

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: JANUARY 30, 2020

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER  
GERAGHTY  
BEATY  
MCDEVITT  
MERLINO  
SIMPSON  
STROUGH

OTHERS PRESENT:

MIKE SWAN, COUNTY TREASURER  
FRANK THOMAS, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISORS BRUNO  
DIAMOND  
DICKINSON  
DRISCOLL  
HOGAN  
LEGGETT  
MAGOWAN  
SEEBER  
WILD  
ROBERT BLAIS, MAYOR, VILLAGE OF LAKE GEORGE  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
DOUG MILLER, ADIRONDACK SPORTS COMPLEX  
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT  
DON LEHMAN, *THE POST STAR*  
THOM RANDALL, *ADIRONDACK JOURNAL*  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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COMMITTEE MEMBERS ABSENT:

SUPERVISORS CONOVER  
BRAYMER

*Please note, the following contains a summarization of the January 30, 2020 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://www.warrencountyny.gov/gov/comm/Archive/2020/finance/>*

Mrs. Frasier called the meeting of the Finance Committee to order at 11:27 a.m.

Motion was made by Mr. McDevitt, seconded by Mr. Geraghty and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Commencing with the Action Agenda, Mrs. Frasier requested approval of Item 1 which consisted of a request for transfers of funds as attached for Committee approval.

Motion was made by Mr. Geraghty, seconded by Mr. Merlino and carried by majority vote, with Mr. Strough recusing due to his membership on the SUNY Adirondack Board of Trustees, to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Proceeding with the Agenda review, Mrs. Frasier advised Item 2 concerned an Item/Request to be

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discussed by the County Treasurer regarding a request to establish Reserve A 917.00, *Assigned Fund Balance, SUNY Adirondack Operations*, in the amount of \$150,000 for the purpose of funding Warren County's share of SUNY Adirondack operating costs.

Mike Swan, *County Treasurer*, stated it was necessary to establish an account to hold the funds that were set aside in the 2020 County Budget for this purpose.

Motion was made by Mr. Geraghty, seconded by Mr. Beaty and carried by majority vote, with Mr. Strough recusing due to his membership on the SUNY Adirondack Board of Trustees, to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Mrs. Frasier apprised that Agenda Items 3A-B pertained to the following referrals from the County Facilities Committee, *Airport*:

3A) Request to establish Capital Project H399, *Airport Snow Sweeper*, in the amount of \$640,000.

Motion was made by Mr. McDevitt, seconded by Mr. Strough and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

3B) Request to authorize an appropriation from Budget Code A892.00, *Airport Repair & Projects*, to Budget Code A.9950 910, *Transfers, Capital Projects*, in the amount of \$64,000 to cover the 10% Local Share amount.

Motion was made by Mr. Merlino, seconded by Mr. McDevitt and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Continuing with the Agenda review, Mrs. Frasier informed Agenda Item 4 concerned a referral from the Economic Growth & Development and Higher Education Committee, *Planning*, regarding a request to delegate authority to the County Administrator to authorize contract approvals, budget amendments and expenditures up to a cumulative total of \$99,798 to effectuate the Census Outreach Project, with the County Administrator to report back to the Economic Growth & Development and Higher Education Committee on all actions taken.

Ryan Moore, *County Administrator*, apprised for clarification purposes that it was necessary for the authority to be retroactive to today; he added he was also seeking guidance from the Committee on what limit they would like to place on the amount of money he could use to pay expenses before they received an award letter from the State because those funds would not be eligible for reimbursement.

A discussion ensued during which Mr. Geraghty suggested they authorize Mr. Moore to move forward with authorizing contract approvals, budget amendments and expenditures up to a cumulative total of \$50,000, retroactive to January 30, 2020 and the Committee members concurred.

Motion was made by Mr. Strough, seconded by Mr. Merlino and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Mrs. Frasier advised Agenda Items 5A-D pertained to the following referrals from the Health Services Committee:

- 5A) *Health Services* - Request to amend the County Budget in the amount of \$3,000 to reflect the receipt of Adirondack Health Institution (AHI) funds to cover the costs of Field Goods products being offered to WIC recipients.
- 5B) *Health Services* - Request to amend the County Budget in the amount of \$40,000 to reflect the receipt of AHI funds to support the New York State Delivery Systems Reform Incentive Payment Program (DSRIP) project.

Motion was made by Mr. Geraghty, seconded by Mr. Strough and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the February 21<sup>st</sup> Board Meeting.

- 5C) *Health Services* - Request to amend the 2019 County Budget in the amount of \$398,650 to adjust the Preschool Program to reflect the rate reconciliations for school years 2015 - 2020.

Mr. Geraghty apprised he felt the State could do a better job of completing their auditing process in a more timely fashion, as having to go back several years resulted in a significant expense for the County. He pointed out although the County was currently in good financial standing if that were to change it would be difficult to come up with the necessary funds to pay this expense. Mr. Beaty expressed his concern for Counties such as Washington and Essex, which were struggling financially, as this expense would put even more of a strain on their finances. Mr. Geraghty added the County had no say in this program, as it was another which was mandated by the State.

Motion was made by Mr. McDevitt, seconded by Mr. Geraghty and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

- 5D) *Office for the Aging* - Request to appropriate funds in the amount of \$8,946 from Budget Code A.691.00, *Deferred Revenues*, to various budget codes to move DSRIP funds into the OFA budget.

In regard to the prior request, Mr. Magowan asked what would occur if the County refused to pay the bill for the rate reconciliations pertaining to the Preschool Program. Mr. Moore responded as an example when Oneida County had refused to pay additional Medicaid expenses the State withheld its aid for every County department.

A discussion ensued.

Motion was made by Mr. Geraghty, seconded by Mr. Strough and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Mrs. Frasier advised Agenda Item 6 concerned a referral from the Human Services Committee, *Social Services*, involving a request to amend the County Budget in the amount of \$50,000 to reflect receipt of CARA State Grant funding.

Motion was made by Mr. Geraghty, seconded by Mr. Strough and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

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Agenda Item 7, Mrs. Frasier informed pertained to a referral from the Occupancy Tax Coordination Committee regarding a request to appropriate \$60,750 from Budget Code A.881, *Reserve-Occupancy Tax*, to fund the additional amount of Occupancy Tax awards given above the amount budgeted for 2020.

Mr. Simpson entered the meeting at 11:41 a.m.

Motion was made by Mr. McDevitt and seconded by Mr. Merlino to approve the request as outlined above.

Mr. Magowan apprised the County Treasurer had previously warned them to be mindful of their spending when it concerned the Occupancy Tax Reserve and yet once again a request was before them to appropriate additional funds from that account because more money was awarded than what was budgeted; he added this was concerning to him.

Motion was made by Mr. Geraghty, seconded by Mr. Beaty and carried unanimously to table the request and return it to the Occupancy Tax Coordination Committee for further discussion.

Mrs. Frasier stated Agenda Items 8A-B concerned the following referrals from the Park Operations & Management Committee:

- 8A) Request to authorize the Superintendent of Public Works to make reimbursements to the Village of Lake George for Charles R. Wood expenditures relating to Repair & Maintenance of Building/Property, Repair/Maintenance for Equipment and other various supplies up to \$2,500 per month and to authorize the County Treasurer to make any necessary budget amendments to increase appropriation codes using funds from Budget Code A.691.07, *Deferred Revenue - Gaslight Village Parking Fees*.

Motion was made by Mr. Merlino, seconded by Mr. Strough and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

- 8B) Request to appropriate funds in the amount of \$3,497.50 from Budget Code A.691.07, *Deferred Revenue - Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair & Maintain-Building/Property*, and authorize reimbursement to the Village of Lake George in the same amount for expenses incurred in relation to attendants for the Charles R. Wood Park during the months of October, November and December of 2019.

Mr. Geraghty asked Kevin Hajos, *Superintendent of Public Works*, whether he was comfortable moving forward with paying bills that accounted for a three month timeframe and Mr. Hajos replied affirmatively.

Motion was made by Mr. Simpson, seconded by Mr. Merlino and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Mrs. Frasier apprised Agenda Items 9A-F pertained to the following referrals from the Public Safety Committee:

- 9A) *Office of Emergency Services* - Request to amend the County Budget in the amount of \$52,761 to carryover unused 2018 State Homeland Security Program grant funds.

Motion was made by Mr. Geraghty, seconded by Mr. Merlino and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

- 9B) *Sheriff* - Request to amend the County Budget in the amount of \$50,000 to appropriate funds for the purchase of a Correctional Facility camera switch equipment and software.

Motion was made by Mr. Strough, seconded by Mr. McDevitt and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

- 9C) *Sheriff* - Request to authorize the appropriation of \$70,000 from the General Fund, Unappropriated Surplus (A.909.00) to Budget Code A.3150 250, *Sheriff's Correction Division, Technical Equipment*, to return 2019 funds not carried over to the 2020 Budget which are intended for the purchase of Correctional Facility Camera switch equipment and software.

- 9D) *Sheriff* - Request to authorize the appropriation of \$22,500 from the General Fund, Unappropriated Surplus (A.909.00) to Budget Code A.3110 250, *Sheriff's Law Enforcement, Technical Equipment*, to return 2019 funds not carried over to the 2020 Budget which are intended for the purchase of LiveScan Digital Fingerprint/Photograph software.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the February 21<sup>st</sup> Board Meeting.

- 9E) *Sheriff* - Request to amend the County Budget in the amount of \$145,935 to reflect receipt of 2019-20 PSAP grant funding from the New York State Division of Homeland Security.

- 9F) *Sheriff* - Request to amend the County Budget in the amount of \$439,456 to carryover unused 2019 Statewide Interoperability Communications Program grant funds.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the requests as outlined and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Mrs. Frasier advised Agenda Item 10 concerned a referral from the Support Services Committee, *Information Technology*, regarding a request to appropriate funds totaling \$106,330 from the Computer Reserve Fund to various departmental budgets for the purchase of computers and related equipment and software.

Motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Mrs. Frasier informed that Agenda Item 11 pertained to a Request/Item to be Discussed by the County Administrator regarding the Journal Reports of transfers approved by the County Administrator staff during November of 2019.

Mr. Moore stated prior to reviewing the Journal Report he would like the Committee to address the fact that the County would not be contracting with the Southern Adirondack Library System to perform

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Phase One of the County's Census Project by amending Resolution No. 25 of 2020 to rescind authority to contract with the Southern Adirondack Library System, while retaining the expense authority.

Motion was made by Mr. Beaty, seconded by Mr. Strough and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Returning to Agenda Item 11, Mr. Moore stated a Journal Report of transfers approved by the County Administrator staff during November of 2019 was included within the Agenda.

Mrs. Frasier stated Agenda Item 12 concerned Requests/Items to be discussed by the County Attorney regarding a request to authorize a Home Rule Request to allow for the extension of the Additional Mortgage Recording Tax in Warren County.

Mary Elizabeth Kissane, *County Attorney*, advised the request pertained to the additional Mortgage Recording Tax which was expiring in December of 2020.

Motion was made by Mr. McDevitt, seconded by Mr. Beaty and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

Mrs. Frasier apprised Agenda Item 13 which pertained to Finance Committee action which was required on the following items as approved by the Personnel & Administration Committee: Personnel & Administration Agenda Items 1B, 2, 3A, 3B, 4A, 5 and 7B.

Motion was made by Mr. Geraghty, seconded by Mr. McDevitt and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 21<sup>st</sup> Board Meeting.

With regard to the Pending Item, Mr. Swan apprised due to time restraints he would hold off on addressing the Pending Item until next month.

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

Mr. Geraghty inquired what the difference was between recusing yourself from a vote and abstaining and Mr. Moore responded when an individual recused themselves they abstained from the vote. Mr. Geraghty asked whether they were the same thing and Mr. Strough replied in the negative. Ms. Kissane informed when individuals recused themselves it meant they were supposed to recuse themselves from the discussion meaning if they had a conflict they should leave the room and when individuals were not voting they were abstaining from the vote. Mr. Strough stated recusing occurred when individuals felt they had a potential conflict of interest because they were involved in some fashion.

A discussion ensued during which Mr. Leggett advised that he had learned at the recent NYSAC (*New York State Association of Counties*) Conference that when you recuse yourself you do not have to leave the room unless a discussion was taking place where your presence could impact the outcome.

Ms. Seeber asked Mr. Moore if he could contact NYSAC and request copies of the handouts that were distributed during the ethics discussion held there and Mr. Moore replied affirmatively.

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In regard to the rate reconciliations for Preschool Program funding and the Committee members displeasure with the auditing not being handled in a more timely manner so as to not result in such a significant expense, Ms. Seeber suggested the matter be referred to the Legislative & Rules Committee for further discussion. Mr. Moore advised if the Committee had voted against paying the bill then State aid would be withheld for the entire County and if the Committee had voted against the request to amend the 2019 County Budget in the amount of \$398,650 to adjust the Preschool Program to reflect the rate reconciliations for school years 2015 - 2020 this would have resulted in a finding in the County's audit because an account had been overspent. He added he concurred with Ms. Seeber that if the Committee was uncomfortable with the five year reconciliation then the Legislative & Rules Committee was the appropriate Committee to refer the matter to.

There being no further business to come before the Finance Committee, on motion made by Mr. Beaty and seconded by Mr. Simpson, Mrs. Frasier adjourned the meeting at 11:55a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board