

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: MARCH 18, 2019

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: BEATY
LOEB
GERAGHTY
STROUGH
SIMPSON
FRASIER
WILD
MCDEVITT
SOKOL
DIAMOND
BRAYMER

OTHERS PRESENT:

KEVIN HAJOS, SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
DON DEGRAW, AIRPORT MANAGER
RONALD CONOVER, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS HOGAN
LEGGETT
MICHAEL SWAN, COUNTY TREASURER
STEVE ABBOTT, REPRESENTING RICH AIR, LLC
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DR. DAVID SCHWENKER, WARREN COUNTY RESIDENT
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the, March 18, 2019 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/2019/facilities/>

Mr. Beaty called the meeting of the County Facilities Committee to order at 11:20 a.m.

Motion was made by Mr. Geraghty, seconded by Mr. Loeb 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 Frank Morehouse, *Superintendent of Buildings*, who distributed copies of the Buildings & Grounds agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Morehouse presented a request to authorize a new contract with Emergency Power Systems for generator maintenance services at various Warren County facilities for a term commencing May 1, 2019 and terminating April 30, 2020.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 19, 2019 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. Morehouse presented the following requests:

- 1) To fill the vacant position of Janitor #3, *Grade 4, Annual Base Salary \$29,333*, due to promotion; and
- 2) To fill the vacant position of Cleaner #11, *Grade 2, Annual Base Salary \$27,438*, due to promotion.

Mr. Morehouse advised of his preference to promote from within whenever possible when filling vacancies.

Motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried unanimously to approve the requests and refer same to the Personal & Higher Education Committee for reporting purposes. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Privilege of the floor was extended to Kevin Hajos, *Superintendent of the Department of Public Works*, who provided an update on the Warren County property located on Lower Warren Street in the Town of Queensbury. He informed surveyors were working on the sub-division in preparation for the Town of Queensbury's April Planning Board Meeting. He apprised the RFPs (*Request for Proposals*) were released for a lease agreement to operate the recycling facility and the other for sale of the property. He notified the sale would be based on the sub-division. Mr. Wild inquired if a date could be arranged to tour the facility and Mr. Hajos replied affirmatively, indicating he would work on this.

Regarding the Referral/Pending Item pertaining to Mr. Hajos researching a National Grid funding opportunity to install vehicle charging stations, Mr. Hajos informed the applications had been submitted. He opined visibility was important and he recommended the best location for the charging stations was in the gravel parking lot in front of the Municipal Center. A discussion ensued regarding use of the charging stations, at the conclusion of which Mr. Hajos advised he would keep the Committee apprised of whether the County was eligible for funding.

Ms. Braymer inquired about updating the lighting in County buildings to LED bulbs. Mr. Morehouse advised the State funding available for these changes had dried up; he added that these upgrades had been made in the Human Services Building, in the new Court extension and in the County Clerk's Office and they continued to make these upgrades as they replaced bulbs in other areas of the Municipal Center Building.

Mr. Hajos provided an update on the Court Expansion Project, informing Phase 1 and Phase 2 were complete and they were \$15,000 under budget.

There being no further Buildings & Grounds business to discuss, privilege of the floor was extended to Don DeGraw, *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. DeGraw presented a request to authorize the Chairman of the Board to apply for and execute a grant agreement with the FAA (*Federal Aviation Administration*) for final design and bidding services for the construction of a new snow removal equipment building. He mentioned he had applied for a supplemental grant for additional funding, but the FAA had encouraged him to apply for an AIP (*Airport Improvement Program*) grant for the building because the supplemental grant was not guaranteed.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 19, 2019 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Simpson exited the meeting at 11:37 a.m.

Next, Mr. DeGraw provided an update on the Airport Consultants, notifying every five years they released an RFQ (*Request for Qualifications*) for consultants; he stated six proposals to the RFQ were received. He advised this year they would take a different approach by not only evaluating architectural engineering but also evaluating planning. He advised next month he would return with a selection. Mr. Hajos informed in the past the FAA required architectural engineering and planning together, but this year they wanted them split up.

Mr. Beaty apprised all communications with the Airport were on file with the Clerk of the Board and would be updated on a weekly basis for anyone who choose to review it. Mr. Wild inquired if the file was available on the website or if there was a link and Amanda Allen, *Clerk of the Board*, answered she had both a digital and a paper file of these communications, but they were not posted to the County website.

Ms. Braymer inquired about the status of a decision on the construction of steel t-hangar buildings versus other less expensive types of construction and Mr. DeGraw replied last month the Committee decided on steel t-hangars and to maximize the grant funding available to build as many as possible. He said next month he hoped he could come back with a grant announcement. Ms. Braymer asked how many t-hangars there would be and Mr. DeGraw replied they would have funding to construct one ten-bay t-hangar which would allow for future expansion. Mr. Hajos indicated the t-hangar could be expanded in the future as funds became available.

Ms. Braymer reported she had received a complaint that the Airport was recently closed on a Sunday and she questioned why this was. Mr. DeGraw replied they had closed the Airport temporarily for snow removal, but it was re-opened once the runways were clear. Ms. Braymer indicated she had received compliments about how clean the runways were from many pilots and Mr. DeGraw replied that he, too, had received compliments from jet pilots regarding the condition of the runways.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Strough and seconded by Mr. Wild, Mr. Beaty adjourned the meeting at 11:43 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist