

Law and Finance Committee Minutes
April 13, 2016 – 4:00 p.m.

Present: Chairman Kinowski; Supervisors Lent, Lewza, Tollisen, Wood, Allen, Martin, Wright, Lucia, Peck, and Grattidge; Spencer Hellwig, Administrator; Carl Zeilman, Emergency Services; Michael Zurlo, Sheriff; Jason Kemper, Planning; Steven Bayle, Probation; Keith Manz, Public Works; Wes Carr, Youth Bureau/STOP DWI; Andrew Jarosh, Treasurer; Dan Rourke, Sewer District; Chad Cooke, Deputy Administrator; Dominic Gallo, Cool Insuring; Sandi Cross, Office for the Aging; Brian O'Connor, Auditor; Marcy McNamara, Personnel; Craig Hayner, County Clerk; Stephen Dorsey, County Attorney; Press.

Chairman Kinowski called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Lewza, seconded by Mr. Lent the minutes of the March 9, 2016 meeting were approved unanimously.

EQUALIZATION AND ASSESSMENT

- **Approving and confirming the Auction sale of County-owned lands acquired for unpaid taxes.**
- **Accepting a tender offer for a parcel in the Town of Waterford**

Mr. Hellwig said the first item is to authorize the conveyance of the parcels sold at the March auction to the successful bidders. There were 44 parcels that were put up for auction with 42 parcels sold. The total profit was approximately \$439,000.

The second item is for authorization to accept a tender offer in the amount of \$8,516.51 in the Town of Waterford for 2013, 2014, and 2015 taxes including all penalties and interest.

On a motion was made by Mr. Tollisen, seconded by Mr. Lewza to above resolutions were approved unanimously.

PERSONNEL AND INSURANCE

- **Authorizing the County's insurance coverages through May 8, 2017 at a cost of \$879,598.49 with an allowance for additional premium expenses not to exceed \$5,000.**
- **Authorizing the Chairman to enter into a renewal agreement with Capital Indemnity Corporation for third party liability coverage for workers compensation under the Saratoga County Self-Insurance Plan at a cost not to exceed \$23,077.**

- **Amending the 2016 Compensation Plan to reclassify (1) position of Public Health Educator PT to (1) position of Public Health Educator FT.**
- **Authorizing a two year agreement with CorVel Corporation to provide administrative and bill review services for the County's Self-Insurance Program.**
- **Authorizing amendments to the Saratoga County Policies and Procedures Manual relative to the Equal Employment Opportunity and Affirmative Action Plan and incorporating the Americans with Disabilities Act Transition Plan.**

Mr. Hellwig said the first item is to approve the County's Property and Casualty Insurance for a new one-year term, beginning May 8, 2016. The coverages that are currently in place will be extended. The premium represents a 2.6% increase from the expiring policies. The resolution also includes the County's annual blanket undertaking that provides coverage for money and property handled by officers and officials of the county. The renewal is approximately \$15,000 under budget.

The second item is an amendment to the Compensation Plan, which is a reclassification of a Public Health Educator position from Part-time to Full-time. The nursing positions that were eliminated as a result of the CHA closure created a higher demand for staff in this educator position to handle some of the services and activities of the Emergency Preparedness Program.

The third item is with regard to the Workers Compensation Law where employees don't have the ability to sue the county. This indemnity policy, in the event that they sue the manufacturer, and the manufacturer in turn attempts to sue the county, the policy would provide coverage.

The fourth item is a recommendation to enter into a two year agreement with CorVel Corporation to provide third-party administrative services for the worker's compensation insurance pool, as well as managing the administrative services and bill review. It was recommended by the Personnel Director to go out to bid this year, and as a result, \$114,000 will be realized in savings in the first year over what would normally be paid to the existing vendor.

The final item is regard to revisions to the Policies and Procedures Manual that were made to the Equal Employment Opportunity Affirmative Action Plan. In January of 2016 there were also additional amendments made to the Policies and Procedures Manual Transition Plan. This section was added to refine and spell out, more clearly, the changes which have been approved by the State. The County Attorney recommended that the two policies be separated into separate sections in the manual.

On a motion made by Mr. Tollisen, seconded by Mr. Lent the above resolutions were approved unanimously.

ECONOMIC DEVELOPMENT

- **Authorizing the Chairman to enter into an agreement with CP Rail to pay up to \$80,000 for pedestrian improvements at Coons Crossing on the Zim Smith Trail.**
- **Authorizing the Chairman to enter into an agreement with PanAm Southern LLC for the purchase of land in the Town of Halfmoon for additional construction of the Zim Smith Trail.**
- **Authorizing the Chairman to enter into agreements with Saratoga Land Management and the Historic Hudson-Hoosic Partnership for reimbursable services related to the new visitor's center and amending the 2016 budget.**
- **Authorizing a revenue contract with G&T Enterprises for a timber harvest on three parcels in the Town of Northumberland and amending the 2016 budget.**
- **Declaring May 8-14, 2016 as Economic Development week in Saratoga County.**

Mr. Hellwig said the first item is an agreement with the Canadian Pacific Railroad for the construction of a pedestrian crossing at the Coons Crossing junction on the Zim Smith Trail. The county's share of the improvements that have been estimated at \$300,000 will be \$8,000. The money is available within the Zim Smith Trail Capital Fund.

The second item will authorize the purchase of land from PanAm Southern to facilitate the extension of the Zim Smith Trail from Coons Crossing to the City of Mechanicville. The purchase price will be \$45,000. The money is available within the Capital Fund.

The third item will authorize the donation of timber, as well as an agreement with Saratoga Land Management to oversee the harvesting and transportation of the timber that will be used to construct the Gateway Visitors Center in the Village of Schuylerville. The Hudson-Hoosic Partnership is involved with the Visitors Center that has been approved and will be funded, in part, by state aid. The county estimates the cost at \$26,000 that will occur for the services from Saratoga Land Management. The Hudson-Hoosic Partnership will reimburse the county for those costs.

The fourth item is a revenue contract with G&T Enterprises for harvesting County Forested Lands in the amount of \$127,000. They were the highest of four proposals that were received.

The final item was created and supported by the International Economic Development Council to help educate the public on economic development initiatives in the region. It also recognizes the efforts of the Saratoga County Prosperity Partnership, not only the staff, but the Board of Directors, for their work and dedication in terms of promoting the county's strategic plan which was approved by the Board of Supervisors last year.

On a motion made by Mr. Lewza, seconded by Mr. Tollisen the above resolutions were approved unanimously.

SOCIAL PROGRAMS

- **Proclaiming May 2016 as “Older Americans Month” in the County of Saratoga.**
- **Authorizing an agreement with the Town of Clifton Park to provide a grant in the amount of \$20,000 for the purchase of a modernfold for the Shenendehowa Adult Community Center.**
- **Amending the contract with NEC Care, Inc. dba, Home Instead Senior Care to increase the reimbursement rate for in-home respite care from \$18/hr. to \$20/hr. for the contract period from 1/1/2016 to 12/31/16.**

Mr. Hellwig said the first item is proclaiming May 2016 as “Older Americans Month” in Saratoga County. Both the President and the Governor have already proclaimed May, as “Older Americans Month”. The county currently has 44,000 citizens that meet the definition of being over 60 years of age.

The second item will authorize an agreement with the Town of Clifton Park for a one time grant to cover the expenses related to the purchase of a folding divider for the Shenendehowa Adult Community Center for \$20,000. That will be in addition to the 25% match that will be paid by the town.

The third item is an amendment to a contract with NEC Care, Inc. to increase the reimbursement rate for in-home respite care, from \$18/hr. to \$20/hr.

On a motion made by Mr. Lent, seconded by Mr. Tollisen the above resolutions were approved unanimously.

PUBLIC SAFETY

- **Authorizing a cooperative agreement with the Edinburg Volunteer Fire Company for the loan of a boat for a term of five years.**
- **Approving the County’s Alternatives to Incarceration (ATI) performance based services plan and authorizing acceptance of state grants for Community Work Order and Pre-Trial Services Programs.**
- **Amending Resolution 245-2015 to authorize the inclusion of Rensselaer County in the inter-municipal agreement with Albany County and Saratoga County for the**

establishment and administration of a shared 911 telephone, computer aided dispatch, and records management network.

- **Authorize a Memorandum of Understanding with public safety agencies that wish to utilize the county's 800 MHz Public Safety radio network.**

Mr. Hellwig said the first item will authorize an agreement with the Edinburg Volunteer Fire Company under General Municipal law, to allow for the loan of a boat to the fire department to be used to perform rescue operations and other emergency response activities on Sacandaga Lake.

The second item is to approve the County's two Alternatives to Incarceration programs and renew a contract with the Department of Criminal Justice Services. The funding for the programs is approximately \$16,000 for the Pre-Trial Release Program, which is operated through the Probation Department; and the Community Work Order Program through the Department of Employment and Training Department for approximately \$10,000. The total funding is provided by the State of New York.

The third item is an amendment to resolution 245-2015 which authorized an inter-municipal agreement with Albany County for shared 911 telephone and computer aided dispatch and management of emergency response records. This amendment to the agreement will allow for Rensselaer County to be included as a part of the network.

The final item will be a Memorandum of Understanding with public agencies who currently are not allowed or permitted to utilize the county's Public Safety Radio Network. There are additional law enforcement, fire and EMS agencies that are interested in signing on. In order to do that a Memorandum of Understanding has to be in place so they follow the procedures.

On a motion made by Mr. Lent, seconded by Mr. Lewza the above resolutions were approved unanimously.

BUILDINGS AND GROUNDS

- **Execute a land use permit authorizing the Research Foundation for the University at Albany (SUNY) to construct and operate a weather station on the County Farm Road Property.**
- **Rescinding Resolution 189-2015 and authorizing a one year lease extension to the USDA from October 1, 2015 to September 30, 2016 for office space in Building No. 5 at a rate of \$3,179.20 per month.**

Mr. Hellwig said the first item is to execute a land use permit with the Research Foundation for SUNY who is interested in constructing and operating a weather station on County Farm Road. A wide variety of weather related data will be collected and will be accessible to the county.

The second item is to rescind resolution 189-2015, which authorized a five year lease renewal with the United States Department of Agriculture from October 1, 2015 to September 30, 2016 for office space in Building #5.

On a motion made by Mr. Tollisen, seconded by Mr. Lent the above resolutions were approved unanimously.

CHAIRMAN'S ITEM

- **Appointing members to the Community Service Board.**

Mr. Hellwig said there are four appointments to the Community Services Board to fill existing vacancies. They include Maureen Lewsey, to a term expiring December 31, 2019; Matthew Sickles, to a term expiring December 31, 2019; James Colamaria, to a term expiring December 31, 2019; Erin Christopher-Sisk, to a term expiring December 31, 2019.

On a motion made by Mr. Lewza, seconded by Mr. Tollisen the above resolution was approved unanimously.

LAW AND FINANCE

- **Authorize a contract with Steve Miller General Contractors, Inc. in the amount of \$539,500 and Spring Electric, Inc., in the amount of \$49,049 for construction and electrical services associated with the replacement of sludge storage tank mixers and bar screen No. 3 screen at the Sewer District's treatment plant.**
- **Requesting Home Rule Legislation to designate the New York State Route 9P Bridge over Interstate 87 at Exit 14 as the "Assemblyman Robert D'Andrea Bridge".**

Mr. Hellwig said the first item is a request to contract with Steve Miller General Contractors, Inc. in the amount of \$539,500 and Spring Electric, Inc. in the amount of \$49,049. This will be for the replacement of four sludge storage tank mixers, as well as replacement of bar screen No. 3, at the Sewer District's Treatment Plant.

On a motion made by Mr. Lent, seconded by Mr. Lewza the above resolution was approved unanimously.

Mr. Hellwig said the second item is a Home Rule request to designate the NYS Rt. 9P Bridge over interstate 87 at Exit 14 as the "Assemblyman Robert D'Andrea Bridge".

On a motion made by Mr. Tollisen, seconded by Mr. Lent the above resolution was approved unanimously.

On a motion made by Mr. Lent, seconded by Mr. Tollisen the meeting was adjourned unanimously.

Respectfully submitted,
Chris Sansom