

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: SEPTEMBER 27, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: BRUNO
MAGOWAN
THOMAS
STROUGH
CONOVER
BEATY
DIAMOND

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF PUBLIC WORKS
KEVIN HAJOS, SUPERINTENDENT
BETSEY HENKEL, FISCAL MANAGER
ROBIN MAPP, AIRPORT MANAGER
SCOTT ROGERS, DIRECTOR OF FACILITIES
CHARLES WALLACE, ADMINISTRATOR, FIRE PREVENTION & BUILDING CODE ENFORCEMENT
JEFFERY WOODELL, DIRECTOR, WEIGHTS AND MEASURES
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
CRAIG LEGGETT, ACTING COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS HOGAN
MERLINO
SEEBER
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
DEAN MOORE, DIRECTOR, PARKS, RECREATION & RAILROAD
DR. DAVID SCHWENKER, WARREN COUNTY RESIDENT
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the September 27, 2022 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. Bruno called the meeting of the County Facilities Committee to order 9:04 a.m.

Copies of the meeting agendas were distributed; copies of the agendas are on file with the meeting minutes.

Motion was made by Mr. Magowan, seconded by Mr. Strough and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

The meeting commenced with review of the Weights and Measures agenda with the following Action Agenda/New Business item as follows:

- 1) 2023 Budget request review - documentation provided as an agenda attachment.

There being no further Weights and Measures business to discuss, review of the Fire Prevention & Building Code Enforcement agenda commenced with the following Action Agenda/New Business portion of the agenda review which included an update on the following:

- 1) 2023 Budget request review - documentation provided as an agenda attachment.

The Items for Discussion portion of the agenda was reviewed which included an update on the following:

- 1) Employee Retirements. It was noted by the year 2025 there would be very few individuals eligible to work in the Fire Prevention & Building Code Enforcement Department due to the time it took to train an individual as a result of when the State offered training. It was mentioned a transition plan was needed and this item would be brought back to Committee for further discussion.

There being no further Fire Prevention & Building Code Enforcement business to discuss, review of the Airport agenda commenced with the following request:

- 1) To increase Capital Project H414, *Airport Runway 1-19 Remarking Project*, in the amount of \$323,778.
- 2) To authorize a new contract with Hi-Lite Airfield Services LLC, in an amount not to exceed \$296,017 for remarking of Runway 1-19 at the Floyd Bennett Memorial Airport to meet requirements of Federal Regulations Part 139 Subpart D Section 139.311 (WC 30-22).
- 3) To amend the County Budget in the amount of \$1,939 to increase Capital Project H414, *Airport Runway 1-19 Remarking Project*, with funds from Budget Code A.9950 910, *Transfer-Capital Project*, to cover the local matching funds required.

Motion was made by Mr. Magowan, seconded by Mr. Strough and carried unanimously to approve the requests as presented; Items #1 and #3 were referred to the Finance Committee, and the necessary resolution was authorized for the October 21st Board Meeting for Item #2. *Copies of the resolution request forms and the Amend the County Budget form are on file with the minutes.*

- 4) To authorize the Chairman of the Board to approve a memorandum of understanding with Rich Air and Saratoga County Airport for the acquisition and use of a recovery dolly at one time cost of \$2,216.38.

Motion was made by Mr. Beaty, seconded by Mr. Magowan and carried unanimously to approve the request as presented and the necessary resolution was authorized for the October 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

The Discussion Items section of the agenda was reviewed with the following items being addressed:

1. Balloon Festival - It was noted this year had the best turnout, with a record number of donations. It was mentioned overtime costs for this event should be funded through Occupancy Tax, instead of by donations.
2. County Hanger Project. It was advised that grant funds did not include demolition of the old hangers, however in the future there would be grant funding available that would cover the cost of demolition.
3. 2023 Budget request review - documentation provided as an agenda attachment.

There being no further Airport business to discuss, review of the Buildings & Grounds agenda commenced with the following request:

- 1) To authorize a new contract with Troy & Banks, Inc., for utility and telecommunications auditing services, to commence upon execution and terminate upon completion.

Motion was made by Mr. Magowan, seconded by Mr. Strough and carried unanimously to approve the request as presented and the necessary resolution was authorized for the October 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

The Discussion Items section of the agenda was reviewed with the following items being addressed:

1. Work Order Request Program - status update provided.
2. Fleet Car Request Program - status update provided.
3. Countryside Adult Home Project - The Committee was advised the RFP (*Request for Proposal*) for the renovation work would be released later that day with bids coming in under the estimate.
4. Abasement and demolition of old jail bid - Following discussion regarding news that the bids for the work excluded the amount previously allocated a motion was made by Mr. Strough, seconded by Mr. Magowan and carried unanimously to approve a transfer of funds in the amount of \$111,100 from Budget Code A.1990 469, *Contingent Account, Other Payments/Contributions*, to Budget Code A.9950 910, *Transfers-Capital Projects, Interfund Transfers*, to provide the balance of the project cost (\$82,000) and provide 5% contingency (\$29,100) for unforeseen increases, and refer same to the Finance Committee. *Copies of the resolution request form and the Transfer of Funds form are on file with the minutes.*

The Referral/Pending Items section of the agenda was not reviewed..

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Strough, seconded by Mr. Magowan and carried unanimously, Mr. Bruno adjourned the meeting at 10:19 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist