

## Law and Finance Committee Minutes

October 13, 2010 – 4:00 p.m.

Present: Chairman Wood; Supervisors Daly, Grattidge, Sausville, Thompson, Wormuth, Veitch, Raymond, Rowland, Hargrave, Jenkins, Barrett, M. Johnson, Wright, Lucia, Southworth, Collyer, Kinowski, and Yepsen; David Wickerham, Administrator; Spencer Hellwig, Mgmt. Analyst; Daniel Butler, Animal Shelter; Sam Pitcherale, Treasurer; Paul Lent, Emergency Services; Janet Glenn, Alan Kempf, Public Health; Jack Kalinkewicz, Personnel; Joe Ritchey, Public Works; Bill Davis, Jim DiPasquale, Sewer District; Carol Holley, Real Property; Mark Rider, Rich Kupferman, County Attorney; Joe Miranda, Recycling Coordinator; Press.

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

**On a motion made by Mrs. Wormuth, seconded by Mr. Sausville the minutes of the September 20, 2010 meeting were approved unanimously.**

### **PERSONNEL**

- **Amending the Policy and Procedures manual to add a new corporate compliance policy and clarify other policies to comply with current practices.**

Mr. Wickerham said the E&A meeting did not meet this month, however, there was one tender offer that will be taken to the Board Meeting on October 19, 2010.

Mr. Wickerham said in September all of the different sections of the Personnel Policies and Procedures Manual are updated. In this case, we are adding a new corporate compliance policy. The county has to have this policy in order to receive Medicaid funds. There are also a number of minor changes that are being done to comply with the current practice. A copy of the policies and procedures amendments will be in each Supervisors' mailbox.

**On a motion made by Ms. Daly, seconded by Mrs. Wormuth the above resolution was approved unanimously.**

### **PUBLIC HEALTH**

- **Amending the Policy and Procedures manual of the Public Health Nursing Service to include intranasal vaccine procedures, administration of immunizations, transport of blood samples, and procedures dealing with the care of patients with pleural catheters.**

- **Amending Resolution No. 73-05 extending the funding for the Lead Screening Program through September 30, 2010.**
- **Writing Off \$1,221.91 in bad debts on 11 cases**

Mr. Wickerham said the Public Health Department has a policy and procedures manual that they are required to keep by State law. They have updated it, with regard to vaccine procedures and administrative transporting of blood samples.

The second item is a resolution to extend the funding for the Lead Screening Program through September 30, 2010. This is a six-month extension, which is currently on the State fiscal year. At the State they are trying to get this on the federal fiscal year and that is why it has been extended to September 30<sup>th</sup>. The county anticipates that they will continue to receive funding under this program.

The third item is a request to write-off bad debts on eleven cases within the Public Health Nursing Service. These are relatively short term, however, the process goes through the Public Health Committee who approves it, and then comes to the Law and Finance Committee for final approval.

**On a motion made by Mr. Grattidge, seconded by Mr. Sausville the above resolutions were approved unanimously.**

### **BUILDINGS AND GROUNDS**

- **Authorizing the sewer lateral easement over the Zim Smith Trail for a sewer line to serve the property of Smith and Korolech at 85 Ushers Road in the Town of Halfmoon.**
- **Authorizing the Chairman to enter into an agreement with New York State Department of Transportation to accept \$17,357 for the Airport Obstruction Removal Project.**

Mr. Wickerham said there is a homeowner whose septic tank had failed. They are entitled to tap into the sewer lines along the Zim Smith Trail, and have asked for an easement.

The second item is an agreement with the New York State Department of Transportation to accept the money for the airport obstruction removal project. This is a \$692,000 project, which is 95% funded by FAA and Federal Government; 2 ½% by the County and 2 ½% by the State.

**On a motion made by Ms. Daly, seconded by Mr. Grattidge the above resolutions were approved unanimously.**

### **PUBLIC SAFETY**

- **Authorizing the Chairman to enter into an amended agreement with the Chazen Companies for the design and bidding phases of the Clifton Park and Lakeview Tower Sites for a total additional cost of \$13,600.**
- **Introducing a Local Law to authorize the Saratoga County Animal Shelter to issue dog licenses.**
- **Authorizing the Chairman to enter into an agreement with Automon to provide installation, configuration and maintenance of case tracking software at a cost not to exceed \$15,206.**
- **Authorizing the Chairman to enter into an agreement with Rochester Psychiatric Center for services relative to the incarceration of persons with a psychiatric condition at a cost not to exceed \$140 a day effective January 1, 2011 and runs to December 31, 2015.**

Mr. Wickerham said the first item is an amendment to a \$274,000 contract that dates back to February of 2007. The contract deals with erecting a tower in Clifton Park rather than renting, and also completing the Lakeview Tower site, which is in the town of Day.

The second item is authorizing the Saratoga County Animal Shelter to issue dog licenses. The State no longer issues licenses. The towns are now the ones issuing dog licenses, so the Public Safety Committee would like the county to allow the Animal Shelter to issue dog licenses at the shelter so that when a dog leaves it will be spayed, neutered and licensed and have all shots at that time.

The third item is a state contract program and state approved allowing for the better tracking of cases in the Probation Department.

The fourth item is to authorize an agreement with the Rochester Psychiatric Center for services relative to incarceration. Mr. Wickerham said when we have a person with a mental health diagnosis who is also incarcerated, typically they go to Marcy. If Marcy were filled then the Rochester Psychiatric Center would be used. The cost is \$140/day and the contract is for five years, with a thirty-day termination clause on both sides. No one has been sent in 2010 and the last year it was used was in 2000, he said.

**On a motion made by Mr. Grattidge, seconded by Mrs. Wormuth the above resolutions were approved unanimously.**

### **LEGISLATIVE AND RESEARCH**

- **Urging the New York State Department of Environmental Conservation to reconsider its Draft State Solid Waste Management Plan “Beyond Waste” to ensure counties across the state are not burdened with additional fees, surcharges and unfunded mandates.**

Mr. Wickerham said Legislative and Research is urging the State DEC to reconsider its new draft Solid Waste Management Plan “Beyond Waste” that will add a number of additional mandates upon both the county and individual home owners in their disposal of waste. For that reason the county is asking them to reconsider.

**On a motion made by Mr. Grattidge, seconded by Mr. Thompson the above resolution was approved unanimously.**

### **LAW AND FINANCE**

- **Authorizing Inter-agency transfers necessary to close out the 2010 County Budget.**

Mr. Wickerham said this resolution gives the administrator the ability to make interagency transfers as necessary to close out the 2010 budget. At this time of year we are long on some items and short on others. Without this, it would mean that we would have to come to the Board with a full list of changes. The procedure has been and will continue to be that the administrator will make those transfers throughout the year until the budget closes out. At that time a list of the transfers will be provided to the Law and Finance Committee.

**On a motion made by Ms. Daly, seconded by Mr. Grattidge the above resolution was approved unanimously.**

Mr. Grattidge asked if there was a limit? Mr. Wickerham said the limit is that he cannot go outside the budget and bring in new money. If we wanted to appropriate fund balance I would have to come back to the board, he said. This is simply taking individual amounts anywhere within the budget and transferring them over.

- **Authorizing the Chairman to enter into an agreement with Pipeline Products, Inc. for relining of 2,700 feet of interceptor sewer line in the amount of \$993,412.**

Mr. Wickerham said there were two bids received with the lowest bid at \$993,412 and the highest bid of \$1.2 million. This resulted in a savings of approximately \$200,000.

**On a motion made by Mr. Thompson, seconded by Mr. Sausville the above resolution was approved unanimously.**

- **Authorizing the Chairman to enter into an agreement with Specialized Environmental Monitoring for ash lagoon annual post-closure testing for a five year period in the amount of \$13,445.**

Mr. Wickerham said there was a plan for the ash lagoon, which is where the fly ash from the incinerator process is taken. The lagoons have been closed, but there is a post closure testing that has to be done for a five-year period. There was a bid process with \$13,445

as the low bid and acceptable to the sewer commission. The high bid was approximately \$18,000.

**On a motion made by Mr. Thompson, seconded by Mrs. Wormuth the above resolution was approved unanimously.**

- **Awarding Open Space grants to the Town of Clifton Park (\$90,239.50), the Town of Moreau (\$75,000), the Bernard Farm (\$244,521) and to the Town of Wilton (\$90,239.50) for a total of \$500,000.**

Mr. Wickerham said the Ad Hoc Land Preservation Committee met today. They are responsible for looking over the applications for the \$500,000 that was set aside for open space grants.

**On a motion made by Mr. Grattidge, seconded by Mr. Sausville the above resolution was approved unanimously.**

**A motion was made by Mr. Sausville, seconded by Mr. Thompson to move into Executive Session for the purpose of Litigation. Unanimous.**

**On a motion made by Mrs. Wormuth, seconded by Mr. Sausville the meeting was reopened to regular session. Unanimous.**

**No action was taken.**

**On a motion made by Mr. Sausville, seconded by Mr. Thompson the meeting was adjourned.**

Respectfully submitted,  
Chris Sansom