WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **SUPPORT SERVICES**

DATE: **AUGUST 24, 2026**

COMMITTEE MEMBERS PRESENT:		**OTHERS PRESENT:**	
SUPERVISORS	GILLIGAN	JULIE BUTLER, PURCHASING AGENT	
	STROUGH	MONICA STARK, DEPUTY COUNTY TREASURER	
	TURNER	AMANDA ALLEN, CLERK OF THE BOARD	
	DRISCOLL	KIMBERLY RICHARDS, COUNTY ATTORNEY	
	STRAINER	JOHN TAFLAN, COUNTY ADMINISTRATOR	
	MADAY	SUPERVISORS	BUTLER
	ETU		CROCITTO
			O'NEILL
			WILD
		TAMMIE DELORENZO, ASSISTANT COUNTY ADMINISTRATOR	
		LESLIE LOVELACE, LEGISLATIVE OFFICE SPECIALIST	

Please note, the following contains a summarization of the August 24, 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=jqBNPJqUjO8

Copies of the Purchasing; Treasurer; and County Attorney 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 10:43 a.m.

Motion was made by Mr. Strainer, seconded by Ms. Turner and carried by a unanimous vote of those present *(Mr. Maday 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 Purchasing agenda, which included the following request:

1. To approve and adopt revisions to the Warren County Purchasing Policy. *(Previous Resolution No. 155 of 2026)*

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

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

1. To authorize Arrow Bank to issue a letter of credit on behalf of Warren County to Highmark Blueshield of Northeastern New York as an alternative to pre-funding the health insurance account. *(Previous Resolution No. 437 of 2023)*

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

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

a. To amend Resolution No. 203 of 2026 to include an additional appropriation in the amount of \$40,000 from Budget Code A.863.00, *Reserve, Insurance,* to Budget Code A.3110 418.1, *Sheriff's Law Enforcement,* for payment of out-of-pocket commercial deductible property and casualty claims and actions incurred in 2026. *(Previous Resolution Nos. 203 of 2026 and 40 of 2026)*

Motion was made by Mr. Strough, seconded by Mr. Etu and carried by a unanimous vote of those present *(Mr. Maday 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 Table of Organization and Salary Schedule to create the new position of Secretary to County Attorney #2, *Annual Salary \$61,389*, effective October 1, 2026.

Motion was made by Ms. Turner and seconded by Mr. Driscoll 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 *(Mr. Maday absent)* to approve the request as outlined above and refer same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

c. To amend Resolution No. 318 of 2026 to include settlement amount of \$87,500 in the matter of Kathleen Innes v. County of Warren, et. al.

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 *(Mr. Maday absent)* to approve the request as outlined above and the necessary resolution was authorized for the September 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

d. To appropriate funds in the amount of \$87,500 from a source of funding to be determined to Budget Code A.3110 419, *Sheriff's Law Enforcement, Settlements,* to cover the cost of the settlement in the matter of Kathleen Innes v. County of Warren, et. al.

Motion was made by Mr. Strainer, seconded by Ms. Turner and carried by a unanimous vote of those present *(Mr. Maday 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.*

Mr. Maday entered the meeting at 10:51 a.m.

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

1. Insurance Reserve Payment Report as of July 31, 2026; a copy of which is on file with the meeting minutes.

Privilege of the floor and public comment was 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 Mr. Etu and carried unanimously, Ms. Gilligan adjourned the meeting at 10:52 a.m.

Respectfully Submitted,
Leslie Lovelace, Legislative Office Specialist