

GOVERNMENT OPERATIONS COMMITTEE MEETING MINUTES
APRIL 23, 2019

GOVERNMENT OPERATIONS COMMITTEE MEMBERS PRESENT: Hogan, Haff, O'Brien, Shaw, Middleton, Ferguson

GOVERNMENT OPERATIONS COMMITTEE MEMBERS ABSENT: Rozell

SUPERVISORS: Henke, Moore, Hicks, Idleman

Debra Prehoda, Clerk of the Board

Chris DeBolt, County Administrator

Al Nolette, County Treasurer

Dan Martindale, Deputy County Attorney

Stephanie Lemery, County Clerk

Matt Jones, Supt. Building & Grounds

Teri McNall, Chief Information Officer

Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – March 19, 2019
- 3) Department Requests/Reports
 - A. County Clerk
 1. Monthly Update
 2. Thursday Parking DMV
 3. Conference Information
 - B. Buildings & Grounds – Updates
- 4) Other Business
- 5) Adjournment

Chairman Hogan called the meeting to order at 10:00 A.M.

A motion to approve the minutes of the March 19, 2019 meeting was moved by Mr. O'Brien, seconded by Mr. Shaw and adopted.

COUNTY CLERK – Stephanie Lemery, County Clerk, addressed the following items with the committee:

- Monthly Update:
 - New IQS System is up and running and they are adjusting. The online service with fee changes is being utilized. The monthly cost for the IQS system is the same as the last system but the prior vendor only gave them a credit on their bill and it was hard to measure the revenue generated. She stated per the Treasurer's request, we are now receiving a check for our revenue. Received the first check and it was about \$2000 over the monthly bill cost. Online is covering cost of system and also bringing in additional revenue. This increase in Clerk's fees was incorporated in the 2019 budget but expect to exceed that amount.
 - DMV processes with remote sites are going strong. This is the busy time of year in DMV.
- Thursday Parking DMV – Parking is really a struggle for both the customers and staff and especially on Thursday because DMV works late and some staff come in later and the parking is a struggle. The County Administrator and Superintendent of Buildings and Grounds stated they are working with DPW on putting in additional parking out in front of the Highway Garage. Creating parking in front of Building A – DMV is not feasible because all the utilities are located there and the grade/drainage.
- County Clerk's Conference – This is a budgeted expense and will be held in Corning, NY from June 2- 6. A motion to approve overnight stays at County Clerk's Conference in Corning, NY on June 2nd – 6th was moved by Mr. O'Brien, seconded by Mr. Shaw and adopted.

BUILDINGS & GROUNDS – Matt Jones, Superintendent of Buildings and Grounds, addressed the following item with the committee:

- Updates:
 - Granville Head Start House – Head Start has moved out of that building and asked if the plan is to move forward with a sale. A motion to sell the Head Start building in Granville starting right now was moved by Mr. O'Brien and seconded by Mr. Middleton. Discussion. This building is owned by the County so it has to go through a competitive auction. He is recommending going through Auctions International. The motion to sell the Head Start building in Granville starting right now was moved by Mr. O'Brien, seconded by Mr. Middleton and adopted. The County Administrator is recommending that the proceeds from the sale go into the capital project.
 - Summit Lake Water Line to Washington Center Nursing Home – This water line is very old and the County has semi-maintained it. The Superintendent told Centers last fall that we are discontinuing the water line and have no reason to maintain it. In a follow up meeting, Washington Center stated they will have to drill a well. The water line provides the water to the pond for their fire system. The Superintendent would like to start the process of shutting it down. Two residents along the water line have been granted access but the County has no legal obligation to continue to provide water. The County Administrator stated the title is a nightmare to turn this over to Centers. He stated the County needs to get this out of our possession as soon as possible. A block building on Summit Lake where the valves are for our intake out of Summit Lake is in disrepair. The Superintendent stated he would recommend capping off the pipe when we are finished. Chairman Hogan stated we are going to confirm that Centers has another water supply before we shut off the water and the Superintendent of Buildings and Grounds stated he would confirm first. The Superintendent stated the other issue along this water line are pits in the woods with wood covers that go down to air vents and they need to be located and filled in. Mr. Shaw stated if the County is divesting itself of this water line and interest around Summit Lake, is now the time to turn the property over to Argyle. Mr. Henke stated there is a lease agreement with the village of Argyle for wells on the property. A motion to start the process to shut the water line down was moved by Mr. Middleton and seconded by Mr. Ferguson. Discussion. Mr. Shaw asked if this included the process of turning the property over to the town of Argyle. Mr. O'Brien felt these should be two separate motions recommending to shut down the water line and remove the block building first. The motion to start the process to shut the water line down was moved by Mr. Middleton, seconded by Mr. Ferguson and adopted. Mr. Shaw opposed. A motion to start the process of divesting ourselves of this property once the block house is demolished was moved by Mr. Shaw, seconded by Mr. Ferguson and adopted.
 - Lifeguards – Started to call yesterday to hire for the season.
 - Change Order – When we cut into our pipes for the installation of the new cooling tower, the pipes were very corroded and full of sediment. To keep the project moving, he made the decision to sign a change order to have the company install a strainer at a cost of \$8,000. With a \$160,000 piece of equipment out there, he did not want to fill it full of rust. A motion to approve change order and forward capital project budget amendment to the Finance Committee for consideration was moved by Mr. O'Brien, seconded by Mr. Middleton and adopted.

OTHER BUSINESS:

Intercounty Legislative Committee of the Adirondacks - Chairman Henke updated the committee on the recent Intercounty Legislative Committee of the Adirondacks committee meeting as follows:

- Last year from the time the budget passed until they recessed zero bills were passed and zero bills out of committee and this year 32 were passed and almost 200 out of committee.

Included were bills to eliminate school skeet shooting programs and require IDA's to live stream all proceedings. Fifty percent of all Senators have served less than three years and the Assembly has had 55% turnover since 2013. This is a very young group and 60% are from NYC/five boroughs. Cashless bail – no money for the county to implement it. The Governor states the jail census will decrease and save money. The Governor can close prisons and possibly put three-year felons into county jails. NYSAC has launched a mobile app (Test IT) that tests your broadband speed and sends report that there was a test with location information.

Treasurer – Al Nolette, County Treasurer, addressed the following items with the committee:

- In the process of closing the books for 2018, he has determined three capital projects that can be closed:
 - Northeast Rail Grant – A motion to close Northeast Rail grant and forward to the Finance Committee for consideration was moved by Mr. Ferguson, seconded by Mr. Shaw and adopted.
 - Replacing Light Fixtures – This capital project is short \$406. He is requesting to close this capital project and converting \$406 loan from General Fund to a \$406 interfund transfer. Reclassifying a loan to an expense. A motion to close Replacing Light Fixtures capital project, amend budget and forward to the Finance Committee for consideration was moved by Mr. Shaw, seconded by Mr. Ferguson and adopted.
 - Hurricane Irene – This grant has expired. A motion to close capital project and amend budget returning \$12,304 to the General Fund was moved by Mr. Middleton, seconded by Mr. Ferguson and adopted.
- Installment Payments – He brought this topic up due to a citizen addressing this at the Board meeting. Mr. Haff stated Assemblywoman Woerner has sponsored a bill that allows a taxpayer to pay their oldest bill first rather than the most recent bill and won't that be like installments. The Treasurer stated that will give some relief but some will struggle to pay the entire bill. An installment plan would spread the payments over twenty-four months. One of the conditions of the twenty-four-month agreement is that they have to stay current or you are in default of the agreement. Taxpayers would be counseled one on one with the Treasurer. The Treasurer stated there are three different kinds of installment payments: all at the town (4) payments January – April, quarterly or semi-annual payments which has cash flow issues and 24 months installment payments on delinquent taxes. A motion that the Treasurer proceed further with installment payments and forward to the Finance Committee for consideration was moved by Mr. Haff and seconded by Mr. Middleton. Discussion. The Treasurer stated this would require a local law. Mr. O'Brien would like information from other counties on what they have done and the results. The Treasurer stated Warren and Essex counties have a high success rate with installment payments. Mr. Haff stated Assemblywoman Woerner bill reverses the order in which you can pay; the oldest first. The motion that the Treasurer proceed further with installment payments and forward to the Finance Committee for consideration was moved by Mr. Haff, seconded by Mr. Middleton and adopted. Mr. O'Brien opposed.

County Administrator, Chris DeBolt addressed the following items with the committee:

- Capital Project Close Out Funds to Contingency – With the closure of the capital projects there is net about \$12,000 to come back to the General Fund. He is recommending to hold these funds in the General Fund contingency account to build that amount back up after some recent hits to that account. Mr. O'Brien stated think about putting some of these one-time

funds toward the SUNY STEM payment. A motion to transfer closed out capital project funds totaling approximately \$12,000 to the contingency account was moved by Mr. O'Brien, seconded by Mr. Ferguson and adopted.

- Part of the migration away from Gmail to office 365 and Outlook is changing the domain name from co.washington.ny.us to washingtoncountyny.gov. Teri McNall, CIO, informed the County Administrator that WashCony.gov is available. Mr. O'Brien stated he has thought about this and he is not against it, washcony.gov, but it really is not descriptive of Washington County. Washingtoncountyny.gov gives a perception of who we are. The CIO stated we currently have washingtoncountyny.gov only as the website and we could keep that as the website domain name and have the email domain washcony.gov. A motion to go with two domain names as recommended by CIO, washingtoncountyny.gov for website and washcony.gov for email was moved by Mr. Haff, seconded by Mr. Ferguson and adopted. Mr. O'Brien opposed.
- Authorization for overnight stay May 16th – 17th for the County Administrator to attend County Administrator's meeting in Syracuse. He budgeted to go to the NACo conference but did not attend so he has the funds in his budget. A motion to approve overnight stay for County Administrator was moved by Mr. Ferguson, seconded by Mr. Shaw and adopted.

The meeting adjourned at 11:00 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors