

Legislative, Rules & Governmental Operations
County Clerk/DMV Agenda
March 28, 2025

COMMITTEE MEMBERS: Supervisors STROUGH, Conover, Wild, Driscoll, Maday, Geraci and Thomas.

- 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. Approval of minutes of prior Committee Meeting
- III. Privilege of the Floor and public comment
- IV. Action Agenda/New Business Items:
 1. Request: Amend 2025 Budget.
Rationale: With the passage of Res. 357 of 2024, a new revenue stream was created and as a result a new revenue line was created – A.1410 1255.01. The accurately reflect this revenue, I am requesting the \$197,743 be moved from A.1410 1255 to A.1410 1255.01.
 2. Request: Request funds to be set aside for the next 3 years for office upgrades (carpet, paint, furniture, water cooler).
Rationale: The office is in desperate need of carpet and upgrades to furniture to improve the overall appearance for our constituents, improve health and well-being, and boost employee morale.
 3. Request: Request to appropriate funds from Budget Code A.909.00, General Fund Unappropriated Surplus, to Budget Code A.1410 444, County Clerk, Travel/Conference/Education budget.
Rationale: Miscommunication led to liquidation of the purchase order encumbering 2024 funds for expenditure in 2025, and they fell back to the General Fund.
- V. Discussion Items:
 1. PRIA Conference Review
 2. 2024 Annual Report of the Warren County Clerk's Office.
 3. NYSACC Conference hosted in Lake George in May.
- VI. Referrals/Pending Items: None.
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

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 Clerk / DMV

DATE: 3/13/2025

(a) Purpose of Amendment:

To move revenue from County Clerk Fees (1255) to Mortgage Admin Fee (1255.01) due to the creation of this new revenue line per Res. 357 of 2024.

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

A.1410 1255 County Clerk Fees - \$197,743.00

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

A. 1410 1255.01 Mortgage Admin Fee - \$197,743.00

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: COUNTY CLERK / DMV

SIGNED:

DATE: 3/13/2025

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfers requested:

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-	A.1410 210	Furniture/Furnishings	\$7,500
	Other Payments/Contributions	A.1410 413	Repairs/Maintenance	\$6,000

Please state reason for transfer request:

Upgrades necessary for County Clerk's office - paint, carpet, and new furniture. New revenue stream should more than cover the request.

Please file original request with Clerk of the Board and retain copy for your records.

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:

DATE:

(a) Purpose of Request:

(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

WARREN COUNTY CLERK

2024 ANNUAL REPORT

Carrie L. Black
Warren County Clerk



WARREN COUNTY CLERK'S OFFICE
1340 State Route 9
Lake George, New York 12845
Tel. (518) 761-6426
Fax (518) 761-6551

CARRIE L. BLACK
County Clerk

LINDA MORGAN
First Deputy County Clerk

January 30, 2025

Kevin B. Geraghty, Chairman
Warren County Board of Supervisors
1340 State Route 9
Lake George, NY 12845
Honorable Colleagues:

In accordance with County Law §406, I am pleased to submit the Annual Report of the Warren County Clerk for the fiscal year 2024. The responsibilities of the County Clerk are established by the New York State Constitution as well as federal, state, and local laws. Our dedicated staff is committed to effectively executing these duties and serving the public with unwavering diligence.

The services offered by the County Clerk's office play a vital role in the lives of both residents and businesses throughout our county and the state. This office is responsible for the efficient filing and recording of important documents, such as deeds, mortgages, civil actions, judgments, DBAs (Doing Business As), veteran peddler permits, maps, and pistol permits, among others. Furthermore, the Warren County Department of Motor Vehicles is dedicated to serving the community by providing essential services, including the issuance of driver's permits, licenses, Real IDs, enhanced licenses, non-driver identification cards, as well as titles, registrations, and license plates for our valued residents and local car dealerships.

I would like to express my gratitude to the Board of Supervisors for their support. I look forward to working together to serve the residents of Warren County efficiently and effectively. Together, we can explore solutions to generate revenue and reduce the property tax burden on our citizens. Additionally, we can consider ways to enhance accessibility, improve customer service, and preserve the records of our wonderful county.

Respectfully submitted:

Carrie L. Black
Warren County Clerk

2024 Highlights

As we reflect on 2024, it is remarkable to acknowledge the journey we have undertaken. Taking on the role of clerk presented various challenges, but we faced each hurdle with resilience and a commitment to growth.

Throughout the year, we prioritized learning, relationship building, and community engagement by initiating regular outreach to our constituents. This effort strengthened our bond with the community and instilled a sense of pride within our team.

Looking ahead to 2025, we are excited about the potential for further development and progress. With the lessons we have learned and the foundation we have laid this year, we are well-prepared for even greater achievements in the future. Together, we will continue to embrace challenges and seize opportunities in the coming year.



Year in Review

Promotions and New Hires

5

The recent changes in the clerks office have created new growth opportunities. With two long-serving staff retiring, an interdepartmental transfer, and a new position, the team has been realigned. Two deserving staff members have been promoted, and two new employees were hired to diversify the team. One existing member has also taken on a new role, enhancing their skills. These changes demonstrate the office's commitment to career development and prepare it for future challenges.



**JAMIE
CONWAY**

*Promotion
Motor Vehicle
Department
Supervisor



**PATRICIA
SHERMAN**

*Promotion
Senior Motor Vehicle
Examiner



**KELLY
ST. GERMAIN**

*New Hire
Motor Vehicle License
Registration Clerk

WARREN COUNTY DMV



JENNIFER WARNER

*New Hire
Recording Clerk



ALEX DUERS

*Transfer to New Position
Pistol Permit Clerk

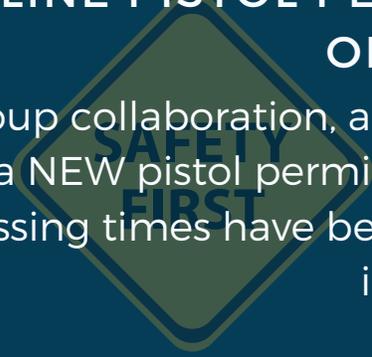
WARREN COUNTY CLERK

Success in 2024

STREAMLINE PISTOL PERMIT OFFICE



With a group collaboration, and the creation of a NEW pistol permit clerk, the processing times have been cut in half.



REIMBURSEMENT FROM THE STATE!

With the passage of Resolution 357 of 2024, the County is now reimbursed \$197,743.50 per year for expenses incurred for processing mortgages.



INCREASE COMMUNITY ENGAGEMENT

The County Clerk and DMV offices initiated several community outreach projects this year including:

- DMV Thanksgiving Coloring Contest
- Staff donations of over 100lbs of food to the Open Door Mission and North Country Ministry
- Adoption of 2 Seniors for Gifts for Goldens AND an entire family through the WAIT House for Christmas

Success in 2024

IMPROVE ON TEAM BUILDING AND STAFF MORALE

It was integral for ALL departments (DMV, County Clerk, Public Records, and Historian) to come together as a whole with potluck lunches, holiday cheer, and even a pumpkin contest!

Mission

As we celebrate our first year as the Warren County Clerk's Office, we are dedicated to ushering in a new era of inclusivity, modernization, and comfort. Our mission is to create a welcoming environment where both customers and staff feel valued and at ease. Our focus includes providing exceptional public service, collaborating with stakeholders to drive improvements, increasing accessibility for all, expanding our digital archives, and ensuring customer satisfaction with DMV operations.



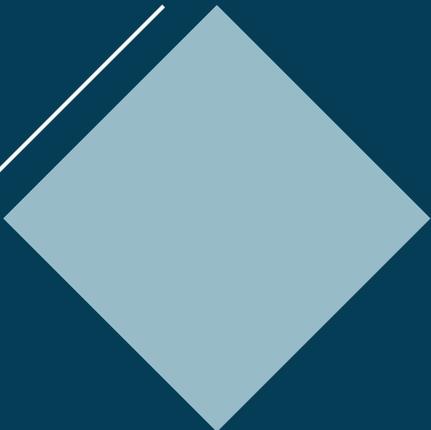
CARRIE L. BLACK

Warren County Clerk

Vision

We envision a Warren County Clerk's Office that serves as a modern, inclusive, and familiar hub for our community. Our goal is to foster an environment where everyone feels welcomed, respected, and supported, while continually improving our services to meet the evolving needs of our constituents.

Core Values



Integrity: We uphold the highest standards of honesty and integrity in all our interactions, earning the trust and confidence of those we serve.

Compassion: We approach our work with empathy and understanding, recognizing and addressing the diverse needs of our customers and colleagues.

Teamwork: We value collaboration and teamwork, leveraging the talents and expertise of our staff to achieve common goals and deliver exceptional service.

Continuous Improvement: We are dedicated to continuous learning and improvement, embracing innovation and technology to enhance our services and better serve our community.

COUNTY CLERK OVERVIEW

The County Clerk, an elected state constitutional officer, holds a multifaceted position that serves as a cornerstone of local government, encompassing a wide array of responsibilities centered on record-keeping, legal administration, and public service; they function as the Clerk of the Court, managing all civil and criminal court records, and as the Recorder and Registrar of Title, meticulously maintaining real property records, thus ensuring the integrity of land ownership within the county; additionally, they act as the Filing Officer, preserving various official documents like maps and business filings, and as the Chief Recording Officer, safeguarding all county records, oaths, and resolutions; furthermore, the Clerk serves as the Records Management Officer, overseeing the storage and disposition of county records and providing crucial research assistance; beyond these core duties, they also function as an agent for multiple state and federal agencies, processing passport applications, pistol permits, motor vehicle transactions, and collecting sales tax, all while maintaining strict financial accountability by collecting fees and distributing funds to the appropriate authorities; ultimately, the County Clerk plays a vital role in preserving historical records and ensuring public access to essential information, thus serving as a crucial link between the government and the community.

Warren County Clerk's Office - Annual Report for 2024

The following represents funds collected during 2024 in the County Clerk's Office and the DMV.

Clerk Internet Fees	\$ 60,135.20
County Transfer Tax retention	\$ 2,725.45
DMV Clerk Retention (in-house)	\$ 370,335.69
DMV Internet Revenue Sharing	\$ 214,544.72
Local Mortgage Tax - County	\$ 891,646.76
Additional Mortgage Tax - CDTA	\$ 859,800.87
Clerk's Mortgage Tax Expenses	\$ 197,743.50
County Clerk's Fees	\$ 563,138.08
DMV Use fee	\$ 481,906.88

Total Collected for Warren County:	\$ 3,641,977.15
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Mortgage Tax Collected for City, Towns and Villages:	\$ 1,781,864.62
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Office of Court Administration	\$ 326,348.42
Transfer Tax	\$ 2,792,844.48
Dept of Education	\$ 154,527.00
Real Property	\$ 366,165.00
SONYMA	\$ 783,657.12
DMV Sales Tax	\$ 6,976,794.95
DMV Fees	\$ 3,253,918.14

Total Collected for NYS:	\$ 14,654,255.11
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Court and Trust Funds	\$ 808,548.22
NYS IT-2663	\$ 1,519,784.75

Other Monies Handled by County Clerk:	\$ 2,328,332.97
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Total Collected	\$ 20,078,096.88
Total Handled	\$ 22,406,429.85

JUDICIAL FUNDS ACCOUNT

The County Clerk is the Clerk of the Supreme and County Courts and the Office is the official repository for all court documents submitted: Supreme and County Courts, both Civil and Criminal .

- County Clerk acts as the treasurer for court fees.
- We reconcile the account monthly and report and transmit to the 4th Judicial District.
- Most of the revenue is returned to New York State.
- When a new case is started an index number must be created. This is also the case number for the action.
- Warren County's retention for index numbers averages 8% each month.

Revenue:	2023	2024
Judicial Receipts:	\$ 345,489.93	\$ 356,598.42
Judicial Account Interest:	\$ 0.00	\$ 0.00
Total: Judicial Revenue:	\$ 345,489.93	\$ 356,598.42
Disbursements:		
Judicial: NYS Dept. of Taxation and Finance:	\$ 318,714.93	\$ 326,348.42
Judicial: Warren County Clerk	\$ 26,775.00	\$ 30,250.00
Total Judicial Disbursements	\$ 345,489.93	\$ 356,598.42

MORTGAGE TAX

Warren County levies a mortgage tax by statute (Tax Law, Article 11, Section 253) on the amount of money borrowed to finance real property. Warren County's current mortgage tax is 1 ¼ % representing 4 separate taxes – Basic (Towns), Local (Warren Co.), Additional (CDTA.), and Special Additional (NYS).

- **Basic** – ½ of 1%, 50 cents per \$ 100, c. (1906-07); collected for towns and disbursed to the towns where the mortgage property is located.
- **Local** – Imposed by Local Law 5 of 2008, ¼ of 1%, 25 cents per \$ 100, must be renewed every 2 years (start date: 12/1).
- **Additional** – Imposed by Res. 228 of 1999, ¼ of 1%, 25 cents per \$ 100, less a \$10,000 deduction for 1-2 family residential, no expiration. Effective 2024, Additional tax will be disbursed to CDTA by Warren Co. BOS resolution 233 of 2023.
- **Special Additional** – ¼ of 1%, 25 cents per \$ 100, no expiration. Paid to New York State.
- **Mortgage Expense** (Mortgage Admin Fee) - Imposed by Res. 357 of 2024, Warren County is now reimbursed \$197,743.50 for necessary expenses incurred by recording Mortgages.
- Total Mortgage Tax Revenue decreased over 30% from 2023. Like the stock market, mortgage tax revenue is difficult to predict and is in direct correlation with the housing market, and mortgage rates.

REVENUE:	2023	2024
Mortgage Tax Receipts:	\$ 5,302,253.94	\$ 4,538,471.34
Mortgage Tax Hold:	\$ 1,959,912.34	\$ 333,631.79
Mortgage Tax Account Interest:	\$ 311.33	\$ 244.40
Total Mortgage Tax Revenue:	\$ 7,262,477.61	\$ 4,870,347.53
DISBURSEMENTS:		
Basic Tax & Interest	\$ 2,232,546.34	\$ 1,781,864.62
Local Tax & Interest	\$ 1,116,300.45	\$ 891,646.76
Additional Tax & Interest	\$ 1,085,656.30	\$ 859,800.87
Special Additional NYS	\$ 1,011,785.78	\$ 783,657.12
Warren Co. Clerk Interest	\$ 28.71	\$ 22.16
Warren Co. MT Admin Fee	\$ 0.00	\$ 197,743.50
Subtotal Disbursements:	\$ 5,446,317.61	\$ 4,514,735.03
Total Mortgage Tax Hold	\$ 1,816,160.00	\$ 355,612.50
Total Mortgage Tax Collected	\$ 7,262,477.61	\$ 4,870,347.50

REAL ESTATE TRANSFER TAX

NYS Tax Law imposes a real estate transfer tax on the conveyance of real property over \$ 500 consideration at a tax rate of \$ 4 per \$ 1000, which is collected at the time of recording a deed.

- Tax collected for the month is reconciled and disbursed to New York State Department of Taxation.
- Transfer tax is paid by the seller.
- \$1 per deed is retained by the County.
- Currently, Warren County does not impose its own transfer tax.

Revenue:	2023	2024
Transfer Tax Receipts:	\$ 2,594,444.25	\$ 2,795,433.00
RETT Account Interest	\$ 113.37	\$ 136.93
Total Transfer Tax Revenue	\$ 2,594,557.62	\$ 2,795,569.93
Disbursements:		
RETT & Interest: NYS DTF	\$ 2,591,788.96	\$ 2,792,844.48
RETT fee & Interest: Warren Co. Clerk	\$ 2,768.66	\$ 2,725.45
Total Transfer Tax Disbursements:	\$ 2,594,557.62	\$ 2,795,569.93

COURT & TRUST

Funds paid into court as per judicial order or other (discharge of mechanic's lien, estate, civil judgments) are received at the County Clerk's Office, processed, recorded in the Court and Trust Fund Register/or electronic equivalent, and then forwarded to the Warren County Treasurer, for holding until released by court order

Revenue:	2023	2024
Court & Trust Payments Received:	\$ 100.00	\$ 808,548.22
Disbursements:		
Court & Trust to Warren Co. Treasurer:	\$ 100.00	\$ 808,548.22

RECORDS MANAGEMENT

Originally passed by NYS in 1995, the Records Management fee was first added to recording and filings for purposes of preserving and managing government records under the auspices of the Local Government Records Management Improvement Fund and administration.

- RM fee of \$5: \$4.75 to NYS Archives, administration, and LGRMIF; \$0.25 to Warren County.
- Second fee of \$15 in 2002 to support Cultural Education:
 - \$14.25 to New York State Cultural Education
 - \$0.75 to Warren County
- \$1 Total to Warren County is included in County Clerk Fees.

Revenue:	2023	2024
Records Mgt Account Receipts	\$ 156,313.00	\$ 154,527.00
Disbursements:	2023	2024
NYS Records Mgt. Fees & Interest	\$ 156,313.00	\$ 156,313.00

NYS Office of Real Property Services (ORPS)

Per NYS RPL Article 9, Section 333, a Real Property Transfer Report (RP-5217) is used to document information associated with the sale and transfer of real property within NYS. The RP 5217 must accompany a deed when presented for recording at the Office of the County Clerk.

- Staff collects the required NYS fees, enters recording information, and forwards and/or provide the form to the Real Property Tax Service.
- Clerk disburses all funds to NYS ORPS after reconciliatin and retaining \$9 per document.
- Warren County retention of \$9 per RP-5217 is included in County Clerk Fees.

Revenue:	2023	2024
RP 5217 Fees (ORPS)	\$ 386,741.00	\$ 366,165.00
Disbursement:		
RP 5217 Fees (ORPS)	\$ 386,741.00	\$ 366,165.00

COUNTY CLERK FEES

The County Clerk serves as chief Filing Officer and chief Recording Officer for the County of Warren. In addition to the fees for document filing and/or recording and interest previously mentioned as being retained by the County Clerk, other filing, recording, service and processing fees are also collected by the County Clerk in the administration of its duties

- These fees include:
 - copies, cover page and recording fees, RP fee, notaries and certifications
 - passports, photos, pistol permits, records management, UCCs
 - DMV in house retention (10.75%)
- Clerk reconciles daily and monthly and turns funds over to County Treasurer at the end of the month.

Revenue:	<u>2023</u>	<u>2024</u>
Copy Fees	\$ 16,031.40	\$ 16,190.75
Cover Page Fee	\$ 35,045.00	\$ 34,115.00
Customer Payments	\$ 1,522.00	\$ 2,021.65
DMV Fees(day lag DMV to WC Clerk)	\$ 457,148.42	\$ 369,592.97
E & A (ORPS) County	\$ 23,607.00	\$ 23,049.00
Filing Fees	\$ 17,202.00	\$ 17,323.00
Misc. Fees	\$ 29,764.48	\$ 34,268.09
Notary Fees County	\$ 3,150.00	\$ 186.00
NYS Ed/Rec Mgt County	\$ 8,227.00	\$ 8,133.00
Overages	\$ 2,657.13	\$ 2,472.04
Passports	\$ 17,570.00	\$ 15,015.00
Photos	\$ 6,050.00	\$ 5,530.00
Pistol Permits	\$ 25,392.00	\$ 21,803.00
Recording Fees	\$ 372,629.00	\$ 370,003.50
UCCs	\$ 14,200.00	\$ 8,760.00
Account Adj.	\$ 0.00	\$ 0.00
A.1410 1255 Counter	\$ 1,030,195.43	\$ 928,463.00
Additional Auto Payments:	2023	2024
Direct to Treasurer: Online DMV, Dept. of State		
A.1410 1255 Revenue:	\$ 50,230.74	\$ 225,182.73
Less 1255 Adjustments:	\$ - 2,709.27	\$ - 3,644.51
(Charged copies, bank fees, billing)		
Total 1255 Revenue	\$ 1,077,716.90	\$ 1,150,001.22
Disbursements:		
2022 Clerk Fees to Treasurer		
(Credited to A1410 1255 & A.1410 2401)	\$ 1,077,716.90	\$ 1,150,001.22

DMV

The County Clerk serves as agent to the Commissioner of Motor Vehicles and operates a full-service DMV office. All DMV transactions are processed at the Warren County (Lake George) office as set forth in statute, commissioner's rules and regulations.

- NYS provides technology, forms, technical support, brochures, and informational update.
- Warren County provides knowledgeable, trained Civil Service Staff.
- Fees are reconciled on a daily basis and disbursed via a 1 day lag to:
 - Warren County retention to County Clerk (10.75%) via check
- NYS Revenue via ACH
- **As of 1/1/2024, county retention for both in-office and on-line transactions – flat 10.75 %, no online threshold.**

	2023	2024
Total Transactions Processed:	55,054 #	53,431 #
Total Fees & Tax Collected:	\$ 2,806,951.42	\$ 2,671,654.64
Total Interest Received:	\$ 35.33	\$ 22.95
Less Differential/adjustments	\$ - 13.93	\$ 130.00
Total Fees, Tax, Interest Revenue	\$ 2,806,972.82	\$ 2,671,807.59
Disbursed:	2023	2024
NYS DMV Sales Tax	\$6,123,812.37	\$6,976,794.95
NYS DMV Revenue	\$3,089,299.68	\$3,253,918.14
Total NYS	\$9,213,112.05	\$10,230,713.09
	2023	2024
County DMV Rev. Retention (in-house)	\$ 440,901.92	\$ 355,540.22
County DMV Rev Retention (online)	\$ 43,094.74	\$ 214,544.72
County DMV Sales Tax Retention	\$ 8,081.50	\$ 7,452.47
County DMV Surrenders	\$ 7,726.00	\$ 7,343.00
Total Warren County	\$ 456,709.42	\$ 584,880.41
Total DMV Fees, Tax, Interest Revenue	\$9,669,821.47	\$10,815,593.50

Warren County imposes a modest motor vehicle use tax on passenger and commercial vehicles. The tax amounts to approx. \$5 per year/passenger; and \$ 10 per year/commercial vehicle; is based as well on vehicle weight. The tax is collected regardless of where the registration transaction occurs (ie: at Warren County DMV or at any other DMV office/or online transaction).

Warren County Motor Vehicle Use Tax: (A.1410 1136)

	2023	2024
Total Motor Vehicle Use Tax Revenue:	\$ 493,642.85	\$ 481,906.88

CLERK INTERNET SALES

The County Clerk has a contract with Info Quick Solutions and includes an internet site to search, view, and reproduce selected public records recorded or filed with the County Clerk. The site is hosted by the EDMS vendor, IQS. At the time of monthly invoicing, Internet fees are credited back to the County Clerk as revenue under account A 1410 1259.

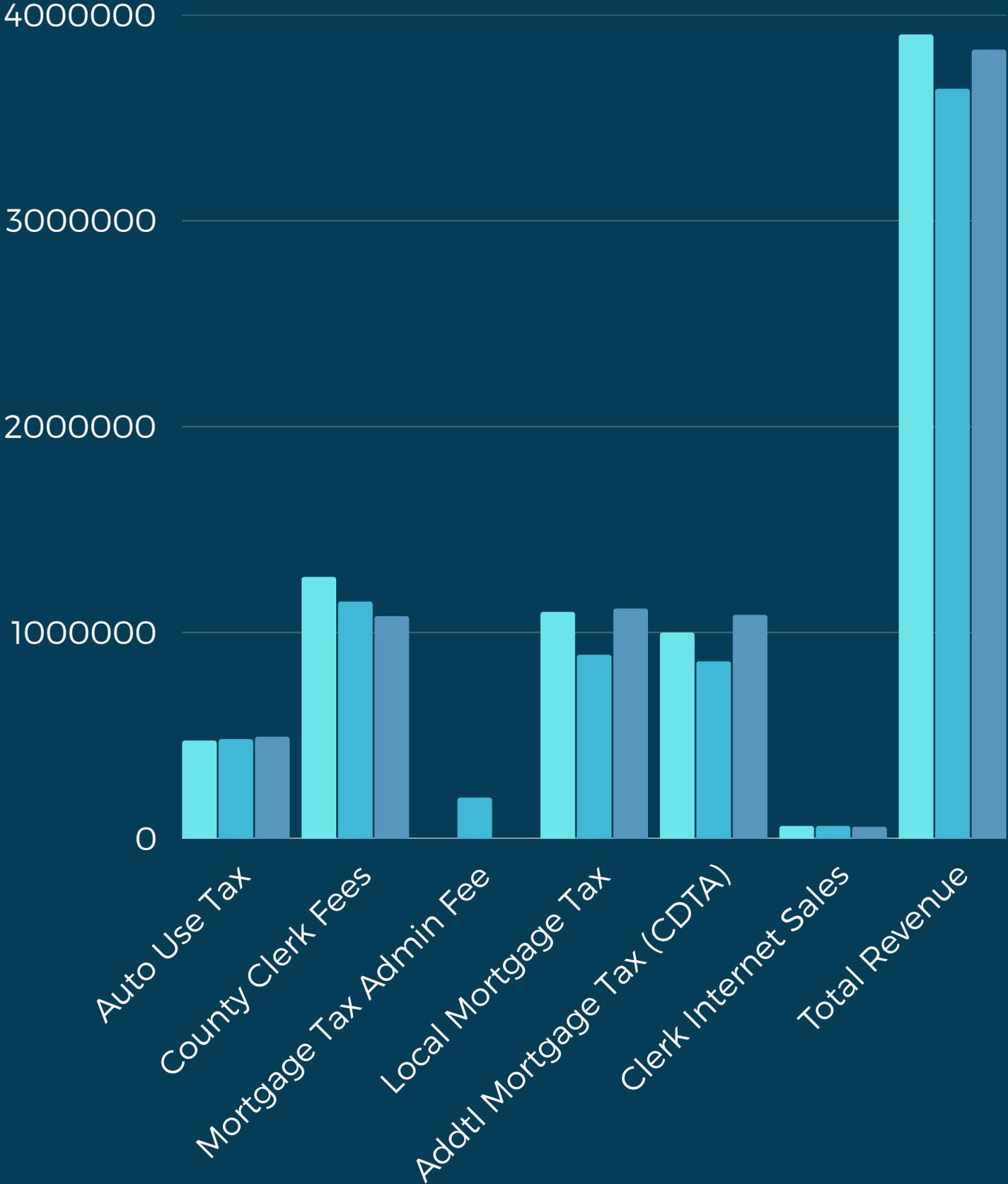
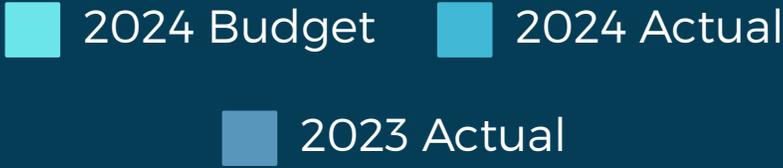
	2023	2024
Total Clerk Internet Sales Revenue:	\$ 56,283.60	\$ 60,135.20

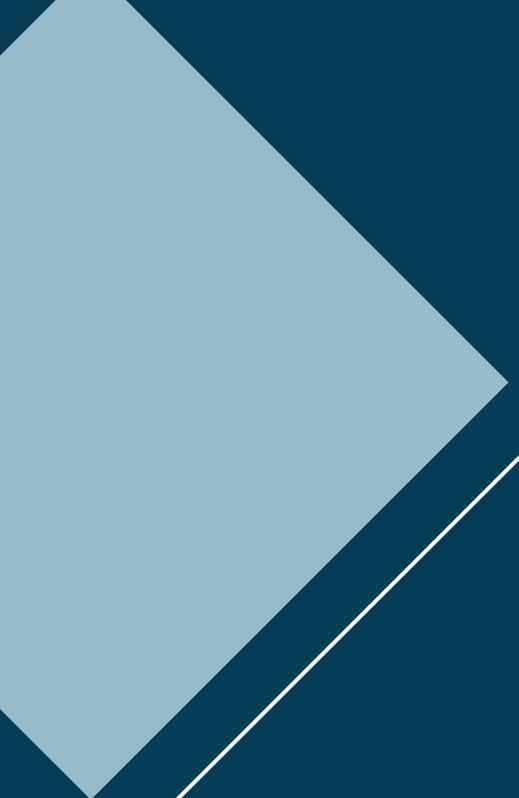
NYS TAXATION & FINANCE IT 2663

As per NYS Tax Law Article 22, Section 663, non-residents of NYS must file income tax form IT 2663 along with full payment of the estimated tax when selling or transferring real property situated in NYS. This form accompanies real property conveyances submitted for recording at the Clerk's Office. The office completes the transmittal and forwards payments to NYS on a daily/weekly basis.

	2023	2024
IT 2663 transmitted for est. tax payments:	\$ 1,186,030.30	\$ 1,519,784.75

County Clerk Revenue





MY FOCUS on STAKEHOLDERS

In 2025



Legal and Real Estate
Industry



Schools for Passport
Assistance



Auto Dealerships



Town Clerks and RMOs



Libraries as “remote offices”



Fellow County
Departments for Record
Management Solutions



Boosting Employee Morale

Next Few Steps

NEW FURNITURE!

New chairs and a workstation are already en route. This is a huge deal as most of the current chairs are from the early 2000s. New carpet, furniture, and paint would be greatly appreciated!

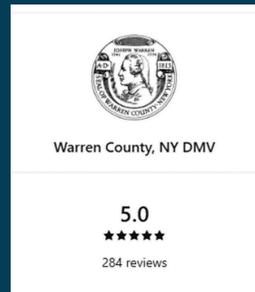
STAFF DEVELOPMENT

Collaborating with Workforce Development to create staff development/training plans for each department.

INCREASED TEAM MEETINGS

Consistently gather the teams for holiday potlucks, team building exercises, and meaningful performance evaluations.

Warren County DMV Reviews



AJD

★★★★★ · 3 days ago

Wow, could be the best experience ever at DMV. Had an appointment and as soon as I walked in my name was called. I had a particularly sticky problem that was solved very quickly by someone who clearly knew what she was doing. She made my day.

★★★★★ · 5 days ago

Absolutely the best DMV in NYS. I have been and used many in my many years but by far over the last twenty years years Warren County DMV blows past all of them. Kindness/ efficiency and knowledgeable makes all the difference. A job well done !

★★★★★ · 6 days ago

The woman who assisted us with the registration transfer was helpful, knowledgeable and truly a pleasure to "do business with!" Not the typical stereotype of what comes to mind when thinking of DMV.

★★★★★ · Last week

I could not be more pleased with my experience today. The combination of friendliness and professionalism made my visit seem easy and straightforward. Kudos to the folks in DMV and Clerk's office!

★★★★★ · Yesterday

Very friendly and helpful staff. Even with a full room of waiting customers, they kept a positive attitude and worked through the line efficiently

★★★★★ · 6 days ago

They are great and under standing about having to bring a child with you and very good with the kids. Thank you for making it so easy.

Pistol Permit Reviews

Warren County Pistol Permits

Rating:

5 out of 5

Review:

The judge and staff in Warren County made this transaction seamless. It was so easy to transfer back to Warren County. They kept me informed throughout the entire process. Thank you!

Rating:

5 out of 5

Review:

Two awesome individuals!!! Looking forward to working with them in the future!!! I couldn't have had a more positive experience. 5 stars!!!

Rating:

5 out of 5

Review:

I met with Deputy Linda Morgan who was on-time, courteous, knowledgeable, helpful and efficient. She obviously loves her job and is a consummate professional. The rest of the staff were equally engaging. Well done.

Rating:

5 out of 5

Review:

Submitting my application for my gun permit I thought was going to be a traumatic experiences. Little did I know that working with Linda and team the experiences was just the opposite. Enjoyable, fast and Productive

Rating:

5 out of 5

Review:

Quick and easy. The staff were friendly, helpful and amazing! All my questions were answered and I received a very thorough explanation. Thank you Warren County ladies. Keep up the great work!

Rating:

5 out of 5

Review:

Process of applying for permit was done in a very easy to understand manner. Every staff member we communicated with was very helpful and a pleasure to work with.

Rating:

5 out of 5

Review:

Definitely not what you'd expect from county workers They were polite and extremely helpful. They are a pleasure to do any sort of business with.

DEPARTMENT OF MOTOR VEHICLES

REAL ID LICENSE - MAY 7, 2025 DEADLINE!!!!!!

REAL ID LICENSE, PERMIT, & ID

Do You Have the Right Documents?

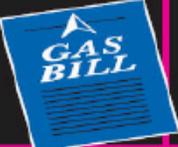
Social Security Card  & 2 Proofs of NYS Residency &

Valid U.S. Passport



OR

U.S. Birth Certificate &
 4 Additional Documents:
Utility Bill,
Credit / Debit Card,
Pay Stub, Marriage
Certificate, etc.



Valid Foreign Passport or Green Card &
 1 Additional Document

> Learn more at DMV.NY.GOV/REALID

ALL DOCUMENTS MUST BE **ORIGINAL**. PHOTOCOPIES ARE **NOT** ACCEPTABLE.

Document Type	Enhanced (EDL)	Federal REAL ID	Standard*
Displayed on document			NOT FOR FEDERAL PURPOSES
Boarding a domestic (U.S.) flight (starting October 2020)	X	X	
Entry into a Federal Building or Military Base	X	X	
U.S. Border Crossing from Canada, Mexico, some Caribbean countries	X		

Goals for 2025

OPEN DMV TO WALKINS & APPOINTMENTS MON - FRI

As of January 6, 2025 this has been accomplished! Constituents still enjoy the convenience and reliability of appointments.

WEBSITE OVERHAUL

A complete reconfiguration of the County Clerk and DMV webpages with updates is needed!

REFRESH RETURN THE FAVOR PROGRAM

Review of existing vendors, establishing new vendors, and coordinating with Denise DiResta on a "refresh" is underway!

Goals for 2025

COUNTY CLERK OFFICE UPDATES

Looking for new carpet, new chairs, and new furniture for the dated office to boost morale, improve health and wellnes, and make the office more inviting to the public

FUND SENIOR LEGAL RECORDING CLERK POSITION

For succession to even be possible in our office, we need to fund a Senior Legal Recording Clerk which was established in this year's budget process.

IMPLEMENT LOCAL TRANSFER TAX

Based on historic figures, implementing a local transfer tax could increase the county's revenue \$1M per year MINIMUM