

Law and Finance Committee Minutes  
May 10, 2023 – 4:00 p.m.

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Diana Edwards, Joe Grasso, John Lant, Kevin Tollisen, Matthew Veitch.

Supervisor Mo Wright and Chairman of the Board Theodore Kusnierz; Steve Bulger, Ridge Harris, Stephanie Hodgson, Matt Rose, County Administrator; Michelle Granger, County Attorney; Scot Chamberlain, Katie Bottger, Human Resources; Michael Zurlo, Sheriff; Daniel Kuhles, Department of Health; Jason Kemper, Planning and Economic Development; Dan Rourke, Sewer District; Anna Stanko, Real Property; Sue Costanzo, Probation; Charles Foehser, County Clerk; André Delvaux; Jenniffer McCloskey, Workforce Development; Andrew Jarosh, Treasurer; Penelope Heritage, Animal Shelter; Donna Miter, CSEA.

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

**On a motion made by Mr. Grasso, seconded by Mr. Veitch, the minutes of the February 15, 2023 meeting were approved unanimously.**

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

**REAL PROPERTY TAX**

- Authorizing the conveyance of a tax acquired parcel in the Town of Day.

**BUDGET IMPACT:** No Budget Impact.

This item will allow for the transfer of this property to an interested resident and put the parcel back on the tax rolls.

- Cancelling taxes in the Town of Ballston.

**BUDGET IMPACT:** No Budget Impact.

The cancellation of these taxes will allow the parcel to be acquired by the Town of Ballston in exchange for a \$7,000 payment to the NYS Environmental Protection and Spill Compensation Fund.

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

**LEGISLATIVE & GOVERNMENT AFFAIRS**

- Opposing passage of Conservation Subdivision Design Bill A04608 and corresponding Senate Bill.

**BUDGET IMPACT:** No Budget Impact.

Saratoga County opposes adoption of this proposed legislation. A copy of this resolution will be forwarded to Governor Hochul and other relevant elected State representatives.

- Authorizing an agreement with Granicus LLC for the provision of agenda management software.

**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget. This software will allow for more efficient and effective management of agenda item requests and the agenda process. This agreement will total \$54,209.50 in the first year and includes the option for two additional one-year renewals.

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

### **PUBLIC SAFETY**

- Authorizing acceptance of a State Aid grant for reimbursement of expenses related to the Ignition Interlock Device Non-Installer Enforcement Program from the New York State Division of Criminal Justice Services.

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

These grant funds in the amount of \$35,000 will cover expenses related to the enforcement of the program.

- Authorizing transfer of funds from the Animal Shelter trust fund and amending the 2023 County budget in relation thereto.

**BUDGET IMPACT:** Authorizing transfer of funds from the Animal Shelter trust fund and amending the budget to accept these funds and authorize the related expenses.

This transfer of \$49,557 will cover improvements at the Animal Shelter such as vinyl fencing, kennel covers, and surgical lights.

- Authorizing an agreement with the Town of Waterford-Halfmoon Union Free School District for the provision of a School Resource Officer and amending the 2023 Compensation Schedule under the Sheriff's Department and amending the 2023 budget in relation thereto.

**BUDGET IMPACT:** The budget will be amended to accept these funds and increase fund balance by \$15,712.47.

This agreement will authorize a School Resource Officer for the remainder of the 2022-2023 school year. The district will cover 75% of all costs associated with the officer assigned to the district.

- Authorizing an agreement with Emergency Power Systems, LLC for preventative maintenance services for the emergency stand-by generators at the County's Public Safety radio towers.

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

This agreement will be for a term of two years with the option to renew for an additional one-year term. The annual cost for this agreement will be \$16,400.

- Proclaiming May 21-27, 2023, as “National Emergency Medical Services Week” in Saratoga County.

**BUDGET IMPACT:** No Budget Impact.

The Board of Supervisors and Saratoga County encourages all residents to join in honoring our emergency medical service teams and employees who, by their faithful and loyal devotion to their responsibilities, have rendered dedicated service to the community, while remembering those emergency service providers who have made the ultimate sacrifice, as well as those who continue to face the daily challenges in providing out of hospital care.

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

### **HUMAN RESOURCES & INSURANCE**

- Amending the 2023 compensation schedule to reclassify positions under the Department of Health.

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

This reclassification will replace two Registered Nurse positions with two Early Intervention Service Coordinators.

- Authorizing an agreement with Black Dog Designs, LLC for marketing consulting services.

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

This agreement will be in the amount of \$66,520. Black Dog Designs will develop and execute a marketing strategy which will assist the County’s efforts to recruit qualified applicants for hard to fill positions throughout the County workforce.

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

### **ECONOMIC DEVELOPMENT**

- Authorizing the transfer of funds from the Economic Development Reserve Fund and amending the 2023 County budget in relation thereto.

**BUDGET IMPACT:** The budget will be amended to increase appropriations and decrease the Economic Development Grant Program Reserve Fund by \$13,351.98.

The transfer of previously approved funds from the Reserve Account to the 2023 budget will allow for payment of outstanding awarded grants.

- Authorizing an agreement to provide administrative support services to the Saratoga County Industrial Development Agency.

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

Currently the Saratoga County IDA pays an annual fee of \$22,500 for administrative support services provided by the Planning and Economic Development Department. This amended agreement approved by the IDA Board of Directors will increase the annual fee to \$50,000.00.

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

### **TRAILS & OPEN SPACE**

- Authorizing the transfer of funds from the County Open Space Reserve and amending the 2023 County budget in relation thereto.

**BUDGET IMPACT:** The budget will be amended to increase appropriations and decrease the Open Space Reserve Fund by \$32,220.50.

The transfer of previously approved funds from the Reserve Account to the 2023 budget will allow for payment of outstanding awarded grants.

- Authorizing the implementation and funding in the first instance 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 2023 County budget in relation thereto.

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

The county was recently notified that the Zim Smith North Trail Design project is eligible for an additional \$75,000 of Marchiselli program funding. An amended resolution must be passed to correctly illustrate the shift in contributions for the grant award.

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

### **LAW & FINANCE**

- Authorizing agreements with Rozell East Inc. and Gross Electric Inc. for work relating to the ACE Pump Station upgrade.

**BUDGET IMPACT:** The budget will be amended to increase appropriations and decrease Sewer fund balance by \$687,777.

Rozell East was the low bidder for general contracting work related to the project at a cost of \$1,160,000. Gross Electric, who was the low bidder for electrical work, will be at a cost of \$177,777.

- Authorizing agreements with W. M. Shultz Construction for HVAC and plumbing upgrades to the Saratoga County Sewer District No. 1’s Saratoga Springs Pump Station and amending the 2023 County budget in relation thereto.

**BUDGET IMPACT:** The budget will be amended to increase appropriations and decrease Sewer fund balance by \$1,611,000.

These agreements include \$1,012,000 being designated for HVAC work, and the other \$599,000 for plumbing. WM Shultz was the sole respondent for this RFP and will provide a fully rebuilt pump station that will serve the Town of Wilton and a large portion of the City of Saratoga Springs.

- Bond resolution authorizing the issuance of an additional \$16,650,000 serial bonds of the County of Saratoga, or so much thereof as may be necessary to finance the cost of construction of a biosolids Digester Facility by Saratoga County Sewer District No. 1.

**BUDGET IMPACT:** No Budget Impact.

Prices and uncertainty in the bid market have created a need to increase bonding capacity for this project since it was last authorized in 2021. It is still anticipated that the annual cost of this project will be equal to or less than the current disposal method of biosolids for the Sewer District. A public hearing will be held May 10, 2023 at 4:30pm.

- Amending and approving the proposed construction of a Biosolids Digester Facility by Saratoga County Sewer District No. 1 and adopting a negative declaration under SEQR.

**BUDGET IMPACT:** No Budget Impact.

The Sewer District currently spends \$3.5 million per year to transport and dispose of biosolid waste. This cost is anticipated to increase over time as well. The creation of the Biosolids Digester Facility will allow the Sewer District to be self-sufficient in the disposal of biosolids, thus benefiting all county residents in the future.

- Authorizing payments to AMCS Group Inc. for an Asset Management Program for Saratoga County Sewer District No. 1.

**BUDGET IMPACT:** No Budget Impact.

Resolution 162-2022 originally authorized an agreement with Utility Cloud for this asset management software. Since that time, Utility Cloud has become AMCS Group. This amended agreement will reflect the change in the vendor's title with the contract terms remaining the same.

- Amending resolution 120-2023 to revise the authorized contract amount for the agreement with WM J Keller & Sons Construction for work associated with upgrading Saratoga County Sewer District No.1's D&R Pump Station located in the Town of Halfmoon.

**BUDGET IMPACT:** No Budget Impact.

This item will amend the previous resolution to correct a typographical error in the original resolution.

- Authorizing an amendment to the 2023 County budget to fund expenses associated with the County's tax foreclosure actions.

**BUDGET IMPACT:** The budget will be amended to increase appropriations and decrease fund balance by \$75,000.

This funding will allow the Treasurer's Office to outsource title searches of delinquent tax parcels for tax year 2020 and 2021. The office experienced a delay in this effort due to the pandemic and this project will bring the foreclosure efforts up to date.

- Authorizing consent to an assignment agreement between County of Saratoga, Town of Malta, and GlobalFoundries U.S. Inc.

**BUDGET IMPACT:** No Budget Impact.

This agreement will stipulate maintenance responsibilities of standard and non-standard areas within the zone previously managed by the Luther Forest Technology Campus Economic Development Corporation, Inc. The County will continue its current practice within the campus.

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

**CHAIRMAN’S ITEM**

- Appointing members to the County Planning Board.  
**BUDGET IMPACT:** No Budget Impact.
- Appointing a member to the County Fire Advisory Board.  
**BUDGET IMPACT:** No Budget Impact.

**On a motion made by Mrs. Edwards, seconded by Mr. Veitch, the committee approved the following unanimously.**

**OTHER BUSINESS**

- Law and Finance Committee approval required for a partial distribution of funds for projects identified by the Supervisors of Saratoga Springs.  
**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget. This distribution totaling \$18,000 will go to the Saratoga County Chamber of Commerce to support an outdoor dining program.

Mr. Bulger reported on his recommendation of Patrick Maxwell for Commissioner of the Department of Social Services.

**On a motion made by Mr. Barrett, seconded by Mr. Grasso, the Board Meeting Agenda for May 16, 2023 was approved unanimously.**

**On a motion made by Mr. Veitch, seconded by Mrs. Edwards, the meeting was adjourned unanimously.**

Respectfully submitted,  
Bridget Rider  
Deputy Clerk of the Board