

## LAW AND FINANCE COMMITTEE

May 11, 2016  
Meeting Minutes

PRESENT: Chairman Ed Kinwoski; Committee members John Collyer, Paul Lent, Dan Lewza, Jean Raymond, Kevin Tollisen; Supervisors Preston Allen, Art Johnson, Jack Lawler, Dick Lucia, Peter Martin, Tom Wood and Chairman of the Board Mo Wright; Spencer Hellwig, County Administrator; Chad Cooke, Deputy County Administrator; Steve Dorsey, County Attorney; Diane Brown, Personnel Deputy Director; Brian O’Conor, County Auditor; Jason Kemper, Planning Director; Joanne Bosley, Real Property Tax Director; Craig Hayner, County Clerk; Tina Potter, Social Services Commissioner; Eileen Bennett, Data Processing Director; Chris DuBois, Data Processing Deputy Director; Dan Rourke, Sewer District Executive Director; Sheriff Mike Zurlo; Andrew Jarosh, County Attorney, Catherine Duncan, Public Health Services Director; Press.

Mr. Kinowski called the meeting to order and welcomed those in attendance.

**On a motion by Mr. Lewza, seconded by Mr. Collyer the minutes of the April 13, 2016 meeting were unanimously approved.**

### EQUALIZATION & ASSESSMENT

**On a motion by Mr. Collyer, seconded by Mr. Tollisen the following was approved unanimously.**

\* Correcting a 2016 tax bill and authorizing a tax credit to the people of the State of New York in the amount of \$9.21.

Mr. Hellwig said this is a parcel that was purchased by the NYS Department of Transportation who is wholly exempt from those taxes.

### PERSONNEL & INSURANCE

**On a motion by Ms. Raymond, seconded by Mr. Tollisen the following was approved unanimously.**

\* Authorizing an amendment to Chapter 4 Section F of the Saratoga County Policies and Procedures manual to provide for a revision to the retirement policy.

Mr. Hellwig said these changes will essentially clarify language regarding the employees that are eligible for these benefits, how to obtain credit for previous service as well as the process of submitting resignation/retirement letters to the Department Heads.

### ECONOMIC DEVELOPMENT

**On a motion by Mr. Lent, seconded by Mr. Collyer the following was approved unanimously.**

\* Authorize a renewal agreement with Cornell Cooperative Extension Association to manage the MS4 Stormwater Management Program.

\* Authorize an agreement with Saratoga Land Management Co. to allow for temporary access through county owned forest land in the Towns of Northumberland and Wilton for the purposes of timbering operations on an adjacent privately owned property.

Mr. Hellwig said each year the Board authorizes a contract with Cornell to manage the MS4 Stormwater Program. This resolution will authorize the contract and the agreement so the County can provide the \$55,000 in funding to cover the costs associated with this program.

Mr. Hellwig said an agreement with Saratoga Land Management for a temporary access through an easement through County owned forest lands so they can access a landlocked parcel that is owned by an individual that hired them to do some timbering.

## SOCIAL PROGRAMS

**On a motion by Mr. Tollisen, seconded by Mr. Lewza the following was approved unanimously.**

\* Enter into a contract with Saratoga Center for the Family in the amount of \$85,000 to provide services associated with the coordination and development of human trafficking awareness.

Mr. Hellwig said Saratoga Center for the Family will be providing a variety of services that are associated with the coordination and development of a program for human trafficking awareness. The Board did approve a resolution in February for almost \$500,000 to provide funding for these types of services.

## PUBLIC HEALTH

**On a motion by Mr. Lewza, seconded by Mr. Collyer the following was approved unanimously.**

\* Proclaiming May as Mental Health Month.

\* Amend the contract with Transitional Services Association, Inc. in the amount of \$23,815 for single point of access services for the period from January 1, 2016 to April 7, 2016.

\* Authorize the acceptance of a one-time grant from the NYS Office of Mental Health in the amount of \$3,500 to establish a Saratoga County Suicide Prevention Coalition and amending the budget in relation thereto.

\* Authorize amendments to the Nursing Service's Policies and Procedures manual.

Mr. Hellwig said proclaiming May as Mental Health Month is a national initiative to bring aware to mental health issues and services. He said the Board did create a position of Single Point of Access Coordinator as part of the 2016 Budget process; however the position was not filled until April. As a result of this, Transitional Services had to continue to provide those services. The \$3,500 one-time grant will be used to establish a County Suicide Prevention Coalition. The policies and procedures amendments are revisions that are being recommended by Public Health. There were questions about references to CHHA and clarified that since the County will continue to bill for CHHA services for the remainder of this year, the references have to remain in the manual. Once those billings are complete the references will be removed.

## TECHNOLOGY

**On a motion by Mr. Tollisen, seconded by Mr. Lent the following was approved unanimously.**

\* Authorizing an 8 month agreement with Dell Inc. to provide email hosting services to the County in the amount not to exceed \$35,000 and authorize an additional \$115,000 for contracts with the approved NYS reseller for years 2017 & 2018 and amending the 2016 budget in relation thereto.

Mr. Hellwig said the resolution that was approved by the Committee had to be revised due to information provided to Data Processing from the vendor. Initially it was a three year contract for \$138,000 plus some additional funding for emails that may have been purchased through the year. The Department was contacted by Dell Inc. and were told that they were going to be losing the contract with the State at the end of the year. The resolution is approving a contract with Dell through the end of the year and then additional funding for the vendor that is chosen for 2017 & 2018. At this point there is no new vendor until the State goes through the process and it is unknown who that will be.

## PUBLIC SAFETY

**On a motion by Ms. Raymond, seconded by Mr. Lent the following was approved unanimously.**

\* Authorizing the Chair and the Sheriff to enter into a contract for additional police services for the Village of Corinth in the amount of \$349,860

\* Authorizing a 5-year agreement with Lexipol in an amount not to exceed \$207,813 for development and implementation of a new policies and procedures manual and patrol guide for the Sheriff's Department along with 112 software licenses.

\* Authorizing a 4-year agreement with Black Creek Integrated Systems Corp. in the amount of \$934,033.52 for the installation and maintenance of a touch screen security control system along with designating a change order committee to approve changes up to 10% of the contract amount.

Mr. Hellwig said the renewal agreement for Sheriff's Department services for the Village of Corinth is a 2% increase over last year's amount. He said the contract with Lexipol is for the development of an online policy and procedures manual and patrol guide. The funding for this contract is through a Homeland Security Grant. The contract with Black Creek Integrated Systems was approved as a Capital Program for this year.

## LAW & FINANCE

### **On a motion by Ms. Raymond, seconded by Mr. Collyer the following was approved unanimously.**

\* Authorize a contract with Jett Industries, Inc. in the amount of \$1,441,000 and Spring Electric, Inc. in the amount of \$105,200 for construction services associated with replacement of bar screens 1 and 2 at the Sewer District's treatment plant.

\* Authorize a contract with Environmental Design Partnership LLP in the amount of \$52,000 for design and construction services associated with phase 6 of the Sewer District's Interceptor relining project.

\* Authorize a contract with New England Waste Services of ME, Inc. d/b/a Casella Organics for long term sludge hauling from the Sewer District's treatment plant at a rate of \$76.81 per ton.

\* Authorize a contract with Adirondack Environmental Services in the amount of \$35,000 for an 18-month period to provide compliance testing associated with the Sewer District's SPDES permit for discharge of treated waste water.

Mr. Hellwig said Jett Industries, Inc. and Spring Electric, Inc. were the low bidders. The bar screens have reached the end of their useful life. The contract with Environmental Design Partnership is for design and construction services for Phase 6 where the interceptor lines have been systematically repaired due to deterioration over time. The contract with Casella Organics was a result of Gottado who has failed to live up to the terms of the contract. The contract with Adirondack Environmental Services is required under the SPDES permit. Ms. Raymond asked if the County is legally out of the contract with Gottado. Mr. Dorsey responded that a letter had been sent to the company signed by the Chairman giving them the 30 day notice required in the contract. Mr. Lent asked what the difference in the cost was. Mr. Hellwig said \$76.81 was Casella's price and Gottado's was \$74.66. The County is currently paying almost \$90 in the interim.

### **On a motion by Mr. Lent, seconded by Mr. Lewza the following was approved unanimously.**

\* Authorize the Chairman to electronically execute contracts and grant acceptance documents on behalf of Saratoga County.

Mr. Hellwig said the Department of Health is requiring electronic signatures for the Lead contract. It's being recommended that the Chairman be given this authority as the electronic signature requirement is becoming more pronounced.

### **On a motion by Ms. Raymond, seconded by Mr. Lent the following was approved unanimously.**

\* Calling on the State of New York to fully reimburse counties for District Attorney salary increases set by the State.

Mr. Hellwig said this was not budgeted in this year's budget. The State is making decisions the County has to foot the bill for. If the State is going to make these decisions, they should provide the funding.

### **On a motion by Mr. Tollisen, seconded by Mr. Lewza the following was approved unanimously.**

\* Authorizing the County Treasurer to issue refunding bonds not to exceed \$37,000,000 to refinance sewer bond issues 2009A to 2010B.

Mr. Hellwig said there are two sewer bonds from 2009 and 2010 that are related to the treatment plant expansion and based on the rates being favorable at this time; the Treasurer is recommending the refunding. This is estimated to save the County approximately \$5M over the life of the bonds.

**On a motion by Mr. Tollisen, seconded by Mr. Lent the following was approved unanimously.**

\* Authorize the issuance of an engagement letter with Lemery Greisler, LLC. as Bond Counsel for the refunding of sewer bonds.

Mr. Hellwig said this will provide the bond counsel services needed for the refunding of the bonds. The estimated costs for these services if \$33,000 and will be paid out of the bond proceeds.

**On a motion by Mr. Lent, seconded by Ms. Raymond the following was approved unanimously.**

\* Authorizing an amendment to the Certificate of Incorporation for the Saratoga County Prosperity Partnership.

Mr. Hellwig said the Partnership is in the process of requesting tax exempt status with the IRS and the IRS wants authorization from the County before moving forward.

**On a motion by Mr. Lent, seconded by Mr. Lewza unanimous approval was given to adjourn into Executive Session for the purpose of discussing litigation.**

**On a motion by Ms. Raymond, seconded by Mr. Lent unanimous approval was given to return to open session.**

**On a motion by Mr. Lewza, seconded by Mr. Collyer the following was approved unanimously.**

\* Authorizing a settlement in litigation against the General Electric Company for damages associated with the dredging of PCBs from the Hudson River.

**On a motion by Mr. Lent, seconded by Mr. Lewza the meeting was unanimously adjourned.**

Respectfully submitted,

Pamela Wright  
Clerk of the Board