

Law and Finance Committee Minutes  
June 14, 2017 – 4:00 p.m.

Present: Chairman Collyer; Committee members Paul Lent, Dan Lewza, Kevin Tollisen, Matt Veitch, Mo Wright; Supervisors Alan Grattidge, Peter Martin, Dan Pemrick, Jonathan 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; Marcy McNamara, Human Resources; Jason Kemper, Planning; Steve Bayle, Probation; Cathi Duncan, Public Health; Keith Manz, Public Works; Lisa Scaccia, WIOA; J. Wes Carr, Youth Bureau; Press.

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

**On a motion made by Mr. Tollisen, seconded by Mr. Wright, the minutes of the May 10, 2017 meeting were approved unanimously.**

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

BUILDINGS & GROUNDS

- Authorizing Chair to enter into an agreement with H2M Architects & Engineers for Schematic Design Services for the new Public Safety Building at a cost not to exceed \$247,450 and amending the 2017 budget in relation thereto.

Mr. Hellwig said that services include a refinement of the initial design, geotechnical report, site survey, SEQRA work, mechanical, electrical and plumbing work.

Mr. Veitch said that he is voting in favor of this item however he has a concern with the Public Health Department moving to Ballston Spa without some commensurate service in Saratoga Springs. A lot of people use the Saratoga Springs location for walk in services and he would like to work on how the Public Health portion would be handled moving forward. Mr. Wright said that one of the complaints of the location in Saratoga Springs is the lack of parking, with the new location there would be easier access to available parking. Mr. Kinowski said that he talked to Mr. Veitch about the project and that it is a function or two of Public Health they are dealing with.

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

HUMAN RESOURCES & INSURANCE

- Authorizing an amendment to the Saratoga County Policies and Procedures Manual to provide for the revision of the Acceptable Use of County Information Technology Resources Policy.

- Amending resolution 267-2016 and approving a revised standard work day reporting resolution for elected and appointed county officials for retirement purposes.

Mr. Hellwig said that for the first item, the change is to clarify the use of county owned cell phones for personal use. The second item is a housekeeping item.

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

#### ECONOMIC DEVELOPMENT

- Authorize a transfer from the County's Trail Reserve Fund in the amount of \$11,250 to provide for a trails grant to the Town of Stillwater.
- Authorize an amendment to the agreement with GPI in the amount of \$95,000 for additional engineering services associated with improvements to the Zim Smith Trail.
- Authorize the Chairman to sign any and all restrictive covenants to the State as part of any State or Army Corps of Engineers approvals related to improvements to the Zim Smith Trail.
- Accepting \$197,893 for the TANF Summer Youth Employment Program and amending the budget in relation thereto.
- Authorizing application for and acceptance of Federal Funds for the Workforce Innovation and Opportunity Act Program for the 2017-2018 program year.
- Approving the Workforce Development Board Budget for program year 2016-2017 for \$97,500 and authorizing agreements with Warren and Washington Counties to fund WDB services.
- Authorizing a contract with J. J. Young, LLC to provide administrative services for the Workforce Development Board.
- Authorizing the execution of a Local Workforce Development Area Service Delivery Memorandum of Understanding.

For the first item, Mr. Hellwig said that the funds were transferred to the trust fund at the end of the year, this transfer back to the general fund will allow payment to the Town of Stillwater. For the second item, Mr. Hellwig said that the additional services will include some engineering survey and right of way services. The third item was required by the State Historic and Preservation Office. For the fourth item, the grant will be used to provide funding for summer jobs for youth that are eligible under the program guidelines. The fifth item is an annual item, this year's funding of \$667,741 is 8% less than last year's funding. The grant reduction will not affect any of the services as they will be providing the services with internal staff as opposed to contracting out. Mr. Hellwig said that for the sixth item, the Workforce Development Budget

has already been approved by the 38-member board which is made up of representatives from Saratoga, Warren and Washington Counties. Budget must be approved to support the office of the WDB Director which is one of the requirements under federal funding guidelines.

For the agreement with JJ Young, Counties are prohibited from providing administrative services and they must be contracted out. The contract amount of \$7,750 has been the same for the past several years.

For the final item, there is a new requirement under the funding guidelines that the partners and three counties involved will take steps to make it easier for individuals to apply for and access the services that are provided.

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

#### PUBLIC HEALTH

- Authorizing an amendment to the software license agreement with Complia Health, LLC to reduce the number of authorized licenses for Public Health Services.

Mr. Hellwig said that the licenses were used primarily with the Certified Home Health Agency. Public Health will now decrease from four software licenses to one.

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

#### PUBLIC SAFETY

- Introducing a proposed Local Law repealing the wireless communications surcharge authorized by Article Six of the County Law of the State of New York; and imposing the wireless communications surcharges pursuant to the authority of Tax Law §186-g and setting a date for a public hearing thereon.
- Authorizing a contract with LaBella Associates, D.P.C. of Rochester NY for a population trend assessment for the County Jail in the amount of \$40,000.
- Approving the County's Alternatives to Incarceration (ATI) Performance-Based Services Plan and authorizing acceptance of State Grants for the Community Work Order and Pre-Trial Services Program.
- Adopting the County's Comprehensive Emergency Management Plan.

Mr. Hellwig said that for the first item, the new law will include pre-paid cellphones which to this point in time have not been charged for their access to the wireless 911 system. Mr. Hellwig said that there is not enough data to know how much additional revenue will be collected. Mr. Lent said that another change is that the State will now collect the revenue currently being collected by the County and the State will remit funds to the County quarterly.

For the second item, the County has had a waiver from the State of New York for the past number of years that allows double bunking of inmates. The county has reached a point where the State will no longer issue the waiver without the county taking some action and make decisions on how to comply with the State caveat.

For the third item, the total funding of \$26,244 is \$700 less than last year's funding amount.

For the final item, the plan has been distributed to all board members and provides a framework for the countywide mitigation, preparedness response and other related activities.

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

#### PUBLIC WORKS

- Authorizing the 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 of Mott/Stafford's Bridge Road Bridge projects in the amount of \$13,384.

Mr. Hellwig said that the projects are complete however additional funding was available to cover budget overruns.

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

#### LAW & FINANCE

- Requesting home rule legislation to authorize the County of Saratoga to convey a 63.362 acre parcel of reforested lands on Kinns Road in the Town of Clifton Park to the Town of Clifton Park.

Mr. Hellwig said that this item will be voted upon at the special Board meeting scheduled for today at 4:45 pm.

**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