

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: COUNTY FACILITIES**

**DATE: OCTOBER 22, 2025**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: BRUNO  
GERACI  
CONOVER  
STROUGH  
THOMAS

**OTHERS PRESENT:**

CHARLES WALLACE, ADMINISTRATOR, FIRE PREVENTION & BUILDING CODE ENFORCEMENT  
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
ROBIN MAPP, AIRPORT MANAGER  
SCOTT ROGERS, DIRECTOR OF FACILITIES  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISORS CROCITTO  
STRAINER  
TURNER  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DEAN MOORE, DIRECTOR, PARKS, RECREATION & RAILROAD  
CHRISTINE NORTON, COUNTY TREASURER  
SCOTT ROYAE, SOLID WASTE COMPLIANCE OFFICER  
DR. DAVID SCHWENKER, WARREN COUNTY RESIDENT  
KRISTEN WILDE, UP YONDA FARM ENVIRONMENTAL EDUCATION CENTER  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS: DIAMOND  
ETU

*Please note, the following contains a summarization of the October 22, 2025 meeting of the County Facilities Committee; the meeting in its entirety can be viewed on the Warren County website using the following links:*

*Warren County's YouTube Channel - Part 1 - <https://www.youtube.com/watch?v=JtNrrFTLH74>  
Part 2 - <https://www.youtube.com/watch?v=vuuMCm5egsI>*

Mr. Bruno called the County Facilities meeting to order at 9:00 a.m.

Copies of the Fire Prevention & Building Code Enforcement; Airport; and Building & Grounds agendas were distributed; copies of the agendas are on file with the meeting minutes.

Motion was made by Mr. Strough, seconded by Mr. Conover and carried by a unanimous vote of those present (*Messrs. Diamond and Etu absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

The meeting commenced with a review of the Pending Items portion of the Fire Prevention & Building Code Enforcement agenda which concerned the fee schedule. The Committee reviewed a chart included in the agenda which displayed the current fees charged by the Fire Prevention & Building Code Enforcement Department, as well as the recommended fees and those charged by other local municipalities. A discussion ensued following which it was determined a resolution request would be brought before the Committee next month to increase the fees to the recommended amounts effective January 1, 2026. It was also noted the majority of the suggested fees mirrored what the Town of Queensbury charged which was what was suggested by the Budget Team. Also during the discussion the Administrator of the Fire Prevention & Building Code Enforcement Department advised they had returned to being fully staffed, adding he believed he would not have an issue filling positions should vacancies occur.

Privilege of the floor was offered for public comments:

Dr. David Schwenker, *Warren County Resident*, opined if the fees for small projects were set too high individuals would proceed with their projects without the required permits.

There being no further Fire Prevention & Building Code Enforcement business to discuss, a review commenced with the

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Action Agenda/New Business Items portion of the Airport agenda which consisted of a request to authorize submission of an application to Federal Aviation Administration (*FAA*) Airport Improvement Program/New York State Department of Transportation (*NYS DOT*) to receive reimbursement from the FAA to cover the cost of the purchase of AFFF testing equipment in an amount not to exceed \$50,000 and authorizing the Chair of the Board to execute any resulting grant agreement.

Kevin Hajos, *Superintendent of Public Works*, noted the FAA had determined this was one of the projects that was eligible for funding.

Motion was made by Mr. Thomas, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Diamond and Etu absent*) to approve the request as presented and the necessary resolution was authorized for the November 21<sup>st</sup> Board Meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Proceeding with the agenda review, Committee reviewed the Discussion Items portion of the Airport agenda with an overview of the following:

1. PAPI Project Update.
3. FAA Eligibility Determinations. This matter was addressed during the review of the Action Agenda/New Business Items portion of the Airport agenda.
2. Schemerhorn Aviation LLC. Lease Agreements.

The County Attorney noted an executive session was required pursuant to the following Sections of Public Officer's Law: 105(1)(d) to discuss proposed pending or current litigation; 105(1)(h) to discuss the proposed acquisition, sale or lease of real property; and 108(3) to provide attorney-client communications, concerning Schemerhorn Aviation LLC. Lease Agreements.

The necessary motion was made by Mr. Strough, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Messrs. Diamond and Etu absent*) to enter into executive session pursuant to Sections 105(1)(d), 105(1)(h) and 108(3) of the Public Officer's Law for the purposes outlined above.

Executive session was held from 9:18 a.m. until 10:23 a.m.

Upon reconvening, the County Attorney announced no action was taken during the executive session.

The agenda review resumed Item 3 of the Discussion Items portion of the Airport agenda concerning FAA Eligibility Determinations which the Superintendent of Public Works and Airport Manager provided updates on.

Concluding the agenda review, Mr. Bruno once again offering privilege of the floor for public comment, but there was no one wishing to speak.

There being no further Airport business to discuss, review of the Building & Grounds agenda commenced with the Action Agenda/New Business which consisted of a request for transfer of funds in the amount of \$35,000 from Budget Code A.1990 489, *Contingent Account, Other Payments/Contributions*, to Budget Code A.1624 415, *Health and Human Services Building - Elec*, to cover the cost of unanticipated utility rate increases.

Motion was made by Mr. Thomas, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Diamond and Etu absent*) to approve the request as presented and forward same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the meeting minutes.*

Review of the Discussion Items portion of the agenda included updates on the following:

1. Work Order Request Program.
2. Fleet Car Request Program.
3. Front Steps- Update

The Agenda review concluded with a review of the Referrals/Pending Items section, which included the following:

1. Regional Morgue - It was noted Albany County would be proceeding with the construction of a Regional Morgue once

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a replacement for the Project Manger, who had recently resigned, was hired.

Privilege of the floor and public comments were called for, but there was no one wishing to speak.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Strough, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Diamond and Etu absent*), Mr. Bruno adjourned the meeting at 10:28 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board