

Law and Finance Committee Minutes
December 14, 2022 – 4:00 p.m.

Present: Vice Chairman Phil Barrett; Committee members Joe Grasso; John Lant, Jean Raymond, Kevin Tollisen and Matthew Veitch; Supervisors, Eric Connolly, Mike Smith, Sandra Winney and Chairman of the Board Theodore Kusnierz; Steve Bulger, Ridge Harris, Stephanie Hodgson, Matt Rose, Christine Rush, County Administrator; Michael Hartnett, Michelle Granger, Maribeth Hunt, County Attorney; Michael Zurlo, Rick Castle, Sheriff; Chad Cooke, Public Works; Scot Chamberlain, Human Resources; Anna Stanko, Real Property; Karen Heggen, District Attorney; Dan Kuhles, Public Health; Jason Kemper, Planning and Economic Development; Michael Prezioso, Mental Health; Drew Jarosh, Chris Schall, Treasurer; Dan Rourke, Sewer District; John Warnt, Purchasing; Penny Heritage, Animal Shelter; Sandi Cross, Aging and Youth; Lauren Roberts, Historian; D’Arcy Plummer, Auditor; Tina Potter, Social Services; Susan Hayes-Masa, Coroner; Donna Miter, CSEA.

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

On a motion made by Mr. Veitch, seconded by Mr. Grasso, the minutes of the November 9, 2022 meeting were approved unanimously.

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

BUILDINGS & GROUNDS

- Confirming the declaration of the Board of Supervisors to be Lead Agency in the Environmental Review of the proposed new Fixed Base Operator Terminal Building at the Saratoga County Airport, classifying the project as an unlisted action and authorizing the issuance of a negative Declaration under SEQR.

BUDGET IMPACT: No Budget Impact.

Based on the responses in Parts 1, 2 and 3 of the Short Environmental Assessment Forms, the project will not have a significant impact on the environment.

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

PUBLIC SAFETY

- Authorizing an amended agreement with Forensic Medical Services, P.C.

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

This resolution will amend the agreement to reflect an updated fee schedule.

- Authorizing a renewal agreement with National Medical Services, Inc. d/b/a NMS Labs for postmortem toxicology services.

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

This one year renewal agreement will be for an amount not to exceed \$100,000.

- Authorizing an amended agreement with Saratoga Hospital for the use of laboratory and morgue facilities.

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

This resolution will amend the agreement to reflect an updated fee schedule with the total not to exceed \$65,000 annually.

- Authorizing an agreement with Motorola Solutions, Inc. for expansion of the North Cell Simulcast System of the County's 800MHz Emergency Radio System Infrastructure.

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

This agreement will add two channels to the existing four channels on the North Cell simulcast system. The \$555,077 cost associated with the agreement is 100% reimbursable under a 2021 Statewide Interoperable Communications grant.

- Authorizing a renewal agreement with OnSolve, LLC to provide enhanced reverse 911 emergency notification services.

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

This agreement will be for a three year term at a cost of \$45,000 per year.

- Authorizing the acceptance of a 2022 Domestic Terrorism Prevention Grant from the NYS Division of Homeland Security and Emergency Services and amending the budget in relation thereto.

BUDGET IMPACT: The 2023 County Budget will be amended to accept these funds and authorize related expenses.

These grant funds will help offset salaries, overtime, training, and supply expenses.

- Amending Resolution 327-2021, and authorizing an amended agreement with Axon Enterprise, Inc., and amending the 2022 County Budget in relation thereto.

BUDGET IMPACT: Funding for this agreement will require an appropriation of \$85,360.16 from fund balance.

Saratoga County will be receiving a \$250,000 grant from the Dormitory Authority of New York State for hardware costs of the Axon body-worn and in-car camera project. This DASNY grant requires the body-camera hardware to be purchased during the first year. This item will amend the payment schedule for the hardware costs in year one and adjust the remaining years accordingly. The overall cost of the five year Axon agreement will remain the same.

- Authorizing an agreement with Black Creek Integrated Systems Corp for maintenance, service, and support of the Black Creek security System at the Saratoga County Correctional Facility.

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

This renewal agreement will be for a one year term with costs not to exceed \$17,086.38 in 2023.

- Authorizing a renewal agreement with Black Creek Integrated Systems Corp for licensing and support of the Black Creek Sally-Port Jail Management system at the Saratoga County Correctional Facility.

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

This renewal agreement will be for a one year term with costs not to exceed \$50,890.25 in 2023.

- Adopting revisions for the administration of the Animal Shelter Trust and Agency Fund.

BUDGET IMPACT: No Budget Impact.

The rules and regulations of the Animal Shelter Trust fund permit disbursements equaling 80% of the donations from the prior fiscal year. This resolution would allow disbursements equaling a combined 80% of the donations from the prior two fiscal years.

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

PUBLIC WORKS

- Authorizing the implementation and funding in the first instance of 100% of the federal aid and state “Marchiselli” program-aid eligible costs of a transportation federal aid project and appropriating funds therefore 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. The county’s 5% share totaling \$7,378 will require an appropriation from fund balance.

This project is to replace the culvert over the Hudson River Tributary on County Route 24 (Spier Falls Road) in the Town of Moreau.

- Authorizing an agreement with Barton & Loguidice, D.P.C. for professional design services related to the replacement of the CR 24 (Spier Falls Road) Culvert over a Hudson River Tributary in the Town of Moreau.

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

This agreement amount is not to exceed \$147,559.

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

HEALTH & HUMAN SERVICES

- Authorizing the acceptance of additional funds from the NYS Office of Children & Family Services for the Safe Harbour NY Program, authorizing a renewal agreement with Saratoga Center for the Family, Inc., and amending the 2023 County Budget in relation thereto.

BUDGET IMPACT: The 2023 Budget will be amended to accept these funds and authorize the related expenses.

This additional funding from OCFS will total \$43,350 and will be used to support the Social Services Department’s ongoing human trafficking awareness program.

- Authorizing the implementation of the Jail-Based Medication Assisted Treatment Program between the Sheriff's Office and the Department of Mental Health and Addiction Services and amending the 2023 Budget in relation thereto.

BUDGET IMPACT: The 2023 Budget will be amended to accept these funds and authorize the related expenses.

The MAT treatment program aims to assist inmates who suffer from substance use disorders and these grant funds totaling \$100,000 will help support the program's efforts.

- Authorizing 2023 Subcontracts for the Department of Aging and Youth Services pursuant to the 2022-2023 Annual Implementation Plan.

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

This is a housekeeping item to authorize 2023 renewal contracts with the agencies that provide services for eligible seniors.

- Authorizing the acceptance of a donation to the Saratoga County Department of Aging and Youth Services in memory of James. M. Peacock and amending the 2022 County budget in relation thereto.

BUDGET IMPACT: The 2022 budget will be amended to accept these funds and authorize the related expenses.

James Peacock was a dedicated volunteer for the County's "Meals on Wheels" program for over 15 years who passed away recently. The Board accepted this donation in the amount of \$1,495 and thanked Mr. Peacock, his friends, and family for this generous gift. The Board also thanked him for his steadfast service and the positive impact he generated for numerous senior residents who depend on this program.

- Authorizing an agreement with Rejha Group, LLC for Transportation services for children receiving Preschool Special Education or Early Intervention services.

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

The County is mandated to provide these services under both Education and Public Health Law. Rejha Group was the sole respondent to an RFP put out for these transportation services in the Fall of 2022.

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

HUMAN RESOURCES & INSURANCE

- Adopting an Alternative Work Arrangement Policy and amending the Policies and Procedures Manual in relation thereto.

BUDGET IMPACT: No Budget Impact.

The Alternative Work Arrangement Policy was considered a "trial" policy under resolutions 210-2020 and 232-2020. Following positive feedback from department heads and with the recommendation of the Director of HR, this Resolution will formally adopt the policy and will assist the County with recruiting and retaining a diverse and talented workforce.

- Amending the 2022 Compensation Schedule plan to transfer a position under Sealer of Weights and Measures.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This resolution will update the compensation plan to transfer the Deputy Sealer of Weights and Measures from CSEA to management confidential, based on the job specifications and in accordance with a previously executed Memorandum of Agreement with the union.

- Amending Resolution 143-2021 and Resolution 156-2022, to authorize increased insurance allowances related to additional premiums resulting from changes to County inventories.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. Based on the updated number of vehicles in the County fleet, Travelers has assessed an additional premium for auto insurance. This amendment to the resolutions authorizing insurance coverage will enable the payment of additional insurance premiums up to \$15,000.

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

ECONOMIC DEVELOPMENT

- Authorizing an agreement with Billi O's, Inc. d/b/a Distinctive Catering for food and beverage services at the County's annual Planning and Zoning Conference.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. The cost for this agreement is not to exceed \$20,000.

- Authorizing an amended agreement with Saratoga Performing Arts Center, Inc. for the provision of an ongoing tourism marketing campaign and economic development and amending the 2022 County Budget in relation thereto.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This additional funding will be used to amplify the ongoing marketing and tourism campaign through SPAC which is promoting Saratoga County as a world class economic and cultural destination.

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

TRAILS & OPEN SPACE

- Awarding 2022 Farmland and Open Space Preservation Program Grants.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. The Trails and Open Space Committee has recommended funding two farmland preservation projects and two open space acquisition projects in the amount of \$399,762. The funds will be used to leverage total estimated project costs of \$1.04 million and will assist in the preservation of

a combined 326 acres of open space and farmland in the Towns of Charlton, Milton, and Greenfield.

- Authorizing a Professional Services Stewardship agreement with Saratoga PLAN for management of the Saratoga County Community Forest Project in the Towns of Greenfield and Wilton.

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

This agreement will provide day-to-day management and stewardship services on the Graphite Range Community Forest for a two-year term, subject to renewal, at a cost of \$25,000 annually.

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

LAW & FINANCE

- Authorizing an amended agreement with Tyler Technologies, Inc. for services related to the County's Tyler Tech New World Financial Services Software system.

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

This amended agreement, not to exceed \$43,800, is for the configuration and implementation of the eSuite - eEmployee module which will improve components of New World including the self-service functionality and grant administration.

- Authorizing an agreement with Three One Company, Inc. for cash flow analysis services for the County Treasurer.

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

This agreement is for a three year term not to exceed \$75,000 annually.

- Amending the County Budget to Recognize Bond Sale Proceeds issued for the Sewer Interceptor Rehabilitation Project, Upgrade of Ammonia Treatment facilities at Saratoga County Sewer District No. 1, and various capital projects.

BUDGET IMPACT: The resolution will authorize a transfer of funds to the appropriate capital accounts once reconciled.

Funds will be placed in the General Fund, Sewer Interceptor fund, and Sewer Ammonia Removal fund.

- Authorizing the acceptance of a 2022 Battlefield Interpretation Grant from the United States National Park Service and amending the 2022 County Budget in relation thereto.

BUDGET IMPACT: The 2022 Budget will be amended to accept these funds and authorize the related expenses.

This grant funding administered through the American Battlefield Protection Program will total \$20,000 and will be used for the "Turning Point 250" interpretation programs.

- Amending the 2022 County Budget to increase appropriations and revenues by \$11,000,000 to cover additional revenue distribution costs in accordance with the Sales Tax Formula.

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

The 2022 Sales Tax Revenues exceeded the anticipated projections, and this budget amendment is required to recognize those revenue increases and to ensure the funds are available on the budget sheets for distribution to the municipalities.

- Rescinding Resolution 247-2022, Establishing a Tax Stabilization Reserve Fund, and transferring funds to the Tax Stabilization Reserve Fund.

BUDGET IMPACT: The transfer of funds will require an appropriation of \$2,000,000 from Fund Balance by \$2,000,000.

Resolution 247-2022 was not properly noticed to the public following its adoption. If approved, this resolution will also transfer \$2,000,000 from unassigned fund balance to the Tax Stabilization Reserve Fund

- Authorizing additional appropriations to municipalities and amending the 2022 County Budget in relation thereto.

BUDGET IMPACT: This Resolution will require an appropriation of \$5,300,000 from Fund Balance.

This distribution of \$5,000,000 of the County's share of sales tax revenue to the nineteen towns and the City of Mechanicville using the 2022 sales tax distribution formula will help offset reduced sales tax funds due to the motor fuel sales tax exemption the County imposed for the last seven months of 2022. In addition, \$300,000 is being set aside to be allocated based on the input from the Saratoga Springs Supervisors for projects the County will pay for within the City of Saratoga Springs.

- Levying amounts payable to the County Treasurer and Town Supervisors.

BUDGET IMPACT: No Budget Impact.

The Real Property Tax Services Department released the 2023 tax rate of \$2.06 per \$1,000 of equalized full value of Real Property in Saratoga County, based on a total equalized full assessed value of \$33,663,325,523. This is a lower tax rate than the \$2.12 per \$1,000 rate that has been previously estimated during the Budget process. Instead of a 5.1% decrease in the County property tax rate, we are now expecting a 7.6% decrease for property taxpayers. In addition, our full assessed valuation across the County has increased over \$3.5 billion in the past year.

- Authorizing a renewal agreement with Adirondack Environmental Services, Inc. to conduct lab testing and wastewater analysis for Saratoga County Sewer District No. 1.

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

The total cost of this agreement will not exceed \$70,000.

- Authorizing an agreement with General Control Systems, Inc. for maintenance services for the instrumentation systems at Saratoga County Sewer District No. 1's Wastewater Treatment Plant and Collection System.

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

The total cost of this agreement is not to exceed \$25,000.

- Authorizing an agreement with S&L Roofing & Sheetmetal Inc. for the replacement of the roof at Saratoga County Sewer District No. 1's Maintenance Facility.

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

The total cost of this agreement will be \$69,900.

- Amending the 2022 County Budget under Department of Public Works.

BUDGET IMPACT: No Budget Impact.

Due to a misallocation of salary and fringe funds with New World's position budgeting function, a budget transfer from DPW's A Fund to DPW's D Fund is requested in the amount of \$600,000.

- Establish January 4, 2023, at 4pm as the date and time for the 2023 Organizational Meeting of the Board of Supervisors.

BUDGET IMPACT: No Budget Impact.

On a motion made by Mr. Lant, seconded by Mrs. Raymond, the committee approved the following unanimously.

- Committee approval of Fire and EMS department funding from the COVID Non-Profit Grant.

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

Resolution 215-2022 requires Law & Finance Committee Approval for allocation of funds for Covid Non-Profit Grants. \$100,000 of Covid Non-Profit funding was allocated to assist Volunteer Fire Departments and EMS departments with recruiting efforts. In this month's allocation, three additional applications were received totaling \$6,816 bringing the total to date to 39 applications equaling \$88,608.

Mr. Bulger notified the Committee of his recommendation for re-appointment of the Commissioner of Public Works. Mr. Barrett and Mr. Veitch praised Mr. Cooke for his work as Commissioner of Public Works.

Mr. Hartnett thanked the committee and the board for their support. Mr. Barrett thanked Mr. Hartnett for his work at the County and wished him luck in his new role.

On a motion made by Mr. Grasso, seconded by Mr. Veitch, 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