

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY CLERK - MOTOR VEHICLES

DATE: SEPTEMBER 7, 2011

COMMITTEE MEMBERS PRESENT:

SUPERVISORS MCDEVITT
STRAINER
BELDEN
LOEB
WOOD

OTHERS PRESENT:

PAM VOGEL, COUNTY CLERK
PAUL DUSEK, COUNTY ATTORNEY/ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS GIRARD
STEC
TAYLOR
THOMAS
THOM RANDALL, ADIRONDACK JOURNAL
AMANDA ALLEN, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. McDevitt called the meeting of the County Clerk-Motor Vehicles Committee to order at 11:00 a.m.

Motion was made by Mr. Strainer, seconded by Mrs. Wood and carried unanimously to approve the minutes from the prior 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 meeting agenda to the Committee members, a copy of which is also on file with the minutes.

Commencing with the agenda review, Mrs. Vogel presented a request to introduce a Local Law extending the imposition of the County Mortgage Recording Tax, also know as the Local Tax, from December 1, 2011 to December 1, 2014. She explained Local Law No. 10 of 2008 originally established the Tax and a resolution was subsequently approved in May of 2011 authorizing submission of a request to Governor Cuomo for the proposed extension. Mrs. Vogel advised that because the Governor had approved the request, a Local Law was now necessary to proceed with the Tax extension process. She further advised approximately \$800,000 was generated annually by the Local Tax.

Motion was made by Mr. Belden, seconded by Mrs. Wood and carried unanimously to approve the request and the necessary resolution was authorized for the September 16th Board meeting. *A copy of the request is on file with the minutes.*

Moving to agenda item 2, Mrs. Vogel addressed a request for a transfer of funds in the amount of \$9,350 for the purchase of archival shelving/equipment for storage of County records; she added that the funds were available within the existing Budget. She explained that during her recent meeting with the Budget Team, she had expressed the need for additional records storage space and inquired as to the availability of unused space in the vault area that had previously served as the Stock Room. At that time, she said Paul Dusek, County Attorney/Administrator, had agreed records storage would be a worthwhile use of the available space. Mrs. Vogel noted the space was currently being partially occupied by some remaining supply items, but those would eventually be removed and the vault would be used solely for records storage purposes. She said she would work with the Purchasing Department to establish a mutually agreeable time for removal of the remaining supplies. In order to use the area for archival purposes, Mrs. Vogel stated that proper shelving and equipment needed to be installed, thereby necessitating a transfer of funds.

In response to Mr. Strainer's inquiry as to whether the shelves would be installed by County staff, Mrs. Vogel replied in the negative, advising the equipment had been purchased under State contract and included installation.

Following a brief discussion on the matter, motion was made by Mr. Belden, seconded by Mrs. Wood and carried unanimously to approve the request for a transfer of funds and refer same to the Finance Committee. *A copy of the request is on file with the minutes. (Note: the request was previously approved by the Finance Committee at their meeting held earlier that morning.)*

Concluding her agenda review, Mrs. Vogel announced her request to attend the County Clerk Associations fall meeting which was being held in Lake Placid, NY on September 25 - 27, 2011. She said she intended to travel daily to the meeting using a County vehicle and would not require any overnight accommodations.

Motion was made by Mr. Belden, seconded by Mr. Strainer and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

There being no further business to discuss, on motion made by Mr. Belden and seconded by Mr. Loeb, Mr. McDevitt adjourned the meeting of the County Clerk-Motor Vehicles Committee at 11:14 a.m.

Respectfully submitted,
Amanda Allen, Sr. Legislative Office Specialist