

Law and Finance Committee Minutes
August 15, 2012 – 4:00 p.m.

Present: Chairman Grattidge; Supervisors Daly, Rowland, Sausville, Veitch, Wormuth, Wright, Hargrave, A. Johnson, Jenkins, Collyer, Yepsen, Raymond, Wood, M. Johnson and Southworth; Spencer Hellwig, Administrator; Sam Pitcheralle, Cindy Baker, George Martin, Treasurer; Ryan Moore, Mgmt. Analyst; Diane Brown Maplewood Manor; Jack Kalinkewicz, Personnel; Joanne Bosley, Real Property; Steve Dorsey, County Attorney; Brian O’Conor, County Auditor; Bill Davis, Chad Cooke, Sewer District; Bob Christopher, Social Services; George Conway, Ass’t. County Attorney; Keith Manz, Wilton; Press.

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

On a motion made by Mr. Wright, seconded by Mr. Rowland the minutes of the July 11, 2012 meeting were approved unanimously.

Mr. Pitcheralle gave a brief overview of the 2011 Independent audit. He said the county has received an unqualified opinion of no findings, which is the best opinion to receive.

The assigned appropriated fund balance for 2012 was \$7,233,721, and the unassigned fund balance was \$6,556,908, formerly known as Unreserved, Unappropriated fund balance.

EQUALIZATION & ASSESSMENT

- Accepting a tender offer in the Town of Wilton for \$12,291.93

Mr. Hellwig said the above item is for a tender offer on a parcel on Ballard Road in the Town of Wilton. The offer of \$12,291.93 covers the taxes for 2009 through 2012 and includes all penalties and interest.

On a motion made by Mr. Veitch, seconded by Mr. Rowland the above resolution was approved unanimously.

PERSONNEL AND INSURANCE

- **Amending the Compensation Plan to create three Social Welfare Examiners and one Senior Social Welfare Examiner on a temporary basis beginning on August 24, 2012 and ending on December 31, 2012.**
- **Appointing Keith R. Manz to fill the unexpired term of Public Works Commissioner, Joseph Ritchey, effective 8/31/12 through 12/21/14.**

Mr. Hellwig said the positions which are being requested to continue until the end of the year were made last year when the personnel committee recommended the creation of the positions. This resolution will allow the continuation of them through the end of 2012. The department has indicated that the case load in Food Stamps, Medicaid and Temporary Assistance are still above average and the positions are necessary to handle the demand for those services.

The second item will authorize the filling of the Commission of Public Works position. The search committee conducted interviews of 11 candidates, with a second round of interviews of three of the eleven candidates. A recommendation was brought to the committee in support of filling the position by appointing Keith R. Manz to fill the unexpired term of the former commissioner.

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

ECONOMIC DEVELOPMENT

- **Authorizing the County of Saratoga to form a Local Development Corporation under Section 1411(a) of the Not for Profit Corporation Law.**

Mr. Hellwig said the above item is for authorization to form a Capital Resource Corporation which will spur economic development, job creation and retention throughout the county. This entity will have the ability to provide qualified, not for profit corporation access to tax exempt bonds to fund their capital initiatives. Currently, the bonds are issued by the New York State Dormitory Authority who collects a fee for providing the service. The formation of this corporation will provide eligible applicants with a lower cost alternative and the corporation will also have the benefit of being able to provide grant money to other not for profits.

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

BUILDINGS AND GROUNDS

- **Authorizing the Chairman to execute an agreement with Guth-DeConzo Consulting Engineers, PC to provide engineering services in an amount not to exceed \$20,000 to decommission the Maplewood Manor Cogeneration Plant and reconnect the facility to National Grid for electric service.**
- **Authorizing the Chairman to execute documents and agreements necessary to reconnect Maplewood Manor to electric service provided by National Grid at a cost not to exceed \$20,000.**

- **Authorizing the installation of signage in the south parking lot of the Woodlawn Avenue office building designating that lot as “Parking for County Business Only”.**
- **Designating the Red Committee Room at 40 McMaster Street as a Town of Ballston polling place beginning November 6, 2012.**

Mr. Hellwig said the first item is a resolution authorizing a contract amendment with Guth-DeConzo Consulting Engineers, PC to provide additional engineering services related to the decommissioning of the Maplewood Manor Co-Generation Plant and assistance with reconnecting the facility to National Grid for electric service. Due to the fact that the performance contract with Siemens was set to expire at the end of this year, a contract with this consulting firm was authorized as part of the 2012 capital plan to evaluate what options were available to the county beginning in 2013. The firm did identify the fact that, based on the current electric costs and some of the inefficiencies with the cogeneration plant, it would be preferable for the plant to be decommissioned and return Maplewood to the grid. The Buildings and Grounds Committee identified just under \$200,000 in savings by returning to the grid.

The second item is authorizing payments up to \$20,000 to cover the costs associated with National Grid reconnecting the County to their transformers.

The third item is related to the Woodlawn Office building in Saratoga Springs. There are increased demands for parking in the vicinity of the building as a result of downtown activity in the City of Saratoga Springs. A request has been made by the Public Health Nursing Director to have signs put up indicating that parking is only allowed for employees or county business only to keep the general public out of the lots since there are other parking options for them in the new parking garage.

The final item is a request from the Board of Elections to create a new polling place in the County Complex, Building One, as a result of the redistricting that occurred in New York State related to the congressional districts. The Village of Ballston Spa has been moved from the 20th Congressional District to the 21st Congressional District, and as a result of that they need a polling place. The recommendation is to allow them to use the Board of Supervisors Committee Room.

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

LAW AND FINANCE

- **Setting September 11, 2012 at 4:45 p.m. in the County Board Room as the date, time and place to hold a Public Hearing on the upgrade of Saratoga Lake sewer lines as well as construction of a new sewer line in the Town of Halfmoon.**

Mr. Hellwig said the Sewer Commission and Delaware Engineering have completed the design phase of the Capital Improvements for the construction of the new sewer line around Saratoga Lake and the new forest mains on Routes 4 and 32 in the Town of Halfmoon. They are now ready to move forward with the project and are requesting a public hearing be scheduled before contracts are awarded or bonds are issued.

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

- **Setting September 11, 2012 at 4:55 p.m. in the County Board Room as the date, time and place to hold a Public Hearing on the proposed extension of the boundaries of the Saratoga County Sewer District.**

Mr. Hellwig said the Sewer Commission has completed a countywide survey of municipalities to determine which ones are interested in being wholly included within the district boundaries. This resolution to extend the boundaries was approved by the commission and is now being brought to the Board of Supervisors to set the public hearing.

On a motion made by Mr. Rowland, seconded by Mr. Veitch the above resolution was approved unanimously.

- **Ratifying an emergency condition and authorizing the Chairman to enter into an agreement with Northern Engineering to replace the Sewer District's carbon monoxide analyzer at a cost not to exceed \$30,000.**

Mr. Hellwig said this item is a ratification of an emergency declaration by the Sewer Commission that will authorize up to \$30,000 for costs associated with the replacement of a carbon monoxide analyzer which is needed to monitor the discharge from the plant sludge incinerator.

On a motion made by Mr. Veitch, seconded by Mr. Rowland the above resolution was approved unanimously.

- **Authorizing the Chairman to enter into a renewal agreement with Capital Region Computers, Inc. DBA, ICOM Tech Services, for Saratoga County's email system at a cost not to exceed \$1.60/mo. For Business Class users, \$2.60/mo. For Business Mobile Sync users and \$9/mo. For Exchange users.**

Mr. Hellwig said the Technology Committee received and reviewed proposals from eight separate vendors to provide email service to the county. The existing vendor is ICOM Tech Services, and the recommendation is to renew the contract with them. They have agreed to maintain the same pricing through the renewal, and they were the low bidder out of the eight proposals that were received.

On a motion made by Mr. Veitch, seconded by Mr. Roland the above resolution was approved.

- **Authorizing blanket official undertaking for County Officers required by law to execute and file official undertakings.**

Mr. Hellwig said under the Public Officers Law the County is required to approve a blanket undertaking that provides insurance coverage for money and property handled by the Chairman of the Board, County Clerk, District Attorney, Treasurer and Sheriff. The policy is in force and was part of the 2012 insurance renewal. The resolution, once approved by the Board, will be filed in the County Clerk's office.

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

- **Authorizing Saratoga County's participation in a grievance of the new assessment recently adopted by the Hudson River Black River Regulating District (HRBRRD).**

Mr. Hellwig said on July 10, 2012 the Hudson River Black River Regulating District certified a new apportionment of the districts operating costs amongst the state and five counties. The regulating district board approved setting the State's share of the district's operating costs at 11.96%, which all of the counties believe is grossly understated. As a result of that, this resolution is being brought to the Board for approval to pursue a grievance at a hearing that is going to be held in September before the regulating district. At the hearing all five of the counties will be able to present evidence and/or oral testimony of why the assessment should be revised.

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

- **Authorizing the issuance of Tax Anticipation Notes in an aggregate principal amount not to exceed \$14,000,000 in anticipation of the collection of real property taxes, if deemed necessary by the County Treasurer.**

Mr. Hellwig said during discussions that took place at the July Budget Committee meeting, the finance director indicated that he was concerned about projections that the year-end cash balance would be approximately \$13,000,000. This has created some cash flow concerns in terms of being able to pay our bills for the first quarter of 2013. As a result of that discussion the committee supported the authorization, if necessary, of the treasurer to have a tax anticipation note issued. That decision will be made at a later date, but based on the timing in terms of getting the necessary approvals, the committee believed it was prudent to have this approval in place so if it is needed it can be done in a timely fashion.

On a motion made by Mr. Rowland, seconded by Mr. Veitch the above resolution was approved unanimously.

- **Authorizing the issuance of refunding bonds on an aggregate principal amount not to exceed \$3,700,000 and the payment of bonds to be refunded thereby, and providing for other matters in relation thereto.**

Mr. Hellwig said it was brought before the budget committee for discussion and received unanimous support to reauthorize refunding of 2003 sewer bonds. Based on the calculations provided by fiscal advisors out of Syracuse, the refunding is projected to save approximately \$250,000 over the remaining life of the bond.

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

Mr. Grattidge said the monthly Budget Report has been sent out. He said if anyone has any comments or corrections they should contact him.

On a motion made by Mr. Rowland, seconded by Mr. Wright the meeting moved to Executive Session for the purpose of Litigation. Unanimous.

A motion was made by Mr. Rowland, seconded by Mr. Wright to reopen to regular session. Unanimous.

Mr. Grattidge requested a resolution to authorize a settlement of a litigation case concerning Warren and Marie Kolodziejki.

A motion was made by Mr. Rowland, seconded by Mr. Wright to approve a resolution authorizing a settlement of a litigation case concerning Warren and Marie Kolodziejki. Unanimous.

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

Respectfully submitted,
Chris Sansom