

# WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: JULY 1, 2020

---

---

COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER  
CONOVER  
GERAGHTY  
BEATY  
BRAYMER  
MCDEVITT  
MERLINO  
SIMPSON  
STROUGH

OTHERS PRESENT:

MIKE SWAN, WARREN COUNTY TREASURER  
FRANK THOMAS, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISORS DRISCOLL  
MAGOWAN  
SEEBER  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
GINELLE JONES, DIRECTOR OF PUBLIC WORKS/PATIENT SERVICES  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
DEE PARK, DIRECTOR OF THE OFFICE FOR THE AGING  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

---

---

*Please note, the following contains a summarization of the July 1, 2020 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:*  
<https://www.warrencountyny.gov/gov/comm/Archive/2020/finance/>

***Note: As per Governor Cuomo's Executive Order 202.1: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed". All committee members and attendees participated by video or teleconference, aside from Supervisors McDevitt and Merlino who were physically present.***

Mrs. Frasier called the meeting of the Finance Committee to order at 10:35 a.m.

Copies of the agenda were distributed to those present, those attending remotely accessed the agenda via the Warren County website; a copy of the agenda is on file with the meeting minutes.

Motion was made by Ms. Braymer, seconded by Mr. Simpson and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Commencing the agenda review, Mrs. Frasier asked for a motion to approve the requests for transfers of funds as provided in the agenda packet; the requested motion was made by Ms. Braymer, seconded by Mr. Strough and carried unanimously to approve the necessary resolution for the July 17<sup>th</sup> Board Meeting.

Proceeding to the Action Agenda, privilege of the floor was extended to Mike Swan, *County Treasurer*, who presented Agenda Items 2A-D, as follows:

- 
- 
- 2A) Request to authorize a new contract with Tyler Technologies in the amount of \$1,500 to provide upgrade assistance to the Information Technology Department for the latest version of New World.
  - 2B) Request for a transfer of funds in the amount of \$1,500 from the Contingent Account to cover the cost of the contract with Tyler Technologies.

Mr. Swan explained these two requests were related and concerned a necessary update to the New World accounting software. He said they had originally hoped the Information Technology Department could manage the update; however, he noted, because it was prioritized by the software company they were unable to do so. He advised since he did not have the funds available within his departmental budget to cover the cost, he was requesting a transfer of funds in the amount of \$1,500 from the Contingent Account to pay for the expense.

Motion was made by Mr. Strough, seconded by Mr. Geraghty and carried unanimously to approve both of the requests outlined above and the necessary resolutions were authorized for the July 17<sup>th</sup> Board Meeting.

- 2C) Request to amend the County Budget to reflect refunding of ARRA bonding activity.

Mr. Swan apprised a budget amendment was required in order to allow them to refund the bond, pay the closing costs and pay off the old bond. He explained the closing costs amounted to \$126,000 and they had to pay the escrow agent the amount for the old bond which was \$15,700,000 and then the value of the new bond plus the premium totaling \$15 million.

Ms. Braymer inquired what the net difference was to the County and Mr. Swan responded the County would save around \$4 million over the life of the bond. Ryan Moore, *County Administrator*, advised from a budgeting standpoint the current appropriations only reflected paying this year's payment toward the bond and the County needed to payout the entire old bond, as well as account for the cost of the new bond because the County lacked appropriations to make those expenditures which was why they needed an even budget amendment to be able to take care of this. Mr. Swan informed this was similar to when an individual refinanced their vehicle they had to readjust their payment.

Motion was made by Ms. Braymer, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the July 17<sup>th</sup> Board Meeting.

- 2D) Request to amend Resolution No. 180 of 2020 to reflect the correct write-off amount for a former Westmount Health Facility resident.

Mr. Swan advised this action was required because the amount to be written off for a settlement of a debt for the former Westmount Health Facility should have been \$1,376.90 instead of the \$1,332 reflected in Resolution No. 180 of 2020.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the July 17<sup>th</sup> Board Meeting.

Next, Mrs. Frasier outlined a referral from the Criminal Justice Committee, *Assigned Counsel*, requesting to amend

*JULY 1 2020*

---

the County Budget in the amount of \$23,648.50 to reflect receipt of funding from the New York State Office of Indigent Legal Services (Contract #100052, Distribution #10).

Motion was made by Mr. Geraghty, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the July 17<sup>th</sup> Board Meeting.

Item 4, Mrs. Frasier advised, included a referral from the Park Operations & Management Committee requesting to appropriate \$901.30 from Budget Code A.691.07, *Deferred Revenue- Gaslight Village Parking Fees*, to Budget Code A.1625 431, *Charles R. Wood Park, Repair and Maint.-Bldg/Property*, and authorize reimbursement in the same amount to the Village of Lake George for costs incurred at the Charles R. Wood Park during the month of May for park Attendants and gas.

Motion was made by Ms. Braymer, seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the July 17<sup>th</sup> Board Meeting.

Mrs. Frasier explained Item 5 included a referral from the Public Safety Committee, *Sheriff*, requesting to amend Resolution No. 58 of 2018, *Authorizing Construction of a Radio Communications Tower and Support Facilities Located at the Town Hall in Stony Creek for the Warren County Sheriff's Office*, to change the source of funding from grant funds to Budget Code A.909.00, *General Fund Balance - Unappropriated Surplus*, in anticipation of grant funding from the Dormitory Authority of New York State which has not yet been awarded.

Ms. Braymer questioned whether the County was still anticipating that the Dormitory Authority would be providing the County with funding and would they be jeopardizing the receipt of that by moving forward with this action; she added she was not opposed to moving forward with this action and was only inquiring if there were any repercussions to this action. Mr. Moore responded this was a backstop if the County did not receive the funding from the Dormitory Authority; however, he noted, he believed the funds would be awarded, but they had been held up by the Senate majority due to the number of projects they had in the pipeline. He said he and Chairman Thomas had discussed this matter with Senator Little and she indicated the County could move forward with the work because the work could no longer be held off on or the APA (*Adirondack Park Agency*) permit would expire He apprised Senator Little indicated to him she was confident she could work with the Senate majority staff to ensure the County would still receive this funding; he added the County could not finish the project and could only go so far before they had to halt work and ensure the funding came through.

Chairman Thomas voiced that the project needed to occur because currently the Town of Stony Creek Fire Department and EMS could not communicate due to their pagers not picking up the calls. He apprised when someone did receive a call they resorted to calling on a land line like they did in the 1950's to dispatch responders to the emergency which he believed was unacceptable and why this needed to be moved forward.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the July 17<sup>th</sup> Board Meeting.

Moving on to Item 6, Mrs. Frasier outlined a referral from the Public Works Committee, *DPW* requesting to increase Capital Project H381, *South Johnsbury Road (CR 57) over Mill Creek (Town of Johnsbury)*, in the amount of \$9,631

JULY 1 2020

---

to increase shares for right-of-way incidental and acquisition costs.

Motion was made by Mr. Geraghty, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the July 17<sup>th</sup> Board Meeting.

Mrs. Frasier informed that Agenda Items 7A-B pertained to the following Requests/Items to be Discussed by the County Administrator:

7A) Journal Reports of transfers approved by the County Administrator staff during April 2020.

Mr. Moore stated a Journal Report of transfers approved by the County Administrator staff during April 2020. was included within the Agenda.

Concluding the agenda review, Mrs. Frasier advised Agenda Item 8 called for Finance Committee action to authorize the following items approved by the Personnel & Administration Committee: Personnel & Administration Committee Agenda Items 2 and 3.

The necessary motion was made by Mr. Conover, seconded by Mr. Simpson and carried unanimously.

Mrs. Frasier asked Don Lehman, *Director of Public Affairs*, whether any public comments had been made and Mr. Lehman replied in the negative.

Amanda Allen, *Clerk of the Board*, pointed out to Mrs. Frasier that she had inadvertently skipped over Agenda Item 7B which concerned a request on behalf of the Health Services to authorize a transfer of funds between various budget codes totaling \$9,516.28.

Motion was made by Mr. Geraghty, seconded by Mr. Conover and carried unanimously to approve the request and the necessary resolution was authorized for the July 17<sup>th</sup> Board Meeting.

Ms. Seeber inquired of Mr. Geraghty, who served as Budget Officer, whether he planned on holding a Budget Committee meeting in the near future in light of the concerns expressed during the joint Economic Growth & Development and Higher Education and Finance Committees meeting earlier today regarding the 2% increase in Warren County's contribution to SUNY Adirondack, as well as the other projections moving forward in 2021. She said a few years ago, when Chairman Thomas served as the Budget Officer, he had decided to hold meetings year-round instead of waiting until August which she thought was helpful. She said she wondered if there was an opportunity to call a Budget Meeting in the near future to begin the discussion regarding their budgetary challenges. Mr. Geraghty responded that he and Mr. Moore were busy beginning to work on the 2021 County Budget, but he would do his best to try and fit a Committee meeting into the schedule to answer questions. Ms. Seeber remarked she was appreciative of Mr. Geraghty trying to accommodate her request and she suggested that they consider going back to scheduling Budget Committee meetings year-round next year, as she was aware this had been a strange year, but she believed it was helpful when they were held year-round to keep everyone informed. She asked Chairman Thomas if he found holding the Budget Committee meetings year round had been helpful to him when he was Budget Officer and he replied affirmatively.

*JULY 1 2020*

---

---

Mr. Geraghty advised when the Committee was discussing matters that concerned public safety, such as the Radio Communications Tower in the Town of Stony Creek, he wished the Committee would understand that it was imperative and impacted not only fire and EMS services there, but also the Sheriff's Department and any individuals involved with public safety in that area. He said he was troubled by the fact that this was being questioned and yet no one thought twice about improvements made to communication towers located on County Route 149. He informed they anticipated receiving the funding from the State, but if it did not come through the funds were available within the Unappropriated Surplus Fund Balance; he added he was well aware of the fiscal challenges they were facing, but when it involved public safety he was hopeful moving forward they would no hold these matters up and just approve them.

A discussion ensued following which it was the consensus of the Committee to have Chairman Thomas write a letter to Andrea Stewart-Cousins, *Senate Majority Leader*, regarding how important these funds were.

There being no further business to come before the Finance Committee, on motion made by Mr. Geraghty, seconded by Mr. Conover and carried unanimously, Mrs. Frasier adjourned the meeting at 10:55 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board