

**STEBEN COUNTY ADHOC OFFICE SPACE COMMITTEE**

Tuesday, July 10, 2018

10:25 a.m.

Legislative Committee Room  
Steuben County Office Building  
Bath, New York

**\*\*MINUTES\*\***

- COMMITTEE:** Robin K. Lattimer, Chair Carol A. Ferratella, Vice Chair John V. Malter  
Gary D. Swackhamer Scott J. Van Etten
- STAFF:** Jack K. Wheeler Mitchell Alger Tammy Hurd-Harvey  
Alan Reed Pat Donnelly Jennifer Prossick  
Vicki Olin
- LEGISLATORS:** Joseph J. Hauryski Kelly H. Fitzpatrick K. Michael Hanna  
Hilda T. Lando Frederick G. Potter
- ABSENT:** Brian C. Schu
- OTHERS:** Dustin Rogers  
Mary Perham  
James Post, *The Leader*

**I. CALL TO ORDER**

Ms. Lattimer called the meeting to order at 10:25 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JUNE 12, 2018, MEETING MADE BY MR. MALTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. NEW BUSINESS**

A. **Project Update** – Mr. Wheeler stated the project is going great. The paving and striping of the parking lot is done and they will be finishing up concrete work tomorrow. We are down to the punch list items. The project is under budget and everything is on track. We will start moving in relatively short order. The Records Storage Facility is looking good. We are in the process of finalizing quotes for signage. We are looking to purchase ADA compliant signs, office signs and outdoor signage. Additionally, we are working on the sound system and meeting with vendors. He stated they could put together an A/V system on our own, but we wanted vendors to provide quotes.

Mr. Wheeler stated the court space study is in process. We recently had a phone conference with the courts and LaBella. During that conference we were updated on the status and we were able to review and discuss potential options. Within the next two weeks there will be another review and sometime in August we will get the draft report and start presenting options to the Legislature. It will be a challenge; however, the courts have been very good.

Mr. Swackhamer asked do we charge the courts for space? Mr. Wheeler replied we do charge rent and they pay a portion of any upgrades. Mr. Swackhamer asked how will you recoup charges for this project? Mr. Wheeler replied you won't. You would just adjust the rent based upon the square footage. We get \$1 million right now. We may get a little more, but you will be paying for any changes. They will essentially be adding another courtroom and a hearing room, which will mean a little more space.

Ms. Lattimer asked when will you start moving departments into the new building? Mr. Wheeler replied we are looking at the last week of this month. Cornell Cooperative Extension may be a bigger move. Mr. Rose is coordinating his staff and the mobile work crew. We will need our certificate of occupancy before we start any significant moving.

Mr. Swackhamer asked what about the records at the Records Center? Mr. Wheeler replied we have most of the records moved. We still do not have Mrs. Gamet's office moved yet, but the office desk and related supplies have been ordered. We did give our 90-day notice to Centers, but we have not heard from them. We will be moved into the new Records Storage Facility by September at the latest.

B. **Hornell Courthouse** – Mr. Wheeler stated there has been a lot of discussion over the past year. We had an arrangement with then Mayor Hogan, before we moved the DMV to the North Hornell/Hornellsville location, and the City of Hornell was willing to take ownership of the Courthouse because they had a developer who was interested in the property. In October, we went through the process of transferring the property and the City never recorded the deed. We have been trying to work with the City and it does not look like that will happen anytime soon. We have communicated with the City, but the County cannot wait forever to see what the disposition of the property will be.

Mr. Wheeler stated his recommendation is to rescind the deed transfer to the City of Hornell and move toward putting the Courthouse up for public sale.

**MOTION: RESCINDING THE DEED TRANSFER TO THE CITY OF HORNELL RELATIVE TO THE HORNELL COURTHOUSE, AND DIRECTING THE COMMISSIONER OF FINANCE TO PUT SAID PROPERTY UP FOR PUBLIC SALE MADE BY MR. VAN ETTEN. SECONDED BY MR. MALTER FOR DISCUSSION.**

Ms. Lattimer commented this committee had previously discussed taking this action if there was no movement. Mr. Wheeler replied you have. In our view, they own the Courthouse and have not recorded the deed. The city's view is that we own it. Mr. Potter commented it sounds like they don't want to take ownership unless they have someone going in.

**VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. MALTER. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. MALTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: AUTHORIZING THE PURCHASE OF A 76'x80' PARCEL OF PROPERTY LOCATED ON 12 EAST MORRIS STREET FOR \$23,000.00, PLUS THE COUNTY REMOVING TREES, ADDING A FENCE AND POURING A CONCRETE SLAB, CONTINGENT UPON SUBDIVISION APPROVAL BY THE VILLAGE OF BATH MADE BY MRS. FERRATELLA. SECONDED BY MR. MALTER. MOTION CARRIES 4-1. (MR. SWACKHAMER OPPOSED).**

**MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Respectfully Submitted by Amanda L. Chapman, Deputy Clerk, Steuben County Legislature