

Law and Finance Committee Minutes  
March 13, 2013 – 4:00 p.m.

Present: Chairman Sausville; Supervisors Daly, Wood, Veitch, Wormuth, Wright, Kinowski, Jenkins, Hargrave, Lucia, Richardson, Grattidge, Southworth, Collyer, Lewza, M. Johnson, Yepsen, and Barrett; Spencer Hellwig, Administrator; Sandi Cross, Office for the Aging; Sam Pitcherelle, Treasurer; Ryan Moore, Mgmt. Analyst; Bruce. Thompson, Kilakwa Associates; Jack Kalinkewicz, Personnel; Brian O’Conor, Auditor; Cathi Duncan, Public Health; Joanne Bosley, Real Property; Chad Cooke, Sewer District; Tom Speziale, Emergency Services; Paul Lent, Emergency Services; James Murphy, District Attorney; Stephen Dorsey, County Attorney; Jason Kemper, Planning; Press.

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

**On a motion made by Mr. Wood, seconded by Mr. Veitch the minutes of the February 13, 2013 meeting were approved unanimously.**

**EQUALIZATION AND ASSESSMENT**

- **Accepting tender offers on parcels in the towns of Ballston (\$13,327.77), Clifton Park (\$20,314.50), Corinth (\$1,840.86), Day (\$5,771.94), Northumberland (\$2,409.68) and Wilton (\$15,461.80) and in the Villages of Corinth (\$7,452.35) and Schuylerville (\$3,004.91).**
- **Authorizing a correction to the 2013 tax roll from \$6,668.24 to \$1,452.92, a difference of \$4,556.72, for a parcel located in the Town of Clifton Park.**
- **Authorizing the Chairman to enter into an agreement with the NYS Department of Taxation and Finance to govern the electronic transmission of Real Property data between the County and the State.**

Mr. Hellwig said the first item is the approval of tender offers on 9 parcels, from six towns and 2 villages for a total of \$69,583.81, covering delinquent taxes for the tax years 2010, 2011, and 2012 including all penalties and interest. The parcels will be removed from the March 19<sup>th</sup> auction and conveyed back to their original owners

The second and third items are both tax bill corrections, where in both cases the property owners paid their school taxes in October of 2012 and these taxes, plus penalties and interest were relieved on to the 2013 tax bill in error. The county was contacted during the interest free period, so both property owners will have eight days from the day of the corrected tax bill to mail in or pay the corrected tax without penalties and interest being added.

The final item will allow the Real Property Tax Department to comply with the digitization of records initiatives that are implemented by the NYS Department of Taxation and Finance. The county is required by law to report certain information to the State on transfers of real property that includes the property location, seller, buyer, sale price and assessment information. There is a new form that will be used that will have a bar code that can be scanned and allow for the transfer electronically to the Department of Taxation and Finance.

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

#### **EQUALIZATION AND ASSESSMENT/ECONOMIC DEVELOPMENT**

- **Authorizing the Chairman, County Attorney and County Planning Director to take actions necessary to subdivide a parcel in the Town of Halfmoon for the purpose of retaining ownership of a 4-acre portion of the parcel for the planned extension of the Zim Smith Trail from Halfmoon to Mechanicville and authorizing the removal of said parcel from the March 19, 2013 Auction of tax foreclosed properties.**

Mr. Hellwig said the above item was approved by both the Equalization and Assessment and Economic Development committees. The parcel in question is 146.75 acres and located in the Town of Halfmoon and was scheduled to be included in the upcoming March Auction. The Trails Committee has expressed an interest in subdividing a 4 acre parcel on the northern edge of the property, retaining ownership of that strip as part of the planned expansion to Mechanicville of the Zim Smith Trail. The remainder of the parcel would then go back and be auctioned in September, notwithstanding the property owner coming and making a tender offer. The Equalization and Assessment committee also stipulated that the acceptance be conditioned on the county's retainer of an easement should the property owner attempt to come back and re-acquire the balance of the property. Economic Development's roll was to move a resolution authorizing the Chairman of the Board, County Attorney and the Planning Director to take all the necessary steps to proceed with the subdivision of the parcel.

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

#### **ECONOMIC DEVELOPMENT**

- **Authorizing the Chairman to enter into a logging revenue agreement with G&T Enterprises for the harvesting of four forestry lots in the Towns of Corinth, Moreau, Northumberland and Wilton.**

Mr. Hellwig said the above item is to approve a revenue agreement with G&T Enterprises who was the top bidder to conduct the timber harvesting on four parcels that are located in the towns of Northumberland, Corinth, Moreau and Wilton. The projected revenue based on their proposal was \$169,388 and Wadesworth Logging was the second highest proposal at \$144,783.

As allowed in the past, the resolution will direct the Planning Director to move forward with an agreement with the second bidder if the high bidder is unable to provide the required deposit in a timely fashion.

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

### **PERSONNEL & INSURANCE**

- **Authorizing the Chairman to enter into an agreement with Capital Indemnity Corporation for Third Party Employer Liability coverage at a cost not to exceed \$23,048 for Workers Compensation and directing the Personnel Director to obtain additional deductible options for future consideration.**
- **Amending the Compensation Plan to create 3 Temporary Social Welfare Examiners and 1 Temporary Senior Social Welfare Examiner.**

Mr. Hellwig said the first resolution will authorize the renewal of the County's Excess Liability Coverage for the Worker's Comp Program. He said, under no circumstances, when an injury occurs under the Worker's Compensation Law you cannot sue the employer unless there is gross negligence. If there is a grave injury the injured person can then sue the manufacturer of the product that resulted in the injury and then the manufacturer can sue the county. This policy provides protection to the county in the event that there are costs associated with defending or paying claims under that scenario.

Mr. Hellwig said last August the Personnel Committee recommended the continuation of four Social Welfare Examiner positions on a temporary basis to handle the increase in the caseloads that have occurred since 2007 when the number was around 700 to 800 cases. It has now grown to over 15,400 cases. The projected costs for these positions, including the benefits, will be \$60,000 for the remainder of this year. The Personnel Committee is supporting the continuation of those positions to handle the increase.

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

### **PUBLIC HEALTH**

- **Authorizing the Chairman to enter into an agreement with Saratoga Bridges for transportation of mental health clients at a cost of \$32.25 per client per day round trip and \$16.13 for one-way trips beginning April 1, 2013 through March 31, 2016 with the option to renew for one additional year.**

- **Authorizing the Chairman to enter into an agreement with the NYS Department of Health for the provision of the Early Intervention Service Coordinator Program by the Public Health Nursing Service.**

Mr. Hellwig said the first resolution will authorize a three year agreement with Saratoga Bridges to provide transportation services for mental health clients. They were the lowest of the three bids that were submitted.

The second item is in compliance with the State's takeover for the administration of the Early Intervention Program. This was initially enacted as a part of last years' state budget. Previous to this change, all of Early Intervention service providers contracted with the county. Now they must contract with the State, and this includes the County Public Health Nursing Service who is responsible for providing the case management services for these clients.

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

#### **PUBLIC SAFETY**

- **Authorizing the Chairman to enter into an agreement with the NYS Division of Criminal Justice Services to accept a \$39,000 grant to offset the cost of prosecuting domestic violence cases.**
- **Amending the 2013 Budget to re-appropriate \$18,862 in expenses and revenues under the Sheriff's Department for purchases to be made under the Local Enhanced Wireless 911 Grant.**
- **Amending the 2013 Budget to re-appropriate \$8,000 in expenses and revenues under the Sheriff's Department for training expenses to be reimbursed under the State Homeland Security Program Grant.**
- **Authorizing the Chairman to enter into an agreement with Pittsfield Communications in an amount not to exceed \$14,000 to provide radio installation and removal, light bar installation and removal, and other related radio services for the Emergency Services, Sheriff's and Public Works departments.**

Mr. Hellwig said the first item is for an annual grant that was received from the NYS Division of Criminal Justice Services to cover costs associated with the prosecution of domestic violence cases. The District Attorney has a full time position in his office that is dedicated to those activities and this money goes towards the costs associated with the work.

The second item is for the Local Enhanced Wireless 911 grant that comes from the NYS Department of State, and is used to reimburse the county for costs associated to upgrades to the Wireless 911 system that is used at the dispatch center in the Sheriff's Department. This

resolution will appropriate the unspent balance of that grant from 2012 into the 2013 budget in an amount of \$18,862.

The third item is also state funding, which is a State Homeland Security Grant, which comes from the NYS Department of Homeland Security and is used to reimburse the Sheriff's Department for training and the purchase and upgrade of emergency responses and other homeland security equipment. This resolution will appropriate the unspent balance in that grant for 2012 in an amount of \$8,000.

The final resolution is to move the county's 2012 minor contract with Pittsfield Communications into a major contract. This company provides radio installation and removal, light bar installation and removal, and other radio related services to three county departments, which includes the Emergency Services Department, Sheriff's Department and the Public Works Department. Due to some unanticipated volume last year, the contract was exceeded by just under \$4,000; therefore, a request has been made to the Board to increase the contract for up to \$14,000 to cover the excess. Currently, the 2013 contract is at \$10,000.

**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 agreement with ARCADIS of New York, Inc. in an amount not to exceed \$20,340 to complete baseline groundwater monitoring as required by the NYS Department of Environmental Conservation and amending the budget in relation thereto.**

Mr. Hellwig said the above item is for authorization to contract with ARCADIS of New York, Inc. to conduct ground water sampling and analysis at the Saratoga County Landfill. This is in accordance with the various state regulations that require the county to establish the baseline water quality parameters prior to the transfer of the facility to a private operator. The contract amount of \$20,340 will need to be appropriated from contingency to cover this unanticipated cost.

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

#### **LAW AND FINANCE**

- **Amending the 2013 Budget to appropriate \$142,460 to cover a change order to the Saratoga County Sewer District's contract with Industrial Furnace Company, for unanticipated construction costs related to replacement of the sludge incinerator's oil feed system and installation of a deflector wall.**

Mr. Hellwig said this resolution is for authorization to appropriate \$142,460 from the unreserved fund balance to cover a change order to the construction contract for the incinerator project that is under way. Since the existing system is currently a mixture of different pump types it was discovered that it requires some customization of the parts and that has added to the total cost of the project. The change order will amend the contract with Industrial Furnace Company from \$3,117,370 to \$3,259,830, which is within the 10% allowance for the change order committee.

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

- **Authorizing the Chairman to enter into an agreement with Kilakwa Associates for the development, hosting and administration of a new County website at a cost not to exceed \$5,600/year for years 1, 2, and 3 and \$600/year for years 4 and 5, plus \$90/hour for additional maintenance.**

Mr. Hellwig said the above item was approved by the Technology Committee at their March meeting and is for authorization to contract with Kilakwa Associates to develop, host, and provide administrative services for a new county website. There was a website subcommittee of the Technology Committee that included Supervisor Veitch, Supervisor Southworth, County Auditor, Brian O'Connor and County Planning Director, Jason Kemper. This group was tasked to bring a recommendation to the full committee. The recommendation is to approve a five year agreement for \$5,600 annually, for the first three years and \$4,800 annually for years 4 and 5. The current annual cost is \$5,400, so this is a slight increase, but ultimately over the term of the contract there will be savings.

Mr. Veitch said for clarification years 4 and 5 of the contract are only \$600 per year. Mr. Veitch said the first three years are a \$200 increase over what we pay now, but the last two years will be an approximate savings of \$4,800 over what we pay now. Over the five year contract there will be a savings of approximately \$9,000.

**On a motion made by Mr. Veitch, seconded by Ms. Daly the above resolution with the stated correction of \$600/year for years 4 and 5 was approved unanimously.**

- **Authorizing the Saratoga County Council on Autism to grant permission to Associate Professor Jordynn Jack of the University of North Carolina at Chapel Hill to publish page two of the Autism Council's brochure in her upcoming book, "Rhetoric Across the Spectrum: Autism's Gendered Characteristics".**

Mr. Hellwig said the Saratoga County Autism Council has received a request from Jordynn Jack who is an Associate Professor at the University of North Carolina at Chapel Hill. The Professor is writing a book on Autism and is asking the Autism Council for permission to reprint a page from the Autism Council's brochure. The resolution will provide the Board's consent to grant the Council's permission to approve this request.

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

Ms. Daly said because the Autism Council members do not meet regularly, they were contacted by phone, and they were all in agreement that we should grant permission. Ms. Daly said she felt that this should be approved by resolution, so that everyone is aware, as this doesn't happen very often. Ms. Daly commended Mr. Carr for his efforts in this initiative.

Mr. Hellwig said based on a conversation that he had with Chairman Sausville before the meeting; the Deputy Clerk's position of the Motor Vehicle's office was taken off of the resolution amending the comp schedule pending further reviews.

**On a motion made by Mr. Wright, seconded by Mr. Wood the meeting was adjourned to Executive Session for the purpose of Personnel. Unanimous.**

**On a motion made by Mr. Veitch, seconded by Mr. Wright the meeting reopened to regular session. Unanimous.**

Mr. Hellwig said there are two resolutions that are being added under Personnel.

The first resolution will be to approve the appointment of Felipe Moon as the new Director of Veteran's Services effective March 20, 2013 at a starting grade 13, base salary of \$54,852.

The second resolution will be to approve the appointment of Christina M. Abele as the new Animal Shelter Supervisor at a grade 15, base salary of \$62,413, effective March 20, 2013.

The third resolution will be an amendment to an earlier resolution that was approved amending the comp plan to include the creation of a part-time temporary clerk position in the Office for the Aging Department.

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

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

Respectfully submitted,  
Chris Sansom