

## WARREN COUNTY BOARD OF SUPERVISORS

### COMMITTEE: COUNTY FACILITIES

DATE: MAY 19, 2020

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: BEATY  
BRUNO  
MAGOWAN  
CONOVER  
DIAMOND  
HOGAN  
SEEBER

**OTHERS PRESENT:**

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
DON DEGRAW, AIRPORT MANAGER  
FRANK THOMAS, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
KEVIN B. GERAGHTY, BUDGET OFFICER  
SUPERVISORS BRAYMER  
DICKINSON  
DRISCOLL  
FRASIER  
LEGGETT  
MCDEVITT  
MERLINO  
SIMPSON  
STROUGH  
WILD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
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 May 19, 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 9:15 a.m.

Motion was made by Mr. Magowan, seconded by Ms. Seeber 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 agenda were distributed to those in attendance and those participating virtually accessed the agendas via the Warren County website; a copy of the agenda is on file with the meeting minutes.

Privilege of the floor was extended to Don DeGraw, *Airport Manager*, who commenced the agenda review, as follows:

- Page 2 - Request to authorize the Chairman of the Board to apply for and execute a grant agreement with the New York State Department of Transportation (NYSDOT) in an amount not to exceed \$100,000 for airfield line striping.

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 June 19<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

- Page 4 - Request for a new contract with Plank General Contractor, LLC in an amount not to exceed \$1,419,800 for general contractor services related to the construction of the new Airport Snow Removal Equipment Building and demolition of the old building.
- Page 9 - Request for a new contract with LaCorte Companies, Inc. in an amount not to exceed \$266,200 for electrical contractor services related to the construction of the new Airport Snow Removal Equipment Building and demolition of the old building.
- Page 11 - Request for a new contract with T. McElligott, Inc. in an amount not to exceed \$197,800 for mechanical contractor services related to the construction of the new Airport Snow Removal Equipment Building and demolition of the old building.

Motion was made by Ms. Hogan, seconded by Mr. Magowan and carried unanimously to approve all three of the above referenced requests and authorize the necessary resolutions for the June 19<sup>th</sup> Board Meeting. *Copies of the requests are on file with the meeting minutes.*

- Page 13 - Request to establish Capital Project H400, *Airport Pavement Management Plan*, in the amount of \$49,000.

Motion was made by Mr. Magowan, seconded by Mr. Conover 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.*

- Page 15 - Request for a new contract with Jacobs Civil Consultants, Inc. in the amount of \$49,000 for a consultant agreement for all services related to the Airport Pavement Management Plan for the Floyd Bennett Memorial Airport

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 June 19<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

Moving on to the Referral/Pending Items section of the agenda, Mr. DeGraw provided an update on the status of solar power site development at the Airport, indicating they were still awaiting approval of a change in the land use designation from the Federal Aviation Administration (FAA). A discussion ensued during which Mr. DeGraw confirmed that once the change in land use designation was received, a Request for Proposals (RFP) would be developed and distributed to the Committee for review before it was released.

Concluding the agenda review, Kevin Hajos, *Superintendent of Public Works*, addressed the Information for Discussion/Review section of the agenda, as follows:

- OES Garage Update - Mr. Hajos advised construction on the Office of Emergency Services (OES) garage had begun and was expected to be complete in the next six weeks.
- Staffing Update - Mr. Hajos announced all staff for the Airport and Buildings & Grounds Divisions had been brought back to work. He explained that masks had been distributed to staff, as well

as protocols for safe distancing, hand sanitizing, etc. He indicated it was his understanding that Rich Air had called their employees back to work, as well. Mr. Hajos advised signs had been placed at the Airport indicating that anyone entering was required to wear a mask; he added that additional masks had been made available for distribution to any visitors without a mask.

A discussion ensued with regard to protocols implemented to keep employees safe when returning to work and when County buildings were re-opened to the public, during which Mr. Hajos was asked to establish a plan, and an estimate of the cost to implement same, to install hand washing/hand sanitization stations in areas where they may be needed for employees and visitors to County buildings.

There being no further County Facilities business to discuss, on motion made by Mr. Bruno, seconded by Mr. Conover and carried unanimously, Mr. Beaty adjourned the meeting at 9:45 a.m.

Respectfully submitted,  
Amanda Allen, Clerk of the Board