

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: NOVEMBER 28, 2017

COMMITTEE MEMBERS PRESENT:

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

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF PUBLIC WORKS
JEFFERY TENNYSON, SUPERINTENDENT
KEVIN HAJOS, DEPUTY SUPERINTENDENT
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
WAYNE LAMOTHE, COUNTY PLANNER
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, ACTING COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISOR DICKINSON
MIKE SWAN, COUNTY TREASURER
JULIE BUTLER, PURCHASING AGENT
BRIAN REICHENBACH, SPECIAL COUNCIL FOR THE COUNTY
ED BARTHOLOMEW, PRESIDENT, ECONOMIC DEVELOPMENT CORPORATION
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
MIKE WILD, TOWN OF QUEENSBURY RESIDENT
STEVE ABBOTT, REPRESENTING RICH AIR, LLC
JON LAPPER, REPRESENTING RICH AIR, LLC
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBER ABSENT:

SUPERVISOR: LEGGETT

Please note, the following contains a summarization of the November 28, 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/comm/Archive/2017/facilities/>

Mr. Girard called the meeting of the County Facilities Committee to order at 10:09 a.m.

Motion was made by Mr. Simpson, seconded by Mr. Montesi 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 the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Morehouse presented the following requests;

- 1.) To authorize a new contract with Blue Diamond Septic, LLC for routine pumping, cleaning and disposal of septic systems, for a term to commence upon execution and terminate upon completion and
- 2.) To authorize a new contract with Stone Industries, Inc., for routine pumping, cleaning and disposal for septic system for Port-O-Pottie rental and service, for a term to commence upon execution and terminate upon completion.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the December 15th Board Meeting. *Copies of the resolution request forms are on file with the minutes.*

- 3.) To authorize a new contract with J. McBain Inc. for periodic electrical repair, installation and upgrade services for Warren County, for a term to commence upon execution and terminate upon completion.

Motion was made by Mr. MacDonald, seconded by Mr. Strough and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- 4.) To authorize a new contract with Barrier Free Elevators, Inc. for elevator maintenance for all Warren County facilities, for a term to commence upon execution and terminate upon completion.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- 5.) To authorize a new contract with BPI Mechanical Service for HVAC (Heating, Ventilation and Air Conditioning) repairs and rehabilitation, for a term to commence upon execution and terminate upon completion.

Motion was made by Mr. Beaty, seconded by Mr. MacDonald and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- 6.) To authorize a new contract with Grasshopper Gardens, Inc., for lawn control and fertilizer, herbicide and pesticide application for all County owned property, for a term to commence upon execution and terminate upon completion.

Motion was made by Mr. MacDonald, seconded by Mr. Simpson and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- 7.) Authorizing a new contract with TBD, for fire suppression, inspection and maintenance for fueling facilities located throughout Warren County.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the requests as outlined above and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Kevin Hajos, Deputy Superintendent of the Department of Public Works, provided an update on the Court Expansion Project. He indicated they were three months ahead of schedule and under budget. He speculated that the addition would be completed in March 2018. Ms. Braymer inquired if being under budget was due to turnovers and Mr. Hajos replied in the positive. He indicated they were under budget by approximately \$35,000-\$50,000.

Jeffery Tennyson, Superintendent of the Department of Public Works (DPW), provided an update on the asbestos abatement for the old jail, mentioning an updated estimate from Clark Patterson Lee was available on page twenty four of the agenda. Mr. Montesi inquired what the cost was for the asbestos removal and Mr. Tennyson responded it would be \$92,400. He stated two inches of soil from the crawl space would have to be removed. A conversation took place regarding the demolition or possible uses of the building, during which it was decided to leave the building as it was until a decision was made regarding its use and potential financing.

Mr. Morehouse updated the Committee on the status of the building to house OES (Office of Emergency Services) vehicles & equipment. He said the welding was complete, the generator would be delivered next week, the fence would be installed December 11th and the lights would be installed today. He apprised the project would be completed by mid December.

Following, Mr. Morehouse spoke regarding the lighting upgrade for the Municipal Center and Human Resources Building. He mentioned Rise Electric was doing a study and the lighting would be upgraded to LED (Light Emitting Diode). He advised Askco Electric Supply was on a State contract and they were working on a plan for all lighting.

There being no further Buildings & Grounds business to discuss, privilege of the floor was extended to Mr. Tennyson, who distributed copies of the Airport agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mr. Tennyson presented a request to establish Capital Project No. H379, Airport Security System, in the amount of \$38,000.

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

Continuing Mr. Tennyson introduced a request for a transfer of funds from Budget Code A9950 910, General, Interfund Transfers, to Budget Code A.5610 470, General, Airport, Contract, in the amount of \$145,855.01.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the request for a transfer of funds as outlined above and to refer same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Ms. Seeber inquired what the cost was for the new emergency access road at the Airport and Mr. Tennyson estimated the cost was around \$70,000.

Mr. MacDonald spoke on behalf of the AAG (Airport Advisory Group), mentioning the Group had plans to continue meeting for another year. Ms. Seeber spoke regarding the Northeast Regional Fly-In and Mr. Tennyson informed Ross Dubarry, Part-time Airport Manager, submitted documents two years prior and the Floyd Bennett Memorial Airport was in consideration for the future.

Next, Mr. Tennyson gave an update on the Adirondack Balloon Festival over-time and revenue, advising he had included a graph illustrating this information on page six of the agenda. He indicated they received help from the Town of Queensbury, had five successful launches and received revenue from parking. Ms. Seeber inquired if the graph included law enforcement over-time and the reimbursement to the Town of Queensbury and Mr. Tennyson replied in the negative. She stated it was her understanding the over-time expenses had exceeded the revenue received

and she said there should be a separate budget code to track costs. A brief conversation ensued regarding the use of Occupancy Tax money.

Mr. Tennyson provided an update on the Runway Extension 1-19 project. He informed the FAA (Federal Aviation Administration) was still reviewing the documents and he did not know when they would complete their review.

Regarding Airport Training and other activities, Mr. Tennyson noted there were fourteen individuals training for Airport maintenance and the training was going well.

Privilege of the floor was extended to Wayne LaMothe, County Planner, who distributed copies of the public portion of the RFQ (Request for Qualifications) for the Airport FBO (Fixed Base Operator) contract. He stated there were two technical drawings that were still outstanding and he had worked with Julie Butler, Purchasing Agent, to complete the draft RFQ. He indicated the full draft would be available to the Committee after he received the drawings on December 11th. A brief conversation ensued, following the Committee agreed to meet December 11th and December 18th to discuss the FBO RFQ.

Mr. Simpson exited the meeting at 11:11 a.m.

Mr. Girard informed a representative from the Genesee County Airport would be in attendance at the December 11th meeting to discuss how they operated their Airport.

Travis Whitehead, Town of Queensbury resident, asked when the RFQ would be released and Mary Elizabeth Kissane, County Attorney, replied the Committee would give direction after the December 18th meeting. Mr. Whitehead inquired if there was a redacted version of the RFQ that they could review and Ms. Kissane responded it was not appropriate to give any portion of document to potential bidders. After a brief discussion, regarding AAG input for the RFQ, Mrs. Butler informed they could make an addendum to the RFQ after it was released if it was determined suggestions from AAG were appropriate.

Ms. Seeber reiterated the AAG consisted of expert opinions and inquired when they could review the RFQ and Mr. Geraghty responded after it was released. Mr. LaMothe added that the RFQ would be available to the public for a month.

Mr. Beaty exited the meeting at 11:34 a.m.

Jon Lapper, Representing Rich Air, informed the office building was under construction and inquired when the sewer and water lines would be installed. Mr. Tennyson notified he was waiting for the site plan. Mr. Lapper expressed they were still interested in building hangers 5 & 6 if the County did not receive the grant funds to do so.

As there was no further business to come before the County Facilities Committee, on motion made by Ms. Seeber and seconded by Mr. Montesi, Mr. Girard adjourned the meeting at 11:39 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist