FINANCE & BUDGET COMMITTEE
AGENDA
JULY 30, 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 - June 2026; provided for informational purposes.

3) Referral from the Criminal Justice, Public Safety & Emergency Services Committee *(Chaired by Supervisor Maday):*

Sheriff (Jim LaFarr, Sheriff) -

Request to amend the 2026 Warren County Budget in the amount of $288,122 to reflect receipt of grant funding from New York State Division of Homeland Security and Emergency Services for Public Safety Answering Point Operations Program (PSAP).

4) Referrals from the Economic Growth & Development Committee *(Chaired by Supervisor Wild):*

Planning & Community Development -

A) Request to establish Capital Project No. H455, *Tag Pro-Housing,* in the amount of $230,000.

Workforce Development (Liza Ochsendorf, Director)-

B) Request to amend the 2026 Warren County Budget in the amount of $1,872.50 to reflect receipt of reimbursement from Tourism/Occupancy Tax to cover the remaining costs of the 2025 Hospitality Workforce Awards Celebration as indicated in Resolution No. 66 of 2026.

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

Parks, Recreation & Railroad (Jeff Inglee, Director) -

A) Request to authorize the Chair of the Board to execute an agreement with Empire State Development to accept grant funding in an amount not to exceed $100,000 for feasability study to determine future use of Warren County Railroad over a term of December 17, 2025 and terminating December 17, 2030, as well as to determine a source of funding foe the local share match in the amount of $50,000.

B) Request to establish Capital Project No. H456, *Railroad Feasibility Study,* in the amount of $100,000.

Department of Public Works (Kevin Hajos, Superintendent) -

C) Request to appropriate $30,000 from Budget Code DM 894.00, *Reserve, Motor Fuel Systems,* into Budget Code DM.5140 470, *Road Machinery Motor Fuel Farms Contract,* to cover a portion of the cost to replace Hague aboveground fuel tanks.

D) Request to appropriate $114,000 from Budget Code DM 909.00, *Road Machinery Fund Unappropriated Surplus,* into Budget Code DM.5140 470, *Road Machinery Motor Fuel Farms Contract,* to cover a portion of the cost to replace Hague aboveground fuel tanks.

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

Board of Elections (Harold Hubbard, Commissioner, (R), Elizabeth McLaughlin, Commissioner (D) -

A) Request to amend the 2026 Warren County Budget in the amount of $18,762.60 to reflect receipt of funding from New York State Board of Elections Ballots by Mail grant.

B) Request to amend the 2026 Warren County Budget in the amount of $15,094.28 to reflect receipt of funding from New York State Board of Elections for General Election grant.

Clerk of the Board (Amanda Allen, Clerk) -

C) Request to create Capital Project No. H437, *Board Room Renovation,* in the amount of $50,000.

CONTINUED

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

County Attorney (Kimberly Richards, County Attorney) -

D) Request to amend the 2026 Warren County Budget in the amount of $100,000 to increase Revenue Budget Code A.1420 2680, *Law (County Attorney), Insurance Recoveries,* which was received from the County's insurance carrier as the sub-limit for the social engineering fraud claim under the crime policy with regards to ACH fraud.

Information Technology (Mike Colvin, Director) -

E) Request to appropriate $27,000 from Budget Code A.895.00, *Computer Reserve Fund,* to the County Clerk's Budget to cover the cost to purchase computers and related equipment and software.

7) Referral from the Warren County Risk & Safety Committee:

Request to adopt the Warren County Investment Policy as recommended by the Warren County Risk & Safety Committee.

8) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel Committee* - 2 and 3.

PERSONNEL AGENDA ITEM 2:

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

2) *Fire Prevention & Building Code Enforcement (Charles Wallace, Director) -*

Request to amend the Table of Organization & Salary Schedule to create three new Fire Prevention & Building Code Enforcement Officer positions, *Base Annual Salary $61,641,* effective August 20, 2026.

PERSONNEL AGENDA ITEM 3:

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

County Clerk (Carrie Black, County Clerk) -

Request to amend the Table of Organization and Salary Schedule to fund the position of Principal Legal Recording Clerk, *Grade 15, Base Annual Salary $67,589,* and unfund but retain the Legal Recording Clerk position, effective August 20, 2026.

V. Privilege of the Floor/Public Comment

VI. Motion to adjourn

ITEM 1

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Veterans' Services

SIGNED:

DATE: 07.21.26

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
A.6510 110	Salaries - Regular	A.6510 441	Auto - Supplies & Repair	4,500

Please state reason for transfers requested:
To cover unexpected vehicle repair and planned winter equipment/maintenance.

CONTINGENT FUND TRANSFER REQUESTS

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
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.

ITEM 1

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Workforce Development

SIGNED:

DATE: 07/22/2026

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
40.6293.0358 433	Warren County Funded-Training-Client	40.6293.0358 130	Warren County Funded-Salaries-Part Time	$8,450.00
40.6293.0358 433	Warren County Funded-Training-Client	40.6293.0358 810	Warren County Funded-Retirement	$1,150.00
40.6293.0358 433	Warren County Funded-Training-Client	40.6293.0358 830	Warren County Funded-Social Security	$550.00
40.6293.0358 433	Warren County Funded-Training-Client	40.6293.0358 831	Warren County Funded-Medicare	$150.00

Please state reason for transfers requested:
We are not using as much as originally estimated in the other allocations so we will use more funding in the part-time salaries for additional interns, some of whom work for County departments. Temporary positions are approved under Resolution 200 of 2025.

CONTINGENT FUND TRANSFER REQUESTS

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
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.

ITEM 1

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Workforce Development

SIGNED:

DATE: 07/22/2026

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
40.6293.4999 439	American Rescue Plan Act (ARPA)-Misc Fees & Expenses	40.6293.4999 110	American Rescue Plan Act (ARPA)-Salaries - Regular	$2,966.38
40.6293.4999 439	American Rescue Plan Act (ARPA)-Misc Fees & Expenses	40.6293.4999 810	American Rescue Plan Act (ARPA)-Retirement	$403.43
40.6293.4999 439	American Rescue Plan Act (ARPA)-Misc Fees & Expenses	40.6293.4999 830	American Rescue Plan Act (ARPA)-Social Security	$183.92
40.6293.4999 439	American Rescue Plan Act (ARPA)-Misc Fees & Expenses	40.6293.4999 831	American Rescue Plan Act (ARPA)-Medicare	$43.01
40.6293.4999 439	American Rescue Plan Act (ARPA)-Misc Fees & Expenses	40.6293.4999 865	American Rescue Plan Act (ARPA)-Dental Insurance	$6.26

Please state reason for transfers requested:
Balance of $3603 remaining in 40.6293.4999 439. Because the project was obligated by December 31, 2024, reallocating the remaining funds to a salary expense category that has previously been used within this project is allowable under ARPA guidance. See email chain with Carla and Monica for additional information.

CONTINGENT FUND TRANSFER REQUESTS

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
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.

ITEM 2

WARREN COUNTY
Journal Report June 2026

G/L Date	Number	Account Description	Description	Increase Amount	Decrease Amount
Clk of Legislati - Clerk of the Legislative Board					
6/15/2026	A.1185 410	Supplies	Budget Transfer from Object Code A.1185 435	$ 800.69	
6/15/2026	A.1185 435	Medical Fees	Budget Transfer within Object Code to A.1185 435		$ 800.69
6/29/2026	A.1010 425	Reproduction Expenses	Budget Transfer within Object Code to A.1010 428		$ 358.19
6/29/2026	A.1010 428	Data Processing & Internet Fees	Budget Transfer from Object Code A.1010 425	$ 358.19	
County Clerk - County Clerk					
6/11/2026	A.1410 423	Telephone	Transfer within budget code to A.1410 436		$ 123.00
6/11/2026	A.1410 436	Advertising Fees	Transfer within budget code from A.1410 423	$ 123.00	
6/11/2026	A.1410 410	Supplies	Transfer within budget code to A.1410 436		$ 100.00
6/11/2026	A.1410 436	Advertising Fees	Transfer within budget code from A.1410 410	$ 100.00	
DPW_DPW Admin - DPW,DPW Administration					
6/2/2026	A.5610 410	Supplies	Transfer In Code to A.5610 424		$ 135.00
6/2/2026	A.5610 424	Postage	Transfer In Code from A.5610 410	$ 135.00	
6/10/2026	A.1621 414	Gas-Natural	Transfer In Code from A.1621 415	$ 600.00	
6/10/2026	A.1621 415	Electricity	Transfer In Code to A.1621 414		$ 600.00
6/11/2026	D.5110 260	Other Equipment	Transfer Out of Code from D.5110 410	$ 609.98	
6/11/2026	D.5110 410	Supplies	Transfer Out of Code to D.5110 260		$ 609.98
6/11/2026	DM.5130 426	Subscriptions	Transfer In Code from DM.5130 444	$ 1,000.00	
6/11/2026	DM.5130 426	Subscriptions	Transfer In Code from DM.5130 441	$ 2,600.00	
6/11/2026	DM.5130 441	Auto-Supplies & Repair	Transfer In Code to DM.5130 426		$ 2,600.00
6/11/2026	DM.5130 441	Auto-Supplies & Repair	Transfer In Code to DM.5130 465		$ 0.91
6/11/2026	DM.5130 444	Travel/Education/Conference	Transfer In Code to DM.5130 426		$ 1,000.00
6/11/2026	DM.5130 465	Road/Bridge Materials	Transfer In Code from DM.5130 441	$ 0.91	
6/16/2026	A.1620 413	Repair & Maint.-Bldg/Property	Transfer In Code from A.1620 465 for Septic Tank	$ 2,875.00	
6/16/2026	A.1620 465	Road/Bridge Materials	Transfer In Code to A.1620 413 for Septic Tank		$ 2,875.00
6/16/2026	D.5110 260	Other Equipment	Transfer Out of Code from D.5110 410 for Submersible Pump	$ 219.99	
6/16/2026	D.5110 410	Supplies	Transfer Out of Code to D.5110 260 for Submersible Pump		$ 219.99
6/25/2026	A.1490 210	Furniture/Furnishings	Transfer In Code from A.1490 410	$ 149.99	
6/25/2026	A.1490 260	Other Equipment	Transfer In Code from A.1490 410	$ 327.30	
6/25/2026	A.1490 410	Supplies	Transfer In Code to A.1490 210		$ 149.99
6/25/2026	A.1490 410	Supplies	Transfer In Code to A.1490 260		$ 327.30
6/26/2026	D.5110 410	Supplies	Transfer In Code from D.5110 465	$ 10,000.00	
6/26/2026	D.5110 465	Road/Bridge Materials	Transfer In Code to D.5110 410		$ 10,000.00
Employment & Tr_WIA-Admin(Staff) - Employment & Training,WIA-Admin (Staff)					
6/1/2026	40.6293.0300 427	Memberships & Dues	object code change - to 40.6293.0300 433		$ 1,000.00
6/1/2026	40.6293.0300 428	Data Processing & Internet Fees	object code change - to 40.6293.0300 433		$ 900.00
6/1/2026	40.6293.0300 433	Training-Client	object code change - from 40.6293.0300 470	$ 4,000.00	
6/1/2026	40.6293.0300 433	Training-Client	object code change - from 40.6293.0300 439	$ 200.00	
6/1/2026	40.6293.0300 433	Training-Client	object code change - from 40.6293.0300 434	$ 500.00	
6/1/2026	40.6293.0300 433	Training-Client	object code change - from 40.6293.0300 428	$ 900.00	

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6/1/2026	40.6293.0300 433	Training-Client	object code change - from 40.6293.0300 427	$ 1,000.00	
6/1/2026	40.6293.0300 434	Allowances	object code change - to 40.6293.0300 433		$ 500.00
6/1/2026	40.6293.0300 439	Misc Fees & Expenses	object code change - to 40.6293.0300 433		$ 200.00
6/1/2026	40.6293.0300 470	Contract	object code change - to 40.6293.0300 433		$ 4,000.00
6/1/2026	40.6293.0305 411	Rent-Building/Property	object code change - from 40.6293.0305 433	$ 4,000.00	
6/1/2026	40.6293.0305 433	Training-Client	object code change - to 40.6293.0305 411		$ 4,000.00
6/2/2026	40.6293.0300 411	Rent-Building/Property	object code change - to 40.6293.0300 424		$ 300.00
6/2/2026	40.6293.0300 424	Postage	object code change - from 40.6293.0300 411	$ 300.00	
6/5/2026	40.6293.0300 423	Telephone	object code change - from 40.6293.0300 444	$ 150.00	
6/5/2026	40.6293.0300 444	Travel/Education/Conference	object code change - to 40.6293.0300 423		$ 150.00
6/9/2026	40.6293.0300 410	Supplies	object code change - to 40.6293.0300 421		$ 70.00
6/9/2026	40.6293.0300 421	Equipment Rental	object code change - from 40.6293.0300 410	$ 70.00	
6/10/2026	40.6293.0310 410	Supplies	object code change - to 40.6293.0310 421		$ 100.00
6/10/2026	40.6293.0310 421	Equipment Rental	object code change - from 40.6293.0310 410	$ 100.00	
6/10/2026	40.6293.0313 410	Supplies	object code change - to 40.6293.0313 421		$ 70.00
6/10/2026	40.6293.0313 421	Equipment Rental	object code change - from 40.6293.0313 410	$ 70.00	
6/17/2026	40.6293.0300 434	Allowances	object code change - from 40.6293.0300 444	$ 100.00	
6/17/2026	40.6293.0300 444	Travel/Education/Conference	object code change - to 40.6293.0300 434		$ 100.00
6/17/2026	40.6293.0305 860	Hospitalization	object code change - to 40.6293.0305 861		$ 100.00
6/17/2026	40.6293.0305 861	Retirees Hospitalization	object code change -from 40.6293.0305 860	$ 100.00	
6/17/2026	40.6293.0310 860	Hospitalization	object code change - to 40.6293.0310 861		$ 250.00
6/17/2026	40.6293.0310 861	Retirees Hospitalization	object code change - from 40.6293.0310 860	$ 250.00	
6/23/2026	40.6293.0300 411	Rent-Building/Property	object code change - to 40.6293.0300 427		$ 319.51
6/23/2026	40.6293.0300 426	Subscriptions	object code changes - to 40.6293.0300 427		$ 183.20
6/23/2026	40.6293.0300 427	Memberships & Dues	object code change - from 40.6293.0300 426	$ 183.20	
6/23/2026	40.6293.0300 427	Memberships & Dues	object code change - from 40.6293.0300 411	$ 319.51	
6/23/2026	40.6293.0300 434	Allowances	object code change - from 40.6293.0300 439	$ 52.14	
6/23/2026	40.6293.0300 434	Allowances	object code change - from 40.6293.0300 470	$ 320.00	
6/23/2026	40.6293.0300 439	Misc Fees & Expenses	object code change - to 40.6293.0300 434		$ 52.14
6/23/2026	40.6293.0300 470	Contract	object code change - to 40.6293.0300 434		$ 320.00
6/23/2026	40.6293.0313 423	Telephone	object code change to 40.6293.0313 424		$ 13.78
6/23/2026	40.6293.0313 424	Postage	object code change from 40.6293.0313 423	$ 13.78	
6/23/2026	40.6293.0313 426	Subscriptions	object code change to 40.6293.0313 427		$ 202.06
6/23/2026	40.6293.0313 427	Memberships & Dues	object code change from 40.6293.0313 426	$ 202.06	
Public Health_Health Services - Public Health,Health Services					
6/9/2026	A.4189 410	Supplies	Budget transfer BT to 423$80 from 410		$ 80.00
6/9/2026	A.4189 423	Telephone	Budget transfer BT to 423$80 from 410	$ 80.00	
Sheriff_Sheriff Law Enf - Sheriff,Sheriff Law Enforcement					
6/3/2026	A.3110 444	Travel/Education/Conference	budget transfer within object code A.3110 470	$ 2,000.00	
6/3/2026	A.3110 470	Contract	budget transfer within object code to A.3110 444		$ 2,000.00
Social Services - Social Services					
6/1/2026	A.6010 410	Supplies	Budget transfer within object code to A.6010 436		$ 400.00
6/1/2026	A.6010 436	Advertising Fees	Budget transfer within object code from A.6010 410	$ 400.00	
6/12/2026	A.6010 260	Other Equipment	Budget Transfer out of object code from A.6010 410	$ 25.00	
6/12/2026	A.6010 410	Supplies	Budget Transfer out of object code to A.6010 260		$ 25.00
6/25/2026	A.6109 470	Contract	Budget transfer out of object code to A.6142 470		$ 2,000.00

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6/25/2026	A.6142 470	Contract	Budget transfer out of object code from A.6109 470	$	2,000.00		
Weights & Meas - Weights & Measures							
6/17/2026	A.6610 260	Other Equipment	BUDGET TRANSFER OUT OF OBJECT CODE FROM A.6610.410	$	345.88		
6/17/2026	A.6610 410	Supplies	BUDGET TRANSFER OUT OF OBJECT CODE TO A.6610.260			$	345.88

ITEM 3

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: July 21, 2026

(a) **Purpose of Amendment:** Amend County Budget to reflect revenues from a New York State Division of Homeland Security and Emergency Services Public Safety Answering Point Operations Grant Program (PSAP) grant award.

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

A.3020.4058 110	Sheriff's 911 2025-26 PSAP Grant - Salaries Regular	$210,000
A.3020.4058 810	Sheriff's 911 2025-26 PSAP Grant - Retirement	$62,057
A.3020.4058 830	Sheriff's 911 2025-26 PSAP Grant - Social Security	$13,020
A.3020.4058 831	Sheriff's 911 2025-26 PSAP Grant - Medicare	$3,045

(c) **Revenue Code (with title), and amount:**

A.3020.4058 3380	Sheriff's 911 Center SFY 2025-26 PSAP Grant State Homeland Security Grant Program	$288,122

ITEM 4A

RESOLUTION REQUEST FORM NO. 8

*Request to <u>Establish</u> Capital Project or Capital <u>Reserve</u> Project**

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

DEPARTMENT NAME: Planning and Community Development

DATE: July 9, 2026

(a) Exact Title* **and** Number of Project (**must be obtained from Treasurer's Office**):
TAG Pro-Housing H455

(b) Is this a Capital Project?
Yes

(c) Is this a Capital Reserve Project?

(d) Amount of Project:
$230,000

(e) Source of Funding (including name & title of codes, etc.):
TAG Pro-Housing

(f) Purpose of Establishment:
Warren County Planning Department received $230,000 grant to develop online permitting for 4 municipalities. Grant is reimbursement based.

***Title should reflect department if possible:**

i.e. Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as *<u>Airport</u> Replace VASI with PAPI*.

ITEM 4B

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: July 22, 2026

(a) Purpose of Amendment: **To receive reimbursement from Tourism/Occupancy Tax for the amount of $1872.50 to cover the remaining costs of the 2025 Hospitality Workforce Awards Celebration, per Resolution 66 of 2026.**

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

40.6293.0358 439 $1872.50

(c) Revenue Code (with title), and Amount: **40.6293 $1872.50**

ITEM 5A

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: DPW

DATE: 7/22/2026

(a) Purpose of Grant: Feasibility study to determine future use of the Warren County Railroad

(b) Name of Grantor: Empire State Development

(c) Address of Contractor: 625 Broadway, Albany NY 12207

(d) Grantor's Contact Person and Telephone Number: Mary Rees (518) 270-1135

(e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? Award letter received

(f) Effective Date of Grant: 12/17/2025

(g) Termination Date of Grant: 12/17/2030

(h) Total Dollar Amount Involved (not to exceed): $100,000

(i) Deadline to Submit Grant Application and/or Grant Agreement: submitted per Reso 244 of 2025

(j) Is a Budget amendment required? If yes, also complete and submit Form No. 7.

(k) Are the funds to go into a Capital Project or Capital Reserve Project? Yes If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.

(i) Is a Local Share Required? Yes If Yes, Where are the Funds? List Budget Code (with title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: H 456 Railroad Feasibility Study - TBD

ITEM 5B

RESOLUTION REQUEST FORM NO. 8

*Request to <u>Establish</u> Capital Project or Capital <u>Reserve</u> Project**

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

DEPARTMENT NAME: DPW - Parks and Recreation

DATE: 7/22/26

(a) Exact Title **and** Number of Project **(must be obtained from Treasurer's Office)**: H - 456 Railroad Feasibility Study

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Project: $100,000 ($50,000 from NYS, $50,000 local match)

(e) Source of Funding (including name & title of codes, etc.): TBD

(f) Purpose of Establishment: To determine the future use of the railroad and the rail corridor.

ITEM 5C

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: 7/22/26

(a) Purpose of Request: Appropriate from DM 894.00 Reserve, Motor Fuel Systems into DM.5140 470 Road Machinery Motor Fuel Farms Contract.

(b) Details: Appropriate $30,000.00 from DM 894.00 Reserve for Motor Fuel Systems and increase DM.5140 470 Road Machinery Motor Fuel Farms contract. Funds being moved into contract code for the replacement of the Hague aboveground fuel tanks.

(c) Previous Resolution Number: NA

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: DM 894.000 Reserve, Motor Fuel Systems - $30,000

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

* as listed in budget and LOGOS

ITEM 5D

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: 7/22/26

(a) Purpose of Request: Appropriate $114,000 from DM 909.00 Fund Balance into DM.5140 470 Road Machinery Motor Fuel Farms Contract.

(b) Details: Appropriate $114,000 from DM 909.00 Fund Balance and increase DM.5140 470 Road Machinery Motor Fuel Farms contract. Funds being moved into contract code for the replacement of the Hague aboveground fuel tanks.

(c) Previous Resolution Number: NA

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: DM 909.00 Fund Balance - $114,000

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

* as listed in budget and LOGOS

ITEM 6A

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: BOE

DATE: July 21, 2026

(a) Purpose of Amendment: **BALLOTS BY MAIL FUNDS GRANT $18,762.60**

(b) Appropriation Code, Object Code, Full Title and Amount: **A.1450.424 Postage $18,762.60**

(c) Revenue Code (with title), and Amount: **A.1450.3057 Ballot by Mail Grant $18,762.60**

ITEM 6B

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: BOE

DATE: JULY 21, 2026

(a) Purpose of Amendment: **GENERAL ELECTION FUNDS GRANT $15,094.28**

(b) Appropriation Code, Object Code, Full Title and Amount: **A.1450.439 Misc Fees & Expenses $15,094.28**

(c) Revenue Code (with title), and Amount: **A.1450.3052 NYS Aid to Localities $15,094.28**

ITEM 6C

RESOLUTION REQUEST FORM NO. 9

*Request to Increase or Decrease or Amend Existing 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: **CLERK OF THE BOARD**

DATE: **07/21/2026**

(a) Exact Title and Number of Project*:
H437, Board Room Renovations

(b) Is this a Capital Project?
Yes

(c) Is this a Capital Reserve Project?

(d) Amount of Increase (if applicable):
$50,000

(e) Amount of Decrease (if applicable):

(f) Source of Funding (if Increase) (including name & title of codes, etc.):
A.1010.4999 470, Legislative Board, American Rescue Plan Act (ARPA), Contract - funding from liquidated PO#2023-570 (Lake Champlain-Lake George Regional Planning Board)

(g) Changes in Funding (if Amendment):

(h) Purpose of Increase or Decrease or Amendment:
To move unused LCLGRPB funding to Board Room Renovation Project

ITEM 6D

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 Attorney**

DATE: **7/21/26**

(a) Purpose of Amendment: **Amending the budget to increase Revenue Code A.1420 2680 in the amount of $100,000 which was received from the County's insurance carrier as the sub-limit for the social engineering fraud claim under the crime policy with regards to the ACH fraud.**

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

(c) Revenue Code (with title), and Amount: **A.1420 2680 Law (County Attorney), Insurance Recoveries - $100,000**

ITEM 6E

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: Information Technology

DATE: July 2026

(a) Purpose of Request: **To appropriate funds from the Computer Reserve Fund to departmental budgets to purchase computers and related equipment and software.**

(b) Details:

County Clerk	**A.1410 220.1**	**$27,000**

(c) Previous Resolution Number: **N/A**

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and amount: **A.895.00 Computer Reserve Fund**

* as listed in budget and LOGOS

ITEM 7

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: **Risk & Safety Committee**

DATE: **7/30/26**

(a) Purpose of Request: **Adopting the Warren County Investment Policy**

(b) Details: **The Risk & Safety Committee approved the proposed Policy for Electronic-Wire Transfers and E-banking at the June 10, 2026 meeting after identifying the absence of a Board of Supervisors approved policy which establishes protocols to ensure compliance with New York State laws. The proposed policy will provide uniform and consistent standards for Investment across the County.**

(c) Previous Resolution Number: **N/A**

(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

ITEM 7

COUNTY INVESTMENT POLICY

I. Purpose, Scope, and Authority.

This Investment Policy ("Policy") sets forth the investment objectives, standards, and procedures governing the management of public funds of the County of Warren (the "County"). This Policy shall be effective upon adoption by the County Board of Supervisors (the "Board") and shall remain in effect until amended or superseded pursuant to State preemption or Board resolution.

This Policy is adopted to ensure the prudent and systematic investment of County funds in a manner that safeguards principal, provides liquidity to meet operating needs, and achieves a reasonable return within statutory constraints. This Policy is adopted pursuant to Sections 10, 11, and 39 of the General Municipal Law and applies to all money and other financial resources available for investment by the County.

This Policy is adopted pursuant to and in conformity with the General Municipal Law which governs local government investment policies, permissible investments, and deposit/collateral requirements. The County is limited to highly secure, short-term instruments to ensure maximum liquidity and preservation of principal. Except for cash in certain restricted and special funds, the County shall consolidate cash balances from all funds to maximize potential investment earnings. Investment income earned shall be allocated to the various funds based upon their respective participation and in accordance with generally accepted accounting principles.

II. Definitions.

Chief Fiscal Officer: The County employee duly authorized by Board resolution as the Chief Fiscal Officer by the County Board of Supervisors as responsible for custody and management of County funds. If one has not been delegated by resolution, the Chair of the Board of Supervisors shall be the default Chief Fiscal Officer for the purposes of this Investment Policy.

Depositories: An independent, legally mandated entity (often a bank) responsible for the safekeeping of assets, monitoring cash flows, and overseeing compliance for investment funds to protect investors.

Eligible Security: A financial instrument—typically government bonds, high-quality corporate debt, or cash—deemed acceptable by law, regulation, or a clearing corporation to serve as collateral, margin, or investments for banks that must meet specific government quality and liquidity standards, such as being freely tradable, rated by approved services, or guaranteed by a government entity as set forth in General Municipal Law Section 10.

Investment: An investment is the commitment of money, capital, or resources with the expectation of generating income, profit, or appreciation over time. It generally involves acquiring assets (like stocks, real estate, or debt) or, in business law, funding ventures to secure a financial return rather than mere consumption.

Security Market Value: The current, objective price at which it can be bought or sold in a competitive market, typically determined by the most recent closing price, the mean between bid/ask prices, or a volume-weighted average reflecting the fair market price at a specific, often regulated, date

Pro-rate Portion of Financial Securities: The allocation of dividends, interest, shares, or liabilities proportionally based on an investor's percentage ownership or a specified ratio.

Additionally, the terms "public funds," "public deposits," "bank," "trust company," "eligible securities," "eligible surety bond," and "eligible letter of credit" shall have the same meanings as set forth in General Municipal Law Section

III. Objectives.

1. The primary objectives of the County's investment activities are:

    a. To conform to all state and federal laws regarding public funds as stated in the General Municipal Law and guidelines issued by the Office of the NYS Comptroller;
    b. To adequately safeguard principal (safety). Preservation of principal is a critical objective of The County's investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio, and mitigates both credit risk and interest rate risk;
    c. To provide sufficient liquidity to meet all operating requirements (liquidity) the County's investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated; and
    d. To obtain a reasonable rate of return (yield). The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs as forecasted by internal cash flow models. Return on investment shall be of secondary importance compared to the safety and liquidity objectives.

2. To achieve these objectives, the County will structure its investment decisions according to the maturity horizons of its funds which shall be continually evaluated through a liquidity analysis of both historical and projected cash flows..

IV. Delegation of Authority.

1. The Board, pursuant to County Law § 450, shall authorize the Chairperson of the Board of Supervisors the authority to execute banking and investment agreements on behalf of the County. The administration of the investment program is delegated to the Chief Fiscal Officer.

2. The Chief Fiscal Officer shall establish internal written procedures, which shall include the operation of the investment program consistent with this Policy. The written financial procedures established shall be reviewed by the County Risk and Safety Committee, the County Attorney, Board of Supervisors, and any committee which has been authorized by the Board.

3. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a database or records incorporating description and amounts of investments, transaction dates and other relevant information and regulate the activities of subordinate employees.

4. The Chief Fiscal Officer and their staff involved in investment activities shall pursue annual continuing education relating to the investment of public funds, collateralization, cash flow forecasting, and have a working up to date knowledge of applicable state and federal regulations.

V. Role of the Budget Officer.

1. The Chief Fiscal Officer shall be guided in their implementation of the investment policy by the Budget Officer.

2. The Chief Fiscal Officer, along with their staff, and the Budget Officer shall meet no less frequently than quarterly and shall review the performance of the County's investment program and future economic forecasts. The Budget Officer shall report to the Board of Supervisors no less than quarterly on such performance.

3. The Risk and Safety Committee shall be responsible for reviewing any proposed changes to this policy and recommending no less than annually, any amendments which determines should be submitted to the County Board of Supervisors for its consideration and adoption.

VI. Prudence and Investment Tolerance.

1. All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the County to govern effectively.

2. Investments shall be made with judgment and care in accordance with generally accepted accounting principles and the recommendations of the Office of the NYS Comptroller.

3. All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Disclosure of any conflicts of interests must be made in accordance with Article 18 of the General Municipal Law and the County's adopted Code of Ethics.

4. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and liquidity and sale of securities are carried out in accordance with the terms of this policy.

VII. Diversification.

The County shall diversify its deposits and investments by financial institution, by investment instrument and by maturity scheduling. The Board of Supervisors shall establish appropriate limits for the amount of investments which can be made with each financial institution or dealer, and shall evaluate this listing at least annually.

VIII. Internal Controls.

1. This Investment Policy adopts and incorporates by reference the terms and conditions of the County's Computer Use Policy or equivalent policy which may be amended from time to time. .

2. It shall be the policy of the County for all money collected by any officer or employee of the County to transfer those funds to the County Treasurer within three (3) business days of deposit, or within the time period specified in law.

3. The Chief Fiscal Officer and/or their designee shall be responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments of the County are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with the Chief Fiscal Officer's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

4. Accordingly, the Chief Fiscal Officer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

   a. Avoidance of collusion;
   b. Separation of transaction authority from accounting and record keeping;
   c. Custodial safekeeping;
   d. Avoidance of physical delivery securities;
   e. Clear delegation of authority to subordinate staff members;
   f. Written confirmation of transactions for investment and wire transfers; and
   g. A wire transfer agreement with the lead bank and third-party custodian in compliance with the General Municipal Law.

IX. Designated Depositaries

Pursuant to Section 212 of County Law, the following named banks and trust companies that are authorized for the deposit of money, and the maximum amount which may be kept on deposit at any time, are:

Depositary Name	Maximum Amount
Arrow Bank National Association	$125,000,000.00
Community Bank	$10,000.00
JP Morgan Chase	$8,000,000.00
M&T Bank	$2,000,000.00
NBT Bank, N.A.	$4,000,000.00

X. Securing Deposits and Investments.

In accordance with the provisions of General Municipal Law § 10, all deposits of the County, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured by one or more of the following:

1. By a pledge of "eligible securities" with an aggregate "market value" as provided by General Municipal Law § 10.

2. A pro rata pledge of pool eligible securities, having in the aggregate a market value at least equal to the aggregate amount of deposits, together with a security agreement as set forth in General Municipal Law § 10(3)(a).

3. By an eligible "irrevocable letter of credit" issued by a qualified bank, other than the bank with the deposits, in favor of the County for a term not to exceed ninety (90) days with an aggregate value equal to one hundred forty (140%) of the aggregate amount of deposits and the agreed-upon interest, if any. A qualified bank shall be one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three (3) highest rating categories by at least one (1) nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.

4. By an eligible surety bond payable to the County for an amount at least equal to one hundred percent (100%) of the aggregate amount of deposits and the agreed-upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two (2) nationally recognized statistical rating organizations.

XI. Safekeeping and Collateralization.

Eligible securities used for collateralizing deposits made by officers of the County shall be held by the depositary or a third party bank or trust company subject to security and custodial agreements. The security agreement shall provide that eligible securities (or the pro rata portion of a pool of eligible securities) are being pledged to secure such deposits together with agreed-upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon a default. It shall also provide the conditions under which the securities (or pro rata portion of a pool of eligible securities) held may be sold, presented for payment, substituted or released and the events of default which will enable the local government to exercise its rights against the pledged securities.

In the event that the pledged securities are not registered or inscribed in the name of the County, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the County or the custodial bank or trust company. Whenever eligible securities delivered to the custodial bank or trust company are transferred by entries on the books of a federal reserve bank or other book-entry system operated by a federally regulated entity without physical delivery of the evidence of the obligations, then the records of the custodial bank or trust company shall be required to show, at all times, the interest of the County in the securities (or the pro rata portion of a pool of eligible securities) as set forth in the security agreement.

The custodial agreement shall provide that pledged securities (or the pro rata portion of a pool of eligible securities) will be held by the custodial bank or trust company as agent of, and custodian for, the County, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt, substitution or release of the collateral and it shall provide for the frequency of revaluation of collateral by the custodial bank or trust company and for the substitution of collateral when a change in the rating of a security causes ineligibility. The security and custodial agreements shall also include all other provisions necessary to provide the County with a perfected security interest in the eligible securities and to otherwise secure the County's interest in the collateral, and may contain other provisions that the Board of Supervisors deems necessary.

1. Eligible securities used for collateralizing deposits shall be held by a third-party bank, subject to security and custodial agreements.

2. The security agreement shall provide that eligible securities are being pledged to secure County deposits, together with agreed-upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which shall enable the County to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of Warren County, such securities shall be delivered in a form suitable for transfer or with an assignment in trust to Warren County or its custodial bank.

3. The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for Warren County, shall be kept separate and apart from the general assets of the custodial bank or trust company and shall not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The custodial agreement shall also describe that the custodian shall confirm the receipt, substitution or release for the securities. It shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. It shall include all provisions necessary to provide Warren County with a perfected interest in the securities.

4. The Chief Fiscal Officer, or if one has not been named the County Treasurer, shall maintain an external list of financial institutions authorized to provide investment services to Warren County which shall be reported to the Budget Officer and the Board of Supervisors on at least a quarterly basis. In addition, a list shall be maintained of approved security broker/dealers selected by creditworthiness (e.g., a minimum capital requirement of Ten Million Dollars ($10,000,000) and at least five (5) years of operation). These may include "primary" dealers of regional dealers that qualify under the Securities and Exchange Commission Rule 15c3-1 (uniform net capital rule).

5. All financial institutions and brokers/dealers who desire to become qualified for investment transactions with the County must supply the following when/where appropriate:

   a. Audited financial statements;
   b. Proof of FINRA -Financial Industry Registration Authority;
   c. Proof of New York State registration;
   d. Completed broker/dealer questionnaire; and
   e. Certification of having and understood and agreeing to comply with this investment policy.

6. An annual review of the financial condition and registration of qualified financial institutions and broker/dealers shall be conducted by the Chief Fiscal Officer and those reports presented to the Budget Officer and the Board of Supervisors for review and approval.

XII. Permitted Investments.

Collateral pledged to secure County deposits and investments shall consist only to the extent and in the manner permitted by Sections 10 and 11 of the General Municipal Law, including, but not limited to the following:

1. As authorized by the General Municipal Law, the Board of Supervisors authorizes the Chief Fiscal Officer to invest money not required for immediate expenditure, for terms not to exceed the County's projected cash flow needs, in the following types of investments:

    a. Special time deposit accounts;
    b. Certificates of deposit;
    c. Obligations of the United States of America;
    d. Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America;
    e. Obligations of the State of New York;
    f. Obligations issued pursuant to LFL § 24.00 or § 25.00 (with approval of the NYS Comptroller) by any municipality, school district or district corporation, other than Warren County;
    g. Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general NYS statutes governing such entities or whose specific enabling legislation authorizes such investments;
    h. Certificates of Participation (COPs) issued pursuant to General Municipal Law § 109-b;
    i. Certificates and accounts collateralized through a deposit placement program 9e.g. Insured Cash Sweep Accounts and/or Certificate of Deposit Account Registry Service);
    j. Obligations of Warren County, but only with any money in a reserve fund established pursuant to General Municipal Law § 6-c, 6-d, 6-e, 6-g, 6-h, 6-j, 6-k, 6-1, 6-m or 6-n;
    k. Cooperative investment agreements with other municipal corporations pursuant to Articles 3-A and 5-G of the General Municipal Law, including local government investment pools authorized by law, including, but not limited to NYCLASS and the NY MiniTrust;
    l. No-load money market mutual funds registered under the Securities Act of 1933, as amended, and operated in accordance with Rule 2a-7 of the Investment Company Act of 1940, as amended, provided such funds are limited to obligations of the United States of America or obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America, and are rated in the highest rating category by at least one (1) nationally recognized statistical rating organization; OR
    m. Any other investment authorized by the General Municipal Law and the NYS Comptroller.

2. All investment obligations shall be payable or redeemable at the option of the County at such times as the proceeds shall be needed to meet expenditures for purpose for which the money were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the County within two (2) years of the date of purchase.

XIII. Authorized Financial Institutions and Dealers.

The County shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments which can be made with each financial institution or dealer. All financial institutions with which the County conducts business must be creditworthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the County and thereafter on a quarterly and an annual basis. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Chief Fiscal Officer shall be responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least quarterly and provided to the Budget Officer and the Board of Supervisors.

XIV. Purchase of Investments.

1. The County Chairperson of the Board of Supervisors shall be authorized to contract for the purchase of investments:

    a. Directly, including through a repurchase agreement, from an authorized trading partner;
    b. By participation in a cooperative investment program with another authorized government entity pursuant to General Municipal Law Article 3A (Chapter 623 of the Laws of 1998), where such program meets all the requirements set forth and the specific program has been authorized by the Board of Supervisors; or
    c. By utilizing an ongoing investment program pursuant to a contract authorized by the Board of Supervisors.

2. All purchased obligations, unless registered or inscribed in the name of Warren County, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the County by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law § 10.

3. The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for Warren County, shall be kept separate and apart from the general assets of the custodial bank or trust company and shall not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the County with a perfected interest in the securities.

4. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law Section 10(3)(a). The agreement shall provide that securities held by the bank or trust company, as agent of, and custodian for, the County, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to secure the County's perfected interest in the securities, and the agreement may also contain other provisions that the Board of Supervisors deems necessary. The security and custodial agreements shall also include all other provisions necessary to provide the County with a perfected interest in the securities.

5. The Chief Fiscal Officer, when authorized by Board Resolution, may direct the bank or trust company to register and hold the evidence of investments in the name of its nominee, or may deposit or authorize the bank or trust company to deposit, or arrange for the deposit of any such evidence of investments with a federal reserve bank or other book-entry transfer system operated by a federally regulated entity. The records of the bank or trust company shall show, at all times, the ownership of such evidence of investments, and they shall be, when held in the possession of the bank or trust company, at all times, kept separate from the assets of the bank or trust company. All evidence of investments delivered to a bank or trust company shall be held by the bank or trust company pursuant to a written custodial agreement as set forth in General Municipal Law Section 10(3) (a), and as described earlier in this section. When any such evidence of investments are so registered in the name of a nominee, the bank or trust company shall be absolutely liable for any loss occasioned by the acts of such nominee with respect to such evidence of investments

XV. Repurchase Agreements.

Repurchase agreements are authorized subject to the following restrictions:

1. All repurchase agreements must be entered into subject to a Master Repurchase Agreement.

2. Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting

dealers.

3. Obligations shall be limited to obligations of the United States of America and obligations of agencies of the United States of America where principal and interest are guaranteed by the United States of America.

4. No substitution of securities shall be allowed.

5. The custodian shall be a party other than the trading partner.

XVI. Temporary Investments.

The County hereby adopts the regulations promulgated in General Municipal Law Chapter 24, Article 2 Section § 11 in accordance with temporary investments made on behalf of the County.

XVII. Reporting.

1. Methods.

   The Chief Fiscal Officer, or if one has not been appointed, the County Treasurer, shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. This management summary shall be prepared in a manner which shall allow the County to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report shall be provided to the Budget Officer, and the Board of Supervisors on at least a quarterly basis and shall include the following:

   a. Listing of individual securities held at the end of the reporting period.
   b. Realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities over one-year duration that are not intended to be held until maturity.
   c. Average weighted yield to maturity of portfolio on investment as compared to applicable benchmarks including, but not limited to the US Treasury Bill Indices, NYCLASS daily rates, or other benchmarks recognized by the Office of the NYS Comptroller.
   d. Listing of investments by maturity date.
   e. Percentage of the total portfolio that each type of investment represents.
   f. Portfolio concentration by financial institution

2. Performance standards.

   The investment portfolio shall be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market economic environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis and reported to the Budget Officer and Board of Supervisors no less than quarterly.

XVIII. Policy Considerations.

This policy shall be reviewed and readopted on an annual basis by the Board of Supervisors. Changes to this Policy must be approved by the Risk and Safety Committee and Board of Supervisors prior to any changes being made by the Chief Fiscal Officer.

PERSONNEL COMMITTEE
AGENDA
JULY 30, 2026

ITEM 8

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) Referral from the County Facilities Committee *(Chaired by Supervisor Bruno):*
Fire Prevention & Building Code Enforcement (Charles Wallace, Director) -
Request to amend the Table of Organization & Salary Schedule to create three new Fire Prevention & Building Code Enforcement Officer positions, *Base Annual Salary $61,641,* effective August 20, 2026.

3) Referral from the Support Services Committee *(Chaired by Supervisor Gilligan):*
County Clerk (Carrie Black, County Clerk) -
Request to amend the Table of Organization and Salary Schedule to fund the position of Principal Legal Recording Clerk, *Grade 15, Base Annual Salary $67,589,* and unfund but retain the Legal Recording Clerk position, effective August 20, 2026.

4) Requests from the County Attorney *(Kimberly Richards, County Attorney):*
A) Request for an executive session pursuant to Section 105(1)(d) of the Public Officer's Law for the purpose of discussing proposed, pending or current litigation regarding *Kathleen Innes v. County of Warren, et al.*, Federal District Court NDNY Case No. 1:22-cv-00641 (BKS/TWD).
B) Request to authorize the County Attorney to negotiate and settle claims through outside counsel in the matter of *Kathleen Innes v. County of Warren, et al.,* Federal District Court NDNY Case No. 1:22-cv-00641 (BKS/TWD), and to authorize the Chairman of the Board to sign any settlement documents, in a form approved by the County Attorney.

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: Fire Prevention & Building Code Enforcement

DATE: 7/13/2026

(a) Title of Requested Position: Fire Prevention & Building Code Enforcement Officer

(b) Annual **Base** Salary (and Grade if Applicable): Grade 17 $61,641

(c) Effective Date for New Position*: Subject to full board approval
**Please do not backdate unless the purpose is to correct an error.*

(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):
None

(e) Where are Funds in the Budget for this Position?
List Budget Code, Object Code, Full Title and Amount:
A.3620 110

(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:

(g) Has Director of Human Resources Reviewed and Approved of the New Position Title? ☐ YES ☐ NO
*(approval is necessary **BEFORE** bringing the request to Committee)* **HR Director Initial** ______

(h) Had 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:

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 Clerk**

DATE: **7/7/2026**

(a) Purpose of Request:
Fund Principal Legal Recording Clerk and unfund a Legal Recording Clerk - TBD.

(b) Details:
This request was approved in March at committee level and funding is in the 2026 Budget. However, we did not know which position to unfund due to the promotional process so it was pulled from the Board's agenda. This time we should know which position will be unfunded before the 8/19 Board Meeting.

(c) Previous Resolution Number:
2025/436

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
None needed

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

* as listed in budget and LOGOS