

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: COUNTY FACILITIES**

**DATE: APRIL 21, 2020**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: BEATY  
BRUNO  
MAGOWAN  
CONOVER  
DIAMOND  
HOGAN  
SEEBER

**OTHERS PRESENT:**

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS  
DON DEGRAW, AIRPORT MANAGER  
FRANK THOMAS, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY\  
KEVIN B. GERAGHTY, BUDGET OFFICER  
SUPERVISORS BRAYMER  
DICKINSON  
DRISCOLL  
FRASIER  
MCDEVITT  
MERLINO  
SIMPSON  
STROUGH  
WILD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
LEXIE DELUREY, DIRECTOR OF REAL PROPERTY TAX SERVICES  
WAYNE LAMOTHE, COUNTY PLANNER  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
JIM LIEBERMAN, WARREN COUNTY SOIL & WATER CONSERVATION  
DISTRICT MANAGER  
JEREMY SCRIME, SENIOR COMPUTER SYSTEMS ANALYST/PROGRAMMER  
MICHAEL SWAN, WARREN COUNTY TREASURER

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*Please note, the following contains a summarization of the April 21, 2020 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/gov/comm/Archive/2020/facilities/>*

*Note: As per Governor Cuomo’s Executive Order 202.1: “Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed”. All of the Committee members in attendance participated via video or teleconference, except for Supervisor Diamond who was physically present.*

Mr. Beaty called the meeting of the County Facilities Committee to order at 10:00 a.m.

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

Copies of the Airport and Buildings & Grounds agendas were distributed to those in attendance and those

participating virtually accessed the agendas via the Warren County website; copies of both agendas are on file with the meeting minutes.

Privilege of the floor was extended to Kevin Hajos, *Superintendent of Public Works*, who began with the review of the Buildings & Grounds agenda, outlining a request to close Capital Project H291, *Elevator Repair - Municipal Center*, and transfer remaining balance of approximately \$41,800 back to the funding source, A871.00, *Reserve, Rehab County Buildings*.

Motion was made by Mr. Magowan, seconded by Ms. Seeber and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Moving on, Mr. Hajos addressed the Referral/Pending Items section of the agenda, the first of which pertained to creating a concept for changes to the concrete area in front of the Municipal Center Building. Following discussion, it was the consensus of the Committee to refrain from taking any further action on this for the time being as there was some uncertainty as to the future of the County budget in light of the COVID-19 pandemic.

The Committee proceeded to discuss the second Referral/Pending Item listed, relating to a referral from the Environmental Concerns & Real Property Tax Services Committee to put a plan in place to address the asbestos in the old Jail connected to the Municipal Center Building, ultimately deciding to hold on this item, as well, until more information was available as to the future of the County's budgetary situation. Mr. Magowan suggested setting up a working group to research possible options and Mr. Beaty agreed to speak with him about this after the meeting. Mr. Beaty also agreed to bring any information related to the development of a working group back to Committee for consideration before such group was established.

Finally, Mr. Hajos gave an update on the status of the new Office of Emergency Services storage building planned for the Municipal Center Campus, noting that work would be starting soon.

Proceeding to the review of the Airport agenda, Mr. Hajos began with the item relating to the Federal CARES (*Coronavirus Aid, Relief & Economic Security*) Act Airport Grants update listed at the bottom of the agenda. He provided a thorough overview of the CARES Act which would essentially provide 100% Federally funded grant monies that would be used to cover the Local and State Share of approved 2020 FAA grant projects, saving the County about \$174,000. He then proceeded to present the following requests:

Page 11 - To ratify the actions of the Chairman of the Board of Supervisors in applying for a grant agreement with the FAA in an amount not to exceed \$69,000 and authorize the Chairman to execute the grant for reimbursement of eligible Airport costs under the CARES Act.

Following discussion, a motion was made by Mr. Magowan, seconded by Ms. Hogan and carried unanimously to approve the request and authorize the necessary resolution for the May 15<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

Page 15 - For a transfer of funds in the amount of \$69,000 from Budget Code A.5610 110, *Airport (DPW) Salaries-Regular*, to Budget Code A.5610 470, *Airport (DPW)-Contracts*, to be used to cover the cost of pavement markings required by the FAA; and

Page 16 - To amend the County Budget in the amount of \$69,000 to reflect the grant award from the FAA for CARES Act funding which would be appropriated to Budget Code A.5610 110, *Airport (DPW) Salaries-Regular*, to replace the funds transferred to cover the cost of the pavement markings.

A discussion ensued relative to the aforementioned requests.

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Motion was made by Ms. Seeber, seconded by Mr. Magowan and carried unanimously to approve the request for a transfer of funds, as outlined above, and forward same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Motion was made by Ms. Hogan, seconded by Mr. Magowan and carried unanimously to approve the request to amend the County Budget, as outlined above, and forward same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Privilege of the floor was extended to Don DeGraw, *Airport Manager*, who reviewed the remainder of the Action Agenda/New Business items, which included the following requests:

- Page 2 - To authorize the Chairman of the Board of Supervisors to apply for and execute a grant agreement with the NYS Department of Transportation for Airport T-Hangar Phase II project in a total amount not to exceed \$1.5 million (*\$1.35 million State Share; \$150,000 Local Share*).

Motion was made by Mr. Magowan, seconded by Mr. Conover and carried unanimously to approve the request and the necessary resolution was authorized for the May 15<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

- Page 4 - To authorize amendment of the service contract with Hi-Lite Airfield Services to increase the not to exceed amount from \$20,000 to \$75,000.

A lengthy discussion ensued relative to the request, during which a motion was made by Ms. Hogan and seconded by Mr. Magowan to approve the request, but with an increased not to exceed amount of only \$50,000. During this discussion Mr. Diamond suggested limiting the service contract to the year 2020; however, as Mr. DeGraw indicated the intention was to allow the service contact to roll from year to year. Given the information provided by Mr. DeGraw, Ms. Hogan was not agreeable to amending her motion to include Mr. Diamond's suggested for a limited term.

At the conclusion of discussion, Mr. Beaty called the question and the aforementioned motion to amend the service contract with Hi-Lite Airfield Services to increase the not to exceed amount from \$20,000 to \$50,000 was carried by a majority vote, with Mr. Diamond voting in opposition and Ms. Seeber abstaining, and the necessary resolution was authorized for the May 15<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

- Page 5 - To authorize closure of Capital Projects H.346, *Environmental Assessment Airport Obstruction*, with an estimated remaining balance of \$2,062.20, and H.348, *Airport Equipment Building Repair*, with an estimated remaining balance of \$10,062.20; remaining funds in both Projects to be returned to Budget Code A.892, *Reserve Airport Repairs & Projects*.

Motion was made by Mr. Magowan, seconded by Mr. Conover and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

- Page 6 - To reject all bids for WC 3-20, Construct 10-Bay T-Hangar - Phase 1 at the Floyd Bennett Memorial Airport, as the low bids exceeded the available grant funding amount. Mr. DeGraw indicated that the project would be re-bid with a reduced scope of work.

Motion was made by Mr. Conover, seconded by Mr. Magowan and carried unanimously to approve the request and the necessary resolution was authorized for the May 15<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

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Moving on to the Referral/Pending Items, Mr. DeGraw advised there was no further information to provide relative to pursuing development of a solar power site at the Warren County Airport as they had yet to receive a determination from the FAA allowing such land use.

Mr. DeGraw concluded the agenda review with the Information for Discussion/Review portion of the agenda, providing an update on aviation capital programs included within the NYS Budget Bill, advising there was an anticipated \$100 million included for the Upstate Airport Economic Development Initiative. A discussion ensued during which Mr. DeGraw apprised hangar revenues were holding steady and providing financial support to the Airport.

There being no further County Facilities business to discuss, on motion made by Mr. Magowan, seconded by Mr. Conover and carried unanimously, Mr. Beaty adjourned the meeting at 11:07 a.m.

Respectfully submitted,  
Amanda Allen, Clerk of the Board