

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: OCTOBER 25, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: BRUNO
MAGOWAN
THOMAS
STROUGH
CONOVER
BEATY

OTHERS PRESENT:

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
ROBIN MAPP, AIRPORT MANAGER
SCOTT ROGERS, DIRECTOR OF FACILITIES
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
CRAIG LEGGETT, ACTING COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
SUPERVISOR MERLINO
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
DR. DAVID SCHWENKER, WARREN COUNTY RESIDENT
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBER ABSENT:

SUPERVISOR: DIAMOND

Please note, the following contains a summarization of the October 25, 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 9:00 a.m.

Copies of the meeting agendas were distributed; a copy of the agenda is also on file with the meeting minutes.

Motion was made by Mr. Magowan, seconded by Mr. Beaty and carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Committee commenced with a review of the Airport Action Agenda/New Business Items, considering the following requests:

1. To increase Capital Project H388, *Construct Airport T-Hangers*, in the amount of \$1,500,000.

Motion was made by Mr. Magowan, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mr. Diamond absent*) 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.*

2. For a new contract with McFarland-Johnson, Inc. in the amount of \$193,485 for a consultant agreement for all services related to Capital Project H388, *Construct Airport T-Hangers*, for a term to commence upon execution and terminate upon completion of the project.

Motion was made by Mr. Magowan, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the request as presented and the necessary resolution was authorized for the November 18th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

3. For an appropriation of funds in the amount of \$6,000 from Budget Code A.892.00, *Reserve, Airport Repair & Project*, to Budget Code A.5610 413, *Airport (DPW), Repair and Maint-Bldg/Property*, to cover the cost of seamless gutters.

Motion was made by Mr. Magowan, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr.*

Diamond absent) to approve the request as presented and refer the same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

4. To close Capital Project No. H399, *Airport Snow Sweeper*, and return estimated funds remaining in the amount of \$78.14 to Budget Code A.909.00, *General Fund Unappropriated Surplus*, and Capital Project No. H387, *Airport Fuel Farm (Vehicles) Motor Fuel System*, and return estimated funds remaining in the amount of \$4,607.38 to Budget Code DM894.00, *Reserve, Motor Fuel System*.

Motion was made by Mr. Magowan, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mr. Diamond absent*) 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.*

5. For a transfer of funds in the amount of \$2,019.00 from Budget Code A.5610 455, *Airport (DPW), Safety Equipment*, to Budget Code A.5610 120, *Airport (DPW), Salaries-Overtime*, to cover overtime costs associated with the Adirondack Balloon Festival, as well as for anticipated costs associated with snow and ice removal for the remainder of 2022.

Motion was made by Mr. Magowan and seconded by Mr. Beaty to approve the request. Discussion ensued relative to staffing costs for the Adirondack Balloon Festival Event and the idea that it may more appropriately be funded through occupancy tax, rather than asking for donations during the event. Mr. Bruno called the question and the motion was carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the request as presented and refer same to the Finance Committee. *A copy of the request to for a Transfer of Funds form is on file with the minutes.*

Further discussion ensued regarding overtime costs for the Adirondack Balloon Festival and how to fund them. Consensus of the Committee was for the Superintendent of Public Works to bring exact overtime figures to the next meeting, along with overtime figures for the Sheriff's Office, as well.

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

1. For an appropriation of funds in the amount of \$6,000 from Budget Code A.871.00, *Rehab County Buildings*, to Budget Code A.1620 413, *Buildings, Repair and Maint-Bldg/Property*, to cover the cost of seamless gutters.

Motion was made by Mr. Thomas, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the request as presented and refer same to the Finance Committee. *A copy of the resolution request to form is on file with the minutes.*

2. To fill the vacant position of Cleaner #6, *Grade 2, Annual Base Salary \$35,455*, due to resignation.

Motion was made by Mr. Magowan, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the request as presented 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.*

The Discussion Items section of the agenda was reviewed with updates being provided on the following:

1. Work Order Request Program
2. Fleet Car Request Program
3. Countryside Adult Home Project - all contracts were being executed by the County Attorney; tentative completion August 2023.
4. Abasement and demolition of old jail bid- construction would begin on November 1st; tentative completion January 2023.
5. Court Expansion Project - final phase of Court handicap accessibility being worked on; project 60% complete; \$1 million remaining in the bond.

Concluding the agenda review, the Referral/Pending Items were addressed, as follows:

- 1) Design updates to the front entrance of the Municipal Center Building - Committee was advised that plans for updating the area to include more green space and parking were in the process of being finalized for presentation at a future meeting. This item on hold until spring 2023.
- 2) Update on work to convert the former Warren County Detention Center to the Joseph Warren Center - The concept plan was complete with an estimated cost of \$4 Million which included a museum, education center and gardens. It was noted there was \$100,000 in County funding budgeted for this project.
- 3) Referral from the Criminal Justice and Public Safety Committee regarding the matter of installing magnetometers in the Municipal Center Building - Committee discussed installing a magnetometer at the DMV entrance of the Municipal Center Building. Awaiting receipt of new unit by Courts before the existing unit could be moved to the DMV entrance.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Beaty, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Mr. Diamond absent*), Mr. Bruno adjourned the meeting at 9:54 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist