

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: JULY 30, 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
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
SUPERVISORS DRISCOLL
LEGGETT
MAGOWAN
SEEBER
WILD
ERIN BROTHERS, ASSISTANT TO THE PUBLIC DEFENDER
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
MARCY FLORES, PUBLIC DEFENDER
BETH GILLES, DIRECTOR, LAKE CHAMPLAIN-LAKE GEORGE REGIONAL
PLANNING BOARD
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
ELIZABETH MCCLAUGHLIN, BOARD OF ELECTIONS COMMISSIONER (D)
WILLIAM VANNESS, BOARD ELECTIONS COMMISSIONER (R)
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the July 30, 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 Geraghty, Braymer, McDevitt, Merlino and Simpson, who were physically present.

Mrs. Frasier called the meeting of the Finance Committee to order at 10:53 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 Mr. Strough, seconded by Mr. Conover 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 Mr. Conover, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the August 21st Board Meeting.

Mrs. Frasier indicated there were no items to be discussed by the County Treasurer, as noted in Agenda Item 2, and Agenda Item 3, which concerned a referral from the Human Services Committee, *Countryside Adult Home*, regarding a request to amend the County Budget in the amount of \$510 to increase expenses to match revenues received, had been withdrawn as a result of the County Treasurer's Office advising this action was not needed.

Mrs. Frasier informed Agenda Items 4A-G concerned the following referrals from the Public Works Committee:
DPW-

- 4A) Request to close Capital Project No. H.392, *Sunnyside Road Pavement Preservation*, and return the remaining funds (*estimated total \$41,653.22*) to the funding source, Budget Code D.9950 910.
- 4B) Request to amend the County Budget in the amount of \$41,653.22 to reflect the return of funds from closed Capital Project No. H.392, *Sunnyside Road Pavement Preservation*, to the funding source, Budget Code D.9950 910.
- 4C) Request to increase Capital Project H.377, *Sunnyside Road (CR 54) & Sunnyside East (CR 39) Pavement Preservation*, in the amount of \$1,681,353.22 to increase shares for construction and construction inspection services.

Motion was made by Mr. Geraghty, seconded by Mr. Conover and carried unanimously to approve requests 4A-C as outlined above and necessary resolutions were authorized for the August 21st Board Meeting.

- 4D) Request to amend the County Budget in the amount of \$472.68 to reflect the receipt of an insurance recovery payment for a traffic sign repair.

Motion was made by Mr. Strough, seconded by Mr. Conover and carried unanimously to approve the request and the necessary resolution was authorized for the August 21st Board Meeting.

- 4E) Request to authorize a reduction in the use fee for the West Brook Parking Lot from \$1,000/day to \$750/day during events planned by Dave Ehmann over approximately 8-10 days in August and on Labor Day.

Motion was made by Ms. Braymer, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the August 21st Board Meeting.

Parks, Recreation & Railroad -

- 4F) Request to amend the County Budget in the amount of \$3,600 to reflect the receipt of funds donated by the Daniel Lewis Trust for Up Yonda Farm.

Ms. Braymer requested that the County thank the Lewis trust for their generous donation.

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Motion was made by Mr. Conover, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the August 21st Board Meeting.

- 4G) Request to amend the County Budget in the amount of \$9,589 to reflect the receipt of additional revenues received from Revolution Rail Company Adirondack, LLC.

Ms. Braymer commended Revolution Rail Company Adirondack, LLC for the outstanding job they were doing, adding their operation was assisting in bringing a significant amount of activity to the downtown area of the Town of North Creek.

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 August 21st Board Meeting.

Proceeding with the Agenda review, Mrs. Frasier advised Agenda Items 5A-E pertained to the following requests/items to be discussed by the County Administrator:

- 5A) Journal Reports of transfers approved by the County Administrator staff during the month of June 2020.
Report provided for informational purposes.
- 5B) On behalf of the Board of Elections - Request to amend the County Budget in the amount of \$79,297.03 to reflect the receipt of Cybersecurity Remediation and Mitigation Grant funding.

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 August 21st Board Meeting.

- 5C) On behalf of the Board of Elections - Request for a new contract with Needham Risk Management Resource Group, LLC in the amount of \$3,500 to produce a computer-based training video for training of Elections Inspectors and ratifying the actions of the Chairman in executing said contract prior to the August 21st Board meeting.

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 August 21st Board Meeting.

- 5D) On behalf of the Information Technology Department - Request to authorize an appropriation in the amount of \$1,000 from the Computer Reserve to the Planning Budget.

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 August 21st Board Meeting.

- 5E) On behalf of the Lake Champlain-Lake George Regional Planning Board - Request for a resolution approving 2021 Budget and Salary Schedule.

Mr. Beaty advised he would be voting in opposition of the Lake Champlain-Lake George Regional Planning Board

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2021 Budget and Salary Schedule unless he was provided with clarification regarding the new Economic Development Coordinator position due to his concerns regarding duplicate services, as the County paid a few other organizations for economic growth related work, as well. Ms. Braymer asked if anyone was present at the meeting to speak to Mr. Beaty's concerns and Mr. Moore responded that Beth Gilles, *Director, Lake Champlain-Lake George Regional Planning Board*, was present. Ms. Gilles advised the Economic Development Coordinator position had been approved in their budget for 2020 and an individual was hired in February of this year. She stated this position was tasked with advertising and managing the daily responsibilities of their revolving loan funds. She said they had been notified by the NYS EDA (*New York State Empire Development Agency*) they would be receiving additional loan funds through the CARES Act grant which this individual would be handling. She informed they had also increased the amount of federal funding sought as a result of this position being in place.

Mr. Beaty voiced his concern with the number of overlapping positions the County had with different agencies, opining this was a waste of money. He stated this was a precarious time and he was against adding new positions that were in part funded by the County when there were a number of outside agencies already providing assistance with economic development.

A discussion ensued during which it was noted the Economic Development Coordinator was an existing position, as well as the fact that the County's contribution toward the Regional Planning Board budget remained the same as the prior year.

Motion was made by Mr. Geraghty, seconded by Mr. Conover and carried by majority vote, with Mr. Beaty voting in opposition, to approve the request and the necessary resolution was authorized for the August 21st Board Meeting.

Mrs. Frasier offered privilege of the floor to anyone wishing to address the Committee on any matter.

Ms. Braymer inquired whether it was necessary for the Finance Committee to take action to authorize payment of employees not working while on paid administrative leave after June 17, 2020 as a safety measure in response to the COVID-19 pandemic, as was approved by the Personnel & Administration Committee. Amanda Allen, *Clerk of the Board*, responded in the negative, explaining this item was not included on the Finance Agenda because the funding to cover the expense was already included in departmental budgets. She stated the purpose of the request concerned a personnel matter and was to provide authorization to the County Treasurer to pay the employees who had remained home on paid administrative leave since June 17th.

Mr. Beaty advised since he did not get an opportunity to do so during the Personnel & Administration Committee meeting he would like to inquire now whether Ms. Braymer's question regarding if the Chairman of the Board or other Supervisors were permitted to have access to the confidential personnel files, as no clear answer had been provided. He said he planned to continue bringing this forward until he was provided with some clarification on the matter.

Mrs. Frasier asked Don Lehman, *Public Relations Manager*, whether there were any comments and/or questions from the public and Mr. Lehman replied in the negative.

There being no further business to come before the Finance Committee, on motion made by Mr. Conover, seconded

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by Mr. Strough and carried unanimously, Mrs. Frasier adjourned the meeting at 11:10 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board