

Law and Finance Committee Minutes
January 9, 2019 – 4:00 p.m.

Present: Chairman Preston Allen; Committee members Scott Ostrander, Dan Pemrick, Jonathan Schopf, Tim Szczepaniak, Mo Wright; Supervisors Phil Barrett, Tara Gaston, Alan Grattidge, Art Johnson, Dick Lucia, Jean Raymond, Mike Smith, Sandra Winney, Tom Wood and Chairman of the Board Kevin Tollisen; Spencer Hellwig, Chad Cooke, Brian O’Conor, County Administrator; Steve Dorsey, County Attorney; Chris Schall, Auditor; Craig Hayner, County Clerk; Lauren Roberts, County Historian; Margaret McNamara, Human Resources; Eileen Bennett, Information Technology; Sandi Cross, Office for the Aging; Jason Kemper, Planning; Cathy Medick, Public Health; Keith Manz, Public Works; Joanne Bosley, Real Property; Dan Rourke, Sewer; Michael Zurlo, Sheriff; Andrew Jarosh, Treasurer; J. Wes Carr, Youth Bureau/STOP DWI; Ridge Harris, Gramercy Communications; Dustin Lewis, Soil & Water; Press.

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

Mr. Allen announced the appointment of Mr. Szczepaniak as the Committee Vice-Chair.

On a motion made by Mr. Wright, seconded by Mr. Schopf, the minutes of the December 12, 2018 meeting were approved unanimously.

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

PUBLIC SAFETY

- Authorize a contract between the Sheriff and the City of Saratoga Springs School District for the provision of a School Resource Officer and amending the budget in relation thereto.
- Authorize the acceptance of a 3-year Upstate Quality Improvement and Caseload Reduction grant from the New York State Office of Indigent Legal Services in the amount of \$257,269.
- Authorize the acceptance of a 2018 Statewide Interoperable Communications Grant in the amount of \$812,919 and amend the budget in relation thereto.

Mr. Hellwig said that for the first resolution, the district will be paying for $\frac{3}{4}$ of the cost. The agreement will be consistent with the other SRO agreements in the County. For the second item, the grant period began in 2017 and runs through June 2020 and will cover the cost of two contract positions to handle night court activities as part of the caseload reduction initiative approved by the State. For the final item, the funds will be used in part to maintain the County’s emergency communication system and a portion will be used to fund equipment in the new Public Safety Facility.

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

REAL PROPERTY TAX

- Authorize the acceptance of a tender offer in the amount of \$12,635.90 for a parcel in the Town of Halfmoon.
- Authorize correcting 2019 tax bills for parcels in the Town of Corinth and issuing refunds.
- Authorizing the County Auditor to approve tax refunds and corrections in amounts not to exceed \$2,500.

For the first item, Mr. Hellwig said that the back taxes are from 2016-2019. For the second item, there was an error related to applying water district tax on 59 parcels. The Director of Real Property has worked with the Town of Corinth and determined that the new tax bills will result in reduction of \$15,966.99. For the final item, the refunds and corrections will also be reviewed by the Treasurer and Real Property Director.

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

HEALTH & SOCIAL SERVICES

- Authorize an amendment to Resolution 248 of 2018 to revise the contract amount for O'Connell and Aronowitz from \$30,000 to \$34,334.
- Authorize an agreement with the New York State Department of Health for the funding and administration of the Rabies Program.

Mr. Hellwig said that for the first item, the Attorneys are used to provide primarily estate planning services. The incorrect amount was included in the original resolution. For the second item, the funding is shared by both the Animal Shelter and Public Health Nursing.

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

HUMAN RESOURCES & INSURANCE

- Appointing Jenniffer McClosky to the position of Director of Employment and Training.
- Authorize an amendment to Resolution 269 of 2012 to remove a reference to health insurance claim review by the County's health insurance consultant.

Mr. Hellwig said that for the first item, Ms. McClosky was one of the applicants interviewed for the position. The interview committee included Mr. Kinowski, Mr. Tollisen, Mr. Wood, Mr. Hellwig and Mrs. McNamara. For the second item, in 2012 the County made the decision to go to a self-insured model for health insurance. BlueShield was the health insurance vendor at the time and was hired under an administrative services only agreement. The language in that resolution makes reference to a Health Insurance Consultant reviewing the claims, and that review has now been taken over by the Human Resources Department.

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

PUBLIC WORKS

- Authorize a contract amendment with Barton and Loguidice in the amount of \$6,500 for additional services associated with the County's local solid waste management plan.
- Authorize the implementation and funding in the first instance 100% of the federal-aid and state-aid eligible costs of a transportation federal-aid project and appropriating funds therefore for the design services related to the rehabilitation of the Clark Road Bridge over Snook Kill in the Town of Moreau in the amount of \$20,000.
- Authorize a contract with Creighton Manning Engineering in the amount of \$20,000 for engineering services related to the Clark Road Bridge over Snook Kill project in the Town of Moreau.
- Authorize the implementation and funding in the first instance 100% of the federal-aid and state-aid eligible costs of a transportation federal-aid project and appropriating funds therefore for the design services related to the rehabilitation of the West River Road Bridge over Snook Kill in the Town of Moreau in the amount of \$20,000.
- Authorize a contract with Creighton Manning Engineering in the amount of \$20,000 for engineering services related to the West River Road Bridge over Snook Kill project in the Town of Moreau.
- Authorize the implementation and funding in the first instance 100% of the federal-aid and state-aid eligible costs of a transportation federal-aid project and appropriating funds therefore for the design services related to the pavement preservation project for County Route 28 in the Town of Moreau in the amount of \$53,903.
- Authorize a contract with Greenman Pedersen in the amount of \$53,903 for engineering services related to the County Road 28 pavement preservation project in the Town of Moreau.

For the first item, Mr. Hellwig said that the County's Local Solid Waste Management plan will be shared with the board members prior to submission to the DEC for their approval. For the second item, all but 5% is covered by State and Federal Aid. The third item is directly related to

the prior resolution. For the fourth item, the County share will be \$1,000. For fifth item is directly related to the fourth item. For the sixth item, the County share is \$2,695. The breakdown is 80% Federal, 15% State and 5% Local.

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

ECONOMIC DEVELOPMENT

- Authorizing a contract with HMA Contracting Corporation for construction services associated with a portion of the Champlain Canal Trail and amending the budget in relation thereto.
- Setting a date and time for a public hearing for amendments to Saratoga County Agricultural District #2 to be held February 13, 2019 at 4:25 pm.
- Authorizing a budget amendment to reappropriate unspent funds for a Planning Department capital project.

For the first item, Mr. Hellwig said that the amount of the contract is \$319,250. This is a 1.4-mile section of the trail in the Town of Waterford. HMA was the low bidder. For the second item, the parcels are in the Towns of Malta, Clifton Park and Greenfield. For the final item, Mr. Hellwig said that there was a contract authorized with CHA last year, only \$3K of the agreement has been spent and the remainder \$42K will need to be re-appropriated into the 2019 budget to complete the project.

On a motion made by Mr. Szczepaniak, seconded by Mr. Ostrander, the following resolutions were approved. Mr. Schopf recused himself from voting on the Adirondack Environmental Services item.

LAW & FINANCE

- Designate Tyler Business Forms as the standard for forms used with the New World ERP accounting system for reasons of efficiency and economy.
- Authorize the acceptance of \$9,615 from the New York State Environmental Facilities Corporation as part of the septic system rehabilitation program, authorize payment to recipients in the Town of Clifton Park, and amend the budget in relation thereto.
- Authorize a contract with Adirondack Environmental Services in a not-to-exceed amount of \$65,000 for lab testing services related to permit compliance.
- Authorize a contract with Green Mountain Pipeline Services in the amount of \$2,092,925 for construction services related to the rehabilitation of the Clifton Park Trunk Sewer.

- Authorize the acceptance of a grant from the William G. Pomeroy Foundation in amount of \$1,100 and amend the budget in relation thereto.

For the first item, Mr. Hellwig said that the County recently moved from an older financial system to a new system last year and this will avoid any problems running forms such as W-2 and 1099 off the new system. For the second item, last year a resolution authorized the County to participated in this grant program, two projects have been identified and approved in the Town of Clifton Park. The Soil & Water Conservation District is doing the work; the County is passing the funds through from the State to the Property owners. For the third item, district is required to test the discharge of the water from the plant to the Hudson river, this firm has been hired to ensure compliance with the permit details. For the fourth item, they will be relining approximately 8,000 feet of the sewer line. For the final item, the grant will fund a historic marker in the Town of Ballston to commemorate the 250th anniversary of the settlement of the boundary disputes related to the Kayaderosseras patent.

Mr. Hellwig said that the following resolution will be added to the Board Agenda for action after today's public hearing. In order for certain positions in the County to receive a cost of living increase, a local law needs to be passed.

HUMAN RESOURCES & INSURANCE

- Adopting a Local Law amending the 2019 County Compensation Schedule.

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

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board