WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **SUPPORT SERVICES**

DATE: **MAY 19, 2026**

COMMITTEE MEMBERS PRESENT:		**OTHERS PRESENT:**	
SUPERVISORS	GILLIGAN	AMANDA ALLEN, CLERK OF THE BOARD	
	TURNER	JESSICA BURNHAM, SELF-INSURANCE ADMINISTRATOR	
	DRISCOLL	MIKE COLVIN, DIRECTOR, INFORMATION TECHNOLOGY	
	STRAINER	JOHN TAFLAN, COUNTY ADMINISTRATOR	
	MADAY	AMY TURCOTTE, LEGAL OFFICE COORDINATOR	
		REPRESENTING THE TREASURER'S OFFICE:	
COMMITTEE MEMBERS ABSENT:		CHRISTINE NORTON, COUNTY TREASURER	
SUPERVISORS	STROUGH	MONICA STARK, DEPUTY COUNTY TREASURER	
	ETU	KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD	
		SUPERVISORS	BRUNO
			BUTLER
			O'NEILL
			WILD
		TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR	
		LESLIE LOVELACE, LEGISLATIVE OFFICE SPECIALIST	

Please note, the following contains a summarization of the May 19, 2026 meeting of the Support Services Committee; the meeting in its entirety can be viewed using the following links:
Warren County website - https://warrencountyny.gov/mma
Warren County's YouTube Channel - https://www.youtube.com/watch?v=6ShSsYQUl6g

Copies of the Clerk of the Board; County Administrator; County Attorney; Information Technology; Self-Insurance; and Treasurer agendas were distributed; copies of the agendas are on file with the meeting minutes.

Ms. Gilligan called the meeting of the Support Services Committee to order at 9:47 a.m.

Motion was made by Ms. Turner, seconded by Mr. Strainer and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the minutes from the previous Support Services Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor and public comments were called for, but there was no one wishing to speak.

The Committee began with review of the Action Agenda/New Business Items portion of the Information Technology agenda, which included the following requests:

1. To amend the contract with Reverus Corporation to remove the hourly rate and increase the not to exceed amount from $10,000 to $20,000 for a term commencing upon execution and terminating with 45 days written notice by either party. *(Previous Resolution No. 487 of 2019)*

Motion was made by Ms. Turner and seconded by Mr. Strainer to approve the request as presented; following, discussion, Ms. Gilligan called the question and the motion was carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and the necessary resolution was authorized for the June 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. To appropriate funds in the amount of $20,000 from Budget Code A.895.00, *Computer Reserve Fund,* to Budget Code A.1680 220.1, *Information Technology,* to purchase computers and related equipment and software.

Motion was made by Mr. Driscoll and seconded by Mr. Maday to approve the request as presented; following discussion, Ms. Gilligan called the question and the motion was carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

There being no further Information Technology business to discuss, Committee commenced with a review of the Treasurer's Action Agenda/New Business Items, which included the following requests:

1. To authorize the County Treasurer to enter into agreements with Arrow Bank *(Previous Resolution No. 746 of 1998)*

Committee was advised Item #1 was not necessary as authorization for the Chair of the Board to enter into agreements with Arrow Bank was provided by Resolution No. 48 of 2026.

2. To authorize a transfer of funds in the amount of $1,000 from Budget Code A.1325 110, *Salaries - Regular,* to Budget Code A.1325 120, *Salaries - Overtime,* to cover overtime related to training.

Motion was made by Mr. Maday, seconded by Ms. Turner and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

3. To renew the contract with Fitzgerald Morris Baker Firth, P.C. at a rate of $365 per hour (not to exceed $25,000 per year) for bond counseling services over a term commencing January 1, 2026 and terminating December 31, 2027. *(Previous Resolution No. 508 of 2024)*

Motion was made by Mr. Driscoll and seconded by Mr. Strainer to approve the request as presented; following discussion, Ms. Gilligan called the question and the motion was carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and the necessary resolution was authorized for the June 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Christine Norton, *County Treasurer,* apprised the property tax upgrade went live on May 1st, the time management system went live May 4th and was going well so far, and her Office was currently focusing on the Occupancy Tax portal. She informed Finance School, hosted by the New York State Association of Counties *(NYSAC*) was being held May 20-22 at The Queensbury Hotel.

There being no further Treasurer's business to discuss, review of the County Administrator agenda commenced with the Action Items, included the following requests:

a. To authorize a transfer of funds totaling $325,000 from Budget Code A.1990 469.01, *Contingent Account-Other Payments/Salaries,* to various budget codes to cover the cost of negotiated contracts with members of the Police Benevolent Association, Corrections and Patrol Supervisors in the Sheriff's Department and associated fringe benefits for 2026.

Motion was made by Mr. Maday, seconded by Ms. Turner and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and referred to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

b. To authorize a transfer of funds totaling $4,276 from Budget Code A.1990 469, *Contingent Account-Other Payments/Contributions,* to various budget codes to cover the State Mandated increase of the District Attorney salary effective April 1, 2026.

Motion was made by Mr. Maday, seconded by Mr. Strainer and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

There being no further County Administrator business to discuss, review of the County Attorney agenda commenced with the Action Agenda/New Business Items, which included the following requests:

a. To appropriate funds in the amount of $24,500 from Budget Code A.863.00, *Reserve Insurance,* to Budget Code A.1420 419, *Law (County Attorney) Settlements,* to cover the cost of the insurance deductible regarding settlement agreement with Timothy E. McIntyre and Brenna R. Michalak. *(Previous Resolution No. 518 of 2023)*

Motion was made by Ms. Turner, seconded by Mr. Driscoll and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

b. To amend the County Budget in the amount of $250,000 to increase Budget Code A.1420 2680, *Law (County Attorney), Insurance Recoveries,* to reflect receipt of cyber liability insurance payment pertaining to the ACH fraud.

Motion was made by Mr. Strainer, seconded by Ms. Turner and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

A review of the Discussion Items portion of the agenda included the following item:

1. Insurance Reserve Payment Report as of April 30, 2026; a copy of which is on file with the meeting minutes.

There being no further County Attorney business to discuss, Committee commenced with a review of the Action Agenda/New Business Items portion of the Self-Insurance agenda, which included the following requests:

1. To authorize a new contract with Prodigy Care Services to provide pharmacy network vendor services for the Workers' Compensation Plan, pursuant to the terms and provisions of the specifications (WC 18-26) and proposal for a term commencing June 1, 2026 and terminating May 31 2027, with the option for two annual renewals.

Motion was made by Mr. Strainer, seconded by Mr. Maday and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and the necessary resolution was authorized for the June 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. To authorize an agreement with Nicosia Law, PC in an amount not to exceed $100,000 per year to provide legal representation of Warren County Self-Insurance Plan Workers' Compensation cases over a term commencing upon execution and terminating one year after commencement date, with the option for two additional one-year renewals.

Motion was made by Mr. Strainer, seconded by Mr. Maday and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and the necessary resolution was authorized for the June 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

John Taflan, *County Administrator,* recognized Jessica Burnham, *Self-Insurance Administrator,* and Jennifer Smith, *Deputy Insurance Administrator,* for arranging Highway Employee Safety Days which were being held until 2:00 p.m. and again tomorrow from 7:00 a.m. until 3:00 p.m. at the Painted Pony Rodeo.

There being no further Self-Insurance business to discuss, review of the Action Agenda/New Business Items portion of the Clerk of the Board agenda commenced which included a request to amend Resolution No. 196 of 2025, *Approving Standard Work Day and Time Reporting Resolution for All Elected and Appointed Officials for Retirement Purposes,* to include updated reporting information.

Motion was made by Mr. Maday, seconded by Mr. Driscoll and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)* to approve the request as outlined above and the necessary resolution was authorized for the June 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor and public comments were called for, but there was no one wishing to speak.

As there was no further business to come before the Support Services Committee, on motion made by Mr. Strainer, seconded by Ms. Turner and carried by a unanimous vote of those present *(Messrs. Strough and Etu absent)*, Ms. Gilligan adjourned the meeting at 10:05 a.m.

Respectfully Submitted,
Leslie Lovelace, Legislative Office Specialist