

**Ways and Means Committee Meeting
March 27, 2018**

Members present: Legislator King, Legislator Chartrand, Legislator Kulzer, Legislative Chairman Dolhof, County Treasurer Patty O'Brien, County Manager Ryan Piche, Building & Grounds Supervisor Frank Archer, Building & Grounds worker Travis Grunert, Planning Director Frank Pace, Human Resources Director Chris Boulio, and media representatives Nick Altmire.

Legislator Chartrand made a motion to call the meeting to order at 12:56 p.m., seconded by Legislator King. Motion carried.

Frank Pace opened the 7 proposals received for the Jefferson Community College Education Extension Center design phase. The following are the results of the proposals (report attached): BCA Architects & Engineers - \$256,000; C&S Companies - \$299,500; Clark Patterson Lee - \$408,650; Delta Engineering - \$334,525; Gymo Architecture, Engineering and Land Surveying, PC - \$280,000; William Taylor Architects - \$219,340; and HOLT Architects, PC – 9% of the overall cost of construction (estimated at \$3 to \$4 million) which equates to \$270,000 up to \$360,000.

Legislator King requested that he, Legislator Chartrand, Legislator Kulzer, Frank Pace, and Ryan Piche take a further review of the proposals before making any decision. Legislator Chartrand suggested that JCC be invited to take a look at any and all proposals as well if they want. In the next couple of days they will review the proposals so they can have a recommendation for the Board on Tuesday, April 3rd.

L.C.G.H. CEO Jerry Cayer, L.C.G.H. CFO Jeff Hellinger and media representative Steve Virkler entered.

Legislator Chartrand made a motion to approve the February 27, 2018 committee minutes as recorded, seconded by Legislator Kulzer. Motion carried.

Legislator King made a motion to enter into executive session for contract negotiations at 1:17 p.m., seconded by Legislator Kulzer. Motion carried.

Legislator Chartrand made a motion to enter back into regular session at 1:55 p.m., seconded by Legislator Kulzer. Motion carried.

Highway Superintendent David Becker entered the meeting.

Legislator Chartrand made a motion to increase the employees' Health Insurance premium as of July 1st by 2%, not the scheduled 10% increase, due to information received from the actuaries and that the expectation for January 1st 2019 would be no more than a 2% increase, seconded by Legislator King. Motion carried.

David Becker explained that the Village of Lowville would like to take the sewer and water lines out of Mill Creek and incorporate them to the underside of the East State Street Bridge. The County owns the bridge and therefore Dave would like to see the Village of Lowville be responsible for all the maintenance and updates of the sewer and water lines as they relate to this bridge. The level 1 load rating of the bridge needs to be tested to find out what capacity it currently is at. Dave is asking the Village of Lowville Engineer to do this before the county agrees to let them put utilities on the bridge. As long as the load test it is not at 100% then it shouldn't be a problem for the Village to add the sewer and water lines. County Attorney Joan McNichol is working on putting together an inter-municipal agreement so this project can move forward.

Legislator King made a motion to proceed with the process recommended by Dave Becker as long as the information gained from the load rating test and the agreement are in line with what Dave expects, seconded by Legislator Chartrand. Motion carried.

Legislator Chartrand made a motion to enter executive session to discuss a personnel issue at 2:09 p.m., seconded by Legislator King. Motion carried.

Legislator Chartrand made a motion to enter back into regular session at 2:11 p.m., seconded by Legislator King. Motion carried

The following dockets were read and approved.

1. Amend Compensation Plan of the County Clerk/DMV office to ABOLISH the vacant full-time Motor Vehicle Application Examiner position; and make the Temporary part-time Clerk a permanent position (Grade C-7). The position is not eligible for benefits and that would not change.
2. Authorize County Clerk Linda Hoskins to refill a Senior Keyboard Specialist effective April 13, 2018, due to current employee transfer.

Frank Archer conveyed that his budget was looking good but he was concerned about the amount of money that was being spent to heat the Highway garage because they had run out of waste oil a few months back and have since been using propane to heat. It was suggested to see if it would be possible to buy waste oil from other local businesses.

He went on to report that the new hot water storage tank was installed at the PSB. P2 will be here tomorrow to start installing the electronic locks for the cell doors. Travis explained that he would be working with P2 to shorten the time table of the project because 11 inmates will need to be boarded out during the process, hopefully on for a couple days. The circuit board in the generator at the PSB had to be replaced but is now up and working. The PM has been completed on all 911 generators and won't have to be done until the fall. Since January Frank and his crew have been working on the PSB office space to put in new flooring, paint and trim. They have finished up in Bob and Jenn's offices and only have the main hallway to wax and put in the trim. Frank has received several comments from employees that it looks much nicer in there now.

Frank explained to the committee that it was brought to his attention that the PSB NYSEG account hasn't used any therms since May 2016. Frank looked in to it and NYSEG believes the meter is dead and is sending someone out to repair/replace it. Frank apologized for not catching it sooner. He explained that the account had a credit and every month a bill for a minimum amount would come in but no payment would be made due to the credit. Legislator Chartrand asked Frank to have Joan look into what the Public Commission laws are as he feels NYSEG should have caught it before now. NYSEG had someone come out and do meter reads at least every other month and no one suspected anything. NYSEG proposed an invoice that would be calculated by using the 2015 lowest usage reading for each of the months that was missed.

Frank finished up by letting everyone know that he officials turned in his retirement letter to Ryan. His last day will be June 18, 2018. There was brief discussion on the progress of running the natural gas line over to the Highway garage.

Ryan Piche reported that he had received the draft of the Space Study Review conducted by Bernier, Carr & Associates but requested that they add in a spreadsheet for easier comparison and an updated cost

estimate of the proposed building from 2008. Final presentation will be to the board on April 3, 2018. Ryan proposed the question of how the board would like to use this information. Ryan would like to see a 5 year plan developed by the time the 2019 budget is ready. Legislator King suggested forming an Ad Hoc committee made up of Legislator Chartrand, Legislator Kulzer, himself, County Manger Ryan Piche, Planning Director Frank Pace and Buildings & Grounds Supervisor Frank Archer to report to the whole board. It was pointed out that in the draft report the term “useful life” is used and it would be beneficial to get a better definition of what BC & A considers that to be as some items may be at the end of their useful life but are still in good enough condition to get a few more years out of them. Ryan cautions to not push back replacing/repairing things but to instead swap them out for other items that may need to be taken care of with the purpose of always having something being replaced/repared every year. Legislator King also pointed out that he would like to see the Ad Hoc committee meet outside of the Ways & Means committee.

Double Play’s request for \$2,000 to help out with their feasibility study was discussed. The study is more for site feasibility and it was suggested to have them take that out of the \$40,000 that was given to them last year. However, Legislator Kulzer pointed out that the \$40,000 is set aside for development of programs for youth. Legislator Dolhof questioned whether or not a study was done on whether or not a community center would be sustainable and how the facility would be used. Ryan pointed out that there have been survey’s done and other information gathered that does support the development of a community center in Lewis County.

Legislator Kulzer made a motion to pay Double Play \$2,000 from the Community Development Fund in the Planning Department budget to assist with the cost of a feasibility study, seconded by Legislator Chartrand. Motion carried. Frank Pace said he will request and invoice and submit it for payment.

Frank Pace updated everyone on the Solar Project and that next week everything should be finalized and the up and running. The Solar display board which will show current numbers of how the solar array is doing will be installed in the Board Chambers soon.

Frank concluded by giving an update on the Clean Energy Communities Program. Our application was accepted but we probably won’t hear anything until the State budget is passed for the funding portion. Frank is working with ANCA to promote the Clean Energy Communities Program.

Legislator King made a motion to enter executive session at 2:50 to discuss lease negotiations, seconded by Legislator Chartrand. Motion carried.

Legislator Chartrand made a motion to return to regular session at 2:56 p.m., seconded by Legislator Kulzer. Motion carried.

Patty O’Brien reviewed the monthly balances (report attached).

With no other business to discuss the meeting was adjourned at 3:17 p.m.

Respectfully submitted,
Cassandra Moser, Deputy Clerk
Board of Legislators

Encl.

JCC EDUCATIONAL CENTER –
ARCHITRECTORAL PROPOSALS FOR DESIGN

MARCH 27, 2018

FIRM

BID

BCA Architects & Engineers

\$ 256,000

C&S Companies

\$ 299,500

Clark Patterson Lee

\$ 408,650

Delta Engineering

\$ 334,525

GYMO Architecture Engineering
& Land Surveying, PC

\$ 280,000

HOLT Architects, PC

9% of project total which is estimated at
between 3-4 million.

William Taylor Architects

\$ 219,340

**Activity and Balances before tonight's resolutions
2018**

Special Legislative Contingency

Beg Balance	100,000.00
Res 16-2018 Legislative dues	-95.00
Inc in dues	-100.00
JCC event	-358.56
JCC Event	-64.98
Balance	<u>99,381.46</u>

Contingency

Beg Balance	200,000.00
Res 479-2017	200,000.00
Res 63-18 Sheriff	-3,058.97
Res 48-18 LF Historical	-1,000.00
Balance	<u>395,941.03</u>

Capital Data Processing HAE

Beg Balance	116,534.08
Interest	57.48
Res 85-18 upgrade phone system	-18,265.45
Balance	<u>98,326.11</u>

Capital Equipment HAD

Beg Balance	407,373.05
interest	133.14
Res 33-18	297,000.00
Ins from Sheriff Car	29,957.27
	<u>734,463.46</u>
Highway	<u>207,379.85</u>
Total County	527,083.61

Highway	Beg bal	7,379.85
	Res 33-18	<u>200,000.00</u>
		<u>207,379.85</u>

Sales Tax Collection

	2017	2018	Variance	% Change
January	348,761.13	383,699.92	34,938.79	10.02%
February	663,513.38	746,805.54	83,292.16	12.55%
March	1,401,444.79		-1,401,444.79	-100.00%
1st qtr	2,413,719.30	1,130,505.46	-1,283,213.84	-53.16%
April	856,267.85		-856,267.85	-100.00%
May	1,276,783.44		-1,276,783.44	-100.00%
June	810,110.09		-810,110.09	-100.00%
2nd qtr	2,943,161.38	0.00	-2,943,161.38	-100.00%
July	942,919.98		-942,919.98	-100.00%
August	966,902.35		-966,902.35	-100.00%
September	1,151,577.16		-1,151,577.16	-100.00%
3rd qtr	3,061,399.49	0.00	-3,061,399.49	-100.00%
October	834,195.39		-834,195.39	-100.00%
November	1,429,627.59		-1,429,627.59	-100.00%
December	1,234,969.42		-1,234,969.42	-100.00%
4th qtr	3,498,792.40	0.00	-3,498,792.40	-100.00%
Total Received	11,917,072.57	1,130,505.46	-10,786,567.11	-90.51%
Budget	10,825,000.00	10,975,000.00	150,000.00	1.39%
Surplus/Deficit	1,092,072.57	-9,844,494.54	-10,936,567.11	-1001.45%

Hospital repayment

Beg 1/1/18	1,200,000.00
2/1/2018	-100,000.00
2/15/2018	-100,000.00
3/23/2018	-100,000.00
Balance due	<u>900,000.00</u>

