

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: COUNTY FACILITIES**

**DATE: FEBRUARY 23, 2023**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: BRUNO  
MAGOWAN  
DIAMOND  
GERACI  
STROUGH  
CONOVER  
THOMAS

**OTHERS PRESENT:**

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
ROBIN MAPP, AIRPORT MANAGER  
SCOTT ROGERS, DIRECTOR OF FACILITIES  
CHARLES WALLACE, ADMINISTRATOR, FIRE PREVENTION & BUILDING CODE ENFORCEMENT  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY  
SUPERVISOR LEGGETT  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
JIM BREEN, CHAIRMAN & CEO, THE AIR SHOW NETWORK  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the February 23, 2023 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 9:02 a.m.

Copies of the Airport, Buildings & Grounds and Building Code Enforcement agendas were distributed; copies of the agendas are on file with the meeting minutes.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Geraci and Thomas absent*) 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 Fire Prevention & Building Code Enforcement agenda with the following request:

1. To fill the vacant position of Code Enforcement Officer #1, *Grade 17, Base Annual Salary \$56,356*, due to retirement.

Mr. Geraci entered the meeting at 9:08 a.m.

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

Mr. Thomas entered the meeting at 9:15 a.m.

There being no further Fire Prevention & Building Code Enforcement business to discuss, review of the Airport agenda commenced with the Discussion Items section of the agenda, as follows:

1. Solar Farm Update. Three negative points had been identified in the primary surface which lead to three east panels being modified by the developer. Preparation had begun to the southern site with several design plans submitted to the FAA (*Federal Aviation Administration*). It was noted in the spring of 2024 both sites would have ongoing construction.
2. Air Show-Air Show Network presentation. Jim Breen *Chairman & CEO, The Air Show Network*, proceeded to provide an overview of a detailed Power Point presentation entitled “*2023 Company Profile, The Leader In Air Show Entertainment*” which was outlined in detail. *A copy of the presentation is on file with the minutes.*

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The following Referrals/Pending Items section of the agenda was reviewed with the following items being addressed:

1. The consensus of the Committee was for the Superintendent of Public Works to bring exact over-time figures for the Adirondack Balloon Festival to the next Committee meeting, along with over-time figures for the Sheriff's Office as well. The consensus of the Committee was to retain this matter as a pending item to continue discussions regarding donations for the Balloon Festival events at future meetings. It was noted the County would apply for Occupancy Tax funds to cover over-time costs.

There being no further Airport business to discuss, review of the Buildings & Grounds agenda commenced with the Discussion Items section, as follows:

1. Work Order Request Program - status update provided indicating program was working well.
2. Fleet Car Request Program - status update provided indicating program was working well.
3. Countryside Adult Home Project - There were change orders due to inspection costs, all abatement and demolition work was complete, general construction costs had minor change orders and one wing was 60% complete.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried unanimously to authorize the appropriation of funds in the amount of \$215,000 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.9950 910, *Transfers,-Capital Projects, Interfund Transfers*, to cover the cost of the increase in funding for Capital Project No. H406, Countryside Adult Home 2021 Capital Improvements and to increase H406, *Countryside Adult Home 2021 Capital Improvements*, in the amount of \$215,000 and refer same to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

4. Joseph Warren Museum- Phase 1 was approved, noting they would be submitting a request for ARPA (*American Rescue Plan Act*) funds to complete Phase 1.
5. Regional Morgue Information- The first discussion point was what regions would be covered by this morgue and what other counties would participate along with concern regarding how much they would contribute. It was suggested to hold discussion on the matter at the future meeting of NYSAC (*New York State Association of Counties*) and Inter-County Legislative Committee of the Adirondacks. It was noted it would be difficult to find a forensic pathologist adding, administrative staff of four individuals was required. Another suggestion was to extend into Vermont to increase the participation. Following, it was the consensus of the Committee to have the Superintendent of Public Works put together a scope of work and send it to the Committee then include any comments and submit them to the two firms on term agreements with the County.

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

1. Design updates to the front entrance of the Municipal Center Building - no update, project on hold until spring.
2. Update on work to convert the former Warren County Detention Center to the Joseph Warren Center - previously discussed.
3. Magnetometer at DMV - it would be installed once received.

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 10:29 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist