

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: FEBRUARY 23, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: MAGOWAN
BRUNO
WILD
STROUGH

COMMITTEE MEMBER ABSENT:

SUPERVISOR: SHEPLER

OTHERS PRESENT:

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
CHARLES WALLACE, ADMINISTRATOR, FIRE PREVENTION AND BUILDING
CODE ENFORCEMENT
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
DICKINSON
DRISCOLL
GERAGHTY
HOGAN
MERLINO
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
WAYNE LAMOTHE, COUNTY PLANNER
TOSHA BROWNELL, HELP DESK TECHNICIAN
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the February 23, 2021 meeting of the County Facilities Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Note: As per Governor Cuomo’s Executive Order 202.1: “Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.” Supervisor Magowan was physically present, while Supervisors Bruno, Wild and Strough participated remotely.

Mr. Magowan called the meeting of the County Facilities Committee to order at 9:00 a.m

Copies of the Fire Prevention & Building Code Enforcement, Airport and Buildings and Grounds agendas were distributed to those in attendance and those participating virtually accessed the agendas via the Warren County website; *copies of the agendas are on file with the meeting minutes.*

Motion was made by Mr. Wild, seconded by Mr. Bruno 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 Charles Wallace, *Administrator, Fire Prevention and Building Code Enforcement*, who presented a request to fill the vacant position of Fire Prevention and Building Code Enforcement Officer #6, *Grade 17, Base Annual Salary \$45,455*, due to resignation.

Motion was made by Mr. Wild, seconded by Mr. Strough and carried unanimously to approve the request as outlined above and to refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Concluding his agenda review, Mr. Wallace notified his Year-End Report was included in the agenda packet.

There being no further Fire Prevention and Building Code Enforcement business to discuss, privilege of the floor was extended to Kevin Hajos, *Superintendent of Public Works*, who commenced review of the Airport Agenda with a request to authorize the Chair of the Board to apply for and execute a grant agreement with the FAA/AIP (*Federal Aviation Administration/Airport Improvement Program*) for reimbursement of eligible Airport costs under the Coronavirus Response and Relief Supplemental Appropriation Act, 2021 (*CRRSA*), in the amount not to exceed \$23,000.

Motion was made by Mr. Wild seconded by Mr. Bruno and carried unanimously to approve the request and the necessary resolution was authorized for the March 19th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Regarding the Discussion Items portion of the agenda review, Mr. Hajos provided an update on the solar land lease, informing the negotiating team had met twice and posed questions which he was able to answer most of, he said he was still reviewing the proposals and setting up interviews with the top three bidders.

Concluding the Airport agenda review, Mr. Hajos spoke of reimbursement for extra costs associated with the court ruling for the Forest Enterprise property. He notified that the extra costs associated with the Forest Enterprise property was \$193,000, which the County would be responsible for paying. He informed he spoke with the FAA regarding reimbursement and they indicated they would only reimburse the County \$19,300. Mr. Wild inquired where the funds would be taken from and Mr. Hajos replied funds were available in an Airport Reserve, but he was unsure if the funds could be used for this. He said they already received a \$40,000 reimbursement. Mr. Wild asked if there was a chance to appeal to the FAA and Mr. Hajos replied that he did not believe so. When asked to speak on the matter, Robert Terwilliger, *First Assistant County Attorney*, advised he would look into THIS and report back to Committee at their next meeting.

There being no further Airport business to discuss, Mr. Hajos commenced review of the Buildings & Grounds agenda, presenting the following requests:

- 1) To fill the vacant position of Building Maintenance Worker #2, *Grade 7, Base Annual Salary \$33,600*, due to promotion;
- 2) To fill the vacant position of Building Maintenance Worker #6, *Grade 7, Base Annual Salary \$33,600*, due to promotion; and
- 3) To fill the vacant position of Cleaner #12, *Grade 2, Base Annual Salary \$27,438*, due to termination. He explained the employee had abandoned the position.

Motion was made by Mr. Strough seconded by Mr. Bruno and carried unanimously to approve the requests as outlined above and to refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Next, Mr. Hajos introduced a request to authorize a new contract with a contractor to be determined for HVAC Repairs, Rehabilitation and Installation (WC 9-21), informing that the bids were out.

Motion was made by Mr. Bruno seconded by Mr. Wild and carried unanimously to approve the request and the necessary resolution was authorized for the March 19th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Hajos then presented a request to authorize a new contract with a contractor to be determined for Overhead Door Repair, Replacement and Installation (WC 16-21).

Motion was made by Mr. Wild seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the March 19th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Concluding the Action Items portion of his agenda review, Mr. Hajos introduced a request for a transfer of funds in the amount of \$10,400 from Budget Code A.1620 110, *General, Buildings, Salary-Regular*, to Budget Code A.1620 130, *General, Buildings, Salary-Part Time*.

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

Regarding the Discussion Items portion of the agenda, Mr. Hajos discussed FEMA (*Federal Emergency Management Agency*) reimbursement, adding the first reimbursement was \$47,000 for the current pandemic. He explained FEMA would provide 100% reimbursement, apprising they just submitted the second reimbursement for \$55,000 which had to do with congregate housing for individuals along with more PPE (*Personal Protective Equipment*) contracts. He indicated the last reimbursement would be for overtime at the Sheriff's Office in the amount of \$100,000.

Mr. Hajos provided an update on the Court Expansion Project, Phase III A, B and C asbestos removal was complete, the windows were installed and the plumbing, brick, and sheetrock were still being worked on with the final completion date was set for October 29th.

Moving on the Referral/Pending Items portion of the agenda, Mr. Hajos informed the concrete area in front of the Municipal Center would not be addressed until the Court renovation was complete.

Regarding the Old Jail, Mr. Magowan informed there was no new information. Mr. Hajos explained there was asbestos in ceiling tiles along with lead paint.

Concluding his agenda review, Mr. Hajos spoke of the referral from the Economic Growth & Development Committee regarding an Energy Audit. Mr. Hajos informed they tried insulating the base of windows in the Probation Department, advising it worked well and they would insulate other areas around the County along with new blinds. A brief discussion ensued.

Mr. Magowan inquired if there was any public comment and Don Lehman, *Director of Public Affairs*, replied in the negative.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Wild, seconded by Mr. Strough and carried unanimously, Mr. Magowan adjourned the meeting at 9:30 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist