

GOVERNMENT OPERATIONS COMMITTEE MEETING MINUTES
OCTOBER 24, 2023

GOVERNMENT OPERATIONS COMMITTEE MEMBERS PRESENT: Fedler, O'Brien, Hicks, Shaw, Fisher

GOVERNMENT OPERATIONS COMMITTEE MEMBERS ABSENT: Haff, Rozell

SUPERVISORS: Henke, Hall, Nolan, Campbell, Skellie, Clary

Debra Prehoda, Clerk of the Board

Roger Wickes, County Attorney

Melissa Fitch, County Administrator

Al Nolette, County Treasurer

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – September 19, 2023
- 3) Department Requests/Reports
 - A. Buildings & Grounds/Parks
 1. Update on Fort Ann/DPW Barn
 2. Lake Lauderdale Sonar Usage
 3. Lake Lauderdale Gate Location
 - B. Board of Elections
 1. Purchase of Additional Hart Voting Machines, Printers & BMD's
 - C. County Administration – Amend Fixed Asset Policy – Add DSS to Depreciation Schedule
- 4) Other Business
- 5) Adjournment

Chairwoman Fedler called the meeting to order at 10:12 A.M. in the Supervisors classroom Room B214, Municipal Center, Fort Edward.

Motion to accept the minutes of the September 19, 2023 meeting was moved by Mr. Shaw, seconded by Mr. Fisher, and adopted.

DEPARTMENT REPORTS/REQUESTS:

BUILDINGS & GROUNDS/PARKS – Matt Jones, Superintendent, addressed the following item with the committee:

- Update on Fort Ann/DPW Barn – Everything seems to be going good with the project. The goal would be to go out to bid in the next month and that will give us the real price for the project. Also, the property transfers need to be completed, license agreement with National Grid to go underneath, we have all the engineering required done to permit and all the environmental work has been done. Construction will take place next year. Motion to approve Fort Ann DPW project going out to bid was moved by Mr. Hicks, seconded by Mr. Fisher, and adopted.
- Lake Lauderdale Park:
 - Sonar Usage – Received concerns from Lake Lauderdale Park residents about the use of sonar used for weed control for milfoil. It is done every three years and last done in May 2022. The County as a land owner participates in the Association's program at a cost of about \$3,000. The concern was it was not just killing weeds but everything else. Called the Lake Association person in charge of sonar and the application is licensed by DEC. Bringing the concern forward to the committee's attention. The only question is if we participate in 2025. Probably follow DEC's lead. Before we give our contribution, we should have a discussion on whether the county supports or not supports the sonar application. The County Attorney stated

this is an inter-lake struggle that they need to resolve amongst themselves. They do provide the paperwork on the application prior to the application. Lake Lauderdale is state water.

- Gate Location – Right now the gate is outside the park road. Traffic backs up on Rt. 22 waiting for the park to open. He would like to move the gate closer to the park and turn two grassy areas into a stone parking area. He has discussed this with the County Attorney, and he feels that the County Attorney is comfortable with moving the gate to improve the safety aspect. The County Attorney suggested having the Sheriff patrols check the park area when going down Rt. 22. Probably build a new gate because the current gate has already been vandalized. The Buildings and Grounds Superintendent stated it helps with the safety out by the road and for the staff. Also, the park rules would be posted and visual in this location. Mr. Skellie suggested installing cameras. Mr. Nolan suggested signage stating surveillance by camera. Motion to approve moving the park gate was moved by Mr. O'Brien, seconded by Mr. Fisher, and adopted. Mr. Shaw opposed.

BOARD OF ELECTIONS – Commissioner Tom Rogers addressed the following items with the committee:

- Budget amendment – Requesting a budget amendment in a grant line from equipment to contractual. The Treasurer asked if moving some or all and the Commissioner stated all. Motion to amend budget moving \$12,000 from grant equipment line to grant contractual line was moved by Mr. O'Brien, seconded by Mr. Shaw, and adopted.
- Early voting starts Saturday, and the schedule is on the website. Early voting costs several thousand dollars for personnel and an advertising expense. Policial parties are supportive of early voting.
- Purchase Additional Hart Voting Machines, Printers & BMD's – not ready to present this agenda item.

COUNTY ADMINISTRATION – Melissa Fitch, Administrator, addressed the following items with the committee:

- December 29th the Real Property Director will retire. Mr. Hicks stated Personnel has started the backfill process. This position has New York State requirements. The application for the person selected for the position must be approved by the State. Starting the process now because the Personnel Committee does not meet for a while and move towards filling the position by the first of the year. Mr. Campbell attended an assessing meeting at the American Legion in Jackson, and they brought up that some of rules have changed on some of the exemptions. He has asked the Real Property Director to present in December because we are in the middle of hiring somebody and the process to adopt any changes to the exemptions takes time.
- Amend Fixed Asset Policy – Handout attached. Motion to add the Department of Social Services vehicles to the depreciation schedule and change Police to Sheriff and their useful life for both are three years was moved by Mr. O'Brien, seconded by Mr. Fisher, and adopted. (Board Resolution)
- NYS Commissioner from the Office of General Services sent to every county a request for a county ornament for the Governor's reception area holiday tree. Washington County submitted an ornament of the Buskirk Bridge over the water with Washington County on it that they had made up and it turned out nice. Received a letter in response stating how beautiful it was. The Chairman

complimented the County Administrator and her staff.

- Washington County Sign in front of the Municipal Center – The sign is falling apart, and the plan is to take that sign down and replace it. Because of receipt of \$50,000 in tribal ARPA funding, the Board has already approved funding an electronic sign in the County Administration budget. The Administrator came to committee last month for a waiver from the procurement policy only for the installation of the sign. She already has approved funding for the electronic sign and was looking for a waiver just to have sign installed by the sign vendor because they know how to correctly install the sign at a cost of \$12,000. At that committee meeting, the waiver was not approved and not a consensus with moving forward with sign. She does not need approval to purchase the sign just the waiver from the procurement policy for installment. Motion to approve waiver from the Procurement Policy for installation of the electronic sign was moved by Mr. Fisher, seconded by Mr. O'Brien, and adopted.

OTHER BUSINESS:

- County Attorney stated it is his intention to not seek reappointment next year. The Personnel Director will be directed to start the recruiting process. The qualifications include that you must be a resident of the county and a licensed attorney. Mr. Henke asked if any interest in modifying the qualifications to look outside the county. The County Attorney stated the job description is the statutory description. Mr. Shaw thanked Roger for his dedicated service.

The meeting was adjourned at 11:05 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors

- e. Public Auction - Items listed on-line for sale to the public will be handled by County Administration and Buildings & Grounds. Heavy equipment and vehicles will be handled by DPW.

3. JUNK

- a. Departments with items they wish to dispose of that are defective or broken must complete a Disposition Form with the recommendation that the item be junked and forward it to County Administration.
- b. County Administration will contact Buildings & Grounds for pickup of the item.
- c. An asset will be removed from the department's inventory when the Disposition Form is received by County Administration.
- d.

L. DEPRECIATION SCHEDULE

For annual financial reporting purposes, capital assets will be accounted for and depreciated pursuant to GASB 34 guidance and the following depreciation schedule adopted by Board Resolution 243 of September 16, 2004:

Category	Useful Life
Police Sheriff & DSS Vehicles	3 Years
Electrical Equipment	5 Years
All other Vehicles	7 Years
Equipment	10 Years
Road Improvements	12 Years
Heavy Trucks	13 Years
Major Equipment	15 Years
Improvements	15 Years
Buildings	40 Years
Bridges	50 Years
Sewer Lines	50 Years