

GOVERNMENT OPERATIONS COMMITTEE MEETING MINUTES  
APRIL 22, 2009

GOVERNMENT OPERATIONS COMMITTEE MEMBERS PRESENT: Henke, Brown, Trinkle, G. Hall, Lindsay, Alexander

GOVERNMENT OPERATIONS COMMITTEE MEMBERS ABSENT: Sady

SUPERVISORS: Wilbur, LaPointe

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Harrison Steves, Supt. Bldgs. & Grounds

Roger Wickes, County Attorney

Bill McCarty, Director RPTS

Barb Winchell, Personnel Director

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – March 24, 2009
- 3) Department Reports/Requests
  - A. Buildings & Grounds
    - 1) Monthly Updates
    - 2) Huletts Park – Manager Position
  - B. Real Property
    - a. NY State Budget Update
- 4) Other Business
- 5) Adjournment

Chairman Henke opened the meeting for discussion at 10:00 A.M.

A motion to approve the minutes of the March 24, 2009 meeting was moved by Mrs. Trinkle, seconded by Mrs. G. Hall and adopted.

**BUILDING & GROUNDS:** Harrison Steves, Superintendent of Buildings and Grounds addressed the following items with the committee:

- Monthly Updates, handout on file. March projects listed as follows:
  - PVI – running on new tanks
  - Judge Mercure's chambers has been carpeted
  - DPW back office has been carpeted
  - New Roof – bids accepted and Resolution passed
  - Still working on re-cabling of 2<sup>nd</sup> floor of "B" building
  - Lawn mowers have been served for spring usage
  - Nurses began using their new Salem Substation office on 4/20/09
  - Parks – water has been turned on and ground cleanup started
  - Parks – working on pay for managers

Mr. Brown mentioned the number of cigarette butts on the ground. Kevin stated he will distribute a memo to all departments to remind employees of the County's smoking procedures.

- Huletts Park Manager Position – Harrison distributed a handout regarding items that need to be addressed at the two County parks, attached. With the reduction in park hours, the salary for the park managers needs to be adjusted. Mr. Banks stated the Huletts Park manager is willing to work for \$3,000 this year. He anticipates that the total personal services line for Huletts Park will be approximately \$20,000.00. Mr. Alexander distributed a proposed handout regarding season passes for Lake Lauderdale, attached. Discussion on how this

money would be deposited. It was suggested making a night deposit of the funds collected. Harrison figured at \$12.00 per hour, \$4,000 salary for the park manager at Lake Lauderdale.

A motion to adopt the proposed pay schedule, Huletts Park manager \$3,000 plus use of the cabin, and \$4,000 for the manager at Lake Lauderdale Park was moved by Mrs. G. Hall but did not receive a second. Discussion. Roger Wickes, County Attorney, stated regarding our lease with the state, as long as the County is making a good faith effort to operate a park then the County is in compliance. The County could develop an agreement with the Cambridge youth commission for their use of Lake Lauderdale for swimming instruction. The Adopt a Beach program in General Municipal Law is another way to get people to help out. Mr. Wilbur suggested \$1,500 from the four surrounding towns, Jackson, Salem, Cambridge and White Creek. The Supervisors will bring this request back to their town boards. A motion to adopt the pay schedule, \$4,000 for the Huletts park manager and \$4,000 Lake Lauderdale park manager based on Lake Lauderdale's current hours of operation schedule plus \$100 per diem for any extra days (depending on revenue generated), was moved by Mr. Alexander, seconded by Mr. Brown and adopted. (Forward to the Finance & Personnel Committee for consideration.) Mr. Alexander will send the public service announcement for the season passes to the local newspapers minus the credit card payment option. Water testing at the parks will need to be done at a cost of about \$50.00. Possibly the test can be done by a local vendor at no charge. The water-testing fee will come out of the parks budget contractual lines. He also asked if the County would be purchasing tee shirts for the lifeguards. Kevin Hayes, County Administrator, stressed the importance of properly identifying the lifeguards. Budget amendments will need to be done to properly reflect the current parks budget situation. A fee schedule will need to be adopted for i.e. parking, \$1.00 parking fee, and \$20.00 season pass at Lake Lauderdale. Any organized event, i.e. wrestling, would be charged \$2.00 per person or \$2.00 per person for any group over ten people using the park. Kevin suggested reservations are \$2.00 per person otherwise first come first served. A motion to move fee schedule, \$2.00 per person for reservations, \$400 for exclusive use of pavilion, \$1.00 per car parking fee and \$20 season pass was moved by Mr. Brown, seconded by Mr. Lindsay and adopted. Harrison stated next year give him the money to run these parks or close them. He is spending way to much time to get two little parks open. A motion to amend salary schedule to add \$1.00/hour for lifeguard to act as manager (in the absence of park manager) was moved by Mr. Brown, seconded by Mr. Alexander and adopted.

- Municipal Center Roof – work will commence once the contract is signed.

**REAL PROPERTY:** Bill McCarty, Director, addressed the following item with the committee:

- NY State Budget Update – The Star exemption has remained but the rebates have been eliminated. The recording fees for filing documents in the County Clerk's office will increase as of June 1<sup>st</sup> as follows: deeds will increase from \$75 to \$125 for residential and farm and \$165 to \$250 for all others. The County Clerk's retention remains \$9.00/document. The proposal to cap state land payments at 2008 level has been rejected. The proposal to reduce the Star exemption was rejected. The STAR exemption amount of reduction in any given year remains capped at 11%.

OTHER BUSINESS: Kevin Hayes, County Administrator, stated the Ethics Board of which he is a member has met four times already this year. The Ethics Board is in the process of updating the disclosure form, less intrusive, and he will report out to this committee within the next two months.

The meeting adjourned at 11:30 A.M.

***The next meeting is scheduled for Wednesday May 20<sup>th</sup> at 10 A.M. A representative from Benetech, Inc. (the third party administration of the workers' compensation plan) will be there to provide an update on the current program and discuss possible assessment alternatives and cost containment ideas.***