

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: JULY 24, 2024

COMMITTEE MEMBERS PRESENT:

SUPERVISORS BRUNO  
GERACI  
CONOVER  
DIAMOND  
STROUGH  
THOMAS

OTHERS PRESENT:

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
CHARLES WALLACE, ADMINISTRATOR, FIRE PREVENTION & BUILDING CODE ENFORCEMENT  
ROBIN MAPP, AIRPORT MANAGER  
SCOTT ROGERS, DIRECTOR OF FACILITIES  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
SUPERVISORS CROCITTO  
ETU  
MADAY  
MERLINO  
STRAINER  
TURNER  
WILD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DEAN MOORE, DIRECTOR, PARKS, RECREATION & RAILROAD  
CHRISTINE NORTON, COUNTY TREASURER  
SCOTT ROYAL, SOLID WASTE & RECYCLING  
TONY HALL, LAKE GEORGE MIRROR  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR MAGOWAN

Please note, the following contains a summarization of the July 24, 2024 meeting of the County Facilities Committee; the meeting in its entirety can be viewed using the following links:

Warren County website - <https://warrencountyny.gov/mma>

Warren County's YouTube Channel - <https://www.youtube.com/watch?v=z5PXzkzM-Zq&t=2s>

Mr. Bruno called the meeting of the County Facilities Committee to order at 9:00 a.m.

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

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

The Committee commenced with a review of the Referrals/Pending Items portion of the Fire Prevention & Building Code Enforcement agenda which included the following item:

1. Employee Retirements - A copy of LaBella Associates 2024 billing rates for Building Code & Life Safety services was provided to the Committee. During discussion regarding departmental staffing, a motion was made by Mr. Diamond and seconded by Mr. Strough to amend the Table of Organization and Salary Schedule to create the new position of Fire Prevention & Building Code Enforcement Officer - PT, *Grade 17, Base Annual Salary \$56,356*, effective August 19, 2024. Upon further discussion, Messrs. Diamond and Strough amended their motions to include authorizing a transfer of funds in the amount of \$18,786 from Budget Code A.3620 110, *Fire Prevention & Building Code Enforcement Officer, Salaries Regular*, to Budget Code A.3620 130, *Fire Prevention & Building Code Enforcement Officer, Salaries - Part-Time*. Mr. Bruno called the question and the motion, as amended, was carried by a unanimous vote of those present (*Mr. Magowan absent*); creation of the position was referred to the Personnel,

Administration & Higher Education Committee and the transfer of funds was referred to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.* During their discussion, the Committee members also expressed an interest in amending the existing DPW contract with LaBella Associates to allow for building inspections to be performed if necessary due to staffing shortages. *Note: action was taken at the July 24, 2024 Public Works Committee meeting to amend the LaBella Associates contract.*

There being no further Fire Prevention & Building Code Enforcement business to discuss, Committee commenced with a review of the Action Agenda/New Business Items portion of the Airport agenda which included the following requests:

1. To establish Capital Project No. H431, *Demolition and Construction of 6 Bay T-Hangars*, in the amount of \$2,500,000.

Motion was made by Mr. Geraci and seconded by Mr. Thomas to approve the request as presented; following discussion, Mr. Bruno called the question and the motion was carried by a unanimous vote of those present (*Mr. Magowan absent*) to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

2. To authorize a new contract with McFarland-Johnson Inc. in an amount not to exceed \$304,591 for all services related to Capital Project No. H431, *Demolition and Construction of 6 Bay T-Hangars*, at the Floyd Bennett Memorial Airport, for a term commencing upon execution and terminating upon completion.

Motion was made by Mr. Thomas, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Mr. Magowan absent*) to approve the request as outlined above and the necessary resolution was authorized for the August 16<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

3. To increase Capital Project No. H403, *Rehab Airfield Taxiway Lighting System*, in the amount of \$11,594.56.

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

4. To amend Resolution No. 343 of 2021 to increase the not to exceed amount from \$50,000 to \$98,000 for a one-time increase of \$48,000 for 2024. (*Previous Resolution Nos. 343 of 2021 and 166 of 2020*)

Motion was made by Mr. Strough and seconded by Mr. Conover to approve the requested as presented; following discussion, Mr. Bruno called the question and the motion was carried by a unanimous vote of those present (*Mr. Magowan absent*) to approve the request as outlined above and the necessary resolution was authorized for the August 16<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

There being no further Airport business to discuss, review of the Buildings & Grounds agenda commenced with the Discussion Items section being addressed in the following order:

1. Work Order Request Program - 5016.
2. Fleet Car Request Program - 3571.
4. Phase IV Court Project - Update.

Skipping ahead to the Referrals/Pending Items section of the agenda, the following items were addressed:

1. Design for updates to the front entrance of the Municipal Center Building - Remaining funds

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from the Court Project was \$200,000 with concentration on the steps and drainage area with those funds.

2. Magnetometer at DMV - The Sheriff's Office was applying for a grant in September to fund the purchase of the magnetometer.

A brief discussion ensued relative to necessary upgrades to the audio systems in the Board Room and in the Committee Room.

Returning to review of the Discussion Items, No. 3 - Regional Morgue - Update, was addressed.

John Taflan, *County Administrator*, provided an update regarding the Joseph Warren Museum and mentioned the Department of Social Services was in need of a location for a Code Blue Shelter to expend funds received from New York State.

Mr. Bruno extended Privilege of floor:

Christine Norton, *County Treasurer*, inquired as to whether both a Code Blue Shelter and Joseph Warren Museum could be explored for the Committee to consider.

Mr. Diamond exited the meeting at 10:07 a.m.

There being no further business to come before the County Facilities Committee, on motion made by Mr. Strough, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Messrs. Diamond and Magowan absent*), Mr. Bruno adjourned the meeting at 10:08 a.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board