

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: COUNTY FACILITIES**

**DATE: AUGUST 24, 2021**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: MAGOWAN  
BRUNO  
WILD  
STROUGH

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR: SHEPLER

**OTHERS PRESENT:**

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
SCOTT ROGERS, DIRECTOR OF FACILITIES  
ROBIN MAPP, AIRPORT MANAGER  
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
ROBERT TERWILLIGER, ACTING COUNTY ATTORNEY  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
FRANK E THOMAS, BUDGET OFFICER  
SUPERVISORS BRAYMER - *VIA ZOOM*  
CONOVER  
DICKINSON  
GERAGHTY  
LEGGETT  
MCDEVITT  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
THOMAS SZABO, SOLID WASTE AND RECYCLING COMPLIANCE COORDINATOR  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the August 24, 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>*

Mr. Magowan called the meeting of the County Facilities Committee to order at 9:03 a.m.

Motion was made by Mr. Strough, seconded by Mr. Bruno and carried by majority vote, with Supervisor Wild abstaining, to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Buildings & Grounds and Airport agendas were distributed to those in attendance; *copies of the agendas are on file with the meeting minutes.*

Review of the Buildings & Grounds agenda commenced with the following requests:

- 1) To authorize the appropriation of funds in the amount of \$2,430 from Budget Code A871.00, *Reserve, County Buildings*, to Budget Code A.1624 413, *Health and Human Services Building, Repair & Maint- Bldg/Property*, to cover the cost of generator swap out.
- 2) For a transfer of funds in the amount of \$10,000, from Budget Code A.1620 470 *Buildings, Contract*, to Budget Code A.1624 413, *Health & Human Serv Bldg, Repair & Maint- Bldg/Property*, to cover the costs associated with the generator installation at the Human Services Building.

Motion was made by Mr. Strough, seconded by Mr. Wild and carried unanimously to approve the requests as presented and refer same to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

- 3) To fill the vacant position of Cleaner #6, *Grade 2, Annual Base Salary \$28,982*, due to resignation.
- 4) To fill the vacant position of Cleaner #12, *Grade 2, Annual Base Salary \$28,982*, due to resignation.

A brief discussion ensued regarding the difficulty filling vacant positions within the entire Department of Public Works due to the lower than average salaries for the region which led to a high turnover rate, particularly for the Cleaner positions.

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

- 5) To fill the vacant position of Building Maintenance Worker #2, *Grade 7, Annual Base Salary \$35,491*, due to resignation.

Motion was made by Mr. Wild, seconded by Mr. Bruno and carried unanimously to approve the request as outlined above and 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.*

A review of the Discussion Items proceeded, following which the Referral/Pending Items were addressed with all being carried forward.

Moving on to the review of the Airport agenda, the following request was presented:

To authorize the appropriation of funds in the amount of \$15,651 from Budget Code A892.00, *Reserve, Airport & Repair Projects*, to Budget Code A.5610 470, *Airport (DPW), Contracts*, to cover the cost of pavement markings.

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

A review of the Discussion Items proceeded, with updates on the Snow Removal Building, the 2021 Balloon Festival event and the Nexamp contract.

Robin Mapp, *Airport Manager*, spoke regarding a minor incident that occurred at the Airport with a disabled aircraft that had not caused any damage to the runway. Finally, the Referral/Pending Item was discussed and was carried forward.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Strough, seconded by Mr. Wild and carried unanimously, Mr. Magowan adjourned the meeting at 9:44 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist