

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE & BUDGET

DATE: MARCH 5, 2026

COMMITTEE MEMBERS PRESENT:

SUPERVISORS ETU
CROCITTO
CONOVER
MADAY
BRUNO
STROUGH
RUNYON

OTHERS PRESENT:

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS GILLIGAN
STRAINER
TURNER
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
RYAN DICKEY, FIRST ASSISTANT COUNTY ATTORNEY
ETHAN GADDY, COUNTY PLANNER
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
CHRISTINE NORTON, COUNTY TREASURER
MARILYN RIVERS, PROPERTY & CASUALTY RISK MANAGER
LINDA CLARK, TOWN OF QUEENSBURY RESIDENT
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the March 5, 2026 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=9vZHbywkK5k&t=1s>

Mr. Etu called the meeting of the Finance & Budget Committee to order at 11:18 a.m.

A motion was made by Ms. Runyon, seconded by Mr. Bruno 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:

Christine Norton, *County Treasurer*, provided a brief overview of the County's finances, including the General Fund Unappropriated Surplus; action taken following ACH (*Automated Clearing House*) fraud; sales tax; interest income; interest and earnings on regular investments; the bond for culverts; occupancy tax; and the decreased revenue earned from boarding federal inmates.

The agenda review commenced, as follows:

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

Motion was made by Mr. Maday and seconded by Mr. Strough to approve Item 1 as presented; following discussion, Mr. Etu called the question and the motion was carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- 2) Journal Report of transfers approved by the County Administrator staff for November and January of 2026; provided for informational purposes.
- 3) Referrals from the Criminal Justice, Public Safety & Emergency Services Committee:
 - A) Request to amend the 2026 Warren County Budget in the amount of \$49,545.34 to reflect receipt of funding from New York State Division of Criminal Defense for Aid to Defense for Discovery grant.

- B) Request to amend the 2026 Warren County Budget in the amount of \$49,037.33 to reflect receipt of funding from the New York State Division of Criminal Justice Services for Aid to Defense - Supplemental grant.

Motion was made by Mr. Conover, seconded by Mr. Maday and carried unanimously to approve Items 3A-B as outlined above and the necessary resolutions were authorized for the March 20th Board Meeting.

- 4) Referral from the Economic Growth & Development Committee pertaining to a request to authorize an agreement with Northern Borders Regional Commission (NBRC) Program for grant funding to support capital improvements to fish rearing ponds at the Warren County Fish Hatchery, and determining source of funding for the associated local share (\$32,920).

Motion was made by Mr. Bruno, seconded by Mr. Crocitto and carried unanimously to authorize an agreement with NBRC Program for grant funding to support capital improvements to fish rearing ponds at the Warren County Fish Hatchery and the necessary resolution was authorized for the March 20th Board Meeting.

- 5) Referrals from the Health Services Committee:

- A) Request to amend the 2026 Warren County Budget in the amount of \$500 to reflect receipt of funding from Adirondack Health Institute as a stipend for attending the United Hospital Fund meeting sponsored by AHI.

Motion was made by Mr. Maday, seconded by Mr. Bruno and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- B) Request to amend the 2026 Warren County Budget in the amount of \$779.69 to carry over unused Infrastructure Grant funding.

Motion was made by Ms. Runyon, seconded by Mr. Bruno and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- 6) Referral from the Human Services Committee regarding a request to amend the 2026 Warren County Budget in the amount of \$47,422 to reflect receipt of additional funding from New York State Office of Temporary & Disability Assistance per 26-LCM-01 for the New York State Shelter Arrears Eviction Forestallment (SAEF) Program to provide assistance to families facing eviction.

Motion was made by Ms. Runyon, seconded by Mr. Maday and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- 7) Referrals from the Public Works Committee:

- A) Request to amend the 2026 Warren County Budget in the amount of \$1,250 to reflect receipt of additional occupancy tax funding from the Town of Bolton that was not budgeted for.

Motion was made by Mr. Maday, seconded by Mr. Bruno and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- B) To amend the 2026 Warren County Budget in the amount of \$5,000 to reflect receipt of a donation received from The Friends of Up Yonda Farms.

Motion was made by Mr. Bruno, seconded by Mr. Strough and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- C) Request to authorize submission of a grant application to the New York State Department of Transportation Alternatives Program (*TAP*) for funding for the Warren County Bikeway Modernization and Connectivity Project and to authorize documentation indicating the County's willingness to provide the local match funding requirement of \$1,474,000 from a source to be determined and subject to future budgetary appropriation.

Motion was made by Ms. Runyon and seconded by Mr. Strough to approve the request as outlined above.

Kevin Hajos, *Superintendent of Public Works*, requested the motion be amended to ratify the action of the Chair of the Board to submit the grant application, noting the grant application was prior to the March 20th Board Meeting. Ms. Runyon and Mr. Strough amended their motions to include ratifying the actions of the Chair of the Board in executing a grant application to the New York State TAP for funding for the Warren County Bikeway Modernization and Connectivity Project and to authorize documentation indicating the County's willingness to provide the local match funding requirement of \$1,474,000 from a source to be determined and subject to future budgetary appropriation. Mr. Hajos proceeded to provide a brief overview of the work that would be completed if the grant was awarded and they moved forward with the project, noting they had the option not to proceed should they determine there was insufficient funding to cover the cost of the local share. A discussion ensued following which Mr. Etu called the question and the motion, as amended, to ratify the actions of the Chair of the Board in executing a grant application to the New York State TAP for funding for the Warren County Bikeway Modernization and Connectivity Project as outlined above was carried unanimously and the necessary resolution was authorized for the March 20th Board Meeting.

- D) Request to establish road projects for 2026 and authorizing transfer of funds for same, as outlined in the agenda attachment.

Motion was made by Ms. Runyon, seconded by Mr. Strough and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- E) Request to increase Capital Project No. H401, *Sagamore Road Retaining Wall*, in the amount of \$75,000.

Motion was made by Mr. Strough and seconded by Ms. Runyon to approve the requested as presented; following discussion, Mr. Etu called the question and the motion was carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- 8) Referrals from the Support Services Committee:

- A) Request to appropriate \$100,700 from Budget Code A.895.00, *Computer Reserve Fund*, to various department budget codes to cover the cost of purchasing computers and related equipment and software.

Motion was made by Mr. Conover, seconded by Mr. Crocitto and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- B) Request to amend the 2026 Warren County Budget in the amount of \$35,414.76 to record 2027 Mental Health Office lease per GASB #87.

Motion was made by Mr. Conover, seconded by Mr. Maday and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- C) Request to appropriate \$14,258.50 from Budget Code GI.909.00, *Fund Balance*, to Budget Code GI.8197 417, *Warren Co. Industrial Park Water/Sewer/Taxes*, to cover the cost of the water/sewer/tax invoice received from Washington County Sewer District #1.

Motion was made by Ms. Runyon, seconded by Mr. Maday and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

9) Referrals from the Warren County Risk & Safety Committee:

- A) Request to adopt updated Warren County Electronic-Wire Transfers and E-banking Policy as recommended by the Warren County Risk and Safety Committee, and repealing/replacing any prior versions adopted.

Motion was made by Ms. Runyon and seconded by Mr. Crocitto to approve the request as presented; following discussion, Mr. Etu called the question and the motion was carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- B) Request to approve the updated Warren County Fiscal Approval Authority Management Policy as recommended by the Warren County Risk and Safety Committee.

Motion was made by Ms. Runyon and seconded by Mr. Strough to approve the request as presented; following discussion, Mr. Etu called the question and the motion was carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting.

- C) Request to authorize a resolution directing the Warren County Risk and Safety Committee to prepare all necessary County finance policies and internal procedures as part of the County's Risk and Safety Manual.

Motion was made by Ms. Runyon and seconded by Mr. Strough to approve the request as presented.

Mr. Etu noted the County Treasurer had requested that Item 9C be amended to indicate the Warren County Risk and Safety Committee would work in partnership with the Warren County Treasurer's Office to prepare all necessary County finance policies and internal procedures as part of the County's Risk and Safety Manual. A brief discussion ensued during which Mr. Etu inquired whether anyone wanted to amend the request and no one responded. Mr. Etu called the question and the motion was carried unanimously to approve the request, as presented in the agenda and without amendment, thereby authorizing the necessary resolution for the March 20th Board Meeting.

Returning to Agenda Item 4, concerning a request to authorize an agreement with Northern Borders Regional Commission (NBRC) Program for grant funding to support capital improvements to fish rearing ponds at the Warren County Fish Hatchery, Mr. Etu advised the Committee had neglected to identify a source of funding to cover the cash portion of the local share which equated to \$32,920. Following discussion, motion was made by Mr. Bruno, seconded by Mr. Crocitto and carried unanimously to authorize a transfer of funds in the amount of \$32,920 from Budget Code A.1990 489, *Contingent Account, Other Payments/Contributions*, to cover the cash portion of the local share of the agreement with NBRC and the necessary resolution was authorized for the March 20th Board Meeting.

10) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel & Higher Education Committee - 2 and 3A-B*

PERSONNEL AGENDA ITEMS 2 and 3A-B:

3) Referral Economic Growth & Development Committee (Chaired by Supervisor Wild):

Workforce Development (Liza Ochsendorf, Director) -

Request to authorize a temporary quarterly compensation in the amount of \$500 per quarter (total amount not to exceed \$5,000) to a Senior Employment & Training Counselor to support data analysis goals as long as funding was available through June 2028.

Motion was made by Ms. Runyon, seconded by Mr. Bruno and carried unanimously to approve Personnel Agenda Item 2 as outlined above.

3) Referral from the Support Services Committee (Chaired by Supervisor Gilligan:

Information Technology (Mike Colvin, Director) -

- A) Request to amend the Table of Organization and Salary Schedule to create the new position of Telecommunications Analyst - Per Diem, \$45.36/hr, and delete the position of Telecommunications Analyst Full-Time, effective March 23, 2026.
- B) Request to amend the Table of Organization and Salary Schedule to create the new position of Computer Help Desk Tech II #6, *Base Salary \$66,386*, and delete the position of Telecommunications Analyst Full-Time, effective March 23, 2026

Motion was made by Ms. Runyon, seconded by Mr. Crocitto and carried unanimously to approve Personnel Agenda Items 3A-B as outlined above.

Privilege of the floor and public comment were called for:

Chairman Geraghty thanked the Warren County Risk & Safety Committee for their efforts developing the updated Warren County Electronic-Wire Transfers and E-banking Policy, adding having the necessary checks and balances in place made it more comfortable for himself and future Chairs of the Board to sign off on transactions as required.

Concluding the Agenda review, John Taflan, *County Administrator*, reviewed a power point presentation entitled “2026/2027 Budget Discussion March 5, 2026” and answered questions posed by the Committee members; *a copy of the powerpoint presentation is on file with the meeting minutes.*

Mr. Etu once again called for privilege of the floor for public comment, 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. Bruno, seconded by Ms. Runyon and carried unanimously, Mr. Etu adjourned the meeting at 1:01 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board