

Law and Finance Committee Minutes  
December 11, 2013 – 4:00 p.m.

Present: Chairman Sausville; Supervisors Daly, Rowland, Wood, Veitch, Tollisen, Wright, Raymond, Collyer, Southworth, Jenkins, M. Johnson, Lucia, and Grattidge; Jason Kemper, Planning; Paul Lunde, Greenfield; Ryan Moore, Mgmt. Analyst; Steve Dorsey, County Attorney; Jack Kalinkewicz, Personnel; Sam Pitcherale, Treasurer; Brian O’Conor, Auditor Pat Malleolo, Marshall & Sterling; Press.

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

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

**ECONOMIC DEVELOPMENT**

- **Authorizing the Chairman to enter into an agreement with Panza’s Restaurant to provide food and beverage services for the 2014 Planning Conference in an amount not to exceed \$20,000.**

Mr. Hellwig said the above resolution is for authorization for a contract for the Planning Conference. The Planning Department has requested approval for a contract with Panza’s Restaurant to provide meals and snacks for the 2014 Planning Conference. The cost of the meals and snacks during the course of the contract is covered through the registration fees of the attendees.

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

**BUILDINGS AND GROUNDS**

- **Authorizing the Chairman to enter into an agreement with the Office of Court Administration (OFA) for the cleaning of court facilities.**
- **Authorizing the Chairman to accept the New York State matching funds for the Federal Airport Improvement Grant to prepare a Wildlife Hazard Assessment Study**
- **Authorizing the Chairman to accept New York State matching funds for the Federal Airport Improvement Grant to install PAPI’s and rehabilitates taxiway lighting.**

Mr. Hellwig said the first resolution is the renewal of a five year cleaning contract with the NYS Unified Court System. This is a revenue contract where they will reimburse the County for their

costs in minor improvements to the space that is used by the Judges and court system in Saratoga County. The revenue is expected to be approximately \$313,000.

The next two resolutions are required by the State to draw down matching funds for two county airport projects that have already been approved by the Board.

The first resolution is the State's share of a Wildlife Hazardous Assessment Study in the amount of \$5,000.

The second resolution is for an additional \$58,795 for the State's share of the costs associated with the installation of PAPI's on runways and the rehabilitation of taxiway lighting.

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

### **PUBLIC HEALTH**

- **Increasing the private pay rate at Maplewood Manor beginning February 1, 2014 to \$338/day plus the State cash assessment for semi-private rooms and \$359/day plus the State cash assessment for private rooms.**
- **Authorizing the Chairman to enter into a renewal agreement with Thomas Nicolla Consulting Services, PLLC to provide physical therapy services at an hourly rate of \$46.48.**
- **Authorizing a renewal agreement with Christine Britton-Hare for speech pathology services at a rate of \$45/hr.**
- **Authorizing the Chairman to enter into an agreement with DentServ to provide dental services to Maplewood Manor residents at a monthly rate of \$4,177.29, plus any additional fees for pre-approved outside oral surgeries.**
- **Authorizing the Chairman to enter into an agreement with Omnicare to provide pharmacy consultant services at a cost not to exceed \$30,000 annually.**
- **Authorizing an amendment to the agreement with Transitional Services Association, Inc. to accept \$2,645 in additional state aid and amending the budget in relation thereto.**
- **Authorizing the Chairman to enter into agreements with agencies providing various mental health counseling, substance abuse, vocational, housing and case management services for a period of one year.**

Mr. Hellwig said the first resolution is to increase the private pay rate by 5% for private rooms and semi-private rooms at Maplewood Manor. The new rates will go into effect in February of 2014. On an annual basis the private pay rate is adjusted to match the actual costs of providing rooms to individuals that pay privately, as opposed to the use of Medicare or Medicaid funds.

The second resolution is for authorization to enter into a renewal agreement with Thomas Nicolla Consulting Services, who will provide physical therapy services at Maplewood Manor for 2014. They are the current provider at an hourly rate of \$46.48. The rate was set back in 2009 and will remain unchanged under the new contract.

The third resolution is for Speech Therapy with Christine Britton-Hare, which is also a renewal at Maplewood, and required by Medicare in order to provide reimbursement for patients in the facility. The rates are unchanged.

The fourth resolution is for authorization for a new contract with DentServ which is the service provider for dental services at Maplewood Manor. They have been the provider since 2010. RFP's were sent out for the service with two responses. DentServ was the only response that met the specifications and criteria. As with the two previous renewals, the costs associated with this service will be unchanged from the previous year.

The fifth resolution will authorize a new contract for the pharmacy consultant, Omnicare. In compliance with State regulations, the company reviews the drug regime of each nursing home resident at least once a month. There is a small increase in the rate associated with this review going from \$6.10 to \$6.40 effective January 1, 2014. The increase is not expected to exceed \$5,000.

The sixth resolution is allowing the Mental Health Department to access an additional \$2,645 in state aid from OASIS, which is a one-time funding for Transitional Services to purchase and install a new 50 gallon water tank.

The seventh resolution is for authorization of the renewal of the Community Mental Health contracts with the various service providers for a one year period. The agency's share of the contracts is unchanged from 2013.

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

#### **PUBLIC SAFETY**

- **Authorizing acceptance of a \$10,000 Legislative grant from the New York State Office of Criminal Justice Services.**

- **Authorizing an agreement with Office Data Systems, Inc. to provide Digital Recording Equipment to record and prepare statements from Criminal Defendants at a cost not to exceed \$18,800.**
- **Approving an amendment to the County's Indigent Legal Services plan to incorporate the amendment to the Saratoga County Bar Association's Indigent Legal Services Plan to include the provision of Conflict Defender services.**
- **Authorizing the Chairman to enter into an agreement with the NYS Office of Indigent Legal Services to accept a three-year grant in the amount of \$211,602 to enhance indigent legal representation in Saratoga County.**
- **Authorizing the Chairman to enter into an agreement with the NYS Division of Criminal Justice Services to accept \$44,745 in state aid for reimbursement of expenses related to the ignition interlock device monitoring program.**

Mr. Hellwig said the first resolution is for a \$10,000 Legislative Grant, which will be used to offset the costs of video equipment and recording equipment that is used to record defendant statements during criminal investigations for specific crimes. Eighteen thousand dollars has already been placed in the 2014 budget to install the equipment.

The second resolution is for the authorization to contract with a vendor that will be providing the videotaping equipment, including the installation and training. No RFP was sent out, due to the fact that this vendor and the equipment are on state contract.

The third resolution is in accordance with County Law Article 18B. The Board has approved a plan to provide Indigent Legal Services to criminal and family court defendants. As the 2014 budget includes creation and funding of an office for the Saratoga County Conflict Defender, it was necessary for the County Bar Association to adopt and amend into their Indigent Legal Services Plan, which is a pre-requisite for this resolution. A request has been made that the Board amend their plan.

The fourth resolution is to accept State aid to the Public Defender's Office, which will provide the funding for the County's new Conflict Defender Office, as well as miscellaneous expenses in the office.

The final resolution is from the Probation Department; where there is an Ignition Interlock Program that is used for defendants that are convicted of crimes related to DWI or impaired driving. This grant will provide reimbursement to the Probation Department for expenses related to the monitoring of probation of participants that are required to be in the program.

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

## PERSONNEL

- **Approving and ratifying a 2013-2018 contract with the Saratoga Chapter of the Civil Service Employees Association, Inc.**
- **Adopting the 2014 Saratoga County Compensation Schedule**
- **Setting 2014 salaries for County officers, officials, management and confidential personnel who are not members of the collective bargaining unit and do not require local law approval for a salary increase.**
- **Introducing a proposed local law relative to amending the compensation schedule to include a cost of living increase for certain county officials and setting a date for a public hearing.**
- **Setting salaries of temporary and part-time employees who are not covered by the collective bargaining agreement.**
- **Authorizing the renewal of the health insurance contract with Empire Blue Cross for medical and prescription drug coverage at an annual cost of \$23,594,730.**
- **Authorizing the renewal of a dental contract with Blue Shield of NENY at an annual cost of \$661,530.**
- **Amending Resolution #116-13 and approving a revised standard workday reporting resolution for appointed County officials for retirement purposes.**

Mr. Hellwig said the first resolution is for the approval of the 2013 – 2018 collective bargaining agreement with CSEA which was voted on and supported by union members on December 5, 2013. The agreement will provide COLA of 0% in 2013 and 2% for each of the five remaining years. Pre-2001 employees who are currently exempt from a contribution to their health insurance premium will now be required to provide an annual contribution toward their premium. The 2% COLA for 2014 amounts to approximately \$766,000 and will be covered by some anticipated savings in health insurance costs that are currently available under this contract.

The second resolution is the adoption of the 2014 Compensation Schedule, which is necessary to approve the rate changes that will occur as a result of the new collective bargaining agreement.

The third resolution is extending the terms of the agreement to officers, officials and management/confidential employees that are excluded from the general bargaining unit.

The fourth resolution is for the extension of the agreement to officers who are mid-term. In the case of certain officers of the county that serve in terms, there is a requirement that a special resolution be done through a Local Law. This resolution will introduce the Local Law and sets a Public Hearing for Agenda Day in January so that they can be given the cost of living increase with the adoption of that law.

The fifth resolution will extend the terms of the CSEA agreement to all temporary/part-time employees who are not covered by the contract.

The sixth resolution is a health insurance renewal contract. Over the last several months, the Personnel Department and the Health Insurance Advisory Committee have been working with the health insurance consultant, Marshall & Sterling. At this point, with the assistance of the consultant, there has been a recommendation to approve the renewal contract with Empire Blue Cross to provide Medical and Prescription coverage's, at a cost of \$23,594,730.

The seventh resolution is a recommendation for a renewal of the Dental policy with Blue Shield of Northeastern New York at a cost of \$661,530.

The final resolution is the Standard Workday Resolution for elected and appointed officials and is required by the State Retirement System for reporting purposes. This resolution is continually updated when the employment status of employees are required to report under this resolution change.

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

#### **LAW AND FINANCE**

- **Authorizing the Chairman to enter into maintenance and support services agreement with NTS Data Services, LLC in an amount not to exceed \$183,270.**

Mr. Hellwig said the above resolution is a three year renewal of a maintenance agreement, including support services with NTS Data Services for the Board of Elections Data Base Software. The current agreement will expire at the end of 2013 and will cover voter registration, signature digitation, election reporting and other election related activities. The renewal agreement has been increased from \$162,000 up to \$183,270, which represents an increase of approximately 13%. This cost will be spread out over the term of the contract in an amount of approximately \$61,000 a year.

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

- **Confirming the 2014 scale of charges for the Saratoga County Sewer District.**

Mr. Hellwig said the Sewer District Commission has approved the rate schedule for 2014. It was approved unanimously and has been through the public hearing process.

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

- **Levying amounts payable to County Treasurer and Town Supervisors**

Mr. Hellwig said this is the authorization needed for everyone to issue tax bills

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

- **Establishing January 2, 2014 at 3:30 p.m. in the Board of Supervisors Chamber as the date, time and place of the 2014 Organizational Meeting of the Board of Supervisors.**

Mr. Hellwig said the above item is for setting the date for the Organization Meeting for 2014, which will take place on January 2, 2014 at 3:30 p.m.

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

Mr. Sausville thanked the committee for their support throughout the year.

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

Respectfully submitted,  
Chris Sansom