

Warren County Board of Supervisors

Committee: Support Services

Date: January 25, 2013

Committee Members Present:

Supervisors Taylor
Strainer
Loeb
McDevitt
Frasier
Mason
Vanselow

Others Present:

Mary Beth Casey, Commissioner, Board of Elections
William Montfort, Commissioner, Board of Elections
Amy Clute, Self-Insurance Administrator
Kevin Geraghty, Chairman of the Board
Paul Dusek, County Administrator
Joan Sady, Clerk of the Board
Frank Thomas, Budget Officer
Supervisors Conover
Dickinson
Girard
Kenny
Sokol
Wood
John Strough, Town of Queensbury, Councilman
Don Lehman, *The Post Star*
Thom Randall, *Adirondack Journal*
Nicole Livingston, Second Deputy Clerk

Mr. Taylor called the meeting of the Support Services Committee to order at 9:30 a.m.

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

Mr. Taylor advised that authorization was needed for members of the Board of Supervisors, Clerk of the Board and the County Administrator and staff to attend the 2013 New York State Association of Counties (NYSAC) Legislative Conference in Albany, NY from February 4-6, 2013 at a cost of \$190 per person.

Motion was made by Mr. Mason, seconded by Mr. Strainer and carried unanimously to authorize attendance as outlined above. A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.

Privilege of the floor was extended to Amy Clute, Self-Insurance Administrator, who distributed copies of the Agenda to the Committee members, a copy of which is on file with the minutes.

Commencing the Action Agenda review, Ms. Clute advised that the items she would be presenting did not require Board resolutions, only Committee approval. She presented a request to terminate the National Flood Insurance on seven buildings located at the Warren County Fairgrounds effective as of the February 9, 2013 expiration date. She added that the renewal premiums would cost \$3,012. Ms. Clute explained that the coverage for flood insurance had been approved in 2011; however, she said, in 2012 the Committee had decided not to authorize similar coverage on a more valuable building located on the Fairgrounds. She recalled discussions pertaining to the possible sale of the Fairgrounds and the likelihood that the buildings would not be rebuilt if damaged. Therefore, she continued, she had questioned

the appropriateness of coverage on the buildings of lesser value. Ms. Clute noted that both Jack Bieniek, Cool Insuring Agency, and Jeff Tennyson, Superintendent of Public Works, had recommended termination of the policies.

Mr. Vanselow questioned the status of the sale of the property and Paul Dusek, County Administrator, replied that the process had stopped and the sale would not be progressing any further due to the inability to procure the necessary State legislation that would allow such action. Mr. Vanselow wondered if terminating the coverage would be wise given that the County had to maintain ownership of the property and would be responsible for replacing the buildings in the event of a flood. Mr. Taylor reiterated that the consensus of the Committee had been that the buildings would not be replaced if anything were to happen to them. Ms. Clute interjected that if the buildings were to be damaged by a fire, coverage still existed for that type of circumstance. She added if the buildings were damaged by a flood, Mr. Tennyson had advised that County crews would remove the remaining structures themselves. In response to an inquiry, Ms. Clute reviewed the conditions of the buildings as outlined in the Agenda.

Motion was made by Mr. Strainer and seconded by Mr. Mason to approve the request as presented.

Mr. Mason suggested that notification be given to Cornell Cooperative Extension, as well as other departments, advising that the property would not be sold and that the County would like to see more use of the Fairgrounds. He opined that there were many possibilities for use of that property. Mr. Strainer agreed that there was great potential for that property and that it should be promoted more. Mr. Dusek apprised that a representative of *The Post Star* newspaper was at the meeting and he requested that photographs of the property be taken and published in the paper to increase the public's awareness that the County would be putting the property back to use. Chairman Geraghty added that he had spoken with Paul Butler, Director of Parks, Recreation & Railroad, with regard to increasing promotion of the property. Mr. Thomas recommended that the Tourism Department be involved with the promotion of the property, as well. Mr. Vanselow expressed his concern with terminating the coverage given the number of events that could be held there that may require use of the buildings on the property.

Following discussions, Mr. Taylor called the question and the motion was carried by majority vote, with Mr. Vanselow voting in opposition, to terminate the National Flood Insurance on seven buildings located at the Fairgrounds effective as of the February 9, 2013 expiration date.

Ms. Clute reviewed the contracts within her Department that would be expiring in 2013, noting the renewals did not require resolutions. The first, she said, was the Property and Casualty Insurance Broker Services. She remarked the current Broker was Cool Insuring Agency, Inc. and this had been a three year contract from 2007 to 2010 which was then extended for three additional years, through September 22, 2013. She pointed out the extensions had been exhausted and an RFP (Request for Proposal) would be issued. Ms. Clute added she would return to the Committee with the results of the RFP at a later date.

Ms. Clute mentioned the next expiring contract was for Legal Services for the Self-Insurance Plan. She stated the current firm was Lemire Johnson and was a two year contract through July 25, 2013 with the option for two additional two year renewals. She acknowledged that she

was satisfied with the work of Lemire Johnson and would like to extend the contract from July 25, 2013 through July 25, 2015.

Continuing, Ms. Clute referenced the contract for Excess Workers' Compensation and Employers Liability Broker Services for the Self-Insurance Plan and noted the current Broker was USI Insurance, formerly TD Insurance. She advised this was a three year contract through December 31, 2013 with an option to renew for one additional three year period. She added that she was satisfied with the services and would like to extend the contract for the time period of December 31, 2013 through December 31, 2016.

Ms. Clute expounded the current Broker for Health Broker Services was Capital Financial and it was a three year contract through September 22, 2013 with an option to renew for one additional three year period. She informed that Capital Financial had agreed to the same commission at 1.4% on the principal insurance policy plus standard commissions on the retiree and NYSHIP policies. She advised that Capital Financial expected there would be an increase in services due to the Health Care Reform Act mandates and the Wellness Committee activities. Ms. Clute said she would like to extend the contract for the time period of September 22, 2013 through September 22, 2016.

In response to an inquiry, Mr. Dusek explained that an RFP typically provided for a three year contract with an option to extend for an additional three years. He added that the prices did not change much during the six year time period; however, he said, if there was a significant increase in cost, the services could be re-bid. He further stated that the six year time frame provided the County with minimum pricing and also continuity in the County's services and relationships.

The consensus of the Committee was to approve the renewal of the aforementioned contracts as outlined above.

Privilege of the floor was extended to Mary Beth Casey, Commissioner, Board of Elections (BOE), who distributed copies of the Agenda to the Committee members, a copy of which is on file with the minutes.

Commencing the Agenda review, Ms. Casey presented a request for a transfer of funds for office furniture and equipment for a total amount of \$3,020.

Motion was made by Mr. Loeb, seconded by Mr. Mason and carried unanimously to approve the request for a transfer of funds as outlined above, and to refer the same to the Finance Committee. A copy of the Request for Transfer of Funds form is on file with the minutes.

The next item on the Agenda, Ms. Casey apprised, concerned the sale of lever machines which could offset expenses if the machines were not returned to the municipalities that originally purchased them. She recalled that the lever machines had been retained because of concern over possible litigation with regard to the new voting machines. Following the recent election with the new scanning system which had been successful in New York State, she continued, the county that was pursuing this litigation had decided not move forward with it due to the associated costs. Ms. Casey expounded the BOE was in custody of all of the voting systems in Warren County, as per New York State Election Law of 2006, so that the machines could be exchanged for Federal funding. She apprised the BOE now had voting machines that needed

to be dispersed to either the municipalities that originally purchased them or they could be put up for bid for scrap metal. She noted some of the towns did allow for the lever machines to be used for their schools which was authorized through 2014.

Mr. Taylor opined that it made sense to return the machines to the towns that had purchased them. Mr. Mason suggested that if the towns did not want the machines back then they could be put up for bid as mentioned by Ms. Casey.

Motion was made by Mr. Mason and seconded by Mrs. Frasier to offer the voting machines to the towns that had purchased them and if the towns did not want them, the machines would be put up for bid for scrap metal.

Mr. Strainer questioned how much one machine would garner if it were sold for scrap metal and William Montfort, Commissioner of Board of Elections, replied each machine could be worth anywhere between \$50 to \$100 and the BOE currently had seventy-two machines.

Chairman Geraghty referred to the school districts that used the lever machines and asked what they would be required to use after 2014. Ms. Casey explained that the deadline for use continued to be extended and there was the potential for the schools to utilize those machines for many years. Chairman Geraghty recommended that the smaller towns be cautioned about getting rid of the machines due to the significant costs of the new machines. Ms. Casey acknowledged that could be incorporated in a letter sent to the towns inquiring their desire to retain or dispose of the machines and that they should contact their school districts to see if they would like to take physical custody of them.

Mr. Taylor called the question and the motion was carried unanimously to offer the voting machines to the towns that had purchased them and if the towns did not want them, the machines would be put up for bid for scrap metal. The necessary resolution was authorized for the February 15, 2013 Board meeting.

Ms. Casey advised the last item on the Agenda pertained to early voting that was being considered by the Governor. She reported that the implementation of early voting would create many problems for voting administrators in all counties throughout the State. She pointed out that New York State had many Election Law requirements that had to be maintained regardless of what the Legislature may pass. Ms. Casey explained this would necessitate early voting for two weeks in five different locations, which would require two to three machines in each of the five locations and up to nineteen different ballot styles at every polling location. She added the BOE would also need to provide hard copies of ballots, poll books, voting systems for both able and non-able bodies, security, buildings that would allow the BOE to occupy them for two full weeks and Election Inspectors that would be required to work twelve hour days including weekends.

Ms. Casey suggested the Board of Supervisors consider a resolution of support opposing the implementation of early voting and proposed amendments to the Election Law.

Motion was made by Mrs. Frasier and seconded by Mr. Mason to approve the request to oppose the proposed amendments to the Election Law as outlined above.

Mr. Loeb recommended that a letter be included with the resolution and forwarded to the Legislators indicating what the County desired for a solution as opposed to keeping the issue open for further discussion. A brief discussion ensued relative to an absentee ballot versus early voting.

Mr. Taylor referred to a resolution from Chenango County that opposed these proposed amendments to the Election Law that was distributed to the Committee members, a copy of which is on file with the minutes.

Following discussion, Mr. Taylor called the question and the motion was carried unanimously to support the Board of Elections opposition to early voting, as well as the proposed amendments to the Election Law and to include a letter to Legislators indicating what the County desired for a solution as opposed to keeping the issue open for further discussion, and to refer the same to the Legislative & Rules Committee. A copy of the letter outlining concerns with the proposed amendments to the Election Law is on file with the minutes.

As there was no further business to come before the Support Services Committee, on motion made by Mr. Strainer and seconded by Mr. McDevitt, Mr. Taylor adjourned the meeting at 10:15 a.m.

Respectfully Submitted,

Nicole Livingston, Second Deputy Clerk