

FINANCE & BUDGET COMMITTEE

AGENDA

MARCH 6, 2025

Committee Members: *Thomas, Geraci, Strough, Maday, Driscoll, Crocitto and Merlino*
Chair of the Board shall serve an Ex-Officio member when needed in accordance with Section C(4) of the Rules of the Board

I. Committee meeting called to order by Chairman.

II. Motion to approve minutes of prior Committee meetings.

III. Privilege of the Floor/Public Comment

IV. Action Agenda

1) Requests/Items to be Discussed by the County Administrator (John Taflan, County Administrator):

- A) Journal Report of transfers approved by the County Administrator staff for January and February of 2025.
- B) Request to appropriate \$38,748 from Budget Code A.909.00, *General Fund Unappropriated Surplus*; \$355,920 from Budget Code D.909.00, *County Road Fund Unappropriated Surplus*; and \$100,189 from Budget Code DM.909.00, *Road Machinery Fund Unappropriated Surplus*, to various budget codes to cover the cost of grade allocations for certain titles as set forth in the current CSEA (*Civil Service Employees Association*) contract effective March 24, 2025. *Note: This request is contingent upon approval of the request to approve the recommendations of the Reallocation Committee by the Personnel, Administration & Higher Education Committee.*

2) Requests/Items to be Discussed by the County Treasurer (Christine Norton, Treasurer):

- A) Request to ratify the actions of the County Treasurer in executing an engagement letter with Capital Markets Advisors, LLC to provide financial advisory services and authorizing payment for same.
- B) Request to amend the 2025 Warren County Budget in the amount of \$27,506.92 to record 2025-27 Public Defender LexisNexis subscription per GASB #96.
- C) Request for a transfer funds totaling \$61,104 to various budget codes in accordance with GASB #96- Subscriptions.
- D) Review of Treasurer's Report regarding Occupancy Tax.

3) Referrals from the County Facilities Committee (Chaired by Supervisor Bruno):

Buildings and Grounds (Scott Rogers, Director of Facilities) -

Request to increase Capital Project No. H437, *Board Room Renovations*, in the amount of \$64,000.

4) Referrals from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):

Assigned Counsel (Brian Pilatzke, Administrator) -

- A) Request to amend the 2025 Warren County Budget in the amount of \$50,562.71 to reflect receipt of grant funding from New York State Division of Criminal Justice for Aid to Defense for Discovery Reform.
- B) Request to amend the 2025 Warren County Budget in the amount of \$50,562.71 to reflect receipt of grant funding from New York State Division of Criminal Justice Services for Aid to Defense- Supplemental.

Public Defender (Gregory Canale, Public Defender) -

- C) Request to amend the 2025 Warren County Budget in the amount of \$139,737.29 to reflect receipt of grant funding from New York State Division of Criminal Justice Services for Aid to Defense for Discovery Reform.
- D) Request to amend the 2025 Warren County Budget in the amount of \$139,737.29 to reflect receipt of grant funding from New York State Division of Criminal Justice Services for Aid to Defense- Supplemental.

Sheriff (James LaFarr, Sheriff) -

- E) Request to amend the 2025 Warren County Budget in the amount of \$492,667 to reflect receipt of grant funding from New York State Division of Homeland Security and Emergency Services for 2024 Interoperable Communications Program.
- F) Request to amend the 2025 Warren County Budget in the amount of \$165,940 to reflect receipt of grant funding from New York State Division of Homeland Security and Emergency Services for Public Safety Answering Point Operations (*PSAP*) Program.
- G) Request to amend the 2025 Warren County Budget in the amount of \$619,811.82 to carry over unused Sheriff's Law Enforcement FY2024-25 LETECH grant funding.
- H) Request to amend the 2025 Warren County Budget in the amount of \$29,740.52 to carry over unused FY19 Edward Byrne Memorial grant funding.
- I) Request to amend the 2025 Warren County Budget in the amount of \$10,237.70 to carry over unused FY22 Edward Byrne Memorial grant funding.
- J) Request to amend the 2025 Warren County Budget in the amount of \$8,216.07 to carry over unused Sheriff's 911 Center New York State Division of Homeland Security and Emergency Services 2023 Interoperable Communications grant funding.

FINANCE & BUDGET

MARCH 6, 2025

- 5) **Referral from the Economic Growth & Development Committee (Chaired by Supervisor Etu):**
Planning & Community Development -
Request to establish Capital Project No. H442, *Warren County Brownfield Opportunity Area*, in the amount of \$111,236.
- 6) **Referral from the Human Services Committee (Chaired by Supervisor Driscoll):**
Department of Social Services (Christine Mastrianni, Commissioner) -
Request to appropriate \$250,000 from Budget Code A.918.00, *Assigned, Sexual Abuse Lawsuits Fund Balance*, to Budget Code A.6010 419, *Settlements*, to cover the second of three settlement payments.
- 7) **Referral from the Public Works Committee (Chaired by Supervisor Conover):**
Parks, Recreation & Railroad (Dean Moore, Director) -
Request to amend the 2025 Warren County Budget in the amount of \$2,500 to reflect receipt of occupancy tax funding from the Town of Bolton.
- 8) **Finance Committee action is required on the following Personnel Agenda items, contingent upon approval by the Personnel, Administration & Higher Education Committee - Agenda Items 3, 4, 5B and 6B.**
PERSONNEL AGENDA ITEMS 3, 4, 5B and 6B :
3. **Referral from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):**
Public Defender (Gregory Canale, Public Defender) -
Request to amend the Table of Organization & Salary Schedule to increase salaries within the Public Defender's Office as outlined in the agenda attachment effective March 24, 2025 with the understanding the salary increases are contingent upon receipt of State funding.
4. **Referral from the Public Works Committee (Chaired by Supervisor Conover):**
Solid Waste & Recycling (Scott Royael, Solid Waste Compliance Officer) -
Request to amend the Table of Organization & Salary Schedule to create the new position of Motor Equipment Operator - (Medium), *Base Annual Salary \$48,826*, effective April 1, 2025.
5. **Request/Item to be Discussed by the County Administrator (John Taflan, County Administrator):**
B. Request to approve the recommendations of the Reallocation Committee as outlined in Schedule A of the agenda attachment to become effective March 24, 2025.
6. **Request/Item to be Discussed by the County Attorney (Larry Elmen, County Attorney):**
B. **Request:** Resolution request to amend the 2025 Warren County Budget in the amount of \$52,786.15 to reflect receipt of General Liability Insurance budget lines for the various department into Insurance Reserve Fund A.863.00.
Rationale: To provide funding which will achieve the goals and objectives sought through the above-stated proposed amendments to Resolution 497 of 2019.

VI. Privilege of the Floor/Public Comment

VII. Motion to adjourn

**WARREN COUNTY
Journal Report**

G/L Date	G/L Account Number	Account Description	Description	Amount	Amount
Building & Fire - Building & Fire Code					
1/2/2025	A.3620 427	Memberships & Dues	Budget Transfer Within Object Code from A.3620 442	\$35.00	
1/2/2025	A.3620 442	Automotive - Gas & Oil	Budget Transfer Within Object Code to A.3620 427		\$35.00
Clk of Legislati - Clerk of the Legislative Board					
1/13/2025	A.1010 810	Retirement	Budget Transfer Out of Object Code to A.1340 810		\$2,400.00
1/13/2025	A.1010 860	Hospitalization	Budget Transfer Out of Object Code to A.1340 860		\$6,300.00
1/13/2025	A.1010 865	Dental Insurance	Budget Transfer Out of Object Code to A.1340 865		\$120.00
1/13/2025	A.1340 810	Retirement	Budget Transfer Out of Object Code A.1010 810	\$2,400.00	
1/13/2025	A.1340 860	Hospitalization	Budget Transfer Out of Object Code A.1010 860	\$6,300.00	
1/13/2025	A.1340 865	Dental Insurance	Budget Transfer Out of Object Code A.1010 865	\$120.00	
County Clerk - County Clerk					
1/16/2025	A.1410 410	Supplies	Transfer within budget code to A.1410 427		\$15.00
1/16/2025	A.1410 427	Memberships & Dues	Transfer within budget code from A.1410 410	\$15.00	
DPW_DPW Admin - DPW,DPW Administration					
1/22/2025	A.1620 260	Other Equipment	Transfer Out of Code from A.1620 413	\$299.99	
1/22/2025	A.1620 413	Repair & Maint.-Bldg/Property	Transfer Out of Code to A.1620 260		\$299.99
1/22/2025	D.3310 220	Office Equipment	Transfer Out of Code from D.3310 410	\$19.99	
1/22/2025	D.3310 410	Supplies	Transfer Out of Code to D.3310 220		\$19.99
DPW_DPW Admin - DPW,DPW Administration					
1/24/2025	A.7110 260	Other Equipment	Transfer Out of Code from A.7110 413	\$80.00	
1/24/2025	A.7110 413	Repair & Maint.-Bldg/Property	Transfer Out of Code to A.7110 260		\$80.00
1/30/2025	A.1628 260	Other Equipment	Out of Code Transfer from A.1628 439	\$229.99	
1/30/2025	A.1628 439	Misc Fees & Expenses	Out of Code Transfer to A.1628 260		\$229.99
Employment & Tr_WIA-Admin(Staff) - Employment & Training,WIA-Admin (Staff)					
1/8/2025	40.6293.0313 860	Hospitalization	object code change - from 40.6293.0313 861	\$5,000.00	
1/8/2025	40.6293.0313 861	Retirees Hospitalization	object code change - to 40.6293.0313 860		\$5,000.00
1/8/2025	40.6293.0358 433	Training-Client	object code change - to 40.6293.0358 444.01		\$3,000.00
1/8/2025	40.6293.0358 444.01	Job Related Courses	object code change - from 40.6293.0358 433	\$3,000.00	
1/10/2025	40.6293.0358 433	Training-Client	object code change - from 40.6293.0358 444.01	\$3,000.00	
1/10/2025	40.6293.0358 444.01	Job Related Courses	object code change - to 40.6293.0358 433		\$3,000.00

Infotech - Information Technology

1/14/2025	A.1680 220	Office Equipment	Budget Transfer out of Object Code from A.1680 422	\$1,000.00	
1/14/2025	A.1680 422	Repair/Maint-Equipment	Budget Transfer out of Object Code to A.1680 220		\$1,000.00

Medical Exam&Cor - Medical Exam & Coroners

1/15/2025	A.1185 410	Supplies	Budget Transfer from Object Code A.1185 435	\$680.00	
1/15/2025	A.1185 435	Medical Fees	Budget Transfer within Object Code to A.1185 410		\$680.00

Office of EMS - Office of Emergency Services

12/31/2024	A.3410 441	Auto-Supplies & Repair	Budget Transfer within Object Code to A.3410 441		\$500.00
12/31/2024	A.3410 444	Travel/Education/Conference	Budget Transfer within Object Code from A.3410 441	\$500.00	

Public Health_Health Services - Public Health,Health Services

1/2/2025	A.4013 423	Telephone	Budget Transfer WIC A4013.446 to .423 cover phone	\$1,000.00	
1/2/2025	A.4013 446	WIC Food Vouchers	Budget Transfer WIC A4013.446 to .423 cover phone		\$1,000.00

Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement

1/21/2025	A.3110 210	Furniture/Furnishings	budget transfer out of object code from A.3110 410	\$149.67	
1/21/2025	A.3110 410	Supplies	budget transfer out of object code to A.3110 210		\$149.67

Social Services - Social Services

1/31/2025	A.6010 419	Settlements	Budget transfer within object code from A.6010 470	\$250,000.00	
1/31/2025	A.6010 470	Contract	Budget transfer within object code to A.6010 419		\$250,000.00

WARREN COUNTY
Journal Report

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Admn.Fiscal Srv - Administrative Fiscal Services					
2/4/2025	A.1011 210	Furniture/Furnishings	Budget Transfer within object code from A.1011 410	\$68.59	
2/4/2025	A.1011 410	Supplies	Budget Transfer within object code to A.1011 210		\$68.59
Brd. of Election - Board of Elections					
2/14/2025	A.1450 220	Office Equipment	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 439	\$7,100.00	
2/14/2025	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS OUT OF OBJECT CODE TO A.1450 220		\$7,100.00
2/20/2025	A.1450 220	Office Equipment	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 439	\$2,400.00	
2/20/2025	A.1450 422	Repair/Maint-Equipment	BUDGET TRANSFERS WITHIN OBJECT CODE FROM A.1450 439	\$95.25	
2/20/2025	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS OUT OF OBJECT CODE TO A.1450 220		\$2,400.00
2/20/2025	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS WITHIN OBJECT CODE TO A.1450 422		\$95.25
County Clerk - County Clerk					
2/24/2025	A.1410 423	Telephone	Transfer within budget code to A.1410 426		\$200.00
2/24/2025	A.1410 426	Subscriptions	Transfer within budget code from A.1410 423	\$200.00	
Dist. Attorney_Dist. Attorney - District Attorney,District Attorney					
2/7/2025	A.4220 418	Ins-General Liability	Budget Transfer within object code from A4220 441 Auto Repair	\$12.45	
2/7/2025	A.4220 441	Auto-Supplies & Repair	Budget Transfer within object code to A.4220 418 Ins.		\$12.45
DPW_DPW Admin - DPW,DPW Administration					
2/12/2025	A.1625 410	Supplies	Transfer In Code to A.1625 418		\$47.03
2/12/2025	A.1625 418	Ins-General Liability	Transfer In Code from A.1625 410	\$47.03	
2/12/2025	A.1627 418	Ins-General Liability	Transfer In Code from A.1627 439	\$94.07	
2/12/2025	A.1627 439	Misc Fees & Expenses	Transfer In Code to A.1627 418		\$94.07
2/12/2025	A.7110 410	Supplies	Transfer In Code to A.7110 418		\$235.16
2/12/2025	A.7110 418	Ins-General Liability	Transfer In Code from A.7110 410	\$235.16	
2/12/2025	A.7113 413	Repair & Maint.-Bldg/Property	Transfer In Code to A.7113 418		\$292.93
2/12/2025	A.7113 418	Ins-General Liability	Transfer In Code from A.7113 413	\$292.93	
2/12/2025	D.5110 410	Supplies	Transfer In Code to D.5110 418		\$922.52
2/12/2025	D.5110 418	Ins-General Liability	Transfer In Code from D.5110 410	\$922.52	
2/12/2025	DM.5130 418	Ins-General Liability	Transfer In Code from DM.5130 421	\$765.00	
2/12/2025	DM.5130 421	Equipment Rental	Transfer In Code to DM.5130 418		\$765.00
2/18/2025	A.1620 260	Other Equipment	Out of Code Transfer from A.1620 410	\$595.70	
2/18/2025	A.1620 410	Supplies	Out of Code Transfer to A.1620 260		\$595.70
Mental Health - Mental Health					
2/14/2025	A.4310 210	Furniture/Furnishings	transfer of funds A.4310 220 to A.4310 210	\$352.78	
2/14/2025	A.4310 220	Office Equipment	transfer of funds A.4310 220 to A.4310 210		\$352.78
Planning_Planning - Planning,Planning					
2/7/2025	A.8021 418	Ins-General Liability	Budget Transfer Out of Code, A.8022 418	\$308.00	
2/7/2025	A.8022 418	Ins-General Liability	Budget Transfer Out of Code, A.8021 418		\$308.00
2/7/2025	A.8021 418	Ins-General Liability	Budget Transfer within object code, A.8021 441	\$18.38	

ITEM 1A

2/7/2025	A.8021 441	Auto-Supplies & Repair	Budget Transfer within object code, A.8021 418		\$18.38
2/14/2025	A.8021 220	Office Equipment	Budget Transfer out of code A.8021 410	\$34.28	
2/14/2025	A.8021 410	Supplies	Budget Transfer out of code A.8021 220		\$34.28
2/14/2025	A.8022 220	Office Equipment	Budget Transfer out of code A.8022 410	\$29.99	
2/14/2025	A.8022 410	Supplies	Budget Transfer out of code A.8022 220		\$29.99
Public Health_Health Services - Public Health,Health Services					
2/28/2025	A.4054.0060 426	Subscriptions	Budget transfer EI from A4054.0060.444	\$300.00	
2/28/2025	A.4054.0060 444	Travel/Education/Conference	Budget transfer EI to A4054.0060.426		\$300.00
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement					
2/28/2025	A.3110 416	Oil & Gas-Heating	budget transfer within object code from A.3110 442	\$3,939.29	
2/28/2025	A.3110 442	Automotive - Gas & Oil	budget transfer within object code to A.3110 416		\$3,939.29
Social Services - Social Services					
2/5/2025	A.6010 444	Travel/Education/Conference	Budget Transfer within object code to A.6010 444.01		\$1,838.00
2/5/2025	A.6010 444.01	Job Related Courses	Budget Transfer within object code from A.6010 444	\$1,838.00	
2/10/2025	A.6010 435	Medical Fees	Transfer within object code to A.6010 436		\$100.00
2/10/2025	A.6010 436	Advertising Fees	Transfer within object code from A.6010 435	\$100.00	
Veterans Service - Veterans Service					
2/7/2025	A.6510 418	Ins-General Liability	funds transfer from 469 other	\$438.00	
2/7/2025	A.6510 469	Other Payments/Contributions	funds transfer to 418 general liab		\$438.00

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: County Administrator

DATE: 3/6/2025

- (a) Purpose of Request:
To appropriate funds to cover the cost of the Reallocation Committee recommended changes to grade allocations for certain titles as set forth in the current Civil Service Employees Association (CSEA) Contract effective March 24, 2025
- (b) Details:
Appropriate funds to the budget Codes listed in attached Schedule "A"
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
General Fund Unappropriated Surplus (A909.00) \$38,748
County Road Fund Unappropriated Surplus (D.909.00) \$355,920
Road Machinery Fund Unappropriated Surplus (DM.909.00) \$100,189
- Sample: A.8021 470 Planning & Community Development – Contract**

* as listed in budget and LOGOS

Schedule "A"

Account	Description	Amount
A.1628 110	Waste Management Containment, Salaries - Regular	\$ 29,962.00
A.1628 810	Waste Management Containment, Retirement	\$ 4,494.00
A.1628 830	Waste Management Containment, Social Security	\$ 1,858.00
A.1628 831	Waste Management Containment, Medicare	\$ 434.00
A.7110 110	DPW/Parks & Rec, Salaries - Regular	\$ 1,630.00
A.7110 810	DPW/Parks & Rec, Retirement	\$ 245.00
A.7110 830	DPW/Parks & Rec, Social Security	\$ 101.00
A.7110 831	DPW/Parks & Rec, Medicare	\$ 24.00
D.3310 110	DPW/Traffic Control, Salaries - Regular	\$ 19,206.00
D.3310 810	DPW/Traffic Control, Retirement	\$ 2,881.00
D.3310 830	DPW/Traffic Control, Social Security	\$ 1,191.00
D.3310 831	DPW/Traffic Control, Medicare	\$ 278.00
D.5110 110	County Road/Maintenance of Roads, Salaries - Regular	\$270,986.00
D.5110 810	County Road/Maintenance of Roads, Retirement	\$ 40,648.00
D.5110 830	County Road/Maintenance of Roads, Social Security	\$ 16,801.00
D.5110 831	County Road/Maintenance of Roads, Medicare	\$ 3,929.00
DM.5130 110	Road Machinery/Machinery, Salaries - Regular	\$ 81,687.00
DM.5130 810	Road Machinery/Machinery, Retirement	\$ 12,253.00
DM.5130 830	Road Machinery/Machinery, Social Security	\$ 5,065.00
DM.5130 831	Road Machinery/Machinery, Medicare	\$ 1,184.00
		\$494,857.00

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Treasurer

DATE: 2/12/25

- (a) Purpose of Request: **Ratify the actions of the Warren County Treasurer in executing an engagement letter with Capital Markets Advisors, LLC to provide financial advisory services and authorizing payment for the same.**
- (b) Details: **In May of 2024, the County Treasurer sought to issue a \$8,420,000 bond anticipation note and requested the services of Capital Markets Advisors, LLC to provide financial advisory services at a cost of \$6,500.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A.1325 437**

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Capital Markets Advisors, LLC

Independent Financial Advisors

FINANCIAL ADVISORY SERVICES AGREEMENT

This Agreement has been entered into as of this 1st day of May, 2024 by and between the County of Warren, New York (the "County") and Capital Markets Advisors, LLC ("CMA"), a limited liability company created under the laws of the State of New York and having its principal place of business at 11 Grace Avenue, Suite 308, Great Neck, New York 11021.

Section 1 Financial Advisory Services

CMA will provide the following services in connection with a \$8,420,000 bond anticipation note financing (the "Issue"), undertaken by County during the term of this Agreement.

- 1.01 Review legal, financial, economic and other information necessary for CMA to advise the County in planning, structuring and completing the Issue undertaken by the County.
- 1.02 Discuss plan of financing including funding requirements and structuring alternatives, given local resources, market conditions, budgetary constraints, future capital needs and such other matters as the County and CMA deem relevant.
- 1.03 Prepare or assist in the preparation of financing documents, as required by the County, including but not limited to: Official Statement, Notice of Sale and Bid Sheet and debt statement.
- 1.04 Prepare and maintain a financing schedule and take such other actions requested by the County to efficiently manage each Issue.
- 1.05 Post the sale documents on CMA's website, send an email to prospective bidders and post notice in the industry newspaper, *The Bond Buyer*, to market the Issue.
- 1.06 Participate in debt sale, confirm net interest cost calculation and make award recommendation.
- 1.07 Assist the County with the delivery of proceeds of each Issue, payment of issuance costs and other matters related to closing each Issue.
- 1.08 Prepare and file required Continuing Disclosure and Material Event Notice Filing Pursuant to Rule 15c2-12 of the Securities Exchange Act of 1934.

Section 2 Compensation

- 2.01 For CMA's performance of services on behalf of the County as described in Section 1 hereof, CMA's fee is \$6,500.
- 2.02 The County will pay normal issuance costs such as printing, distribution, postage, overnight delivery, Bond Counsel, rating agency and other associated expenses.
- 2.03 Payment of CMA's compensation is due within 14 days of receipt of CMA's invoice following the closing of the financing.

Section 3 Term of Agreement

The term of this Agreement shall be from the date hereof to December 31, 2024.

Capital Markets Advisors, LLC

Independent Financial Advisors

Section 4 Responsibilities of Parties

CMA does not assume the responsibilities of the County, nor the responsibilities of the other professionals and vendors representing the County, in the provision of services and the preparation of financing documents for financings under this agreement. CMA accepts the relationship of trust and confidence established between it and the County. CMA agrees to furnish its best skill and judgment in the performance of its services in the most expeditious and economical manner consistent with the interests of the County. Information obtained by CMA, either through its own efforts or provided by the County, included in the financing documents, or otherwise provided to the County, is by reason of experience and professional judgment, believed to be accurate; however, such information is not guaranteed by CMA.

Section 5 Required Regulatory Disclosure

Municipal Advisor Regulators

Municipal Securities Rulemaking Board ("MSRB") Rule G-10 requires that municipal advisors, including CMA, provide to their clients the following information once each calendar year: (i) CMA is registered as an independent municipal advisor with the MSRB and the US Securities and Exchange Commission ("SEC"); (ii) CMA is subject to the regulations and rules on municipal advisory activities established by the SEC and MSRB; (iii) the website for the MSRB is www.msrb.org and the website for the SEC is www.sec.gov and (iv) in addition to having educational materials about the municipal securities market, the MSRB website has a municipal advisory client brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with the appropriate regulatory authority.

Conflicts of Interest Disclosure

CMA is an MSRB Registered Municipal Advisor that conducts all municipal advisory activities subject to the fiduciary standards of conduct. MSRB Rule G-42 requires that municipal advisors disclose to their clients any actual or potential material conflict of interest, including certain categories of potential conflicts of interest identified in Rule G-42, if applicable. If no such material conflicts of interest are known to exist, municipal advisors are required to provide a written statement to that effect.

To the best of CMA's knowledge and belief, neither CMA nor any associated person has any material undisclosed conflict of interest.

- CMA has no financial interest in, nor does CMA receive any undisclosed compensation from, any firm or person that CMA may use in providing any advice, service, or product to or on behalf of any CMA client.
- CMA does not pay contracted MSRB registered solicitors or other MSRB registered municipal advisors directly or indirectly in order to obtain or retain an engagement to perform municipal advisory services for any municipal entity.
- CMA does not receive any payments from a third party to enlist CMA's recommendation of services, municipal securities transactions, or any municipal financial product or service.
- CMA does not have any fee-splitting arrangements with any provider of investments or services to any municipal entity.
- All financial advisors, including CMA, have a material conflict of interest arising from compensation for municipal advisory activities to be performed for a client that are contingent on the size or closing of a transaction for which the advisor is providing advice. This conflict of interest exists if CMA should fail to get paid for its work on a transaction in the event that the transaction does not close.

Capital Markets Advisors, LLC

Independent Financial Advisors

- CMA services a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of other municipal clients. These other clients may, from time to time and depending on specific circumstances, have competing interests, such as accessing the market with the most advantageous timing. In acting in the interests of its various clients, CMA could potentially face a conflict of interest arising from these competing client interests. However, none of these other engagements or relationships would impair CMA's ability to fulfill its regulatory duties to its municipal clients.
- There are no other actual conflicts of interest that could reasonably be anticipated to impair CMA's ability to provide advice to any municipal entity in accordance with the standard of fiduciary conduct.

Information Regarding Legal Events and Disciplinary History Disclosure

MSRB Rule G-42 requires that municipal advisors provide to their clients certain disclosures of legal or disciplinary events material to the client's evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel.

- CMA and two of its Associated Persons are currently subject to a legal event that could be material to a client's evaluation of the Firm.
- CMA's Form MA and Form MA-Is for each of the Firm's Associated Persons are posted in the Edgar Database located on the U.S. Securities and Exchange Commission's website (www.sec.gov).
- CMA has made a legal event disclosure on its Form MA and two of its Associated Persons' Form MA-I's filed with the U.S. Securities and Exchange Commission.

Future Supplemental Disclosures

As required by MSRB Rule G-42, these disclosures may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest or changes in the conflicts of interest described, or to provide information with regard to any legal or disciplinary events. CMA will provide its municipal clients with any supplement or amendment as it becomes available throughout the terms of each agreement or contract.

Section 6 Independent Contractor

CMA hereby acknowledges and agrees that its status under this Agreement will be that of an independent contractor. CMA and its officers, agents and employees shall not represent themselves as County employees to any third party, nor shall they make any claim to the County, or to any other person or entity, for benefits or privileges granted to County employees, including but not limited to, Unemployment and Workers Compensation benefits. CMA further acknowledges and agrees that the County shall not take any deductions or withholdings from CMA's compensation to pay federal or state taxes, or any other assessment, cost, expense or obligation which CMA or its officers, employees or agents may incur as a result of CMA receiving compensation pursuant to this agreement.

Section 7 Binding Effect

All agreements and covenants contained herein are severable and in the event any of them shall be held to be invalid by any competent court, this agreement shall be interpreted as if such invalid agreements or covenants were not contained herein, and the remaining provisions of this agreement shall remain in full force and effect. Each party hereto represents and warrants that this agreement has been duly authorized and executed by it and constitutes its valid and binding agreement.

Capital Markets Advisors, LLC

Independent Financial Advisors

Section 8 Modification and Termination

This Agreement contains the entire agreement of the parties. It may be amended in whole or in part from time to time in writing by mutual consent of the parties.

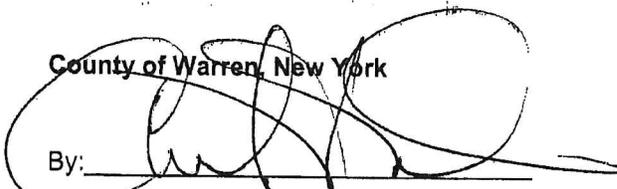
IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the day and year set forth on the first page hereof.

Capital Markets Advisors, LLC

Richard Tortora

Richard Tortora
President

County of Warren, New York

By: 

Name: CHRISTINE V. NORTH

Title: TREASURER

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Treasurer

DATE: 2/12/25

- (a) Purpose of Amendment: **To record 2025-27 Public Defender LexisNexis subscription per GASB #96**

- (b) Appropriation Code, Object Code, Full Title and Amount: **A.1171 225, Public Defender, Subscription Based IT Arrangement - \$27,506.92**

- (c) Revenue Code (with title), and Amount: **A.1171 5781, Public Defender, Subscription Based IT Arrangement - \$27,506.92**

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds*****TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS**DEPARTMENT NAME:** Treasurer**SIGNED:****DATE:** 2/12/25

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1171 426	Public Defender - Subscription	A.9781 610	Subscriptions - Principal Indebtedness	\$4,275.00
A.1171.4202 426	Public Defender-Hurell-Harring Subscript	A.9781 610	Subscriptions - Principal Indebtedness	\$4,833.99
A.1171.4202 426	Public Defender-Hurell-Harring Subscript	A.9781 710	Subscriptions - Interest Indebtedness	\$179.01

Please state reason for transfers requested: To transfer budget to accounts in accordance with GASB #96 - Subscriptions.**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

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

WARREN COUNTY TREASURER

WARREN COUNTY MUNICIPAL CENTER
1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845
TELEPHONE: (518) 761.6375

CHRISTINE V. NORTON
County Treasurer

ROBERT V. LYNCH II, CPA
Deputy Treasurer

Occupancy Tax Report ***Thursday, February 27, 2025***

Total Collections

2024 Revenues	Total Collections			
	12/31/2024	1/31/2025	2/12/2025	3/31/2025
Total Revenue Collected through 2024 (2/12/25)	7,082,185	7,708,671	7,765,284	TBD
Total Revenue Collected through 2023 (2/12/24)	6,690,892	7,327,090	7,406,136	7,719,992
Increase/(Decrease) from 2023	391,293	381,581	359,148	-
Increase/(Decrease) from 2023	6%	5%	5%	

- 1. 12/31/24 numbers will continue to climb until 3/31/2025**
- 2. These are the collections collected through 2/12/2025**
3. Occupancy Tax Enforcement Efforts in 2024 has collected \$150,930. When factored into total collections vs 2023 this equals a 3% year over year increase
 - a. Ongoing Occ Tax Enforcement hopes to collect \$188,750 from delinquent Occ Tax Filers.

Hotel & Motel Collections

2024 Revenues	Hotel & Motel Collections			
	12/31/2024	1/31/2025	2/12/2025	3/31/2025
Revenue Collected through 2024 (2/12/25)	\$ 5,971,551	\$ 6,150,596	\$ 6,154,919	TBD
Revenue Collected through 2023 (2/12/24)	\$ 5,797,459	\$ 6,030,606	\$ 6,043,305	\$ 6,106,548
Increase/(Decrease) from 2023	\$ 174,092	\$ 119,990	\$ 111,614	\$ -
Increase/(Decrease) from 2023	3%	2%	2%	

Short Term Rental Collections

		Short Term Rental (STR) Collections			
		12/31/2024	1/31/2025	2/12/2025	3/31/2025
STR Revenue Collected through 2024 (2/12/25)		\$ 1,110,634	\$ 1,558,075	\$ 1,610,365	TBD
STR Revenue Collected through 2023 (2/12/24)		\$ 893,433	\$ 1,296,484	\$ 1,362,831	\$ 1,613,444
Increase/(Decrease) from 2023		\$ 217,201	\$ 261,591	\$ 247,534	\$ -
Increase/(Decrease) from 2023		24%	20%	18%	

RESOLUTION REQUEST FORM NO. 9***Request to Increase or Decrease or Amend Existing Capital Project or
Capital Reserve Project****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Facilities - B&G

DATE: 2/28/25

- (a) Exact Title and Number of Project*: Board Room Renovations (H437.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$64,000.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.): TBD
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund asbestos abatement and monitoring services

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget********If this is the result of a grant award, also complete and submit Form No. 5 or 6*****DEPARTMENT NAME: Warren County Assigned Counsel Office****DATE: 02/27/2025**

- (a) Purpose of Amendment:
To add funding from:
Division of Criminal Justice Services
Grant Award Notice - Aid to Defense for Discovery Reform to Public
Defender Budget
(Total award = \$190,300/Public Defender (26.57%) = \$50,562.71)
- (b) Appropriation Code, Object Code, Full Title and Amount:
A.1170.4213 426 - AC DCJS Discovery Reform - Subscriptions = \$ 1,350.00
A.1170.4213 470 - AC DCJS Discovery Reform - Contract = \$42,400.00
A.1171.4213 444 - AC DCJS Discovery Reform - Education = \$ 3,657.00
A.1170.4213 439 - AC DCJS Discovery Reform - Miscellaneous =
\$ 3,155.71
- (c) Revenue Code (with title), and Amount:
A.1170.4213 3047 - AC DCJS Discovery Reform = \$50,562.71

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Warren County Assigned Counsel Office

DATE: 02/27/2025

- (a) Purpose of Amendment:
**To add funding from:
Division of Criminal Justice Services
Grant Award Notice - Aid to Defense - Supplemental
to Public Defender Budget
(Total award = \$190,300/ Public Defender (73.43%) = \$50,562.71)**
- (b) Appropriation Code, Object Code, Full Title and Amount:
A.1170.4212 440 - AC DCJS -Supplemental - Legal Fees &Trans. = \$50,562.71
- (c) Revenue Code (with title), and Amount:
A.1170.4212 3045 - AC DCJS - Supplemental = \$50,562.71

RESOLUTION REQUEST FORM NO. 7**Request to Amend County Budget***

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Warren County Public Defender's Office

DATE: 02/27/2025

(a) Purpose of Amendment:

To add funding from:

Division of Criminal Justice Services

**Grant Award Notice - Aid to Defense for Discovery Reform
to Public Defender Budget**

(Total award = \$190,300/ Public Defender (73.43%) = \$139,737.29)

(b) Appropriation Code, Object Code, Full Title and Amount:

A.1171.4213 220 - PD DCJS Discovery Reform - Ofc Equip.= \$49,107.76

A.1171.4213 260 - PD DCJS Discovery Reform - Other Equip. = \$27,215.53

A.1171.4213 426 - PD DCJS Discovery Reform - Subscriptions = \$ 7,200.00

A.1171.4213 444 - PD DCJS Discovery Reform - Education = \$ 7,314.00

A.1171.4213 470 - PD DCJS Discovery Reform - Contract = \$48,900.00

(c) Revenue Code (with title), and Amount:

A.1171.4213 3047 - PD DCJS Discovery Reform = \$139,737.29

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Warren County Public Defender's Office

DATE: 02/27/2025

(a) Purpose of Amendment:

To add funding from:

Division of Criminal Justice Services

**Grant Award Notice - Aid to Defense - Supplemental
to Public Defender Budget**

(Total award = \$190,300/ Public Defender (73.43%) = \$139,737.29)

(b) Appropriation Code, Object Code, Full Title and Amount:

A.1171.4212 110 - PD DCJS - Supplemental - Salaries - FT = \$87,099.00

A.1171.4212 810 - PD DCJS - Supplemental - Retirement = \$12,401.91

A.1171.4212 830 - PD DCJS - Supplemental - Social Security = \$ 5,400.14

A.1171.4212 831 - PD DCJS - Supplemental - Medicare = \$ 1,262.94

A.1171.4212 418 - PD DCJS - Supplemental - Ins. Gen Liability = \$ 4,754.50

A.1171.4212 437 - PD DCJS - Supplemental - Consulting Fees = \$28,818.80

(c) Revenue Code (with title), and Amount:

A.1171.4212 3045 - PD DCJS - Supplemental = \$139,737.29

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Sheriff

DATE: February 27, 2025

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State Division of Homeland Security and Emergency Services Statewide Interoperable Communications Grant Program (SICG) grant award.

(b)	Appropriation Code, Object Code, Full Title and Amount:	
	A.3020.4056 250 Sheriff's 911 Center	\$492,667
	2024 Interoperable Comm Grant	
	Technical Equipment	

(c)	Revenue Code (with title), and amount:	
	A.3020.4056 3380 Sheriff's 911 Center	\$492,667
	2024 Interoperable Comm Grant	
	State Homeland Security Grant Program	

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Sheriff

DATE: February 27, 2025

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State Division of Homeland Security and Emergency Services Public Safety Answering Point Operations Grant Program (PSAP) grant award.

(b) **Appropriation Code, Object Code, Full Title and Amount:**

A.3020.4055 250	Sheriff's 911 Center	\$165,940
	2024 PSAP Grant	
	Technical Equipment	

(c) **Revenue Code (with title), and amount:**

A.3020.4055 3380	Sheriff's 911 Center	\$165,940
	2024 PSAP Grant	
	State Homeland Security Grant Program	

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Sheriff

DATE: February 27, 2025

- (a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Sheriff's Law Enforcement FY2024-25, LETECH Grant from fiscal year 2024 to fiscal year 2025
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|-----------------|---------------------------|--------------|
| A.3110.4051 250 | Sheriff's Law Enforcement | \$619,811.82 |
| | FY2024-25 LETECH Grant | |
| | Technical Equipment | |
- (c) **Revenue Code (with title), and amount:**
- | | | |
|------------------|---|--------------|
| A.3110.4051 3391 | Sheriff's Law Enforcement | \$619,811.82 |
| | FY2024-25 LETECH Grant | |
| | Law Enforcement Technology Program (LETECH) | |

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Sheriff

DATE: February 27, 2025

- (a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Sheriff's Law Enforcement FY19 Edward Byrne Memorial Grant from fiscal year 2024 to fiscal year 2025
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|-----------------|----------------------------------|-------------|
| A.3110.4052 455 | Sheriff's Law Enforcement | \$29,740.52 |
| | FY19 Edward Byrne Memorial Grant | |
| | Safety Equipment | |
- (c) **Revenue Code (with title), and amount:**
- | | | |
|------------------|----------------------------------|-------------|
| A.3110.4052 4313 | Sheriff's Law Enforcement | \$29,740.52 |
| | FY19 Edward Byrne Memorial Grant | |
| | Byrne Grant | |

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Sheriff

DATE: February 27, 2025

- (a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Sheriff's Law Enforcement FY22 Edward Byrne Memorial Grant from fiscal year 2024 to fiscal year 2025
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|-----------------|----------------------------------|-------------|
| A.3110.4053 455 | Sheriff's Law Enforcement | \$10,237.70 |
| | FY22 Edward Byrne Memorial Grant | |
| | Safety Equipment | |
- (c) **Revenue Code (with title), and amount:**
- | | | |
|------------------|----------------------------------|-------------|
| A.3110.4053 4313 | Sheriff's Law Enforcement | \$10,237.70 |
| | FY22 Edward Byrne Memorial Grant | |
| | Byrne Grant | |

RESOLUTION REQUEST FORM NO. 7***Request to Amend County Budget****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Sheriff

DATE: February 27, 2025

(a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Sheriff's 911 Center New York State Division of Homeland Security and Emergency Services 2023 Statewide Interoperable Communications Grant Program (SICG) grant from fiscal year 2024 to fiscal year 2025

(b)	Appropriation Code, Object Code, Full Title and Amount:	
	A.3020.4049 250 Sheriff's 911 Center	\$8,216.07
	2023 Interoperable Comm Grant	
	Technical Equipment	

(c)	Revenue Code (with title), and amount:	
	A.3020.4049 3380 Sheriff's 911 Center	\$ 8,216.07
	2023 Interoperable Comm Grant	
	State Homeland Security Program	

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Planning and Community Development

DATE: Feb 13, 2025

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office):
Warren County BOA H442

- (b) Is this a Capital Project?
Yes

- (c) Is this a Capital Reserve Project?

- (d) Amount of Project:
\$111,236.00

- (e) Source of Funding (including name & title of codes, etc.):
NYS Department of State Brownfield Opportunity Area

- (f) Purpose of Establishment:
This funding from NYS is to provide funding for the Warren County Planning Department to conduct pre-planning activities associated with the Brownfield Opportunity Area Program.

*Title should reflect department if possible:

i.e. Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport *Replace VASI with PAPI*.

RESOLUTION REQUEST FORM NO. 20**MISCELLANEOUS**

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: SOCIAL SERVICES

DATE: 02/27/25

- (a) Purpose of Request:
Request to Appropriate Funds from A.918.00 - Assigned, Sexual Abuse Lawsuits Fund Balance; To: Social Services Budget Code A.6010 419 - Settlements, in the amount of \$250,000.
- (b) Details:
To cover the second of three settlement payments.
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
From: A.918.00 To: DSS A.6010 419

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Dept of Public Works, Parks Recreation and Railroad

DATE: 2/28/25

(a) Purpose of Amendment:

**To amend the 2024 budget with funds awarded from the Town of Bolton
Occupancy Tax in the amount of \$2,500**

(b) Appropriation Code, Object Code, Full Title and Amount:

**A7111 0198 .470 Up Yonda Farm Contracts \$2,000
A7111 0198 .439 Up Yonda Farm Misc fees and expenses \$500**

(c) Revenue Code (with title), and Amount:

A7111 .0198 2002 Bed Tax Donation \$2,500

AGENDA
MARCH 6, 2025

Committee Members: *Wild, Driscoll, Etu, Maday, Bean, Patchett, and Merlino- Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair.
- II. Motion to approve minutes of prior Committee meetings.
- III. Privilege of the Floor/Public Comment
- IV. Action Agenda
 - 1) **SUNY Adirondack representatives to provide and update on the College.**
 - 2) **Request/Item to be Discussed by the Human Resources Director (Jackie Figueroa, Director):**
Review of report on tracking of vacancies filled.
 - 3) **Referral from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):**
Public Defender (Gregory Canale, Public Defender) -
Request to amend the Table of Organization & Salary Schedule to increase salaries within the Public Defender's Office as outlined in the agenda attachment effective March 24, 2025 with the understanding the salary increases are contingent upon receipt of State funding.
 - 4) **Referral from the Public Works Committee (Chaired by Supervisor Conover):**
Solid Waste & Recycling (Scott Royael, Solid Waste Compliance Officer) -
Request to amend the Table of Organization & Salary Schedule to create the new position of Motor Equipment Operator - (Medium), *Base Annual Salary \$48,826*, effective April 1, 2025.
 - 5) **Requests/Items to be Discussed by the County Administrator (John Taflan, County Administrator):**
 - A) Request to adopt the Warren County Emergency Closure Policy.
 - B) Request to approve the recommendations of the Reallocation Committee as outlined in Schedule A of the agenda attachment to become effective March 24, 2025.
 - C) Request to nominate John Taflan to serve on the CDTA Board of Directors.
 - 6) **Requests/Items to be Discussed by the County Attorney (Larry Elmen, County Attorney):**
Action Agenda/New Business Items:
 - A) **Request:** Resolution request to amend Resolution 497 of 2019 to delegate approval authority for settlement and payment of property loss and liability claims and actions to the County Attorney which are within the County's insurance deductible and less than \$25,000.00 from the Insurance Reserve Fund (A.863.00); to report to the Personnel, Administration & Higher Education Committee all payments from the Insurance Reserve Fund; and to increase the funding for the Insurance Reserve Fund (A.863.00).
Rationale: Resolution 497 of 2019 established a County Insurance Reserve Fund (A.863.00). There is currently \$15,000 remaining in the Insurance Reserve Fund from the initial 2019 investment of \$50,000. There are three core amendments to the existing resolution.
The first amendment delegates approval authority to the County Attorney to settle small claims which the County receives and to issue payments from the Insurance Reserve Fund when it is in the best interest of the County to do so.
The second amendment creates a reporting requirement to the Personnel, Administration & Higher Education Committee for all settled and paid claims and actions from the Insurance Reserve Fund.
The third amendment increases the 2025 allocation for the Insurance Reserve Fund by \$52,786.15.
 - B) **Request:** Resolution request to amend the 2025 Warren County Budget in the amount of \$52,786.15 to reflect receipt of General Liability Insurance budget lines for the various department into Insurance Reserve Fund A.863.00.
Rationale: To provide funding which will achieve the goals and objectives sought through the above-stated proposed amendments to Resolution 497 of 2019.
- Discussion Items:**
 - C) **Personnel Update:** Request for a motion to enter into an executive session, per Public Officers Law § 105(1)(f), to engage in discussions regarding two matters involving the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or persons and to provide attorney-client communications per Public Officers Law § 108(3).

CONTINUED

D) Litigation Update: Request for a motion to enter into an executive session, per Public Officers Law § 105(1)(d), to engage in discussions of proposed, pending and current litigation and to provide attorney-client communications per Public Officers Law § 108(3), concerning one or more of the matters listed below which shall be identified at the time of the meeting:

1. Lawsuits without Insurance Coverage:

- a) Michael Easterbrooks v. Schenectady County, et al, Albany County Index No. 907013-2021, filed August 10, 2021. Discovery ongoing. Stay in place following death of Plaintiff-awaiting appointment of Estate administrator. No new activity.
- b) Joshua Rouse v. Berkshire Farms Center for Youth, et al, Warren County Index No. EF2021-69346, filed August 10, 2021. Discovery ongoing.
- c) Kathleen Innes v. Warren County and Correctional Medical Care, NDNY 1:22-cv-00641-BKS-TWD, filed June 15, 2022. Discovery completed. Summary judgment motions filing deadline: 2/28/2025, extended to 3/28/2025.
- d) Estate of Ann Alice Hennessey v. County of Warren & Christine Norton, as County Treasurer, NDNY 1:24-cv-314-AMN-CFH, filed March 6, 2024.
 - Alleging violations of federal constitutional rights under 5th Amendment, 8th Amendment, and 14th Amendment, as well as section 1983 claims for deprivation of civil rights, and State law claim for unjust enrichment.
 - March 22, 2024: Insurance Coverage Denied through Travelers-claims made.
 - New York Tax Foreclosure Surplus Litigation: Multi-District Litigation (MDL) No. 3117: Plaintiffs motion to join all 37 counties subject to individual lawsuits. Responses filed 5/7/2024. Decision pending.
 - May 31, 2024: Motion to Dismiss against remaining plaintiff, Estate of Ann Alice Hennessey, filed with Federal District Court.
 - July 19, 2024: Plaintiff filed opposition papers to County's Motion to Dismiss.
 - July 25, 2024: County filed reply brief in response to plaintiff's opposition papers.
 - October 8, 2024: Court conference in Federal District Court regarding pending motions to dismiss. All separately filed lawsuits consolidated into single matter following court conference.
 - No new activity.
- e) Village of Hudson Falls v. Town of Queensbury, Town of Kingsbury, County of Washington & County of Warren, Index No. 2024-37927, filed December 10, 2024. Action to Quiet Title on Village/Town Boundary Line along Warren Street and Quarry Crossing between Dix Avenue and River Street. Hearing on Motion for Preliminary Injunction: January 31, 2025 March 20, 2025.

2) Lawsuits covered by Insurance:

- a) Patricia Zahaba v. County of Warren and Town of Queensbury, Warren County Index No. EF2022-70243, filed June 13, 2022. Date of Loss alleged: June 11, 2021. Notice of Claim served September 8, 2021. Depositions ongoing.
- b) John Werner v. Bernice Conlon & Warren County, Warren County Index No. EF2022-70247, filed June 15, 2022. Date of Loss alleged: August 15, 2021. Notice of Claim served November 8, 2021. Depositions ongoing.
- c) Jasmine Earnest v. Town of Queensbury, County of Warren, Stilsing Electric, Inc. & Joanne Levack, Warren County Index No. EF2022-2111, filed September 29, 2022. Date of Loss alleged: April 12, 2022. Notice of Claim served May 9, 2022. Discover disclosure deadline: 3/28/2025; Summary judgment motion deadline: May 16, 2025; Pretrial conference: 9/4/2025; Trial Date: 10/10/2025 through 10/31/2025
- d) Timothy McIntyre & Brenna Michalak v. County of Warren, Warren County Index No. EF2023-72092, filed December 11, 2023. Date of Loss alleged: September 18, 2022. Notice of Claim, served December 19, 2022. Discovery ongoing.
- e) Tarrah Rockwell v. County of Warren and Bast Hatfield Construction, LLC, Warren County Index No. EF2024-73064, filed September 18, 2024. Date of Loss: September 23, 2023. Claim tendered to Bast Hatfield and tender accepted for defense of claim and indemnification.
- f) Nicholas Oudekerk (Pro Se) v. Sergeant Brandon Thomas & Corrections Officer Nicholas Crum, NDNY 9:24-cv-00109-AMN-TWD, filed March 13, 2024.
 - September 13, 2024: Motion to Dismiss filed.
 - October 10, 2024/October 24, 2024/December 4, 2024: Court provides Pro Se Plaintiff additional time and opportunity to file opposition papers to Motion to Dismiss.
 - December 19, 2024: Pro Se Plaintiff files opposition papers.
 - Decision & Order pending.

3) Notice of Claims & Administrative Complaints:

- a) Notice of Claim served March 7, 2024: Ethan Smith and Jennifer Dees. Date of Loss alleged: November 8, 2023 through March 1, 2024.
- b) Administrative Complaint: Department of Human Rights for Richie Russo against County of Warren and Warren County DSS, dated May 2, 2024. Date of Loss alleged: November 27, 2023 through March 7, 2024. 2/3/2025: **Final Investigation Report and Basis of Determination issued by NYS Division of Human Rights finding probable cause to support allegations of the complaint. Matter to proceed to administrative law judge for hearing.**
- c) Notice of Claim served July 15, 2024. Jennifer Dees & Ethan Smith. Date of Loss alleged: June 2024. Warren County District Attorney's Office regarding assignment as special prosecutor for Saratoga County in the matter of People v. Veronica Smith.
- d) Notice of Claim served September 17, 2024. David J. Funaro, Jr. & Sarah A Vedder v. Glens Falls and Glens Falls Police Department, Violation of constitutional rights, excessive force, perjury, property damage, and retaliation arising from execution of search warrant.

V. Pending Items:

No Items this Month.

VI. Privilege of the Floor/Public Comment

VII. Motion to adjourn

RESOLUTION REQUEST FORM NO. 13

Request to Increase or Decrease Salary of Non-Union Position

DEPARTMENT NAME: Warren County Public Defender's Office

DATE: 3/6/2025

- (a) Employee Name, Title and Employee No.:
(see attached)
- (b) Current Annual **Base** Salary (and Grade if Applicable):
- (c) Former Annual **Base** Salary (and Grade if Applicable):
- (d) Effective Date for Salary Change*:
**Please do not backdate request unless the purpose is to correct an error*
3/24/2025
- (e) If This is a Request for a Salary Increase, Where are Funds in the Budget for this Position?
List Budget Code (with title), Object Code (with title), and Amount:
A.1171.4212 110 - Public Defender Division of Criminal Justice Services - Salaries
- (f) Is a Budget Transfer needed? YES NO
If yes, please complete Resolution Request Form No. 10 – Transfer of Funds
If no, please provide details on how the increase will be funded within the current budget:
- (g) Is there expected revenue from this position? YES NO
If yes, please complete Resolution Request Form No. 07 – Amend County Budget to recognize revenue
- (h) Justification of Request:
To utilize grant funding toward recruitment and retention.

DCJS Grant Award - Supplemental Salary Recommendations for 2025

Supporting docs for Resolution Request Form No. 13

Request to Increase or Decrease Salary of Non-Union Position

	Former Annual Base Salary	Current Annual Base Salary
PD	\$149,871	\$149,871
APD1	\$128,383	\$134,644
CAPD	\$104,408	\$111,367
APD2	\$111,875	\$118,616
APD3	\$77,111	\$84,865
APD4	\$91,271	\$98,613
APD5	\$95,392	\$102,614
APD6	\$94,835	\$102,073
APD7	\$91,997	\$99,317
APD8	\$84,377	\$91,919
APD9	\$84,377	\$91,919
APD13	\$91,998	\$99,318
APD10*	\$7,267	\$11,196
APD14*	\$7,267	\$11,196

*combines with Law Intern Salary of \$77,111 to make total salary \$88,307

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Public Works -

DPW DATE: 02/28/25

- (a) Title of Requested Position: Motor Equipment Operator - (Medium) for Solid Waste
- (b) Annual **Base** Salary (and Grade if Applicable): \$48,826
- (c) Effective Date for New Position:* April 1, 2025
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department=s Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): NA
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: A.1628
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: No
- (h) Is there expected revenue from this position? If so, please explain: No

MOTOR EQUIPMENT OPERATOR (MEDIUM)

GENERAL STATEMENT OF DUTIES: Operates one or more types of medium size automotive equipment and performs a variety of manual tasks in connection with such operation. Does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: These duties involve responsibility for the safe and efficient operation and care of moderately-complex motor equipment in the performance of assigned tasks. Effectively works as an individual or as a member of a crew and coordinates efforts with other employees as appropriate. An employee in this class is also required to perform recurring manual duties related to the operation of the equipment. The work is usually performed under general supervision. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates a ten-wheel truck in connection with the hauling of material for road construction and repair;
Operates front-end loader, roller or similar road construction machinery on construction and maintenance projects;
Operates a snow plow or related snow removal equipment;
Performs minor mechanical repairs on automotive equipment;
On assignment, operates bulldozer, grader, shovel or other heavy automotive equipment;
Services assigned vehicle and maintains it in clean condition;
Loads and unloads trucks;
May perform a variety of simple manual tasks, such as cleaning culverts, shoveling snow, painting and road maintenance work;
Responds after normal working hours to emergency situations and during snow and ice events.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of the operation of trucks, tractors and other types of automotive equipment;
Ability to understand and carry out simple oral and written instructions;
Industry, dependability, good physical condition.

MINIMUM QUALIFICATIONS: One (1) year of experience in the operation of motorized construction equipment.

SPECIAL REQUIREMENTS: Eligibility for an appropriate New York State Class A or B license with air brake endorsement at the time of application and possession at time of appointment.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: County Administrator

DATE: 3/6/2025

- (a) Purpose of Request:
To approve the recommendations of the Reallocation Committee as outlined on the attached Schedule "A" to become effective on March 24, 2025

- (b) Details:

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Schedule "A"**REALLOCATION COMMITTEE RECOMMENDATIONS FOR 2025**

DPW Title	Current Grade	Current Starting Hourly Rate (per hr)	Proposed Grade	Proposed Starting Hourly Rate (per hr)	Proposed Hourly Rate Increase
Laborer	2	\$ 18.51	4	\$ 19.58	\$ 1.07
Auto Parts Clerk	6	\$ 20.99	9	\$ 23.47	\$ 2.48
MEO (L)	7	\$ 22.00	9	\$ 23.47	\$ 1.47
MEO (M)	9	\$ 23.47	12	\$ 24.95	\$ 1.48
Auto Parts Shop Specialist	9	\$ 23.47	12	\$ 24.95	\$ 1.48
HEO	10	\$ 24.28	13	\$ 25.62	\$ 1.34
Sign Maintenance Worker	11	\$ 24.61	13	\$ 25.62	\$ 1.01
Mechanic	11	\$ 24.61	14	\$ 26.16	\$ 1.55
Welder	13	\$ 25.62	15	\$ 26.83	\$ 1.21
Assistant Auto Mechanic Supervisor	15	\$ 26.83	16	\$ 27.53	\$ 0.70
Highway Construction Supervisor 1	12	\$ 24.95	18	\$ 28.99	\$ 4.04
Solid Waste Supervisor	15	\$ 26.83	19	\$ 29.87	\$ 3.04
Sign Maintenance Supervisor	17	\$ 28.70	19	\$ 29.87	\$ 1.17
Highway Construction Supervisor 2	18	\$ 29.29	20	\$ 31.02	\$ 1.73

CDL STIPEND

\$3.00 per hour stipend for DPW employees who possess a CDL license.

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: County Attorney

DATE: 3/6/25

- (a) Purpose of Amendment: **To decrease insurance premium savings for 2025 equal to \$52,786.15 from General Liability Insurance budget lines for various Departmental accounts**
- (b) Appropriation Code, Object Code, Full Title and Amount: **See attached**
- (c) Revenue Code (with title), and Amount: **N/A**

General Liability Insurance Reconciliation - Transfer to Insurance Reserve A.863.00

Department		Amount
A.1450 418 - Board Of Elections	Ins-General Liability	\$ 153.11
A.1610 418 - Fleet Management	Ins-General Liability	\$ 916.21
A.1620 418 - Buildings	Ins-General Liability	\$ 305.99
A.1624 418 - Health & Human Services Building	Ins-General Liability	\$ 312.82
A.1910 418 - Unallocated Insurance	Ins-General Liability	\$ 31,796.22
A.3110 418 - Sheriff's Law Enforcement	Ins-General Liability	\$ 9,511.56
A.3140 418 - Probation	Ins-General Liability	\$ 51.60
A.3410 418 - Fire Prevention & Control	Ins-General Liability	\$ 54.04
A.3620 418 - Building & Fire Code	Ins-General Liability	\$ 45.02
A.3640 418 - Civil Defense	Ins-General Liability	\$ 3.81
A.4010 418 - Health Services	Ins-General Liability	\$ 4,326.41
A.4013 418 - W.I.C.	Ins-General Liability	\$ 91.91
A.4022 418 - Emergency Medical Service	Ins-General Liability	\$ 48.34
A.5610 418 - Airport (D.P.W.)	Ins-General Liability	\$ 2,164.60
A.6010 418 - Social Services	Ins-General Liability	\$ 1,481.38
A.6030 418 - Countryside Adult Home	Ins-General Liability	\$ 1,008.68
A.6510 418 - Veterans Services	Ins-General Liability	\$ 0.60
A.6610 418 - Weights & Measures	Ins-General Liability	\$ 23.28
A.6771 418 - OFA-Hamilton County	Ins-General Liability	\$ 244.40
A.6772 418 - OFA-Warren County	Ins-General Liability	\$ 244.40
A.7111 418 - Up Yonda Farm	Ins-General Liability	\$ 1.77
	TOTAL	\$ 52,786.15

RESOLUTION REQUEST FORM NO. 9

***Request to Increase or Decrease or Amend Existing Capital Project or
Capital Reserve Project****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Facilities - B&G

DATE: 3/6/25

- (a) Exact Title and Number of Project*: Board Room Renovations (H437.9550 280)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$100,000.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
A.9950 910
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To fund asbestos abatement and monitoring services