

FINANCE & BUDGET COMMITTEE

AGENDA

JUNE 26, 2026

Committee Members: *Etu, Crocitto, Conover, Maday, Bruno, Strough and Runyon*
Chair of the Board shall serve 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 Chairman.

II. Motion to approve minutes of prior Committee meetings.

III. Privilege of the Floor/Public Comment

IV. Action Agenda

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

2) Journal Report of transfers approved by County Administrator - May 2026; provided for informational purposes.

3) Referral from the County Facilities Committee (Chaired by Supervisor Bruno):

Airport (Robin Mapp, Airport Manager) -

Request to establish Capital Project No. H454, *SRE Snow Broom Acquisition*, in the amount of \$825,161.

4) Referrals from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Maday):
Probation (Robert Iusi, Director) -

A) Request to amend the 2026 Warren County Budget in the amount of \$367,013.39 to reflect receipt of Byrne SCIP Crisis Intervention Programming Award from the New York State Division of Criminal Justices.

Sheriff (Jim LaFarr, Sheriff) -

B) Request to amend the 2026 Warren County Budget in the amount of \$49,554.78 to carry over unused Sheriff's 911 Center New York State Division of Homeland Security and Emergency Services 2024 Statewide Interoperable Communications Program grant funding.

5) Referral from the Economic Growth & Development Committee (Chaired by Supervisor Wild):

Workforce Development (Liza Ochsendorf, Director)-

Request to amend the 2026 Warren County Budget in the amount of \$131,237 to reflect receipt of TANF (*Temporary Assistance for Needy Families*) grant funding for the Summer Youth Employment Program.

6) Referral from the Health Services Committee (Chaired by Supervisor Strainer):

Public Health (Patricia Belden, Director, Public Health/Patient Services) -

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

7) Referrals from the Public Works Committee (Chaired by Supervisor Conover):

Department of Public Works (Kevin Hajos, Superintendent) -

A) Request to establish Capital Project No. H453, *Warren County Roadway Departure Safety Action Plan*, in various towns in the amount of \$156,000.

B) Request to establish Road Project No. D.5112 8400, *2026 Crack Sealing Project*, in the amount of \$180,253.37.

8) Referrals from the Support Services Committee (Chaired by Supervisor Gilligan):

County Administrator (John Taflan, County Administrator) -

A) Request to appropriate \$139,733 from Budget Code A.896.00, *Vehicle Reserve*, to various departmental budget codes to cover the cost of purchasing vehicles.

B) Request to amend the 2026 Warren County Budget in the amount of \$50,684 to reflect receipt of anticipated State Aid toward the purchase of vehicles for Public Health and the Department of Social Services.

C) Request to amend the 2026 Warren County Budget in the amount of \$876.96 per GASB96 requirement for subscription based IT arrangements.

CONTINUED

- 9) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel Committee - 2A-B.*

PERSONNEL AGENDA ITEMS 2A-B:

Referrals from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Maday): Sheriff (Jim LaFarr, Sheriff) -

- A) Request to amend the Table of Organization & Salary Schedule to create the new position of Communications Officer #22, *Base Annual Salary \$59,354.03*, effective July 20, 2026.
- B) Request to amend the Table of Organization & Salary Schedule to create the new position of Communications Officer #23, *Base Annual Salary \$59,354.03*, effective July 20, 2026.

V. Privilege of the Floor/Public Comment

VI. Motion to adjourn

Request for Transfer of Funds FOR 2026

TO: Amanda Allen, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

TRANSFERS FOR 2026 BUDGET

SIGNED: _____

DATE: June 22, 2026

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4189.130	Bioterrorism -Part time salaries	A.4189.423	Bioterrorism - Telephone expense	\$300.00

Total Transfer					\$300.00
-----------------------	--	--	--	--	-----------------

1 To Transfer funds needed for phone expense for year from Part Time salaries for Bioterrorism grant. Fully funded by grant.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 489	Contingent Fund			

Please state reason for transfer request:

Total

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

Attachment

RESOLUTION REQUEST FORM NO. 10***Request for Transfer of Funds*****TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS**DEPARTMENT NAME:** Planning & Community Development**SIGNED:****DATE:**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.8021 110	Planning, Salaries- Regular	A.8021 130	Planning, Salaries - Part Time	\$22,149.82

Please state reason for transfers requested:

To cover payroll expenses for part time employee.

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- Other Payments/Contributions			

Please state reason for transfer request:**Please file original request with Clerk of the Board and retain copy for your records.**

REQUEST FOR TRANSFER OF FUNDS

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

FROM: DEPARTMENT OF PUBLIC WORKS

Name of Department

SIGNED: _____

DATE: _____

6/23/2026

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT	TOWN
D.5112.8379	280 Co Roads, 2025 CR#8 Friends Lake Road	D.5112.8400	280 Co Roads, 2026 Crack Sealing Project	\$ 22,715.17	Various
D.5112.8380	280 Co Roads, 2025 CR#22 Harrisburg Road	D.5112.8400	280 Co Roads, 2026 Crack Sealing Project	\$ 39,687.59	Various
D.5112.8381	280 Co Roads, 2025 CR#28 Corinth Road	D.5112.8400	280 Co Roads, 2026 Crack Sealing Project	\$ 33,691.94	Various
D.5112.8382	280 Co Roads, 2025 CR#35 Diamond Point Road	D.5112.8400	280 Co Roads, 2026 Crack Sealing Project	\$ 36,425.36	Various
D.5112.8383	280 Co Roads, 2025 CR#42 Dix Avenue	D.5112.8400	280 Co Roads, 2026 Crack Sealing Project	\$ 47,733.31	Various

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
A.1990 439	Contingent Fund			

Please state reason for transfer request:

WARREN COUNTY
Journal Report - May 2026

G/L Date	G/L Account Number	Account Description	Description	Increase Amount	Decrease Amount
Admn.Fiscal Srv - Administrative Fiscal Services					
5/13/2026	A.1011 410	Supplies	Budget Transfer within object code to A.1671 410		\$ 24.73
5/13/2026	A.1670 410	Supplies	Budget Transfer within object code from A.1011 410	\$ 24.73	
5/15/2026	A.1670 410	Supplies	Budget Transfer within object code to A.1671 410		\$ 24.73
5/15/2026	A.1671 410	Supplies	Budget Transfer within object code from A.1670 410	\$ 24.73	
5/18/2026	A.1671 422	Repair/Maint-Equipment	Budget Transfer within object code to A.1671 439		\$ 36.00
5/18/2026	A.1671 439	Misc Fees & Expenses	Budget Transfer within object code from A.1671 422	\$ 36.00	
5/29/2026	A.1011 410	Supplies	Budget Transfer out of object code from A.1011 410		\$ 0.08
5/29/2026	A.1671 410	Supplies	Budget Transfer out of object code to A.1011 410	\$ 0.08	
Brd. of Election - Board of Elections					
5/27/2026	A.1450 260	Other Equipment	BUDGET TRANSFERS OUT OF OBJECT CODE FROM A.1450 439	\$ 600.00	
5/27/2026	A.1450 439	Misc Fees & Expenses	BUDGET TRANSFERS OUT OF OBJECT CODE TO A.1450 260		\$ 600.00
County Attorney - County Attorney					
5/29/2026	A.1420 220	Office Equipment	Transfer outside Object Code from A.1420 436	\$ 286.19	
5/29/2026	A.1420 436	Advertising Fees	Transfer outside Object Code to A.1420 220		\$ 286.19
Employment & Tr_WIA-Admin(Staff) - Employment & Training,WIA-Admin (Staff)					
5/4/2026	40.6293.0300 410	Supplies	object code change - from 40.6293.0300 411	\$ 1,000.00	
5/4/2026	40.6293.0300 411	Rent-Building/Property	object code change - to 40.6293.0300 410		\$ 1,000.00
5/4/2026	40.6293.0305 410	Supplies	object code change - to 40.6293.0305 411		\$ 6,000.00
5/4/2026	40.6293.0305 411	Rent-Building/Property	object code change - from 40.6293.0305 410	\$ 6,000.00	
5/12/2026	40.6293.0300 411	Rent-Building/Property	object code change - to 40.6293.0300 421		\$ 500.00
5/12/2026	40.6293.0300 421	Equipment Rental	object code change - from 40.6293.0300 411	\$ 500.00	
5/12/2026	40.6293.0310 410	Supplies	object code change - to 40.6293.0310 421		\$ 400.00
5/12/2026	40.6293.0310 421	Equipment Rental	object code change - from 40.6293.0310 410	\$ 400.00	
5/12/2026	40.6293.0313 411	Rent-Building/Property	object code change - to 40.6293.0313 421		\$ 100.00
5/12/2026	40.6293.0313 421	Equipment Rental	object code change - from 40.6293.0313 411	\$ 100.00	
5/12/2026	40.6293.0358 410	Supplies	object code change - to 40.6293.0358 439		\$ 1,785.56
5/12/2026	40.6293.0358 439	Misc Fees & Expenses	object code change - from 40.6293.0358 410	\$ 1,785.56	
5/13/2026	40.6293.0310 860	Hospitalization	object code change - to 40.6293.0310 861		\$ 500.00
5/13/2026	40.6293.0310 861	Retirees Hospitalization	object code change - from 40.6293.0310 860	\$ 500.00	
5/13/2026	40.6293.0300 423	Telephone	object code change - from 40.6293.0300 424	\$ 500.00	
5/13/2026	40.6293.0300 424	Postage	object code change - to 40.6293.0300 423		\$ 500.00
5/14/2026	40.6293.0300 424	Postage	object code change - to 40.6293.0305 423		\$ 250.00
5/14/2026	40.6293.0305 423	Telephone	object code change - from 40.6293.0305 424	\$ 250.00	
5/28/2026	40.6293.0358 434	Allowances	object code change - to 40.6293.0358 439		\$ 86.94
5/28/2026	40.6293.0358 439	Misc Fees & Expenses	object code change - from 40.6293.0358 434	\$ 86.94	
Mental Health - Mental Health					
5/1/2026	A.4310 210	Furniture/Furnishings	transfer funds from A.4310 410 to A.4310 210	\$ 431.19	
5/1/2026	A.4310 410	Supplies	transfer funds from A.4310 410 to A.4310 210		\$ 431.19

Office of EMS - Office of Emergency Services

5/4/2026	A.3640 410	Supplies	Budget Transfer within Object Code to A.3640 445		\$	20.00
5/4/2026	A.3640 445	Foods	Budget Transfer within Object Code from A.3640 410	\$	20.00	
5/13/2026	A.4022 230	Automotive Equipment	Budget transfer within object code to A.4022 260		\$	1,450.00
5/13/2026	A.4022 260	Other Equipment	Budget transfer within object code from A.4022 230	\$	1,450.00	
5/15/2026	A.3645.4122 220	Office Equipment	Out of code transfer to A.3645.4122 410		\$	1,013.50
5/15/2026	A.3645.4122 250	Technical Equipment	Out of code transfer to A.3645.4122 410		\$	124.95
5/15/2026	A.3645.4122 410	Supplies	Out of code transfer from A.3645.4122 220, 250	\$	1,138.45	

Public Defender - Public Defender

5/21/2026	A.1171.4214 437	Consulting Fees	In Code Transfer A.1171 4214 437 to A.1171 4214 439		\$	300.00
5/21/2026	A.1171.4214 439	Misc Fees & Expenses	In Code Transfer A.1171 4214 437 to A.1171 4214 439	\$	300.00	
5/4/2026	A.4197 444	Travel/Education/Conference	Budget trans food to A4197. from .444		\$	1,000.00
5/4/2026	A.4197 445	Foods	Budget trans food to A4197 445. from .444	\$	1,000.00	

Public Health_Health Services - Public Health,Health Services

5/18/2026	A.4013 410	Supplies	Wlc Rent budget HHHN A4013.411 from 410		\$	1.00
5/18/2026	A.4013 411	Rent-Building/Property	Wlc Rent budget HHHN A4013.411 from 410	\$	1.00	
5/21/2026	A.4010 422	Repair/Maint-Equipment	Budget Transfer CHHA to 435 from 422 423 436 441		\$	500.00
5/21/2026	A.4010 423	Telephone	Budget Transfer CHHA to 435 from 422 423 436 441		\$	1,000.00
5/21/2026	A.4010 435	Medical Fees	Budget Transfer CHHA to 435 from 422 423 436 441	\$	3,500.00	
5/21/2026	A.4010 436	Advertising Fees	Budget Transfer CHHA to 435 from 422 423 436 441		\$	1,000.00
5/21/2026	A.4010 441	Auto-Supplies & Repair	Budget Transfer CHHA to 435 from 422 423 436 441		\$	1,000.00

Social Services - Social Services

5/20/2026	A.6010 444	Travel/Education/Conference	Budget Transfer within object code to A. 6010 445		\$	915.00
5/20/2026	A.6010 445	Foods	Budget Transfer within object code from A. 6010 444	\$	915.00	

RESOLUTION REQUEST FORM NO. 8***Request to Establish Capital Project or Capital Reserve Project****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: County Facilities - Airport

DATE: 6/23/2026

- (a) Exact Title and Number of Project (must be obtained from Treasurer's Office): SRE Snow Broom Acquisition H-454.
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$825,161.00
- (e) Source of Funding (including name & title of codes, etc.): FAA \$783,902.00 (95%) State Match \$20,629.00 (2.5%) and Local Match - \$20,630.00 (2.5%) Reserve, A 892.00 Airport Repair & Projects
- (f) Purpose of Establishment: For the acquisition of Snow Removal Equipment (Snow Broom).

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: Probation

DATE: June 22, 2026

(a) Purpose of Amendment:

**To accept Byrne SCIP Crisis Intervention Programming Award from NYS
Division of Criminal Justice Services in the amount of \$367,013.39.**

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

A.3140-470-Probation Contract-\$367,013.39.

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

A.3140 4313-Byrne Grant-\$367,013.39.

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: Sheriff

DATE: June 22, 2026

- (a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Sheriff's 911 Center New York State Division of Homeland Security and Emergency Services 2024 Statewide Interoperable Communications Grant Program (SICG) grant from fiscal year 2025 to fiscal year 2026.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|-----------------|-------------------------------|-------------|
| A.3020.4056 250 | Sheriff's 911 Center | \$49,554.78 |
| | 2024 Interoperable Comm Grant | |
| | Technical Equipment | |
- (c) **Revenue Code (with title), and amount:**
- | | | |
|------------------|---------------------------------|--------------|
| A.3020.4056 3380 | Sheriff's 911 Center | \$ 49,554.78 |
| | 2024 Interoperable Comm Grant | |
| | State Homeland Security Program | |

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: Workforce Development

DATE: June 23, 2026

(a) Purpose of Amendment: **To receive the annual TANF allocation for operating the Summer Youth Employment Program**

(b) Appropriation Code, Object Code, Full Title and Amount: **40.6326 Temporary Assistance for Needy Families (TANF) total amount is \$131,237.00**

40.6326 110 \$20,411	40.6326 130 \$68,000	40.6326 410 \$2000
40.6326 470 \$19,676	40.6326 810 \$11,968	40.6326 444 \$1000
40.6326 434 \$500	40.6326 830 \$5,456	40.6326 445 \$250
40.6326 831 \$1276	40.6326 860 \$600	40.6326 865 \$100

(c) Revenue Code (with title), and Amount: **40.6326 \$131,237.00**

Attachment A

District	2026 SYEP Allocation
Albany	\$792,355
Allegany	\$226,017
Broome	\$667,869
Cattaraugus	\$329,780
Cayuga	\$236,811
Chautauqua	\$503,711
Chemung	\$265,152
Chenango	\$179,008
Clinton	\$256,637
Columbia	\$136,473
Cortland	\$169,235
Delaware	\$150,367
Dutchess	\$625,554
Erie	\$2,669,077
Essex	\$95,630
Franklin	\$192,534
Fulton	\$182,643
Genesee	\$144,402
Greene	\$140,244
Hamilton	\$13,833
Herkimer	\$203,812
Jefferson	\$365,456
Lewis	\$100,216
Livingston	\$199,108
Madison	\$215,237
Monroe	\$2,219,758
Montgomery	\$179,089
Nassau	\$1,853,429
Niagara	\$583,392
Oneida	\$746,458
Onondaga	\$1,435,594
Ontario	\$259,385
Orange	\$1,113,872
Orleans	\$140,556
Oswego	\$480,688
Otsego	\$224,221
Putnam	\$112,293
Rensselaer	\$397,109
Rockland	\$1,034,456
Saratoga	\$341,092
Schenectady	\$378,000
Schoharie	\$98,577
Schuyler	\$58,841
Seneca	\$122,370
St. Lawrence	\$499,333
Steuben	\$317,256
Suffolk	\$2,380,068
Sullivan	\$251,012
Tioga	\$144,805
Tompkins	\$439,911
Ulster	\$425,342
Warren	\$131,237
Washington	\$173,295
Wayne	\$248,185
Westchester	\$1,805,050
Wyoming	\$131,578
Yates	\$89,695
New York City	\$30,122,892
Total	\$58,000,000

Attachment B

**2026 New York State Summer Youth Employment Program
District Designation Form**

On behalf of the Warren County Department of Social Services, I,
Christina Mastrianni, as Commissioner of the Warren

Department of Social Services, hereby instruct the Office of Temporary and Disability Assistance (OTDA) to disburse our 2026 New York State Summer Youth Employment Program (SYEP) allocation as detailed below. I certify that I have the legal authority to authorize the assignment of these funds. The funds dedicated to the operation of the 2026 New York State SYEP will be used in accordance with program and fiscal guidelines established by OTDA. For districts opting to assign all or a portion of their 2026 allocation to their Local Workforce Development Board (LWDB), districts will be held liable for funds not used in a manner consistent with the requirements of the New York State SYEP allocation or where funds are due from the LWDB.

Note: Districts may transfer up to 9 percent of their total SYEP allocation to support their Flexible Fund for Family Services (FFFS) plan for non-SYEP services.

Please use whole dollar amounts when completing this form.

- | | | |
|----|--|--|
| A. | 2026 SYEP Allocation | \$ <u>131,237</u> |
| B. | Amount of Transfer to FFFS
(optional) | \$ _____
(must not exceed 9% of allocation; round down) |
| C. | Amount dedicated to SYEP | \$ <u>131,237</u>
(must be at least 91% of allocation) |
| D. | Amount Assigned to LWDB
(optional) | \$ <u>131,237</u>
(Districts must coordinate SYEP services with the LWDB) |

Completed by: _____



Date: _____

6/1/26

Commissioner's Signature

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: Warren County Health Services-Health Education
DATE: June 22, 2026

- (a) **Purpose of Amendment:** To amend the 2026 budget to reflect the addition of the additional funds to be received from Adirondack Health Institute (AHI) as a stipend for attending a United Hospital Fund meeting sponsored by AHI.
- (b) **Appropriation Code (with title), Object Code (with title) and Amount:**
A.4018.0040.444 Preventive Program- Health Education-Training/Conference Expense \$500.00

Revenue Code (with title), and Amount:

A.4018.0040.1617 Preventive Program-Health Education Revenue \$500.00.

***Note: Health Services received notification from Adirondack Health Institute (AHI) on May 27, 2026 in appreciation of Health Services having 2 staff members participate in a conference held in Lake George on May 6th, that they sponsored for the United Hospital Fund related to the NYS 1115 Waiver planning process which was to work towards a better path for those who rely on Medicaid, therefore we would be receiving a stipend for our participation and commitment to this work. Health services would request to have our health educators attend training with these funds.**

RESOLUTION REQUEST FORM NO. 8***Request to Establish Capital Project or Capital Reserve Project****

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: DPW

DATE: 6/23/26

- (a) Exact Title **and** Number of Project (**must be obtained from Treasurer's Office**): Warren County Roadway Departure Safety Action Plan H453, Various Towns
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$156,000.00
- (e) Source of Funding (including name & title of codes, etc.):
\$148,200.00 Federal Share (95%)
\$ 7,800.00 Local Match (5%) (transfer from D.9950 910 Transfers-Capital Projects)
- (f) Purpose of Establishment: To fund the preliminary engineering for the Warren County Roadway Departure Safety Action Plan

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: DPW

DATE: 6/23/26

- (a) Purpose of Request: To establish a new road project
- (b) The following road project shall be established by the Treasurer with funding to be transferred under a separate resolution.

D.5112 8400	2026 Crack Sealing Project	\$180,253.37
-------------	----------------------------	--------------

- (c) Previous Resolution Number: NA

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: County Administrator

DATE: 06/22/2026

- (a) Purpose of Request:
To appropriate funds from the Vehicle Reserve to various Departments to cover vehicle purchases. Bid Opening 6/18/2026
- (b) Details:
Appropriate Vehicle Reserve funds to the following departments:
A. 1610 230.1 Fleet Management - \$104,350
A.4018.0030 230.1 Preventive Program, Disease Control - \$15,671
A.6010 230.1 Social Services - \$19,712
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
A.896.00 Vehicle Reserves \$139,733

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

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 Administrator

DATE: 06/22/2026

(a) Purpose of Amendment:

To amend the Health Services and Social Services Department budgets to recognize the anticipated State Aid towards purchase of Vehicles.

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

A.4018.0030 230 Preventive Prog, Disease Control, Automotive Equipment - \$8,814

A.6010 230 Social Services, Automotive Equipment - \$50,684

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

A.4018.0030 3407 Preventive Program, Disease Control, Disease Control - Pub Hlth - \$8,814

A.6010 3610 Social Services, Social Services Admin - \$50,684

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 Administrator

DATE: 06/22/2026

(a) Purpose of Amendment:

To Amend the 2026 Budget per GASB96 requirement for Subscription Based IT Arrangements

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

A.1011 225 County Administrator, Subscription-Based IT Arrangement - \$876.96

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

A.1011 5781 County Administrator, Subscription-Based IT Arrangement - \$876.96

AGENDA

JUNE 26, 2026

Committee Members: *Runyon, Crocitto, Driscoll, Etu, Maday, Turner, Conover- 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. Motion to approve minutes of prior Committee meetings.

III. Privilege of the Floor/Public Comment

IV. Action Agenda

1) Notice of Intent to Fill Tracking Report - provided for informational purposes

2) Referrals from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Maday): Sheriff (Jim LaFarr, Sheriff) -

A) Request to amend the Table of Organization & Salary Schedule to create the new position of Communications Officer #22, Base Annual Salary \$59,354.03, effective July 20, 2026.

B) Request to amend the Table of Organization & Salary Schedule to create the new position of Communications Officer #23, Base Annual Salary \$59,354.03, effective July 20, 2026.

V. Pending Items: None.

VI. Privilege of the Floor/Public Comment

VII. Motion to adjourn

RESOLUTION REQUEST FORM NO. 11***Request to Create New Position***

DEPARTMENT NAME: Sheriff

DATE: June 22, 2026

(a) Title of Requested Position: Communication Officer #22

(b) Annual Base Salary (and Grade of Applicable): \$59,354.03

(c) Effective Date for New Position:*

*Please do not backdate unless the purpose is to correct an error.

July 20, 2026

(d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request (Include annual salary and grade if applicable):

N/A

(e) Where are Funds in the Budget for this Position?

List Budget Code, Object Code, Full Title and Amount:

A.3020 110 General Sheriff's 911 Center - Salaries - Regular

(f) Is a Budget Transfer needed? ☐ Yes ☒ No

If yes, please complete Resolution Request Form No. 10 - Transfer of Funds

If no, please provide details on how the increase will be funded with the current budget:

The new position will be funded through NYS DHSES SFY2025 - 2026 PSAP grant funding ✓

(g) Has Director of Human Resources Reviewed and Approved the New Position? ☒ Yes ☐ No(Approval is necessary BEFORE bringing the request to Committee) HR Director Initial *AD 6/11/26*(h) Has County Administrator Reviewed and Approved Creation of New Position? ☒ Yes ☐ No(Approval is necessary BEFORE bringing the request to Committee) Co. Admin Initial *MD 6/11/26*(i) Is this a mandated position? ☐ Yes ☒ No

If yes, please explain:

(j) Is there expected revenue from this position? ☐ Yes ☒ No

If yes, please explain and complete Resolution Request Form No. 07 - Amend County Budget to recognize revenue:

COMMUNICATION OFFICER

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for staffing the telecommunications console in the Sheriff's Office on an assigned shift in receiving and transmitting messages and requested information to road Patrol Officers, other law enforcement, emergency medical and fire fighting agencies and performing related communications activities involving operation of telephone, teletype and two-way radios. Incumbents learn accepted agency radio procedures and terminology on the job. Employees in this class must be able to function calmly in emergencies and take appropriate action in an efficient manner. An incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates two-way radio equipment to direct road patrol cars, fire units and/or EMS units to the scene of crimes, citizen complaints, fire and EMS calls or other emergencies;
Answers incoming telephone/911 calls and provides information or receives complaints from the public;
Directs activities of Patrol Officers on road patrol by setting priorities of assignment based on information received at headquarters;
Operates teletype system to obtain and relay information about motor vehicles, suspected law violators, missing persons, etc.;
Monitors police, fire and EMS frequencies continuously to be aware of occurrences which may require involvement of police and emergency vehicles;
May provide instructions for first aid to callers requesting emergency medical services.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of telephone, teletype and two-way radio equipment operating procedures and terminology;
Good knowledge of the geography and municipalities of the county;
Working knowledge of computers and familiarity with computer keyboards;
Working knowledge of modern principles and practices of law enforcement;
Ability to remain calm in emergency situations;
Ability to understand and execute several complex oral and written directions simultaneously;
Ability to maintain records and prepare reports;
Ability to express oneself clearly by radio, on the telephone or in person;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency or comparable diploma.

RESOLUTION REQUEST FORM NO. 11***Request to Create New Position***

DEPARTMENT NAME: Sheriff

DATE: June 22, 2026

(a) Title of Requested Position: Communication Officer #23

(b) Annual Base Salary (and Grade of Applicable): \$59,354.03

(c) Effective Date for New Position:*

*Please do not backdate unless the purpose is to correct an error.

July 20, 2026

(d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request (Include annual salary and grade if applicable):

N/A

(e) Where are Funds in the Budget for this Position?

List Budget Code, Object Code, Full Title and Amount:

A.3020 110 General Sheriff's 911 Center - Salaries - Regular

(f) Is a Budget Transfer needed? ☐ Yes ☒ No

If yes, please complete Resolution Request Form No. 10 - Transfer of Funds

If no, please provide details on how the increase will be funded with the current budget:

The new position will be funded through NYS DHSES SFY2025 - 2026 PSAP grant funding

(g) Has Director of Human Resources Reviewed and Approved the New Position? ☐ Yes ☐ No
(Approval is necessary **BEFORE** bringing the request to Committee) HR Director Initial _____(h) Has County Administrator Reviewed and Approved Creation of New Position? ☐ Yes ☐ No
(Approval is necessary **BEFORE** bringing the request to Committee) Co. Admin Initial _____(i) Is this a mandated position? ☐ Yes ☒ No

If yes, please explain:

(j) Is there expected revenue from this position? ☐ Yes ☒ No

If yes, please explain and complete Resolution Request Form No. 07 - Amend County Budget to recognize revenue: