

**COMMITTEE DAY  
LAKE PLEASANT, NY  
MONDAY  
FEBRUARY 24, 2014**

**HEALTH COMMITTEES  
9:30 AM**

Members present: Clark Seaman, Brian Towers, and Phil Snyder

Also present: Bill Farber, Bob Edwards, Susan Franko and Pete Klein

Susan reported on the CHHA audit. Last year was a rough year with sixteen deficiencies, this year was much better with four repeat deficiencies. Beth and Avis have been doing a lot of education with the RN's with current audits being done. They are streamlining the process and entry of information into the computer.

Bill stated for the members of the committee that are not aware, the RN's have a palm size device that they are trying to scroll down through to put the information in; it can be a real challenge.

Brian asked if this is still as time consuming as it has been in the past. Susan stated yes, it takes two to three hours for the Start of Care.

Susan reported that the Physical Therapy Assistant has resigned, her last day will be March 15<sup>th</sup>. Tom Sciacca from Tupper Lake will help as much as he can. There is a local person in Warrensburg that may be interested. Susan has spoken with her and hopes that they will be able to work out an arrangement. The ad went in the paper on Sunday.

Bill stated that when Susan received the resignation she felt it was due to the up and down in the patient load so they started discussing other options and opportunities. They came up with an option that when the patient load count is down the PT could do some education in health safety training with our elderly population. This could be done on a monthly basis.

Susan reported regarding the rabies clinics, the current vet we are using is retiring. She spoke with Dr. John O'Conner in Glens Falls and he is interested but wants to bring his own animal handler. Our staff usually did that but he brought up the issue of liability if someone gets bitten etc. She may need to ask for more reimbursement for the vet to come here. He has agreed to do our clinics on Saturdays from 10:00 AM to 12:00 PM. Currently we have been paying \$75.00 per clinic hour for two hour clinics. He is willing to negotiate for possibly four clinics per year or he will do two and we could possibly get someone else for the other two.

Bill stated if anyone knows of a vet that may be interested please let Susan know so that she can contact them.

Brian Towers asked if we charge at the rabies clinic and Susan stated that they ask for a donation of \$5.00.

**CENTRAL GOVERNMENT  
COMMITTEE  
10:10 AM**

Present: Bob Edwards and Phil Snyder

Also present: Bill Farber, Brian Towers. Clark Seaman, Neil McGovern, Cathy Rogers, Marie Buanno and Pete Klein

Bob introduced Marie from Board of Elections.

Marie reported the Dominion contract renewal on the voting machines was put in the 2014 budget from a quote they received at \$12,500 per year for any county that had 1 to 100 election districts. Many counties felt it was unfair pricing and at their January Conference they were informed from Dominion that they would lower the price for 1 to 20 election districts with a renewal amount of \$6,500 per year for a three year contract. If we do not contract for three years they could come back next year with a price of \$12,500 or more.

Marie reported that Bill suggested they submit a resolution just because the terms are different from what they originally had at budget time.

Tracy Eldridge entered during Marie's presentation.

Marie reported that their two technicians Keith Taylor and Dale Early have decided not to return. They take care of setting up the voting machines with the proper memory card information, the testing of the machines and delivery and pickup of equipment on Election Day. They are also available on Election Day for any necessary repairs to the machines. They now need two new technicians and they must be trained by Dominion. The training is three days at the cost of \$6,000.

They have scheduled to have technician training here and have invited other counties that need the training as well to share the cost but they have not received any commitments from any of the other counties.

Brian Towers asked why the techs left.

Cathy stated that she could speak for the Democrat; that he left for personal reasons.

Marie stated the Republican left because he only wanted to work with Keith.

Brian Towers asked do you have people in mind.

Cathy reported yes, Robert Hoffman will fill in.

Brian Towers stated if we are going to put \$6,000 into training someone, he would like it to be more than a temporary fix.

Bill asked if we are having the training here, is there a limit to how many people we can train. If we don't get any of the other counties here, technically, we could identify other people such as a couple of temporary techs as well, that will give us a greater pool to pull from.

Marie stated she has an alternate that will take the training but doesn't want to be the primary tech. She is still looking for someone to be the primary.

The Committee Chairs are aware and looking for possible people.

Bill handed out two resolutions to discuss. One resolution gives the authority to pay Dominion and approving the signature of a three year contract. The other one is authorizing the training.

### **PUBLIC WORKS/BUILDINGS COMMITTEE**

**10:20 AM**

Present: Brian Towers, Phil Snyder, and Bob Edwards

Also present: Bill Farber, Clark Seaman, Neil McGovern, Tracy Eldridge and Pete Klein

Tracy stated that he emailed everyone the Fleet Policy with some revisions. It was adopted in 2010 and they have not reviewed since. He feels it should be done yearly. There were some changes under sections 6, 7 & 8 such as credit cards, vehicle utilization and operators responsibility (care & maintenance).

Tracy has been encouraging the departments to purchase hands free devices for their cell phones. He purchased a visor clip for his car, it is similar to blue tooth. It works very well and is suggesting this to the department heads to purchase.

Tracy wanted to clarify what the driver's responsibility is for taking care of the vehicle and the maintenance. It really doesn't state in the old policy. He is encouraging them to let the garage know when the inspection is due and getting the vehicle in when it is time for an oil change. And if they have an issue with the vehicle to contact one of the County garages so that they can check the vehicle over.

Brian Towers asked do our fueling stations have vacuum facilities. Tracy stated no but they are welcome to use the vacuums or hoses for washing at any of our garages. Tracy stated it is the operator's responsibility to wash their cars. If they are at the garage for service Tracy has the guys rinse them off.

Tracy did speak to the committee a couple of years ago about setting up an account with Adirondack One Stop in Indian Lake so that they can go in and hose off their cars.

Bill stated we did discuss that and the issue is that it works for a lot of the seasons, but the winter season you pretty much need to take it in to be hosed off or else it will freeze up.

Tracy is going to let the departments know the Town of Lake Pleasant has a heated wash bay available.

Tracy will have a resolution at the March meeting for the policy revisions.

Bid Opening: Spec No. 1-2014 – ¾ Ton 4WD Pickup Truck

Tracy stated that this bid has three different specifications to choose from:

- A – ¾ Ton 4X4 Regular Cab Pickup Truck with All-Aluminum Service Body w/SRW
- B – ¾ Ton 4X4 Ext. Cab Pickup Truck with All-Aluminum Service Body w/SRW
- C – ¾ Ton 4X4 Ext. Cab Pickup Short Box (6 foot Fleetside)

Mangino's, Amsterdam -     A. \$39,490.54  
  B. No Bid  
  C. No Bid

Carbone, Utica -             A. \$34,099.00  
  B. No Bid  
  C. \$29,329.00

A motion was made to accept the bids and refer to committee by Mr. Towers, seconded by Mr. Edwards. Carried.

Tracy will review the bids and compare them to the State contract and make a recommendation along with a resolution prepared for the March 6<sup>th</sup> Board meeting.

Tracy discussed the Phase II Fuel Consolidation Grant. The surveys and plans have started in Indian Lake and Long Lake. Tracy and Bill had a meeting with DOT of Indian Lake because they are pulling out their underground tanks and have an above ground diesel tank. We asked them if they would want to get it from us. They are checking on this possibility.

Bill stated that he would be really shocked if they didn't come back doing the right thing and teaming up with us.

Brian Towers asked what DEC does in Indian Lake. Tracy stated he is not sure, but he does have a call in to them.

Tracy stated that he will be working with the engineering firm to get the bids out for both sites this spring. They will have two underground storage tanks out of the ground at Long Lake which is great and that leaves only the heating tank underground.

Next week Tracy will be in Albany to advocate for more highway funding.

Tracy reported that he developed a different job scope for Kenny's position that they had discussed prior. He sent it to Bill and Brian Towers and would like to send it to the rest of the Board members for their review and comments.

Tracy would like to advertise for an opening for a HEO at the Lake Pleasant garage.

Bill suggested advertising for HEO and MEO, and see what he gets.

Tracy reported that everything at Solid Waste is going well, the new scale is ordered.

Under Buildings, they have been having some heating issues, but they have fixed it in-house. They will be replacing the carpet in the DMV.

Bill stated that Tracy needs to get in the loop on our building renovations that will be needed at the Jail for the radio grant.

Tracy will set up a date for their annual road tour.

Bill stated next will be Internal Management Committee for employee evaluations.

A reminder that next Thursday at 9:30 there will be a Central Government Committee meeting to meet with Jane from County Clerks to discuss imaging.

As there was no further business, the meeting ended.