**MINUTES**

COMMITTEE: Robin K. Lattimer, Chair Carol A. Ferratella, Vice Chair John V. Malter
Brian C. Schu Gary D. Swackhamer Scott J. Van Etten

STAFF: Jack K. Wheeler Christopher Brewer Jennifer Prossick
Brenda Scotchmer Jennifer Galvan Eric Rose

LEGISLATORS: Kelly H. Fitzpatrick Jeffrey P. Horton Hilda T. Lando
Steven P. Maio Robert V. Nichols Frederick G. Potter
Gary B. Roush Thomas J. Ryan

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 11:10 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 8, 2020, MEETING MADE BY MR. MALTER. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

III. NEW BUSINESS

A. County Manager
   1. Change Orders
      • Matco Electric – Wires in Balcom House – Mr. Wheeler stated the contractors discovered cloth wiring in the Balcom House that needs to be replaced and brought up to code. The contractor did replace the wiring at a cost of $19,954.

      MOTION: APPROVING A CHANGE ORDER FOR MATCO ELECTRIC FOR THE REPLACEMENT OF EXISTING CLOTH COVERED WIRES IN THE BALCOM HOUSE FOR A TOTAL COST OF $19,954 MADE BY MR. VAN ETten. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

      • Matco Electric – Camera Installation – Mr. Wheeler stated we purchased the cameras that the State requested. Our understanding was that the State was going to install them, but that is not the case; we have to install them. He requested authorization of a change order for Matco to do the wiring and installation of the cameras at the court space.

      Mr. Malter asked where are we with the budget? Mr. Wheeler replied with your acceptance of what we are proposing, we will have $150,000 in project contingency.

      MOTION: AUTHORIZING A CHANGE ORDER FOR MATCO ELECTRIC FOR THE WIRING AND INSTALLATION OF CAMERAS IN THE COURT SPACE FOR A TOTAL COST OF $13,698 MADE BY MR. SWACKHAMER. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

      2. Court Seating – Mr. Wheeler stated court seating and cameras were two items that were not included in the project bid because we knew that we could get a good price if the State requested and if we had
the money in the project. Mr. Webb has worked with Mr. Morse to get pricing on seating for the existing courtrooms as we would like to replace that. The proposal is to purchase the seating from Intivity for $74,000. This is a State contract vendor for seating. We will replace the existing seating in Courtroom A and B. This will be auditorium style seating. The general contractor didn’t have a price for installation, but thinks it will around $12,000, but we will work on that. Mr. Wheeler stated we have not had to dip into contingency and this would be the first time and will bring us to just a little less than $150,000.

Mr. Van Etten asked was this seating requested and is it required? Mr. Wheeler replied it was requested by the State and it is not required. However, at some point it will be a requirement. If these are movable the State pays for them, but because they are anchored, we pay for them. Mr. Rose commented we are already changing out the carpet in the seating area.

Ms. Lattimer commented having $150,000 in the contingency is a little tight. Mr. Wheeler stated they have been doing a great job. We are now getting into the Courthouse part of the project. Ms. Lattimer stated we will have to watch a little closer the wishes and wants. Mr. Wheeler stated we have been doing that. Mr. Rose commented having movable seats in the courtroom is a security concern.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO A CONTRACT WITH INTIVITY FOR THE PURCHASE OF SEATING FOR COURTROOMS A AND B FOR A TOTAL COST OF $74,000 MADE BY MR. MALTER, SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature