

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: JUNE 19, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: GIRARD
STROUGH
SEEBER
BEATY
MONTESI
BRAYMER
SIMPSON
LEGGETT
MACDONALD
GERAGHTY
VACANT

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF
PUBLIC WORKS
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
ROSS DUBARRY, AIRPORT MANAGER
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS FRASIER
MERLINO
SOKOL
MIKE SWAN, COUNTY TREASURER
PATRICIA TATICH, COUNTY PLANNER
RICHARD SCHERMERHORN, SCHERMERHORN AVIATION, LLC
JON LAPPER, LEGAL COUNSELOR FOR SCHERMERHORN AVIATION,
LLC
STEVE ABBOTT, REPRESENTING RICH AIR, LLC
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DAVID STRAINER, TOWN OF QUEENSBURY RESIDENT
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the June 19, 2017 meeting of the County Facilities Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<http://www.warrencountyny.gov/gov/comm/Archive/2017/facilities/>

Mr. Girard called the meeting of the County Facilities Committee to order at 9:31a.m.

Motion was made by Mr. Montesi, seconded by Mr. Strough and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Frank Morehouse, Superintendent of Buildings, who distributed copies of his agenda to the Committee members; *a copy of the Buildings & Grounds agenda is on file with the minutes.*

Commencing his agenda review, Mr. Morehouse presented a request to create the position of Building Maintenance Worker-Temporary, Grade 6, Annual Base Salary \$30,187, effective July 24, 2017.

Motion was made by Mr. Geraghty, seconded by Mr. Montesi and carried unanimously to approve the request to amend the Table of Organization and Salary Schedule as outlined above and forward same to the Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

Jeffery Tennyson, Superintendent of the Department of Public Works (DPW), informed he would transfer funds for the position within the existing budget.

Next, Mr. Morehouse spoke regarding moving the Assigned Council Department to the former jail kitchen; however, he said it would require moving the Court Officers out of that space and into the basement. He informed there were safety concerns with them being so far from where they operated. He advised a solution would be to move Assigned Council to the location currently occupied by the Probation Department and move the Court Officers once the Court Expansion Project was complete. He mentioned turning the former jail kitchen into a storage area for Probation. Ms. Seeber inquired if any money had been expended to convert the space for Assigned Council and Mr. Morehouse replied the only money spent was for the asbestos abatement. Ms. Seeber questioned if a final determination for the space had been made and Mr. Morehouse replied the corridor where the Mail Room was had previously been part of Probation and could possibly be converted into storage space for Probation with little renovation. Ms. Seeber asked if Joy LaFountain, Assigned Council Administrator, was comfortable with the area provided for her and Mr. Morehouse replied in the affirmative. Mr. Geraghty inquired if the area was secure and Mr. Morehouse affirmed that it was. Mr. Montesi indicated the County would be ready to implement the State mandated night arraignments.

Ms. Braymer entered the meeting at 9:35 a.m.

Mr. Tennyson spoke regarding the asbestos abatement for the old jail, informing if the abatement was completed a plan of action was required because some of the windows would be removed. He opined the best course of action would be to demolish that part of the building. A brief discussion ensued regarding the use of the building and the abatement, following which Mr. Girard informed discussions with Messrs. Geraghty, Thomas and Conover would be necessary regarding the asbestos abatement. Mr. Conover suggested including a consultant in the discussions. Mr. Girard inquired what would be left vacant when the Court Expansion Project was complete and Mr. Morehouse replied only the former jail kitchen.

Next, Mr. Morehouse discussed how the roof on the Cornell Cooperative Extension building was in need of replacement. He indicated it would cost \$6,200 for the material to have the roof replaced by County employees. He mentioned he also received a \$20,000 quote from T.P. Monahan which included removal of the existing roof and all materials and labor. Mr. Girard informed the money could be allocated from the contingent account. Mike Swan, County Treasurer, notified there was a capital reserve account for repairs that he believed had a minimum balance of \$6,200. It was consensus of the Committee to do the work in-house.

Motion was made by Mr. Geraghty, seconded by Mr. Montesi and carried unanimously to appropriate funds in the amount of \$6,200 from Budget Code A.871.00, Reserve, Rehab County Buildings, to Budget Code A.1620 410, General Buildings, Supplies, to pay for the repairs to the roof, and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Geraghty spoke regarding the Horicon Avenue Sewer Project, apprising the County had been awarded a \$400,000 grant two years prior to run a sewer line from Countryside Adult Home to the Warrensburg sewer. He expressed there was much difficulty completing the project and he informed there would be an additional \$300,000 for inkind services. He notified the total project cost was \$700,000. He mentioned that the Town of Warrensburg had expended \$63,000 on the project and the State had finally granted permission for the project. Patricia Tatch, County Planner, informed of the entire process to get the final approval for the project. Mr. Geraghty mentioned he needed reimbursement for to the Town. Mr. Tennyson informed they would need to establish a capital project for the \$300,000 cost for inkind services to reimburse the Town.

Motion was made by Mr. Simpson, seconded by Mr. Leggett and carried unanimously to establish Capital Reserve Project H371, Horicon Avenue Sewer Extension (CR31), in the amount of \$300,000 and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Concluding, Mr. Morehouse provided an update on the Court Expansion Project. He informed the floor had been poured on Friday and equipment would be able to drive on the floor the following week. Ms. Seeber inquired about a completion date and Mr. Morehouse replied in the Fall of 2018. Mr. Montesi asked if the ring road would eventually reopen and Mr. Morehouse responded in the positive. Mr. Girard asked if the construction was on schedule and Mr. Morehouse responded they were ahead of schedule.

Travis Whitehead, Town of Queensbury Resident, inquired whether the former jail area could be converted into a garage. A brief conversation ensued regarding the use of the area, following which Mr. Geraghty spoke regarding asbestos abatement in the old jail. Mr. Girard added they had an estimate of \$80,000 from Clark Patterson Lee for the abatement that was several years old.

A motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to obtain an updated quote for cost of the abatement from Clark Patterson Lee.

Privilege of the floor was extended to Ross Dubarry, Airport Manager, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Dubarry presented a request to authorize the Chairman of the Board of Supervisors to sign the updated Disadvantaged Business Enterprise (DBE) program. He informed it was required to maintain compliance with 49 CFR Part 26, that included changes in the collection of required information on federally assigned airport projects as well as updated participation goals based on the current Airport Capital Improvement Program. He notified it was updated annually. Ms. Seeber informed she wanted more time to review the document before voting on it.

Motion was made by Mr. Strough and seconded by Mr. Montesi to approve the request as outlined above.

A motion was made by Ms. Seeber, seconded by Mr. MacDonald and was carried by majority vote, with Messrs. Montesi, Simpson and Strough, voting in opposition to table the request.

Mr. Dubarry presented a request to authorize the County Treasurer to release funds in the amount of \$2,843.37 to provide the additional revenue received from the Adirondack Balloon Festival remaining after providing the County the funds for overtime costs increased during the event.

Motion was made by Mr. Montesi, seconded by Mr. Simpson and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Regarding the Referral/Pending Items portion of the agenda, Mr. Dubarry addressed Item #1, advising he had emailed a copy of the Airport revenues and expenditures to all members of the Committee for review.

Moving onto Referral/Pending Item #2, Mr. Dubarry provided an update regarding the parking plan at the Airport, notifying he had an upcoming meeting with Steve Abbott of Rich Air, LLC. Ms. Seeber inquired about the parking signs that were needed at the Airport and Mr. Dubarry informed they were working on the design of the signs. Mr. MacDonald asked what the time frame was on having the signs completed and Mr. Dubarry replied the sign shop was busy with road construction and he did not have a definite answer. Mr. Tennyson added they were concentrating on the parking plan. Mr. Geraghty asked Mr. Dubarry to make it a priority and have them completed by the end of the week.

Mr. Dubarry spoke about Referral/Pending Item #3, apprising that he was waiting to hear from the State regarding the grant for the T-hangers. He remarked the grant application had been sent to the Aviation Bureau following which it would be sent to the Governor for awardment. Mr. Leggett inquired when to expect an answer and Mr. Dubarry responded he did not have a definite answer.

Continuing to Referral/Pending Item #4, regarding the Public Hearing for the Runway 1-19 Extension Project, Mr. Dubarry informed the Federal Aviation Administration (FAA) was completing their review of questions and would have a possible determination by the end of July. He indicated the FAA was performing their environmental assessment. Mr. Girard inquired what revenue would be gained if the grant was accepted and Mr. Dubarry replied between \$60,000-\$70,000 per year. Mr. Beaty remarked that there was a large cross section of people that did not want the extension. He commented that some of the Board Members believed they knew best; however he said, they should listen to the residents. He expressed his frustration with the fact that they continued blindly. Ms. Braymer inquired how long base aircraft were on the field and Mr. Dubarry replied half of the time.

Next, Ms. Seeber provided an update for the Airport Advisory Group. She informed the Committee should forward any issues that needed to be addressed to the Airport Advisory Group. She apprised they were looking forward to reviewing the Request For Proposal (RFP) for the Fixed Base Operator (FBO). She notified the group was concerned with having so many options for the RFP. Mr. Beaty remarked he was concerned with the RFP process and he voiced it should be released as soon as possible. He opined it was in the best interest of the County to have a private entity run the Airport and to break apart the RFP was bad business.

Privilege of the floor was extended to Richard Schermerhorn, Schermerhorn Aviation LLC, who informed he needed a ground lease for T- hangers number five and six. He mentioned the required storm water runoff occupied additional land and he notified he had a permit for his office building since October of 2015 and was ready to commence construction. Mr. Montesi asked if there were any wetlands in the location he was building the office and Mr. Schermerhorn replied in the negative. A brief conservation ensued regarding leasing the additional land for the storm water runoff during which Mr. Dubarry provided a drawing of the grading and drainage plan, *a copy of which is on file with the minutes*. Following, Mr. Dubarry informed he had an upcoming meeting with Mr. Abbott and would also speak to the FAA regarding the matter.

Next, discussion commenced regarding T- hangers seven and eight. Mr. Reichenbach informed he would need a proposal showing the footprint of where the hangers would be located and the attended area Mr. Schermerhorn wanted to lease. He said it was the first time he had seen the drawing. He noted if he received direction from the Committee and knew what Mr. Schermerhorn wanted he and Jon Lapper, Legal Counsel for Schermerhorn Aviation, LLC, could decide on an agreement to present to the Committee. Mr. Girard inquired whether the submission would be prior to next month and Mr. Schermerhorn responded that the document displayed was the submission. He mentioned Mr. Lapper could provide a detailed deed description if necessary. Mr. Dubarry indicated an environmental assessment and 7460 Air and Space Case Review were necessary. He added it would also be placed on the Conditional Airport Layout Plan approved by the FAA. Mr. Girard inquired if the process could be completed prior to the July Committee meeting and Mr. Dubarry replied in the negative. Mr. Girard inquired to the time table for T- hangers seven and eight and Mr. Dubarry replied he did not have an exact time frame. Mr. Geraghty questioned if the proposed plan for the storm water included all four T-hangers and Mr. Schermerhorn replied affirmatively . Mr. Geraghty mentioned there was no need to lease land for the storm water and asked whether the County would retain the land and the maintenance or would it be provided by Mr. Schermerhorn. Mr. MacDonald inquired if a motion was necessary to expedite the process and Mr. Reichenbach replied he would need to know what Mr. Schermerhorn was proposing and the direction of the Committee. He notified leases of public land required a public hearing. Mr. MacDonald inquired if the process would be completed prior to the July Board meeting and Mr. Reichenbach answered affirmatively.

A motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve construction for the storm water drainage, ground lease for hanger five and six and a parking area and to authorize public hearing; and the necessary resolution was authorized for the July 21st Board Meeting.

Mr. Whitehead stated there was a lot to do regarding the RFP for the FBO. He spoke regarding table 1.5 of the 2014 Public Comment Response Summary that was distributed to the Committee, *a copy of which is on file with the minutes*. He mentioned the question had been asked what the footnote meant and he advised the Dassault Falcon 900 and the Raytheon Hawker 800 were both based aircraft on the list for critical design airplanes. He informed the critical design for the Airport was B2 and the Dassault Falcon 900 model EX with a C2 design and the Raytheon Hawker 800 was a model XP with a C2 design classification which were not critical design airplanes and he said they did not belong on the list. He stated this table, along with table 1.6, needed to be re-done and he would be sending the comments to the FAA. He asked for Mr. Dubarry to clarify whether the models EX and XP were classified as C2 or B2.

Mr. Tennyson questioned whether the Committee was aware the current FBO contract contained no provisions for renewal or extension when the contract expired in December 2018. He said the language regarding a six month decision was for an anticipated additional five years; however, he said, there was no provision for the contract.

Ms. Seeber inquired if Mr. Dubarry would clarify the C2 verses B2 classification for the based aircraft at next months meeting and he responded that he would.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Simpson and seconded by Mr. Strough, Mr. Girard adjourned the meeting at 11:12 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist