

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY CLERK - MOTOR VEHICLES

DATE: APRIL 22, 2010

COMMITTEE MEMBERS PRESENT:

SUPERVISORS KENNY
STRAINER
BELDEN
PITKIN
MCDEVITT

OTHERS PRESENT:

PAM VOGEL, COUNTY CLERK
FREDERICK MONROE, CHAIRMAN
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS BENTLEY
LOEB
MCCOY
SOKOL
TAYLOR
THOMAS
DON LEHMAN, *THE POST STAR*
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Kenny called the meeting of the County Clerk - Motor Vehicles Committee to order at 10:30 a.m.

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

Privilege of the floor was extended to Pam Vogel, County Clerk, who distributed copies of the agenda to the Committee member; a copy of the agenda is on file with the minutes.

Referring to the pending item to keep the Committee apprised of the changes in the staff workload as a result of the abolishment of one Motor Vehicle Clerk position, Mrs. Vogel apprised the delivery of services was adequate to the quantity of transactions thus far this year. She expressed her appreciation to Mr. Kenny for his assistance with the Donate Life Campaign underway in the Department of Motor Vehicles (DMV).

Pertaining to the pending item to address the issue of redistribution limitations relative to Mortgage Tax expense with the County Attorney's Office, Mrs. Vogel said there was no new information to report at this time. Mr. Belden inquired as to the Mortgage Tax revenues to date and Mrs. Vogel responded they had begun to prepare the semi-annual report and the totals should be available for the May Board meeting. Brief discussion ensued.

Mrs. Vogel requested to amend the existing contract with Info Quick Solutions, Inc. in order to include additional services in the amount of \$24,200 for the Records Management Project. She said the funds had been awarded and received from the NYS LGRMIF (New York State Local Government Records Management Improvement Fund) Grant and there would be no impact to the 2010 County budget.

Motion was made by Mr. Pitkin, seconded by Mr. Belden and carried unanimously to amend the

current contract with Info Quick Solutions, Inc. as outlined. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the May 21, 2010 Board meeting.*

Mrs. Vogel requested authorization to attend the New York State Association of County Clerks Education Forum on May 5, 2010 in Utica, New York using a County vehicle with no cost to the County.

Motion was made by Mr. McDevitt, seconded by Mr. Belden and carried unanimously to authorize attendance at the Forum as outlined. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Mrs. Vogel requested authorization to attend the New York State Association of County Clerks Semi-Annual Conference on June 15-18, 2010 in Vernon, New York. She stated she anticipated staying one night and would inform the Committee when further details were available, as currently the schedule and fee were unknown.

Motion was made by Mr. Strainer, seconded by Mr. Pitkin and carried unanimously to authorize attendance at the Conference pending further information. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Mrs. Vogel requested a transfer of funds in the amount of \$180 from the Postage Code (A.1410.424) to the Equipment Code (A.1410.220) to reflect the cost of three electric staplers. She advised she had not budgeted funds in the Equipment Code for 2010 and the DMV needed to replace an electric stapler at an estimated cost of \$60. She said she was requesting a transfer of \$180 to ensure there would be available funds for future needs.

Motion was made by Mr. Belden, seconded by Mr. McDevitt and carried unanimously to approve the transfer of funds as outlined and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

There being no further business to come before the County Clerk - Motor Vehicles Committee, on motion by Mr. Strainer and seconded by Mr. Belden, Mr. Kenny adjourned the meeting at 10:40 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist