

**COUNTY FACILITIES COMMITTEE MEETING
BUILDINGS & GROUNDS AGENDA
March 23, 2021**

Committee Members: *Magowan*, Bruno, Wild, Shepler and Strough

I. Committee Meeting Call to Order by Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items:

1. Request: Miscellaneous Resolution-Project Closure
Rationale: To close Capital projects and return the money to funding source

IV. Discussion Items

Facilities Director Update
Generator for HSB Update
Court Update
Space for Public Defender Files

V. Referrals/Pending Items

1. Discussion to continue regarding changes to the concrete area at the front entrance of the Municipal Center Building. (01.22.20) Update: Mr. Hajos informed the concrete area in front of the Municipal Center would not be done until the Court Expansion Project was completed. (01.20.21)
2. Supervisors Magowan, Bruno, Braymer (and any other Supervisors interested) to make up a working group with Kevin Hajos and Frank Morehouse to discuss options for removal of asbestos from the old Jail and report back to Committee at a future meeting. (02.23.21)
3. Referral from the Economic Growth & Development and Higher Education Committee to consider approving an energy audit on the windows in the Municipal Center Building. (11.24.20) Update: Buildings& Grounds staff experimenting by insulating the windowsills as it was not cost effective to replace the windows. (02.23.21)

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to Adjourn

Attachments:

1. Resolution Request Form No. 20 Misc. Resolution

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: County Facilities - Buildings & Grounds

DATE: 3/23/2021

(a) Purpose of Request: Authorization to close Capital Projects and return funding source.

(b) Details: Authorization to close Capital Project and return funding source:

Capital Project	Est Funds	Funding Source
H355 Municipal Centr Security Renovation	\$7,271	A.9950
H370 Municipal Center Employee Parking	\$6,258	A.9950

(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Department of Social Services

DATE:

- (a) Purpose of Grant: **Update Countryside facility(repairs and equipment) and programs to improve quality of life for residents.**
- (b) Name of Grantor: **NYS DOH Div. of Adult Care Facilities (EQUAL Grant)**
- (c) Address of Contractor:
- (d) Grantor's Contact Person and Telephone Number: **NYS DOH 518-473-4263**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **Grant application attached.**
- (f) Effective Date of Grant: **2021**
- (g) Termination Date of Grant: **December 31, 2021**
- (h) Total Dollar Amount Involved (not to exceed): **\$226,400.00**
- (i) Deadline to Submit Grant Application and/or Grant Agreement: **March 22, 2021**
- (j) Is a Budget amendment required? **Yes - Will submit if grant accepted and will bring to HHS Committee asap** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **No - this is outside and in addition to current project** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **No** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

COPY

SECTION E: Attachment 1

New York State Department of Health
Division of Adult Care Facility/Assisted Living Surveillance
Application to Participate in the
Enhancing the Quality of Adult Living (EQUAL) 2020 - 2021

RESIDENT COUNCIL REPRESENTATIVE APPROVAL OF
PROPOSED EQUAL 2020-2021 SPENDING PLAN

I, Lillian McCue (name of representative), have reviewed the uses of
Countryside Adult Home (name of facility), 750-N-006 (operating certificate #)

EQUAL 2020-2021 funds and agree that the proposed use of these funds is consistent with residents'
priorities.

The top three preferences of the residents as determined by the residents include:

1. Clothing Allowance
2. Room Furnishings
3. Outdoor furniture, firepit with a grill, and outside games

Lillian McCue
Resident Council Representative

3/22/21
Date

SECTION E: Attachment 3

EQUAL 2020-2021 Proposed Spending Plan

A. Type of Funding Requested (Select All That Apply):

<input type="radio"/>	Capital Improvement Projects	Amount Requested:
	<i>These funds are used to enhance the physical environment of the facility and promote a higher quality of life for residents.</i>	\$68,000

<input type="radio"/>	Local Assistance Projects	Amount Requested:
	<i>These funds are used to support improvements to the quality of life for adult care facility residents by funding projects including clothing allowances, resident training to support independent living skills, improvements in food quality, outdoor leisure projects, and cultural, recreational and other leisure events.</i>	\$158,400

Total Amount of Funding Request: \$226,400

B. Summary Budget

This form should be used by applicants to provide a detailed budget justification. For each line item provide a full description of the item, justification of the need for the item as it relates to the resident priorities identified and explanation of how costs were determined.

Budget Line Items	Capital Improvement Project Funds Requested	Local Assistance Project Funds Requested
Room Renovations will include an entire refurbishment updating each resident bedroom and bathroom. This will improve the quality of life of each resident. This renovation will improve the quality and comfort of living. This will include replacing fixtures that fixtures are old and in need of replacement, remove wainscot and repair walls with more durable materials and replace baseboard covers.	\$48,000	
Updating room furnishings is a priority for the residents. They spend much more time in their rooms due to the pandemic. Furnishings are worn and due for updating. Giving them updated furnishings will make that time much more comfortable. Dressers, beds, nightstands, and wardrobes would be purchased for the residents.		\$96,000
The residents occupy a great deal of time outside, new outside furniture, firepit and outdoor games will enhance that experience and give them added pleasure and more entertainment. This would include outdoor benches, chairs, picnic tables, and a wooden pavilion. Games would also be purchased. This will also enhance activities that may be limited in the community due to the pandemic as well as support safer and more meaningful visitation for the residents.		\$24,000
As a public home, purchasing new clothes to replace worn, outdated or new items is not always a possibility for most residents. Gift cards would be purchased at a store of the resident's choice in the amount of \$200.00 and given at the change of each season.		\$38,400

A new steamer for the dietary department will enhance the quality of food for the residents.	\$20,000	
*All costs for building & fixture repairs were determined by a Building Condition Assessment Report conducted in 2020.		
Total Requested Per Funding Source	\$68,000	\$158,400
Total Funding Requested	\$226,400	

SECTION E: Attachment 2

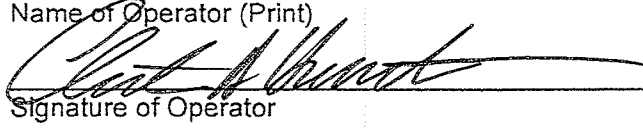
RESIDENT PETITION IN SUPPORT OF PROPOSED USE OF FUNDS
EQUAL 2020-2021 Proposed Spending Plan

REQUIRED FOR ADULT CARE FACILITIES WITHOUT RESIDENT COUNCILS

FACILITY NAME Countryside Adult Home
CERTIFICATE # 750-N-006
DATE SUBMITTED 3/22/2021

DESCRIPTION OF EQUAL 2020-2021 SPENDING PROPOSAL THAT ARE
CONSISTENT WITH RESIDENT'S PRIORITIES:

Each resident would receive a \$200 gift card for a clothing allowance at the beginning of each season.
Room furnishings to include dressers, beds, nightstands and wardrobe for all rooms. Repairs to the rooms
would include new paint, wall repairs, repair/replacement of resident bathrooms.
Outdoor furniture is requested, such as benches, chairs, and picnic tables. A firepit with a grill,
wooden pavillion, and outdoor games for outdoor recreation, games, and activities.

Christian Hanchett
Name of Operator (Print) 3/22/21

Signature of Operator **CHRISTIAN A. HANCHETT**
COMMISSIONER
WARREN COUNTY DEPARTMENT
OF SOCIAL SERVICES

RESIDENT NAME (PRINT) necessary)	SIGNATURE (Attach additional sheets if
<u>Rick Bartlett</u>	<u>Rick Bartlett</u>
<u>Lillian McCue</u>	<u>Lillian McCue</u>
_____	_____
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