



Economic Development Committee

Thursday, March 3, 2022 3:30PM

Chair: Kevin Tollisen

Members:

Joe Grasso-VC
Mark Hammond
Jonathan Schopf
Kevin Veitch
Matt Veitch
Tom Wood

- I. Welcome and Attendance
- II. Approval of the minutes of the February 3, 2022 meeting.
- III. Authorizing the acceptance of ER-NDWG grant funding in the amount of \$74,264.21-
Jenniffer McCloskey, Employment & Training
- IV. Authorizing a three year agreement with Cornell Cooperative Extension for the
management of the Saratoga County MS4 Stormwater Program – Jason Kemper,
Planning
- V. Other Business
- VI. Adjournment

The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code:

Dial: 1-978-990-5145

Access Code: 1840389



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Jenniffer McCloskey, Employment & Training

DATE: 2/23/22

RE: Acceptance of additional ER-NDWG grant funds

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
Rev CD-4790 +\$38,811 Aprr CD.68.681-8321 +\$38,811

3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)

4. Specific details on what the resolution will authorize:
This will authorize the acceptance of an additional amount of \$74,265.21 of perviously awarded ER-NDWG grant via resolution 156-2021. Saratoga County Employment & Training will retain \$38,811 of the additional award and the remaineded will be passed through to Warren and Washington Counties.

5. Does this item require hiring a Vendors/Contractors: YES or NO

- Were bids/proposals solicited:
- Is the vendor/contractor a sole source:
- Commencement date of contract term:
- Termination of contract date:
- Contract renewal and term:
- Contact information:
- Is the vendor/contractor an LLS, PLLC or partnership:
- State of vendor/contractor organization:
- Is this a renewal agreement: YES or NO
- Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution accepting initial grant award
 - b. Are the terms changing: additional funds of the same grant are being dispersed.
 - c. What is the reason for the change in terms:
Redistribution of unspent funds from other parts of NYS.
7. Is a new position being created: YES or NO
- a. Effective date
 - b. Salary and grade
8. Is a new employee being hired: YES or NO
- a. Effective date of employment
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:
9. Is a grant being accepted: YES or NO
- a. Source of grant funding: NYS DOL
 - b. Amount of grant: \$74,265.21
 - c. Purpose grant will be used for: Providing employment and training services
 - d. Equipment and/or services being purchased with the grant: NA
 - e. Time period grant covers:
8/27/20-9/30/22 with potential for extension.
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- This grant expands the definition of Dislocated Workers under the Workforce Innovation and Opportunity Act to include individuals laid off as a result of a diaster, self-employed individuals unemployed because of a disaster, and long-term unemployed individuals. Saratoga County, as the grant recipient for the Saratoga, Warren, Washington Workforce Development Area, will retain \$38,811 of the awarded amount and the remainder will be passed through to Warren and Washington Counties.



Kathy Hochul, Governor
Roberta Reardon, Commissioner

February 7, 2022

Mr. Theodore T. Kusnierz, Jr.
Chairman Saratoga County
Board of Supervisors
Saratoga County Municipal Center
40 McMaster Street
Ballston Spa, New York 12020

Dear Mr. Kusnierz:

Congratulations. Your area has been approved for \$74,265.21 in Round 2 funding under the Employment Recovery National Dislocated Worker Grant (ER-NDWG). All terms and conditions of the original subrecipient agreement remain in effect.

The attached documents act as an addendum to the original ER-NDWG Subrecipient Agreement dated December 4, 2020:

- Revised Notice of Obligational Authority (NOA)
- Revised Subrecipient Cover Page

All expenditures, accruals and obligations for this disbursement must be reported monthly in PeopleSoft under Program Code **196** for Program Year 2020 (PY20) using the account codes appropriate to Dislocated Worker services. At the end of this program, funds remaining unexpended will be de-obligated and will no longer be available for use by your LWDA.

Any questions concerning this information should be directed to Mr. Edmund Applegate, State Representative at 518-457-0616.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Oliver".

Russell Oliver
Director
Division of Employment and Workforce Solutions

Attachment(s)

cc: Ms. Gretchen Steffan
Ms. Jenniffer McCloskey
Mr. Edmund Applegate
Mr. Freddy Pedinotti
Mr. Patrick Dooley

**NYS Department of Labor
Division of Employment & Workforce Solutions**

NOTICE OF OBLIGATIONAL AUTHORITY (NOA)

Authorizing Program Year 2020 Employment Recovery National Dislocated Worker Grant (ER-NDWG)

Title 1-B Funding

This funding is authorized for the period 8/27/2020 through 9/30/2022.

Program: ER-NDWG Program Year 2020
 NOA Number: ER-NDWG PY20-2
 Grantor: Governor of New York through the NYS Department of Labor
 FAIN: DW-35478-20-60-A-36

Local Workforce Development Area (LWDA) Subrecipient Information

LWDA Name: Saratoga/Warren/Washington
 LWDA Assigned Number: 76
 DUNS Number: 83-175-5264
 Subrecipient Contact: Mr. Theodore T. Kusnierz. Jr.
 Subrecipient Contact Title: Saratoga County Chair

WIOA Title 1-B

Program	CFDA #	Prior Approved Level	Change (per this NOA)	New Level
ER-NDWG PY20	17.277	\$43,701.26	\$74,265.21	\$117,966.47

NYSDOL Contact Information

Representative Name: Edmund Applegate
 Phone Number: (518) 457-0616

Approval Signature: _____



2/7/2022

Russell Oliver
 Director
 Division of Employment and Workforce Solutions



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 156 - 2021

Introduced by Supervisors Barrett, Gaston, Grasso, Schopf, Tollisen, Winney and Wood

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF LABOR TO ACCEPT A 2020-2022 EMPLOYMENT RECOVERY NATIONAL DISLOCATED WORKER GRANT AND AUTHORIZING AN AMENDMENT TO THE 2021 COUNTY BUDGET IN RELATION THERETO

WHEREAS, the Employment Recovery National Dislocated Worker Grant (ER-NDWG) awarded by the United States Department of Labor to the New York State Department of Labor expanded eligible participants to include dislocated workers as defined by Section 3(15) of the Workforce Innovation and Opportunities Act (WIOA) including workers laid off as a result of a disaster such as the COVID-19 Pandemic; and

WHEREAS, a grant in the amount of ~~\$43,701.26~~ ^{74,265.21} is available from the New York State Department of Labor for the purpose of assisting with career services training services, supportive services and needs-related payments for eligible participants; and

WHEREAS, Saratoga County is the grant recipient for the Saratoga, Warren, Washington Workforce Development area and will retain ~~\$22,838.28~~ ^{38,811} of the award amount and pass the remaining \$20,862.98 to Warren County and Washington County; and

WHEREAS, the acceptance of this Employment Recovery National Dislocated Worker Grant requires our approval; now, therefore, be it

RESOLVED, that the Chair of the Board and/or the Director of Employment and Training Administration is hereby authorized to execute all documents with the New York State Department of Labor necessary to accept a 2020-2022 Employment Recovery National Dislocated Worker Grant in the amount of ~~\$43,701.26~~, of which ~~\$22,838.28~~ will be retained by Saratoga County and the remaining grant award to be passed through to Washington County and Warren County; and it is further ^{74,265.21} ^{38,811}

RESOLVED, that the 2021² County budget is amended as follows:

UNDER EMPLOYMENT AND TRAINING:

Increase Revenue

Acct.: #CD-4790

Job Training and Federal Aid

^{38,811}
~~\$32,478.78~~

Increase Appropriations

Acct.: #CD.68.681-8321	Institutional Tuition	\$22,838.28	38,811
Acct.: #CD.68.681-8170	Coordination/Mgt Services	\$ 9,640.50	
	Total	\$32,478.78	

BUDGET IMPACT STATEMENT: None. 100% Federal Aid.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

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Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Jason Kemper, Director of Planning

DATE: 2/23/2022

RE: Saratoga County MS4 Stormwater Program

COMMITTEE: Economic Development Committee

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

Authorize a 3 Year Contract with Cornell Cooperative Extension for the management of the Saratoga County MS4 Stormwater Program

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: **YES** or **NO**
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
 - b. Are the terms changing: yearly fee
 - c. What is the reason for the change in terms:
A 1.5% increase was provided over the previous contract
7. Is a new position being created: YES or NO
- a. Effective date
 - b. Salary and grade
8. Is a new employee being hired: YES or NO
- a. Effective date of employment
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:
9. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:

10. Remarks/Reasoning (Supporting documentation must be attached to this form):

Saratoga County contracts with CCE for the management of the County MS4 Stormwater program. For 2022, the contract is in the amount of \$194,441.00 and is provided for in the 2022 Planning Department budget under account 1-80-000-8724. Prior to pandemic Saratoga County had a 3 year contract for with Cornell Cooperative Extension for these services (expired on 12-31-2020) with a yearly increase in payment. In 2021 due to the pandemic CCE requested a one year extension of the existing contract to continue the services. I have attached a marked up resolution from 2018 authorizing the 3 year contract with Cornell Cooperative Extension. The proposed contract term will be for 3 years with a yearly increase of 1.5%. The costs for these services will be as follows: \$194,441.58 for 2022, \$197,358.20 for 2023 and \$200,318.57 for 2024.

I have provided a copy of the proposal from CCE attached to this memo.

If any of the committee members would like additional information on this item, feel free to contact me.



Current Funding: \$188,737.00
 Funding Request: \$194,441.58/2022, \$197,368.20/2023, \$200,318.57

Proposal:

A continuation of the funding and action plan for the ISWM Program, including a 3-year contract interval, begun in 2018 that had been disrupted by the pandemic. Our intention is to return to our previously planned scope of work and deliverables by then end of 2021. This includes restoration of planned budgetary needs to support on-going work and increase overall deliverables in the form of access to broadband IT and the ISWM Program mobile GIS solutions for inspections, asset management and record keeping required by the NYSDEC SPDES Small MS4 Permit. All current technical assistance, material support, training and education programming will continue as it has since 2004.

Below you will find our 10-year cost projections and deliverables that were made in 2018, the currently applicable fiscal years are highlighted.

¹The Town of Saratoga will be automatically designated as an MS4 following the release of 2020 U.S. Census data.

10 year projection of budgetary need			
	Personnel	Operations	Total Annual Expenditure
y1/2018	\$155,000.00	\$24,000.00	<i>\$157,409.00</i>
y2/2019	\$158,875.00	\$24,000.00	<i>\$185,948.00</i>
y3/2020	\$162,846.88	\$24,000.00	<i>\$188,737.00</i>
y4/2021	\$165,288.69	\$24,000.00	\$188,737.00
y5/2022	\$170,441.58	\$24,000.00	\$194,441.58
y6/2023	\$173,358.20	\$24,000.00	\$197,358.20
y7/2024	\$176,318.57	\$24,000.00	\$200,318.57
y8/2025	\$179,323.35	\$24,000.00	\$203,232.35
y9/2026	\$182,373.20	\$24,000.00	\$206,373.20
y10/2027	\$185,468.80	\$24,000.00	\$209,468.80

Italicized text indicates total vouchers to Saratoga County in those fiscal years.

ISWM PROGRAM DELIVERABLES:

1. PUBLIC EDUCATION and OUTREACH

- a. Formulate an internal ISWM Program Education and Outreach subcommittee for steering and oversight
- b. Reassess Pollutants of Concern (POC) on a watershed basis Reassess Target Audiences (TA) and Areas of Concern (AC) on a watershed basis, for all MS4s
- c. Identify resources available and/or needed to tailor Ed/OR for POCs, TAs, ACs on a watershed basis
- d. Maintain and/or update current website and web-based resources based, per a through c above)
- e. Increase outreach to TAs based on POCs and ACs
- f. Increase outreach and presence among community groups and associations (ex. Chambers of Commerce, Business Owners Assoc.) as needed/identified basis

2. ISWM Program L-SWMP and PUBLIC TRAINING

Cornell Cooperative Extension

Building Strong and Vibrant New York Communities

Cornell Cooperative Extension in Saratoga County provides equal program and employment opportunities.



- a. ISWM Program Local Stormwater Management Training
 - i. Provide periodic (annual, bi-annual, etc.) training for key L-SWMP positions; responsibility- and/or position-specific (on-going)
 - ii. Provide general training programming for all new L-SWMP employees, officials, and contractors (on-going)
 - iii. Provide record keeping/tracking of all trainings and training needs
- b. Public Training
 - i. Continue to implement the SCCCE Eastern NY Stormwater Regional Training Center (SW RTC); Design Track (revenue-generating program)
 - ii. Implement the SCCCE SW RTC MS4 Track (revenue-generating program)
 - iii. Provide record keeping of all trainings (on-going)

3. MAPPING and ASSET INVENTORIES

- a. Finalize and publish the results of the grant-funded Mapping Project. This includes:
 - i. All collection points (catch basins, drop inlets, etc.)
 - ii. All conveyances (pipes, culverts, swales, ditches, etc.)
 - iii. All outfalls
 - iv. All Stormwater Management Practices owned and/or operated and/or maintained by L-SWMPs and/or discharging into L-SWMP MS4s (ponds, filters, infiltration basins, etc.) built after March 2003.
- b. All active construction sites; including priority ranking, status (active, temporary shutdown, etc.) and state of compliance (satisfactory, marginal, unsatisfactory)
- c. All L-SWMP High Priority Facilities:
 - i. All Highway or DPW Garages
 - ii. All fleet vehicle maintenance facilities
 - iii. All salt storage facilities
 - iv. Any equipment/vehicle storage yards/facilities where maintenance and/or repairs are also performed
- d. All L-SWMP Low Priority Facilities; public buildings, parks, parking lots, golf courses, vehicle/equipment storage (no repairs or maintenance), materials storage, pesticide/herbicide storage, swimming pools, etc.

4. RECORD KEEPING and ASSET MANAGEMENT

- a. Record Keeping
 - i. Provide records management via on-line database
 - ii. Provide real-time record-generation/data-capture via use of tablets
 - iii. Provide all records to NYSDEC or U.S.EPA for auditing purposes (on-going)
- b. Asset Management
 - i. Provide facilitation and technical assistance for
 - 1. Facilities Monitoring and Self-Assessments (on-going)
 - 2. outfall inspection and illicit discharge trackdowns/investigations (on-going)
 - 3. MS4 and SMP inspections (on-going)
 - 4. Active Construction Site-management (on-going)
 - ii. Facilitate recording keeping for all such activities



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 48—2021

~~Introduced by Supervisors Barrett, Gaston, Grasso, Tollisen, Winney and Wood~~

AUTHORIZING THE CHAIR TO ENTER INTO A RENEWAL AGREEMENT WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION TO MANAGE THE MS4 STORMWATER MANAGEMENT PROGRAM

WHEREAS, the Environmental Conservation Law and the Regulations of the Department of Environmental Conservation impose requirements on Saratoga County and its cities, towns and villages for the management of stormwater; and

WHEREAS, it is beneficial for the County to maintain an MS4 Stormwater Management Program to assist the municipalities in complying with the regulations regarding stormwater management; and

WHEREAS, pursuant to Resolution 124-2018, this Board authorized an agreement with Cornell Cooperative Extension of Saratoga County to administer the County's MS4 Stormwater Management Program for a term of three (3) years from 2018-2020 at a cost not to exceed \$183,200 for 2018, \$185,948 for 2019 and \$188,737 for 2020; and

Whereas, pursuant to resolution 48-2021 this Board authorized a one year extension to the agreement authorized by Resolution 124-2018; and

WHEREAS, our Economic Development Committee has recommended that the ~~current~~ agreement with Cornell Cooperative Extension Association of Saratoga County for the administration of the County's MS4 Stormwater Management Program be renewed for a term of ~~one (1) 3~~ years commencing January 1, 2021-2 until December 31, 2024 at a cost not to exceed \$194,441.58 for 2022, \$197,358.20 for 2023, and \$200,318.57 for 2024; of \$188,737; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an renewal agreement with Cornell Cooperative Extension Association of Saratoga County, for its services in administering the MS4 Stormwater Management Program for a term of ~~one (1) three (3)~~ years commencing January 1, 2021-2, extending until December 31, 2024, at a cost not to exceed \$194,441.58 for 2022, \$197,358.20 for 2023, and \$200,318.57 for 2024; at a cost of \$188,737 with the form and content of such renewal agreement being subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funds are included in the 2021-2 budget.