

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: FINANCE & BUDGET**

**DATE: MARCH 28, 2025**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS THOMAS  
GERACI  
STROUGH  
MADAY  
DRISCOLL  
CROCITTO  
MERLINO

**OTHERS PRESENT:**

JOHN TAFLAN, COUNTY ADMINISTRATOR  
CHRISTINE NORTON, COUNTY TREASURER  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
AMANDA ALLEN, CLERK OF THE BOARD  
RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY  
SUPERVISORS GILLIGAN  
MAGOWAN  
PATCHETT  
STRAINER  
TURNER  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
ANTHONY HALL, *LAKE GEORGE MIRROR*  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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*Please note, the following contains a summarization of the March 28, 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=VYcmWWxooHw>*

Mr. Thomas called the meeting of the Finance & Budget Committee to order at 11:02 a.m.

Mr. Maday entered the meeting at 11:03 a.m.

A motion was made by Mr. Crocitto, seconded by Mr. Strough and carried unanimously 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, but there was no one wishing to speak.

The agenda review commenced as follows:

- 1) Request for transfer of funds as attached for Committee approval.

Motion was made by Mr. Strough, seconded by Mr. Merlino and carried unanimously to approve Item 1 as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

- 2) Requests/Items to be discussed by the County Administrator:
  - A) Request to appropriate funds in an amount to be determined from Budget Code A.896.00, *Vehicle Reserve*, to various departmental budgets to cover the cost of vehicle purchases.
  - B) Request to amend the 2025 Warren County Budget for Public Health and the Department of Social Services in amounts to be determined to recognize anticipated State Aid towards the purchase of vehicles.

Motion was made by Mr. Geraci, seconded by Mr. Merlino and carried unanimously to approve Items 2A-B as outlined above and the necessary resolutions were authorized for the April 11, 2025 Board Meeting.

- 3) Requests/Items to be Discussed by the County Treasurer:
  - A) Request to appropriate \$11,536 from Budget Code V.884.00, *Debt Service Fund, Reserve for Debt*, to Budget Code

V.9711 710, *Serial Bonds, Interest-Indebtedness*, to cover the cost of the bond total debt service which was greater than what was budgeted.

Motion was made by Mr. Crocitto, seconded by Mr. Maday and carried unanimously to approve Item 3A as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

- B) Request to amend the Table of Organization and Salary Schedule to create the new position of Deputy Treasurer- Per Diem, *hourly rate \$97.58 - maximum of \$35,000 annually (current hourly rate \$76.5345)*, effective May 19, 2025.

Motion was made by Mr. Driscoll and seconded by Mr. Crocitto to approve Item 3B as outlined above; following discussion Mr. Thomas called the question and the motion to approve Item 3B as outlined above was carried by majority vote, with Mr. Thomas voting in opposition, and the necessary resolution was authorized for the April 11<sup>th</sup> Board Meeting.

- C) Review of Treasurer's Report regarding Occupancy Tax. The Treasurer provided a brief overview of the report included in the agenda packet.

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

- A) Request to amend the 2025 Warren County Budget in the amount of \$16,000 to reflect receipt of FY24 Hazardous Materials Emergency Preparedness grant funding.

Motion was made by Mr. Strough, seconded by Mr. Maday and carried unanimously to approve Item 4A as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

- B) Request to amend the 2025 Warren County Budget in the amount of \$3,428.58 to accommodate local matching fund requirement for FY24 Hazardous Materials Emergency Preparedness grant.

Motion was made by Mr. Merlino, seconded by Mr. Maday and carried unanimously to approve Item 3B as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

- 5) Referral from the Health Services Committee pertaining to a request to appropriate \$361,123 from Budget Code A.900.01, *General Other Restricted - Opioid (Restricted)*, and \$129,912 from Budget Code A.900.02, *General Other Restricted - Opioid (Unrestricted)*, to the appropriate budget codes for expenditure of opioid settlement funds to address the opioid crisis in Warren County.

Motion was made by Mr. Driscoll, seconded by Mr. Strough and carried unanimously to approve Item 5 as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

- 6) Referral from the Human Services Committee regarding a request to amend the 2025 Warren County Budget in the amount of \$29,621 to reflect receipt of anticipated EQUAL funding awarded by the New York State Department of Health.

Motion was made by Mr. Geraci, seconded by Mr. Strough and carried unanimously to approve Item 6 as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

7) Referrals from the Legislative, Rules & Governmental Operations Committee:

- A) Request to amend the 2025 Warren County Budget in the amount of \$197,743 to move revenue from County Clerk fees (A.1410 1255) to Mortgage Admin Fee (A.1410 1255.01) due to the creation of this new revenue line as outlined by Resolution No. 357 of 2024.

Motion was made by Mr. Maday, seconded by Mr. Merlino and carried unanimously to approve Item 7A as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

- B) Request for a transfer of funds totaling \$13,500 from Budget Code A.1990 469, *Contingent Account - Other Payments/Contributions*, to various Budget Codes within the County Clerk's Budget to cover the cost of renovations to the County Clerk's Office.

It was noted this request had been reduced by the County Clerk from \$13,500 to \$7,500.

Motion was made by Mr. Merlino, seconded by Mr. Maday and carried unanimously to approve a transfer of funds totaling \$7,500 as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

- C) Request to appropriate funds in the amount of \$4,500 from Budget Code A.909.00, General Fund Unappropriated Surplus, to Budget Code A.1410 444, *County Clerk, Travel/Education/Conference*, to return 2024 funding encumbered for expenditure in 2025 which fell to the General Fund when the purchase order for this expense was mistakenly liquidated.

Motion was made by Mr. Strough, seconded by Mr. Crocitto and carried unanimously to approve Item 7C as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting..

8) Referrals from the Public Works Committee:

- A) Request to amend the 2025 Warren County Budget in the amount of \$4,900 to reflect receipt of a donation from the Friends of Up Yonda Farm.
- B) Request to amend the 2025 Warren County Budget in the amount of \$500 to reflect receipt of funds donated from the Town Highway Superintendents Association of Warren County.

Motion was made by Mr. Strough, seconded by Mr. Merlino and carried unanimously to approve Items 8A-B as outlined above and the necessary resolutions were authorized for the April 11, 2025 Board Meeting.

- C) Request to establish various road projects for 2025 as outlined in the agenda attachment.

Motion was made by Mr. Strough, seconded by Mr. Crocitto and carried unanimously to approve Item 8C as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

- D) Request to close Capital Project No. H395, *Oxbow Hill Road and Moon Hill Road (CR 63)*, and return remaining funding totaling \$28,558.15 to Budget Code D.9950 910, *County Road, Transfers-Capital Projects, Interfund Transfers*.
- E) Request to amend the County Budget in the amount of \$28,558.15 to increase Budget Code D.9950 910, *Transfers-Capital Projects*, in accordance with the closure of Capital Project No. H395, *Oxbow Hill Road and Moon Hill Road (CR 63)*.
- F) Request to increase Capital Project No. H425, *Adirondack Bridge & Beaver Pond Bridge Replacements*, in the amount of \$178,670.40.

Motion was made by Mr. Merlino, seconded by Mr. Maday and carried unanimously to approve Item 8D-F as outlined above and the necessary resolutions were authorized for the April 11, 2025 Board Meeting.

- 9) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel, Administration & Higher Education Committee* - Agenda Items 3A and 4.

PERSONNEL AGENDA ITEMS 3A and 4:

3) Requests/Items to be Discussed by the Clerk of the Board (Amanda Allen, Clerk):

- A) Request to appropriate \$986.23 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.1010 210, *Legislative Board, Furniture/Furnishings*, to return 2024 funding that was returned to the General Fund when a purchase order for the purchase of office chairs was mistakenly liquidated.

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Motion was made by Mr. Maday, seconded by Mr. Crocitto and carried unanimously to approve Personnel, Administration & Higher Education Agenda Item 3A as outlined above and the necessary resolution was authorized for the April 11, 2025 Board Meeting.

4) Request/Item to be Discussed by the Director of Information Technology (*Mike Colvin, Director*):

Request to amend the Table of Organization and Salary Schedule to create the new position of Computer Help Desk Tech II #5, *Annual Salary \$71,603*, and delete the position of Programmer I, *Annual Salary \$71,603*, effective April 21, 2025.

Motion was made by Mr. Driscoll, seconded by Mr. Strough and carried unanimously to approve Personnel, Administration & Higher Education Agenda Item 4 as outlined above.

Privilege of the floor was called for:

Mr. Magowan spoke regarding his concerns with funding that was being returned to the General Fund when purchase orders were mistakenly liquidated.

Christine Norton, *County Treasurer*, announced the NYSAC (*New York State Association of Counties*) was holding their Annual County Finance School at the Queensbury Hotel in the City of Glens Falls May 7-9, 2025, indicating she would notify the Supervisors with additional information when it became available.

There being no further business to come before the Finance & Budget Committee, on motion made by Mr. Geraci, seconded by Mr. Strough and carried unanimously, Mr. Thomas adjourned the meeting at 11:45 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board