

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

Present: Chairman Kinowski; Committee members John Collyer, Paul Lent, Dan Lewza, Kevin Tollisen, Matt Veitch; Supervisors Preston Allen, Vince DeLucia, Dick Lucia, Peter Martin, Bill Peck, Tom Wood and Chairman of the Board Mo Wright; Spencer Hellwig, Chad Cooke, Administrator; Margaret McNamara, Diane Brown, Personnel; Steve Dorsey, County Attorney, Cathy Duncan, Public Health; Craig Hayner, County Clerk; Andrew Jarosh, Treasurer; Keith Manz, Public Works; Brian O’Conor, Auditor; Carl Zeilman, Emergency Services; Wes Carr, Youth Bureau; Michael Zurlo, Sheriff; Patrick Maxwell, DSS; Jason Hayes, Animal Shelter; Sandi Cross, Aging; Dan Rourke, Sewer District; Bill Fruci, Roger Schiera, Elections.

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

On a motion made by Mr. Lewza, seconded by Mr. Veitch the minutes of the June 15, 2016 meeting were approved unanimously.

PERSONNEL & INSURANCE

On a motion was made by Mr. Collyer, seconded by Mr. Veitch the following resolutions were approved. Mr. Tollisen recused himself from voting on item one from the Public Defender’s office.

Authorize an agreement with Mark Minick as a part-time Assistant Public Defender at Salary Grade 18.

Authorize an amendment to the County’s Policies and Procedures Manual to revise the Time Card Policy now titled Time Keeping Policy, Chapter 3 Section M.

Authorize an amendment to the County’s Policies and Procedures Manual to revise the section pertaining to Saratoga County Hazard Communication Right to Know Program, Chapter 1 Section K.

Amending Resolution #240-2015 to approve a revised Standard Workday Resolution for elected and appointed county officials for retirement purposes.

Mr. Hellwig said that the Assistant Public Defenders are part time employees with no benefits. Their salaries are paid for by the State Caseload Reduction Grant. The second item involves a number of changes mainly clarifying who will be required to use the electronic timekeeping system and what procedure must be followed to request an exemption. The third item also includes a number of changes and will give employees access to an online database of safety data sheets. The fourth item regarding the standard workday resolution is a housekeeping item from Personnel to reflect updated timekeeping for the various elected officials.

SOCIAL PROGRAMS

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

Authorizing the Youth Bureau's 2016 funding and contracts and amending the County budget in relation thereto.

Authorizing an agreement with the Town of Halfmoon to provide a grant in the amount of \$25,000 towards the purchase of a vehicle to use in transportation of local senior citizens.

Authorizing the acceptance of a federal grant for use in implementing the Workforce Development Institutes Child Care Subsidy Facilitated Enrollment Program and amending the budget in relation thereto.

Mr. Hellwig said that the first item is an annual item authorizing agreements for the Youth Bureau contracts. The resolution is required from the State Office of Children and Family Services which provides funding for the contracts.

The second item for the Town of Halfmoon, funds are already in the budget.

The third item subsidizes daycare costs for families that fall between 200-275% of the federal poverty line. The total budget amendment includes not only the additional money but the rollover of funds from the 2014 grant.

PUBLIC HEALTH

On a motion was made by Mr. Collyer, seconded by Mr. Tollisen the following resolutions were approved unanimously.

Authorizing an amendment to the Mental Health contract with Transitional Services Association in the amount of \$9,530 for an additional supported housing bed.

Authorize the Public Health Committee to set and approve all vaccine fees for vaccines administered by the County's Public Health Services Department.

Authorizing acceptance of a Lead Poisoning Prevention COLA in the amount of \$3,103 for the purchase of electronic equipment and promotional and educational materials and amending the budget in relation thereto.

Mr. Hellwig said that the lead poisoning prevention item will be accepting additional aid from New York State.

PUBLIC SAFETY

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

Authorize acceptance of a grant from the NYS Division of Homeland Security and Emergency Services in the amount of \$72,500 for the purchase of protective equipment, training and creation of response procedure manuals in digital format.

Authorizing transfer of funds from the Animal Shelter Trust TT057A Fund in the amount of \$99,000 to cover costs associated with a variety of services including surgeries, prescriptions and equipment repair and amending the budget in relation thereto.

Authorize an agreement with First Light Fiber for the installation of a 10GB Fiber-optic communication line for \$7,500 and five years of service at \$2,500 per month as part of the tri-county CAD/Mobile 911 project.

Authorizing acceptance of a Hazardous Materials Emergency Preparedness Grant from the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration in the amount of \$5,172 and amending the county budget in relation thereto.

Mr. Hellwig said that for the first item, the grant funds will be used to purchase a number of items including equipment for the dive team and the digitization of procedures.

For the second item, Mr. Lent expressed his concern that some of the costs coming from the Trust Fund should not be spent on general operating expenses.

For the third item, cost of installation and the first three years of service will be covered by State Aid.

For the fourth item, the grant funds will be used to support training activities for the County Local Emergency Planning Committee.

BUILDINGS & GROUNDS

On a motion was made by Mr. Tollisen, seconded by Mr. Veitch the following resolution was approved unanimously.

Authorizing a five year renewal lease with WAM Commercial Associates, LLC for Board of Elections voting equipment and materials.

Mr. Hellwig said that this is a climate controlled, secure warehouse that stores the County's 250 electronic voting machines and other voting equipment.

SUPERVISORS ITEM

On a motion was made by Mr. Lent, seconded by Mr. Veitch the following resolution was approved unanimously.

Honoring the memory of Richard Weber, former Supervisor Town of Galway.

Mr. Hellwig said that Mr. Weber was a Supervisor from the Town of Galway from 1990 – 1999. He was also a former Chairman of the Board.

LAW & FINANCE

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

Authorize an amendment to the contract with O'Brien and Gere Engineers in the amount of \$16,800 for additional construction administration and inspection services associated with the replacement of two main sewage pumps.

Mr. Hellwig said that these pumps are located at the main plant.

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

Respectfully submitted,
Therese Connolly
Legislative Clerk