OF QUEENSBURY
551		FINANCE & BUDGET - AUTHORIZING PAYMENTS TO SUNY ADIRONDACK
552		FINANCE & BUDGET - FIXING THE TAX RATES
553		FINANCE & BUDGET - ACKNOWLEDGING REQUEST FROM THE CITY OF GLENS FALLS FOR LEVY OF 2025 WATER RENTS
554		FINANCE & BUDGET - LEVYING SUM OF WARRENSBURG - THURMAN CONSOLIDATED HEALTH DISTRICT
555		FINANCE & BUDGET - AUTHORIZING TOWN/CITY EXEMPTION REMOVALS
556		FINANCE & BUDGET - LEVYING UNPAID 2024 SCHOOL TAXES AND PENALTIES FOR THE TOWN OF HAGUE
557		FINANCE & BUDGET - AUTHORIZING CHAIR AND CLERK OF THE BOARD TO ISSUE TAX WARRANTS
558		FINANCE & BUDGET - FIXING DATE OF ORGANIZATION MEETING
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 AMENDING LAND LEASE WITH NORTHERN GATEWAY RENEWABLES, LLC FOR WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT SOLAR LAND LEASE (WC 44-20), TO INCREASE LEASEHOLD AND OTHER MODIFICATIONS
FLOOR RESO NO. 2		AMENDING LAND LEASE WITH NORTHERN GATEWAY RENEWABLES, LLC FOR WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT SOLAR LAND LEASE (WC 44-20), TO INCREASE LEASEHOLD AND OTHER MODIFICATIONS

Warren County Board of Supervisors

DECEMBER 19, 2025
BOARD MEETING
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<u>RES. NO.</u>	<u>VOTE</u>	<u>DESCRIPTION</u>
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 AMENDING LAND LEASE WITH SOUTHERN GATEWAY RENEWABLES, LLC FOR WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT SOLAR LAND LEASE (WC 44-20), TO INCREASE LEASEHOLD AND OTHER MODIFICATIONS
FLOOR RESO NO. 4		AMENDING LANDLEASE WITH SOUTHERN GATEWAY RENEWABLES, LLC FOR WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT SOLAR LAND LEASE (WC 44-20), TO INCREASE LEASEHOLD AND OTHER MODIFICATIONS

PROCLAMATION NOS. 47-50; AND RESOLUTION NOS. 464-558 DISTRIBUTED TO THE MEMBERS OF THE BOARD OF SUPERVISORS AND POSTED TO THE WARREN COUNTY WEBSITE ON DECEMBER 15, 2025

FLOOR RESOLUTIONS NOS. 1-4 WERE DISTRIBUTED TO THE MEMBERS OF THE BOARD OF SUPERVISORS AND POSTED TO THE WARREN COUNTY WEBSITE ON DECEMBER 18, 2025

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 AMENDING LAND LEASE WITH NORTHERN GATEWAY RENEWABLES, LLC FOR WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT SOLAR LAND LEASE (WC 44-20), TO INCREASE LEASEHOLD AND OTHER MODIFICATIONS

WHEREAS, by Resolution No. 1 of 2025, later amended by Resolution No. 68 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 amending land lease with Northern Gateway Renewables, LLC for Warren County (Floyd Bennett Memorial) Airport Solar Land Lease (WC 44-20), to increase leasehold and other modifications, 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

AMENDING LAND LEASE WITH NORTHERN GATEWAY RENEWABLES, LLC FOR WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT SOLAR LAND LEASE (WC 44-20), TO INCREASE LEASEHOLD AND OTHER MODIFICATIONS

WHEREAS, pursuant to the authorizations of Resolution Nos. 114 of 2021 and 259 of 2021, the County of Warren and Nexamp Solar, LLC entered into an Airport Real Property Lease Agreement (the “Lease”), on August 25, 2021, pursuant to the terms of the proposal WC 44-20, and

WHEREAS, pursuant to Resolution No. 412 of 2023, the Warren County Board of Supervisors authorized the assignment of the Lease executed between the County of Warren and Nexamp Solar, LLC on August 25, 2021 to Northern Gateway Renewables, LLC, and

WHEREAS, pursuant to Resolution No. 117 of 2024, the Warren County Board of Supervisors extended the termination date for the Development and Construction Period under the Lease with Northern Gateway Renewables to August 24, 2025, and

WHEREAS, pursuant to Resolution No 179 of 2025, the Warren County Board of Supervisors extended the termination date for the Development and Construction Period under the Lease with Northern Gateway Renewables to August 24, 2026 and authorized additional lease modifications, and

WHEREAS, the Superintendent of Public Works requests that the Warren County Board of Supervisors approve further modifications to the leasehold to increase the acreage subject to the lease to reflect the results of a land survey, and to make other modifications, and

WHEREAS, the proposed lease amendments are not a material change to the lease and no further public hearing is required, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute the Second Amended and Restated Option and Ground Lease with Northern Gateway Renewables, LLC, as described in the preambles of this resolution, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution Nos. 114 of 2021, 259 of 2021, 412 of 2023, 117 of 2024 and 179 of 2025 will remain in effect.

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 AMENDING LAND LEASE WITH SOUTHERN GATEWAY RENEWABLES, LLC FOR WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT SOLAR LAND LEASE (WC 44-20), TO INCREASE LEASEHOLD AND OTHER MODIFICATIONS

WHEREAS, by Resolution No. 1 of 2025, later amended by Resolution No. 68 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 amending land lease with Southern Gateway Renewables, LLC for Warren County (Floyd Bennett Memorial) Airport Solar Land Lease (WC 44-20), to increase leasehold and other modifications, 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

AMENDING LAND LEASE WITH SOUTHERN GATEWAY RENEWABLES, LLC FOR WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT SOLAR LAND LEASE (WC 44-20), TO INCREASE LEASEHOLD AND OTHER MODIFICATIONS

WHEREAS, pursuant to the authorizations of Resolution Nos. 114 of 2021 and 259 of 2021, the County of Warren and Nexamp Solar, LLC entered into an Airport Real Property Lease Agreement (the “Lease”), on August 25, 2021, pursuant to the terms of the proposal WC 44-20, and

WHEREAS, pursuant to Resolution No. 412 of 2023, the Warren County Board of Supervisors authorized the assignment of the Lease executed between the County of Warren and Nexamp Solar, LLC on August 25, 2021 to Southern Gateway Renewables, LLC, and

WHEREAS, pursuant to Resolution No. 117 of 2024, the Warren County Board of Supervisors extended the termination date for the Development and Construction Period under the Lease with Southern Gateway Renewables to August 24, 2025, and

WHEREAS, pursuant to Resolution No 180 of 2025, the Warren County Board of Supervisors extended the termination date for the Development and Construction Period under the Lease with Southern Gateway Renewables to August 24, 2026 and authorized additional lease modifications, and

WHEREAS, the Superintendent of Public Works requests that the Warren County Board of Supervisors approve further modifications to the leasehold to increase the acreage subject to the lease to reflect the results of a land survey, and to make other modifications, and

WHEREAS, the proposed lease amendments are not a material change to the lease and no further public hearing is required, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute the Second Amended and Restated Option and Ground Lease with Southern Gateway Renewables, LLC, as described in the preambles of this resolution, in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution Nos. 114 of 2021, 259 of 2021, 412 of 2023, 117 of 2024 and 180 of 2025 will remain in effect.

Warren County Board of Supervisors

Proclamation

WHEREAS, Stony Creek Supervisor Frank Thomas' decades long career in public service has been about much more than stints on the Warren County Board of Supervisors and Stony Creek Town Board, and

WHEREAS, Supervisor Thomas can be found at virtually every public event in Stony Creek, pitching in as a volunteer wherever need, and helping with any repair or construction project that occurs on town property, most notably improvements at Stony Creek Park, and

WHEREAS, Supervisor Thomas' career in government began on the Stony Creek Town Board in 1993, and in 2003 he was appointed Town Supervisor, winning re-election to 11 more terms in office in the years to follow, and

WHEREAS, During Supervisor Thomas' tenure, the Town of Stony Creek used grant funding to greatly increase recreational opportunities in town, including creation of Dean Farm Heritage Trails and Dean Homestead Museum, which annually draw hundreds of visitors to town, and

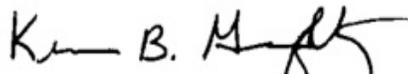
WHEREAS, Appreciating the role our natural environment plays in the quality of life and economy of Warren County, Supervisor Thomas has served years as a member of the Warren County Soil & Water Conservation District board, including a 12-year stint as chairman, and

WHEREAS, Supervisor Thomas has left an indelible mark on the Warren County Board of Supervisors, where he held numerous leadership positions and served 2020 as Chairman of the Board, that year being the immensely difficult first year of the COVID-19 pandemic, his calm leadership style helping guide county government through unprecedented times, and

WHEREAS, Even with all of his accomplishments on the town and county level, Supervisor Thomas' most enduring legacy in Warren County may be of his steady hand as Warren County budget officer for 12 years, stewarding the county's spending as a fiscal conservative and keeping Warren County's property tax rate among the lowest in New York State, be it

RESOLVED, that the Warren County Board of Supervisors does hereby congratulate and thank Supervisor Frank Thomas for his two-plus decades of exemplary service, and we ask residents and visitors to wish him a healthy, happy retirement and join us in offering our gratitude for his years of service to all who live in and visit Warren County and Stony Creek.

DATED: DECEMBER 19, 2025



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

Warren County Board of Supervisors

Proclamation

WHEREAS, Lake Luzerne Town Supervisor Gene Merlino's career in public service in Warren County began in 1993, with appointment to the Lake Luzerne Town Planning Board, followed shortly thereafter by an appointment to the Lake Luzerne Town Board, and

WHEREAS, In 2005, Supervisor Merlino won election to his first term as Lake Luzerne Town Supervisor, a position that began a career of tireless service to the residents of Lake Luzerne and Warren County as supervisor for 20 years, and

WHEREAS, During his tenure, Supervisor Merlino was available 24 hours a day, 7 days a week. He quickly identified a need to upgrade Lake Luzerne Town Hall and improve services to seniors in town, leading to his steering of a \$1 million project that constructed a new Lake Luzerne Town Hall/Senior Center on Lake Avenue with no local debt, creating a blueprint for other communities, and

WHEREAS, Supervisor Merlino, a U.S. Marine for five years in his 20s, was also credited with improving town roads and bridges, fully equipping the town Department of Public Works and helping the town oversee a bi-county emergency medical services agency that serves residents well in an era of EMS staffing shortages, and

WHEREAS, In addition to his time as the town chief executive officer, Supervisor Merlino and wife Linda operated the iconic Lamplight Inn Bed & Breakfast in Lake Luzerne for decades, serving as ambassadors for the town and region and immersing themselves in the local hospitality community, and

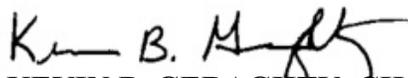
WHEREAS, Supervisor Merlino served as President of the Lake Luzerne Chamber of Commerce, founder of the Adirondaack Bed & Breakfast Association, board member for the South Warren Snowmobile Club and more, and

WHEREAS, His knowledge of the hospitality industry was instrumental in the strengthening of Warren County's tourism economy, as he chaired the Warren County Board of Supervisors Tourism Committee and Occupancy Tax Coordination Committee for years, resulting in a lifetime achievement award from the Lake George Regional Chamber of Commerce and CVB, and

WHEREAS, Supervisor Merlino has long been viewed as a common sense, steady hand, get-things-done leader both on the Warren County Board of Supervisors and Lake Luzerne Town Board, so be it

RESOLVED, that the Warren County Board of Supervisors does hereby congratulate and thank Supervisor Gene Merlino for his decades of exemplary service, and we ask residents and visitors to join us in wishing him a long, healthy retirement while we offer our gratitude for his decades of hard work on behalf of the Town of Lake Luzerne and Warren County.

DATED: DECEMBER 19, 2025



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

Warren County Board of Supervisors

Proclamation

WHEREAS, in the wake of the devastation from World War II, leaders from around the world came together with a shared vision to promote a safer future for all nations by securing and advancing the human rights of everyone, everywhere, and

WHEREAS, on December 10, 1948, thanks to the moral leadership and service of Eleanor Roosevelt as the first Chairperson of the Commission on Human Rights, the world took an enormous step forward with the creation of the Universal Declaration of Human Rights (UDHR), and

WHEREAS, the UDHR enshrines the human rights and fundamental freedoms inherent in all people, regardless of race, location or orientation, and is a foundational document that proclaims a truth too often overlooked or ignored that "all human beings are born free and equal in dignity and rights," and

WHEREAS, from the root of this universal ideal has sprung transformational human rights treaties and a global commitment to advance equality and dignity for all as the foundation of freedom, peace and justice, and

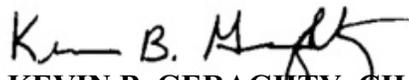
WHEREAS, as a world we have yet to achieve this goal, and we must continue our efforts to bend the arc of history closer to justice and the shared values that the UDHR enshrines just as we advocated for the recognition of universal human rights following World War II; we must commit today to advancing the human rights of all people leading by example, and keeping in mind the words of Reverend Dr. Martin Luther King, Jr., who said "injustice anywhere is a threat to justice everywhere," now, therefore, be it

RESOLVED, that I, Kevin B. Geraghty, Chairman of the Board of Supervisors, do hereby proclaim December 2025 to be

HUMAN RIGHTS MONTH

in Warren County, and encourage all Warren County residents to observe with appropriate observances, not only this month, but during those to come, as well.

DATED: DECEMBER 19, 2025



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

Warren County Board of Supervisors

Proclamation

WHEREAS, the U.S. Federal Trade Commission received over 6 million identity theft complaints in 2024, with more than 20% of U.S. residents have reported being victim of some type of identity theft crime during their lifetime, and

WHEREAS, financial losses from identity theft in 2024 amounted to over \$12 billion, a 24% increase from the year before, and

WHEREAS, it can be difficult to completely protect all of our personal information, as oftentimes personal information can be stolen through cybercrime and hacking from organizations that lawfully obtained this information, and

WHEREAS, there are steps we as citizens can take to lessen the chances of being victims if identity theft, such as using secure passwords, enabling two-factor identification on devices, destroying sensitive information when it is in print form and updating computer systems and security software, and

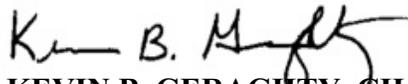
WHEREAS, the Federal Trade Commission's website at www.consumer.ftc.gov provides in-depth resources and guidance for preventing identity theft and responding to it if it occurs, therefore, be it

RESOLVED, that I, Kevin B. Geraghty, Chairman of the Warren County Board of Supervisors, do hereby proclaim December 2025 to be

IDENTITY THEFT AWARENESS AND PREVENTION MONTH

in Warren County, and encourage all Warren County residents to take precautions to secure financial records and safeguard their personal information to lessen the chances of being victimized, not only during the month of December, but throughout the rest of the year, as well.

DATED: DECEMBER 19, 2025



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

Warren County Board of Supervisors

Proclamation

WHEREAS, in 2023, more than 13,300 lives were lost because of alcohol- and drug-impaired driving, causing avoidable tragedies that leave deep holes in families and communities, and

WHEREAS, driving while impaired by any substance - legal or illegal - is dangerous. Alcohol, illicit drugs, and even over-the-counter and prescription medications can impair a driver's judgement, decrease motor coordination, and slow the reaction time necessary to safely operate a motor vehicle, and

WHEREAS, during National Impaired Driving Prevention Month each December, we reaffirm our commitment to preventing impaired driving and we remember the victims of these actions and honor their memory by making the responsible decision to drive sober and ensure that others do the same, and

WHEREAS, during this observation, we must also share our appreciation for the law enforcement officers who risk their lives each day to keep our communities safe while keeping impaired drivers off our roadways; those in our justice system who advocate for victims impacted by impaired driving; and health care and substance abuse treatment specialists who treat those with alcohol and substance abuse related conditions, and

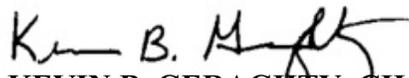
WHEREAS, the Board of Supervisors values the lives of all Warren County citizens and hopes that raising awareness on the impacts of impaired driving will reduce the number of these avoidable tragedies, now, therefore, be it

RESOLVED, that I, Kevin B. Geraghty, Chairman of the Warren County Board of Supervisors, do hereby proclaim December 2025 to be

IMPAIRED DRIVING PREVENTION MONTH

in Warren County, and encourage all Warren County residents to support efforts that will increase community awareness, understanding and action to address impaired driving in our community, not only during the month of December, but throughout the rest of the year, as well.

DATED: DECEMBER 19, 2025



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

Warren County Board of Supervisors

RESOLUTION NO. 464 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:

FROM CODE		TO CODE		AMOUNT
<u>DEPARTMENT: BUILDING CODE ENFORCEMENT</u>				
A.3620 130	Building & Fire Code, Salaries-Part Time	A.3620 860	Building & Fire Code, Hospitalization	\$24,000.00
A.3620 130	Salaries-Part Time	A.3620 865	Dental Insurance	600.00
<u>DEPARTMENT: COUNTRYSIDE ADULT HOME</u>				
A.6030 110	Countryside Adult Home, Salaries-Regular	A.6030 120	Countryside Adult Home, Salaries-Overtime	20,000.00
A.6030 850	Unemployment Insurance	A.6030 120		5,000.00
<u>DEPARTMENT: HUMAN RESOURCES</u>				
A.1435 130	Human Resources, Salaries-Part Time	A.1435 120	Human Resources, Salaries-Overtime	2,500.00
<u>DEPARTMENT: PUBLIC WORKS</u>				
A.1628 470	Waste Management Containment, Contract	A.1628 130	Waste Management Containment, Salaries-Part Time	318.46
A.1628 470		A.1628 130		4,000.00

FROM CODE		TO CODE		AMOUNT
 <u>DEPARTMENT: SHERIFF</u>				
A.3020 110	Sheriff's 911 Center, Salaries-Regular	A.3110 120	Sheriff's Law Enforcement, Salaries- Overtime	\$30,000.00
A.3150 110	Sheriff's Correction Division, Salaries- Regular	A.3110 120		125,000.00
 <u>DEPARTMENT: SOCIAL SERVICES</u>				
A.6010 110	Social Services, Salaries- Regular	A.6140 470	Home Relief, Contract	300,000.00
 <u>DEPARTMENT: TOURISM</u>				
A.6417.0001 130	Tourism/Occupancy, Tourism, Salaries-Part Time	A.6417.0001 120	Tourism/Occupancy, Tourism, Salaries- Overtime	1,000.00
A.6417.0001 130		A.6417.0001 860	Hospitalization	1,028.33
 <u>DEPARTMENT: SPECIAL ITEMS</u>				
A.1990 469	Contingent Account, Other Payments/ Contributions	A.3510 470	Control of Animals, Contract	25,000.00

Warren County Board of Supervisors

RESOLUTION NO. 465 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>
DEPARTMENT: COUNTY CLERK		
<u>ESTIMATED REVENUE</u>		
A.1410 1256.01	County Clerk, Additional Mortgage Tax	\$143,000.00
<u>APPROPRIATIONS</u>		
A.1410 470	County Clerk, Contract	143,000.00
DEPARTMENT: COUNTY FACILITIES		
<u>ESTIMATED REVENUE</u>		
A.1628 2650	Waste Management Containment, Sale Scrap & Excess Material	24,865.90
A.5610.2002	Airport (D.P.W.), Donation Bed-Tax	15,873.00
<u>APPROPRIATIONS</u>		
A.1628 260	Waste Management Containment, Other Equipment	24,865.90
A.5610 120	Airport (D.P.W.), Salaries-Overtime	12,533.00
A.5610 810	Retirement	2,450.00
A.5610 830	Social Security	721.00
A.5610 831	Medicare Contribution	169.00
DEPARTMENT: OFFICE OF COMMUNITY SERVICES		
<u>ESTIMATED REVENUE</u>		
A.4320.0120 3490	Mental Health Programs, Mental Health Association, Mental Health	9,371.00

<u>CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
DEPARTMENT: OFFICE OF COMMUNITY SERVICES - cont.		

ESTIMATED REVENUE

A.4320.0165 3490	Mental Health Programs, Parsons Child & Family, Mental Health	\$20,396.00
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APPROPRIATIONS

A.4320.0120 470	Mental Health Programs, Mental Health Association, Contract	9,371.00
A.4320.0165 470	Parsons Child & Family, Contract	20,396.00

DEPARTMENT: OFFICE FOR THE AGING

ESTIMATED REVENUE

A.6772 3787	OFA-Warren County, OFA Unmet Need	330,000.00
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DEPARTMENT: PUBLIC DEFENDER

ESTIMATED REVENUE

A.1171.4200.3045	Public Defender, Counsel at First Appearance, Office of Indigent Legal Services	1,700.00
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APPROPRIATIONS

A.1171.4200 860	Public Defender, Counsel at First Appearance, Hospitalization	1,700.00
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DEPARTMENT: SHERIFF

ESTIMATED REVENUE

A.3120.1002 2260	School Resources Officers, Queensbury School District, Public Safety-Other Govt	5,000.00
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APPROPRIATIONS

A.3120.1002 120	School Resources Officers, Queensbury School District, Salaries-Overtime	5,000.00
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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. 466 OF 2025

RESOLUTION INTRODUCED BY SUPERVISORS BRUNO, GERACI, CONOVER, DIAMOND, STROUGH, ETU AND THOMAS

AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION/NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR GRANT FUNDING TO SUPPORT THE NORTHERN AIRCRAFT APRON AND TAXIWAY B RECONSTRUCTION (CONSTRUCTION)

WHEREAS, the Superintendent of Public Works requested, and the County Facilities Committee agreed, to execute an application to the Federal Aviation Administration/New York State Department of Transportation, 1 Aviation Plaza, Room 111, Jamaica, New York 11434, for grant funding in an amount not to exceed Three Million Dollars (\$3,000,000), with a 2.5% local match of not more than Seventy-Five Thousand Dollars (\$75,000), to support the Northern Aircraft Apron and Taxiway B Reconstruction (Construction) at the Warren County (Floyd Bennett Memorial) Airport, with a term to be determined, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an application to the Federal Aviation Administration/New York State Department of Transportation, 1 Aviation Plaza, Room 111, Jamaica, New York 11434, in an amount not to exceed Three Million Dollars (\$3,000,000), with a 2.5% local match of not more than Seventy-Five Thousand Dollars (\$75,000), for grant funding to support the Northern Aircraft Apron and Taxiway B Reconstruction (Construction), with a term to be determined, 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 grant 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 the grant, 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 related grant extensions, in a form approved by the County Attorney without the need for further Board resolution.

Warren County Board of Supervisors

RESOLUTION NO. 467 OF 2025

RESOLUTION INTRODUCED BY SUPERVISORS BRUNO, GERACI, CONOVER, DIAMOND, STROUGH, ETU AND THOMAS

AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION/NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR GRANT FUNDING FOR THE ACQUISITION OF SNOW REMOVAL EQUIPMENT (SWEEPER)

WHEREAS, the Superintendent of Public Works requested, and the County Facilities Committee agreed, to execute an application to the Federal Aviation Administration/New York State Department of Transportation, 1 Aviation Plaza, Room 111, Jamaica, New York 11434, for grant funding in an amount not to exceed One Million Dollars (\$1,000,000), with a 2.5% local match of not more than Twenty-Five Thousand Dollars (\$25,000), for the Acquisition of Snow Removal Equipment (Sweeper) at the Warren County (Floyd Bennett Memorial) Airport, with a term to be determined, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an application to the Federal Aviation Administration/New York State Department of Transportation, 1 Aviation Plaza, Room 111, Jamaica, New York 11434, for grant funding in an amount not to exceed One Million Dollars (\$1,000,000), with a 2.5% local match of not more than Twenty-Five Thousand Dollars (\$25,000), for the Acquisition of Snow Removal Equipment (Sweeper) at the Warren County (Floyd Bennett Memorial) Airport, with a term to be determined, 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 grant 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 the grant, 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 related grant extensions, in a form approved by the County Attorney without the need for further Board resolution.

Warren County Board of Supervisors

RESOLUTION NO. 468 OF 2025

RESOLUTION INTRODUCED BY SUPERVISORS BRUNO, GERACI, CONOVER, DIAMOND, STROUGH, ETU AND THOMAS

AMENDING RESOLUTION NO. 487 OF 2023, WHICH AUTHORIZED AN AGREEMENT WITH THE STATE OF NEW YORK UNIFIED COURT SYSTEM FOR COURT CLEANING AND MINOR REPAIR TO COURT FACILITIES, TO INCREASE THE NOT TO EXCEED AMOUNT, CHANGE THE TERMINATION DATE AND RATIFY THE ACTIONS OF THE CHAIR OF THE BOARD REGARDING EXECUTION OF THE AGREEMENT

WHEREAS, pursuant to Resolution No. 487 of 2023, the Warren County Board of Supervisors authorized an agreement with the State of New York Unified Court System for court cleaning and minor repair to court facilities, for an amount not to exceed Two Hundred Ninety-Seven Thousand Five Hundred Twenty-Three Dollars (\$297,523), for a term commencing April 1, 2023 and terminating March 31, 2028, and

WHEREAS, the Superintendent of the Department of Public Works requested, and the County Facilities Committee agreed, to amend the agreement to increase the not to exceed amount to Three Hundred Seventy-Five Thousand Dollars (\$375,000) per year, to change the termination date to continuing unless terminated upon thirty (30) days written notice by either party, and

WHEREAS, the Chair of the Board of Supervisors executed the agreement prior to the December 19, 2025 Board of Supervisors Meeting, now, therefore, be it

RESOLVED, that the actions of the Chairman of the Board of Supervisors be, and hereby are, ratified with regards to execution of an agreement with the State of New York Unified Court System, 65 South Broadway, Suite 101, Saratoga Springs, New York 12866, for an amount not to exceed Three Hundred Seventy-Five Thousand Dollars (\$375,000) per year, for a term commencing April 1, 2023 and continuing unless terminated upon thirty (30) days written notice by either party, and be it further

RESOLVED, that other than the changes set forth herein, all other terms and conditions of Resolution No. 487 of 2023 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 469 OF 2025

RESOLUTION INTRODUCED BY SUPERVISORS BRUNO, GERACI, CONOVER, DIAMOND, STROUGH, ETU AND THOMAS

ADOPTING AMENDED FEE SCHEDULE FOR THE FIRE PREVENTION & BUILDING CODE ENFORCEMENT DEPARTMENT WITHIN WARREN COUNTY

WHEREAS, the Warren County Board of Supervisors adopted an updated fee schedule for the Fire Prevention & Building Code Enforcement Department within Warren County by Resolution No. 277 of 2022, which has been updated by many subsequent resolutions, and

WHEREAS, the Administrator of the Fire Prevention & Building Code Enforcement Department presented to the County Facilities Committee data comparing the inspection and building permit fees charged by Warren County to those of other surrounding municipalities, and

WHEREAS, the County Facilities Committee reviewed the comparison data and made certain changes to the fees listed and recommends that the same be advanced to the full Board of Supervisors for consideration, now, therefore, be it

RESOLVED, that the attached fee schedule for the Fire Prevention & Building Code Enforcement Department within Warren County, be, and hereby is, adopted as the official fee schedule effective January 1, 2026, and be it further

RESOLVED, that any and all prior fee schedules, Resolutions or parts thereof inconsistent with the annexed are hereby repealed effective January 1, 2026.

RESOLUTION No. 469 OF 2025

SCHEDULE "A"

WARREN COUNTY DEPARTMENT OF FIRE PREVENTION & BUILDING CODE ENFORCEMENT

1340 State Route 9
Lake George, NY 12845
518 761-6542

FEE SCHEDULE

EFFECTIVE JANUARY 1, 2026

(All fees figured to the nearest dollar)

Table with 2 columns: Description and Fee. Categories include ONE AND TWO FAMILY DWELLINGS, RESIDENTIAL AMENDMENT, RESIDENTIAL GARAGES, POLE BARNS & STORAGE SHEDS, MANUFACTURED HOMES, COMMERCIAL, DEMOLITION, SWIMMING POOLS, SOLAR, SOLID FUEL BURNING DEVICE, SEPTIC PERMITS, FIRE SAFETY INSPECTIONS, TEMPORARY CERTIFICATE OF OCCUPANCY, PERMIT RENEWAL FEES, CERTIFICATE OF OCCUPANCY/VIOLATION SEARCH, and FEE FOR BUILDING WITHOUT PERMIT.

Warren County Board of Supervisors

RESOLUTION NO. 470 OF 2025

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

AUTHORIZING AGREEMENT WITH WEST PUBLISHING CORPORATION, A THOMSON REUTERS ENTERPRISE CENTRE GMBH, FOR A LAW LIBRARY RESEARCH SYSTEM SUBSCRIPTION FOR THE ASSIGNED COUNSEL OFFICE AND PANEL MEMBERS ON THE MAJOR FELONY AND THE HOMICIDE AND PREDATORY SEXUAL ASSAULT PANELS

WHEREAS, the Assigned Counsel Administrator requested, and the Criminal Justice, Public Safety and Emergency Services Committee agreed, to enter into an agreement with West Publishing Corporation, a Thomson Reuters Enterprise Centre GmbH, in an amount not to exceed Three Hundred Forty-Three Dollars and Seven Cents (\$343.07) per month, for a total amount not to exceed Four Thousand One Hundred Sixteen Dollars and Eighty-Four Cents (\$4,116.84), for a law library research system subscription for the Assigned Counsel Office and Panel Members on the Major Felony and the Homicide and Predatory Sexual Assault Panels, over a term commencing January 1, 2026 and terminating December 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 agreement with West Publishing Corporation, a Thomson Reuters Enterprise Centre GmbH, 610 Opperman Drive, Minneapolis, Minnesota 55123, in an amount not to exceed Three Hundred Forty-Three Dollars and Seven Cents (\$343.07) per month, for a total amount not to exceed Four Thousand One Hundred Sixteen Dollars and Eighty-Four Cents (\$4,116.84), for a law library research system subscription, over a term commencing January 1, 2026 and terminating December 31, 2026, in a form approved by the County Attorney, and be it further

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

Warren County Board of Supervisors

RESOLUTION NO. 471 OF 2025

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

AUTHORIZING AGREEMENT WITH EMERGENCY VEHICLE UPFITTERS TO PROVIDE VEHICLE EQUIPMENT INSTALLATION SERVICES FOR THE OFFICE OF EMERGENCY SERVICES

WHEREAS, the Director of Emergency Services requested, and the Criminal Justice, Public Safety & Emergency Services Committee agreed, to enter into an agreement with Emergency Vehicle Upfitters to provide vehicle equipment installation services for the Office of Emergency Services, at a rate of Ninety-Three Dollars (\$93) per hour, for an amount not to exceed Nineteen Thousand Dollars (\$19,000) per year, for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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 Emergency Vehicle Upfitters, P.O. Box 711, Glens Falls, New York 12801, to provide vehicle equipment installation services for the Office of Emergency Services, at a rate of Ninety-Three Dollars (\$93) per hour, for an amount not to exceed Nineteen Thousand Dollars (\$19,000) per year, for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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. 472 OF 2025

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

ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH TETRA TECH, INC. TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY PLANNING, TRAINING AND EXERCISE (WC 44-25)

WHEREAS, the Purchasing Agent requested proposals to provide Warren County with Assistance in Emergency Planning, Training and Exercise (WC 44-25), and

WHEREAS, the proposals were opened on October 9, 2025 and the Director of the Office of Emergency Services recommended, and the Criminal Justice, Public Safety & Emergency Services Committee agreed, to award the agreement to Tetra Tech, Inc., 8 Southwoods Blvd., Albany, NY 12208, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Tetra Tech, Inc., 8 Southwoods Blvd., Albany, NY 12208 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 Tetra Tech, Inc. at the hourly and over-time rates stated in the proposal, to provide Warren County with Assistance in Emergency Planning, Training and Exercise, pursuant to the terms and provisions of the bid documents and proposal (WC 44-25), for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from various Office of Emergency Services budget codes.

Warren County Board of Supervisors

RESOLUTION NO. 473 OF 2025

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

ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH TETRA TECH, INC. TO PROVIDE WARREN COUNTY WITH ASSISTANCE IN EMERGENCY RESPONSE, DEBRIS MONITORING SERVICES AND COST RECOVERY (WC 45-25)

WHEREAS, the Purchasing Agent requested proposals to provide Warren County with Assistance in Emergency Response, Debris Monitoring Services and Cost Recovery (WC 45-25), and

WHEREAS, the proposals were opened on October 9, 2025 and the Director of the Office of Emergency Services recommended, and the Criminal Justice, Public Safety & Emergency Services Committee agreed, to award the agreement to Tetra Tech, Inc., 8 Southwoods Blvd., Albany, NY 12208, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Tetra Tech, Inc., 8 Southwoods Blvd., Albany, NY 12208 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 Tetra Tech, Inc. at the hourly and over-time rates stated in the proposal to provide Warren County with Assistance in Emergency Response, Debris Monitoring Services and Cost Recovery, pursuant to the terms and provisions of the bid documents and proposal (WC 45-25), for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from various Office of Emergency Services budget codes.

Warren County Board of Supervisors

RESOLUTION NO. 474 OF 2025

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

APPOINTING/RE-APPOINTING MEMBERS OF WARREN COUNTY EMS ADVISORY BOARD FOR THE OFFICE OF EMERGENCY SERVICES

WHEREAS, the terms of the certain members of the Warren County EMS Advisory Board expire on December 31, 2025 and the Director of the Warren County Office of Emergency Services has made recommendations for the appointment/re-appointment of members for the term requested and the Criminal Justice, Public Safety & Emergency Services Committee agreed to the appointments, now, therefore, be it

RESOLVED, that pursuant to the recommendations of the Director of the Warren County Office of Emergency Services, the following persons be, and hereby are, appointed/re-appointed as members of the Warren County EMS Advisory Board for the term requested:

<u>NAME</u>	<u>AGENCY</u>	<u>TERM</u>
<u>VOTING MEMBERS:</u>		
Eric Catalfamo	Luzerne EMS	1/1/2026 - 12/31/2026
Kevin Fusco	Johnsburg EMS	1/1/2026 - 12/31/2026
Jodi Bartlett	Warrensburg EMS	1/1/2026 - 12/31/2026
Jake Saur-Jones	North Warren EMS	1/1/2026 - 12/31/2026
Micki Guy	Glens Falls Fire Department	1/1/2026 - 12/31/2026
Jim Cross	Bolton EMS	1/1/2025 - 12/31/2026
Travis Howe	Lake George EMS	1/1/2025 - 12/31/2026
Arron Barney	West Glens Falls EMS	7/18/2025 - 12/31/2026
Peter LaGrasse	Stony Creek EMS	1/1/2025 - 12/31/2026
Shane Irwin	Queensbury EMS	1/1/2025 - 12/31/2026
Donna Trudeau	Hague EMS	1/1/2025 - 12/31/2026
<u>NON-VOTING MEMBERS:</u>		
Ann Marie Mason	Director of OES, Warren County	1/1/2026 - 12-31/2026
Ashley Rivers	Deputy Director of OES, Warren County	1/1/2026 - 12/31/2026
Patrick Mellon	EMS Coordinator, Warren County	1/1/2026 - 12/31/2026
Jack Tims	Deputy EMS Coordinator, Warren County	1/1/2026 - 12/31/2026
Scott Stone	Deputy EMS Coordinator, Warren County	1/1/2026 - 12/31/2026
Mark DeSimone	Deputy EMS Coordinator, Warren County	1/1/2026 - 12/31/2026
Ralph Bartlett	Fire Coordinator, Warren County	1/1/2026 - 12/31/2026
Dr. Tom Williams	ER Doctor/Medical Director, GFH	1/1/2026 - 12/31/2026
Laura Stebbins	Director of Emergency Preparedness, GFH	1/1/2026 - 12/31/2026
Ginelle Jones	Director of Public Health, Warren County	1/1/2026 - 12/31/2026
Derrick Helms	Communications Supervisors, WCSO	1/1/2026 - 12/31/2026

Warren County Board of Supervisors

RESOLUTION NO. 475 OF 2025

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

AMENDING RESOLUTION NO. 158 OF 2024, WHICH AUTHORIZED AN AGREEMENT WITH KMG MONITORING SERVICES FOR ELECTRONIC MONITORING SERVICES FOR THE WARREN COUNTY PROBATION DEPARTMENT, TO INCREASE THE NOT TO EXCEED AMOUNT

WHEREAS, pursuant to Resolution No.158 of 2024, the Warren County Board of Supervisors authorized an amendment agreement (previous authorized by Resolution No. 84 of 2024) with KMG for electronic monitoring services for the Warren County Probation Department (WC 14-24), for a term commencing April 1, 2024 and terminating March 31, 2025, with the option for two (2) additional one (1) year terms, upon mutual agreement of the parties, at a cost of One Thousand Four Hundred Forty-Five Dollars (\$1,145) per month for 40 days of coverage per month, with any coverage days greater than 40 days per month to be billed at a rate of Thirty-Six Dollars (\$36) per day, per youth and court attendance billed at Fifty Dollars (\$50) per hour, for a total amount not to exceed Seventy Thousand Dollars (\$70,000) per year, and

WHEREAS, the Director of Probation requested, and the Criminal Justice, Public Safety & Emergency Services Committee agreed, to increase the not to exceed amount from Seventy Thousand Dollars (\$70,000) per year to One Hundred Twenty-Five Thousand Dollars (\$125,000) per year, for a term commencing April 1, 2025 and terminating March 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 KMG Monitoring Services, 9 Cranberry Lane, Queensbury, New York 12804, to increase the not to exceed amount to One Hundred Twenty-Five Thousand Dollars (\$125,000) per year, for a term commencing April 1, 2025 and terminating March 31, 2026, and each term thereafter, 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. 84 of 2024 and 158 of 2024 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 476 OF 2025

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

AMENDING RESOLUTION NO. 353 OF 2025, AUTHORIZING A LEASE AGREEMENT WITH 333 GLEN STREET ASSOCIATES, LLC TO PROVIDE OFFICE SPACE FOR THE PUBLIC DEFENDER'S OFFICE, TO INCLUDE JANITORIAL SERVICES; CHANGE THE COMMENCEMENT AND TERMINATION DATES; AND INCREASE THE ANNUAL RENT TO INCLUDE ADDITIONAL SQUARE FOOTAGE

WHEREAS, pursuant to Resolution No. 353 of 2025, the Warren County Board of Supervisors authorized a five (5) year lease agreement with 333 Glen Street Associates, LLC, for approximately 4,295 square feet of office space located on the ninth floor of 333 Glen Street, Glens Falls, New York 12801, at the cost described below:

YEAR	ANNUAL RENT	MONTHLY RENT
11/1/2025 - 10/31/2026	\$70,863.05	\$5,905.25
11/1/2026 - 10/31/2027	\$70,863.05	\$5,905.25
11/1/2027 - 10/31/2028	\$70,863.05	\$5,905.25
11/1/2028 - 10/31/2029	\$71,925.99	\$5,993.83
11/1/2029 - 10/31/2030	\$73,004.88	\$6,083.74

and

WHEREAS, the Public Defender requested and the Criminal Justice, Public Safety & Emergency Services Committee agreed to amend the lease agreement to include janitorial services for an amount not to exceed Seven Hundred Fifty Dollars (\$750) per month and change the commencement and termination dates and increase the annual rent to include an additional 500 square feet as described below:

YEAR	ANNUAL RENT	MONTHLY RENT
1/1/2026 - 12/31/2026	\$70,863.00	\$5,905.25
1/1/2027 - 12/31/2027	\$79,932.60	\$6,661.05
1/1/2028 - 12/31/2028	\$79,932.60	\$6,661.05

RESOLUTION No. 476 OF 2025

PAGE 2 OF 2

1/1/2029 - 12/31/2029	\$81,498.48	\$6,791.54
1/1/2030 - 12/31/2030	\$82,354.92	\$6,862.91

now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an amended lease agreement with 333 Glen Street Associates, LLC, 333 Glen Street, Suite 901, Glens Falls, New York 12801, as described in the preambles of this resolution, 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. 353 of 2025 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 477 OF 2025

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

AWARDING BID AND AUTHORIZING AGREEMENT WITH CAPITAL DIGITRONICS, INCORPORATED FOR PREVENTATIVE MAINTENANCE AND SERVICE CONTRACT FOR WARREN COUNTY COMMUNICATION EQUIPMENT (WC 49-25)

WHEREAS, the Purchasing Agent has advertised for sealed bids for Preventative Maintenance and Service Contract for Warren County Communication Equipment (WC 49-25), and

WHEREAS, the bids were opened on November 6, 2025 and the Sheriff recommended, and the Criminal Justice, Public Safety & Emergency Services Committee agreed, to award the agreement to Capital Digitronics, Incorporated, 264 Bradford Street, Albany, New York 12206, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Capital Digitronics, Incorporated, 264 Bradford Street, Albany, New York 12206, of the acceptance of its bid, 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 Capital Digitronics, Incorporated relative to Preventative Maintenance and Service Contract for Warren County Communication Equipment, pursuant to the terms and provisions of the bid documents and proposal, as defined in the attached Schedule "A," (WC 49-25), for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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.3020 470 Sheriff's 911 Center, Contract.

BID NO: WC 49-25 ITEM(S): PREVENTATIVE MAINTENANCE AND SERVICE CONTRACT FOR WARREN COUNTY COMMUNICATION EQUIPMENT DATE: NOVEMBER 6, 2025 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER Capital Digitronics, Inc. Attn: Thomas McCabe 264 Bradford Street Albany, NY 12206 Ph: 518-449-3366 Fax: 518-449-3369	NAME & ADDRESS OF BIDDER H&H Telecom Construction, Inc. Attn: Bellal Hossain 118-35 Queens Blvd. Suite 400 Forest Hills, NY 11375 Ph: 347-754-3491
DESCRIPTION OF ITEM	BID PRICE	BID PRICE
YEAR 2026	\$158,208.00	\$719,250.00
LABOR RATES:	HOURLY RATE	HOURLY RATE
STRAIGHT TIME (Including in-shop repairs/ service):	\$145.00	\$225.00
OVERTIME/WEEKENDS:	\$217.50	\$337.50
HOLIDAYS:	\$217.50	\$450.00
REPAIRS ON COMMUNICATION TOWERS:	\$195.00	\$225.00
MARK-UP ABOVE COST FOR OVERHEAD & PROFIT:	PERCENTAGE	PERCENTAGE
MATERIAL & PARTS SUPPLIED TO COMPLETE WORK:	25%	20%
EQUIPMENT TO BE INSTALLED AS PART OF WORK:	25%	20%
FACTORY SERVICE FOR PORTABLE / MOBILE RADIOS, MODULES:	25%	20%
EXCLUSIONS:	Weather related or weather damaged components.	We will maintain two teams on 24/7/365 standby to manage service calls upto tow sites simultaneously. Any third service call will be attended to as soon as one of the ongoing jobs is complete.
BID AWARDED TO:		
<input checked="" type="checkbox"/> JULIE A. BUTLER, PURCHASING AGENT	RESOLUTION NO. XX OF 2025	
TERM OF BID: January 1, 2026 through December 31, 2026		

Warren County Board of Supervisors

RESOLUTION NO. 478 OF 2025

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

AWARDING BID AND AUTHORIZING AGREEMENT WITH WARREN TIRE SERVICE CENTER, INC. FOR VARIOUS WARREN COUNTY DEPARTMENTS (WC 51-25)

WHEREAS, the Purchasing Agent has advertised for sealed bids for Routine Maintenance of Vehicles for various Warren County Departments (WC 51-25), and

WHEREAS, the bids were opened on November 13, 2025 and the Sheriff recommended and the Criminal Justice, Public Safety & Emergency Services Committee agreed to award the agreement to Warren Tire Service Center, Inc., 4 Highland Avenue, Queensbury, New York 12804, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Warren Tire Service Center, Inc., 4 Highland Avenue, Queensbury, New York 12804 of the acceptance of its bid, 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 Warren Tire Service Center, Inc. relative to Routine Maintenance of Vehicles for various Warren County Departments, pursuant to the terms and provisions of the bid documents and proposal (WC 51-25), as defined in the attached Scheduled "A," for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for one (1) additional one (1) year term upon the same terms and conditions and upon mutual agreement of the parties, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from various Departmental budget codes.

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>AWARDED TO:</p>	<p>TERM: JANUARY 1, 2026 THROUGH DECEMBER 31, 2026</p>	
<p>RESOLUTION NO.:</p>	<p>✓ JULIE A. BUTLER, PURCHASING AGENT</p>	
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #1 - Lube, Oil and Filter Service</p>		
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$50.95</p>	<p>\$84.95</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$159.95</p>	<p>\$169.95</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$59.95</p>	<p>\$84.95</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$59.95</p>	<p>\$84.95</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$59.95</p>	<p>\$84.95</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>\$69.95</p>	<p>\$84.95</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$69.95</p>	<p>\$84.95</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$59.95</p>	<p>\$74.95</p>

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #1 - Lube, Oil and Filter Service - Continued</p>		
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2018 Ford Police Interceptor V6 AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$69.95</p>	<p>\$84.95</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$69.95</p>	<p>\$74.95</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$80.95</p>	<p>\$109.95</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$50.95</p>	<p>\$74.95</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>

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<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #1 - Lube, Oil and Filter Service - Continued</p>		
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$80.95</p>	<p>\$84.95</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$69.95</p>	<p>\$84.95</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$59.95</p>	<p>\$84.95</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$80.95</p>	<p>\$84.95</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$59.95</p>	<p>\$89.95</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$50.95</p>	<p>\$84.95</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$50.95</p>	<p>\$84.95</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$59.95</p>	<p>\$84.95</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$69.95</p>	<p>\$89.95</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$80.95</p>	<p>\$89.95</p>
<p>2025 Nissan Altima AWD</p>	<p>\$59.95</p>	<p>\$74.95</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #2 - Transmission Service</p>		
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$199.00</p>	<p>\$299.95</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2104 Ford Taurus Sedan V6 FWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$199.00</p>	<p>\$749.95</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$199.00</p>	<p>\$749.95</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #2 - Transmission Service - Continued</p>		
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$199.00</p>	<p>\$749.95</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$199.00</p>	<p>\$264.95</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$199.00</p>	<p>\$299.95</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$199.00</p>	<p>\$449.95</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$199.00</p>	<p>\$449.95</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$199.00</p>	<p>\$449.95</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$199.00</p>	<p>\$449.95</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #2 - Transmission Service - Continued</p>		
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$199.00</p>	<p>\$440.00</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$199.00</p>	<p>\$449.95</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$199.00</p>	<p>\$749.95</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$199.00</p>	<p>\$199.95</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$199.00</p>	<p>\$449.95</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$199.00</p>	<p>\$440.00</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$199.00</p>	<p>\$229.95</p>
<p>2025 Nissan Altima AWD</p>	<p>\$199.00</p>	<p>\$229.95</p>
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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$129.00</p>	<p>\$149.95</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #3 - Front Disk Brakes (LABOR) - Continued</p>		
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$129.00</p>	<p>\$149.95</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #3 - Front Disk Brakes (LABOR) - Continued</p>		
<p>2021 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2025 Nissan Altima AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #4 - Rear Disk Brakes (LABOR)</p>		
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$129.00</p>	<p>\$169.95</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$139.95</p>

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<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #4 - Rear Disk Brakes (LABOR) - Continued</p>		
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$129.00</p>	<p>\$169.95</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #4 - Rear Disk Brakes (LABOR) - Continued</p>		
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$129.00</p>	<p>\$139.95</p>
<p>2025 Nissan Altima AWD</p>	<p>\$129.00</p>	<p>\$139.95</p>
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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$129.00</p>	<p>\$399.95</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$119.95</p>

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<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #5 - Front End Alignment - Continued</p>		
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$129.00</p>	<p>\$399.95</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>

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<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #5 - Front End Alignment - Continued</p>		
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$129.00</p>	<p>\$119.95</p>
<p>2025 Nissan Altima AWD</p>	<p>\$129.00</p>	<p>\$119.95</p>
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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$129.00</p>	<p>\$149.95</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #6 - Computer Diagnostic - Continued</p>		
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$129.00</p>	<p>\$149.95</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #6 - Computer Diagnostic - Continued</p>		
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$129.00</p>	<p>\$129.95</p>
<p>2025 Nissan Altima AWD</p>	<p>\$129.00</p>	<p>\$129.95</p>
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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #7- Tire Change</p>		
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$20.00 each</p>	<p>\$45.00 each</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #7- Tire Change - Continued</p>		
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$20.00 each</p>	<p>\$45.00 each</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER</p>	<p>NAME & ADDRESS OF BIDDER</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #7- Tire Change - Continued</p>		
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p>2025 Nissan Altima AWD</p>	<p>\$20.00 each</p>	<p>\$20.00 each</p>
<p></p>	<p></p>	<p></p>
<p></p>	<p></p>	<p></p>

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #8 - Labor Charges for all other services not included above</p>		
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$129.00/hr</p>	<p>\$145.00/hr</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2015 Ford F-250 V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>

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<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #8 - Labor Charges for all other services not included above - Continued</p>		
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2019 Ford Taurus Sedan V6 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$145.00/hr</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$129.00/hr</p>	
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>

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<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #8 - Labor Charges for all other services not included above - Continued</p>		
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>
<p>2025 Nissan Altima AWD</p>	<p>\$129.00/hr</p>	<p>\$125.00/hr</p>

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<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>2000 GMC Scuba Van V8 RWD</p>	<p>25%</p>	<p>30%</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>25%</p>	<p>30%</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>25%</p>	<p>30%</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>25%</p>	<p>30%</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>25%</p>	<p>30%</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>25%</p>	<p>30%</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>25%</p>	<p>30%</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>25%</p>	<p>30%</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>25%</p>	<p>30%</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>25%</p>	<p>30%</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>25%</p>	<p>30%</p>

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<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #9 Percent of markup for supplies/parts - Continued</p>		
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>25%</p>	<p>30%</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>25%</p>	<p>30%</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>25%</p>	<p>30%</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>25%</p>	<p>30%</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>25%</p>	<p>30%</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>25%</p>	<p>30%</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>25%</p>	<p>30%</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>25%</p>	<p>30%</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>25%</p>	<p>30%</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>25%</p>	<p>30%</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>25%</p>	<p>30%</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #9 Percent of markup for supplies/parts - Continued</p>		
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>25%</p>	<p>30%</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>25%</p>	<p>30%</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>25%</p>	<p>30%</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>25%</p>	<p>30%</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>25%</p>	<p>30%</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>25%</p>	<p>30%</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>25%</p>	<p>30%</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>25%</p>	<p>30%</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>25%</p>	<p>30%</p>
<p>2025 Nissan Altima AWD</p>	<p>25%</p>	<p>30%</p>
<p></p>	<p></p>	<p></p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #10 NYS Inspection</p>		
<p>2000 GMC Scuba Van V8 RWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2005 Ford F-550 Super Duty V8 Diesel 4x4</p>	<p>\$21.00</p>	<p>\$25.00</p>
<p>2005 Chevrolet 1500 Pickup V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2012 Chevy Tahoe V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2014 Ford Explorers V6 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2014 Ford Taurus Sedan V6 FWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2014 Chevy Express Van V8 RWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2015 Ford Explorers V6 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2015 Ford Taurus Sedan V6 FWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2015 Ford F-250 Pickup V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2016 Chevy Impala V6 FWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2017 Ford F-250 Pickup V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2017 Ford Transit Van V6 RWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2017 Ford Police Interceptors V6 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2017 Ford Taurus Sedans V6 FWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2018 Ford Transit Van V6 RWD</p>	<p>\$21.00</p>	<p>\$21.00</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #10 NYS Inspection - Continued</p>		
<p>2018 Ford Police Interceptors V6 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2019 Ford Police Interceptors V6 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2019 Ford Taurus Sedan V6 FWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2019 Ford F-250 Pickup V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2019 Ford Transit Van V6 RWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2019 Dodge Charger Pursuits V8 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2019 Dodge Ram 5500 Utility V8 4x4</p>	<p>\$21.00</p>	<p>\$25.00</p>
<p>2019 Dodge Durango V6 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2020 Toyota Sienna Van 6 cyl</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2020 Ford Fusion 4 cyl FWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2020 Jeep Grand Cherokee V6 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2020 Mazda CX-5 4 cyl AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2020 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2020 Chevy Tahoe V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2021 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2021 Ford Explorers V6 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>

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<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Procedure #10 NYS Inspection - Continued</p>		
<p>2021 Nissan Rogue 4 cyl AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2022 Dodge Ram Pickup 2500 V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2022 Ford Escape S 1.5L Ecoboost AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2022 Ford Explorers V6 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2023 Dodge Durango Pursuits 6 cyl AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2023 Chevy Tahoe V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2023 Ford Transit Van V6 RWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2023 Hyundai Elantra 4 cyl FWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2023 Toyota Camry 4 cyl FWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2024 Dodge Durango Pursuits V6 AWD</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2024 Ram 2500 V8 4x4</p>	<p>\$21.00</p>	<p>\$21.00</p>
<p>2025 Chevy Tahoe SUV V8 4x4</p>	<p>\$21.00</p>	<p>\$10.00</p>
<p>2025 Nissan Altima AWD</p>	<p>\$21.00</p>	<p>\$10.00</p>
<p></p>	<p></p>	<p></p>
<p></p>	<p></p>	<p></p>
<p></p>	<p></p>	<p></p>

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 51-25 ITEM: ROUTINE MAINTENANCE OF VEHICLES FOR VARIOUS WARREN COUNTY DEPARTMENTS DATE: NOVEMBER 13, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Warren Tire Service Center Inc. Attn: Peter Marshall 4 Highland Ave. Queensbury, NY 12804 Ph: 518-792-0316 Fax: 518-792-8982</p>	<p>NAME & ADDRESS OF BIDDER GT Motors Attn: George Nash 67 Leonard St. Glens Falls, NY 12801 Ph: 518-681-0700 Fax: 518-502-1466</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>Zone 1, Zone 2 or both</p>	<p>Both</p>	<p>Zone 1</p>
<p>Comments</p>	<p>*Some newer vehicles may require a computerized Brake Re-learn Procedure \$59.95 **Some vehicles require a steering angle reset with an alignment for an additional cost of \$29.95 ***NYS Inspections, vehicles under 2yr \$10 over 2yr \$21</p>	<p>All services requested were priced out using factory fluids, using correct amounts, and correct factory procedures. All motor oil used is full synthetic. Vehicles under warranty were priced using factory filters.</p>

Warren County Board of Supervisors

RESOLUTION NO. 479 OF 2025

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

AUTHORIZING AGREEMENT WITH BLACK CREEK INTEGRATED SYSTEMS CORPORATION FOR UNLIMITED SUPPORT AND MAINTENANCE OF THE WARREN COUNTY CORRECTIONAL FACILITY'S BLACK CREEK SALLYPORT INMATE RECORDS MANAGEMENT SYSTEM SOFTWARE

WHEREAS, the Sheriff requested, and the Criminal Justice, Public Safety & Emergency Services Committee agreed, to continue the contractual relationship (the previous contract being authorized by Resolution No. 254 of 2024) with Black Creek Integrated Systems Corporation, 2900 Crestwood Blvd., P.O. Box 101747, Irondale, Alabama 35210, to provide unlimited support and maintenance of the Warren County Correctional Facility's Black Creek Sallyport inmate records management system software, for a term commencing January 1, 2026 and terminating December 31, 2028, in an amount not to exceed Ninety-Six Thousand Seven Dollars (\$96,007) as follows:

YEAR	AMOUNT
2026	\$31,215
2027	\$31,996
2028	\$32,796

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 Black Creek Integrated Systems Corporation, 2900 Crestwood Blvd., P.O. Box 101747, Irondale, Alabama 35210, as described in the preambles of this resolution, 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.3150 470 Sheriff's Correction Division, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 480 OF 2025

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

AMENDING RESOLUTION NO. 240 OF 2025, WHICH AUTHORIZED AN AGREEMENT WITH QUEENSBURY UNION FREE SCHOOL DISTRICT FOR THE WARREN COUNTY SHERIFF'S OFFICE TO PROVIDE LAW ENFORCEMENT SERVICES WITHIN THE QUEENSBURY SCHOOL DISTRICT, TO INCREASE THE NOT TO EXCEED AMOUNT

WHEREAS, pursuant to Resolution No. 240 of 2025, the Warren County Board of Supervisors authorized an agreement with Queensbury Union Free School District to provide law enforcement services by providing coverage equal to two (2) School Resource Officers in the form of either a Patrol Officer, Patrol Officer-Part Time, or a Special Patrol Officer, as determined by the Sheriff, to be shared amongst the four schools located within the Queensbury School District for the 2025-2026 academic year, in an amount not to exceed One Hundred Forty-Eight Thousand Dollars (\$148,000), commencing August 18, 2025 and terminating June 30, 2026, and

WHEREAS, the Sheriff requested, and the Criminal Justice & Public Safety Committee agreed, to amend the agreement to increase the not to exceed amount from One Hundred Forty-Eight Thousand Dollars (\$148,000) to One Hundred Fifty-Three Thousand Dollars (\$153,000) 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 Queensbury Union Free School District, 429 Aviation Road, Queensbury, New York 12804, to increase the not to exceed amount to One Hundred Fifty-Three Thousand Dollars (\$153,000) in a form approved by the County Attorney, and be it further

RESOLVED, other than the changes set forth herein, all other terms and conditions of Resolution No. 240 of 2025 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 481 OF 2025

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

RESOLUTION REQUESTING SPECIAL LEGISLATION TO CORRECT AN EMPLOYEE RETIREMENT ENROLLMENT ERROR

WHEREAS, Warren County is a participating employer in the New York State and Local Retirement System (“NYSLRS”), and

WHEREAS, due to an administrative error Warren County Patrol Officer Bradley Murphy (“employee”) was not properly enrolled in the Retirement System at the time of eligibility, and

WHEREAS, NYSLRS has advised that in order to correct this error and allow for the employee to receive service credit and membership rights retroactive to the date of eligibility, special legislation enacted by the New York State Legislature is required, and

WHEREAS, the Sheriff requested, and the Criminal Justice, Public Safety & Emergency Services agreed, to support the correction of this administrative error so that the employee may receive all retirement benefits to which they would have otherwise been entitled, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby requests that the New York State Legislature enact special legislation to grant Warren County Patrol Officer Bradley Murphy retroactive membership and service credit in the New York State and Local Retirement effective September 1, 2019, and be it further

RESOLVED, that the Clerk of the Board of Supervisors is hereby directed to forward certified copies of this resolution to the New York State Senate, the New York State Assembly, New York State and Local Retirement System and any other parties as may be required to support the introduction and passage of the necessary legislation, and be it further

RESOLVED, that this resolution shall take effect immediately.

Warren County Board of Supervisors

RESOLUTION No. 482 OF 2025

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

ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH REBUILDING TOGETHER SARATOGA COUNTY, INC. TO PROVIDE GRANT ADMINISTRATION SERVICES FOR THE 2025 OFFICE OF COMMUNITY RENEWAL STATE FUNDED PROGRAMS AWARDED TO WARREN COUNTY (WC 46-25) CONTINGENT UPON RECEIPT OF GRANT FUNDING

WHEREAS, the Purchasing Agent requested proposals to provide Grant Administration Services for the 2025 Office of Community Renewal State Funded Programs awarded to Warren County (WC 46-25), and

WHEREAS, proposals were opened on October 30, 2025 and the County Planner recommended and the Economic Growth & Development Committee agreed to award the contract to Rebuilding Together Saratoga County, Inc., 132 Milton Avenue, Ballston Spa, New York 12020, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Rebuilding Together Saratoga County, Inc. 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 Rebuilding Together Saratoga County, Inc., in an amount not to exceed One Hundred Twenty Thousand Dollars (\$120,000), to provide Grant Administration Services for the 2025 Office of Community Renewal State Funded Programs awarded to Warren County, pursuant to the terms and provisions of the bid documents and proposal (WC 46-25), for a term commencing upon the award and receipt of grant funding to fund the agreement and terminating upon completion of services.

Warren County Board of Supervisors

RESOLUTION NO. 483 OF 2025

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

AUTHORIZING A LEASE AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF LABOR FOR OCCUPANCY OF OFFICE SPACE AT 333 GLEN STREET FOR THE DEPARTMENT OF WORKFORCE DEVELOPMENT

WHEREAS, the Director of Workforce Development requested, and the Economic Growth & Development Committee agreed, to a lease agreement with the New York State Department of Labor in the amount of Eight Thousand Eight Hundred Twenty-Seven Dollars and Sixteen Cents (\$8,827.16) per month, for a total amount not to exceed Seventy Thousand Six Hundred Seventeen Dollars and Twenty-Eight Cents (\$70,617.28), for occupancy of office space located at 333 Glen Street, Suite 300, Glens Falls, New York 12801, for a term commencing May 1, 2025 and terminating April 30, 2026, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute a lease agreement with the New York State Department of Labor consistent with the terms and conditions set forth in the preambles of this resolution, in a form approved by the County Attorney, and be it further

RESOLVED, that the funding for said lease agreement shall be expended from various Department of Workforce Development budget codes.

Warren County Board of Supervisors

RESOLUTION NO. 484 OF 2025

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

AUTHORIZING AN AGREEMENT WITH ADIRONDACK COMMUNITY COLLEGE TO OFFER CAREER COUNSELING ON SUNY ADIRONDACK'S CAMPUS

WHEREAS, the Director of Workforce Development requested, and the Economic Growth & Development Committee agreed, to enter into an agreement with Adirondack Community College to offer career counseling on SUNY Adirondack's campus, at no cost to the County, for a term commencing November 1, 2025 and terminating August 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 agreement with Adirondack Community College, 640 Bay Road, Queensbury, New York 12804, to offer career counseling on SUNY Adirondack's campus, at no cost to the County, for a term commencing November 1, 2025 and terminating August 31, 2026, in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 485 OF 2025

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

APPROVING WORKFORCE DEVELOPMENT BOARD (WDB) BUDGET FOR PROGRAM YEAR 2025-2026; AUTHORIZING MEMORANDUM OF UNDERSTANDING RELATING TO COST ALLOCATION PLAN WITH THE WDB AND OTHER AGENCIES

WHEREAS, the Director of Workforce Development requested, and the Economic Growth & Development Committee agreed, to the approval of the Workforce Development Board (WDB) Budget for the Program Year July 1, 2025 to June 30, 2026, in the total amount of Sixty-Six Thousand Eight Hundred Seventeen Dollars (\$66,817), now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby approves the Workforce Development Board (WDB) Budget for the Program Year July 1, 2025 to June 30, 2026, in the total amount of Sixty-Six Thousand Eight Hundred Seventeen Dollars (\$66,817), with a complete copy of said budget being on file with the Clerk of the Board of Supervisors, and be it further

RESOLVED, that Warren County hereby authorizes a new cost allocation plan for the memorandum of understanding between the WDB and other local agencies including Washington and Saratoga Counties, for the period commencing July 1, 2025 and continuing until modified, at no cost to the County as described in the cost allocation plan including the above described 2025-2026 budget, and be it further

RESOLVED, that the Chair of the Board be, and hereby is, authorized to execute a new memorandum of understanding with the WDB for a cost allocation plan provided that: (1) the memorandum of understanding is in a form approved by the County Attorney, and (2) there is no cost to Warren County.

Warren County Board of Supervisors

RESOLUTION NO. 486 OF 2025

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

AMENDING RESOLUTION NO. 352 OF 2017, WHICH AUTHORIZED AN AGREEMENT WITH KLC PROPERTY ENHANCEMENT LLC TO PROVIDE SNOW PLOWING AT THE BOLTON MEALSITE AS REQUIRED IN LEASE AGREEMENT WITH THE CHURCH OF ST. SACRAMENT FOR THE OFFICE FOR THE AGING, TO INCREASE PRICING

WHEREAS, pursuant to Resolution No. 352 of 2017, the Warren County Board of Supervisors authorized an amendment agreement (previously authorized by Resolution Nos. 517 of 2015 and 509 of 2016) with KLC Property Enhancement LLC to provide plowing services at the Bolton Mealsite as required in lease agreement with the Church of St. Sacramento for the amount of Eighty Dollars (\$80) per plow service; Eighty Dollars (\$80) per sanding; Twenty Dollars (\$20) per snow removal on the walkway; and Two Hundred Dollars (\$200) per snow removal in the parking lot, and

WHEREAS, the Director of the Office for the Aging requested, and the Health Services Committee agreed, to amend the agreement with KLC Property Enhancement, LLC to increase the plow fee to Eighty-Five Dollars (\$85) and increase the sanding to Eighty-Five Dollars (\$85), for a term commencing October 19, 2025 and terminating October 18, 2026, with automatic annual renewals upon the same terms and conditions, now, therefore be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chairman of the Board of Supervisors to execute an amendment agreement with KLC Property Enhancement LLC, 35 Brookside Drive, Bolton Landing, New York 12814, to increase the plow fee to Eighty-Five Dollars (\$85) and increase the sanding to Eighty-Five Dollars (\$85), for a term commencing October 19, 2025 and terminating October 18, 2026, with automatic annual renewals upon the same terms and conditions, 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. 517 of 2015, 509 of 2016 and 352 of 2017 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 487 OF 2025

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

APPOINTING AND RE-APPOINTING MEMBERS TO THE WARREN COUNTY COMMUNITY SERVICES BOARD

WHEREAS, the Director of Community Services/Mental Health requested and the Health Services Committee agreed to the appointment/re-appointment of certain members to the Warren County Community Services Board, now, therefore, be it

RESOLVED, that Sharon Figler be, and hereby is, appointed to the Warren County Community Services Board for a term commencing December 19, 2025 and terminating December 31, 2027, due to the resignation of Deidre Grieve, and be it further

RESOLVED, that Belinda Bradley be, and hereby is, re-appointed to the Warren County Community Services Board for a term commencing January 1, 2026 and terminating December 31, 2029, and be it further

RESOLVED, that Christina Mastrianni be, and hereby is, re-appointed to the Warren County Community Services Board for a term commencing January 1, 2026 and terminating December 31, 2029, and be it further

RESOLVED, that Susan McManus be, and hereby is, re-appointed to the Warren County Community Services Board for a term commencing January 1, 2026 and terminating December 31, 2029.

Warren County Board of Supervisors

RESOLUTION No. 488 OF 2025

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

AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO EXECUTE A TWO (2) YEAR LEASE AGREEMENT WITH ASCEND MENTAL WELLNESS/WARREN-WASHINGTON ASSOCIATION FOR MENTAL HEALTH, INC. FOR OFFICE SPACE FOR THE OFFICE OF COMMUNITY SERVICES FOR WARREN AND WASHINGTON COUNTIES

WHEREAS, the Office of Community Services is authorized each year to enter into contracts with various agencies and institutions to provide community mental health services pursuant to provisions of the Mental Hygiene Law as demonstrated in Resolution No. 60 of 2022, and

WHEREAS, the Office of Community Services currently leases office space from Ascend Mental Wellness/Warren-Washington Association for Mental Health, Inc., on an annual basis, and the Director of the Office of Community Services desires to continue leasing the current premises for an additional two (2) year term, commencing January 1, 2026 and terminating December 31, 2027, in an annual amount of Thirty-Five Thousand Ten Dollars (\$35,010) for 2026, payable in equal monthly installments of Two Thousand Nine Hundred Seventeen Dollars and Fifty Cents (\$2,917.50), with a three percent (3%) increase in 2027, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Director of the Office of Community Services to execute a two (2) year lease agreement with Ascend Mental Wellness/Warren-Washington Association for Mental Health, Inc., for office space for the Office of Community Services for Warren and Washington Counties as described in the preambles above, in a form approved by the County Attorney, and be it further

RESOLVED, that funding for the agreement shall be provided from the appropriate departmental budget codes.

Warren County Board of Supervisors

RESOLUTION NO. 489 OF 2025

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

AUTHORIZING AGREEMENTS WITH COMMUNITY SERVICES BOARD AND VARIOUS AGENCIES TO PROVIDE COMMUNITY MENTAL HEALTH, ADDICTION/RECOVERY AND DEVELOPMENTAL DISABILITY SERVICES

WHEREAS, the Director of the Office of Community Services requested, and the Health Services Committee agreed, to enter into agreements by the Office of Community Services and Warren County Community Services Board with various agencies and institutions to provide community mental health, addiction/recovery and developmental disability services pursuant to provisions of the Mental Hygiene Law, for amounts not to exceed those set forth in the attached Schedule "A," paid in advance on a quarterly basis, for a term commencing January 1, 2026 and terminating December 31, 2026, now therefore, be it

RESOLVED, that the Warren County Board of Supervisors, does hereby authorize agreements by the Office of Community Services and Warren County Community Services Board with various agencies and institutions to provide community mental health, addiction/recovery and developmental disability services pursuant to provisions of the Mental Hygiene Law, for amounts not to exceed those set forth in the attached Schedule "A," paid in advance on a quarterly basis, for a term commencing January 1, 2026 and terminating December 31, 2026, and be it further

RESOLVED, that if any further state aid funding becomes available or is decreased during the term of these agreements, no further resolution to accept or decrease said monies be necessary, and be it further

RESOLVED, that the Chair of the Warren County Community Services Board is authorized to execute said agreements in a form approved by the County Attorney.

RESOLUTION NO. 489 OF 2025

PAGE 2 OF 2

SCHEDULE "A"

<u>NAME</u>	<u>AMOUNT</u>	<u>BUDGET CODE</u>
820 River Street	\$ 74,719.00	A.4310.0150 470
Adirondack Community College/SUNY ADK	\$ 101,517.00	A.4310.0125 470
The Addiction Care Center of Albany, Inc.	\$ 906,148.00	A.4320.0145 470
Behavioral Health Services of Glens Falls Hospital	\$ 189,225.00	A.4320.0080 470
Behavioral Health Services North	\$ 580,906.00	A.4320.0105 470
Community, Work, and Independence, Inc.	\$ 55,283.00	A.4320.0070 470
Council for Prevention, Inc.	\$ 295,378.00	A.4320.0110 470
Liberty House Foundation	\$ 316,262.00	A.4320.0090 470
Northern Rivers/Parsons Child & Family Center	\$1,367,441.00	A.4320.0165 470
People USA	\$ 204,522.00	A.4320.0065 470
Warren-Washington Association for Mental Health, Inc.	\$1,294,362.00	A.4320.0120 470
TOTAL	\$5,385,763.00	

Warren County Board of Supervisors

RESOLUTION NO. 490 OF 2025

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

**AUTHORIZING AGREEMENTS WITH COMMUNITY SERVICES BOARD
AND VARIOUS AGENCIES TO PROVIDE SPECIALIZED
MENTAL HEALTH CRISIS RESPITE SERVICES FOR YOUTH**

WHEREAS, the Director of the Office of Community Services requested, and the Health Services Committee agreed, to enter into agreements by the Office of Community Services and Warren County Community Services Board with various agencies and institutions to provide specialized mental health crisis respite services for youth, for a term commencing January 1, 2026 and terminating December 31, 2026, for amounts not to exceed those set forth in the attached Schedule "A," now therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the agreements by the Office of Community Services and Warren County Community Services Board, with various agencies and institutions to provide specialized mental health crisis respite services for youth, for a term commencing January 1, 2026 and terminating December 31, 2026, for amounts not to exceed those set forth in the attached Schedule "A," and be it further

RESOLVED, that if any further state aid funding becomes available or is decreased during the term of these agreements, no further resolution to accept or decrease said monies is necessary, and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds, and be it further

RESOLVED, that the Chair of the Warren County Community Services Board is authorized to execute said agreements in a form approved by the County Attorney.

RESOLUTION No. 490 OF 2025

PAGE 2 OF 2

SCHEDULE "A"

<u>NAME</u>	<u>AMOUNT</u> (As Needed, Not to Exceed)	<u>BUDGET CODE</u>
Northern Rivers/Northeast Parent & Child Center	\$69,861.00	A.4310 470
Wait House	\$69,861.00	A.4310 470
CAPTAIN Community Human Services	\$69,861.00	A.4310 470
Vanderheyden Hall	\$69,861.00	A.4310 470
PEOPLE, USA	\$69,861.00	A.4310 470
Big Brothers Big Sisters of the Southern Adirondacks	<u>\$69,861.00</u>	A.4310 470
TOTAL	\$69,861.00	

Warren County Board of Supervisors

RESOLUTION NO. 491 OF 2025

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

AMENDING RESOLUTION NO. 65 OF 2022 - AUTHORIZING AMENDMENT AGREEMENTS TO INCREASE RATES WITH VARIOUS PHYSICAL, SPEECH AND OCCUPATIONAL THERAPISTS FOR REGION ONE AND TWO FOR THE HEALTH SERVICES DEPARTMENT, TO UPDATE THE RATE SCHEDULE

WHEREAS, Resolution No. 65 of 2022, as amended by Resolution Nos. 74 of 2023, 503 of 2023, and 465 of 2024, authorized amendment agreements with various physical, speech and occupational therapists under the Long-Term Home Health Care (“LTHHC”) and Certified Home Health Agency (“CHHA”) Programs within the Warren County Health Services Department to adopt a schedule of payment for services based solely upon Region Two location for services, and

WHEREAS, the Director of Public Health and Patient Services requested, and the Health Services Committee agreed, to update the rate schedule, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute amendment agreements with various therapists, commencing January 1, 2026 and automatically renewing upon the same terms and conditions, or until such time as the agreements are terminated by either party, at rates as set forth below for Region One and Two, with all other terms and rates remaining the same, in a form approved by the County Attorney:

Certified Home Health Agency

Services	Rates - Region One	Rates - Region Two
Evaluation Visit	\$70.00	\$80.00
Revisit	\$72.00	\$79.00
Meetings	\$40.00 for 1 st hour \$15.00 per each additional 30 minutes	\$40.00 for 1 st hour \$15.00 per each additional 30 minutes
Oasis Discharge	\$15.00 per discharge	\$15.00 per discharge

Physical Therapists Start of Care (SOC) Rate

Services	Rates - Region One	Rates - Region Two
SOC	\$125.00	\$125.00
ROC	\$95.00	\$95.00
Recertification	\$90.00	\$90.00
30-Day Functional Assessment	\$80.00	\$80.00

*Physical Therapists are only therapists that do SOC’s which include first visit and evaluation

Early Intervention Services Only

Services	Rates - Region One	Rates - Region Two
Evaluation	\$50.00	\$57.00
Revisit	\$50.00	\$57.00
Extended Visit (with IFSP Approval)	\$70.00	\$70.00
Meetings	\$40.00 for 1 st hour \$15.00 per each additional 30 minutes	\$40.00 for 1 st hour \$15.00 per each additional 30 minutes
Supplemental Evaluations	\$117.00	\$117.00

Preschool CPSE/Approved IEP

Services	Rates - Region One	Rates - Region Two
Basic Visit	\$55.00	\$60.00
Group Visit (per child)	\$44.00	\$44.00
Meetings *Applied all contractors for mandatory and approved meetings	\$40.00 for 1 st hour \$15.00 per each additional 30 minutes	\$40.00 for 1 st hour \$15.00 per each additional 30 minutes

Region One: Towns of Lake George, Queensbury, Warrensburg and City of Glens Falls; and
 Region Two: Towns of Bolton, Chester, Hague, Horicon, Johnsburg, Lake Luzerne, Stony Creek and
 Thurman, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of
 Resolution Nos. 65 of 2022, 74 of 2023, 503 of 2023 and 465 of 2024 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 492 OF 2025

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

AUTHORIZING AGREEMENT WITH CATHOLIC CHARITIES OF THE DIOCESE OF ALBANY FOR RESIDENTIAL AND NON-RESIDENTIAL DOMESTIC VIOLENCE SERVICES FOR INDIVIDUALS AND FAMILIES WITHIN WARREN COUNTY FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the New York State Office of Children and Family Services (OCFS) requires Warren County to contract with community-based domestic violence service providers for residential and non-residential domestic violence services for individuals and families within Warren County, and

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into an agreement with Catholic Charities of the Diocese of Albany in an amount equal to the applicable per diem rate(s) set forth by the New York State Office of Children and Family Services (OCFS) for residential and non-residential domestic violence services for individuals and families within Warren County, over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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 Catholic Charities of the Diocese of Albany, 40 North Main Avenue, Albany, New York 12206 in an amount equal to the applicable per diem rate(s) set forth by the New York State Office of Children and Family Services (OCFS) for residential and non-residential domestic violence services for individuals and families within Warren County over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for said agreement shall be expended from various Department of Social Services budget codes.

Warren County Board of Supervisors

RESOLUTION No. 493 OF 2025

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

AUTHORIZING AGREEMENT WITH MARTEN PETERSON, MD FOR CONSULTATION SERVICES FOR INDEPENDENT MEDICAL REVIEWS FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into an agreement with Marten Peterson, MD for consultation services for independent medical reviews in an amount not to exceed Two Hundred Fifty Dollars (\$250) per case, at a rate of One Hundred Seventy-Five Dollars (\$175) per hour, for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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 Marten Peterson, MD, 242 Broadway, Fort Edward, New York 12828, for consultation services for independent medical reviews in an amount not to exceed Two Hundred Fifty Dollars (\$250) per case, at a rate of One Hundred Seventy-Five Dollars (\$175) per hour, for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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.6010 470, Social Services, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 494 OF 2025

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

AUTHORIZING AGREEMENT WITH 820 RIVER STREET, INC. (BAYWOOD CENTER) TO PROVIDE SUBSTANCE ABUSE SERVICES TO FAMILIES AFFECTED BY SUBSTANCE ABUSE DISORDER FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into an agreement with 820 River Street, Inc. (Baywood Center) in an amount not to exceed Seventy Thousand Dollars (\$70,000) to be reimbursed through the 2025-2026 CAPTA/CARA allocation from New York State Office of Children and Family Services (OCFS), to provide substance abuse services to families affected by substance abuse disorder over a term commencing December 1, 2025 and terminating November 30, 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 agreement with 820 River Street, Inc. (Baywood Center), 2 Country Club Road, Queensbury, New York 12804, for an amount not to exceed Seventy Thousand Dollars (\$70,000) to be reimbursed through the 2025-2026 CAPTA/CARA allocation from New York State Office of Children and Family Services (OCFS), to provide substance abuse services to families affected by substance abuse disorder, over a term commencing December 1, 2025 and terminating November 30, 2026, 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.6010 470, Social Services, Contract.

Warren County Board of Supervisors

RESOLUTION No. 495 OF 2025

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

AUTHORIZING AGREEMENT WITH 820 RIVER STREET, INC. (BAYWOOD CENTER) TO PROVIDE FORMAL DRUG ASSESSMENTS FOR TEMPORARY ASSISTANCE APPLICANTS AND RECIPIENTS FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into an agreement with 820 River Street, Inc. (Baywood Center) to provide formal drug assessments for temporary assistance applicants and recipients, at a rate of One Hundred Fifteen Dollars (\$115) per assessment over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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 820 River Street, Inc. (Baywood Center), 2 Country Club Road, Queensbury, New York 12804, to provide formal drug assessments for temporary assistance applicants and recipients at a rate of One Hundred Fifteen Dollars (\$115) per assessment, over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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.6010 470, Social Services, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 496 OF 2025

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

AUTHORIZING AGREEMENT WITH WAIT HOUSE TO PROVIDE SERVICES FOR SEXUALLY EXPLOITED YOUTH FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into an agreement with WAIT House in an amount not to exceed Fourteen Thousand Nine Hundred Forty-Nine Dollars (\$14,949) to be reimbursed through the 2026 Municipal Safe Harbor allocation from New York State Office of Children and Family Services (OCFS), to provide services for sexually exploited youth, over a term commencing January 1, 2026 and terminating December 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 agreement with WAIT House, 10-12 Wait Street, Glens Falls, New York 12801, for an amount not to exceed Fourteen Thousand Nine Hundred Forty-Nine Dollars (\$14,949) to be reimbursed through the 2026 Municipal Safe Harbor allocation from New York State Office of Children and Family Services (OCFS), to provide services for sexually exploited youth, over a term commencing January 1, 2026 and terminating December 31, 2026, 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.6010 470, Social Services, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 497 OF 2025

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

AUTHORIZING AGREEMENT WITH WAIT HOUSE TO PROVIDE RESPITE SERVICES FOR YOUTH INVOLVED IN THE PINS DIVISION AND/OR AS REFERRED BY WARREN COUNTY PROBATION FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into an agreement with WAIT House in an amount not to exceed Ten Thousand Dollars (\$10,000) to be reimbursed through the 2025-2026 STSJP - Supervision and Treatment for Juveniles Program allocation from New York State Office of Children and Family Services (OCFS), to provide respite services for youth involved in the PINS Division and/or as referred by Warren County Probation over a term commencing October 1, 2025 and terminating September 30, 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 agreement with WAIT House, 10-12 Wait Street, Glens Falls, New York 12801, in an amount not to exceed Ten Thousand Dollars (\$10,000) to be reimbursed through the 2025-2026 STSJP - Supervision and Treatment for Juveniles Program allocation from New York State Office of Children and Family Services (OCFS), to provide respite services for youth involved in the PINS Division and/or as referred by Warren County Probation, over a term commencing October 1, 2025 and terminating September 30, 2026, 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.6010 470, Social Services, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 498 OF 2025

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

AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN THE WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES AND THE WARREN COUNTY DEPARTMENT OF WORKFORCE DEVELOPMENT FOR REFERRALS FOR DEPARTMENT OF SOCIAL SERVICES RECIPIENTS TO ATTEND PATHWAYS TO SUCCESSFUL EMPLOYMENT JOB SEARCH ASSISTANCE AND ORIENTATION CLASS

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into a memorandum of understanding with the Warren County Department of Workforce Development in an amount not to exceed Fifteen Thousand Dollars (\$15,000) to provide referrals for Department of Social Services recipients to attend pathways to successful employment job search assistance and orientation class over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, now, therefore, be it

RESOLVED, that Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute a memorandum of understanding between the Warren County Department of Social Services and the Warren County Department of Workforce Development in an amount not to exceed Fifteen Thousand Dollars (\$15,000) to provide referrals for Department of Social Services recipients to attend pathways to successful employment job search assistance and orientation class over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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.6010 470, Social Services, Contract.

Warren County Board of Supervisors

RESOLUTION No. 499 OF 2025

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

AUTHORIZING AGREEMENT WITH ST. ANNE INSTITUTE TO PROVIDE PREVENTATIVE SERVICES FOR CHILDREN AND FAMILIES IN WARREN COUNTY FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into an agreement with St. Anne Institute in an amount not to exceed Ninety-One Thousand Six Hundred Twenty-Six Dollars (\$91,626), to provide preventative services for children and families in Warren County over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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 St. Anne Institute, 160 North Main Avenue, Albany, New York 12206, in an amount not to exceed Ninety-One Thousand Six Hundred Twenty-Six Dollars (\$91,626) to provide preventative services for children and families in Warren County over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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.6010 470, Social Services, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 500 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 agreed, to continue the contractual relationship (the previous Memorandum of Understanding being authorized by Resolution No. 58 of 2025) 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) over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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) over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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. 501 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 agreed, to continue the contractual relationship (the previous Memorandum of Understanding being authorized by Resolution No. 57 of 2025) 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 Fourteen Thousand One Hundred Three Dollars (\$114,103) over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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 Fourteen Thousand One Hundred Three Dollars (\$114,103), over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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. 502 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 agreed, to continue the contractual relationship (the previous Memorandum of Understanding being authorized by Resolution No. 59 of 2025) 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), over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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), over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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. 503 OF 2025

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

AUTHORIZING AGREEMENT WITH YOUTH ADVOCATE PROGRAMS, INC. TO PROVIDE MENTAL HEALTH, SUBSTANCE ABUSE AND IN-HOME PARENTING SKILL PROGRAMS AND SERVICES TO HIGH RISK YOUTH FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the Commissioner of Social Services requested, and the Human Services Committee agreed, to enter into an agreement with Youth Advocate Programs, Inc., for an amount not to exceed Three Hundred Thousand Dollars (\$300,000) to provide mental health, substance abuse and in-home parenting skill programs and services to high risk youth over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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 Youth Advocate Programs, Inc., 2 Glens Falls Tech Park, Glens Falls, New York 12801, in an amount not to exceed Three Hundred Thousand Dollars (\$300,000) to provide mental health, substance abuse and in-home parenting skill programs and services to high risk youth, over a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon the same terms and conditions and upon mutual agreement of the parties, 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.6010 470, Social Services, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 504 OF 2025

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

APPROVING THE NECESSARY EXPENSES INCURRED BY THE COUNTY CLERK UNDER TAX LAW § 262 AND AUTHORIZING SUBMISSION TO THE COMMISSIONER OF THE NEW YORK STATE DEPARTMENT OF TAXATION AND FINANCE FOR APPROVAL TO RETAIN SAME

WHEREAS, the County Clerk requested, and the Legislative, Rules & Governmental Operations Committee agreed, to retain the necessary expenses incurred by the Warren County Clerk through the administration and collection of tax on mortgages recorded in Warren County under Article 11 of the Tax Law, and

WHEREAS, Tax Law §262 provides that the Warren County Clerk shall be entitled to receive all necessary expenses incurred from performing collection duties under Article 11 of the Tax Law, upon the approval of the Commissioner of the New York State Department of Taxation and Finance, and

WHEREAS, the annual sum of Two Hundred Seventy-Six Thousand Seven Hundred Fifty-Eight Dollars (\$276,758) are the necessary expenses which the Warren County Clerk seeks to retain out of the moneys received from the tax on mortgages, as more particularly shown on the attached Schedule "A," now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby approves and requests the Commissioner of the New York State Department of Taxation and Finance approve and authorize the Warren County Clerk to retain the annual sum of Two Hundred Seventy-Six Thousand Seven Hundred Fifty-Eight Dollars (\$276,758) as necessary expenses incurred under Tax Law, Article 11, as recorded upon the attached Schedule "A," and it is further

RESOLVED, that the Clerk of the Board of Supervisors shall send a certified copy of this resolution, with the attached Schedule "A," to the Commissioner of the New York State Department of Taxation and Finance for review and consideration.

SCHEDULE "A"

WARREN COUNTY CLERK - 2026 MORTGAGE TAX EXPENSE RETENTION JUSTIFICATION

PART I: COUNTY CLERK EXPENSES

A.	AVERAGE HOURLY RATE OF COUNTER MORTGAGE TAX CLERKS		\$ 25.59
	FRINGE BENEFITS (W.Comp, S.Sec, Retirement, Health)		\$ 12.01
	TOTAL HOURLY		<u>\$ 37.60</u>

AN AVERAGE OF 7 EMPLOYEES PER DAY AT 15% = 37 HOURS PER WORK WEEK X 52 WEEKS = 1911 EMPLOYEE HOURS PER YEAR X \$31.24/HOUR		<u>\$ 71,855.57</u>
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		<u>PERCENT ALLOCATED</u>			
B.	COUNTY CLERK	20%	ANNUAL SALARY	\$ 98,964.00	
			FRINGE BENEFITS	\$ 45,355.82	
			TOTAL	\$ 144,319.82	\$ 28,863.96
	SENIOR LEGAL CLERK	65%	ANNUAL SALARY	\$ 56,801.00	
			FRINGE BENEFITS	\$ 11,544.01	
			TOTAL	\$ 68,345.01	\$ 44,424.25
				<u>\$ 73,288.22</u>	
TOTAL (A + B)					<u>\$ 145,143.79</u>

OTHER ASSOCIATED COSTS

C.	33% OF IQS CONTRACT (COMPUTER SOFTWARE/MAINTENANCE) (\$86,400.00)		\$ 28,512.00
D.	OFFICE SUPPLIES & EQUIPMENT INCLUDING BUT NOT LIMITED TO COMPUTER PRINTER SUPPLIES, PAPER, POSTAGE & TELEPHONE SERVICES. (33%) (\$26,756)		\$ 8,829.48
E.	INDIRECT COSTS (33%) (Based on 2023 Allocation-Audit Office) (\$285,677)		\$ 94,273.41
TOTAL (C + D + E)			<u>\$ 131,614.89</u>
TOTAL ALL COSTS			<u>\$ 276,758.68</u>

2026 PROJECTON @ AN INCREASE:

	<u>MONTHLY</u>	<u>ANNUAL</u>
2026 PROJECTED MONTHLY INCREASE IN 12 MONTH INCREMENTS	\$ 23,063.22	\$ 276,758.68
CURRENT MONTHLY MORTGAGE TAX EXPENSE REVENUE	\$ 16,478.62	\$ 197,743.51
INCREASE PROJECTION.....	<u>\$ 6,584.60</u>	<u>\$ 79,015.17</u>

Explanations:

- ① Employee Salaries & Fringe Benefit Calculations worksheet attached. Based on 2026 budgeted salaries.

Warren County Board of Supervisors

RESOLUTION NO. 505 OF 2025

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

APPROVING REVISIONS TO THE PURCHASING POLICY FOR WARREN COUNTY

WHEREAS, the Purchasing Agent for Warren County has updated and clarified the Warren County Purchasing Policy and the Legislative, Rules & Governmental Operations Committee has recommended that the same be advanced to the full Board of Supervisors for consideration, and

WHEREAS, the updated and clarified Warren County Purchasing Policy is included with this resolution as Schedule "A," now, therefore, be it

RESOLVED, that the proposed revisions to the Purchasing Policy for Warren County, 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 Purchasing Policies, Resolutions or parts thereof inconsistent with the new Purchasing Policy are hereby repealed, except that the former Purchasing Policy, as amended, shall continue to apply to any purchases made under the former Policy and to those purchases started but not completed under said former Policy.

WARREN COUNTY PURCHASING POLICY

Purchasing Policy and Procedures Manual Index

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SCHEDULE A
SECTION I

I. INTRODUCTION

Goods and services must be procured in a manner so as to assure the prudent and economical use of public monies in the best interest of the taxpayers of the political subdivision or district, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.

Adopted by the Warren County Board of Supervisors as internal policies and procedures, this Purchasing Policy governs all procurement of goods and services required to be made pursuant to the competitive bidding requirements of General Municipal Law §103 and those goods and services which are not required by law to be procured by political subdivisions or any districts therein pursuant to competitive bidding as per General Municipal Law §104-b.

The County of Warren is hereby authorized to make all purchases of necessary goods and services by any means legal within the State of New York and in compliance with all applicable laws, rules and regulations.

The responsibilities and authority for purchasing are assigned by the governing board to Julie Butler, Purchasing Agent, Jason Shpur, Deputy Purchasing Agent and Preston Allen, Purchasing Assistant. The keynote of any successful purchasing system is cooperation between the employees, Department Heads, staff, Auditor, Treasurer, and the governing board.

SCHEDULE A
SECTION II

II. DEFINITIONS

For purposes of this policy please note the following definitions:

Best Value: The basis for awarding contracts for services to the bidder which best optimizes quality, cost and efficiency, among responsive and qualified responsible bidders as per New York State Finance Law § 163(1)(j).

Bid: An offer or proposal submitted by a bidder to provide a product or service at a stated price for the stated contract term.

Bid Opening: The formal process in which sealed bids are opened, in the presence of one or more witnesses, at the time and place specified in the solicitation.

Change Order: A change order is as defined as a written order issued by the department covering contingencies, extra work, deductions, increases or decreases and additions, alterations or omissions to the plans or specifications. All funds must be available to pay all costs incurred under this request. Change Orders must be approved by Board of Supervisors before a Purchase Order may be issued.

Commodities: Material product, supplies, construction items, electronic information services, or other standard articles of commerce other than technology items as per New York State Finance Law § 160(3).

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.

Emergency: An urgent and unexpected requirement where health and public safety or the conservation of public resources are at risk. Such situations may create a need for an emergency contract as defined by New York State Finance Law § 163(1)(b). A department's failure to properly plan in advance for an expenditure that results in a situation where normal practices cannot be followed, does not constitute an emergency.

Emergency Purchasing: Emergency purchases may be called by any Department Head. Written notification must be given to the Purchasing Department within seventy-two (72) hours of the emergency purchase. Written notification must include an explanation of the emergency purchase and contain an original signature from the individual making the emergency purchase. The emergency purchase and its resulting conditions shall be documented in detail setting forth the nature of the emergency purchasing situation; the potential effect on the health, public safety, or the conservation of public resources; and a detailed description of the commodities, services and technology to be provided. Contracts entered into as a result of the emergency purchasing situation shall be for only the commodities, technology and/or service necessary to remedy or ameliorate the emergency situation. Quoting and bidding requirements are waived for emergency purchases. Requisitions must still be obtained in accordance with the Purchasing Policy within seventy-two (72) hours of the declared emergency.

Employee Fraud: An act of fraud is committed if an employee of the County negotiates a personal procurement by the fraudulent use of a County requisition number or purchase order number. Examples of employee fraud include but are not limited to the following:

- An employee claims a purchase is on behalf of the County when in fact the purchase was made solely for personal use AND/OR
- An employee uses his/her County employment to make a personal purchase from NYS Contract
- An employee who commits a fraudulent act with regard to the County Purchasing Policy is subject to disciplinary action and/or legal prosecution.

Ethics of Purchasing: Purchasing shall consider the best interest of the County in the betterment of its government, always striving to obtain the greatest value for each dollar expended by the County. All offers

SCHEDULE A

and/or gifts that may in any way influence the procurement process will be discouraged and declined. All qualified responsible bidders will be given equal and fair consideration per Public Officers Law § 74, New York State Finance Law Article 11.

Federal Purchasing Regulations: Any County purchases made using State or Federal Funding must follow the requirements of the United States Uniform Administrative Requirement, Cost Principles, and Audit Requirements for Federal Award (2CFR 200).

Any purchase of product and/or services using State or Federal funding require that the County Purchasing Policies and Procedures be adhered to. Additionally, the following additional procedures must be followed:

1. Vendors must be vetted using the U.S. Federal Government’s System for Award Management (SAM) before the purchase and/or contract is completed. Vendors must be verified through this system before each purchase to ensure that they are not suspended or debarred from federally funded transactions. If a department is going to make a purchase using Federal funding, they must notify either the Purchasing Department or the County Treasurer and request a vendor check before the purchase is made. All vendors will be required to register on the SAM website.
2. Bonding Requirements for construction or facility improvement contracts or subcontracts exceeding \$150,000 are as follows:
 - a. Bid Bond 5% of the total bid
 - b. Performance Bond 100% of the total bid
 - c. Payment Bond 100% of the total bid.

Requesting Department Heads have the responsibility of ensuring that all of the federal purchasing regulations are followed for the purchase and monitoring of contractor performance as a result of that purchase.

Invitation for Bid (IFB): A type of bid document which is most typically used where requirements can be stated and award will be made based on lowest price to the responsive and qualified responsible bidder (i.e. products or commodities).

Invoice: A written request for payment that is submitted by a vendor setting forth the date, description, price, and quantity of the product, property, or services delivered or rendered per New York State Finance Law § 179(e)(5). Departments are encouraged to inform their Vendors that invoices may be emailed directly from the Vendor to any authorized staff within the ordering Department. Duplicate invoices must be marked “duplicate” in a plain and legible manner by the vendor as per General Business Law § 93.

Lowest Price: The basis for awarding contracts for commodities among responsive and qualified responsible bidders as per New York State Finance Law § 63(1)(I).

Multiple Awards: An award of a contract to more than one responsive and qualified responsible bidder who meets the requirements of a specification, where the multiple award is based upon the grounds set forth in the bid document in order to satisfy multiple factors and needs of authorized users. Those factors may include complexity of items, various manufacturers, differences in performance required to accomplish or produce required end results, price, compliance with delivery requirements, or other pertinent facts.

Piggybacking Procurement: Piggybacking is when you use an existing contract to purchase the same services or commodities at the same price as the contract holder. The New York State Office of General Services has additional information at ogs.ny.gov. In order to piggyback in purchasing per the requirements of General Municipal Law (GML) §103(16).

In order to piggyback in purchasing, a municipality must meet the requirements of General Municipal Law (GML) §103(16) as follows:

1. **Subject Matter Comparison:** There should be an equivalency between the product or service sought and the original contract which should reflect the County’s form, function and utility requirements. Does the existing contract encompass the project or service sought? Did it anticipate the possibility of contract extension? All relevant factors in the proposed extension acquisition (including but not limited to price, quality, and nature of deliverable) should be clearly identified and compared to the original acquisition.
2. **Procurement Method:** The size and scope of the new acquisition should be evaluated in comparison to the original acquisition and its method of award. Does the proposed piggyback significantly

SCHEDULE A

- unbalance the original scope, or change the nature, quantity, scope of the original contract? Could a substantially different procurement response or increased bidder pool involving greater competition reasonably be expected based upon the volume of your proposed request?
3. **Notice to Originating Agency:** The original contracting entity should be contacted and advised of the intended piggyback.
 4. **Consent of Vendor and Terms of Piggyback:** The vendor's consent to the piggyback request must be in written legal form (contract, letter agreement, etc.) separate from a purchase order, which sets forth the agreed terms of the piggyback.
 5. **Absence of Other Acceptable Established Contracting Alternatives:** The following questions apply.
 - Why is piggybacking the appropriate mechanism to use for this procurement (i.e. timing, level playing field, nature of use)?
 - Were other procurement methodologies considered?
 - Are there any special, unusual or exigent market circumstances underlying this extension request?
 6. **Pricing Justification:** Similar to other methods of procurement, the County must document that the price for the proposed acquisitions is reasonable under the circumstances. You should indicate whether pricing concessions have been requested and obtained from the contractor based upon the increased volume of purchases under the piggyback contract.

Piggyback Contract: A contract let by any department, agency, office, political subdivision or instrumentality of New York State which is adopted and extended for use by the County in accordance with the requirements of the New York State Finance Law § 163. (e.g. County Contracts).

Product: Products are also called commodities. They are articles or substances that may be manufactured or found in nature. Examples of natural products, products made by nature, include hay, grass seed, flowers, sand/salt, etc. Examples of manmade or manufactured products include bullets, paper products, toner, etc.

Prevailing Wage: The Labor Law § 220(5)(a) requires public work contractors and subcontractors to pay laborers, workers, or mechanics employed in the performance of a public work contract not less than the prevailing rate of wage and supplements (fringe benefits) in the locality where the work is performed.

Preferred Source: In order to advance special social and economic goals, New York State Finance Law §162 requires that a governmental entity purchase select commodities (products) and services from designated organizations when the commodities (products) or services meet the "form, function and utility" requirements of the governmental entity. Under New York State Finance Law §163, purchases of commodities (products) and services from preferred sources are given the highest priority and are exempt from the competitive bidding requirements. The New York State preferred sources as of February 2020 include Corcraft, NYS Preferred Source Program for People Who Are Blind (NYSPSP) and New York State Industries for the Disabled, Inc. (NYSID).

Professional Services: Services which require specialized expertise, technical or special skills or training, the exercise of professional judgment or a high degree of creativity in the performance of the contract as defined by the Office of the New York State Comptroller Opinion 2007-1. Professional or technical services shall include but not be limited to the following: services of an attorney; services of a physician; technical services of an engineer engaged to prepare plans, maps and estimates; securing insurance coverage and/or services of an insurance broker; services of a certified public accountant; investment management services; bonding accountant services; printing services involving extensive writing, editing or art work; management or municipally owned property; or computer software services for customized programs, or technology services involved in substantial modification and customizing of pre-packaged software.

Public Work: Projects for construction, reconstruction or maintenance done on behalf of a public entity. Two conditions must be fulfilled in order for the provisions of Labor Law Article 8 to apply to a project: (1) A public entity must be a party to a contract involving the employment of laborers, workers or mechanics; and (2) The contract must concern a public work project. (Outside Labor Law Article 8 are janitorial services, security services, and grounds maintenance.)

Purchase Order: A legal contract by and between the County and a Vendor authorizing the vendor to deliver a product or provide services.

Qualified Responsible: The financial ability, legal capacity, integrity, qualifications, and past performance of a business entity and as such terms have been interpreted relative to public procurements as per New York State Finance Law §163(1)(c).

SCHEDULE A

Request for Information (RFI): Provides a preliminary description of the program objectives and specifications and solicits input from vendors as to the availability of products and services to meet the County's needs.

Request for Proposal (RFP): A type of bid document that is used for procurements where factors in addition to cost are considered and weighted in awarding the contract and where the method of award is "best value."

Request for Quotation (RFQ): A type of bid document that can be used when a formal bid opening is not required (e.g., sole source, emergency purchases).

Requisition: A written request submitted to Purchasing authorizing a request to purchase commodities or services.

Responsive: A bidder meeting the minimum specifications or requirements as prescribed in a solicitation for commodities or services as per New York State Finance Law §163(1)(d).

Services: The performance of a task or tasks and may include the use of a material product. This definition includes technology which can be either a product or a service or a combination thereof as per New York State Finance Law §160(7).

Sole Source: A procurement where only one bidder is capable of supplying the required product as per New York State Finance Law §163(g).

Specifications: The terms and conditions required for product and/or services in the bid documents.

Standardization: A commodity (product) that establishes uniform engineering or technical specifications. Standardization to a manufacturer's brand requires Board of Supervisors approval. The use of Standardization does not legally bypass the bidding process.

Supporting Documentation: Documents that support a specific Requisition or Invoice.

True Lease: Lease of equipment whereby said equipment will be turned into the vendor at the end of the lease term with no option for buy out.

Voucher: A document used within the County to authorize payment for product or services.

Warrant: A document issued by the County, prepared by the Purchasing Agent, as a guarantee that payments as outlined will be met.

SCHEDULE A
SECTION III

III. PURCHASING PROCEDURES

A. Procedures Applicable to all Purchases Regardless of Dollar Amount

Before making any purchase, the following steps must be taken.

1. Confirm that there isn't already a County bid for the item(s).
2. If there's no County bid, check Preferred Source Offerings in the following order:
 - a. Corcraft
New York State Department of Correctional Services
Division of Industries
550 Broadway, Menands, NY 12204
Ph: 518-436-6321
Fax: 518-436-6007
website: <http://www.corcraft.org>
 - b. NYS Preferred Source Program for People Who are Blind (NYSPSP)
136 State Street, 2nd Floor
Albany, NY 12207
Ph: 518-621-0605
Fax: 518-456-3587
website: <http://www.nyspsp.org>
 - c. New York State Industries for the Disabled, Inc.
11 Columbia Circle Drive
Albany, NY 12203
Ph: 518-463-9706
Fax: 518-463-9708
e-mail: administrator@nysid.org
website: <http://www.nysid.org>

Items must meet the form, function and utility of the Department. Catalogs and guidelines may be obtained in the Purchasing Department. If the price from a Preferred Source is within 15% of the lowest quote and meets the specifications of the Department, the item must be purchased from the Preferred Source.

3. If the item/service is not available from a Preferred Source, search the New York State Office of General Services (NYS OGS) website <https://www.ogs.state.ny.us/Purchase/Search/default.asp> for a State Contract. Purchases should be made through available State Contracts (OGS), or under County contract pursuant to Section 408-a of the County Law, and Subd 3 of General Municipal Law (hereinafter "GML") §103 revised in 2013 to allow purchases of materials, equipment or supplies, or to contract for services through any county within the state, whenever such purchases are deemed by the Purchasing Agent to be in the best interest of the County. When contemplating the use of State Contract, you MUST read the contract terms and "How To Use" attachment which will outline whether or not quotes or a mini-bid is required.
4. If no State Contract is available, or you feel the County can obtain better pricing than State Contract, then Purchasing will proceed with a County bid or the Department may obtain quotes, depending on the dollar thresholds (see pages 9-16).
5. The County is also authorized to purchase apparatus, materials, equipment and supplies, and to contract for services related to the installation, maintenance or repair of those items, as authorized by the addition of Subdivision 16 (extended through 2026) as an amendment to GML §103 through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein. The contract must be let in a manner that constitutes competitive bidding to the lowest responsible bidder, or on the basis of best value, "consistent with state law", meaning in harmony with New York State Law, and made available for use by other governmental entities. Purchases made in accordance with GML §103(16) are not subject to the competitive bidding requirements of GML §103 at the local level as bidding has already been done in accordance

with GML §103 by the lead agency. The stated purpose of GML §103(16) is to reduce costs, and increase efficiencies. The prerequisites that must be met are as follows:

- a. The contract must have been let by the United States or any agency thereof, any state or any other political subdivision or district therein. Therefore, there must be an underlying contract let by one of the listed governmental entities. Contracts developed for use by local governments that are let by private parties (e.g. a private company, association or not-for-profit corporation is the party awarding the contract to the vendor), and not by the United States or any agency thereof, any state or any other political subdivision or district therein, would not fall within the exception.
 - b. The contract must have been made available for use by other governmental entities. This means that the other governmental entity has taken steps to make its contract available for New York local governments by including a clause extending the terms and conditions of the contract to other governmental entities. Unilateral offers by vendors to extend contract pricing and other terms and conditions would not fall within the exception.
 - c. The contract must have been let in a manner that constitutes competitive bidding “consistent with state law”. “State law” refers to New York State’s bidding law applicable to its political subdivisions (GML §103 and related case law). Departments exercising the option to purchase under this exemption will be required to obtain background information on the procedures used to let the contract and, as necessary, consult with counsel, to determine whether this prerequisite is met.
6. As allowed by law (see paragraph 5 above), the County has become a member of several National Cooperatives including: National Joint Powers Alliance (NJPA) now known as Sourcewell; US Communities and National IPA/TCPN now known as Omnia Partners; National Cooperative Purchasing Alliance (NCPA); and Pennsylvania Education Purchasing Program for Microcomputers (PEPPM). Vendors may reference one of these cooperatives in discussions with departmental employees. Purchasing should be consulted to confirm that the company is, in fact, a participating vendor.
7. Vendor numbers must be requested for each vendor receiving payment from Warren County. All requests for new or changed vendor numbers must be submitted to the Purchasing Department. Vendor numbers are necessary in order to complete a Purchase Order and must contain the following information:
- a. Correct and full name of the individual/organization
 - b. Remittance address for payment & phone number
 - c. Federal ID or Social Security Number
 - d. Reason for payment (so that Purchasing can identify 1099 status)
- County Departments are responsible for obtaining W-9 forms from the vendors confirming that payment information provided to the County is valid. A W-9 form must be submitted with each new vendor request in order for a vendor number to be issued.
8. Prevailing Wages apply any time a vendor employs laborers, workmen or mechanics. Vendors are required to pay prevailing rates according to Article 8 of the New York State Labor Law, no matter what the dollar amount. Pursuant to Article 9 of the New York State Labor Law, prevailing wages must also be paid for building service contracts such as moving, landscaping, elevator maintenance, etc., for any contract exceeding \$1,500 per year. Owners/operators, who have no employees, are exempt and do not need to pay themselves Prevailing Wages. Certified payrolls must be provided by the Contractor to the applicable County Department, prior to submitting an invoice. The Certified Payroll forms are required to be kept on file by the Departments for which the contract applies. The form can be found at <https://warrencountyny.gov/purchasing/forms>

All prevailing wage schedules must be requested through the Purchasing Department prior to obtaining quotes or bids. All vendors must be provided with the New York State Department of Labor PRC number assigned to each individual project so that appropriate labor rates are included in their quotes/bids. If the contract is cancelled at any time, Purchasing must be notified in order to cancel the prevailing wage schedule for that project.

On occasion, the New York State Department of Labor, Bureau of Public Works, upon receiving complaints for non-payment of prevailing wages shall direct the County to withhold monies due to a vendor. The original notice is forwarded to the Superintendent of the Department of Public Works, a copy is kept in Purchasing and a copy forwarded to the Treasurer's Office. These monies are held until notification is received from the Department of Labor on how they are to be disbursed. Contractors and the applicable County Department must check prevailing wage schedules for each project on the 1st of each month. The Department of Labor posts corrections to each schedule (when applicable), and both parties must be informed of all updates to ensure proper payment to Contractor's employees, and for the purpose of checking certified payrolls.

New York State Office of General Services obtains a prevailing wage schedule for the State when awarding a State Contract. However, if the County uses the State Contract, the County is required to obtain a separate prevailing wage schedule specific to the County project.

It is the County's responsibility to confirm that the Prime Contractor has provided all sub-contractors with a copy of the prevailing wage schedule. A verified, signed statement must be obtained from each sub-contractor, certifying that they were provided with a copy of the schedule.

Per New York State Labor Law Section 220-i(6), a construction contractor or subcontractor cannot submit a bid or commence work on projects subject to Article 8 prevailing wages unless the company has registered as a contractor with the NYS Department of Labor.

9. A contract is always required when a service is being provided to the County (regardless of dollar amount). Where appropriate, short form contracts are available for longer or indefinite terms, only if under the quote threshold and contract amounts don't increase. When determining the term of a contract, please take into consideration the nature of the procurement: What is the likelihood that the original term may be extended? Most contracts are capped at 3 years, with an initial one year term and two additional (optional) one year extensions. More involved contracts with larger investments by the Contractors may have longer terms which will be negotiated as part of the contract process.

In consultation with and in a form approved by the County Attorney, the Chair of the Board of Supervisors (or the Vice-Chair in his/her absence) shall have authority to execute contracts without the need for a Board Resolution for contracts not to exceed Ten Thousand Dollars (\$10,000) annually. The Department Head must provide the Chair of the Board with their approval prior to execution of the contract. Contracts over Ten Thousand Dollars (\$10,000) annually shall require Board Resolutions except for the blanket authority provided to the Superintendent of Public Works by Resolution No. 375 of 2010.

10. Each set of Specifications will identify the person to which questions should be directed. This is a control mechanism so that all vendors fairly receive the same information relative to the Specifications. In the event the Purchasing Agent does not know the answer, he/she will contact the appropriate department to obtain the correct response. The appropriate information will then be distributed to the vendors in the form of a written addendum. Written addenda must be issued at least five (5) business days prior to the bid opening. If the five (5) day requirement is not met, the bid opening date will be changed in order to comply.
11. GML §103 makes it possible for the County to standardize on a particular type of material or equipment. A Resolution approved by the Department's standing committee and at least two-thirds majority of the Board of Supervisors, shall state that for reasons of efficiency or economy, there is a need for standardization. Such reasons may include, but are not limited to the following:
- a. Larger quantities of fewer items;
 - b. More economical buying;
 - c. Flexibility of inventory;
 - d. Reduction of purchasing time;
 - e. Lower departmental operating costs; and
 - f. Reduced inventories -

Adoption of such a Resolution does not eliminate the necessity for conformance to the competitive bidding requirements. Standardization restricts the purchase to a specific model or type of

equipment or supply, but does not limit the vendors it can be purchased from.

12. Anticipate your needs! Once you have determined what you need, within the limitations of your budget, contact Purchasing to help you develop the specifications for the quote or bid to get the best value possible for the expenditure of tax dollars. The key is time and preparation. Turn around time is dependant on many factors ranging from the complexity of the specifications, and the need for a pre-bid meeting and addendums to the number of bids and quotes currently in process with Purchasing. **Remember, poor planning does not move your request to the top of the list!**
13. Warren County takes the position, consistent with County Law §369 and good business sense, that prepayments should not be made using County funds with the exception of travel expenses or any other prepayment justified to, and subsequently authorized by, the County Purchasing Agent in consultation with the County Attorney.
14. As standard business procedure, all County vendors are entitled to prompt payment. Invoices should be processed as soon after goods/services are obtained and in accordance to batch deadlines established by the County Auditor. **If the Auditor receives any claims for goods or services for which no Purchase Order was issued, the Purchasing Agent in conjunction with the County Auditor will have the authority to nullify the payment of such claim.**
15. The Purchasing Department endeavors to aide in getting Departments the right material on time. There will be occasions when inferior goods or services are received or they are not received in a reasonable amount of time. If the problem cannot be resolved by the Department it should be reported to Purchasing as soon as possible. This can be done via e-mail or phone. Remember to include the vendors name, bid number, the problem you have with the order and your name and extension. Purchasing will contact the vendor and try to come to a resolution of the problem. If necessary the County Attorney's Office will be contacted for assistance.
16. When developing specifications, it is understood that Departments may require the expertise of vendors. When consulting with vendors it must be clearly stated that their services, in no way, give them an advantage in the bidding or proposal process. Departments must be especially diligent in this situation to ensure that the specifications are not written in such a way that the consulting vendor is given such an advantage (i.e. writing the specifications so narrowly that only their company or firm can respond).
17. When the County is seeking commodities, public works and/or professional services to be funded by New York State and/or Federal Grants, the Purchasing Department will actively and affirmatively solicit bids for supplies and/or contracts from qualified New York State certified MBEs or WBEs as more fully set forth in Warren County Resolution No. 635 of 2014. In the event the County receives Federal grant funding, Uniform Guidance provisions apply as required by CFR Title 2 Part 200, which are attached hereto as Appendix "A".

Expenditures and contracts funded by New York State must be in compliance with New York State Executive Law Article 15-A revised on June 16, 2019 which expands the provisions for meeting M/WBE utilization goals and awarding bids to MWBE's. The law applies to professional services public works and commodities, or any combination thereof, in excess of Twenty-Five Thousand Dollars (\$25,000); and acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon in excess of One Hundred Thousand Dollars (\$100,000). Whether or not such procurements meet bidding thresholds, the Purchasing Department must be consulted to ensure compliance with the requirements of said Law.

The following language shall be included in all solicitations involving NYS and/or Federal Funding:

To the extent required by Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor will not discriminate against any employee or applicant for employment because of an individual's age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics, marital status or domestic violence victim status. Furthermore,

in accordance with Section 220-e of the Labor Law, if this is a contract for the construction, alteration or repair of any public building or public work or for the manufacture, sale or distribution of materials, equipment or supplies, and to the extent that this contract shall be performed within the State of New York, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, disability, sex, or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. If this is a building service contract as defined in Section 230 of the Labor Law, then, in accordance with Section 239 thereof, Contractor agrees that neither it nor its subcontractors shall by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. Contractor is subject to fines of Fifty Dollars (\$50) per person per day for any violation of Section 220-e or Section 239 as well as possible termination of this contract and forfeiture of all moneys due hereunder for a second or subsequent violation.

EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITIES AND WOMEN. In accordance with Section 312 of the Executive Law, if this contract is: (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of Twenty-Five Thousand Dollars (\$25,000), whereby a contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the contracting agency; or (ii) a written agreement in excess of One Hundred Thousand Dollars (\$100,000) whereby a contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon; or (iii) a written agreement in excess of One Hundred Thousand Dollars (\$100,000) whereby the owner of a County assisted housing project is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon for such project then:

(a) The Contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. Affirmative action shall mean recruitment, employment, job assignment, promotion, upgradings, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation;

(b) at the request of the contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the contractor's obligations herein; and

(c) the Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the County contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Contractor will include the provisions of "a", "b", and "c" above, in every subcontract over \$25,000 for the construction, demolition, replacement, major repair, renovation, planning or design of real property and improvements thereon (the "Work") except where the Work is for the beneficial use of the Contractor. Section 312 does not apply to: (i) work, goods or services unrelated to this contract; or (ii) employment outside New York State; or (iii) banking services, insurance policies or the sale of securities. The County shall consider compliance by a contractor or subcontractor with the requirements of any federal law concerning equal employment opportunity which effectuates the purpose of this section. The contracting agency shall determine whether the imposition of the requirements of the provisions hereof duplicate or conflict with any such federal law and if such duplication or conflict exists, the contracting agency shall waive the applicability of Section 312 to the extent of such duplication or conflict. Contractor will comply with all duly promulgated and

lawful rules and regulations of the Governor's Office of Minority and Women's Business Development pertaining hereto.

18. P-Cards may be utilized on a limited basis for purchases in accordance with the Credit Card Policy adopted by the Board of Supervisors via Resolution No. 222 of 2015 and subsequently amended by Resolution Numbers 460 of 2015, 133 of 2019, 411 of 2019, 72 of 2020, 140 of 2020, 147 of 2021, 346 of 2021, 583 of 2021, 435 of 2023 and 240 of 2024. Even when using a P-Card, procurements must be made in compliance with this policy.

B. Procedures Specific to Each Type of Purchase¹

1. Commodity/Equipment/Furniture Purchases

These purchases may be made without a Resolution of the Board of Supervisors to the extent your Department budgeted/planned for the same. Most often, purchases made under State Contract do not require quotes, however, there are instances where quotes or a mini-bid process are required. Please read each State Contract carefully to make sure all requirements are being met before making the purchase. Some vendors may offer GSA (federal) pricing to the County. Please note, this does not exempt the County from following State and/or County procurement requirements. The GSA pricing may be used as a quote, but additional pricing is still required in accordance with the guidelines set forth below. The only exceptions to this are for Information Technology purchases offered under GSA Federal Supply Schedule 70 and Law Enforcement products under Schedule 84. Additionally, some vendors may offer to sell products as part of an Alliance or Private Cooperative. If authorized by Board Resolution, the County may purchase through National Cooperatives such as, and by way of example, Sourcewell. Please contact the Purchasing Department if a vendor has offered pricing from a national cooperative in order to determine whether or not you have authority to proceed.

a. Competitive Bidding:

Legal notices are published in the official County newspapers, informing the public of the products or services being bid. The advertisement for bids shall contain a statement of the time and place where all bids will be publicly opened and read. All bid openings will be conducted at a public meeting and all interested parties may attend.

Where bids are required, the Department Head will assist the Purchasing Agent in the preparation of specifications and contracts. It is the responsibility of the Department Head to provide an adequate description of items needed so that the Purchasing Agent may be able to prepare the specifications to procure the desired commodity or service. The Purchasing Agent will send specifications to vendors from a list prepared jointly by the Purchasing

¹Commodities vs. Public Works

Purchase contracts for materials, equipment and supplies involving an estimated annual expenditure of over \$20,000.00 and public works contracts involving over \$35,000.00 shall be awarded to the lowest qualified responsible bidder only after public advertising soliciting formal sealed bids (GML §103). The term public works contracts would apply to those projects involving labor or both materials and labor where the labor portion exceeds the material component. Included in this category would be construction, paving, printing, and repair contracts.

Although not defined in GML §103, the Office of the State Comptroller has expressed the opinion that the term "contract for public work" encompasses contracts for services, or labor or construction by a "laborer, workman or mechanic service requiring wage rates". When a bid involves acquisition of both goods and services, such as a commodity where installation is required, the contract should be viewed as a purchase for purposes of the competitive bidding monetary threshold only if the service portion is minor, incidental, or customarily provided by the vendor as a component of the purchase. Conversely, if the services are extensive, substantial, or involve specialized skills, so that the acquisition of the commodity is incidental to the work, the contract should be treated as a contract for public work (1987 Opns St Comp No. 87-46, p 70). For example, a contract for interior painting of a building involves both material and labor. In most cases, the labor component of the contract will be predominant, making it a contract for public work. In contrast, replacing a boiler or furnace, while involving both labor and equipment will, in most cases, consist primarily of a charge for the equipment, making it a commodity purchase.

In determining the necessity for competitive bidding and quoting, the aggregate cost of an item or commodity estimated to be purchased in a fiscal year would have to be considered. As a general guide, items of the same or similar nature which are customarily handled by the same vendor or kind of vendor should be treated as a single item for purposes of determining whether the dollar threshold will be exceeded, i.e. plumbing materials, electrical materials, lumber, hardware, etc. It is the responsibility of the Purchasing Agent and/or County Auditor to note where purchases over the course of a fiscal year are exceeding the bidding thresholds from the purchase orders submitted by the various departments.

Items purchased through Warren County bid or the New York State Office of General Services (OGS) on State Contract have already been subject to bidding and are therefore exempt. However, all political subdivisions must purchase from the vendor holding a current State or County contract, even if another vendor's price is equal or lower, or said political subdivision must go to separate bid. The purchasing exemption made through the NYS OGS does not apply to a purchase from the State Contract vendor upon terms and conditions which materially or substantially vary from the State Contract. Used items are not exempt from bidding requirements except as noted in the exceptions section of this policy.

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Agent and the Department Head for all bids. Warren County does NOT accept faxed documents where original (ink) signatures are required, i.e. on proposal pages, Non-Collusive Certifications, Corporate Resolutions and Iran Divestment Act Certifications.

1. **Commodity/Equipment/Furniture Purchases (continued)**

When soliciting bids, a “Statement of General Conditions” will be included with all specifications and contracts provided to vendors. These General Conditions will be incorporated into contracts awarded for the purchase of commodities and the procurement of public works services.

Vendor lists shall not be released prior to a bid opening as this may adversely affect the bids received and/or encourage collusion. Any requests received by a County department for this information are to be directed to Purchasing.

After the public opening of a sealed bid, a tabulation sheet shall be prepared, recording all pricing as submitted by the responding vendors. The appropriate Department(s) shall evaluate the bid responses and prepare a recommendation letter.

b. **Bid Approval Process:**

Bids for commodities will be awarded by the Purchasing Department after the following conditions are met:

- i. Sufficient appropriations are contained within the Department’s current budget (or after a budget transfer has been completed).
- ii. The Department Head provides the Purchasing Agent with a written recommendation for award indicating that the lowest bid meets the intent of the specifications. **NOTE: Commodity bids do not require a Resolution unless the lowest bid is not accepted.**

c. **Bidding Timeline:**

The following represents the estimated amount of time required to complete a bidding cycle. Timelines for commodities and services will be different. Times may change depending on the complexity of the project. Not all items pertain to all bids. The cycle does not begin until Purchasing is able to move your project to the top of its system. ie: first come, first served. If in doubt of the Purchasing workload at any given time, give the Purchasing Department a call to see how long it will be before you can get your project started. These are meant as a guideline, not a rule. Times may be shorter or longer depending on the circumstances.

- 1. Requisition or request for bid comes to Purchasing
- 2. Plus up to 15 working days until Purchasing begins bidding process
- 3. Plus 5 working days for Purchasing to review documents
- 4. Plus appropriate time to supply Purchasing with approved set of documents
- 5. Plus 1 working day for printing of documents (except large Construction projects)
- 6. Plus 5 working days for papers to publish Notice to Bidders (Saturdays only, Purchasing Department’s deadline is the Monday before the Saturday publication)
- 7. Plus 5-20 working days for vendors to pick up bids
- 8. Plus 1 day for prebid meeting (if applicable)
- 9. Plus 1-3 working days for tabulation / evaluation by Purchasing Department
- 10. Plus 5 working days for each addendum
- 11. Plus 1 day for opening of bids
- 12. Plus a minimum of 7 calendar days for review of bid results by the using department or by consultants.
- 13. Get on the agenda for all appropriate committees including sending all necessary documentation, evaluations, resolutions, etc.
- 14. Plus appropriate days to receive all necessary committee endorsements
- 15. Board of Supervisors Meeting (this may require 2 meetings)
- 16. Plus 1 working day for “Notice of Award” to be mailed to successful vendor
- 17. Plus 10 calendar days to receive contracts, bonds etc.
- 18. Plus anticipated delivery time (best guess or check with vendors)

1. Commodity/Equipment/Furniture Purchases (continued)

d. Dollar limit guidelines:

\$1 - \$3,000.99: Purchases can be made at the discretion of the Purchasing Department and/or Department Head. All equipment/furniture costing more than \$3000.00 aggregate, (ex. 10 chairs costing \$350 each for a total of \$3,500) requires 3 verbal quotes. For coding purposes, ANY equipment/furniture with a useful life of more than one year shall be a .2 object code regardless of cost.

\$3,001 - \$10,000.99: Documented verbal quotes from at least 3 separate vendors, if available. If 3 quotes cannot be obtained, the Purchasing Agent must be consulted before the goods are ordered. When the lowest quoted item is deemed as not acceptable, documented facts must support the decision and approval must be obtained from Purchasing BEFORE the item is ordered.

\$10,001 - \$19,999.99: Formal written or fax quotes from at least 3 separate vendors, if available. If 3 quotes cannot be obtained, the Purchasing Agent must be consulted before the goods are ordered. When the lowest quoted item is deemed as not acceptable, documented facts must support the decision and approval must be obtained from the appropriate committee, and a Board of Supervisors Resolution adopted BEFORE the item is ordered.

\$20,000 & Up: Sealed bids in conformance with GML §103. When the lowest bid is deemed as not acceptable, documented facts must support the decision and approval must be obtained from the appropriate committee, and a Board of Supervisors Resolution adopted BEFORE the item is ordered.

COMMODITY PURCHASES	AS PER PURCHASING AND/OR DEPT. HEAD	3 VERBAL QUOTES	WRITTEN QUOTES	
			3	Other
Under \$3,000.99 (.2 & .4 codes)	X			
\$3,001 - \$10,000.99		X		
\$10,001 - \$19,999.99			X	
\$20,000 & up				Bid

e. Best Value Methodology - see section II(B)(3) for complete guidelines.

2. Public Works Projects/Contracts

A Board of Supervisors Resolution must be adopted to award a Public Works bid and authorize a contract and hence acquisition of the services. In some instances, Departments have been provided, by Resolution, with general authority to enter into Public Works contracts within certain parameters. On-call service contracts may be entered into for smaller projects (quotes or bids must be obtained on a per hour basis with a mark-up for materials). However, if a project is expected to exceed the public works threshold of Thirty-Five Thousand Dollars (\$35,000), then a bid specific to that project, or portions thereof, must be established. The Thirty-Five Thousand Dollar (\$35,000) threshold includes public works expenditures, as well as materials/commodities purchased as part of the public works project. However, if a project is undertaken by the County workforce, the commodity needed for that project shall be acquired pursuant to the County Purchasing Policy in accordance with the commodity thresholds. If contract labor or services should be needed for that project, the same will be independently bid or otherwise acquired pursuant to the County Purchasing Policy in accordance with the public works threshold. Regardless of the source of funding, i.e. grant funding or County funding, the County Purchasing Policy must be adhered to. (Please note that a "project" can be 2 or more construction projects lumped together for bidding purposes.)

Plan holders lists shall not be released prior to a bid opening as this may adversely affect the bids received and/or encourage collusion. Any requests received by a County department for this information are to be directed to Purchasing. Construction bids are an exception as allowing subs to contact bidders will most likely result in better pricing.

After the public opening of a sealed bid, a tabulation sheet shall be prepared, recording all pricing as submitted by the responding vendors. The appropriate Department(s) shall evaluate the bid responses and prepare a recommendation letter. When required, the using Department will request a Resolution to be presented to their standing committee and then sent to the Board of Supervisors for final award. The using Department shall also handle any renewal Resolutions through their standing committee submitted with the proper supporting documentation provided by Purchasing.

Resolutions for multi-department use are handled by the predominant Department and are submitted to the appropriate Committee for approval.

a. Competitive Bidding:

See Paragraph II(B)(1)(a) above.

b. Bid Approval Process:

- a. Bids for public works projects will be awarded by a Board of Supervisor's Resolution after the following conditions are met:
 - i. Sufficient appropriations are contained within the Department's current budget (or after a budget transfer has been completed).
 - ii. The Department Head provides the Purchasing Agent with a written recommendation for award indicating that the bids received meet the intent of the specifications.

c. Bidding Timeline:

See Paragraph II(B)(1)(c) above.

Note: The amount of time required is dependant on the frequency the Board meets. Remember, if you miss the Board meeting you may delay the start of the project for up to a month.

d. **Dollar limit guidelines:**

- \$1 - \$5,000.99: At the discretion of the Department Head.
- \$5,001 - \$19,000.99: Written or fax quotes from at least 3 separate vendors, if available. When the lowest quote is deemed as not acceptable, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.
- \$19,001 - \$34,999.99: Formal written or fax quotes from at least 4 separate vendors, if available. When the lowest quote is deemed as not acceptable, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.
- \$35,000 & Up: Formal sealed bids according to GML §103. When the lowest bid is deemed as not acceptable, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.

PUBLIC WORKS Wage rates and Board Approval Required	AS PER PURCHASING AND/OR DEPT. HEAD	WRITTEN QUOTES		
		3	4	Other
Under \$5,000.99	X			
\$5,001 - \$19,000.99		X		
\$19,001 - \$34,999.99			X	
\$35,000 & up				Bid

e. **Best Value Methodology - see section II(B)(3) for complete guidelines.**

f. **Retainage:**

Retainage is a form of security for proper completion of the work under construction contracts. Under General Municipal Law section 106-b(1), the County will retain five percent of each progress payment to the Contractor if the Contractor is required to provide a performance bond and a labor and material bond in the full amount of the contract. In all other cases, the County will retain 10 percent of each progress payment. The contract dollar amount that will be subject to this provision will follow the capitalization threshold as follows:

<u>Contract Purpose</u>	<u>Retainage Threshold</u>
Land Improvements	\$25,000
Buildings & Improvements	\$50,000
Infrastructure	\$250,000

Exceptions - This policy does not apply to the following:

1. Unit price contracts where Contractors are paid per unit of work when complete and approved by the County.
2. Contracts subject to administrative requirements for Disadvantaged Business Enterprise Programs for Federally-assisted contracts.
3. Contracts which require only one payment in full after the County has reviewed and approved work.
4. Term agreement contracts which cover emergency work and work as needed during the term of the contract.

3. Best Value Methodology

General Municipal Law §103 now provides local governments greater flexibility in awarding contracts by authorizing the award of purchase contracts, including contracts for service work (but excluding any purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the Labor Law) on the basis of best value. With the increased complexity of the goods and services that the County must obtain in order to serve taxpayers, it is critical to consider selection and evaluation criteria that measure factors other than cost in the strictest sense. Best value procurement links the procurement process directly to the County's performance requirements, including, but not limited to, selection factors such as useful life span, quality and options and incentives for more timely performance and/or additional services. Best value procurement can provide much needed flexibility in obtaining important goods and services at favorable prices, and can reduce the time to procure such goods and services.

"Best value" means the basis for awarding contracts for services to the offeror which optimizes quality, cost and efficiency, among responsive and qualified responsible offerors. Such basis shall reflect, whenever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor of offerors that are small businesses or certified minority or women-owned business enterprises as defined in subdivision one, seven, fifteen and twenty of section three hundred ten of the Executive Law to be used in evaluation of offers for awarding of contracts for services.

When developing solicitation documents for competitive bids for the award of purchase contracts including contracts for service work, the Purchasing Agent may, and subject to the requirements herein and the applicable requirements set forth in this policy, determine that an award of a purchase contract shall be based upon best value methodology. In making such determination, the Purchasing Agent shall consider the recommendation, if any, of the Department Head or designee of the Department the purchase contract is being procured for. The Department Head or designee shall, in all instances, obtain the approval of the Purchasing Agent to utilize best value methodology prior to issuance of the competitive bid documents.

Requirements: Where the basis for an award of a purchase contract will be the best value offer, the Purchasing Agent shall, in all instances:

- a. Document in the procurement record as a component of the competitive award process and in advance of the initial receipt of offers, the determination of the evaluation criteria, which whenever possible, shall be quantifiable and the process to be used in the determination of best value and the manner in which the evaluation process and selection shall be conducted.
- b. Shall select a formal competitive procurement process in accordance with guidelines established under this policy and document the determination in the procurement record. The process of selection shall include, but may not necessarily be limited to, a clear statement of need; a description of the required specifications governing performance and related factors; a reasonable process for ensuring a competitive field; a fair and equal opportunity for offerors to submit responsive offers; and a balanced and fair method of award. Where the basis for award is best value, documentation in the procurement record shall, where practicable, include a quantification of the application of the criteria to the rating of proposals and the evaluation results, or, where not practicable, such other justification which demonstrates that best value will be achieved.
- c. The solicitation shall prescribe the minimum specifications or requirements that must be met in order to be considered responsive and shall describe and disclose the general manner in which the evaluation and selection shall be conducted. Where appropriate, the solicitation shall identify the relative importance and/or weight of cost and the overall technical criterion to be considered by the County in its determination of best value.

4. Professional Services

Professional Services are not subject to competitive sealed bidding requirements, but are subject to the guidelines of GML §104-b for competitive pricing to be obtained for these services. When a Department Head determines that professional services, except for legal services pursuant to §501 of County Law are necessary, they must solicit proposals by obtaining written quotes and/or letting RFPs depending upon the anticipated cost for service (see below). Upon receiving responses, the Department Head will then bring proposals before the appropriate committee. The cost of said services shall be outlined as price per hour and/or total cost, and the names of qualified, licensed persons to perform said services will be presented to the committee. Data from other counties or individuals may be used at this time to compare costs. Department questions as to which services require Requests for Proposals should be directed to the Purchasing Department.

Engineers and other professionals may be retained in accordance with any of the following award methods:

- a. The "Lowest Cost for Service" method which allows for awarding to the lowest proposer, **OR** other than the lowest proposer when the lowest proposal is deemed as non-responsive. Documented facts must support the decision and approval must be obtained from the appropriate committee. A Board of Supervisors Resolution is required prior to award.
- b. The "Best Value" method, based on weighted average scores from all criteria stated in the RFP specifications and submitted by sealed proposals; or
- c. The "Two Envelope" method where criteria is stated in the RFP specifications and professionals submit two separate sealed envelopes, one with the Proposal, the other with the Price. First, all Proposals are opened and the three "best" are selected. Only the "best" Proposal price envelopes will be opened and the low price will determine the award.

Proposals must be formally opened at a set time. The aforesaid methods must be authorized by the appropriate Board of Supervisors committee or used when required by Federal or State Law, Rule or Regulation.

When the County is seeking professional services to be funded by Community Development Block Grant ("CDBG") funding, a Notice to Professionals must be advertised in the official County newspapers, as well as the appropriate MWBE publications required by New York State. The Purchasing Department is responsible for placing said ads as part of the procurement process provided an RFP is required, and in all other instances the Department Head shall bare similar responsibility.

Proposals for professional services will be awarded by a Warren County Board of Supervisor's Resolution after the following conditions are met:

- a. Sufficient appropriations are contained within the Department's current budget (or after a budget transfer has been completed).
- b. The Department Head provides the Purchasing Agent with a written recommendation for award indicating that the bids received meet the intent of the specifications.

If passed, a service contract shall be prepared by the County Attorney and signed by the Professional before services are rendered. Contracts may contain the option for an extension for a second or third year, or more, before new RFP's need to be processed.

A Board of Supervisors Resolution must be adopted before services are ordered and shall be referenced on the Purchase Order together with the appropriate quotes.

See Paragraph II(B)(1)(c) above for bidding/RFP timeline.

3. Professional Services (continued)

Thresholds for seeking proposals is determined by the anticipated cost as follows:

\$1 - \$5,000.99: No solicitation of quotes or proposals is required at the discretion of the Department Head (quotes or proposals are encouraged when practical).

\$5,001-\$49,999.99: Written quotes from at least 3 qualified sources, where available. When the lowest quote is deemed as not acceptable, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.

\$50,000 & Up: RFP through the Purchasing Department from at least 3 qualified sources, where available. When the lowest proposal is deemed as non-responsive, documented facts must support the decision, and approval must be obtained from the Board of Supervisors, by Resolution, BEFORE the services are ordered.

PROFESSIONAL SERVICES Board Approval Required	AS PER PURCHASING AND/OR DEPT. HEAD	WRITTEN QUOTES	
		3	RFP
\$1 - \$5,000.99	X		
\$5,001 - \$49,999.99		X	
\$50,000 & Up			X

****For purchase contracts and service contracts that must be procured pursuant to competitive bidding or RFP under General Municipal Law §103 and §104-b, in the event that no bids or proposals are received, the Purchasing Department shall re-advertise in a manner that provides for broader circulation, if at all possible. If no bids or proposals are received after re-advertisement, the goods or services may then be procured on the open market.****

C. Exemptions and Exceptions to Purchasing Policy:

1. It will NOT be necessary to seek quotes, RFP's or bids to comply with this Purchasing Policy for the following, however, contracts for services shall still be required (unless it's determined by the County Administrator, Chairperson of the Board and/or the County Attorney that one is not required):
 - a. Emergencies: GML §103(4) describes an emergency as an urgent need affecting the health and safety of citizens, which requires immediate action, where the occurrence or condition is "unforeseen". Lack of anticipation or planning cannot be deemed as a cause for declaring an emergency. A true emergency does not exclude the need for securing competitive pricing, only the formal bidding process. An exception to the competitive bidding requirements exists for emergency situations. There are three basic statutory criteria to be met in order to fall within this exception. These are that: (1) the situation arises out of an accident or unforeseen occurrence or condition; (2) public buildings, public property or the life, health, safety or property of the political subdivision's residents are affected; and (3) the situation requires immediate action which cannot await competitive bidding. When the Board of Supervisors passes a Resolution that a public emergency exists, the public interest dictates that purchases are made at the lowest possible costs, seeking competition by informal solicitation of quotes or otherwise, to the extent practicable under the circumstances. The County Attorney and the Chairperson of the Board shall be consulted and will make a recommendation as to how to proceed. The Board of Supervisors' committee chairperson (and committee, if time permits) shall also be advised.
 - b. Employment and Training Services obtained through SUNY Adirondack and/or Washington-Saratoga-Warren-Hamilton-Essex (WSWHE) Board of Cooperative Educational Services for educational services.
 - c. Membership dues and conference fees.
 - d. All Physicians, Dentists and any Medical Providers for departments including, but not limited to, the Health Services Department, Warren County Sheriff's Office, Office of Emergency Services, Self-Insurance, Countryside Adult Home and the Department of Public Works. Also included shall be counseling services for the Office of Community Services. Data from other counties or individuals may be used to compare costs.
 - e. Attorneys needed for a particular or specialized requirement as reviewed and approved by the Finance Committee.
 - f. Process Servers required due to extenuating circumstances, i.e. time constraint or out-of-state services, which are NOT covered under any other active County contract(s).
 - g. Situations not required by Law such as New York State Executive Law, Article 2B, State and Local Natural and Man-Made Disaster Preparedness Subsection 29A Suspension of Other Laws.
 - h. Subscriptions for updates to existing Law Libraries.
 - i. Public works services where, upon the determination by the Department Head, it is not feasible to determine the amount to be spent for repairs to vehicles, equipment or machinery (outside of standard repairs to be handled by County employees including auto body repairs), until the item is inspected and/or dismantled and a cost for inspection or diagnosis has already been incurred and for which it would not be practical to transport the equipment or machinery for multiple quotes. If auto repairs are authorized by the Insurance Carrier as a result of an accident, Department Head

SCHEDULE A

may proceed upon the recommendation of the County Attorney.

- j. Pursuant to GML §103(6), surplus and second hand supplies, material or equipment may be purchased without competitive bidding or competitive offering from the Federal Government, the State of New York or from any other political subdivision, district or public benefit corporation.
- k. When procurements for goods or services are funded by State and/or Federal agencies, and procurement policies other than Warren County's are required, by law, to be followed, the Federal and/or State procurement policies shall supercede the County's Purchasing Policy.
- l. Produce purchases which shall not exceed Twenty Thousand Dollars (\$20,000) in the aggregate on an annual basis, due to the volatility of the market, large minimum order requirements, and remoteness of some County sites. In the event of large orders over One Thousand Five Hundred Dollars (\$1,500) per site, quotes must be obtained.

2. Quotes or proposals are not required for Sole Source & Single Source Commodities or Services

Competitive bidding is not required under GML §103 where the subject of the contract is controlled by a monopoly, or where there is only one possible (sole) source from which to procure certain patented goods or services, and therefore no possibility of competition exists. Should certain supplies or materials be obtainable only from a specific manufacturer, then a true monopoly would exist and the purchase would not be subject to bidding requirements. The mere likelihood that only one firm will bid, however, is insufficient to justify a sole source procurement. Further, a political subdivision may not artificially create a sole source situation such as by, without proper justification, tailoring bid specifications to limit competition to only one bidder.

In determining whether a sole source item is required in the public interest, the County should show, at a minimum:

- a. The unique benefits to the County of the item or service as compared to other products or services available in the marketplace;
- b. That no other product or service provides substantially equivalent or similar benefits;
- c. And that, considering the benefits received, the cost of the item or service is reasonable in comparison to other products or services in the marketplace.

In addition, the County should document that, as a matter of fact, there is no possibility of competition, as from competing dealers or distributors. The sole source exception may apply, for example, in those instances when:

- d. Services from a regulated public utility are available from only one source;
- e. There is only one source from which to acquire equipment which meets state-mandated requirements; or
- f. A political subdivision, which owns equipment uniquely suited to or compatible with a particular make of equipment, has adopted a standardization resolution for that make of equipment and the equipment is only available from one source.

A sole source can be a manufacturer, software developer or service provider that sells direct and there are no other sources offering an "or equal." Prior to a vendor being considered a sole source, a letter on the vendor's official letterhead must be on file with the Purchasing Department detailing their sole source status.

A single source could be a distributor/wholesaler/retailer that has a contractual agreement for a specific territory to the exclusion of others. Should you have a situation involving a single source supplier, a letter on the manufacturer's letterhead must be on file with the Purchasing Department confirming the single source authorized vendor.

Should there be ANY possibility of purchasing the item from two or more vendors, sealed bids should be requested after public advertising. Contracts ARE required when services are being provided regardless of sole source or single source status.

3. True Leases are not subject to the previous purchasing rules but rather must comply with the following requirements.

True leases are neither purchases nor contracts for public works, and thus, are not subject to bidding under the General Municipal Law. County policy however, requires that:

- a. After a Department has been given budget funding and approval to lease equipment, unless the lease is on State Contract, RFP's must be obtained through the Purchasing Department. Where a lease will not exceed a total of Two Thousand Dollars (\$2,000) annually, no RFP shall be required. Quotes must be obtained and the Purchasing Agent shall sign the lease as indicated in Section II(C)(3)(e) below.
- b. A written explanation must be sent to Purchasing when the lowest lease quotation or response to an RFP is not taken, and a Board of Supervisors Resolution must be obtained;
- c. Appropriations must be specifically available for the lease (this will be considered authorization by the Board to enter into the lease);
- d. The lease agreement entered into may be for multiple years but must:
 - i. not contain any automatic buyout or automatic renewal clauses;
 - ii. contain a non-appropriation clause; and
 - iii. address the disposition of the equipment at the end of the lease so that the vendor pays the cost for return of the equipment, etc.
- e. All lease agreements shall be treated as purchases and signed by the Purchasing Agent; and
- f. While the lease agreement may not contain an automatic renewal clause, at the end of the lease term, departments may extend the lease agreement beyond the original term for a period of up to 18 months without securing additional quotes or engaging in an RFP process provided that:
 - i. the lease payments do not increase;
 - ii. the department has appropriations therefore; and
 - iii. Purchasing Agent approval is received.Any extension longer than eighteen (18) months must be justified to, and authorized by, the Purchasing Agent.

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SECTION IV

IV. PURCHASE ORDERS

A. General

The Purchasing Department is designated to review and approve Purchase Orders. It is the individual Department Heads responsibility to ensure that expenditures are within the budgetary appropriations and that the proper Department account is charged.

Should there be insufficient funds available, Departments must do a budget transfer and secure all the necessary approvals before the order can be processed.

Most purchases exceeding Seven Hundred Forty-Nine Dollars and Ninety-Nine Cents (\$749.99) require a Purchase Order. The Purchase Order provides a formal document authorizing the purchase of goods and services as well as the necessary authority to pay vendor claims and proof of tax-exempt sales. Purchase Orders are prepared by the Department with all the necessary documentation such as contracts, quotes and insurance forms (where applicable) on file.

The Purchasing Department verifies the following information when approving a Purchase Order:

1. Vendor/vendor number
2. County contract/resolution/bid number/quotation information/state contract number
3. Comments/special instructions
4. Description of goods and services being ordered
5. Quantity/unit of measure
6. Unit price/extension and total cost
7. Commodity codes/budget codes
8. Asset status (if over \$1,500)
9. Attached documents are correct/complete (i.e. state & national contracts, piggyback documents from other Municipalities, Travel Authorization Forms, etc.)

The Purchasing Department will determine if the best method of procurement has been followed. If available, a current County bid, NYS contract or National Contract may be suggested. If none apply, the formal bid or quotation process may be commenced depending on estimated annual expenditures.

Once the Purchase Order has been approved by the Purchasing Department, it is posted by the Treasurer's Office and is then available for use.

In all instances, Purchase Orders are to be completed before a purchase is made. The only exceptions are exempt and emergency purchases as described below.

If at any time a Department finds they will exceed the competitive bidding threshold for a particular product or service, they should notify the Purchasing Department to allow time for specifications to be developed and the formal bid process to be completed, to meet their anticipated needs.

Purchases of Seven Hundred Forty Nine Dollars and Ninety-Nine Cents (\$749.99) or under do NOT require a Purchase Order. The following additional purchases do NOT require a Purchase Order. Purchases billed to the Department on a monthly basis not requiring Purchase Orders are Postal costs, Internet and Telephone charges, and routine Printing needs, which are to be handled by the Print Shop, via a Printing Order Form. Also exempt from the Purchase Order requirement are mileage, utilities and gas. To obtain routine maintenance and repairs, a Work Order Form must be completed and submitted to the Buildings & Grounds Department at the Municipal Center. Requests for shelving, bookcases, bulletin boards, and computer work stations may also be handled in this manner. When Buildings & Grounds funds are available for such requests, there will be no charge for Work Order requests to the individual departments. However, if Buildings & Grounds funds are not available or otherwise committed, it is the responsibility of the department to purchase required

materials. Department Heads must be responsible for making sure that all these procedures are complied with as outlined in this Purchasing Policy.

B. Blanket Purchase Orders

A Blanket Purchase Order (BPO) is created for products or services that are purchased on an “as needed” basis from a vendor throughout the year where the dollar value will vary for each purchase. These are issued for a maximum period of twelve (12) months and must be reissued at the beginning of each fiscal year.

For vendors used by all County Departments, each Department will issue a BPO for their Department only. There has to be quotes, a bid and/or a contract established with the vendor and insurance on file (if required) before a BPO can be issued.

PLEASE NOTE: Whenever possible, BPO’s must be for the total amount (or aggregate) amount to be spent with the vendor annually or for the term of the bid and/or contract. The Purchasing Department issues several commodity bids that are for less than one-year terms. The BPO’s for the commodity bids should only include enough funding for the term of the bid and not an annual total. If multiple budget codes are involved in the purchase, the department may either assign multiple codes to one PO, or individual PO’s may be submitted for each code even if the PO’s are less than Seven Hundred Fifty Dollars (\$750.00).

Departments are responsible for providing the BPO number to the vendor and verify that the number also appears on the documentation sent to Audit for payment processing.

C. Emergency Purchase Order

General Municipal Law Section 103 (4) defines an emergency as “a public emergency arising out of an accident or other unforeseen occurrence or condition whereby circumstances affecting public buildings, public property or the life, health, safety or property of the inhabitants requires immediate action”.

If an emergency arises, the department must contact the Chairperson of the Board of Supervisors and the County Administrator to obtain approval prior to making any emergency purchases. Purchasing may be contacted for assistance in procuring products or services required to deal with the emergency. If the Chairperson of the Board of Supervisors and the County Administrator determine there is a true emergency, the vendor who can immediately provide the required goods or services will be given prime consideration for the purchase.

The Purchasing Department will **not** approve an Emergency Purchase Order when the purchase is not justified, where the purchase is being made to circumvent established procedures, or where there is a lack of proper planning.

D. Purchase Order Checklist

For reference purposes, the following checklist should be used when submitting PO’s:

- √ Is the vendor remit to address correct (submit vendor form to Purchase if a change is required).
- √ Is the description complete? (One-time message should include bid number, state contract number, quotes and/or any other information relevant to the purchase). If the one-time message indicates that the purchase is from a sole source vendor, a copy of the sole source letter must be attached as a document to the PO.
- √ Is the form type “REGULAR-REGULAR”? (“REG-Regular” should not be selected.)
- √ Deliver by Date and Expiration Date fields must be left blank.
- √ Is the correct Resolution Number referenced in the Resolution Field (not in the one-time message)? Confirm that the authorizing resolution is current.

SCHEDULE A

- √ Is the dollar amount correct? Does it match the contract or quote amount? We cannot approve PO's that exceed the authorized amount.
- √ Create New Asset Box - if the item is less than \$1,500 use the item code for items <\$1500 which will automatically uncheck the asset box.
- √ Contracts - If applicable, has the contract been signed? The Purchasing Department will not approve PO's until it's confirmed that the contract is fully executed. If the contract is for an exact dollar amount, it must be attached to the PO prior to approval.

**SCHEDULE A
SECTION V**

V. ASSET MANAGEMENT

The purpose of the asset inventory management system is to establish proper procedures for monitoring the movement of fixed assets to maintain accurate reporting of asset values as required by NYS Audit and Control.

A. Fixed Assets

Fixed assets are defined as those properties the County of Warren retains more or less permanently, not for sale, but for utilization in the normal course of operations.

Fixed assets will always imply tangible fixed assets. The general accepted practice, as in Warren County, is to record and report fixed assets at their historical acquisition cost. The cost of a fixed asset should include all expenses of transporting the asset to the proper location and placing it in the condition necessary for its intended use. Only items costing One Thousand Five Hundred Dollars (\$1,500.00) or more and with a useful life of more than one year will be inventoried.

Upon receipt of an asset valued at One Thousand Five Hundred Dollars (\$1,500) or more, the Treasurer’s Office will issue a numbered inventory sticker to be attached to the new asset. Stickers are necessary to provide positive identification of assets. They also provide a quick and accurate method of identifying assets during the annual physical inventory. If a sticker is lost or damaged the Department should contact the Treasurer’s Office.

Please note that all stickers must remain on the item until the time of sale or disposition. When sold or scrapped, the sticker shall be removed and placed on the Treasurer’s Office copy of the Physical Inventory Deletion Form.

Each Department Head has the ultimate responsibility to conduct and maintain the individual inventory pertaining to that Department. It is also the responsibility of the Department Head to evaluate on a continuing basis the suitability and need for materials, supplies and equipment. If they should become obsolete by reason of age, wear or technical advancement or should become surplus, unnecessary for the operation of his/her department, the department inventory manager should send an e-mail to the Purchasing Agent with details and condition of the item for sale or disposal. The Department will then complete a work order to have the item removed either for the sale or disposal.

B. Capital Assets

Capital assets include property, plant, equipment and infrastructure assets (e.g. roads, bridges, airport runways and similar items). Such assets are recorded at historical cost or estimated historical cost. The reported value excludes normal maintenance and repairs, which are essentially amounts spent in relation to capital assets that do not increase capacity or efficiency of the item or increase its estimated useful life. Donated capital assets are recorded at estimated fair market value of the item at the date of donation.

The capital assets are capitalized at certain thresholds and depreciated using a straight line method over their useful lives as follows:

<u>Capital Assets</u>	<u>Capitalization Threshold</u>	<u>Useful Lives (Years)</u>
Land Improvements	\$25,000	20
Buildings & Improvements	\$50,000	40
Vehicles & Equipment	\$5,000	5-10
Infrastructure	\$250,000	10-40

SECTION VI

VI. TRANSFER AND SALE OF SECOND-HAND EQUIPMENT

The Purchasing Agent is designated by the Board of Supervisors to be responsible for the salvage control program. The same precautions must be taken when disposing of property as when purchasing. A Physical Inventory Deletion Form is needed for items sold, scrapped or traded in. Surplus equipment may be transferred to another department where it is needed by using a Property Transfer Form. Both forms are available through the Purchasing Department. The Purchasing Agent is solely authorized to sell or trade in used and/or obsolete equipment to a vendor, even those under State Contract, and to accept a trade in allowance from such vendor. If all above procedures have been exhausted, the Purchasing Agent will arrange to sell such articles at a widely advertised public auction or on-line through GovDeals. Items that have no value and are broken beyond repair, must be properly disposed of by the appropriate Department

Department personnel assigned the task of inventory management are to report any surplus equipment or materials they have to the Purchasing Department. These items will be made available by the Department Head (with pictures and detailed descriptions) to all other County Departments on a first-come first-served basis. If an asset remains unclaimed after 5 business days, the Purchasing Department will make available to the Towns, Village and City in Warren County using the same pictures and description. If unclaimed by local municipalities within 5 business days, then the Purchasing Agent will determine the most beneficial disposition of the surplus equipment.

Any vehicle or equipment that requires a title to be signed for transfer will be handled by the Purchasing Agent and/or the Superintendent of the Department of Public Works or his designee.

Items under the asset threshold of \$1,500 sold to another municipality shall require proper documentation of the sale, i.e. invoice of sale and completion of a deletion form created specifically for this purpose and available through the Purchasing Department. Funds shall be deposited in Purchasing Department Revenue Code A.1345 2665 unless legally required to be deposited elsewhere.

SECTION VII

VII. PURCHASING POLICY - GENERAL CONDITIONS

- ▶ The Purchasing Agent is appointed at the pleasure of the Board of Supervisors and is responsible for reviewing and administering the purchasing policy of Warren County.
- ▶ Employees of the Purchasing Department shall maintain effective and professional public, vendor and customer relationships.
- ▶ To maintain a high level of quality service to Warren County Departments and Municipal Subdivisions, Purchasing staff shall participate in educational opportunities offered in the purchasing field, and keep abreast of current developments in market conditions, pricing, new products and the Law.
- ▶ The Purchasing Policy herein shall be administered in accordance with all ethical rules called for by the County of Warren.
- ▶ Any County Officer or employee who has, will have, or acquires an interest in, any actual or proposed contract with the County of which he/she is an officer or employee, shall publicly disclose the nature and extent of such interest in writing to the Board of Supervisors as soon as he/she has knowledge of an actual or prospective interest. This written disclosure will be made part of the official minutes of the Board of Supervisors. **If an officer or employee has a reason to believe that he/she may have a conflict of interest, the office of the County Attorney should be contacted immediately.**
- ▶ Each Purchase Order will be examined by a member of the Warren County Purchasing Department and processed according to the guidelines set forth under the section of applicable Purchasing Procedures.
- ▶ The Warren County Purchasing Department and Department Heads will maintain adequate documentation of all action taken in connection with each method of procurement. Such documentation may include, but not be limited to any and all pertinent Board Resolutions, Memoranda, Written Quotes, Contracts and any other appropriate form of documentation.
- ▶ Opportunity will be provided to all qualified responsible suppliers to do business with the County. To this end, the Purchasing Department will maintain a listing of potential bidders for the various types of material, equipment, supplies and services used by County Departments. This list will be used for the distribution of notices for bids and quotes. Any supplier may be included on the list upon request.
- ▶ Suppliers will be removed from the bidders list if they make a formal written request, or if the Purchasing Agent finds the supplier to be an irresponsible bidder. This is determined by failing to provide proof of responsibility, having repeatedly made slow or unsatisfactory delivery of supplies or services, or having been found by a Court of competent jurisdiction to have engaged in unlawful employment or business practices within the previous 12 months.
- ▶ Supplies used by various County Departments should be uniform whenever consistent with operational goals in the interest of efficiency or economy. The material, equipment, supplies, and services purchased by Warren County shall be of the quality and quantity required to serve ALL departments in a satisfactory manner, as will be determined by the requisitioner and the Purchasing Agent.

- ▶ Credit cards or P-Cards whose use is approved by the Clerk of the Board of Supervisors are held by same and signed out for use by County staff. Some Departments hold cards specific to their operations and reference is herein made to the County Credit Card Policy for further details.
- ▶ On occasion, County Departments are asked by vendors to complete credit applications in order to be able to set up an account. Said applications should not be returned as the County is not applying for credit. In most cases, a Purchase Order is sufficient documentation for the vendor to set up an account.
- ▶ No official or employee will be interested financially in contracts entered into by the municipality (as defined in Section 800 of General Municipal Law). This also precludes acceptance of gratuities, financial or otherwise, as stated in the Warren County Code of Ethics.
- ▶ The County of Warren will not be deemed responsible for any commitment made at the departmental level circumventing these procedures. If County procedures are circumvented, disciplinary action may be taken.
- ▶ Salespersons are encouraged to visit the Purchasing Department prior to or in conjunction with initial, individual Department contact.
- ▶ The Legislative, Rules & Government Operations Committee will annually review the policies and procedures set forth in this manual prior to adoption by the Warren County Board of Supervisors.
- ▶ The unintentional failure to fully comply with the provisions of GML §103 and 104-b shall not be grounds to void any action taken or give rise to cause of action against the County of Warren, the Purchasing Department, or any officer or employee thereof.
- ▶ The County Attorney and the Warren County Board of Supervisors shall make the final decision regarding any issues related to procurement of goods and services for Warren County.
- ▶ Standard lists of commonly used items shall be jointly developed for all categories or groups of supplies by the Purchasing Agent and the appropriate requisitioners. These lists shall be used as a basis for determining the feasibility for obtaining quotations on quantity purchases or the necessity of advertising for formal bids.
- ▶ It is the responsibility of the Purchasing Agent to make alternative suggestions to the requisitioner if, in the judgment of the Purchasing Agent, the specifications would restrict competition or otherwise preclude the most economical purchase of the required items. In case of disagreement as to the content of the specifications, the Board of Supervisors, after reviewing all available data, should make the final determination.
- ▶ The Purchasing Department offers a vendor library which includes many reference materials. NYS OGS contracts, vendor catalogues, preferred source catalogues, industrial buying guides, and all materials pertaining to Warren County bids. These materials may be viewed in the Purchasing Department Monday through Friday between the hours of 8:00 a.m. and 4:00 p.m.
- ▶ When a low bidder proposes an alternative as an “equal” to that specified, it is the responsibility of the Department Head to determine whether the proposed substitution is, in fact, an equal.

SCHEDULE A

- ▶ Grant/Revenue and Asset Forfeiture funding is NOT exempt from the County’s Purchasing Policy or GML §103 or §104-b. These funds are still considered to be taxpayer money and procurement guidelines must be followed as with any other budgetary appropriation.

- ▶ The Purchasing Department posts all public bid documents on the County’s WCEAS system, including, but not limited to:
 - * Specifications
 - * Recommendation Letters
 - * Resolutions
 - * Extension Letters
 - * Addenda
 - * Award Letters
 - * Tab Sheets

If a bid document is not posted, please contact the Purchasing Department for further information.

APPENDIX “A”

8/16/2021

SUBPART - Post Federal Award Requirements

§ 200.318 - General procurement standards.

- (a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§ 200.317 through 200.327.
- (b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- (c)(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.
- (2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
- (d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- (e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.
- (f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- (g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- (h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also § 200.214.
- (i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of

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SUBPART - Post Federal Award Requirements

contract type, contractor selection or rejection, and the basis for the contract price.

(j)(1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

§ 200.319 - Competition.

(a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.

(b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

(4) Noncompetitive contracts to consultants that are on retainer contracts;

(5) Organizational conflicts of interest;

(6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and

(7) Any arbitrary action in the procurement process.

(c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in

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this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

(2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.

(f) Noncompetitive procurements can only be awarded in accordance with § 200.320(c).

§ 200.320 - Methods of procurement to be followed.

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§ 200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

(a) *Informal procurement methods.* When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold (SAT)*, as defined in § 200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

(1) *Micro-purchases - (i) Distribution.* The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in § 200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

(ii) *Micro-purchase awards.* Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.

(iii) *Micro-purchase thresholds.* The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold

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higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.

(iv) *Non-Federal entity increase to the micro-purchase threshold up to \$50,000.* Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

(A) A qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit;

(B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,

(C) For public institutions, a higher threshold consistent with State law.

(v) *Non-Federal entity increase to the micro-purchase threshold over \$50,000.* Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

(2) *Small purchases - (i) Small purchase procedures.* The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

(ii) *Simplified acquisition thresholds.* The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

(b) *Formal procurement methods.* When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with § 200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

(1) *Sealed bids.* A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

(i) In order for sealed bidding to be feasible, the following conditions should be present:

(A) A complete, adequate, and realistic specification or purchase description is available;

(B) Two or more responsible bidders are willing and able to compete effectively for the business; and

(C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

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(ii) If sealed bids are used, the following requirements apply:

(A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;

(B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

(C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;

(D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(E) Any or all bids may be rejected if there is a sound documented reason.

(2) *Proposals.* A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

(i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;

(iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and

(iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services through A/E firms that are a potential source to perform the proposed effort.

(c) *Noncompetitive procurement.* There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

(1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);

(2) The item is available only from a single source;

(3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;

(4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or

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(5) After solicitation of a number of sources, competition is determined inadequate.

§ 200.321 - Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

§ 200.322 - Domestic preferences for procurements.

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

§ 200.323 - Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste

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management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§ 200.324 - Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§ 200.325 - Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

(1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;

(2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;

(3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;

(4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or

(5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

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(c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;

(2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§ 200.326 - Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

Warren County Board of Supervisors

RESOLUTION NO. 506 OF 2025

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

AUTHORIZING RENEWAL OF WARREN COUNTY’S PROPERTY AND CASUALTY INSURANCE FOR 2026 AND AUTHORIZING PAYMENTS FOR SAME

WHEREAS, the Insurance Administrator requested, and the Legislative, Rules & Governmental Operations Committee agreed, to the County’s insurance coverage for 2026 and has recommended renewing the insurance policies as follows:

BROKER	INSURANCE	TOTAL PAYMENT TO BROKER NOT TO EXCEED
Arthur J. Gallagher Risk Management Services, Inc.	Travelers Insurance Company - Property; Boiler & Machinery; Inland Marine; General Liability; Employee Benefits Liability; Automobile Liability; Auto Physical Damage; Law Enforcement Liability; Public Officials Liability; Employment Practices Liability; Excess Liability (Umbrella); Crime/Employee Dishonesty; OCP People; OCP NYS; LDC	
	Allied World - Healthcare General; Health Care Liability	
	Old Republic Insurance Company - Airport Liability	
	Midwest Employers Casualty - Workers Compensation, Employer’s Liability	
	Ascot - Pollution	
	Tokio Marine - Cyber	
GRAND TOTAL		\$998,239

now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the renewal of the County’s insurance for 2026 and payments for same, as outlined above, to be paid from various budget codes.

Warren County Board of Supervisors

RESOLUTION No. 507 OF 2025

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

AUTHORIZING AGREEMENTS WITH CERTAIN APPLICANTS FOR THE DISBURSEMENT OF 2026 OCCUPANCY TAX REVENUES, TO AUTHORIZE AGREEMENTS AND FUNDING FOR SAME

WHEREAS, the Director of Tourism requested, and the Occupancy Tax Coordination Committee agreed, to award 2026 occupancy tax funding to certain applicants listed on the attached “Schedule A,” now, therefore, be it

RESOLVED, that Warren County enter into agreements with certain applicants as listed on the attached “Schedule A” with each agreement to be 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 execute the agreements identified herein and that the funds will be expended from Budget Code A.6417.0002 480, Tourism/Occupancy, Occupancy Tax, Tourism-Special Events - \$417,000.

SCHEDULE "A"

2026 Occupancy Tax Awards

	APPLICANT	EVENT	DATE	AMOUNT OF AWARD
1	Adirondack Festivals, LLC	Adirondack Wine and Food Festival	6/27/26-6/28/26	\$15,000.00
2	Adirondack Folk School, Incorporated	Adirondack Folk School Course Catalog	1/1/26-10/6/26	\$9,400.00
3	Adirondack Pub and Brewery, Inc.	Lake George Oktoberfest	10/9/26-10/11/26	\$15,000.00
4	Adirondack Theatre Festival, Inc.	Adirondack Theatre Festival	6/17/26-8/6/26	\$15,000.00
5	Adirondack-Albany Weddings/Total Entertainment, Inc.	Lake George DJ Takeover Music & Arts Festival	5/22/26-5/24/26	\$10,600.00
6	Celebration of the Nations	A Festival of Tribes	9/26/26-10/11/26	\$100,000.00
7	Eastern NY Marine Trades Association, Inc.	Great Upstate Boat Show	3/26/26-3/29/26	\$10,000.00
8	GenzHomes, Inc. d/b/a Alpha Win	Lake George Triathlon	9/5/26-9/6/26	\$6,900.00
9	Glens Falls Collaborative and the City of Glens Falls	The Vietnam Traveling Memorial Wall	8/20/26-8/24/26	\$25,000.00
10	Glens Falls Symphony Orchestra, Inc.	Glens Falls Symphony	2/14/26-12/6/26	\$15,000.00
11	Hyde Collection	Exhibitions and Programs at The Hyde Collection	1/1/26-12/31/26	\$15,000.00

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12	Improv Records, Inc.	Memorial Meltdown	5/23/26- 5/24/26	\$15,000.00
13	Improv Records, Inc.	Adirondack Independence Music Festival	9/4/26- 9/6/26	\$15,000.00
14	Kevin Richards Entertainment and Travel, LLC	Kevin Richards' "Close Up Country Concert Weekend Festival"	3/27/26- 3/29/26	\$9,050.00
15	Kevin Richards Entertainment and Travel, LLC	Kevin Richards' "Close Up Country Concert Weekend Festival #2"	10/23/26- 10/25/26	\$7,850.00
16	Lake George Arts Project	Jazz at the Lake	9/18/26- 9/20/26	\$15,000.00
17	Lake George Music Festival, Inc.	Lake George Music Festival	5/31/26- 6/11/26	\$15,000.00
18	Lake George Volunteer Fire Company	Annual Firefighters Convention and Parade	6/10/26- 6/13/26	\$15,000.00
19	Lake Theatre Productions, Inc.	Lake George Dinner Theatre	7/10/26- 10/10/26	\$6,800.00
20	Lower Adirondack Regional Arts Council (LARAC)	LARAC Annual June Arts Festival	6/13/26- 6/14/26	\$15,000.00
21	Marcella Sembrich Memorial Association, Inc.	The Sembrich Summer Music Festival	6/7/26- 9/2/26	\$9,700.00
22	Prime Time Lacrosse, Inc.	Lake George National Invitational	7/17/26- 7/19/26	\$10,000.00
23	Silver Bay YMCA	Bluegrass in Heaven	9/11/26- 9/13/26	\$6,700.00
24	Special Olympics New York, Inc.	Special Olympics State Fall Games	10/16/26- 10/18/26	\$15,000.00

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25	Thurman Station Association, Inc. d/b/a Thurman Community Association	Thurman Maple Days	3/14/26-3/29/26	\$10,000.00
26	Warren County Historical Society	Warren County Commission for 250 th Anniversary of American Revolution	1/1/26-12/31/26	\$15,000.00
TOTAL				\$417,000.00
<i>to be paid from A.6417.0002 480, Special Event Funding</i>				

Warren County Board of Supervisors

RESOLUTION NO. 508 OF 2025

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

AMENDING RESOLUTION NO. 715 OF 2005, WHICH AUTHORIZED AND APPROVED THE USE OF APPLICATION FORM FOR FUNDING AND INSTRUCTIONS FOR COMPLETING THE FORMS FOR WARREN COUNTY TOURIST AND CONVENTION DEVELOPMENT, TO ALLOW AMENDMENTS TO THE WARREN COUNTY TOURIST AND CONVENTION DEVELOPMENT AGREEMENT

WHEREAS, pursuant to Resolution No. 715 of 2005, the Warren County Board of Supervisors authorized and approved the use of application form for funding and instructions for completing the forms for Warren County Tourist and Convention Development and mandated form Warren County Tourist and Convention Development Agreement, and

WHEREAS, the Director of Tourism requested, and the Occupancy Tax Coordination Committee agreed, to allow the County Attorney's Office to modify as needed the Warren County Tourist and Convention Development Agreement, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the County Attorney's Office to modify as needed the Warren County Tourist and Convention Development Agreement, and be it further

RESOLVED, that other than the changes set forth herein, all other terms and conditions of Resolution No. 715 of 2005 will remain the same.

Warren County Board of Supervisors

RESOLUTION No. 509 OF 2025

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

AMENDING AGREEMENT WITH UP YONDA ENVIRONMENTAL CENTER TO SUPPORT PROGRAMMING FOR THE SUMMER NATURE PROGRAMS, TO INCREASE THE NOT TO EXCEED AMOUNT

WHEREAS, pursuant to Resolution No. 82 of 2023, the Warren County Board of Supervisors authorized the Chair of the Board of Supervisors to execute a standard form Warren County Tourist and Convention Development Agreement with Up Yonda Environmental Center to support programming for the Summer Nature Programs, for a term commencing January 1, 2023 and continuing on an annual basis until cancelled or materially changed, in an amount not to exceed Three Thousand Dollars (\$3,000), and

WHEREAS, the Director of Tourism requested, and the Occupancy Tax Coordination Committee agreed, to increase the not to exceed amount from Three Thousand Dollars (\$3,000) to Five Thousand Dollars (\$5,000), 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 Up Yonda Environmental Center, 4028 Main Street, Warrensburg, New York 12885, to increase the not to exceed amount to Five Thousand Dollars (\$5,000), in a form approved by the County Attorney, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 82 of 2023 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 510 OF 2025

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

AWARDING BID AND AUTHORIZING AGREEMENT WITH ELECTRONIC RECYCLERS INTERNATIONAL-NEW YORK, INC. FOR ELECTRONICS RECYCLING SERVICES (WC 47-25)

WHEREAS, the Purchasing Agent has advertised for sealed bids for Electronics Recycling Services (WC 47-25), and

WHEREAS, the bids were opened on October 23, 2025 and the Superintendent of Public Works recommended and the Public Works Committee agreed to award the agreement to Electronic Recyclers International-New York, Inc., 7815 North Palm Avenue, Suite #140, Fresno, California 93711, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify Electronics Recyclers International-New York, Inc., 7815 North Palm Avenue, Suite #140, Fresno, California 93711 of the acceptance of its bid, 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 Electronic Recyclers International-New York, Inc. relative to Electronics Recycling Services, pursuant to the terms and provisions of the bid documents and proposal (WC 47-25), as defined in the attached Schedule "A," for a term commencing January 1, 2026 and terminating December 31, 2026, with the option for two (2) additional one (1) year terms upon mutual agreement of the parties, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds for this agreement shall be expended from various Departmental budget codes.

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 47-25 ITEM(S): ELECTRONICS RECYCLING SERVICES DATE: OCTOBER 23, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Electronic Recyclers International, Inc. Attn: Kevin Dillon 7815 North Palm Ave., Suite #140 Fresno, CA 93711 Ph: 559-442-3990</p>	<p>NAME & ADDRESS OF BIDDER Electronic Recyclers International, Inc. Attn: Kevin Dillon 7815 North Palm Ave., Suite #140 Fresno, CA 93711 Ph: 559-442-3990</p>	<p>NAME & ADDRESS OF BIDDER Electronic Recyclers International, Inc. Attn: Kevin Dillon 7815 North Palm Ave., Suite #140 Fresno, CA 93711 Ph: 559-442-3990</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>PRICE PER POUND REVENUE TO MUNICIPALITIES FOR ELECTRONICS:</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>
<p>PRICE PER POUND EXPENSE TO MUNICIPALITIES FOR ELECTRONICS:</p>	<p>\$0.25/lb.</p>	<p>\$0.00</p>	<p>\$0.00</p>
<p>BROKEN CRT'S REQUIRING ALTERNATIVE RECYCLING METHOD:</p>	<p>\$0.25/lb.</p>	<p>\$0.00</p>	<p>\$0.00</p>
<p>FLUORESCENT LAMPS:</p>	<p>\$0.52/lb.</p>	<p>\$0.52/lb.</p>	<p>\$0.52/lb.</p>
<p>MIXED BATTERIES:</p>	<p>\$0.50/lb.</p>	<p>\$0.50/lb.</p>	<p>\$0.50/lb.</p>
<p>Comments:</p>	<p>Pricing is for sites who do charge for the collection of electronic waste</p>	<p>Pricing is for sites who do NOT charge for the collection of electronic waste</p>	<p>Pricing is for sites who do NOT charge for the collection of electronic waste</p>
<p>FACILITIES:</p>	<p>510 Ryerson Rd., Lincoln Park, NJ</p>	<p>510 Ryerson Rd., Lincoln Park, NJ</p>	<p>510 Ryerson Rd., Lincoln Park, NJ</p>
<p>BID AWARDED TO:</p>	<p>RESOLUTION NO.</p>		
<p>✓</p>	<p>TERM: JANUARY 1, 2026 THROUGH DECEMBER 31, 2026</p>		
<p>JULIE A. BUTLER, PURCHASING AGENT</p>			

WARREN COUNTY BID TABULATION SHEET

<p>BID NO.: WC 47-25 ITEM(S): ELECTRONICS RECYCLING SERVICES DATE: OCTOBER 23, 2025 TIME: 3:00 PM.</p>	<p>NAME & ADDRESS OF BIDDER Rochester Computer Recycling & Recovery, LLC dba EWASTE+ Attn: Ron McIntyre 7318 Victor Mendon Rd. Victor, NY 14564 Ph: 585-924-3840 Fax: 585-924-3841</p>	<p>NAME & ADDRESS OF BIDDER Rochester Computer Recycling & Recovery, LLC dba EWASTE+ Attn: Ron McIntyre 7318 Victor Mendon Rd. Victor, NY 14564 Ph: 585-924-3840 Fax: 585-924-3841</p>
<p>DESCRIPTION OF ITEM</p>	<p>BID PRICE</p>	<p>BID PRICE</p>
<p>PRICE PER POUND REVENUE TO MUNICIPALITIES FOR ELECTRONICS:</p>	<p>N/A</p>	<p>N/A</p>
<p>PRICE PER POUND EXPENSE TO MUNICIPALITIES FOR ELECTRONICS:</p>	<p>\$0.35/lb.</p>	<p>\$0.00</p>
<p>BROKEN CRT'S REQUIRING ALTERNATIVE RECYCLING METHOD:</p>	<p>\$0.35/lb.</p>	<p>\$0.00</p>
<p>FLUORESCENT LAMPS:</p>	<p>See Proposal Attachment</p>	<p>See Proposal Attachment</p>
<p>MIXED BATTERIES:</p>	<p>See Proposal Attachment</p>	<p>See Proposal Attachment</p>
<p>Comments:</p>	<p>Pricing is for sites who do charge for the collection of electronic waste</p>	<p>Pricing is for sites who do NOT charge for the collection of electronic waste</p>
<p>FACILITIES:</p>	<p>705 Prestige Parkway, Scotia, NY</p>	<p>705 Prestige Parkway, Scotia, NY</p>
<p>BID AWARDED TO:</p>	<p>RESOLUTION NO.</p>	
<p>✓</p>	<p>TERM: JANUARY 1, 2026 THROUGH DECEMBER 31, 2026</p>	
<p>JULIE A. BUTLER, PURCHASING AGENT</p>		

WARREN COUNTY BID TABULATION SHEET

BID NO.: WC 47-25 ITEM(S): ELECTRONICS RECYCLING SERVICES DATE: OCTOBER 23, 2025 TIME: 3:00 PM.	NAME & ADDRESS OF BIDDER Elot Electronics Recycling, Inc. Attn: Morris Freedman 64 Hannay Lane Glenmont, NY 12077 Ph: 518-266-9385 Fax: 518-266-9438	NAME & ADDRESS OF BIDDER
DESCRIPTION OF ITEM	BID PRICE	BID PRICE
PRICE PER POUND REVENUE TO MUNICIPALITIES FOR ELECTRONICS:	N/A	
PRICE PER POUND EXPENSE TO MUNICIPALITIES FOR ELECTRONICS:	\$0.000	
BROKEN CRT'S REQUIRING ALTERNATIVE RECYCLING METHOD:	\$0.32	
FLUORESCENT LAMPS:	\$.91/lb	
MIXED BATTERIES:	\$.55/lb	
Comments:	No charge for recyclables if program partnering (municipality is not charging to collect e-waste at their Transfer Station)	
FACILITIES:	64 Hannay Ln., Glenmont, NY	
BID AWARDED TO:	RESOLUTION NO.	RESOLUTION NO.
✓ JULIE A. BUTLER, PURCHASING AGENT	TERM: JANUARY 1, 2026 THROUGH DECEMBER 31, 2026	

Warren County Board of Supervisors

RESOLUTION NO. 511 OF 2025

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

AMENDING RESOLUTION NO. 356 OF 2023, WHICH AUTHORIZED AN AGREEMENT WITH GRANICUS, LLC (FORMERLY SIMPLEVIEW, LLC) FOR WEBSITE CONSULTING AND LICENSE AGREEMENT FOR THE TOURISM DEPARTMENTS VISITLAKEGEORGE.COM WEBSITE, TO INCREASE THE NOT TO EXCEED AMOUNT

WHEREAS, pursuant to Resolution No. 356 of 2023, the Warren County Board of Supervisors authorized an agreement with Granicus, LLC (formerly Simpleview, LLC) in an amount not to exceed Thirty-Seven Thousand Dollars (\$37,000) per year, for website consulting and license agreement for the Tourism Departments visitlakegeorge.com website, for a term commencing August 1, 2023 and terminating October 31, 2026, and

WHEREAS, the Director of Tourism requested, and the Tourism Committee agreed, to increase the not to exceed amount from Thirty-Seven Thousand Dollars (\$37,000) per year to Forty-Three Thousand Six Hundred One Dollars and One Cent (\$43,601.01), for a term commencing December 19, 2025 and terminating October 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 Granicus, LLC, 1152 15 Street NW, Suite 800, Washington, D.C. 20005, to increase the not to exceed amount to Forty-Three Thousand Six Hundred One Dollars and One Cent (\$43,601.01), for a term commencing December 19, 2025 and terminating October 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. 356 of 2023 will remain the same.

Warren County Board of Supervisors

RESOLUTION NO. 512 OF 2025

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

**ENACTING LOCAL LAW NO. 1 OF 2026, ENTITLED
“A LOCAL LAW FIXING THE SALARIES OF CERTAIN COUNTY OFFICERS AND
EMPLOYEES OF WARREN COUNTY”**

WHEREAS, a proposed local law was duly presented to the Board of Supervisors and considered by them, said local law entitled, “A Local Law Fixing the Salaries of Certain County Officers and Employees of Warren County”, and

WHEREAS, the Board of Supervisors adopted Resolution No. 459 of 2025, which authorized a public hearing to be held by the Board of Supervisors on the 19th day of December, 2025, in the Supervisors’ Rooms in the Warren County Municipal Center on the matter of the proposed local law, and notice of such public hearing having been duly published and posted as required by law, and said public hearing having been held and all persons appearing at such public hearing desiring to be heard, having been heard, now, therefore, be it

RESOLVED, that the Board of Supervisors of the County of Warren, New York on this 19th day of December, 2025, does hereby enact and adopt Local Law No. 1 of 2026, as annexed hereto.

**COUNTY OF WARREN
PROPOSED LOCAL LAW NO. 1 OF 2026**

**A LOCAL LAW FIXING THE SALARIES OF CERTAIN COUNTY OFFICERS AND
EMPLOYEES OF WARREN COUNTY**

BE IT ENACTED, by the Board of Supervisors of the County of Warren, New York, as follows:

SECTION 1. Effective January 1, 2026 the salaries, including longevity increments, if any, of the following county officers and employees are hereby fixed and established as follows:

TITLE	AMOUNT
Clerk, Board of Supervisors	\$110,980.00
Commissioner of Elections #1	91,723.00
Commissioner of Elections #2	91,723.00
Commissioner of Social Services	129,008.00
County Attorney	178,221.00
County Auditor	96,842.00
County Clerk	103,519.00
County Treasurer	130,708.00
Director of Human Resources	130,953.00
Director, Real Property Tax Services Agency	94,209.00
Purchasing Agent	111,157.00
Public Defender	154,743.00
Sheriff	152,427.00
Superintendent of Public Works/Sewer Administrator	150,421.00

SECTION 2. The salaries established for the county officers and employees named in Section 1 hereof include longevity payments, if any, added to the base salary of the county officer or employee in accordance with a schedule providing such longevity increments based on the number of years of county service as may be adopted by the Board of Supervisors by resolution.

SECTION 3. Any and all prior schedules of compensation for the aforesaid county officers and employees are hereby superseded.

SECTION 4. All Local Laws heretofore adopted by Warren County affecting the aforementioned county officers' salaries are hereby amended accordingly.

SECTION 5. This Local Law is subject to referendum on petition as provided by subdivision 2(h) of Section 24 of the Municipal Home Rule Law. This Local Law shall become effective 45 days after its adoption and upon filing in the Office of the Secretary of State, except that this Local Law shall not be effective until approved by affirmative vote of qualified electors, if a petition requesting a referendum is filed as provided under the Municipal Home Rule Law.

Warren County Board of Supervisors

RESOLUTION NO. 513 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 AND UNFUND POSITIONS WITHIN THE SHERIFF'S OFFICE

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

SHERIFF

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.3020 110		
<u>TITLE:</u> Senior Communications Officer #4	December 22, 2025	\$60,236

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.3020 110		
<u>TITLE:</u> Senior Communications Officer #5	December 22, 2025	\$60,236

<u>Creating Position of:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.3020 110		
<u>TITLE:</u> Senior Communications Officer #6	December 22, 2025	\$60,236

<u>Decreasing Salary from:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.3020 110		
<u>TITLE:</u> Communications Officer #4	December 22, 2025	\$57,486

<u>Decreasing Salary to:</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
A.3020 110		
<u>TITLE:</u> Communications Officer #4	December 22, 2025	\$0

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SHERIFF

<u>Decreasing Salary from:</u> <u>A.3020 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> Communications Officer #5	December 22, 2025	\$57,486

<u>Decreasing Salary to:</u> <u>A.3020 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> Communications Officer #5	December 22, 2025	\$0

<u>Decreasing Salary from:</u> <u>A.3020 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> Communications Officer #6	December 22, 2025	\$57,486

<u>Decreasing Salary to:</u> <u>A.3020 110</u>	<u>EFFECTIVE DATE</u>	<u>BASE ANNUAL SALARY</u>
<u>TITLE:</u> Communications Officer #6	December 22, 2025	\$0

Warren County Board of Supervisors

RESOLUTION NO. 514 OF 2025

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

INTRODUCING PROPOSED LOCAL LAW NO. 2 OF 2026, ENTITLED “A LOCAL LAW SUPERSEDING THE RESIDENCY REQUIREMENTS OF PUBLIC OFFICERS LAW FOR THE POSITIONS OF ASSISTANT DISTRICT ATTORNEYS, ASSISTANT PUBLIC DEFENDERS AND ASSISTANT COUNTY ATTORNEYS OF WARREN COUNTY,” AND AUTHORIZING A PUBLIC HEARING THEREON

RESOLVED, that proposed Local Law No. 2 of 2026 entitled “A Local Law Superseding the Residency Requirements of Public Officers Law for the Positions of Assistant District Attorneys, Assistant Public Defenders and Assistant County Attorneys of Warren County,” attached hereto and made a part hereof, be, and the same hereby is, introduced before the Warren County Board of Supervisors, and in order to give interested members of the public the opportunity to be heard thereon, the Board of Supervisors shall hold a public hearing in the Supervisors’ Rooms in the Warren County Municipal Center on the 16th day of January, 2026, at 10:00 a.m., on the matter of the adoption of said proposed Local Law No. 2 of 2026, and be it further

RESOLVED, that the Clerk of the Board of Supervisors be, and hereby is, authorized and directed to give notice of such public hearing in the manner provided by law.

**COUNTY OF WARREN
PROPOSED LOCAL LAW NO. 2 OF 2026**

A LOCAL LAW SUPERSEDING THE RESIDENCY REQUIREMENTS OF PUBLIC OFFICERS LAW FOR THE POSITIONS OF ASSISTANT DISTRICT ATTORNEYS, ASSISTANT PUBLIC DEFENDERS AND ASSISTANT COUNTY ATTORNEYS OF WARREN COUNTY

BE IT ENACTED, by the Board of Supervisors of the County of Warren, New York, as follows:

SECTION 1. TITLE. This Local Law shall be entitled “A Local Law Superseding the Residency Requirements of Public Officers Law for the Positions of Assistant District Attorneys, Assistant Public Defenders and Assistant County Attorneys of Warren County.”

SECTION 2. LEGISLATIVE INTENT. The intent of this local law is to define the residency requirement as it pertains to the following public officers: Assistant District Attorneys, Assistant Public Defenders and Assistant County Attorneys. It is the intent of this local law to supersede the provisions of the New York State Public Officers Law Section 3(1) with respect to said public officers.

SECTION 3. RESIDENCY REQUIREMENT: ASSISTANT DISTRICT ATTORNEYS, ASSISTANT PUBLIC DEFENDERS AND ASSISTANT COUNTY ATTORNEYS. The provisions of Section 3(1) of the New York State Public Officers Law requiring a person to be a resident of the political subdivision or municipal corporation of the state for which he or she shall be chosen, or within which his or her official functions are required to be exercised, shall not prevent a person from holding the office of Assistant District Attorney, Assistant Public Defender or Assistant County Attorney of the County of Warren, provided that such person resides in Warren County or a county adjoining Warren County within the State of New York, provided, however that any person performing such functions or holding such offices in any other county shall be a resident of such county unless otherwise provided by law.

The provisions of this local law shall not apply to any person holding the office of First Assistant Public Defender, the holder of which would assume the duties of the Public Defender upon the Public Defender’s absence from the county or upon the Public Defender’s inability to perform such office’s duties.

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This local law shall only apply to Assistant District Attorneys, Assistant Public Defenders and Assistant County Attorneys.

SECTION 4. SEVERABILITY. If any clause, sentence, paragraph or section of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not impair or invalidate the remainder hereof, but shall be confined in its operation to the clause, sentence, paragraph or section directly involved in the controversy in which judgment shall have been rendered.

SECTION 5. EFFECTIVE DATE. This local law shall take effect immediately upon filing with the Secretary of State in accordance with Article 3, §27 of the Municipal Home Rule Law.

Warren County Board of Supervisors

RESOLUTION NO. 515 OF 2025

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

ADOPTING THE WIRE TRANSFERS AND E-BANKING POLICY

WHEREAS, the County Attorney requested, and the Personnel, Administration & Higher Education Committee agreed, to adopt the Wire Transfers and e-Banking Policy, as approved by the Warren County Risk and Safety Committee, and recommended that the same be advanced to the Board of Supervisors for consideration and approval, now, therefore, be it

RESOLVED, that the Wire Transfers and e-Banking Policy, annexed hereto as Schedule "A," be and the same is hereby adopted as the official policy for Warren County.

SCHEDULE “A”

WIRE TRANSFERS AND E-BANKING POLICY

I. PURPOSE

The Board of Supervisors of the County of Warren recognizes the use of various e-banking transactions including wire transfers and e-banking activity as a faster, easier and more efficient substitute for paper transactions. The purpose of this policy is to provide a framework of procedures, authorized by the Board of Supervisors, in order to ensure the proper protocols are followed for all e-banking activity in accordance with the Uniform Commercial Code §4A-201, NYS General Municipal Law §5-a and NYS General Municipal Law §10. This policy shall outline what e-banking activities and electronic funds transactions the County may engage in, and the responsibilities of certain individuals in order to establish a segregation of duties.

II. DEFINITIONS

Automated Clearing House (ACH): An electronic network for transferring funds in the United States using a batch processing system.

Authorized Transfer: A financial transaction that is permitted by the County through a pre-approved agreement or a specific instruction.

Banking Institution: A financial institution, defined by the banking law or a national banking association located and authorized to do business in New York State.

County: The County of Warren, New York.

County Auditor: Established per NYS CLS County §600.

Electronic Banking (e-banking): The use of electronic technology to conduct banking transactions online, eliminating the need to visit a physical banking branch utilizing e-banking platforms, dedicated mobile apps, or other digital channels. E-banking services include account management; payments and transfers; digital payments; deposits; and online investments.

Electronic Funds Transfer Services: Computer based transactions that move money electronically between accounts, replacing paper methods like checks. Examples include direct deposits, debit card purchases and the payment of bills.

Internal Controls: Policies, procedures and mechanisms used to safeguard assets, prevent and detect fraud and errors, and ensure accuracy and reliability of financial reporting to maintain integrity of the County’s accounting systems and promote operational efficiency.

Public Deposits: The deposit of public funds in a bank or trust company which are available for all uses generally permitted by the bank or trust company to the depositing local government for funds collected under the bank’s or trust company’s account agreement or policies.

Public Funds: The County's funds.

Security Procedures: A procedure established by agreement between the County and a financial banking institution or trust company for the purpose of (a) verifying that a payment order or communication amending or canceling a payment order is that of the County, or (b) detecting error in the transmission or the content of the payment order or communication. Examples include the use of computer algorithms or other codes, identifying words or numbers, encryption, callback procedures, multifactor authorization, or other similar security devices.

Segregation of Duties: An internal control practice that divides financial responsibilities amongst different people to prevent fraud and errors.

Trust Company: A trust company as defined by the banking law and located and authorized to do business in New York.

III. POLICY

E-banking uses technology to streamline the processing and recording of receipts and disbursements, while reducing the cost of processing these transactions. Receipts, disbursements and transfers in proper circumstances can be processed via electronic funds transfer (EFT) services, whether transferring funds from a savings to a checking account at the same bank, or making a payment to a vendor's bank across the country.

In coordination with this policy, the Chairman of the Warren County Board of Supervisors is authorized to execute all agreements with the various banking institutions for the purpose of e-banking, in a form approved by the County Attorney. In accordance with General Municipal Law §5-a, the agreement must contain procedures for electronic or wire transfers, identify the accounts from which such transfers may be made, specify the officers authorized to initiate the transfers, and implement a security procedure as defined by Section 4A-201 of the Uniform Commercial Code.

The Board of Supervisors hereby authorizes the County Treasurer and/or their designee(s), to engage in e-banking in accordance with all applicable laws and regulations including Uniform Commercial Code §4A-201, NYS General Municipal Law §5-a and NYS General Municipal Law §10 authorizing the use of electronic or wire transfers in conformity with the guidelines established by this policy. The County Treasurer and/or their designee(s) are hereby authorized to initiate wire transfers when appropriate based on approved expenditures by the Board of Supervisors.

The Board of Supervisors recognizes that most banking institutions no longer provide cancelled paper checks to their customers, but instead offer an electronic image obtained online. As such, the Board of Supervisors authorizes the acceptance of these electronic images in lieu of cancelled checks in accordance with General Municipal Law §99-b(2).

IV. SCOPE

County e-banking activities shall be used for, but not limited, to the following:

1. E-banking services (reviewing account balances, retrieving bank statements, downloading copies of cancelled checks, making stop payment orders, etc.)
2. Electronic depositing of checks received
3. Pre-authorized debit payments
4. ACH vendor payments
5. EFT or wire transfers
6. Electronic Federal Tax Payment Systems (EFTPS)
7. Electronic State Tax Payment System (Prompt Tax)

V. PROCEDURES

A. County Auditor Procedures:

1. The County Auditor's Office reviews all electronic payments that are governed under County Law Section 600 and processed through the County Financial System. These payments must first be audited by the County Auditor's Office and approved for payment by the County Auditor and/or their designee. The County Auditor's Office then notifies the County Treasurer's Office to set up the required electronic banking process to make the payment on a specific date determined by the County Auditor and/or their designee. The County Financial System Edit Listing is provided to the County Treasurer's Office for their approval and processing of the batch in order for the proper general ledger codes to be charged for such payment.
2. After the electronic payment has been made and the County Financial System batch has been processed the County Treasurer's Office must provide the County Auditor's Office with a statement showing the details of the electronic payment. This statement should include the vendor paid, the amount of the payment, the EFT number assigned by County Financial System as well as the date the payment was processed. The County Auditor and/or their designee shall then verify that the electronic payment matches the County Financial System payment record and file the statement with the documents supporting the payment.

B. County Treasurer Procedures:

1. **Preparation of Disbursement Documentation:**
 - a. The County Treasurer and/or their designees shall prepare or receive a *Disbursement Form* along with all corresponding backup documentation (e.g., invoices, authorizations, or supporting contracts).
 - b. The County Treasurer and/or their designees shall review the backup materials to ensure they match the details provided on the *Disbursement Form*.
2. **Verification and Authorization:**
 - a. The *Disbursement Form* must be verified and signed by the County Treasurer and/or their designees to authorize the payment set-up.
3. **Setup of Electronic Payment:**
 - a. Once approved, the County Treasurer and/or their designees shall proceed to

- set up the electronic transfer (wire/ACH) in the online banking platform.
4. **Dual Authorization and Security Verification:**
 - a. Following the dual authorization policy, the County Treasurer and/or their designees shall log into the online banking system to review and approve the payment.
 - b. As a security measure, the County Treasurer and/or their designees shall receive a phone call from the bank containing a unique security access code which must be verified before the transaction may be approved.
 5. **Post-Approval Verification:**
 - a. After the wire/ACH has been approved, the final confirmation printout is returned to the clerk.
 - b. The County Treasurer and/or their designees shall perform a next-day verification to confirm that the transaction was processed correctly.
 6. **Financial System Entry:**
 - a. Once verification is complete, the electronic transfer is recorded (“mirrored”) in the County’s financial system to ensure accurate accounting and reconciliation.

VI. SAFEGUARDS

All electronic fund transfers shall be reviewed by the County Treasurer’s Office who reviews the bank statements. The County Treasurer’s Office and/or their designee(s) shall be responsible for initiating wire and e-banking transfers pursuant to this policy. The County Treasurer’s Office shall be responsible for the County’s e-banking monthly reconciliation and review in order to provide safeguards relating to separation of duties. The County Treasurer’s Office is the central point for coordinating, approving and submitting electronic transfers, as well as ensuring proper documentation and accuracy. All banking transactions for the County shall be conducted on a secure computer network.

The County Treasurer and/or their designee(s) shall be responsible for ensuring that employees with electronic access to County bank accounts who leave County employment are properly removed from the accounts, effective as of the date of termination.

VII. MONITORING

The County Treasurer shall be responsible for implementing adequate internal controls for each of the e-banking methods utilized. An effective internal control system shall include, but is not limited to, segregation of duties, proper authorization and adequate documentation for all electronic transactions. As such, the County Board of Supervisors authorizes the County Treasurer to serve as the primary administrator for the County’s e-banking activity for all accounts for the purpose of receipt of alerts of all wire transfers, and in order to view all e-banking activity. The County Treasurer shall be responsible for presenting any findings of concern or questions directly to the Board of Supervisors.

Warren County Board of Supervisors

RESOLUTION NO. 516 OF 2025

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

AUTHORIZING COUNTY ATTORNEY TO SETTLE ALL CLAIMS FILED BY MICHAEL EASTERBROOKS; AND AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE SETTLEMENT DOCUMENTS

WHEREAS, Plaintiff, Michael Easterbrooks, filed a lawsuit against the County of Schenectady, et al. on August 10, 2021, Index No. 907013-21, in the Albany County Supreme Court, alleging in part, physical, psychological and emotional injuries and damages suffered as a result of conduct against a child constituting one or more sexual offenses (hereafter “Lawsuit”), and

WHEREAS, the County Attorney requested and the Personnel, Administration & Higher Education Committee agreed to authorize the County Attorney to pursue a Settlement Agreement with the Estate of Michael Easterbrooks, and to tender an amount of Fifteen Thousand Dollars (\$15,000), and to authorize the Chair of the Board of Supervisors to sign all necessary settlement documents, in a form approved by the County Attorney, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the County Attorney to pursue a Settlement Agreement with the Estate of Michael Easterbrooks, and to tender an amount of Fifteen Thousand Dollars (\$15,000), and be it further

RESOLVED, that the Chair of the Board of Supervisors may execute any future settlement documents for the Lawsuits on behalf of the County, in a form approved by the County Attorney, and issue payment of Fifteen Thousand Dollars (\$15,000).

Warren County Board of Supervisors

RESOLUTION NO. 517 OF 2025

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

RESOLUTION AUTHORIZING THE PREPARATION AND FILING OF A SUMMONS AND COMPLAINT AGAINST THE STATE OF NEW YORK AND OTHER RELATED PARTIES

WHEREAS, the Warren County Board of Supervisors has reviewed and discussed concerns regarding the enactment and implementation of the Even-Year Election Law of the State of New York, and

WHEREAS, the Even-Year Election Law may conflict with provisions of the New York State Constitution and/or existing state statutes governing election schedules, administration or the powers reserved to local governments, and

WHEREAS, the County Attorney believes that the implementation of the Even-Year Election Law may cause harm to Warren County, its members, local governments, voters, or the electoral process, and

WHEREAS, the County Attorney requested and the Personnel, Administration & Higher Education Committee agreed to authorize the County Attorney to prepare and file a summons and complaint and pursue litigation against the State of New York and other related parties, to include Governor Kathy Hochul and the New York State Board of Elections, declaring the Even-Year Election Law unconstitutional or in violation of State law and to coordinate the prosecution of such action with sister counties in the State of New York, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the County Attorney to prepare and file a summons and complaint and pursue litigation against the State of New York and other related parties, to include Governor Kathy Hochul and the New York State Board of Elections, declaring the Even-Year Election Law unconstitutional or in violation of State law and to coordinate the prosecution of such action with sister counties in the State of New York.

Warren County Board of Supervisors

RESOLUTION NO. 518 OF 2025

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

AUTHORIZING AGREEMENT WITH NEW YORK STATE INDUSTRIES FOR THE DISABLED, INC. TO PROVIDE MAIL FULFILLMENT SERVICES IN SUPPORT OF TAX FORECLOSURE FOR THE COUNTY ATTORNEY'S OFFICE

WHEREAS, the County Attorney requested, and the Personnel, Administration & Higher Education Committee agreed, to enter into an agreement with New York State Industries for the Disabled, Inc., to provide mail fulfillment services for the annual tax foreclosure lawsuit, for a term commencing January 1, 2026 and terminating December 31, 2026, with the option to renew the agreement upon the same terms and conditions and upon mutual agreement of the parties for two (2) additional one (1) year terms, 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 New York State Industries for the Disabled, Inc., 11 Columbia Circle Drive, Albany, New York 12203, to provide mail fulfillment services for the annual tax foreclosure lawsuit, for a term commencing January 1, 2026 and terminating December 31, 2026, with the option to renew the agreement upon the same terms and conditions and upon mutual agreement of the parties for two (2) additional one (1) year terms, for the following payment of services as outlined below:

Notice Type	Unit Price
Print Processing Rate	\$.06/printed side (black only)
Mail Processing Rate	\$.30/envelope included
Presorted First-Class Postage	\$4.14/envelope (subject to change per USPS-rates; final price dependent on total weight of the mailing envelope; estimate is price for a 10 ounce mail piece)
Certified Mail Postage	\$9.44/envelope (subject to change per USPS-rates; final price dependent on total weight of the mailing envelope; estimate is price for a 10 ounce mail piece)

and be it further,

RESOLUTION No. 518 OF 2025

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RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute an agreement with the New York State Industries for the Disabled, Inc. for the terms and conditions set forth in the preambles of this resolution for a term commencing January 1, 2026 and terminating December 31, 2026, with the option to renew the agreement upon the same terms and conditions and upon mutual agreement of the parties for two (2) additional one (1) year terms, in a form approved by the County Attorney, and be it further

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to execute further extension agreements with New York State Industries for the Disabled, Inc. for aforesaid services, without the need for future resolutions as long as there is no more than a five percent (5%) annual rate increase, 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.1420 470, Law (County Attorney), Contract.

Warren County Board of Supervisors

RESOLUTION NO. 519 OF 2025

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

RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF WARREN AND THE WARREN COUNTY CORRECTIONAL SUPERVISORS BENEVOLENT ASSOCIATION AND AUTHORIZING A NEW COLLECTIVE BARGAINING AGREEMENT BETWEEN WARREN COUNTY AND THE WARREN COUNTY CORRECTIONAL SUPERVISORS BENEVOLENT ASSOCIATION FOR A TERM COMMENCING JANUARY 1, 2026 THROUGH DECEMBER 31, 2029

WHEREAS, as a result of collective bargaining, a proposed agreement has been reached establishing the terms and conditions of a new Collective Bargaining Agreement between the Warren County Correctional Supervisors Benevolent Association and Warren County, and

WHEREAS, the terms and conditions of which are set forth in a Memorandum of Agreement, a copy of which Memorandum of Agreement is annexed to this resolution as “Schedule A,” now, therefore, be it

RESOLVED, that the Memorandum of Agreement between the County of Warren and the Warren County Correctional Supervisors Benevolent Association, negotiated by the County’s representatives, is hereby ratified and approved, and be it further

RESOLVED, that the Warren County Board of Supervisors authorizes the preparation and execution of a new Collective Bargaining Agreement between Warren County and the Warren County Correctional Supervisors Benevolent Association for a term to commence January 1, 2026 and to terminate December 31, 2029, and to incorporate all of the terms and conditions set forth in the Memorandum of Agreement, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors and the Warren County Correctional Supervisors Benevolent Association to execute a new Collective Bargaining Agreement for a term to commence January 1, 2026 and to terminate on December 31, 2029, which incorporates the terms of the Memorandum of Agreement, in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION No. 520 OF 2025

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

AUTHORIZING COUNTY TREASURER TO CLOSE CAPITAL PROJECT NO. H426, REGIONAL MORGUE FACILITY

WHEREAS, the Superintendent of Public Works requested and the Finance & Budget Committee agreed to close Capital Project No. H426, Regional Morgue Facility, now, therefore, be it

RESOLVED, that the Warren County Treasurer be, and hereby is, authorized and directed to close the following Capital Project and return remaining funds to the funding source:

<u>CAPITAL PROJECT</u>	<u>ESTIMATED FUNDS</u>	<u>FUNDING SOURCE</u>
H426 - Regional Morgue Facility	\$20,958.74	A.909.00 (General Fund Unappropriated Surplus)

Warren County Board of Supervisors

RESOLUTION No. 521 OF 2025

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

**AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE DEPARTMENT OF PUBLIC WORKS BUDGET TO COVER THE COST OF A BOILER REPLACEMENT;
AND AMENDING 2025 WARREN COUNTY BUDGET**

WHEREAS, the Superintendent of Public Works requested, and the Finance & Budget Committee agreed, to the appropriation of funds to cover the cost of a boiler replacement, now, therefore, it is

RESOLVED, that the Warren County Board of Supervisors hereby approves the appropriation of funds to cover the cost of a boiler replacement, in an amount not to exceed Twenty Thousand Nine Hundred Fifty-Eight Dollars and Seventy-Four Cents (\$20,958.74) from the General Fund Unappropriated Fund Balance (A.909.00) to the following budget code:

CODE	DEPARTMENT	AMOUNT
A.1624 470	Health & Human Services Building, Contract	\$ 20,958.74

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. 522 OF 2025

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

AUTHORIZING THE COUNTY TREASURER TO WRITE OFF UNCOLLECTED DEBT FROM A FORMER EMPLOYEE FOR OVERPAYMENT

WHEREAS, Warren County maintains an Educational Assistance Program that provides reimbursement for approved educational expenses incurred by employees, subject to an established maximum reimbursement cap, and

WHEREAS, it was determined that former employee Melissa Gibb received educational expense reimbursement in excess of the allowable cap for the period of January 2024 to May 2024, resulting in an overpayment in the amount of Three Thousand Eight Hundred Fifteen Dollars (\$3,815), and

WHEREAS, the County Administrator requested, and the Finance & Budget Committee agreed, to allow the County Treasurer to write off the uncollected debt due from former employee Melissa Gibb, in the amount of Three Thousand Eight Hundred Fifteen Dollars (\$3,815) from January 2024 to May 2024 related to overpayment of educational expenses, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the County Treasurer to write off uncollected debt due from former employee Melissa Gibb in the amount of Three Thousand Eight Hundred Fifteen Dollars (\$3,815) from January 2024 to May 2024 as a bad debt.

Warren County Board of Supervisors

RESOLUTION NO. 523 OF 2025

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

AUTHORIZING THE COUNTY TREASURER'S OFFICE TO WRITE OFF UNCOLLECTED DEBT DUE FROM ADK EXCURSIONS, LLC FOLLOWING THE WARREN COUNTY BOARD OF SUPERVISORS ACTION TO RESCIND THE RESOLUTIONS AWARDING ARPA FUNDING AND THE TERMINATION OF THE CORRESPONDING CONTRACTS

WHEREAS, pursuant to Resolution No. 513 of 2022, the Warren County Board of Supervisors authorized ARPA funds disbursement in the amount of Thirty Thousand Dollars (\$30,000) to ADK Excursions, LLC, for use of grant money to fund safety related capital improvements, for a term commencing October 6, 2022 and terminating December 31, 2024, and

WHEREAS, pursuant to Resolution No. 595 of 2022, the Warren County Board of Supervisors authorized additional ARPA funds disbursement in the amount of Nineteen Thousand Dollars (\$19,000) to ADK Excursions, LLC, for use of grant money to respond to the negative economic impacts of the COVID-19 public health emergency to mitigate the business's financial hardships, for a term commencing November 4, 2022 and terminating December 31, 2024, and

WHEREAS, Resolution Nos. 513 of 2022 and 595 of 2022 were made voided based on findings contained in Resolution No. 300 of 2024 and the prior contracts with ADK Excursions, LLC being made void, and

WHEREAS, the amount of Forty-Nine Thousand Dollars (\$49,000) previously issued and spent by ADK Excursions, LLC was recorded as a receivable and are now deemed uncollectible, and

WHEREAS, the County Administrator requested, and the Finance & Budget Committee agreed, to allow the County Treasurer's Office to write off uncollected debt, in the amount of Forty-Nine Thousand Dollars (\$49,000) from October 6, 2022 to December 31, 2024 associated with the voided contracts with ADK Excursions, LLC, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the County Treasurer to write off uncollected debt, in the amount of Forty-Nine Thousand Dollars (\$49,000) from October 6, 2022 to December 31, 2024 as bad debt.

Warren County Board of Supervisors

RESOLUTION NO. 524 OF 2025

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

HOME RULE REQUEST BY WARREN COUNTY FOR THE ENACTMENT OF STATE LEGISLATION AUTHORIZING THE COUNTY OF WARREN TO IMPOSE AND RETAIN AN ADDITIONAL ONE PERCENT (1%) OF SALES TAX

WHEREAS, the Warren County Board of Supervisors are responsible for ensuring the fiscal stability and long-term financial health of Warren County, and

WHEREAS, Warren County is requesting that the New York State Legislature enact legislation to authorize and empower the County of Warren to adopt and amend local laws, ordinances or regulations imposing a sales tax rate that is one percent (1%) additional to the three (3%) authorized in Tax Law §1210, beginning January 1, 2027 and ending December 31, 2029, and with the understanding that the disposition of such additional revenues shall be such that the same are paid to Warren County for its use, and

WHEREAS, the Warren County Board of Supervisors have determined that additional revenue authority is necessary due to financial challenges, revenue deficit, rising costs and mandated expenses, and

WHEREAS, state legislation is necessary, as the County of Warren does not have the power to enact such legislation, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors, on behalf of the County of Warren, is requesting that the New York State Legislature enact legislation to authorize and empower the County of Warren to adopt and amend local laws, ordinances or regulations imposing a sales tax rate that is one percent (1%) additional to the three (3%) authorized in Tax Law §1210, beginning January 1, 2027 and ending December 31, 2029, and with the understanding that the disposition of such additional revenues shall be such that the same are paid to Warren County for its use, 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, and be it

RESOLUTION No. 524 OF 2025

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further

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

Warren County Board of Supervisors

RESOLUTION No. 525 OF 2025

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

AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE SHERIFF'S OFFICE BUDGET TO COVER OUTSTANDING INVOICES FOR ANIMAL CONTROL SERVICES; AND AMENDING 2025 WARREN COUNTY BUDGET

WHEREAS, the County Administrator requested, and the Finance & Budget Committee agreed, to the appropriation of funds to cover outstanding invoices for animal control services, now, therefore, it is

RESOLVED, that the Warren County Board of Supervisors hereby approves the appropriation of funds to cover outstanding invoices for animal control services, in an amount not to exceed Ten Thousand Dollars (\$10,000.00) from the General Fund Unappropriated Fund Balance (A.909.00) to the following budget code:

CODE	DEPARTMENT	AMOUNT
A.3510 470	Control of Animals, Contract	\$ 10,000.00

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. 526 OF 2025

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

AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE ASSIGNED, SEXUAL ABUSE LAWSUITS FUND BALANCE (A.918.00) TO THE DEPARTMENT OF SOCIAL SERVICES BUDGET TO COVER THE COST OF THE SETTLEMENT OF MICHAEL EASTERBROOKS V. COUNTY OF SCHENECTADY, ET AL.; AND AMENDING 2025 WARREN COUNTY BUDGET

WHEREAS, the County Attorney requested, and the Finance & Budget Committee agreed, to appropriate funds to cover the cost of the settlement of *Michael Easterbrooks v. County of Schenectady, et al.*, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds in the amount of Fifteen Thousand Dollars (\$15,000.00) from the Assigned, Sexual Abuse Lawsuits Fund Balance (A.918.00) to the following budget code to cover the cost of the settlement of *Michael Easterbrooks v. County of Schenectady, et al.*:

CODE	DEPARTMENT	AMOUNT
A.6010 419	Social Services, Settlement	\$15,000.00

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. 527 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 TO COVER THE COST OF POSTAGE FOR THE REMAINDER OF 2025; AND AMENDING 2025 WARREN COUNTY BUDGET

WHEREAS, the Director of Tourism requested, and the Finance & Budget Committee agreed, to appropriate funds to cover the cost of postage for the remainder of 2025, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds in the amount of Five Thousand Dollars (\$5,000) from the Occupancy Tax Reserve (A.881.00) to the following budget code to cover the cost of postage for the remainder of 2025:

CODE	DEPARTMENT	AMOUNT
A.6417.0001 424	Tourism/Occupancy, Tourism, Postage	\$5,000.00

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. 528 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 TO COVER THE COST OF AN ADDITIONAL BUSINESS PROMOTION MODULE COMPONENT TO THE WARREN COUNTY TOURISM DEPARTMENT’S WEBSITE VISITLAKEGEORGE.COM; AND AMENDING 2025 WARREN COUNTY BUDGET

WHEREAS, the Director of Tourism requested, and the Finance & Budget Committee agreed, to appropriate funds to cover the cost of an additional business promotion module component to the Warren County Tourism Department’s website visitlakegeorge.com, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby appropriates funds in the amount of One Thousand Six Hundred One Dollars and One Cent (\$1,601.01) from the Occupancy Tax Reserve (A.881.00) to the following budget code to cover the cost an additional business promotion module component to the Warren County Tourism Department’s website visitlakegeorge.com:

CODE	DEPARTMENT	AMOUNT
A.6417.0001 470	Tourism/Occupancy, Tourism, Contract	\$1,601.01

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. 529 OF 2025

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

**INCREASING CAPITAL PROJECT NO. H254, FIRE TRAINING CENTER PROJECT;
AUTHORIZING TRANSFER OF FUNDS; AND
AMENDING WARREN COUNTY BUDGET FOR 2025**

WHEREAS, the Director of the Office of Emergency Services requested, and the Finance & Budget Committee agreed, to increase Capital Project H254, Fire Training Center Project, reflect reimbursement receipts from Washington County, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors does hereby increase Capital Project No. H254, Fire Training Center Project, as follows:

1. Capital Project No. H254, Fire Training Center Project, is hereby increased in the amount of Thirteen Thousand One Hundred Dollars (\$13,100.00).
2. The estimated total cost of Capital Project No. H254, Fire Training Center Project, is now Six Hundred Sixty-Eight Thousand One Hundred Sixty-Three Dollars and Eighty-Six Cents (\$668,163.86).
3. The proposed method of financing the increase in such Capital Project consists of the following:
 - a. Local share funding in the amount of Thirteen Thousand One Hundred Dollars (\$13,100.00) to be transferred from Budget Code H.254.9550 2390, Fire Training Center Project, Capital Projects, Share of Joint Activity, Govt,

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 transfer the funds in the amount indicated below:

<u>TRANSFER TO</u>	<u>AMOUNT</u>
H254 - Fire Training Center Project	\$13,100.00

Warren County Board of Supervisors

RESOLUTION NO. 530 OF 2025

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

AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE SHERIFF'S OFFICE BUDGET TO COVER THE COST OF SHORTFALL IN THE OVERTIME AND PART-TIME BUDGETS; AND AMENDING 2025 WARREN COUNTY BUDGET

WHEREAS, the Sheriff requested, and the Finance & Budget Committee agreed, to the appropriation of funds to cover the cost of shortfall in the overtime and part-time budgets, now, therefore, it is

RESOLVED, that the Warren County Board of Supervisors hereby approves the appropriation of funds to cover the cost of shortfall in the overtime and part-time budgets, in an amount not to exceed Three Hundred Seventy Thousand Dollars (\$370,000.00) from the General Fund Unappropriated Fund Balance (A.909.00) to the following budget codes:

CODE	DEPARTMENT	AMOUNT
A.3110 120	Sheriff's Law Enforcement, Salaries - Overtime	\$ 110,000.00
A.3110 130	Sheriff's Law Enforcement, Salaries - Part Time	\$ 260,000.00

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. 531 OF 2025

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

INTRODUCING PROPOSED LOCAL LAW NO. 3 OF 2026, ENTITLED “A LOCAL LAW AMENDING LOCAL LAW NO. 3 OF 1997, ‘A LOCAL LAW FURTHER AMENDING LOCAL LAW NO. 8 OF 1996 RELATIVE TO THE DELINQUENT TAX INSTALLMENT PAYMENT PLAN,’” AND AUTHORIZING A PUBLIC HEARING THEREON

RESOLVED, that proposed Local Law No. 3 of 2026 entitled “A Local Law Amending Local Law No. 3 of 1997, ‘A Local Law Further Amending Local Law No. 8 of 1996 Relative to the Delinquent Tax Installment Payment Plan,’” attached hereto and made a part hereof, be, and the same hereby is, introduced before the Warren County Board of Supervisors, and in order to give interested members of the public the opportunity to be heard thereon, the Board of Supervisors shall hold a public hearing in the Supervisors’ Rooms in the Warren County Municipal Center on the 16th day of January, 2026, at 10:00 a.m., on the matter of the adoption of said proposed Local Law No. 3 of 2026, and be it further

RESOLVED, that the Clerk of the Board of Supervisors be, and hereby is, authorized and directed to give notice of such public hearing in the manner provided by law.

**COUNTY OF WARREN
PROPOSED LOCAL LAW NO. 3 OF 2026**

**A LOCAL LAW AMENDING LOCAL LAW NO. 3 OF 1997, ‘A LOCAL LAW FURTHER
AMENDING LOCAL LAW NO. 8 OF 1996 RELATIVE TO THE DELINQUENT TAX
INSTALLMENT PAYMENT PLAN’**

BE IT ENACTED, by the Board of Supervisors of the County of Warren, New York as follows:

SECTION 1. PURPOSE. Real Property Tax Law Section 1184 authorizes the enactment of a local law providing for the payment of eligible delinquent taxes through an installment payment agreement. The purpose of this Local Law is to continue authorizing installment payment agreements in Warren County.

SECTION 2. DEFINITIONS.

- A. “Eligible Delinquent Taxes” means delinquent taxes, including interest, penalties and other charges, which have accrued against a parcel as of the first calendar day of the month during which an Installment Agreement becomes effective.
- B. “Eligible Owner” means any titled owner of a real property parcel who is eligible to or has entered into an installment agreement.
- C. “Installment Agreement” means a written agreement between an Eligible Owner and the Warren County Treasurer providing for the payment of eligible delinquent taxes in installments pursuant to the provisions of Real Property Law Section 1184 and this Local Law.
- D. “Monthly Payment Amount” means the amount to be paid each month while an Installment Agreement is in effect.

SECTION 3. INSTALLMENT AGREEMENTS AUTHORIZED. As provided by the provisions of this Local Law, Eligible Owners owing Eligible Delinquent Taxes on parcels of real property located in Warren County may execute an agreement with the Warren County Treasurer, in a form approved by the Warren County Attorney, whereby Eligible Delinquent Taxes, plus additional interest accruing upon the delinquent taxes during the term of the Installment Agreement shall be paid in installments as set forth by this Local Law and while an Installment Agreement is in effect and not in default, the Warren County Treasurer shall suspend collection procedures to recover the Eligible Delinquent Taxes.

SECTION 4. TERMS AND CONDITIONS OF AGREEMENT. Any installment agreement entered into by the Warren County Treasurer shall contain the following minimum terms and conditions:

- A. Term. The maximum term for an Installment Agreement shall be twenty-four (24) consecutive calendar months from the last business day of the month immediately following the month in which the Installment Agreement is executed and the Down Payment is tendered.

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- B. Down Payment. A down payment shall be tendered contemporaneously by any Eligible Owner submitting a signed Installment Agreement to the Warren County Treasurer and no Installment Agreement shall be effective without payment of the Down Payment. The Down Payment shall be equal to the total amount of all accrued and unpaid interest, penalties, and other charges levied against a parcel due to delinquent taxes but shall not exceed twenty-five percent (25%) of the Eligible Delinquent Taxes.
- C. Monthly Payment Amount. An Installment Agreement shall require equal monthly payments during the term which shall be calculated as follows: Eligible Delinquent Taxes, minus the Down Payment, amortized with interest accruing during the term, as provided herein.
- D. Payment Schedule. The Monthly Payment Amount shall be due on the last business day of the month in which it is to be paid. The first Monthly Payment Amount shall be due and owing on the last business day of the month following the effective date of the Installment Agreement.
- E. Assessing Interest. Interest on the total amount of Eligible Delinquent Taxes, less the amount of the Down Payment shall be calculated pursuant to Real Property Tax Law Section 924-a, or such other law as may be applicable. The rate of interest in effect on the effective date for the Installment Agreement shall remain constant during the term. If a Monthly Payment Amount is not paid on or before the date it is due, additional per diem interest shall accrue to the unpaid Monthly Payment Amount until paid.
- F. Late Fee Penalties. If a Monthly Payment Amount is not paid by the end of the fifteenth calendar day after the payment due date, a late charge of five percent (5%) of the overdue payment shall be added to the unpaid Monthly Payment Amount and shall be immediately due and payable with the past due Monthly Payment Amount.
- G. Prepayment. There shall be no penalty for the prepayment of the entire outstanding balance due under an Installment Agreement and any payment for interest which did not accrue shall be deducted from the total balance then due to Warren County.
- H. Default.
 - a. Events of Default. Any of the following events of default shall constitute default under an Installment Agreement by an Eligible Owner:
 - i. Non-payment of any Monthly Payment Amount, plus per diem interest and late fees within thirty (30) days following the date when payment was due; or
 - ii. Non-payment of any tax, special ad valorem levy or special assessment when due without penalty or interest, which is levied against any parcel subject to an Installment Agreement, during the term of an Installment Agreement; or
 - iii. The transfer of any Eligible Owner's right, title and interest in a parcel which

is subject to an Installment Agreement to any third-party, or upon the death of the Eligible Owner when no other Eligible Owner assumes the duties and obligations required under an Installment Agreement; or

- iv. Any event of default by any Eligible Owner under any other Installment Agreement executed pursuant to this Local Law.
- b. Acceleration of All Amounts Due. Upon the occurrence of any event of default, the Warren County Treasurer may accelerate payment of the entire amount remaining due and owing under an Installment Agreement and demand immediate payment in full of all amounts due and owing for unpaid delinquent tax amounts, all accrued and unpaid interest, penalties, and other charges levied against a parcel.
- c. Enforcement of Tax Lien. Following an event of default, the Warren County Treasurer may enforce the collection of a delinquent tax lien which was subject to an Installment Agreement pursuant to the applicable sections of law. Acceleration of the tax lien debt due shall not be a precondition to the Warren County Treasurer enforcing the collection of the delinquent tax lien.
- d. No Waiver. Where an Eligible Owner commits and event of default and the Warren County Treasurer does not accelerate the entire amount due from an Eligible Owner or elect to institute tax foreclosure proceedings, the County shall not be deemed to have waived the right to do the same.
- I. Tax Lien. This Local Law shall not affect the tax lien against the property except that the lien shall be reduced by the amount of each Monthly Payment Amount made under an Installment Agreement and no tax lien shall be foreclosed during the term of an Installment Agreement which is not in default.
- J. Tolling. That any applicable statute of limitation to any action by the Warren County Treasurer to collect a delinquent tax lien debt shall be tolled during the entire term of an Installment Agreement.

SECTION 5. ELIGIBILITY OF PARCELS. Delinquent taxes on all types and classifications of real property parcels in Warren County shall be eligible for repayment pursuant to an installment agreement.

SECTION 6. ELIGIBILITY OF OWNERS. A person shall not be deemed an Eligible Owner and shall not be eligible to enter into an installment agreement when:

- A. There is delinquent tax lien on the same property for which the application is made or on another property owned by the person applying as an Eligible Owner and such delinquent tax lien is not eligible to be made part of the Installment Agreement;
- B. The person is the titled owner of another parcel within Warren County on which there is a delinquent tax lien, unless such delinquent tax lien is eligible to be made part of the same Installment Agreement, pursuant to this Local Law and is made a part of the same

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Installment Agreement;

- C. The person was the prior titled owner of a parcel of real property on which there existed a delinquent tax lien and which lien was foreclosed within three (3) years of the date on which application is made to execute an Installment Agreement pursuant to this Local Law; or
- D. The person defaulted on any Installment Agreement with the Warren County Treasurer and the event of default occurred within three (3) years of the date on which the property owner applied for a new Installment Agreement pursuant to this Local Law.

SECTION 7. PERIOD FOR AGREEMENT. An Eligible Owner shall be eligible to enter into an Installment Agreement pursuant to this Local Law no earlier than thirty (30) days after the town tax collectors make their returns to the Warren County Treasurer.

SECTION 8. NOTICE.

- A. Within forty-five (45) days after receiving the return of unpaid taxes from the town tax collectors, or as soon thereafter as is practicable, the Warren County Treasurer shall notify, by first class mail, all potential eligible owners of record of their possible eligibility to make installment payments on such tax delinquencies by way of an Installment Agreement pursuant to this Local Law. The County Treasurer shall add One Dollar and 00/100 Cents (\$1.00) to the amount of the tax lien following each such mailing.
- B. The failure to mail any such notice, or the failure of the addressee to receive the same, shall not in any way affect the validity of any taxes or interest prescribed by law with respect thereto.
- C. The Warren County Treasurer shall not be required to notify an Eligible Owner when any Monthly Payment Amount is due or past due.
- D. The Warren County Treasurer may notify the eligible owner when any event of default has occurred and may permit the cure of any default in the exercise their sole discretion.
- E. The Warren County Treasurer shall notify, in writing, by first class mail, the eligible owner of a parcel subject to an Installment Agreement upon acceleration of the entire debt due under an Installment Agreement.

SECTION 9. EFFECTIVE DATE. This local law shall take effect immediately upon filing with the Secretary of State.

Warren County Board of Supervisors

RESOLUTION NO. 532 OF 2025

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

ALLOCATING FUNDING EARMARKED FOR COMBATING AQUATIC INVASIVE SPECIES IN PUBLICLY ACCESSIBLE WATER BODIES IN WARREN COUNTY OTHER THAN LAKE GEORGE AND AUTHORIZING INTERMUNICIPAL AGREEMENTS FOR THE YEAR 2026

WHEREAS, the Warren County Budget allocated a total of Two Hundred Fifty Thousand Dollars (\$250,000) for the purpose of combating aquatic invasive species in 2026 with One Hundred Fifty Thousand Dollars (\$150,000) of this total being earmarked for distribution to towns having lakes located within Warren County other than Lake George, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors allocates funding to each of the following Towns to combat aquatic invasive species in publicly accessible water bodies within the respective Towns for 2026, in the amounts specified below, with One Hundred Twenty-Five Thousand Dollars (\$125,000) to be paid from Budget Code A.6417.0002 480.07, Tourism/Occupancy, Occupancy Tax, Warren County Environmental Projects, and the remaining Twenty-Five Thousand Dollars (\$25,000) to be paid from Budget Code A.1010.470 Legislative Board, Contract:

Town of Chester - \$41,666.67

Town of Horicon - \$41,666.67,

Town of Lake Luzerne - \$41,666.66 and

Town of Queensbury - \$25,000 for Glen Lake, and be it further

RESOLVED, that the Chair of the Board of Supervisors is authorized to enter into agreements with each of the foregoing Towns in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 533 OF 2025

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

AUTHORIZING AGREEMENT WITH AND PAYMENT TO THE LAKE GEORGE PARK COMMISSION FOR INVASIVE SPECIES PREVENTION AND ERADICATION EFFORTS FOR LAKE GEORGE, SPECIFICALLY FOR THE COMMISSION'S 2026 BOAT INSPECTION AND BOAT WASHING PROGRAM

WHEREAS, the Warren County Budget allocated a total of Two Hundred and Fifty Thousand Dollars (\$250,000) for the purpose of combating aquatic invasive species in 2026, with One Hundred Thousand Dollars (\$100,000) of this total being earmarked for distribution to the Lake George Park Commission, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors authorizes an agreement with the Lake George Park Commission for invasive species prevention and eradication efforts for Lake George and authorize payment of One Hundred Thousand Dollars (\$100,000) to the Lake George Park Commission specifically for the Commission's 2026 boat inspection and boat washing program, and be it further

RESOLVED, that the Chair of the Board be, and hereby is, authorized to execute an agreement for same with the Lake George Park Commission, 75 Fort George Rd., PO Box 749, Lake George, New York 12845 in an amount not to exceed One Hundred Thousand Dollars (\$100,000), in a form approved by the County Attorney, and for a term commencing upon execution and terminating when all funds have been expended and accounted for, and funding shall be expended from Budget Code A.1010 470, Legislative Board, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 534 OF 2025

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

AUTHORIZING AGREEMENT WITH ADIRONDACK NORTH COUNTRY ASSOCIATION FOR PROMOTIONAL AND ECONOMIC DEVELOPMENT

RESOLVED, that Warren County continue the contractual relationship (the previous contract being authorized by Resolution No. 511 of 2024) with Adirondack North Country Association, 67 Main Street, Suite 201, Saranac Lake, New York 12983, for promotional and economic development in Warren County, for an amount of Three Thousand Dollars (\$3,000), said funds to be expended from Budget Code A.1010 470 Legislative Board, Contract, for a term commencing January 1, 2026 and terminating December 31, 2026, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 535 OF 2025

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

AUTHORIZING AGREEMENT WITH ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD FOR FUNDING OF OPERATING COSTS

RESOLVED, that Warren County continue the contractual relationship (the previous contract being authorized by Resolution No. 512 of 2024) with Adirondack Park Local Government Review Board, 326 Downs Road Cadyville, NY 12918, for Warren County's share of the actual cost of operation of the Review Board, for an amount of Seven Thousand Five Hundred Dollars (\$7,500), said funds to be expended from Budget Code A.8026 470 - A.P.A. Local Gov. Rev. Bd., Contract, for a term commencing January 1, 2026 and terminating December 31, 2026, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute an agreement in the form approved by the County Attorney, and be it further

RESOLVED, that a report of activities of the Review Board shall be made annually to the Board of Supervisors of Warren County by February 1, 2027.

Warren County Board of Supervisors

RESOLUTION NO. 536 OF 2025

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

AUTHORIZING AGREEMENT WITH THE CITY OF GLENS FALLS FOR CAPITAL IMPROVEMENTS AND OPERATION AND MAINTENANCE FOR VARIOUS RECREATIONAL FACILITIES

RESOLVED, that Warren County enter into an agreement with the City of Glens Falls under the following terms and conditions for the year 2026:

1. the County will allocate up to Nineteen Thousand Eight Hundred Dollars (\$19,800) for capital improvements to the Coles Woods, East Field and the Crandall Park Recreation Center Ice Rink;
2. the County will allocate up to Seventy-Nine Thousand Two Hundred Dollars (\$79,200) for operation and maintenance expenses or capital improvements associated with the Coles Woods, East Field and the Crandall Park Recreation Center Ice Rink;
3. Warren County residents shall be permitted to use any facility for which County funds are provided at the same time and upon the same charges which apply to City of Glens Falls residents;
4. the City shall, on a quarterly basis, provide a voucher and invoices for payments with all supporting documentation to the County for expenditures to be reimbursed under the contract. The information to be furnished shall include the following:
 - A. the particular facility and a general description of the capital improvements and/or operation and maintenance expenditures for which reimbursement is sought;
 - B. the amount sought for reimbursement;
 - C. a statement as to whether the expenditures were incurred for improvements made and paid for in 2026; and
 - D. a certification that the reimbursement requested is for one of the facilities and in the amount provided for under the contract;
5. payment shall be made on a reimbursement basis only and only after the County receives the required documentation provided for herein;
6. all documentation for payment shall be submitted to the Clerk of the Board of Supervisors, who shall review the same for purposes of ascertaining whether the documentation provided is consistent with the requirements of this resolution, and accordingly, the contract;

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7. the City shall have sixty (60) days from the date of the execution of the agreement authorized by this resolution to provide the first claims for payment for the year 2026, and shall thereafter provide claims within thirty (30) days of June 30th, September 30th, and December 30th to claim funds pursuant to the terms of the contract for the quarters prior thereto; and
8. Upon request of the Board of Supervisors a full and complete report of activities will be rendered to the Warren County Board of Supervisors for the previous year,

and be it further

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

RESOLVED, that the County Treasurer be, and hereby is, authorized to pay an amount not to exceed Nineteen Thousand Eight Hundred Dollars (\$19,800) for capital improvements to the Coles Woods, East Field and Crandall Park Recreation Center Ice Rink and Seventy-Nine Thousand Two Hundred Dollars (\$79,200) for operation and maintenance or capital improvements of said facilities, for the purposes hereinabove specified, after the same has been reviewed by the Clerk of the Board of Supervisors and approved by the County Auditor, and said funds to be expended from A.1010 470 Legislative Board, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 537 OF 2025

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

AUTHORIZING AGREEMENT WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY

WHEREAS, Section 224 of the County Law authorizes the Board of Supervisors of any county in which a county extension has been organized, to appropriate such sums of money as they may deem proper for the support and maintenance of county extensions and the work thereof in that county, and

WHEREAS, the Cornell Cooperative Extension Association of Warren County organized for that purpose, cooperating with the State College of Agriculture in maintenance and support of a County Extension for this County, having an Agricultural Division, Home Economics Division and 4-H Division, and

WHEREAS, the New York State Legislature has provided funds to be expended and the New York State College of Agriculture has set aside federal funds to be expended annually in each division of said extension in each county of the State, contingent upon raising certain funds by the county, now, therefore, be it

RESOLVED, that the sum of Five Hundred Fifty-Three Thousand Nine Hundred Twenty-Eight Dollars (\$553,928) is hereby appropriated for the support of the Cornell Cooperative Extension Association of Warren County for educational work in Agriculture, Home Economics and 4-H, for a term commencing January 1, 2026 and terminating December 31, 2026, to be expended in accordance with the budgets submitted to the Board of Supervisors, and be it further

RESOLVED, that the County Treasurer be, and hereby is, authorized and directed to pay from Budget Code A.8750 470 Agri. & Livestock - Ext. Serv., Contract to the Cornell Cooperative Extension association of Warren County four (4) equal installments, in advance, on the first day of each quarter with the exception of January, which payment shall be made January 27, 2026 as follows:

<u>DATE</u>	<u>AMOUNT</u>
January 27, 2026	\$138,482.00
April 1, 2026	\$138,482.00
July 1, 2026	\$138,482.00
September 1, 2026	\$138,482.00

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said sums to be paid to the duly elected and properly bonded Treasurer of the Cornell Cooperative Extension Association of Warren County, and be it further

RESOLVED, that Warren County continue the contractual relationship, (the previous contract being authorized by Resolution No. 514 of 2024), with the Cornell Cooperative Extension Association of Warren County, containing the above conditions and methods of payment and directing the Extension to expend such funds only for the purposes set forth in the budget of said Extension submitted to and approved by the Board of Supervisors, and in the form approved by the County Attorney, and be it further

RESOLVED, that the Extension shall make an annual report at the end of the year setting forth a true and accurate account of all receipts, expenditures, and activities of said Extension for the year 2026.

Warren County Board of Supervisors

RESOLUTION No. 538 OF 2025

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

AUTHORIZING AGREEMENT WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY FOR THEIR YOUTH CAMPING PROGRAM

RESOLVED, that Warren County enter into an agreement with Cornell Cooperative Extension Association of Warren County, 377 Schroon River Road, Warrensburg, New York 12885, to provide youth a residential camping experience, for an amount not to exceed Twenty-Five Thousand Dollars (\$25,000), said funds to be expended from Budget Code A.7310 470 Youth Program 4-H Camp, Contract, for a term commencing January 1, 2026 and terminating December 31, 2026, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 539 OF 2025

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

AUTHORIZING AGREEMENT WITH ECONOMIC DEVELOPMENT CORPORATION, WARREN COUNTY, NEW YORK, FOR ECONOMIC DEVELOPMENT PROGRAM FOR 2026

RESOLVED, that Warren County, for the purposes of promoting and publicizing the advantages of Warren County and to promote economic development, job creation and workforce development in the Warren County region, continue the contractual relationship (the previous contract being authorized by Resolution No. 516 of 2024) with Economic Development Corporation, Warren County, New York, 333 Glen Street Suite 101, Glens Falls, New York 12801, for a term commencing on January 1, 2026 and terminating December 31, 2026, in an amount not to exceed Four Hundred Twenty Thousand and One Dollars (\$420,001), said funds to be expended from Budget Code A.6421 470 Warren Co. Economic Development, Contract, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute said agreement in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 540 OF 2025

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

AUTHORIZING PAYMENT TO LAKE CHAMPLAIN-LAKE GEORGE REGIONAL PLANNING BOARD

WHEREAS, the General Municipal Law authorizes the board of supervisors of a county participating in a regional planning board to appropriate money for the expenses of such regional planning board, and that the county shall not be chargeable with any expense incurred by such planning board except pursuant to such appropriation, and

WHEREAS, it has been recommended that Warren County participate in the financing of the Lake Champlain-Lake George Regional Planning Board in the amount of Twenty-One Thousand Two Hundred Six Dollars (\$21,206) as its proportionate share, in conjunction with the other participating Counties of Clinton, Essex, Hamilton and Washington, and

WHEREAS, the amount of Twenty-One Thousand Two Hundred Six Dollars (\$21,206) has been appropriated in the Warren County budget for 2026 for such purpose, now, therefore, be it

RESOLVED, in 2026 that the Warren County Treasurer be, and hereby is, authorized and directed to pay to the Treasurer of the Lake Champlain-Lake George Regional Planning Board the amount of Twenty-One Thousand Two Hundred Six Dollars (\$21,206), said funds to be expended from Budget Code A.8025 470 Regional Planning Board, Contract, upon receipt of a duly executed voucher for said amount, and that the Treasurer of the Regional Planning Board shall execute and deliver an official undertaking conditioned for the faithful performance of his duties and in the form approved by the governing body of each participating County.

Warren County Board of Supervisors

RESOLUTION NO. 541 OF 2025

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

AUTHORIZING PAYMENT TO SOUTHERN ADIRONDACK LIBRARY SYSTEM

WHEREAS, it has been recommended that Warren County participate in the joint financing of the Southern Adirondack Library System in the amount of Fifty-Five Thousand Dollars (\$55,000) as its proportionate share, in conjunction with the neighboring Counties of Hamilton, Saratoga and Washington, and

WHEREAS, the amount of Fifty-Five Thousand Dollars (\$55,000) has been appropriated in the Warren County budget for 2026 for such purpose, now, therefore, be it

RESOLVED, in 2026 that the Warren County Treasurer be, and hereby is, authorized and directed to pay to the bonded Treasurer of the Southern Adirondack Library System the amount of Fifty-Five Thousand Dollars (\$55,000), said funds to be expended from Budget Code A.7410 469 Southern Adir. Library, Other Payments/Contributions, upon receipt of a duly executed voucher for said amount.

Warren County Board of Supervisors

RESOLUTION NO. 542 OF 2025

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

AUTHORIZING AGREEMENT WITH THE WARREN COUNTY HISTORICAL SOCIETY FOR CONTINUATION OF HISTORICAL PROGRAMS

RESOLVED, that Warren County continue the contractual relationship (the previous contract being authorized by Resolution No. 520 of 2024) with the Warren County Historical Society, 50 Gurney Lane, Queensbury, New York 12804, with the understanding that an amount not to exceed Three Thousand Five Hundred Dollars (\$3,500) shall be used to offset costs associated with the following programs: historical programs for the public, educational programs for children, museum or public displays, collections, acquisition, inventory and preservation, research library support and technology (outreach to the public), said funds to be expended from Budget Code A.1010 470 Legislative Board, Contract, for a term commencing January 1, 2026 and terminating December 31, 2026, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION No. 543 OF 2025

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

**AUTHORIZING AGREEMENT WITH THE WARREN COUNTY
LOCAL DEVELOPMENT CORPORATION TO ADMINISTER AND
PERFORM ECONOMIC DEVELOPMENT PROGRAMS AND
INITIATIVES, COUNTY AND COMMUNITY PLANNING
SERVICES AND GRANT/LOAN PROGRAMS**

WHEREAS, Local Law No. 2 of 2012 authorizes Warren County to enter into agreements with the Warren County Local Development Corporation to perform economic development, planning, and grant and loan administration services on behalf of Warren County, now, therefore, be it

RESOLVED, that Warren County enter into a contractual relationship with the Warren County Local Development Corporation, which contractual relationship will authorize the Warren County Local Development Corporation to administer and perform on behalf of Warren County economic development programs and initiatives, County and community planning services and grant/loan programs including micro-enterprise loan programs for a term commencing January 1, 2026 and terminating December 31, 2026 in an amount not to exceed Sixty Thousand Dollars (\$60,000), and said funds to be expended from Budget Code A.6421.0385 470 Warren Co. Economic Devel., Local Development Corporation, Contract, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute the agreement in a form approved by the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 544 OF 2025

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

AUTHORIZING PAYMENT TO THE WARREN COUNTY SOIL & WATER CONSERVATION DISTRICT FOR 2026

RESOLVED, that the Warren County Board of Supervisors, hereby authorizes payment to the Treasurer of the Warren County Soil & Water Conservation District for 2026 in the amount of Four Hundred Thirty-One Thousand Five Hundred Dollars (\$431,500), and be it further

RESOLVED, that the funds shall be expended from Budget Code A.8730 470 Conservation, Contract.

Warren County Board of Supervisors

RESOLUTION NO. 545 OF 2025

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

AUTHORIZING AGREEMENT WITH THE WARREN COUNTY CONSERVATION COUNCIL

RESOLVED, that Warren County enter into a contractual relationship with the Warren County Conservation Council, P.O. Box 154 Johnsbury, NY 12843, in the amount of One Thousand Dollars (\$1,000), to assist with the costs of programing committed to preserving and enhancing the County's natural resources and promoting the positive virtues of hunting, fishing, trapping and other outdoor pursuits, with said funds to be expended from Budget Code A.1010 470 Legislative Board, Contract, for a term commencing January 1, 2026 and terminating December 31, 2026, and the Chair of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney.