

STEBEN COUNTY AD HOC OFFICE SPACE COMMITTEE

Tuesday, April 9, 2019

11:05 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

COMMITTEE:	Robin K. Lattimer, Chair Brian C. Schu	Carol A. Ferratella, Vice Chair Gary D. Swackhamer	John V. Malter Scott J. Van Etten
STAFF:	Jack K. Wheeler	Amy Dlugos	Jennifer Prossick
LEGISLATORS:	Joseph J. Hauryski	Robert V. Nichols	Frederick G. Potter

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 11:05 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 12, 2019, AND MARCH 25, 2019, MEETINGS MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

III. NEW BUSINESS

A. County Manager

1. **Courts** – Mr. Wheeler stated they are still waiting for a response from the courts and the proposed schematic design relative to the location and use of the proposed Grand Jury Room.

2. **Bowling Alley** – Mr. Wheeler requested authorization to put out an RFP for the demolition of the bowling alley. We do not yet have a signed purchase agreement, but he feels it would be a good idea to get the costs before proceeding to closure. Mr. Wheeler stated they will bid this as a contracted condemned and then we will do the trucking.

MOTION: AUTHORIZING THE COUNTY MANAGER, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO REQUEST AN RFP FOR THE DEMOLITION OF THE BOWLING ALLEY MADE BY MR. SWACKHAMER. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

3. **Schematic Design Discussion** – Ms. Lattimer asked if there were any questions about the proposed schematic design. She stated that she is just waiting for the response for the courts.

Mr. Van Etten asked where is the Risk Manager’s Office going? Mr. Wheeler replied since we are keeping Veterans out at the farm, Risk Management could go in the Surrogate’s Building with the Conflict Defender, or in the F-1 Conference Room in the County Office Building. Mr. Van Etten asked what about the room on the 3rd floor of the Annex that is labeled Flex TBD? Mr. Wheeler replied we may use that for another flex conference space as we need meeting space.

Mr. Swackhamer asked what are we projecting that we will be reimbursed from the State for the rental of property? Mr. Wheeler replied we do not have an estimate at this time. Their square footage cost is different in each space. They reimburse us on the square footage. The courts will be gaining space; right now we receive \$250,000 annually and we would expect that to increase to \$300,000 - \$330,000 annually. We are also working on getting funding to go toward the renovations.

MOTION: TO ADJOURN MADE BY MR. MALTER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature