

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: AUGUST 30, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: GIRARD
STROUGH
CONOVER
SEEBER
BEATY
MONTESI
BRAYMER
SIMPSON
LEGGETT
MACDONALD

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF
PUBLIC WORKS
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
ROSS DUBARRY, AIRPORT MANAGER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, WARREN COUNTY BUDGET OFFICER
SUPERVISORS FRASIER
MCDEVITT
MERLINO
MIKE SWAN, COUNTY TREASURER
STEVE ABBOTT, RICH AIR
REPRESENTING THE OPEN DOOR SOUP KITCHEN:
KIM COOK, DIRECTOR
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBER ABSENT:

SUPERVISOR: WOOD

Please note, the following contains a summarization of the August 30, 2016 meeting of the County Facilities Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<http://www.warrencountyny.gov/gov/comm/Archive/2016/facilities/>

Mr. Girard called the meeting of the County Facilities Committee to order at 10:53 a.m.

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

Privilege of the floor was extended to Jeffery Tennyson, Superintendent of the Department of Public Works, who distributed copies of the Buildings and Grounds agenda to the Committee members; a copy of the agenda is on file with the minutes.

Commencing his agenda review, Mr. Tennyson presented a request for a new contract with the New York State Department of Motor Vehicles to conduct Commercial Driver's License (CDL) skill testing, at 299 Lower Warren St., Glens Falls, Monday-Friday 8:00 a.m. to 5:00 p.m.

Motion was made by Mr. Simpson seconded by Mr. Montesi and carried unanimously to approve the request and the necessary resolution was authorized for the September 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. Tennyson presented a request for an appropriation from the unappropriated surplus fund to Budget Code A.1620 470, General, Building, Contracts, in the amount of \$120,000, for milling and paving of an employee parking lot and abatement and renovation of the old jail kitchen.

Motion was made by Mr. Simpson, seconded by Mr. Montesi and carried unanimously to approve the request and forward same to the Personnel, Finance & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Finally, Mr. Tennyson presented a second request for an appropriation from the unappropriated surplus fund, to Budget Code A.1628 260, Waste Management Containment, Other Equip, in the amount of \$50,740, for the purchase of 8 roll off containers.

Motion was made by Mr. Leggett, seconded by Mr. Montesi and carried unanimously to approve the request and forward same to the Personnel, Finance & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Following the motion, a brief conversation took place regarding the purchase of roll off containers.

Privilege of the floor was extended to Frank Morehouse, Superintendent of Buildings, who displayed new no smoking signs to be placed around the Warren County campus.

Ms. Seeber informed a petition had been passed around the County in opposition of the no smoking policy. Ms. Braymer acknowledged the petition and suggested holding off on putting up the signs. After a brief discussion it was decided that Mr. Morehouse should proceed in posting the signs.

Mr. Montesi raised the matter of the housing of Office of Emergency Services vehicles and equipment. He informed the building where the equipment was to be housed was not completely viable with a tenant that made it difficult to reach the goal. A brief discussion ensued.

Travis Whitehead, Town of Queensbury resident, inquired if anyone was hired to review the Siemens contract for the Municipal Building and an affirmative answer was given.

Privilege of the floor was extended to Ross Dubarry, Airport Manager, who distributed copies of the Airport agenda to the Committee members; a copy of the agenda is on file with the minutes.

Commencing his agenda review Mr. Dubarry presented a request to attend the New York Aviation Management Association 2016 Fall Conference.

Motion was made by Mr. Simpson seconded by Mr. Strough and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Next, Mr. Dubarry presented a request to authorize a grant application to the New York State Department of Transportation-Aviation Bureau for funds in an amount not to exceed \$993,000 to replace two 6-bay T-Hangers at the Floyd D. Bennett Memorial Airport.

Mr. Tennyson informed the request was to authorize and execute once grant funds were received. Ms. Seeber inquired as to the time it took to receive grant funds and Mr. Dubarry answered three weeks. Ms. Braymer suggested budgeting the project for 2017. Mr. Dubarry stated the project was spread over two years and he informed revenue would increase from \$1,500 to \$79,000 annually. Mr. Leggett inquired if the new t-hangers would affect the Fixed Base Operator (FBO), and Mr. Dubarry replied in the affirmative.

Motion was made by Ms. Braymer, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the September 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Dubarry presented a request to authorize a grant application to the New York State Department of Transportation-Aviation Bureau for funds in an amount not to exceed \$300,000 to replace the airfield emergency generator. He informed the project included upgrades and installation of natural gas service to operate the generator, and the installation of new underground electric service for the generator and terminal building. He expressed the generator powered the navigation equipment and airfield lighting systems.

Motion was made by Mr. Montesi, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the September 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. Dubarry presented a request to amend the County Budget to reflect the receipt of funds in the amount of \$42,408.18 for reimbursement from Schermerhorn Holdings and Environmental Soil Management, Inc. (ESMI) for natural gas installation costs.

Motion was made by Mr. Conover, seconded by Mr. Montesi and carried unanimously to approve the request as outlined above and to forward same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

Mr. Dubarry presented a request to close the following capital projects and to return any remaining funds to the funding source, as follows:

- ❖ H309 - Runway 1 RSA Wetland Mitigation - \$34.57 to be returned to the General Fund
- ❖ H311 - PAPI Instillation Runway 12-30 - \$71.44 to be returned to the General Fund
- ❖ H336 - Airfield Guidance Sign Replacement - \$1,500 to be returned to the Reserve, Airport Repair
- ❖ H326 - ARFF Building Expansion - \$21.01 to be returned to the General Fund

Motion was made by Mr. Simpson, seconded by Mr. Conover and carried unanimously to approve the request as outlined above and to forward same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

Continuing, Mr. Dubarry presented a request to authorize a resolution to set a public hearing for a second amendment to the ground lease agreement for a stand alone restaurant between Warren County and Schermernorn Aviation, LLC. He reported the Aviator Restaurant at the Airport was very successful and had created a need for additional parking.

Steve Abbot, Rich Air, spoke in regard to the parking issue. He indicated individuals were parking their vehicles in the area designated for the restaurant and leaving them there for an extended period of time. He indicated Rich Air had put signage around the parking lot directing where to park. Mr. Tennyson indicated the land lease was specifically discussed with the need for thirty-two regular and two handicap parking spaces. Mr. Dubarry indicated revenue in the amount of \$2,700 annually could be received from leasing the parking lot. A lengthy discussion ensued regarding leasing the parking lot, extending the current parking lot and changing signage. It was decided to turn the matter over to the County Attorney to begin negotiations to lease 32 parking spots beginning at the rate of \$2,700/year, for three years.

Motion was made by Mr. Conover, seconded by Ms. Seeber and carried unanimously to table the matter for discussion at the next Committee meeting.

Motion was made by Mr. Montesi, seconded by Mr. Simpson and carried unanimously to approve the request to set a public hearing exclusive of any parking arrangements, and the necessary resolution was authorized for the September 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Girard interrupted the Airport agenda review and apologized to Kim Cook, Director, The Open Door Soup Kitchen, who had been patiently waiting to address the Committee. Ms. Cook thanked the Committee for allowing The Open Door the use of the County Detention Home for a Code Blue Shelter. She indicated they were in the process of building a new building to house the shelter; however the building would not be ready for the upcoming winter season. She asked the Committee permission to extend the lease for an additional year.

Continuing with his agenda review Mr. Dubarry presented the following requests:

- ❖ To increase Capital Project H339 Land/Easement Acquisition Runway 12 & 19, to accept a Federal Aviation Administration grant received August 26, 2016 for the project to acquire land in runway protection zone for Runway 12, in the amount of \$200,000;
- ❖ To authorize a new contract with C&S Engineers in the amount of \$36,500, for technical support services phase II- Runway 12 land acquisition, to commence upon approval and terminate upon completion.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the requests as presented and refer same to the Finance, Personnel & Higher Education Committee and the necessary resolution was authorized for the September 16th Board meeting. *Copies of the resolution request forms are on file with the minutes.*

Reviewing the Referral/Pending Items portion of the agenda a discussion ensued with regard to the Airport Advisory Committee and the direction in which the Committee to desired precede.

Mr. Strough spoke about the resolution he had drafted in support of the Runway Extension Project and asked that it be included for consideration on the agenda for the next Committee meeting. Ms. Braymer advised she had drafted a resolution as well, which she would also like to be included on the agenda for consideration. *Copies of both proposed resolutions are on file with the meeting minutes.*

Returning to the request presented by Ms. Cook, Mr. Girard requested a motion to authorize extending the lease with The Open Door Soup Kitchen for an additional year to use of the former County Detention Home for a Code Blue Shelter.

Motion was made by Mr. Simpson, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the September 16th Board Meeting.

There being no further business to come before the County Facilities Committee, on motion made by Mr. Simpson and seconded by Mr. MacDonald, Mr. Girard adjourned the meeting at 12:48 p.m.

Respectfully submitted,
Molly Ganotes, Legislative Office Specialist