

Law and Finance Committee Minutes
April 12, 2017 – 4:00 p.m.

Present: Chairman Collyer; Committee members Preston Allen, Paul Lent, Dan Lewza, Kevin Tollisen, Matt Veitch, Mo Wright; Supervisors Gardner Congdon, Alan Grattidge, Dick Lucia, Peter Martin, Bill Peck, Dan Pemrick, Jean Raymond, Jon Schopf, Tim Szczepaniak, Tom Wood and Chairman of the Board Ed Kinowski; Spencer Hellwig, Chad Cooke, County Administrator; Steve Dorsey, County Attorney, Brian O’Conor, Auditor; Craig Hayner, County Clerk; Diane Brown, Human Resources; Sandi Cross, Office of the Aging; Catherine Duncan, Public Health; Keith Manz, Public Works; Dan Rourke, Sewer; Andrew Jarosh, Cindy Baker, Treasurer; Frank McClement, Veterans; Dominic Gallo, Jane Sexton, Cool Insurance; Ken Grey, Marshall & Sterling; Press.

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

On a motion made by Mr. Tollisen, seconded by Mr. Veitch, the minutes of the March 15, 2017 meeting were approved unanimously.

Mr. Collyer said that last month there was a discussion regarding moving the Law & Finance committee to another room. Mr. Collyer announced that once the Law & Finance meeting has completed, and the Board convenes in the board room for the Agenda Session, Mr. Hellwig will no longer re-read the resolutions that were previously presented to the Law & Finance Committee. The Board will still have the opportunity to discuss the items if necessary and the Board will vote to set the agenda for the following week.

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

HUMAN RESOURCES & INSURANCE

- Authorize the County's renewal insurance policies for property and casualty insurance coverages with Allied/Travelers in the amount of \$706,104 with additional amounts of \$5,000 for miscellaneous added coverages through May 8, 2018 and \$13,153.57 to satisfy the County's 5-year capitalization fee with NYMIR.
- Introducing a proposed local law relative to authorization for the Deputy County Administrator to act for and in place of the County Administrator when the County Administrator is not available and setting a date for a public hearing to be held May 10, 2017 at 4:25 p.m.
- Authorize amendments to the Saratoga County Policies and Procedures Manual to provide for the revision of the Snow and Emergency Days policy now titled Official Emergency Closing Policy and to provide for the revision of the Tuition Assistance Policy now titled Management Development and Continuing Education Policy.

- Authorize an amendment to the 2017 Saratoga County Compensation Schedule to reclassify (1) Senior Account Clerk (Conf.) to (1) Human Resources Clerk.

Mr. Hellwig said that for the first item, the insurance renewal will have a savings of approximately \$140,000 over the expiring policy. For the third item, Mr. Hellwig said the emergency closing policy was last revised in 1980 and the policy will outline the steps that will be taken in the case of dire emergency or when the operation of the county facility could be hazardous to the general public or employees. The change to the Management Development and Continuing Education Policy will only cover expenses related to degree or certification programs and will have a cap of \$10,000 on reimbursement. For the final item, the changes will better suit the job functions and has a higher level of education in the minimum qualifications.

On a motion made by Mr. Veitch, seconded by Mr. Wright, the following resolutions were approved unanimously.

EQUALIZATION & ASSESSMENT

- Authorize acceptance of tender offers for two parcels in the Town of Malta totaling \$1,589.34, one parcel in the Town of Providence totaling \$15,690.09, one parcel in the Town of Stillwater totaling \$13,216.38, and one parcel in the Town of Wilton totaling \$22,826.93.
- Authorizing auction sale of county-owned lands acquired for unpaid taxes.

Mr. Hellwig said that gross receipts from the auction was a little over \$793,000 and the net profit was \$592,237. Five parcels did not sell.

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

PUBLIC HEALTH

- Authorize a 3-year contract with a 1-year extension option with Saratoga Bridges NYSARC, Inc. for transportation services at a rate of \$35.50 per client per day for round trips and \$17.75 per client per day for one way trip.
- Authorize a re-appropriation of unspent 2016 grant funds for Child and Family Case Management programs in the amount of \$6,023 and amending the budget in relation thereto.
- Authorize the acceptance of a one-time grant in the amount of \$4,500 from the Suicide Prevention Center of New York State and amending the budget in relation thereto.
- Authorize a two year renewal agreement with the New York State Department of Health to accept funding in the amount of \$67,422 for the administration of the rabies program.

Mr. Hellwig said that for the second item, the name of the program has been changed however the program is essentially the same. For the third item, the grant funds will be used to purchase promotional materials, meeting supplies and support other activities related to the program.

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

PUBLIC SAFETY

- Authorizing acceptance of a NYS 2016 Statewide Interoperable Communications Grant in the amount of \$874,563.

Mr. Hellwig said that the grant will help offset the cost of a required upgrade to the communications system. The upgrade will include purchase of hardware and software, consulting service and other items needed to complete the upgrade.

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

PUBLIC WORKS

- Amend Resolution 29-2017 to correct an error in the budget amendment.
- Authorize implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore for the rehabilitation/replacement of the Ashdown Road Bridge over CP Rail in the Town of Clifton Park for Preliminary Design Phases and R.O.W Incidentals.
- Authorize implementation, and funding in the first instance 100% of the Federal-aid and State-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore for the culvert repair of CR 109 (Kinns Road) over the Dwaas Kill in the Town of Clifton Park for the maximum amount of \$130,000.
- Authorize a contract with Clark Patterson Lee in the amount of \$24,000 for all design, construction inspection and support services related to the culvert repair of CR 109 (Kinns Road) over the Dwaas Kill in the Town of Clifton Park.
- Authorize the implementation, and funding in the first instance 100% of the Federal-aid and State-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore for the culvert repair of CR 90 (Vischer Ferry Road) over the Dwaas Kill in the Town of Clifton Park for the maximum amount of \$125,000.
- Authorizing a contract with Creighton Manning Engineering, LLP for the amount of \$15,000 for all design, construction inspection and support services related to the culvert repair of CR 90 (Vischer Ferry Road) over the Dwaas Kill in the Town of Clifton Park.

- Authorizing the implementation, and funding in the first instance 100% of the Federal-aid and State-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore for the culvert repair of CR 16 (Barkersville Road) over the Glowegee Tributary in the Town of Galway for the maximum amount of \$400,000.
- Authorizing a contract with Creighton Manning Engineering, LLP for the amount of \$64,000 for all design, construction inspection and support services related to the culvert repair of CR 16 (Barkersville Road) over the Glowegee Tributary in the Town of Galway.
- Authorizing the implementation, and funding in the first instance 100% of the Federal-aid and State-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore for design services related to the rehabilitation of the CR 21 (Middle Grove Road) Bridge over Kayaderosseras Creek in the Town of Greenfield for the amount of \$151,998.
- Authorize a contract with Greenman Pedersen, Inc. for the design services related to the rehabilitation of the CR 21 (Middle Grove Road) Bridge over Kayaderosseras Creek in the Town of Greenfield for the amount of \$151,998.

Mr. Hellwig said that for the first item the total for the amendment remains the same at \$1,120,197 however adjustments need to be made to the allocations between funds 2 and 3. For the second item, the total cost is \$140,000 and the county share of \$7,000 is already in the budget. For the three items related to funding for culvert repairs, the funding is 100% State Aid. For the item related to the rehabilitation of the CR21 Bridge, the funding is 95% Federal and 5% County. The county share is already in the budget.

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

BUILDINGS & GROUNDS

- Authorizing a 3 year lease agreement with 2144 Doubleday Avenue LLC for lease of space for the Saratoga County Veterans Service Agency at a cost of \$21,600 per year with 2% increases in years 2 and 3.

Mr. Hellwig said that a special meeting of the Buildings & Grounds Committee was held today at 3:30 pm to approve this resolution. The agreement will be a 3 year lease with a 90 day notice to terminate at any time during the 3-year cycle. The Veterans Service Agency has outgrown their space in the Services Building and this move will allow for further expansion of the program.

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

CHAIRMAN'S ITEMS

- Appointment of Arthur “Mo” Wright to the Fish and Wildlife Management Board to fill a vacancy with an unexpired term end date 12/31/2017.

Mr. Hellwig said that Supervisor Wright will be filling Supervisor Raymond’s unexpired term.

On a motion made by Mr. Veitch, seconded by Mr. Allen, the following resolutions were approved unanimously.

LAW & FINANCE

- Requesting home rule legislation to authorize the County of Saratoga to convey a 63.54 acre parcel of reforested land on Kinns Road in the Town of Clifton Park to the Town of Clifton Park.
- Authorizing a contract with Arcadis in the amount of \$39,980 for engineering services associated with the preparation of a rate analysis and cost of service study.
- Proclaiming May as Older Americans Month in Saratoga County.

Mrs. Hellwig said that for the first item the request was hindered due to the fact that the language in the existing deed was outdated. The survey paid was updated and is being submitted with a renewed request that provided more accurate descriptions of the boundaries and various features of the parcel. Mr. Hellwig said that for the second item, they will be taking a closer look at the sewer districts rate projections and list of capital projects to determine the validity of their financial plan in terms of what the rates will be to fund projects. For the final item, the theme of Older Americans Month for 2017 is “Age Out Loud” to give a new voice and shine a light on older Americans.

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

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board