

Law and Finance Committee Minutes
July 10, 2013 – 4:00 p.m.

Present: Chairman Sausville; Supervisors Daly, Wood, Veitch, Wormuth, Wright, Barrett, Grattidge, Hargrave, Jenkins, A. Johnson, Yepsen, Lucia, M. Johnson, Raymond and Kinowski; Spencer Hellwig, Administrator; Steve Dorsey, County Attorney; Ryan Moore, Mgmt. Analyst; Paul Lent, Ed Tremblay, Emergency Services; Roger Schiera, Bill Fruci, Elections; Chad Cooke, Sewer District; Jason Kemper, Planning; Keith Manz, Public Works; Hans Lehr, Mental Health; Jack Kalinkewicz, Personnel; Brian O’Conor, Auditor; Christopher Hagen, Marshall & Sterling; Cindy Baker, Sam Pitcherelle, Treasurer; Deborah Oligny, Prospective Animal Shelter Director; Press.

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

On a motion made by Mrs. Wormuth, seconded by Mr. Wood the minutes of the June 12, 2013 meeting were approved unanimously.

EQUALIZATION AND ASSESSMENT

- **Authorizing conveyance of a tax acquired parcel in the Town of Malta (\$150) sold at the March auction to the second bidder.**

Mr. Hellwig said the above parcel was originally sold at the March 18th auction, and the successful bidder has since forfeited the bid. The original bid was for \$175 and the value of the new bid is \$150.

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

PERSONNEL AND INSURANCE

- **Authorizing the Chairman to enter into an agreement with Marshall & Sterling Insurance to provide health insurance administrative and consultant services at a cost not to exceed \$60,000 effective August 1, 2013.**
- **Appointing Susan M. Hayes-Masa to fill the current vacancy in the County Coroner’s position through December 31, 2013.**
- **Authorizing the County Attorney to initiate collection proceedings against current and former employees who failed to provide required dependent eligibility verification.**
- **Appointing Deborah A. Oligny as Animal Shelter Supervisor at a Grade 15 Base Salary of \$62,413.**

Mr. Hellwig said the first item is to enter into an agreement with Marshall & Sterling Insurance to become the new health insurance benefit administrator for the county. This does entail a number of services including the management of the medical and prescription drug claims, disease management and wellness programs as well as dependability audits and several other management services. Twenty-two vendors were sent the RFP, and Marshall and & Sterling was selected from that list.

The second item is a result of the recent passing of county Coroner, John D. Martino. The Personnel Committee has recommended the appointment of Susan M. Hayes-Masa to fill the vacancy in this position until a new Coroner is elected in November, who will then begin their term on January 1, 2014. Ms. Hayes-Masa has served as an assistant to the Coroner since November of 1998.

The third item is for authorization to allow the County Attorney to initiate collection proceedings against any current or former employees that have refused to provide our health insurance consultant and the Personnel Department with verification that their dependents were eligible to receive health insurance coverage under the county's policies. Over the past several years work has continued with all the involved parties, including the Union, to obtain the necessary data. At this point, we have no other recourse but to reclaim these funds through a collection process, he said.

The final item is a recommendation to fill the vacancy of the Animal Shelter Supervisor. The search committee has completed their interviews of the candidates to fill this vacancy, and is now recommending the appointment of Deborah A. Oligny. There were a total of eleven candidates interviewed with two being interviewed for a second time.

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

BUILDINGS AND GROUNDS

- **Authorizing an amended agreement with Netsmart Technologies, Inc. to provide updated billing software compliant with new Federal standards at a cost not to exceed \$21,200.**

Mr. Hellwig said the above item is for authorization to renew the counties three year building lease agreement for space that is used to store the electronic voting machines and other election related equipment. The Purchasing Department conducted an extensive search for an alternative space and in conclusion they have indicated that the continuation of this lease is currently the best option. The vendor is WAM Commercial Associates, LLC of Ballston Spa. The renewal amount in the resolution represents an 11% decrease over the cost of this year's lease.

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

PUBLIC HEALTH

- **Authorizing an amended agreement with Netsmart Technologies, Inc. to provide updated billing software compliant with new Federal standards at a cost not to exceed \$21,200.**

Mr. Hellwig said the above resolution is to authorize the necessary software agreement to the Mental Health Departments Management Information System, which is hosted by Netsmart Technologies, Inc. The upgrade is necessary for the department to continue to be able to bill Medicare and Medicaid for their services.

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

PUBLIC SAFETY

- **Amending Resolution No. 68-13 to authorize an amended agreement with Pittsfield Communications Systems, Inc. in an amount not to exceed \$20,200 for the maintenance of the County Radio System.**
- **Amending the 2013 budget to appropriate \$85,222 in expenses and State Homeland Security Program (SHSP) grant revenues for emergency planning, training, hazard analysis, and related administrative functions in the Emergency Services Department.**
- **Authorizing the Chairman to enter into an agreement with the New York State Office of Homeland Security to accept \$165,000 in Homeland Security funding.**
- **Amending the 2013 budget to appropriate \$19,146 in expenses and Public Health Emergency Preparedness grant revenues for the purchase of decontamination equipment for the Emergency Services Department.**

Mr. Hellwig said the first item is an amendment to a 2012 contract with Pittsfield Communications Systems, Inc. to pay for invoices that exceeded the contract limit of \$14,000. The invoices are for work done on the Sheriff's Department vehicles, and were related to radio installations and removal from the patrol vehicles, as well as vehicles of undercover officers.

The second item is with regard to resolution 82-13 that was adopted in April, authorizing an agreement with the NYS Office of Homeland Security for an emergency planning, training and hazard analysis grant. The grant provided \$85,222 in funding. The spending plan was recently approved by the State, and Emergency Services is now ready to move forward with the

spending of that grant and needs authorization to amend the budget to obtain the funds both on the expense and revenue end of their budget.

The third item is for authorization to accept a 2013 Homeland Security Grant in the amount of \$165,000. Once Mr. Tremblay, receives final approval from the State for the work plan that he will be submitting, he will be back to request a budget amendment to receive the money so they can spend the money on various items that were approved under the grant.

The final resolution is for authorization to allow the Fire Coordinator to apply for and accept the balance of an Emergency Preparedness grant, which was originally given to the Public Health Department. Since they have not fully expended the grant, rather than forfeit the balance to the State, Mr. Tremblay has obtained the State's permission to apply the funds toward some decontamination equipment that he would like to purchase.

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

PUBLIC WORKS

- **Authorizing the Chairman to enter into an amended agreement with Gerhardt LLC for completion of the landfill sale and evaluation of the County transfer stations at a cost not to exceed \$9,675 plus \$100 per trip to Saratoga County.**
- **Recommending NYS Department of Transportation to continue to utilize the Cornell Local Roads Program (CLRP) for training and support of local highway superintendents and foremen.**

Mr. Hellwig said the first item is an amendment to the Gerhardt contract. Gerhardt, LLC is the engineer that is managing the privatization of the County Landfill. This amendment is being requested to cover some additional engineering work that is associated with that sale and the privatization of the facility. In addition, he will also be conducting an evaluation of the county's transfer stations and providing some possible options for the future operation of these facilities.

The second item was supported by the Public Works Committee after receiving a request from the NYS Association of County Highway Superintendents who have voiced concern over the potential loss of the Cornell Local Roads Program in terms of training and information resources that they use on an annual basis. This resolution is merely stating the Board of Supervisors support of that position.

On a motion made by Mr. Wright, seconded by Mr. Wood the above resolutions were approved unanimously.

LAW AND FINANCE

- **Amending the 2013 Budget and authorizing the Chairman to enter into agreements for the upgrade of sludge handling equipment at the Saratoga County Sewer District's wastewater treatment plant as follows:**

General Construction: Blue Heron Construction - \$1,250,327

Electrical: Avanti Electric - \$97,517

Mr. Hellwig said the above item is a recommendation from the Sewer Commission to award a general contract for the replacement of the district's sludge handling equipment which includes gravity belt thickeners, pumps and some digital monitoring equipment. The award is being recommended to be given to Blue Heron Construction who was the low bidder at \$1,250,327. In addition, they are also recommending the award of the contract for the associated electrical work to Avanti Electric, Inc. of Gloversville who was the low bidder at \$97,517.

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

- **Authorizing a contract amendment in the amount of \$19,952.75 for additional design and inspection services performed by EDP related to the emergency repair of a deteriorated portion of the sewer force main in the Town of Ballston.**

Mr. Hellwig said several months ago the Sewer District had to amend a contract with Insituform Technologies to repair a corroded forced main in the Town of Ballston that had failed. As a result of the repair work, the Sewer District's engineering consultant, Environmental Design Partnership, had to provide some additional design and inspection services. This resolution will authorize payment for those additional services.

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

- **Authorizing the Chairman to execute a certificate pursuant to General Municipal Law 53 designating New York's Secretary of State as agent for service of Notices of Claim upon Saratoga County and the County Attorney as the County Officer to whom the Secretary should transmit such Notices of Claim.**

Mr. Hellwig said during the last Legislative cycle the State passed into law, with the objections of the counties across the State, General Municipal Law 53, which authorizes alternative service and Notices of Claims upon municipalities by serving the New York Secretary of State. The purpose of the statute was to make it easier to commence litigation against municipalities and now directs the county as one of those municipalities to file a certificate with the Secretary of State, that designates the Secretary as an agent for the service of those Notices of Claim upon the county. The certificate must also designate an official within the county to whom the Secretary of State can forward those notices. This resolution will authorize the Chairman to

execute the certificate with the State and designate the County Attorney as the person to whom the Secretary should forward all Notice of Claim that are served upon them at the State level.

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

- **Supporting the County's application for funding through the NYS Consolidated Funding Application (CFR) procedure for trail design, permitting and additional costs associated with the expansion of the Zim Smith Trail to Mechanicville.**

Mr. Hellwig said the final item was approved in June by the Trails Committee and also by the Economic Development Committee. It was held off and brought to this committee in order to learn more details about this new consolidated funding application. At this point, the Planning Director will be applying for a grant between \$200,000 and \$225,000 to cover the design permitting costs from Elizabeth Street Ext. in Mechanicville to a residential subdivision in the Town of Halfmoon. The length of the trail will be extended by approximately 2 miles. The county is required to match in the amount of \$50,000. In coordination with money that has already been spent, and some land that was donated by the railroad, as well as funds in the Zim Smith Capital Account, the county will be able to meet the match.

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

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

Respectfully submitted,
Chris Sansom