

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: FEBRUARY 27, 2018

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DIAMOND
BEATY
LEGGETT
LOEB
GERAGHTY
SIMPSON
FRASIER
WILD
MCDEVITT
SOKOL

OTHERS PRESENT:

FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
KEVIN HAJOS, DEPUTY SUPERINTENDENT OF THE DEPARTMENT OF
PUBLIC WORKS
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
HOGAN
MAGOWAN
MERLINO

COMMITTEE MEMBER ABSENT:

SUPERVISOR: STROUGH

MICHAEL SWAN, COUNTY TREASURER
STEVE ABBOTT, REPRESENTING RICH AIR, LLC
JOHN LAPPER, REPRESENTING RICH AIR, LLC
RICH WATERS, REPRESENTING RICH AIR, LLC
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the February 27, 2018 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/2018/facilities/>

Mr. Diamond called the meeting of the County Facilities Committee to order at 10:31 a.m.

Motion was made by Mr. Loeb, seconded by Mr. McDevitt 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 Buildings and Grounds agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Morehouse presented a request to amend Resolution No. 479 of 2017 to include the Sheriff's Budget Code A.3110 470, Law Enforcement-Contracts, for elevator maintenance.

Motion was made by Mr. Simpson, seconded by Mr. Sokol and carried unanimously to approve the request as presented and the necessary resolution was authorized for the March 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. Morehouse indicated there were no updates regarding the Pending/Referral Items listed on page 2 of the agenda.

Regarding Referral/Pending Items No. 1, Michael Swan, *County Treasurer*, informed D & G Recycling was current with their lease payments. Mr. Swan spoke regarding the resolution for the asbestos abatement for the old jail, indicating it only spoke to testing and would need to be amended to include the abatement and removal; he added there was a substantial amount of money in the Environmental Testing Fund. Mr. McDevitt inquired how much money was in the account and Mr. Swan replied \$220,000. Mr. McDevitt asked for the estimated cost of the abatement and removal and Mr. Swan answered it was between \$80,000-\$90,000. Mr. McDevitt then inquired how the money in the Environmental Testing Fund was generated and Mr. Swan answered proceeds came from the annual tax foreclosure auction. He explained \$150,000 was set aside above what was owed in taxes and 25% of the amount collected over \$150,000 was allocated to the Environmental Testing Fund.

A brief discussion ensued.

Mrs. Frasier and Mr. Leggett entered the meeting at 10:35 a.m.

Concluding his agenda review, Mr. Morehouse provided an update on the Court Expansion Project. He apprised the terrazzo floor would be finished this week, the electricians were still setting up the data closet for the State to install their cameras and communication data, and the contractors worked from east to west and completely finished multiple rooms. He indicated at the time of turnover he would change the locks he said the security area was almost complete, work on the permanent heat would be started February 28th and then the wood work would be installed to complete the court rooms. He added the locker room showers and toilets were finished, most doors were installed and the sprinkler system was installed and tested. He mentioned the existing vault and file system would be moved over the weekend. He advised phase two work scheduled for June was recently started early because the contractors wanted to stay on site and did not want to re-mobilize. He indicated they were working on the vault and family court waiting area.

Mr. Geraghty entered the meeting at 10:38 a.m.

Kevin Hajos, *Deputy Superintendent of the Department of Public Works (DPW)*, informed that anyone interested in a tour could contact him or Mr. Morehouse. He mentioned last week the Inter-County Legislative Committee of the Adirondacks toured the court facility. He informed the combined courts would be able to do a soft turnover the week of March 26th.

Mr. Diamond advised the contract with D & G Recycling needed to be re-negotiated as there were issues that required addressing and he suggested that they organize a tour of the facility to perform an inspection. He remarked he was unsure that a contract renewal with them would be in the best interest of the County. He indicated it would be discussed at the next meeting.

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

file with the minutes.

Commencing his agenda review, Mr. Hajos presented a request to authorize submission of grant application to the Federal Aviation Administration FAA/New York State Department of Transportation (NYSDOT) for Airport Apron Reconstruction-Design, in an amount not to exceed \$135,000, for a term commencing upon execution by both parties and terminating upon completion. Mr. Hajos informed the apron had not been used in five years due to deterioration and planes could not use it because of debris. He indicated the construction portion would begin in 2019 and he apprised the design would include opening up the area in front of the terminal building, as well as the taxiway. He added during the summer months it would provide an area for jets and transit planes to park themselves rather than having Rich Air marshalling them around. He advised water and electrical service would be extended to the area for use during the Balloon Festival. Mr. McDevitt inquired if the cost was based on square footage and Mr. Hajos responded in the positive. He advised the local match for the grant was 5% which equated to \$6,700 and he informed funds were available in the budget. Steve Abbott, *Manager for Rich Air*, agreed the apron needed to be replaced and he advised the State Police were concerned about having a private place to land which the apron would provide.

Motion was made by Mr. Leggett, and seconded by Mr. Loeb and carried unanimously to approve the request as presented and the necessary resolution was authorized for the March 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing his agenda review, Mr. Hajos introduced a request for a transfer of funds from Budget Code A.5610 110, General, Airport (DPW) Salaries-Regular, to Budget Code A.5610 130, General, Airport (DPW) Salaries-Part-time, in the amount of \$20,000.

Mr. Wild informed he believed there was a lack of confidence with the Part-time Airport Manager's ability to perform the work. He added if others shared his feeling they should take a different course of action and not approve the transfer.

Mr. Sokol spoke of the violations the Airport received from a January FAA inspection, noting three of them had been taken care of and he inquired who was responsible for correcting the remaining violations that were general discrepancies. Mr. Diamond advised there was a time line to complete the necessary improvements. He informed some of the items the FAA was concerned with would be addressed through an established project.

Mr. Diamond informed it was a disservice to the County and the Airport to not have a full-time Airport Manager in place. Mr. Magowan stated he wanted to know when the current Part-time Airport Manager was putting in his time; he informed Rich Air mentioned they would perform some of the management duties until the County decided their course of action. Mr. Diamond informed he had not seen a proposal from Rich Air indicating they were willing to help with the daily management of the Airport. He notified the one response to the RFQ (Request for Qualifications)/RFP (Request for Proposal) for the Fixed Base Operator was from Rich Air.

Mr. Beaty informed there were sixteen discrepancies at the Airport on the report dated January 21-24, 2018.

He asked Mr. Hajos if he would file for an extension with the FAA to receive more time to correct the discrepancies and Mr. Hajos replied affirmatively. Mr. Beaty inquired who was going to address the discrepancies and Mr. Hajos notified two of the discrepancies were associated with Rich Air and they had already corrected one of them; indicated the other had to do with the interpretation of placement of a fire extinguisher, which he said was determined by the FAA, and corrected with full compliance from Rich Air. He indicated other discrepancies were striping, lighting and sign work which he said would be addressed through the contract with Baseline King once the snow was gone and the ground was no longer frozen. He mentioned additional discrepancies pertained to training and personnel. He indicated Mr. Dubarry had provided the first round of training and additional training was required. He apprised Ross Dubarry, *Part-time Airport Manager*, would provide the training any night or weekend. Regarding training to operate the fire truck, he said training was available in April in Syracuse, New York. He advised they had mutual aid agreements in place with several fire companies including South Queensbury, Glens Falls and Bay Ridge as well as with Glens Falls Hospital and the American Red Cross if there were any emergency or issues at the Airport.

Mr. Magowan inquired if Rich Air had written a proposal to provide assistance at the Airport and Mr. Abbott replied in the positive. John Lapper, *Legal Council for Rich Air*, indicated last year they submitted a proposal for Rich Air to take over operations at the Airport. Mr. Diamond asked that a copy of the proposal be sent to the County Attorney.

Mr. Loeb apprised an Airport Manager was necessary to maintain the County's position at the Airport. He added they could decide today to fill the Full-time Airport Manager position.

Mr. Geraghty expressed it was the responsibility of the Committee to fill positions at the Airport. He mentioned currently there were only three part-time employees there who had transferred from DPW Snow and Ice division and would return to their positions for summer work. He added the only way to solve the personnel problem was to hire full-time employees. He suggested making full-time appointments and training them in daily operations of the Airport and operation of the fire truck. Mr. Wild spoke about liability regarding operation of the fire truck. A brief discussion ensued.

Ms. Braymer recommended writing a Memorandum of Understanding (MOU) with the parties involved and train them as needed. She inquired if Mr. Hajos responded to a letter received last month from the FAA regarding the Runway 1 grant and Mr. Hajos replied Mr. Dubarry responded to the letter in January. He indicated he would obtain a copy of the response and forward it to the Committee.

Mr. Sokol suggested referring the filling of the Airport Manager position to the Personnel & Higher Education Committee for further discussion and the Committee agreed.

Mr. Hajos advised he appreciated the assistance from Rich Air; however, he said, they could not speak to the FAA because they were not the owners of the Airport and they were not eligible to receive grants from them. Mr. Abbott indicated he did not want to go over anyone's head when he spoke to the FAA, he added lines of communication were open with the County and Mr. Hajos.

Motion was made by Mr. Geraghty, seconded by Mr. Loeb 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.*

Moving on to the Referral/Pending Items portion of the agenda review, Mr. Hajos informed the local match for the two T-hangers was \$99,300. Mr. Leggett inquired if this would include in-kind services and Mr. Hajos replied he was looking into the matter.

Travis Whitehead, *Town of Queensbury Resident*, inquired about the Airport Advisory Group mentioning they began to meet last year about the time Rich Air proposed to save the County \$534,000 a year by operating the Airport. He informed this was never discussed, but he thought it should be in an open session. Mr. Sokol replied the Group would meet if there was something pending for them discuss, but as of right now there was nothing.

Mr. Diamond responded to a question posed by Mr. Whitehead at a previous meeting regarding the Office of Emergency Services (OES) vehicles not being moved to the facility on Warren Street. He indicated the reason was they were waiting on propane for the generator system in case the power failed.

Next, Mr. Diamond spoke of the RFQ and how to advance to process. He invited Messrs. Beaty, Sokol and McDevitt to be part of the team that was responsible for negotiations on a contract for the Fixed Base Operator if this was desire of the County. Mr. Wild offered to be available if needed because of his experience negotiating multi-million dollar contracts.

Mr. Loeb inquired if the company from Colorado that was interested in providing FBO services responded to the RFQ and Mr. Diamond responded in the negative.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Loeb and seconded by Mr. Geraghty, Mr. Diamond adjourned the meeting at 11:36 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist