

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE & BUDGET

DATE: MARCH 6, 2025

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
GERACI
STROUGH
MADAY
DRISCOLL
CROCITTO

OTHERS PRESENT:

JOHN TAFLAN, COUNTY ADMINISTRATOR
ROBERT LYNCH, DEPUTY COUNTY TREASURER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR MERLINO

SUPERVISORS GILLIGAN
ETU
MAGOWAN
PATCHETT
STRAINER
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
SARAH McLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the March 6, 2025 meeting of the Finance & Budget Committee; the meeting in its entirety can be viewed using the following links:

Warren County website - <https://warrencountyny.gov/mma>

Warren County's YouTube Channel - <https://www.youtube.com/watch?v=cpG4RwVO2ow>

Mr. Thomas called the meeting of the Finance & Budget Committee to order at 11:17 a.m.

A motion was made by Mr. Strough, seconded by Mr. Crocitto and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was offered for public comment:

Mr. Magowan spoke regarding the Journal Report of transfers approved by the County Administrator, apprising he would like to see a break down of some of the larger transfers.

Commencing the agenda review, Committee addressed the Action items section, as follows:

- 1) Requests/Items to be discussed by the County Administrator:
 - A) Journal Report of transfers approved by the County Administrator staff for January and February of 2025; provided for informational purposes.
 - 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.

Motion was made by Mr. Maday, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Item 1B as outlined above and the necessary resolution was authorized for the March 21st Board Meeting.

- 2) Requests/Items to be Discussed by the County 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.

Motion was made by Mr. Driscoll, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Item 2A as outlined above and the necessary resolution was authorized for the March 21st Board Meeting.

- 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.

Motion was made by Mr. Maday, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Items 2B and 2C as outlined above and the necessary resolutions were authorized for the March 21st Board Meeting.

- D) Review of Treasurer's Report regarding Occupancy Tax. Deputy Treasurer provided a brief overview of the report included in the agenda packet.
- 3) Referral from the County Facilities Committee regarding a request to increase Capital Project No. H437, *Board Room Renovations*, in the amount of \$64,000.

Superintendent of Public Works indicated subsequent to the County Facilities Committee meeting the original request for Capital Project No. H437 had increased from \$64,000 to \$100,000 due to additional work being required to remediate asbestos discovered in the floor of the Board Room. He noted that in working with the Treasurer's Office they had found the necessary funding existed within Budget Code A.870.00, Reserve, Rehab County Buildings, and he recommended appropriating those funds to cover the cost of the increase to Capital Project No. H437. Clerk of the Board pointed out that while the resolution request form included in the agenda could be amended to increase the amount of the increase to Capital Project No. H437, the appropriation of funds from Budget Code A.870.00 could not be addressed because the request was not included on the Finance & Budget Agenda; however, she apprised, it would be handled by a Floor Resolution at the March 21, 2025 Board Meeting.

Motion was made by Mr. Geraci, seconded by Mr. Maday and carried by majority vote of those present (*Mr. Merlino absent*), with Mr. Thomas voting in opposition, to approve the request to increase Capital Project No. H437 by \$100,000 and the necessary resolution was authorized for the March 21st Board Meeting.

- 4) Referrals from the Criminal Justice, Public Safety & Emergency Services Committee:
- 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.

Motion was made by Mr. Geraci, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Items 4A and 4B as outlined above and the necessary resolutions were authorized for the March 21st Board Meeting.

- 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.

Motion was made by Mr. Driscoll, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Items 4C-D as outlined above and the necessary resolutions were authorized for the March 21st Board Meeting.

- 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.

Motion was made by Mr. Strough, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Items 4E and 4F as outlined above and the necessary resolutions were authorized for the March 21st Board Meeting.

- 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.

Motion was made by Mr. Geraci, seconded by Mr. Crocitto and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Items 4G-J as outlined above and the necessary resolutions were authorized for the March 21st Board Meeting.

- 5) Referral from the Economic Growth & Development pertaining to a request to establish Capital Project No. H442, *Warren County Brownfield Opportunity Area*, in the amount of \$111,236.

Motion was made by Mr. Maday, seconded by Mr. Crocitto and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Item 5 as outlined above and the necessary resolution was authorized for the March 21st Board Meeting.

- 6) Referral from the Human Services Committee regarding a 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.

Motion was made by Mr. Driscoll, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Item 6 as outlined above and the necessary resolution was authorized for the March 21st Board Meeting.

- 7) Referral from the Public Works Committee pertaining to a 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.

Motion was made by Mr. Strough, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Item 7 as outlined above and the necessary resolution was authorized for the March 21st Board Meeting.

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

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

- 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.

Motion was made by Mr. Driscoll, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Personnel, Administration & Higher Education Agenda Item 4 as outlined above.

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.

Motion was made by Mr. Maday, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Personnel, Administration & Higher Education Agenda Item 5B as outlined above.

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.

Motion was made by Mr. Maday, seconded by Mr. Crocitto and carried by a unanimous vote of those present (*Mr. Merlino absent*) to approve Personnel, Administration & Higher Education Agenda Item 6B as outlined above and the necessary resolution was authorized for the March 21, 2025 Board Meeting.

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

There being no further business to come before the Finance & Budget Committee, on motion made by Mr. Maday, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr. Merlino absent*), Mr. Thomas adjourned the meeting at 11:55 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board