

Law and Finance Committee Minutes
September 8, 2021 – 4:00 p.m.

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Joe Grasso, Kevin Tollisen, Matthew Veitch, Sandra Winney, Tom Wood; Supervisors Tara Gaston, Dick Lucia, Darren O'Connor, Bill Peck, Benny Zlotnick; Steve Bulger, Ridge Harris, Matt Rose, Audra Hedden, Christine Rush, County Administrator; Michael Hartnett, County Attorney; Michael Zurlo, Richard Castle, Sheriff; Dan Rourke, Sewer District; Carl Zeilman, Emergency Services; Scott Chamberlain, Human Resources; Daniel Kuhles, Public Health; Tina Potter, Social Services; Sandra Cross, Office for the Aging; Craig Hayner, County Clerk; Wes Carr, Stop DWI; Anna Stanko, Real Property; Jenniffer McCloskey, Employment & Training; Rebecca Robarge, Youth Bureau; John Safford; Donna Miter, CSEA .

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

On a motion made by Mr. Wood, seconded by Mr. Veitch, the minutes of the August 11, 2021 meeting were approved unanimously.

On a motion made by Mr. Veitch, seconded by Mr. Grasso, the following resolution was approved unanimously.

GOVERNMENT REVIEW & EFFICIENCY

- Introducing a Local Law adopting a Capital Plan and setting a public hearing.
(Supervisor Veitch)

BUDGET IMPACT: None

Mr. Harris said this local law formally opts the County into the provisions of the County Law pertaining to Capital Plans.

On a motion made by Mr. Tollisen, seconded by Mr. Wood, the following resolutions were approved unanimously.

HEALTH & HUMAN SERVICES

- Authorizing an amendment to the agreement with Rejha Group, LLC for transportation services for preschool children with special needs.
(Rebecca Robarge, Youth Bureau)

BUDGET IMPACT: None. Funds are available in the 2021 budget.

Mr. Harris said this will extend the amendment previously approved for last school year into the 2021-2022 school year for transportation of preschool students in special education and early intervention programs to account for COVID-19 impacts including busing restrictions, uncertain school attendance figures, and fluctuating transportation costs.

- Authorizing acceptance of 2021 State Aid allocation from the New York State Office of Children and Family Services for Youth Development and Runaway Homeless Youth Programs and Services.

(Rebecca Robarge, Youth Bureau)

BUDGET IMPACT: None. 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

Mr. Harris said Youth Development Program (YDP) is a supplemental funding stream that assists agencies and municipalities throughout the County in providing positive youth development and juvenile delinquency prevention programs. The Runaway Homeless Youth Act (RHYA) Services are provided through the CAPTAIN Community Human Services.

- Authorizing reappropriation of Youth Development Program funds from the State Office of Children and Family Services

(Rebecca Robarge, Youth Bureau)

BUDGET IMPACT: None. 100% State Aid.

Mr. Harris said this resolution will authorize an increase in funding for the Lively Library Learning Program of the Southern Adirondack Library System. The increase will be paid for by unspent funds from other agencies within the program.

On a motion made by Mr. Grasso, seconded by Mr. Veitch, the following resolutions were approved unanimously.

PUBLIC SAFETY

- Authorizing an agreement with the New York State Division of Homeland Security and Emergency Services to accept a \$138,956 Public Safety Answering Points (PSAP) grant.

(Michael Zurlo, County Sheriff)

BUDGET IMPACT: None. 100% State Aid

Mr. Harris said this state grant funding offsets Saratoga County's call-taking and dispatching expenses. The performance period of this grant commenced on January 1st, 2021 and will conclude on December 31st, 2021. These funds were included in the 2021 budget.

- Authorizing an agreement with the New York State Office of Indigent Legal Services to accept a \$257,269 Indigent Legal Services Grant.

(Andrew Blumenberg, Public Defender)

BUDGET IMPACT: None. 100% State Aid

Mr. Harris said this grant will replace the 2nd Upstate Quality Grant that was awarded from July 2017 through June of 2020. The new grant will cover a significant portion of an Assistant Public Defender salary over three years.

- Authorizing the acceptance of additional State Aid in the amount of \$5,000 from the New York State STOP-DWI Foundation, Inc. for DWI Crackdown Program patrols and activities, and amending the 2021 budget in relation thereto.

(J. Wes Carr, STOP-DWI)

BUDGET IMPACT: None. 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

Mr. Harris said the New York State STOP-DWI Foundation Inc. has awarded Saratoga County STOP-DWI an additional allocation of \$5,000 for this grant cycle. These additional funds will be appropriated into Saratoga County's STOP-DWI Program's 2021 budget.

- Proclaiming October as Domestic Violence Awareness Month in Saratoga County.
(Karen Heggen, District Attorney)

BUDGET IMPACT: None.

Mr. Harris said this resolution will raise awareness of issues related to domestic violence and resources designed to support victims and reduce instances of domestic violence.

On a motion made by Mr. Veitch, seconded by Mr. Barrett, the following resolutions were approved unanimously.

HUMAN RESOURCES & INSURANCE

- Approving the restructuring of certain Departments.
(Steve Bulger, County Administrator)

BUDGET IMPACT: None.

Mr. Harris said one vote was taken in committee on this proposal, however, two resolutions will be needed. The first resolution authorizes the restructuring of the County department organizational chart. The County Historian will move from the Office of the Clerk of the Board to the County Clerk; the Office of Emergency Services will move under the Sheriff's Office, and the Youth Bureau will be dissolved, and responsibilities split between Public Health and Office for the Aging. The second resolution authorizes the amendment of the 2021 compensation schedule to create temporary positions for the COVID-19 School testing program. These positions will be funded through the Epidemiology and Laboratory Capacity Reopening Schools Grant accepted via Resolution 224-2021. Mr. Veitch said the questions he had in committee about the restructuring of the Office of Emergency Services under the Sheriff's Department have been answered to his satisfaction by the Departments and he thinks this restructuring will improve efficiency.

- Approving a transfer of funds to cover 18-B Attorney's fees.
(Scot Chamberlain, Director of Human Resources)

BUDGET IMPACT: A transfer from Fund Balance in the amount of \$160,000 will be required to cover current and anticipated expenses under 18-B.

Mr. Harris said the purpose of the 18-B program is to provide representation to those county residents who are unable to afford their own representation in criminal proceedings and certain family court actions. In 2020 the budgeted amount for the division was sufficient due to the COVID-19 pandemic closing courts and driving down costs. However, in 2021 the backlog of cases has increased expenses in attorney's fees. These are a mandated expense requiring county expenditures for indigent defense costs.

On a motion made by Mr. Veitch, seconded by Mr. Barrett, the following resolutions were approved unanimously.

LAW & FINANCE

- Authorizing a contract for the Senior Nutrition Program.
(Sandi Cross, Director of Aging)

BUDGET IMPACT: None. Funds are included in the 2021 budget.

Mr. Harris said the Senior Nutrition program provides Home Delivered and Congregate meals to seniors 60 and over in Saratoga County. Office for the Aging is recommending that the bid be awarded to Mazzone Hospitality. The contract for the Nutrition Program will commence on October 1, 2021 and extend through December 31, 2026.

- Authorizing the Chair of the Board to execute and submit the Four Year Workforce Development Area Local Plan for the Saratoga Warren Washington Workforce Development Board.
(Jenniffer McCloskey, WIA Program Director)

BUDGET IMPACT: None.

Mr. Harris said the local plan will establish priorities for the 4 year period of July 2021 until June 2025 and has already been approved by the workforce development board and NYS Department of Labor.

- Authorizing the Chairman to enter into an agreement with MJ Engineering and Land Surveying P.C. in an amount not to exceed \$24,700 for architectural, structural, mechanical, electrical, plumbing and environmental site assessment of a property in the City of Mechanicville.
(Dan Rourke, Executive Director of Sewer District)

BUDGET IMPACT: None.

Mr. Harris said the sewer district is currently evaluating the feasibility of acquiring a storage building in the City of Mechanicville. The facility would provide more than 30,000 sq. ft. of space for Sewer District to house equipment.

- Authorizing an amendment to the agreement with Adirondack Environmental Services Inc. for a total not to exceed amount of \$130,058 to cover costs associated with sample analysis required by the USEPA for the Saratoga County Sewer District's technical determination of local limits.
(Dan Rourke, Executive Director of Sewer District)

BUDGET IMPACT: None.

Mr. Harris said the United States EPA regulations require the Sewer District to conduct a thorough analysis of pollutants that are discharged to the WWTP. This analysis is used to calculate the local limits that all wastewater discharge must adhere to. There are sufficient funds for this contract in the sewer district's 2021 budget.

Mr. Harris said the item authorizing an agreement with J.W. Danforth in the amount of \$750,000 was pulled from the agenda by the Department Head.

- Adopting a Local Law to provide for a cost of living increase for certain County officials.
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.

Mr. Harris said approval of this item will result in the previously proposed resolution that was tabled in January being added to the agenda under “unfinished business” for the regular meeting of the full Board of Supervisors. A discussion took place on whether the local law will need to be amended. Mr. Hartnett said it’s being added to the agenda to eliminate one step in the process for the Board to consider it at the full Board meeting.

On a motion made by Mr. Tollisen, seconded by Mr. Wood, the following resolutions were approved unanimously.

CHAIRMAN’S ITEM

- Appointing Scot Chamberlain as Workers Compensation Administrator.
(Chairman Kusnierz)
BUDGET IMPACT: None.
- Appointing Mike Butler as a Commissioner of Saratoga County Sewer District No. 1.
(Chairman Kusnierz)
BUDGET IMPACT: None.

Mr. Schopf recognized Mr. Barrett’s birthday.

Ms. Gaston asked for an update on the ARPA proposals. Mr. Harris said they’ve been working closely with their vendors to calculate lost revenue numbers and with Department Heads to identify potential projects.

On a motion made by Mr. Wood, seconded by Mr. Veitch, the Board Meeting Agenda for September 21, 2021 was approved unanimously.

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

Respectfully submitted,
Bridget Rider
Deputy Clerk of the Board