

Law and Finance Committee Minutes  
October 11, 2018 – 4:00 p.m.

Present: Chairman Tollisen; Committee members Preston Allen, Dan Pemrick, Jean Raymond, Tim Szczepaniak, Mo Wright; Supervisors Tara Gaston, Alan Grattidge, Art Johnson, Theodore Kusnierz, Dick Lucia, Tom Richardson, Michael Smith, Matt Veitch, Sandra Winney, Tom Wood and Chairman of the Board Ed Kinowski; Spencer Hellwig, Chad Cooke, County Administrator; Steve Dorsey, County Attorney; Chris Schall, Auditor; Craig Hayner, County Clerk; Carl Zeilman, Ed Tremblay, Emergency Services; Michael Prezioso, Mental Health and Addiction; Jason Kemper, Planning; Keith Manz, Public Works; Joanne Bosley, Real Property; Dan Rourke, Sewer District; Michael Zurlo, Richard Castle, Sheriff; Tina Potter, Social Services; Andrew Jarosh, Treasurer; J. Wes Carr, Youth Bureau; Ridge Harris, Gramercy Communications; Press.

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

**On a motion made by Mr. Szczepaniak, seconded by Mrs. Raymond, the minutes of the September 12, 2018 meeting were approved unanimously.**

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

**HUMAN RESOURCES**

- Authorizing an amendment to the County's Health Insurance Policy to update language associated with policy exceptions.

Mr. Hellwig said that they will be updating the exceptions clause to replace the reference to the Board of Supervisors with language requiring unanimous support of the Chairman of the Board, Chairman of the H.R. committee and the County Administrator for any exceptions to the health care coverage policy. An example of an exemption would be allowing an individual to maintain coverage beyond what is already in place. This would be on a case by case basis.

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

**ECONOMIC DEVELOPMENT**

- Designating the Saratoga County Chamber of Commerce as the County's Tourism Promotion Agency and authorizing the Saratoga County Chamber of Commerce to apply for an "I Love New York" grant in 2019.

Mr. Hellwig said that this is a housekeeping item and will allow the Chamber of Commerce to apply for funding.

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

### **REAL PROPERTY TAX**

- Approving and confirming the auction sale of county-owned lands acquired for unpaid taxes.
- Authorizing a tax credit in the amount of \$1,000.90 on outstanding taxes owed to the county for tax year 2018 on a parcel in the Town of Providence.
- Introducing a proposed Local Law identified as Introductory No. 3, Print No. 1 of 2018, entitled “A Local Law Requiring Payment In Lieu of Taxes (PILOT) agreements for Solar Energy Systems Located or installed in Saratoga County”, and setting a date for a public hearing thereon.

Mr. Hellwig said that for the first item, eight items were sold with a gross sale amount of \$283,850, and after writing off the back taxes, the net profit is \$186,320. For the second item, the credit is related to an assessor error where the property was classified as a seasonal residence as opposed to vacant land. For the final item, the public hearing will be set for November 20 at 4:20pm.

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

### **BUILDINGS & GROUNDS**

- Authorizing a 5-year contract with the Unified Court System for County services associated with maintenance and cleaning of court facilities.
- Authorizing a lease agreement with CCM Associates of Clifton Park, LLC for DMV offices in the Clifton Country Mall and authorizing the capital construction costs associated with the expansion of the leased space.

For the first item, Mr. Hellwig said that by law the State is obligated to contract with the County for cleaning and minor and emergency repairs. The revenue next year is expected to be a little over \$378K. For the second item, Mr. Hellwig said that the five-year lease agreement is \$6,721 per month or \$80,862 per year.

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

### **PUBLIC SAFETY**

- Proclaiming October as Domestic Violence Awareness Month in Saratoga County.

- Authorizing the acceptance of a NYS Homeland Security State Law Enforcement Terrorism Prevention Program grant in the amount of \$72,479.
- Authorizing the acceptance of a NYS Homeland Security PSAP Operations grant in the amount of \$133,450.
- Authorizing the acceptance of a Division of Criminal Justice Services grant in the amount of \$22,500 and amending the budget in relation thereto.
- Authorizing an amendment to the 2018 budget to recognize revenue from the County's School Resource Officer program.
- Authorizing the acceptance of a FEMA Emergency Management Performance grant in the amount of \$86,553.
- Authorizing a 1-year contract with Motorola Solutions in the amount of \$188,347.32 for maintenance of the County's 800 MHz radio system.
- Authorizing a contract with Motorola Solutions in the amount of \$540,748 to replace the County's fire paging system.
- Introducing a Local Law to establish certain powers and duties for the County EMS Coordinator and the County Fire Coordinator and setting a date for a public hearing.
- Authorizing acceptance of a donated utility truck from the Halfmoon-Waterford Fire District.
- Authorizing a transfer from the DWI Reserve in the amount of \$3,290 and amending the budget in relation thereto.

For the first item, Mr. Hellwig said that the Sheriff, District Attorney and Social Services Departments all play a role in working with the various agencies to prevent domestic violence and to assist the victims in the county. The resolution is a way to increase awareness.

For the second item, the funds will be used toward policy development, training programs, dive time equipment, night vision equipment and video monitors.

For the third item, PSAP is Public Safety Answering Points and the funds will be used to offset the operating expenses. For the fourth item, the grant is provided through Senator Tedisco's office and funds will be used to purchase a commercial drone with night vision and thermal imaging capabilities. For the fifth item, the revenue amounts to \$398,273.44 and will be used to cover the expenses associated with the School Resource Program. For the sixth item, this is an annual grant and the funds will be used toward the CAD and 911 system maintenance costs. For the seventh item, the contract is lower than it is typically, due to the fact that some of the maintenance is covered under warranty. For the seventh item, the existing system is outdated and replacement parts are obsolete. The paging system was damaged due to a lightning strike last year. For the eighth item, the public hearing will be set on November 14, 2018 at 4:23pm. The local law is to recognize the need to establish and implement a comprehensive Countywide

policy and procedure for the EMS Dispatch, radio communications, response, mutual aid, and treatment and transportation of the sick and injured with clear lines of authority. For the ninth item, the county has been using the vehicle as a fire investigation response vehicle through a loan agreement. The County recently purchased a new vehicle for fire investigation responses and a request was made to the Halfmoon-Waterford Fire District if the vehicle could remain on loan to be used as a hazardous materials response vehicle. The board of Commissioners voted to donate it to the County for that use. For the final item, the transfer will cover the costs associated with the training of two Sheriff's Deputies as drug recognition experts.

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

### **HEALTH & SOCIAL SERVICES**

- Authorizing a contract amendment with TenEleven Group to add additional software licenses.
- Authorizing the Youth Bureau's 2018 RHYA funding application and contract.
- Accepting additional federal and state aid from the US Department of Agriculture, Food and Nutrition Service in the amount of \$88,376 and amending the budget in relation thereto.

For the first item, Mr. Hellwig said that the amendment will allow for an additional 12 user licenses and 20 remote access licenses. The software is the electronic health records software for the storage of patient records, exchange patient information, reporting and billing. For the second item, the grant is in the amount of \$49,445 and will authorize an agreement with CAPTAIN for the Runaway and Homeless Youth program. For the final item, the Department of Social Services was awarded this one time, bonus funding which will be used for various enhancements under the SNAP program. Mr. Hellwig commended Mrs. Potter and her staff for their careful management of the program.

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

### **LAW & FINANCE**

- Authorizing a transfer from the open space reserve in the amount of \$14,905 to fund previously approved Farmland Open Space projects in the Towns of Charlton and Wilton and amending the budget in relation thereto.
- Awarding 2018 Trail Grants.
- Authorizing inter-agency transfers necessary to close out the 2018 budget.
- Authorizing an update to the County's Investment Policy.

- Authorizing a contract with Arcadis in the amount of \$48,600 for professional engineering services associated with SPDES permit compliance testing.
- Designating Atlas Copco's equipment and maintenance services as the standard to be used in purchase contracts involving the repair, replacement or additions to the Sewer District's aeration blower systems at the treatment plant for reasons of efficiency and economy.

For the first item, Mr. Hellwig said that the transfer will allow for the funding of the previously approved projects. For the second item, there were eight applications totaling \$69,083, the 2018 has only authorized \$50K for these projects, therefore, approving all of the grant requests will require an appropriation from fund balance in the amount of \$19,083.18. The third item is a housekeeping item and will allow the administrator to move funds from departments where there is a surplus to cover deficits in other departments. For the fourth item, changes to the policy include updating bank qualifications, changing the collateralization rate from the current 105% to state-mandated 102% and changing maximum total deposit amount to be defined as per bank as opposed to applicable to all banks. For the fifth item, as part of the Sewer District's most recent SPDES permit limits, the NYSDEC is requiring the Sewer District to perform a series of tests in the Hudson River as part of the District's limit on ammonia discharges. For the final item, the blower systems are essentially produced by Atlas Copco.

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

Respectfully submitted,  
Therese Connolly  
Deputy Clerk of the Board