

Law and Finance Committee Minutes  
May 9, 2018 – 4:00 p.m.

Present: Chairman Tollisen; Committee members Preston Allen, Vince DeLucia, Paul Lent, Dan Pemrick, Tim Szczepaniak, Mo Wright; Supervisors Tara Gaston, Alan Grattidge, Art Johnson, Todd Kusnierz, Dick Lucia, Bill Peck, Tom Richardson, Jon Schopf, Matt Veitch, Sandra Winney and Tom Wood; Spencer Hellwig, Chad Cooke, Brian O’Conor, County Administrator; Steve Dorsey, County Attorney, Chris Schall, Auditor, Craig Hayner, County Clerk, Pat Maxwell, DSS, Lisa Scaccia, Employment & Training, Diane Brown, Human Resources, Jason Kemper, Jarret Sweet, Planning; Steve Bayle, Probation, Joanne Bosley, Real Property, Dan Rourke, Sewer; Michael Zurlo, Rick Castle, Sheriff; Andrew Jarosh, Treasurer, Blue Neils, Cornell Cooperative Extension; Press.

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

**On a motion made by Mr. Wright, seconded by Mr. Pemrick, the minutes of the April 11, 2018 meeting were approved unanimously.**

**On a motion made by Mr. Szczepaniak, seconded by Mr. Allen, the following resolution was approved unanimously.**

**HUMAN RESOURCES & INSURANCE**

- Authorizing a two and one half year contract with CorVel Corporation in the amount of \$401,120 for services associated with administering the County's Workers' Compensation Plan for the term from July 1, 2018 to December 31, 2020.

Mr. Hellwig said that the premium for the first year will be \$1,300 lower than the expiring agreement. Mr. Hellwig said that CorVel have done an exceptional job, there was a drop of \$600K in the 2016-2017 claims.

**On a motion made by Mr. DeLucia, seconded by Mr. Pemrick, the following resolution was approved unanimously.**

**HEALTH & SOCIAL SERVICES**

- Authorize the reappropriation of unspent grant funds in the amount of \$18,726.42 for the Safe Harbour program, amend the agreement with Saratoga Center for the Family in the amount of \$18,726.42 to administer the program, and amend the 2018 budget in relation thereto.

Mr. Hellwig said that the grant amount was \$99K last year and the remaining funds will be added to the \$99K budgeted for this year. The program is used to deal with human trafficking awareness programs relating to children. Funding is 100% State aid.

**On a motion made by Mr. Lent, seconded by Mr. Szczepaniak, the following resolutions were approved unanimously.**

**ECONOMIC DEVELOPMENT**

- Authorizing a 3-yr contract with Cornell Cooperative Extension in the amount of \$557,885 for services associated with management of the Saratoga County MS4 Stormwater Program.
- Authorizing a contract with J.J. Young, LLC in the amount of \$7,745 to provide administrative services for the Workforce Development Board.
- Approving the Workforce Development Board budget for program year 2018-2019 for \$96,400 and authorizing agreements with Warren and Washington Counties to fund WDB services.

Mr. Hellwig said that for the first item, for the past several years the Board has authorized \$55 annually for the MS4 program however due to changes in the DEC regulations the process is much more involved and additional staffing is needed. For the second item, the contract remains unchanged from last year. For the final item, the Workforce Development Board budget has already received the approval from the 38-member board which is made up of public and private sector officials from Warren, Washington and Saratoga Counties.

**On a motion made by Mr. Pemrick, seconded by Mr. Szczepaniak, the following resolutions were approved unanimously.**

**REAL PROPERTY TAX**

- Declaring Tax Parcel #68.9-1-66.21 to be a worthless property and cancelling taxes.
- Authorizing a tax credit on outstanding taxes owed to the County for tax years 2017 and 2018 for re-levied water and sewer charges that were erroneously charged to a vacant parcel in the Town of Waterford.
- Authorizing the denial of a request by a former property owner for a tax payment refund for a property that was previously sold at auction.

Mr. Hellwig said that for the first item, this property is comprised of a number of dirt roads. The local municipality has expressed that they are not interested in taking ownership of the roads. For the final item, the County sold the parcel at the March auction and a representative of the former owner paid the taxes three days later. Real property tax law does not allow for a correction or refund under this circumstance. The taxes were paid to the Town of Wilton.

**On a motion made by Mr. Lent, seconded by Mr. Pemrick, the following resolutions were approved unanimously.**

## **PUBLIC SAFETY**

- Authorizing the Sheriff to establish work release programs for incarcerated inmates at the Saratoga County Jail.
- Authorizing acceptance of a NYS Division of Homeland Security and Emergency Services grant in the amount of \$127,221 for the purpose of offsetting operating expenses associated with the Sheriff Department's Public Safety Answering Point (PSAP) system.
- Approving the County's Alternatives to Incarceration (ATI) Performance-Based Services Plan and Authorizing Acceptance of State Grants for the Community Work Order and Pre-Trial Services Program.
- Rescinding Resolution 69-2018 and authorizing an agreement with Hagerty Consulting, Inc. in the amount of \$74,794 for services associated with updating the County's Multi-Jurisdictional Hazard Mitigation Plan.

For the first item, Mr. Hellwig said that the Sheriff is currently actively pursuing program ideas to use low level non-violent sentenced offenders in positions with businesses in the county that may be interested in taking advantage of the services. For the third item, the grant amount total is \$26,244 which is the same funding level received last year. For the final item, there was a procurement that resulted in Tetrattech being awarded the contract following a piggybacking process allowed under General Municipal Law. Following the Board's adoption of resolution 69-2018, a comptroller's opinion was discovered which discouraged the use of piggybacking for services as opposed to the purchase of goods. The services were put out to bid and Hagerty was selected.

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

## **LAW & FINANCE**

- Authorizing an amendment to the contract with GHD in the amount of \$20,105 for additional construction related services associated with the odor control upgrade project.
- Authorizing an amendment to the contract with Arcadis in the amount of \$2,990 for additional grant preparation services associated with the regional biosolids handling facility project.
- Authorizing a contract amendment with Adirondack Labs in the amount of \$20,000 for additional testing services associated with a NYSDEC Notice of Violation.
- Authorizing the establishment of a non-reporting, managerial fund to be known as the Treasury Fund.

Mr. Hellwig said that the first three items are from the Sewer District. For the first item, the original contract was for \$109K but there were unanticipated inspection services required as a result of finding various utilities that had to be relocated. For the second item, Arcadis are currently in the process of applying for various grants associated with a feasibility study for the biosolids handling facility project between the Counties of Saratoga and Albany. The entire additional cost is \$5,980 and will be split between the counties. For the third item, the district was recently issued a notice of violation for exceeding SPDES permit limits for ammonia and the district must complete additional testing to identify the source of the ammonia. The original contract was for \$45K. For the final item, the fund is essentially a fund to pool the county's cash into one fund for investment purposes. The County Treasurer, Director of Finance and outside Auditor have recommended the creation of the fund to manage the County's cash assets.

### **PUBLIC WORKS**

- Adopting a Local Law authorizing the sale of real property of the County of Saratoga to Skidmore College.

Mr. Hellwig said that this item will be added to the agenda following the completion of a public hearing set for 4:25pm today.

**On a motion made by Mr. Lent, seconded by Mr. DeLucia, the meeting was adjourned unanimously.**

Respectfully submitted,  
Therese Connolly  
Deputy Clerk of the Board