

AGENDA SESSION
July 10, 2019 4:30 p.m.
Meeting Minutes

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

Roll call was taken. PRESENT – Timothy Szczepaniak, Alan Grattidge, Philip C. Barrett, Jonathon Schopf, Richard Lucia, Preston Allen, Jean Raymond, Michael Smith, Daniel Pemrick, Arthur Wright, Darren O'Connor, Thomas Richardson, Theodore Kusnierz, Scott Ostrander, Sandra Winney, Thomas N. Wood, III, Tara N. Gaston, Edward D. Kinowski, Arthur J. Johnson – 22. ABSENT - Kevin Tollisen, Willard H. Peck, Matthew Veitch, John Lawler - 1.

On a motion by Mr. Wood, seconded by Mr. Grattidge the minutes of the June 12, 2019 meeting were unanimously approved.

Mr. Allen asked for a motion to accept the agenda for the July 16, 2019 Board meeting as presented and approved by the Law and Finance Committee with amendments that were made prior to this meeting. The motion was made by Mr. Grattidge, and seconded by Mr. Barrett. Unanimous.

Mr. Allen announced the upcoming Deceased Veterans Ceremonies:

- August – Town of Halfmoon – Edwin W. Faulkner
- September – Town of Edinburg – Robert Morgan
- October – Town of Northumberland

Mr. Richardson said economic development has been worked on in Mechanicville with the Prosperity Partnership. They had a breakfast meeting where 25 former residents were invited to attend along with a few current residents and asked them to look at a booklet prepared by the Partnership. They are hoping to fill empty storefronts and some vacant lots in the City. The Partnership went to Mechanicville, took pictures of the property and researched the history, which was then turned into the booklet. The attendees at the breakfast were asked to share the pages of the booklet with companies looking to locate/relocate. Mr. Richardson said Mechanicville is 30 minutes from everywhere: the Airport, Albany, Troy, Saratoga Springs, etc. He said he is getting good feedback and some activity is occurring on parcels due to this booklet.

Mr. Kinowski said Stillwater did the same booklet and it yielded good results. He added this is a good thing to do and it is a nice process SCPP does.

Mr. Barrett thanked Mr. Richardson for mentioning this booklet at the Economic Development meeting this month as well as at this meeting. This is a great example of how the new economic development structure can and should work having a resource available to Mechanicville, Stillwater or any town here in the County is invaluable. Those resources, funding and people can put together plans to get efforts such as this one off the ground. Mr. Barrett said he would like to get that book in the hands of real estate brokers and people that are in the investment realm. He said SEDC was also at this month's committee meeting relative to the announcement of their new electronic design initiative. There are good things happening in economic development. He thanked everyone for working hard and making it happen.

On a motion by Mr. Richardson, seconded by Mr. Lucia the meeting was unanimously adjourned.

Respectfully submitted,

Pamela Wright
Clerk of the Board

PROPOSED RESOLUTIONS
July 16, 2019

HUMAN RESOURCES & INSURANCE

Approving a revised standard workday reporting resolution for elected county officials for retirement purposes.

Amending the Policies and Procedures manual to repeal and replace both the Management Development and Continuing Education Policy and the Managerial Benefits Policy with a new Administrative Benefits Policy.

Amending the Policies and Procedures manual to add a Progressive Discipline Policy.

HEALTH & SOCIAL SERVICES

Supporting and authorizing the County to apply for Entitlement status as it relates to grant funding availability for Community Development Block Grants through the US Department of Housing and Urban Development.

REAL PROPERTY TAX

Authorize auction sale of County-owned lands acquired for unpaid taxes to the underbidder for two parcels in the Towns of Corinth and Day.

ECONOMIC DEVELOPMENT

Authorizing the Saratoga County Association of Snowmobile Clubs Inc. to apply for a grant under the Recreational Trails Program to provide State funding for the purchase of a trails groomer.

Accepting \$239,195 in Federal Aid for the TANF Summer Youth Employment Program (SYEP) and amending the budget in relation thereto.

PUBLIC SAFETY

Authorizing the acceptance of an additional \$2,000 in STOP-DWI grant funding for Crackdown Patrols and Activities and amending the 2019 budget in relation thereto.

BUILDINGS & GROUNDS

Authorize a new 2-year lease agreement and a 2-year renewal option with Wilton Mall, LLC for the space occupied by the County's DMV Office.

Authorize a contract with Falcon Data Networks, LLC in the amount of \$24,550.59 for services associated with fiber optic cabling between the new Public Safety Facility and the existing Sheriff's Office.

LAW & FINANCE

Amending the Policies and Procedures Manual to revise the county's regulations for contracts and spending.

REGULAR MEETING
TUESDAY, JULY 16, 2019
AT 4:00 p.m., E.S.T.

Chairman Tollisen called the meeting to order.

Roll call was taken. PRESENT – Timothy Szczepaniak, Alan Grattidge, Philip C. Barrett, Jonathon Schopf, Richard Lucia, Preston Allen, Jean Raymond, Michael Smith, Daniel Pemrick, Arthur M. Wright, Kevin Tollisen, Darren O’Connor, Scott Ostrander, Theodore Kusnierz, Sandra Winney, Thomas N. Wood, III, - Arthur J. Johnson - 17 . ABSENT – Thomas Richardson, Willard H. Peck, Tara Gaston, Matthew Veitch, Edward D. Kinowski, John Lawler - 6.

PRESENTATION

Mr. Mark Castiglione, Executive Director of Capital District Regional Planning Commission presented the Board with the 2018 Annual Report and spoke about the document. He told the Board of the 2019 initiatives. Additionally, Mr. Castiglione gave an update on the Capital District Youth Center and Raise the Age. Mr. Tollisen thanked Mr. Castiglione for the documents and the updates.

On a motion by Mr. Grattidge seconded by Mr. Smith the minutes of the June 18 2019 meeting were unanimously approved.

The Clerk presented the following:

Letter from Ruth E. Gerardi resigning from the Office for the Aging Advisory Council

Received and Filed.

Letters & Emails from Fred & Ruthie Richards, Kathleen Clothier, Pat Stata, Malta Senior Citizens, and K. Ernst thanking the Chairman, the Board and the Office for the Aging for the Year of the Senior Event.

Copy to all Supervisors.

Letter from Momentive Performance Materials informing the Board of a minor permit modification to load tankers.

Received and Filed.

Letter from the Chautauqua County Legislature regarding their Harmful Algal Bloom Initiative.

Copy to Supervisor Kusnierz, Legislative & Research Chair.

Mr. Wright said that over the course of a year, Veterans in the Peer Connection Program began working on publishing a book. They met with a published author who is an Iraq War Veteran to learn about the writing process. The Veterans participated in art classes and used photography as a medium. The idea was that everyone processes experiences differently but various forms of art and writing can be therapeutic. In the end, 21 Veterans entered projects to be considered and the resulting book was given to each Supervisor. One of our Veterans, Katy Marchaland a US Army Veteran who served in Korea, helped lead this effort. Mr. Wright introduced Ms. Marchaland. He said this copy-write book has been an effort of hard work and love on behalf of the Veterans Peer Connection.

On a motion by Mr. Peck, seconded by Mr. Allen Resolutions 156 thru 166 were approved by a unanimous vote with the exception of Resolution #156. Mr. Kusnierz and Mr. Wright abstained from voting on Resolution #156.

RESOLUTION 156 - 2019

Introduced by Supervisors Wood, Grattidge, Johnson, Lucia, Peck, Veitch and Wright

AMENDING RESOLUTION 141-2018, AS LAST AMENDED BY RESOLUTION 280-2018, AND APPROVING A REVISED STANDARD WORK DAY REPORTING RESOLUTION FOR ELECTED AND APPOINTED COUNTY OFFICIALS FOR RETIREMENT PURPOSES

WHEREAS, this Board adopted Resolution 141-2018 establishing standard work days for certain elected and appointed County Officials for retirement reporting purposes pursuant to regulations of the New York State and Local Employees Retirement System;

WHEREAS, said regulations of the New York State and Local Employees' Retirement System require that municipalities continually update their standard workday resolutions to reflect changes in the employment status of individual employees, and accordingly Resolution 141-2018 was most recently amended by Resolution 280-2018; now, therefore, be it

RESOLVED, that this Board of Supervisors hereby amends Resolution 141-2018, as last amended by Resolution 280-2018 and establishes the following as standard work days for the elected officials named hereafter, and will report the following days to the New York State and Local Employees' Retirement System based on the timekeeping system records or the records of activities maintained and submitted by these officials to this Clerk of this body:

Supervisor to Hadley	6	Arthur Wright	1/1/2018-12/31/2019	N	6.36
Supervisor to Moreau	6	Theodore Kusnierz	1/1/2018-12/31/2019	N	2.06

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 157 - 2019

Introduced by Supervisors Wood, Grattidge, Johnson, Lucia, Peck, Veitch and Wright

AMENDING THE POLICIES AND PROCEDURES MANUAL TO REPEAL AND REPLACE BOTH THE MANAGEMENT DEVELOPMENT AND CONTINUING EDUCATION POLICY AND THE MANAGERIAL BENEFITS POLICY WITH A NEW ADMINISTRATIVE BENEFITS POLICY

WHEREAS, Resolution 330-82 adopted a manual of Policies and Procedures for the conduct of Saratoga County government; and

WHEREAS, since its adoption, the Board of Supervisors has enacted numerous amendments to the Manual; and

WHEREAS, the Human Resources Department’s ongoing review of the Manual has disclosed the appropriateness of revisions to update the County’s “Managerial Benefits” policy and to combine said policy with the “Management Development and Continuing Education” policy into a single comprehensive policy defining the benefits to which non-union employees are entitled; and

WHEREAS, copies of the proposed Administrative Benefits policy were provided to each member of this Board; and

WHEREAS, the implementation of legislative revisions to the Policies and Procedures Manual requires the approval of this Board; now, therefore, be it

RESOLVED, that the following sections of the Saratoga County Policies and Procedures Manual are hereby repealed:

<u>CHAPTER</u>	<u>SECTION</u>	<u>TITLE</u>	<u>ADOPTED</u>	<u>LAST REVISED</u>
4	L	Management Development and Continuing Education Policy	9/27/1999	4/18/2017

4 T Managerial Benefits 9/21/1984 9/15/2009

and, be it further

RESOLVED, that the Saratoga County Policies and Procedures Manual is hereby amended to add a new Administrative Benefits policy as set forth in the policy revisions distributed to this Board, to be incorporated in the Manual as follows:

<u>CHAPTER</u>	<u>SECTION</u>	<u>TITLE</u>	<u>ORIGINALLY ADOPTED</u>
4	L	Administrative Benefits	New

and, be it further

RESOLVED, that the Human Resources Department shall distribute copies of these amendments to all County departments and agencies.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 158 - 2019

Introduced by Supervisors Wood, Grattidge, Johnson, Lucia, Peck, Veitch and Wright

AMENDING THE POLICIES AND PROCEDURES MANUAL TO ADD A NEW PROGRESSIVE DISCIPLINE POLICY AND PROCEDURE

WHEREAS, Resolution 330-82 adopted a manual of Policies and Procedures for the conduct of Saratoga County government; and

WHEREAS, since its adoption, the Board of Supervisors has enacted numerous amendments to the Manual; and

WHEREAS, the Human Resources Department’s ongoing review of the Manual has disclosed the appropriateness of adding a policy for the purpose of standardizing the way the County undertakes potential disciplinary action relative to employees with civil service rights; and

WHEREAS, our Human Resources Department has distributed to each member of this Board copies of a proposed “Progressive Discipline Policy and Procedure”; and

WHEREAS, the implementation of legislative revisions to the Policies and Procedures Manual requires the approval of this Board; now, therefore, be it

RESOLVED, that the Saratoga County Policies and Procedures Manual is hereby amended to add a new Progressive Discipline Policy and Procedure as set forth in the policy revisions distributed to this Board:

<u>CHAPTER</u>	<u>SECTION</u>	<u>TITLE</u>	<u>ORIGINALLY ADOPTED</u>
3	Y	Progressive Discipline Policy and Procedure	New

and, be it further

RESOLVED, that the Human Resources Department distribute copies of the new Progressive Discipline Policy and Procedure to all County departments and agencies, and shall post the new policy on the County’s Intranet website.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 159 - 2019

Introduced by Supervisors Lucia, Gaston, O’Connor, Pemrick, Schopf, Winney and Wood

AUTHORIZING THE COUNTY TO ACCEPT THE DESIGNATION FROM THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AS AN ENTITLEMENT COMMUNITY, AND AUTHORIZING THE CHAIR TO EXECUTE ALL REQUIRED MUNICIPAL COOPERATION AGREEMENTS IN CONNECTION THEREWITH

WHEREAS, the Housing and Community Development Act of 1974, as amended (24 U.S.C. 93-383 et seq.) created the Community Development Block Grant (“CDBG”) program by combining into a single grant program a number of previous federal grant programs administered by the United States Department of Housing and Urban Development (“HUD”), which programs included the Urban Renewal, Model Cities, Open Space, and Water and Sewer programs; and

WHEREAS, the CDBG entitlement program provides annual grants on a formula basis to cities and counties to develop viable urban communities through: the construction of affordable housing; the promotion of economic opportunity through the creation of jobs and the expansion and retention of businesses; the expansion of community services; and neighborhood revitalization projects, principally for low- and moderate- income persons; and

WHEREAS, HUD annually allocates CDBG program funding to “entitlement communities” comprised of central cities of Metropolitan Statistical Areas; metropolitan cities with populations of at least 50,000; and qualified urban counties with a population of 200,000 or more (excluding the population of entitlement cities); and

WHEREAS, for the past 25 years, the City of Saratoga Springs has qualified as an entitlement community and administered CDBG funding within the City of Saratoga Springs; and

WHEREAS, the City’s CDBG funding for 2019 has been established at \$306,269; and

WHEREAS, as Saratoga County’s population is now estimated to exceed 230,000, the County could qualify as an urban county eligible for entitlement status and CDBG funding; and

WHEREAS, if Saratoga County were to seek and obtain entitlement community status, it is estimated that the County could be eligible to receive CDBG funding in the approximate amount of \$1,443,648, which amount includes the City of Saratoga Springs’ CDBG funding; and

WHEREAS, in order for the County to apply for and obtain entitlement community status, the City of Saratoga Springs would need to relinquish its status as an entitlement community, and the County would need to enter into HUD approved cooperation agreements with local municipalities with a combined population of 200,000 in which each local municipality must agree to the County serving as an entitlement community on the municipality’s behalf; and

WHEREAS, the City of Saratoga Springs desires to relinquish its status as an entitlement community and is willing to enter into a cooperative agreement with the County authorizing the County to serve in the role of entitlement community in place of the City; and

WHEREAS, the City of Saratoga Springs is willing to provide administrative assistance to the County for the CDBG program, subject to the City being reimbursed for its total eligible associated costs out of the CDGB funding received by the County, in the event the County is qualified as an entitlement community by HUD; and

WHEREAS, our Health and Social Services Committee has recommended that the County: i) accept the designation from HUD as an entitlement community, specifically an urban county, for purposes of qualifying to receive and administer CDBG program funding; and ii) enter into cooperative agreements with local municipalities of sufficient combined population to qualify the County as an urban county under HUD regulations; now, therefore, be it

RESOLVED, that the Saratoga County Board of Supervisors hereby expresses its support and conveys its authorization for the County of Saratoga to accept the designation from the US Department of Housing and Urban Development as an entitlement community, specifically an urban county; and, be it further

RESOLVED, that the Chair of the Board is hereby authorized to execute any and all cooperative agreements with local Saratoga County municipalities needed in order for the County to qualify as an urban county under HUD regulations governing eligibility to receive and administer CDBG program funding; and, be it further

RESOLVED, that the form and content of all such cooperative agreements shall be subject to the approval of the County Attorney; and, be it further

RESOLVED, that the Clerk of this Board of Supervisors shall forward a certified copy of this Resolution to the Saratoga Springs City Council and to the US Department of Housing and Urban Development as part of the County’s application to HUD for entitlement community status.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 160 - 2019

Introduced by Supervisors Pemrick, Gaston, Ostrander, Richardson, Schopf, Winney and Wood

APPROVING AUCTION SALE OF COUNTY-OWNED LANDS ACQUIRED FOR UNPAID TAXES

WHEREAS, pursuant to Resolution 166-96, this Board, by its Real Property Tax Committee, did offer on March 19, 2019, at auction sale, certain parcels of land in several Towns within the County, including the parcels more particularly described below; and

WHEREAS, pursuant to Resolution 110-2019, this board Authorized conveyance of certain lands to the highest bidders of said auction; and

WHEREAS, the highest bidders on the parcels listed below failed to complete the purchase of parcels within the time allotted by the rules promulgated by the Board; and

WHEREAS, the under bidders at the auction sale desire to purchase said parcels of land; and

WHEREAS, our Real Property Tax Committee finds that the return of these properties to the tax rolls is in the best interest of County residents; and

WHEREAS, all proposed conveyances of County lands require approval of this Board; now, therefore, be it

RESOLVED, that, due to the failure of the successful bidders on the parcels listed below to complete their purchases pursuant to County auction rules, the approval for the conveyance of Tax Parcels #86.2-3-21 and #44.-1-35 are hereby revoked; and it is further

RESOLVED, that the proposed conveyance of the following County lands to the under bidders at the auction of March 19, 2019 are approved; and, be it further

RESOLVED, that the Chair of the Board or, if appropriate, the Commissioner of Social Services, convey the following lands to the following parties, or their designee, upon their payment of the indicated amounts and certain administrative fees to the County Treasurer:

<u>UNDER BIDDER</u>	<u>TOWN</u>	<u>S/B/L</u>	<u>FORMER OWNER</u>	<u>AMOUNT</u>
Cassandra Malthouse 1245 Second Avenue Schenectady, NY 12303	Corinth	86.2-3-21	Garrie Eddy et. al.	\$ 25.00
Roger Rosekrans 54 Welch Lane East Berne, NY 12059	Day	44.-1-35	Richard D. Pascetto	\$20,000.00

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 161 - 2019

Introduced by Supervisors Barrett, Johnson, Kusnierz, Lawler, Richardson, Szczepaniak and Veitch

SUPPORTING THE APPLICATION OF THE SARATOGA COUNTY ASSOCIATION OF SNOWMOBILE CLUBS, INC. TO THE NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION FOR A RECREATION TRAILS PROGRAM GRANT FOR THE PURCHASE OF TRAIL GROOMING EQUIPMENT

WHEREAS, the Saratoga County Association of Snowmobile Clubs, Inc. is a not-for-profit corporation that grooms and maintains various snowmobile trails throughout Saratoga County; and

WHEREAS, the Saratoga County Association of Snowmobile Clubs, Inc. is applying to the New York State Office of Parks, Recreation and Historic Preservation (“OPRHP”) for a grant under the Recreational Trails

Program for a trail project to purchase trail grooming equipment to groom snowmobile trails located in whole or in part within Saratoga County, a site located within the territorial jurisdiction of this Board of Supervisors; and

WHEREAS, the Saratoga County Association of Snowmobile Clubs, Inc. has requested a resolution of this Board of Supervisors supporting the Club’s application for a Recreational Trails Program grant; now, therefore, be it

RESOLVED, that the Saratoga County Board of Supervisors hereby expresses its support for the application of the Saratoga County Association of Snowmobile Clubs, Inc. to the New York State Office of Parks, Recreation and Historic Preservation for a grant under OPRHP’s Recreational Trails Program for the purchase of snowmobile trail grooming equipment by the Saratoga County Association of Snowmobile Clubs, Inc.; and, be it further

RESOLVED, that the Clerk of this Board of Supervisors mail a certified copy of this Resolution to the Saratoga County Association of Snowmobile Clubs, Inc.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 162 - 2019

Introduced by Supervisors Barrett, Johnson, Kusnierz, Lawler, Richardson, Szczepaniak and Veitch

ACCEPTING \$239,195 FOR THE TANF SUMMER YOUTH EMPLOYMENT PROGRAM AND AMENDING THE 2019 BUDGET IN RELATION THERETO

WHEREAS, our Department of Employment and Training administers the TANF Summer Youth Employment Program in Saratoga County to provide employment opportunities for eligible youth ages 14-20; and

WHEREAS, funds in the amount of \$239,195 are available from the New York State Office of Temporary and Disability Assistance to assist the Department of Employment and Training in delivering this service; and

WHEREAS, the acceptance of these funds requires the approval of this Board and an amendment to the 2019 County Budget; now, therefore, be it

RESOLVED, that the County of Saratoga will accept funding from the New York State Office of Temporary and Disability Assistance in the amount of \$239,195 to assist in the administration of the TANF Summer Youth Employment Program; and, be it further

RESOLVED, that the 2019 Saratoga County budget is amended as follows:

EMPLOYMENT AND TRAINING:

Appropriations:

Increase Acct. #A.68.681-6000 Regular Wages	\$19,868
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Revenues:

Increase Acct. #A.68-4609 Temp Asst For Needy Families	\$19,868
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BUDGET IMPACT STATEMENT: The additional \$19,868 in program expenses is due to an increase in the minimum wage rate and will be covered with additional Federal Aid.

RESOLUTION 163 - 2019

Introduced by Supervisors Peck, Allen, Barrett, Lawler, O’Connor, Ostrander and Szczepaniak

AUTHORIZING THE ACCEPTANCE OF ADDITIONAL STATE AID FROM THE NEW YORK STATE STOP-DWI FOUNDATION, INC. FOR ADDITIONAL DWI CRACKDOWN PROGRAM PATROLS AND ACTIVITIES AND AMENDING THE 2019 BUDGET IN RELATION THERETO

WHEREAS, Resolution 60-2019 authorized renewal and implementation of our local STOP-DWI program and its participation in the 2019 New York State program; and

WHEREAS, additional state funding is available in the amount of \$2,000 through the New York State STOP-DWI Foundation, Inc. for use in local DWI Crackdown Program patrols and activities during the grant cycle of October 1, 2018 through September 30, 2019; and

WHEREAS, our Public Safety Committee and the STOP-DWI Coordinator would like to accept these additional program funds in the amount of \$2,000 and appropriate the funds into Saratoga County’s 2019 STOP-DWI Program budget for the aforementioned purpose; and

WHEREAS, the acceptance of these additional funds requires our approval; now, therefore, be it

RESOLVED, that the Chair of the Board and/or the County STOP-DWI Coordinator are hereby authorized and directed to execute any and all documents necessary to apply for and accept additional aid from the New York State STOP-DWI Foundation, Inc. in the amount of \$2,000 for use in Saratoga County’s STOP-DWI Crackdown Program patrols and activities; and it is further

RESOLVED, that the 2019 County Budget is amended as follows:

STOP-DWI

Appropriations:

Increase Account #A.33.000-7330 DWI Grants	\$1,000
Increase Account #A.33.000-7330.I DWI County	<u>\$1,000</u>
	\$2,000

Revenues:

Increase Account #A.33-3503 Traffic Safety Grant	\$2,000
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BUDGET IMPACT STATEMENT: None. 100% State Aid.

RESOLUTION 164 - 2019

Introduced by Supervisors Veitch, Barrett, Kusnierz, Peck, Raymond, Smith and Wright

AUTHORIZING A LEASE AMENDMENT AND EXTENSION AGREEMENT WITH WILTON MALL, LLC FOR A SATELLITE OFFICE FOR THE DEPARTMENT OF MOTOR VEHICLES

WHEREAS, pursuant to Resolution 80-2014, the Saratoga County Board of Supervisors authorized a lease amendment and extension agreement with Wilton Mall, LLC for the lease of 2,685 sq.ft. of space in Wilton Mall for a satellite office for the County Department of Motor Vehicles for a term to commence on or about August 1, 2014 and continue through December 31, 2019, at a rental rate of \$20.60 per square foot, subject to an annual rate increase commencing January 1, 2016 based on the Consumer Price Index of between 2.5% and 3%, plus an annual fixed cost for electricity of \$4.00 per square foot, subject to an annual increase of 2% commencing January 1, 2016; and

WHEREAS, Wilton Mall, LLC proposes to extend its lease for the 2,685 sq. ft. space for a term of two years commencing January 1, 2020, with an option for one two-year extension, at a reduced rental rate of \$20.60 per square foot, totaling \$55,311 per year/ \$4,609.25 per month, plus: i) an annual fixed cost for electricity of \$4.32 per square foot; and ii) an annual fixed charge for water in the amount of \$420.00 per year/\$35.00 per month subject to annual increases of 2% to said rental rate and fixed electricity charge commencing on January 1, 2021 and an annual increase of 3% to said fixed charge for water commencing on January 1, 2021; and

WHEREAS, the proposed rental rate of \$20.60 per square foot for the year 2020 is the same rate initially charged by Wilton Mall, LLC when the Department of Motor Vehicles took occupancy of its current location within Wilton Mall in 2014; and

WHEREAS, our Buildings and Grounds Committee and the County Clerk have recommended the acceptance of Wilton Mall, LLC’s proposed lease amendment and extension; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute a lease amendment and extension agreement with Wilton Mall, LLC for the continued lease of 2,685 sq. ft. of space in the Wilton Mall for a satellite office for the County Department of Motor Vehicles for a term of two years commencing on January 1, 2020, with an option for one two-year extension, at a rental rate commencing January 1, 2020 of \$20.60 per sq.ft., totaling \$55,311 per year/ \$4,609.25 per month, plus: i) an annual fixed cost for electricity of \$4.32 per square

foot; and ii) an annual fixed charge for water in the amount of \$420.00 per year/\$35.00 per month; subject to annual increases of 2% to said rental rate and fixed electricity charge commencing on January 1, 2021 and an annual increase of 3% to said fixed charge for water commencing on January 1, 2021; and, be it further

RESOLVED, that the form and content of such lease amendment and extension agreement shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funds will be placed in the County Clerk's 2020 budget to cover these annual costs.

RESOLUTION 165 - 2019

Introduced by Supervisors Veitch, Barrett, Kusnierz, Peck, Raymond, Smith and Wright

AUTHORIZING AN AGREEMENT WITH FALCON DATA NETWORKS, LLC FOR THE INSTALLATION OF FIBER OPTIC CABLE CONNECTING THE NEW PUBLIC SAFETY FACILITIES BUILDING WITH THE SHERIFF'S DEPARTMENT, DEPARTMENT OF PUBLIC WORKS AND ANIMAL SHELTER

WHEREAS, pursuant to Resolution 184-2018, this Board of Supervisors awarded general, plumbing, mechanical, electrical and fire protection/sprinkler construction contracts for the construction of the new Public Safety Facilities Building; and

WHEREAS, the County's contract with Schenectady Hardware & Electric Co. for the electrical construction work requires the contractor to install conduits for the insertion of fiber optic cable connecting the Public Safety Facilities Building to the Sheriff's Department, Department of Public Works and Animal Shelter; and

WHEREAS, plans for the construction of the new Public Safety Facilities Building require that the County enter into a separate contract with a vendor/contractor for the provision and installation of the fiber optic cable to be run through the installed conduits; and

WHEREAS, the County's Office of Information Technology solicited bids for the provision, installation, termination into patch panels, testing, labeling and certification of the fiber optic cable connecting the Public Safety Facilities Building with the Sheriff's Department, Department of Public Works and Animal Shelter; and

WHEREAS, our Buildings and Grounds Committee and the Director of the Office of Information Technology have recommended that the bid of Falcon Data Networks, LLC, the lowest bid received, be accepted; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an agreement with Falcon Data Networks, LLC of Pleasant Valley, New York, for the installation, termination into patch panels, testing, labeling and certification of single mode 12 pair fiber optic cables connecting the new Public Safety Facilities Building with the Sheriff's Department, Department of Public Works and Animal Shelter at a cost of \$24,550.59; with the form and content of such agreement to be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funds are available in the Public Safety Facility capital account.

RESOLUTION 166 - 2019

Introduced by Supervisors Allen, Kinowski, Ostrander, Pemrick, Schopf, Szczepaniak and Wright

AMENDING THE POLICIES AND PROCEDURES MANUAL TO REVISE THE COUNTY'S REGULATIONS FOR CONTRACTS AND SPENDING

WHEREAS, Resolution 330-82 adopted a manual of Policies and Procedures for the conduct of Saratoga County government; and

WHEREAS, since adoption, the Board of Supervisors has enacted numerous amendments to the Manual; and

WHEREAS, the annual review of the Manual, mandated by General Municipal Law Section 104-b, has disclosed the appropriateness of revisions proposed by the Director of the Animal Shelter, the County Attorney and the County Auditor to the County’s Regulations for Contracts and Spending; and

WHEREAS, copies of the proposed revised Regulations for Contracts and Spending were provided to each member of this Board; and

WHEREAS, the implementation of legislature revisions to the Manual requires the approval of this Board; now, therefore, be it

RESOLVED, that the following section of the Saratoga County Policies and Procedures Manual is amended to revise the County’s Regulations for Contracts and Spending as set forth in the policy revisions distributed to this Board:

<u>CHAPTER</u>	<u>SECTION</u>	<u>TITLE</u>	<u>ORIGINALLY ADOPTED</u>	<u>LAST REVISED</u>
2	H	Regulations for Contracts and Spending	9/20/94	10/20/15

and, be it further

RESOLVED, that the Department of Human Resources shall distribute copies of the revised Regulations for Contracts and Spending to all County departments and agencies.

BUDGET IMPACT STATEMENT: No budget impact.

Chairman Tollisen announced the following appointment:

Office for the Aging Advisory Council

Liz Feulner
Town of Galway

Term expiring 12/31/2022

On a motion by Mr. Lucia, seconded by Mr. Schopf the meeting was unanimously adjourned.

Respectfully submitted,

Pamela Wright, Clerk