

Law and Finance Committee Minutes
July 13, 2022 – 4:00 p.m.

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Joe Grasso; John Lant, Kevin Tollisen and Matthew Veitch; Supervisors, Diana Edwards, Mark Hammond, Bill Peck, Tom Richardson, Tom Woods and Chairman of the Board Theodore Kusnierz; Steve Bulger, Ridge Harris, Matt Rose, Audra Hedden, Christine Rush, Stephanie Hodgson, Chris Schall, County Administrator; Michael Hartnett, County Attorney; Michael Zurlo, Sheriff; Chad Cooke, Public Works; Adam Kinowski, Human Resources; Anna Stanko, Real Property; Karen Heggen, District Attorney; Jason Kemper, Planning; Craig Hayner, County Clerk; Jenniffer McCloskey, Employment and Training; Tina Potter, Social Services; Michael Prezioso, Mental Health; Andrew Jarosh, Jennifer Taylor, Treasurer; Dustin Lewis, Soil & Water; Donna Miter, CSEA, Darlene McGraw.

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

On a motion made by Mr. Tollisen, seconded by Mr. Veitch, the minutes of the June 15, 2022 meeting were approved unanimously.

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

REAL PROPERTY TAX

- Authorizing a tax refund in the Town of Malta for tax parcel (229.4-4-11.1).

BUDGET IMPACT: No Budget Impact. Funds are available in the Department budget.

The department has determined a clerical error was made which resulted in an overpayment of taxes by the property owner. This resolution will authorize the refund needed to correct this situation.

- Cancelling delinquent taxes in the Town of Halfmoon.

BUDGET IMPACT: No Budget Impact.

These cancelled taxes will total \$1,495.60 and include all interest, penalties, and administrative costs through July of 2022.

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

BUILDINGS & GROUNDS

- Authorizing a lease agreement with the Saratoga County Soil and Water Conservation District.

BUDGET IMPACT: No Budget Impact.

The Soil and Water Conservation District is requesting a 9,200 square foot area adjacent to DPW facilities at the County Farm Road Complex for a proposed equipment storage building. The district will be responsible for all costs associated with construction and maintenance of the building, and the proposed lease will be for 30 years with an option to renew.

- Amending Resolution 103-2022, authorizing acceptance of an Aviation Capital grant from the NYS Department of Transportation.

BUDGET IMPACT: No Budget Impact.

Resolution 103-2022 originally authorized the acceptance of grant funds for the purchase of a self-propelled runway broom at the County airport. Following additional conversations with New York State DOT, it was determined a front mounted self-propelled snow blower would better meet the department's maintenance needs.

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

PUBLIC SAFETY

- Authorizing an agreement with the New York State Division of Criminal Justice Services to accept a 2022-2023 District Attorney Salary Aid Program Grant.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

These grant funds in the amount of \$72,189 will help offset salary expenses within the District Attorney's office.

- Authorizing a tower rental agreement with the Federal Bureau of Investigation for the placement of communications and related equipment on the County's radio communications facility in the Town of Stillwater, and amending the 2022 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds and increase Fund Balance.

As part of the agreement, the FBI will pay the Office of Emergency Management \$250 per month for use of the premises for a 10-year term.

- Authorizing a renewal agreement with Mission Critical Partners for maintenance of the Capital District Computer Aided Dispatch E911 and Records Management System.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This agreement will be for a one-year term at a cost of \$65,096.

- Authorizing a renewal agreement with Central Square for computer-aided dispatch software.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This three year agreement will cost \$43,085.70 annually. Central Square will maintain the Zerto and VMware software utilized to replicate and secure critical information and data.

- Authorizing a contract for police services with the Town of Ballston, amending the 2022 Compensation Schedule under the Sheriff’s Department, and amending the 2022 budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

This agreement for specialized law enforcement services will be consistent with other contracts currently in effect for the Towns of Halfmoon, Clifton Park, Wilton, and Village of Corinth. Included in the agreement will be the creation of 2 new Deputy Patrol positions. Expenses for the positions will be fully funded by the Town of Ballston.

- Authorizing a cooperative agreement with the United States Department of the Navy for the lease of night vision equipment.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This is an annual housekeeping item for the Sheriff’s Department.

- Authorizing an agreement with Prime Care Medical of NY Inc., Professional Care Medical Practice P.C., and Professional Care Dental Services P.C. for the provision of medical and dental services at the Saratoga County Sheriff’s Office Correctional Facility.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

The first year of this three year agreement will cost \$335,715.41, while subsequent years will be subject to an annual increase based on the preceding 12-month Cost of Living Index or 3%, whichever is higher. This agreement will also consolidate certain medical and dental services under one vendor and lead to significant improvements in operational efficiencies.

- Authorizing the acceptance of additional state aid from the New York State STOP-DWI Foundation, Inc. for DWI High Visibility Enforcement Campaign (HVEC) patrols and activities, and amending the 2022 budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

This \$3,000 in grant funding will be applied towards additional DWI enforcement efforts.

On a motion made by Mr. Barrett, seconded by Mr. Veitch, the following resolutions were approved. Mr. Grasso recused from voting.

PUBLIC WORKS

- Authorizing an amendment to the 2022 Public Works budget in the amount of \$450,000 to address shortages due to rising fuel costs.

BUDGET IMPACT: The budget amendment will require an appropriation from Fund Balance.

DPW is budgeted for a total of \$705,000 for unleaded gasoline and diesel fuel costs for the County's fleet of vehicles in 2022. Based on the rising costs of fuel, it is estimated that year-end expenses will total \$1,155,000.

- Authorizing a consultant agreement with CHA Consulting, Inc. for professional services associated with the rehabilitation of County Route 49 (West Milton Road) bridge over Kayaderosseras Creek in the Town of Milton.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This agreement in the amount of \$222,000 will allow CHA to provide design and construction inspection services associated with the project.

- Authorizing a consultant agreement with Greenman-Pedersen, Inc. for professional services associated with the rehabilitation of County Route 33 (Ballard Road) in the Town of Wilton.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This agreement in the amount of \$170,403 will allow Greenman-Pedersen to provide design and construction inspection services associated with the project.

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

HEALTH & HUMAN SERVICES

- Authorizing the acceptance of Rental Supplement Program funding from the New York State Office of Temporary and Disability Assistance and amending the 2022 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

This funding in the amount of \$322,466 will provide rental supplements to individuals and families who are experiencing homelessness or are facing imminent loss of housing.

- Authorizing a renewal agreement with Berkshire Farm Center and Services for Youth, Inc. for the operation of the enhanced steppingstones program.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This item will authorize the Chairman to extend the current contract through September 30th for the current monthly rate of \$8,384.

- Authorizing a lease agreement with Joanne Kodogiannis for the short-term lease of a portion of 145 South Broadway in the City of Saratoga Springs also known as 4 Adelphi Street.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This lease will allow the County to secure and provide a Code Blue shelter at the cost of \$8,000 per month from July 19th through April 30th. A portion of these costs are expected to be reimbursed through state funding. Mr. Barrett gave brief overview of his activities regarding code blue.

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

HUMAN RESOURCES & INSURANCE

- Establishing or revising a standard workday reporting resolution for elected and appointed county officials for retirement purposes.
BUDGET IMPACT: No Budget Impact.

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

ECONOMIC DEVELOPMENT

- Authorizing acceptance of Federal Funds for the Workforce Innovation and Opportunity Act Program for the 2022-2023 program year, and amending the 2022 County budget in relation thereto.
BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

Saratoga County will accept the total award of \$2,036,861 in funding. Saratoga County’s portion of this funding will be \$838,462.13, with the remainder of the funding passed through to Warren and Washington Counties.

- Approving the Workforce Development Board budget for the program year 2022-2023 for \$210,000 and authorizing agreements with Warren & Washington Counties.
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This budget of \$210,100 was approved by the Workforce Development Board at their most recent meeting held on June 29th, 2022.

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

TRAILS & OPEN SPACE

- Amending Resolution 282-2021 to reduce the total project cost of the preservation of the LeClair Preserve in the Town of Corinth.
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

This parcel is a 100% donation, as a result Saratoga PLAN is requesting the assessed value be used as the most conservative approach in establishing the land value for reimbursement of grant funds. As a result, the total project cost will be reduced to \$184,793.

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

LAW & FINANCE

- Authorizing a budget transfer from the Department of Aging and Youth Services to STOP DWI.

BUDGET IMPACT: No Budget Impact.

This resolution transfers funding for the Victim Impact Panel from Aging and Youth Services to STOP DWI under the new department alignment.

- Amending Resolution 129-2022, and authorizing an amended agreement with Envision Strategy LLC.

BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

Resolution 129-2022 approved the original contract with Envision Strategy. This amendment will allow for the inclusion of travel expenses and filing fees.

- Amending Resolution 2-2022 to modify the date of the September 2022 regular meeting of the Saratoga County Board of Supervisors.

BUDGET IMPACT: No Budget Impact.

NYSAC will be holding its conference from September 18th until September 21st in 2022. This resolution proposes moving the Board meeting date from September 20th to September 22nd in order to accommodate staff and Supervisors that will be attending the NYSAC conference.

- Establishing a Capital Reserve Fund.

BUDGET IMPACT: No Budget Impact.

This resolution will authorize the creation of a Capital Reserve Fund for the upcoming 2023 budget year. This fund is designed to finance all or part of the cost of construction, reconstruction, or acquisition of land, buildings, and building alterations, and the acquisition of equipment including snow removal, street cleaning, highway, and other equipment. The impetus behind creating this fund are the necessary and/or required upgrades to our County infrastructure in the coming years. The fund will be set up according to all rules and regulations stipulated by the State Comptroller's Office. It is anticipated the Board will set the initial funding level in the 2023 budget.

- Establishing a Tax Stabilization Fund.

BUDGET IMPACT: No Budget Impact.

This resolution will authorize the creation of a Tax Stabilization Fund for the upcoming 2023 budget year. This fund is designed to cover certain unanticipated revenue losses or expenditures that impact the general fund portion of the budget and is designed to lessen or prevent increases in excess of 2.5% of the property tax levy. The fund will be set up according to all rules and regulations stipulated by the State Comptroller's Office and is subject to a permissive referendum. It is anticipated the Board will set the initial funding level in the 2023 budget.

- Scheduling a public hearing on a proposed lease at the Saratoga County Airport with Prime Group Holdings, LLC for the construction, maintenance, and use of an airplane hangar on County land.

BUDGET IMPACT: No Budget Impact.

- Amending Resolution 216-2022 and authorizing an amended agreement with Casella Organics for sludge hauling services for Saratoga County Sewer District #1's Wastewater Treatment Plant.

BUDGET IMPACT: No Budget Impact.

Resolution 216-2022 originally authorized an agreement with Casella for sludge hauling from the Saratoga County Sewer District. This item will increase the demurrage fee to \$55 per half hour and better detail the bid specifications for the contract.

- Approving the proposed increase in the maximum estimated cost of proposed upgrades to Saratoga County Sewer District #1's Wastewater Treatment plant to properly treat ammonia and meet new limits proposed by NYSDEC.

BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.

This item will increase the allowable bond amount for the Ammonia removal project to \$44,469,202. This new amount is based on actual bids received. The project is scheduled to begin in the late summer or early fall of this year once bonds and insurance are finalized later this year.

- A bond resolution authorizing the issuance of an additional \$11,369,202 serial bonds of the County of Saratoga, or so much thereof as may be necessary, to finance the cost of construction of upgrades to ammonia treatment facilities by Saratoga County Sewer District #1.

BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.

- Authorizing an agreement with Jersen Construction Group LLC for general construction services relating to the Saratoga County Sewer District's Ammonia Removal Project.

BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.

Jersen Construction Group was the lowest of five total bidders with a bid of \$35,251,000.

- Authorizing an agreement with Stilsing Electric, Inc. for electrical work related to the Saratoga County Sewer District's Ammonia Removal Project.

BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.

Stilsing Electric was the lowest of three total bidders with a bid of \$8,406,202.

- Authorizing an agreement with John W. Danforth Company for work related to the Saratoga County Sewer District's Ammonia Removal Project.

BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.

Danforth was the only company to bid for the project with a bid of \$473,000.

- Authorizing an agreement with M. J. Engineering and Land Surveying P.C. for professional construction inspection services related to the Saratoga County Sewer District's Interceptor Rehabilitation Project and amending the budget in relation thereto.

BUDGET IMPACT: Funding will require an appropriation of \$504,800 from Sewer District fund balance.

MJ Engineering will provide inspection and construction administration services of the Sewer Districts Interceptor Rehabilitation Project. This work was put out as an RFP. MJ Engineering provides the best value due to their competitive price and their prior work as the design engineer on the project.

On a motion made by Mr. Grasso, seconded by Mr. Barrett, the Board Meeting Agenda for April 19, 2022 was approved unanimously.

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

Respectfully submitted,
Bridget Rider
Deputy Clerk of the Board