

FACILITIES & COMMUNICATIONS COMMITTEE

October 7, 2015

NOT APPROVED

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, N. Ungermann, C. Crandall (Absent: A. McGraw, D. Root)

Others Present: M. Alger, L. Ballengee, H. Budinger, S. Burt, P. Curran, K. Dirlam, D. Healy, R. Hollis, D. Horan, M. Kukuvka, K. LaForge, J. Luckey, T. Miner, T. O'Grady, B. Riehle, T. Ross, D. Scholes, R. Scott

Media Present: No media present.

Call to Order: The meeting was called to order at 2:02 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Jessup, and carried to approve the Facilities and Communications Committee minutes of September 2, 2015.

Facilities-Related Matters

Deputy Superintendent Dean Scholes stated he didn't have anything to report.

Personnel Officer Harold Budinger addressed the third floor plans for future office space. He stated that LABELLA had given the County three options to develop the third floor of the County Office building focusing on a phased clean slate approach. After speaking with a grant administrator for the Dormitory Authority of State of New York (DASNY) Grant outlining this approach, Mr. Budinger stated the administrator expressed concerns it might not be the intent of grant. As a result, LaBella proposed to do a space study for options 4 and 5 that would meet the grant requirements for a fee of \$5,000. The study would include sketches and take offs, which would give the committee a graphic idea of what options 4 and 5 would look like, and how much it would cost. It would take approximately one month to complete the study. LaBella Client Manager Mark Kukuvka stated these options are a phased approach to developing the upstairs, with a section of the third floor being finished office space. Mr. Budinger spoke with the grant administrator, and she liked this approach. The grant money would be used for the new office space, giving a tangible result for the grant. Mr. Kukuvka summarized Option 4 stating it focuses on the development of the North and East sides of the third floor into office space, salvaging some of the existing areas. Option 5 would give some office space on the northeast side without developing the whole third floor. The other space would be used as storage.

Chairman Crandall asserted that we must meet and operate within the grant parameters in order to be eligible to receive the \$250,000 DASNY Grant. Chairman Crandall also noted that the ultimate goal for the area is to be able to utilize it to alleviate some space needs. He noted the Department of Social Services still needs space. Other departments such as the Office for the Aging and the County Jail have been addressed. He stated this space would make the most sense to help with their space needs. Legislator Ungermann agreed with Chairman Crandall that it would meet some of our space needs, and that is his problem with it. It is only meeting some of the County's space needs. He is concerned the Office for the Aging has a ten year contract for their space needs, and they are already in their fifth or sixth year. The County is

going to have to decide whether to continue the contract or buy it. He noted it doesn't look at the space needs far enough down the road, and the space will only help one department. Chairman Crandall stated that historically, they look at one department at a time.

Legislator Healy asked if the grant was tied to the third floor or for space needs in general. Mr. Budinger stated he only spoke to the grant administrator about the third floor. Legislator Healy asked what the County has already appropriated for the project. County Treasurer Terri Ross stated \$330,000 is already appropriated in a contingency account. With the \$250,000 grant, the total amount available would be \$580,000 for the project. Legislator Burt asked what was the end date of the grant. County Administrator Mitch Alger believes the grant funds have to be spent by the end of the year of 2017. Mr. Kukulka stated the minimalist option that doesn't jeopardize the grant is about \$500,000. Legislator Fanton asked if the square footage of usable office space would be available once they do the study. Mr. Kukulka stated yes, they can do it generically or with a specific department in mind.

Legislator Pullen stated historically the Legislators don't want to spend money, and try to keep things to a minimum. However, he believes it may be a minimum burden to look at bonding something for 5 to 10 years. He thinks the entire project could be completed, and the County would get useful space. With this idea, some of the previous options would be back on the table. Legislator Graves asked if it would be about \$2.5 million for the whole project, how much it would cost if the County did the project in phases, rather than all at one time. Mr. Kukulka stated the inflation rate would increase, and it would disrupt the staff. To get an estimate, you would have to look at how much time it would take to complete the whole project if doing it by pieces, and the inflation rate. Legislator Graves stated he liked the previous options, but wondered how difficult it would be for individuals to get to the office space if it is in the rear part of the building. He also wondered if it would be dangerous for workers. Mr. Kukulka stated the work would be at the minimum per code. In the future, that space may be developed if the County didn't want to use it as storage. Legislator Graves stated it may be more appealing to do the whole project at one time rather than in pieces. Legislator LaForge spoke about utilizing Alfred State College on a smaller scale to do some of the work. Legislator Pullen stated there has been discussion about Alfred State College and BOCES on this project. If it is a full scale project, Legislator LaForge stated there may be union issues if the County used Alfred State College and BOCES. Ms. Ross stated the County can look at different ways to finance the project, if they wanted to do the whole project.

Mr. Kukulka stated he would have it completed by the next committee meeting on November 4, 2015. Legislator Pullen asked Mr. Kukulka to contact Mr. Budinger if it would not be ready for the next committee meeting. A motion was made by Legislator Graves, seconded by Legislator Fanton, and carried to authorize the additional study on options 4 and 5 by LaBella for a cost not to exceed \$5,000. **Prepare Resolution**

Communications-Related Matters

Legislator Pullen noted Lieutenant Shawn Grusendorf was not at the meeting. Head Dispatcher Randy Swarhout stated they are still moving forward, and have 4 tower sites that have been selected. The County is in final negotiations with property owners. He hopes a final agreement will be done before the snow flies. Planner Kier Dirlam stated the Local Development Corporation (LDC) has had three meetings. The LDC are finalizing new members to add to the group, and figuring out a financial strategy to move forward in the next 6 months. The LDC is hoping to meet again next week. Legislator Pullen noted Legislator Curran is the current Chair

of the LDC Board of Directors. The LDC has been in contact with another organization that has helped other counties with their Broadband program and needs, and may have them come in.

Tablets/iPads

Clerk of the Board Brenda Rigby Riehle spoke about the Allegany County Affordable Government Group discussion on supplying all Legislators and appropriate support staff with an iPad or Android Tablet. This is an effort to “go green” instead of supplying paper copies. There would be a reduction in paper and copy costs, time savings, and it is an environmentally friendly option. She noted this idea has been successfully implemented in Steuben County. Ms. Riehle reported there will be discussion at the Committee of the Whole meeting on October 26, 2015, and Steuben County Clerk of the Legislature Brenda Mori has been invited to the meeting to talk about how Steuben County implemented this idea.

Legislator Pullen stated he is not sure if towns have implemented this technology, but a number of School Boards have done it successfully. Legislator Fanton stated a majority of the Legislators may be happy, but some may still want to get paper copies. He noted he uses an iPad. Legislator Ungermann stated it will help with clutter on table, but he sets things aside that really interest him. He prefers the written option, so he can read it at his leisure. He also wondered if people could catch something from all the signals going through the air. Legislator Graves asked if some of the Legislators can have it in print, and Legislator Ungermann asked who would print it. Ms. Riehle stated it may be rolled out using a trial basis, and if anyone wanted a paper copy they would get one. Legislator Jessup stated that at the Affordable Government Group meeting, there was discussion of having a wireless printer available if anyone wanted to print something out. He also stated he prefers a paper agenda. Ms. Riehle stated some devices allow the user to take hand written notes.

Legislator Jessup stated he was not sure if there was really a cost savings or not. He understands the cost of the iPads or Tablets would be about \$9,000. He believes there needs to be more work in investigating the cost. Legislator Burt asked who would pay for the technology, Ms. Riehle responded it would be a County investment. He is concerned about spending money, while working hard with employees to bring down their raises. Legislator Burt doesn't think it makes for a good mixture.

Legislator Healy stated a day will come when everything will be electronic. Ms. Riehle stated this is a way to start moving towards that. Legislator Pullen was concerned some of the Legislators may not have broadband connection at home or in the workplace. Ms. Riehle stated all legislators currently have an email address, so it should not be a problem. County Treasurer Terri Ross added there has been discussion about the devices updating automatically when you enter the County building. Legislator O'Grady stated he currently uses his iPhone, but would like to see all of the Legislators with a County email address. Ms. Riehle stated that was also discussed at the Affordable Government Committee meetings. Legislator Fanton wondered about Legislators using the devices for personal use as well as County Business, and if there were any restrictions. Chairman Crandall stated a computer use policy would need to be examined. County Planner Kier Dirlam stated there would be filters on the devices, and programs would be assigned by the IT department. Ms. Ross stated sites can be blocked.

Legislator LaForge noted he anticipates discussion on the idea, but it is a good way to distribute information. He also stated a review of the email and electronic policy is needed. He asked everyone to have an open mind when it is a topic at the Committee of the Whole meeting. Chairman Crandall understands some of the older members of the Board may be reluctant. He admitted he was against it when they first talked about it. He brought up many of the issues some of the Legislators talked about. However, he feels his concerns have been reasonably

addressed based on the information provided by Steuben County. He reiterated the best thing to do is listen to Ms. Mori at the meeting, and hear what Steuben County has done. Legislator Ungermann asked if Cattaraugus County uses them too. Ms. Riehle state she will poll other Clerk of the Boards across the State, and will have more information by October 26 2015. Ms. Riehle asked if there was any other additional information she can gather that would help. Legislator Jessup asked about cost savings.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 2:56 p.m. following a motion by Legislator Ungermann, seconded by Legislator Graves, and carried.

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board
Allegany County Board of Legislators