

**STEBEN COUNTY FINANCE COMMITTEE**

Tuesday, January 8, 2013

10:00 a.m.

Legislative Committee Room  
Steuben County Office Building  
Bath, New York

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

<b>COMMITTEE:</b>	Joseph J. Hauryski Scott J. Van Etten	K. Michael Hanna	Gary B. Roush
<b>STAFF:</b>	Mark R. Alger Alan Reed Wendy Flaitz David McCarroll	Jack Wheeler Pat Donnelly Shawn Corey	Brenda Mori Tammy Hurd-Harvey David Cole
<b>LEGISLATORS:</b>	Carol A. Ferratella	William A. Peoples	
<b>ABSENT:</b>	Larry P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	
<b>OTHERS:</b>	Mary Perham, <i>The Leader</i>		

**I. CALL TO ORDER**

Mr. Hauryski called the meeting to order at 10:00 a.m. and asked Mrs. Ferratella to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE DECEMBER 11, 2012, AND DECEMBER 17, 2012, MEETINGS MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENT REQUESTS**

A. Public Works

1. **Capital Account for Road Grinder** – Mr. Donnelly stated that Mr. Spagnoletti is requesting the creation of a capital account for the road grinder. This would be similar to the account we have for the paint striping truck. All revenue and expenses related to the road grinder will go through this account and the balance will be carried over year to year.

**MOTION: AUTHORIZING THE COUNTY TREASURER TO CREATE A CAPITAL ACCOUNT FOR THE ROAD GRINDER MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

B. Law Department

1. **Tax Certiorari Proceedings** – Mr. Reed informed the committee that we have received a Tax Certiorari participation request from the Town of Caton regarding the Corning Natural Gas compressor station. The County would consider participating on whatever level of the legal expenses, but should there be an appraisal cost, then our participation would be mitigated. The issue is that the compressors are not being assessed. The estimated annual difference in taxes is \$193,426.35. That is a significant impact and the County tax is approximately \$30,000 annually. The school bears a huge brunt of the tax difference.

Mr. Reed stated there may also be a need for an Article 78 case in reference to the State taking the legal position of not including compressors in assessments. There are two issues. The first is that there may be a need to file a

petition against the New York State Office of Real Property Tax Service for not including compressors in the assessment. The second is whether to participate in the legal fees regarding the Town of Caton case or to go forward with the Article 78 against the State.

Mr. Alger asked would you look for participation from other counties with the Article 78? Mr. Reed replied yes. We would expect that other counties would have gas compressors that are not on the assessments. Mrs. Flaitz commented that under Real Property Tax Law, certain equipment can be exempted. In the original law, the gas compressors were not included, however, the Judge in the 4<sup>th</sup> District said they are included.

Mr. Roush commented that we should pursue getting the gas compressors back on the tax rolls. Mr. Van Etten asked with regard to our participation in the tax certiorari proceedings, should we not also get the school district involved? Mr. Reed replied the school district is fully participating. Mr. Van Etten asked what is the assessed value that represents those three turbines? Mrs. Flaitz stated that on the 2012 tax roll, they were assessed at \$12.5 million. The State recommended reducing that to \$7.5 million, which represents a change of \$5 million.

Mr. Van Etten asked what is our percentage of involvement in the participation? Mr. Reed replied we don't have an estimated appraisal figure for the compressors, but it shouldn't be more than \$10,000.

**MOTION: AUTHORIZING THE COUNTY TO PARTICIPATE IN TAX CERTIORARI PROCEEDINGS WITH THE TOWN OF CATON TO THE EXTENT OF LEGAL EXPENSES AND ALSO PARTICIPATING IN AN ARTICLE 78 PROCEEDING AGAINST THE NEW YORK STATE OFFICE OF REAL PROPERTY TAX SERVICE RELATIVE TO NOT INCLUDING GAS COMPRESSORS IN ASSESSMENTS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

C. Treasurer

1. **End-of-Year Transfers** – Mrs. Hurd-Harvey reviewed the end of the year budget transfers. There was a total of \$87,000 taken out of the General Fund to cover health insurance costs in other lines. We also transferred a total of \$40,000 from the General Fund to cover Worker's Compensation costs in other line items.

**MOTION: APPROVING THE COUNTY TREASURER'S YEAR-END TRANSFERS AS PRESENTED MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Nichol Inn** – Mr. Donnelly informed the committee that there are two parcels of land associated with the Nichol Inn property. He requested authorization to separate those two parcels and include the lake front parcel in the 2013 tax sale.

**MOTION: AUTHORIZING THE COUNTY TREASURER TO INCLUDE THE NICHOL INN LAKE FRONT PARCEL IN THE 2013 TAX SALE MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Contract** – Mr. Donnelly stated that with the sale of the Health Care Facility they are in need of some accounting assistance. We did solicit the services of two firms; Bonadio and Co., LLC and Freed, Maxick & Battaglia. Both of these firms are experienced. He requested authorization to waive the RFP process and to retain Bonadio and Co. to provide accounting assistance relative to the sale of the Health Care Facility.

**MOTION: WAIVING THE RFP PROCESS AND AUTHORIZING THE COUNTY TREASURER TO RETAIN THE SERVICES OF BONADIO AND CO., LLC TO PROVIDE ACCOUNTING ASSISTANCE RELATIVE TO THE SALE OF THE HEALTH CARE FACILITY NOT TO EXCEED \$20,000.00 MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

4. **Setting the Date of the Tax Sale** – Mr. Donnelly informed the committee that there are 557 parcels they sent foreclosure notices on. He requested authorization to set the Final Redemption date as March 29, 2013; to set the Final Repurchase Date as May 31, 2013 and to set the date of the Tax Sale as July 12, 2013.

**MOTION: SETTING THE DATE FOR FINAL REDEMPTION AS MARCH 29, 2013; THE DATE FOR FINAL REPURCHASE AS MAY 31, 2013; AND THE DATE OF THE 2013 TAX SALE AS JULY 12, 2013 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**IV. OTHER BUSINESS**

A. *Tax Bills* - Mr. Roush stated that when he received his tax bill, the Town of Erwin tax rate was different from the town budget that was passed. In checking, there were three items added to the tax bill; the cancellation of the 2005 tax, the 2012 over/under levy and a court-ordered refund of \$2,000. These items were added to the tax bill after the town budget was approved. The problem that creates is that the town advertised to the taxpayers a 0 percent increase, but the actual tax bill shows a 1 percent increase. By adding things to the tax bill after the budget is passed, that creates a credibility problem with the taxpayer. We really need to fix this. We did fix the problem with the Worker's Compensation and Election charges.

Mr. Hauryski commented you will always have those little things. Mr. Van Etten stated you don't have a choice with regard to the court-ordered refund. Mr. Roush stated the town can write a check. His issue is with what the tax bill says. Mr. Van Etten stated the Town of Erwin may be able to write a check, but the Town of Caton will not be able to write a check if they have to refund a tax certiorari. Mr. Roush stated you would have advance notice of that and could budget for that. The tax rate would not change.

Mr. Van Etten asked were the three items buried in the town rate? Mrs. Flaitz replied they were added and included in the town tax rate. Mr. Van Etten suggested that perhaps another line could be included on the tax bill for adjustments. Mr. Roush stated the issue is that you are raising the taxpayer's tax bill in a different way than what they were told. He stated that he doesn't understand how the money changes hands. There needs to be a way to keep the tax rate the same as what was passed in the town budget. Mr. Van Etten stated either that, or you communicate that the rate is subject to adjustments.

Mr. Alger asked how many adjustments do you get? Mrs. Hurd-Harvey replied every town has at least one adjustment. Mr. Roush suggested waiting and putting the adjustment on the next year. Mr. Alger stated that he doesn't want to float the towns that cash. Mrs. Hurd-Harvey explained we pay to the taxpayer on behalf of the towns, school districts and villages. Is there a reason we do that on their behalf? Mr. Donnelly replied a lot of them are settlements and come back to us because we guaranteed the taxes. Mr. Roush asked why can't the County send a bill to the town and have the town pay the bill? Mrs. Flaitz asked will the towns have the money?

Mr. Hauryski stated this issue has come up previously. When we send out the notice, we could possibly include a statement about adjustments. Mr. Alger stated we could put another line on the bill that says there are adjustments. That would preserve what the town has done with their budget and clearly explains why there is a difference. Discussion followed.

**MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

**NEXT MEETING SCHEDULED FOR  
Tuesday, February 12, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, February 6, 2013**

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, February 12, 2013*

*10:00 a.m.*

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

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

**COMMITTEE:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair K. Michael Hanna  
Gary B. Roush Scott J. Van Etten

**STAFF:** Jack Wheeler Pat Donnelly Tammy Hurd-Harvey  
Shawn Corey Jim Gleason Tim Marshall  
Jim Allard David McCarroll Alan Reed  
Hank Chapman, Psy.D. Tina Goodwin Vicki Olin  
Wendy Flaitz Ryan Dolan

**LEGISLATORS:** Joseph J. Hauryski Patrick F. McAllister William A. Peoples  
Thomas J. Ryan

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:00 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JANUARY 8, 2013, MEETING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENT REQUESTS**

A. Emergency Management Office

1. **2011/2012 Homeland Security Grants** – Mr. Marshall informed the committee that they had previously accepted these grants. He requested authorization to appropriate a total of \$99,300 from the 2011 grant to Equipment, Cell Phone Chargeback, Software, Operational Support, Contract Labor and Volunteer Training line items and to appropriate \$66,000 from the 2012 grant to the Software, Cell Phone Chargeback and Contract Labor line items.

**MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO APPROPRIATE A TOTAL OF \$99,300.00 FROM THE 2011 HOMELAND SECURITY GRANT TO THE EQUIPMENT, CELL PHONE CHARGEBACK, SOFTWARE, OPERATIONAL SUPPORT, CONTRACT LABOR AND VOLUNTEER TRAINING LINE ITEMS AND TO APPROPRIATE \$66,000.00 FROM THE 2012 HOMELAND SECURITY GRANT TO THE SOFTWARE, CELL PHONE CHARGEBACK AND CONTRACT LABOR LINE ITEMS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. Office of Community Services

1. **OMH Funding for Ten Supportive Housing Beds** – Dr. Chapman requested authorization to accept additional funding from the Office of Mental Hygiene in the amount of \$84,260.00 for ten additional supportive housing beds. We currently have a contract with Arbor Development for supportive housing beds and this funding will be passed through to them.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$84,260.00 IN ADDITIONAL FUNDING FOR 10 ADDITIONAL SUPPORTIVE HOUSING BEDS AND TO AMEND THEIR CONTRACT WITH ARBOR DEVELOPMENT TO REFLECT THE INCREASE IN FUNDING MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

C. Real Property Tax Service Agency

1. **Budget Transfer for Purchase of Pictometry Online** – Mrs. Flaitz requested authorization to transfer \$3,000.00 from their Software Maintenance line item to the Contract for Services line item in the 911 budget for the purchase of Pictometry Online.

**MOTION: AUTHORIZING THE DIRECTOR OF THE REAL PROPERTY TAX SERVICE AGENCY TO TRANSFER \$3,000.00 FROM THEIR SOFTWARE MAINTENANCE LINE ITEM TO THE 911 LINE ITEM FOR CONTRACTS FOR SERVICES FOR THE PURCHASE OF PICTOMETRY ONLINE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

D. Treasurer

1. **Year-End Budget Transfers** – Mrs. Hurd-Harvey presented 2012 year-end budget transfers for approval. These include a transfer of \$4,300 in the Highway Equipment Fund budget from wages to clerical/overtime line item; \$690 from Parks equipment line item to regular wages. In all, there was a total of \$221,615 transferred from salary line items and \$494,000 from fringe line items to cover year-end costs. Additionally a total of \$16,717.00 was transferred to the 2013 forfeiture reserve.

**MOTION: APPROVING 2012 YEAR-END BUDGET TRANSFERS AS PRESENTED BY THE COUNTY TREASURER MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Contract Extension** – Mr. Donnelly informed the committee they currently have a one-year contract with PIRRUNG Auctioneers for services related to the tax sale auction. This contract includes an option for four, one-year renewals. He requested authorization to renew their contract with PIRRUNG Auctioneers.

**MOTION: AUTHORIZING THE COUNTY TREASURER TO RENEW THEIR CONTRACT WITH PIRRUNG AUCTIONEERS FOR SERVICES RELATED TO THE TAX SALE AUCTION FOR ONE YEAR, WITH THE SAME TERMS AND CONDITIONS MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Alternative Recapture Methods for Correction of Errors and Court-Ordered Refunds** – Mr. Donnelly stated that there are no options to prepare that for the towns. We can notify them to include it in the following year's budget. Mr. Reed stated that there has been discussion on how the towns could pay the fees. Statute states that payment must be by levy for the correction of errors. However RPTL 726 is not so limited and does allow for a broader means of payment. Mr. Donnelly stated the towns could prepay. We could develop a process to notify them of those corrections. Mr. Reed states that it becomes part of the town's annual budget. Mr. Crossett commented most towns would not have anything in those items and they would let you levy them. Mr. Reed stated there is some flexibility with judgments.

Mr. Roush stated when the County adds something to the line of the town tax bill, the towns have no control. The taxpayers open their bill and it is different than what the town told them. That is the problem that he is trying to solve. Mr. Donnelly stated we will discuss this with Real Property and it should not be a problem to send out a notice.

4. **Policy on Participating in the Demolition of Condemned Properties** – Mr. Donnelly stated that over the years we have had requests from townships to participate in the demolition of condemned properties. If they condemn the property after the County takes title to it, then it becomes an issue. We will continue to handle these on a case by case basis.

5. **Nichol Inn** – Mr. Donnelly stated that last month the committee agreed to separate out the lakefront property from the Nichol Inn property. He attended a planning board meeting in the Town of Pulteney and they also had no objection to this. The town may want us to include a notice that the site is not buildable.

Mr. Van Etten asked do you have an update on the land lord status in the City of Hornell? Mr. Donnelly stated that they continue to evict tenants who are not paying.

E. Health Care Facility

1. **Budget Transfers** – Mr. McCarroll requested authorization to transfer a total of \$3,565,722.50 from various payroll budgets within the Health Care Facility to the appropriate line items.

**MOTION: AUTHORIZING THE DISTRIBUTION OF A TOTAL OF \$3,565,722.50 FROM VARIOUS PAYROLL BUDGETS WITHIN THE HEALTH CARE FACILITY TO THE APPROPRIATE LINE ITEMS MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

F. Administrator

1. **Budget Appropriation** – Mr. Wheeler informed the committee that they have received \$80,000 in miscellaneous revenue He requested authorization to transfer those funds to the Health Care Facility's Administrative Budget's consultant line item.

**MOTION: AUTHORIZING THE TRANSFER OF \$80,000.00 RECEIVED FROM THE MISCELLANEOUS REVENUE TO THE HEALTH CARE FACILITY'S ADMINISTRATIVE BUDGET'S CONSULTANT LINE ITEM MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

2. **Additional 1 Percent Sales Tax** – Mr. Wheeler recommended the Legislature extend the County's additional one percent sales tax. The sales tax needs to be renewed every two years. We will be meeting with the cities next week to discuss this.

**MOTION: FORWARDING TO THE FULL LEGISLATURE THE REQUEST FOR STATE LEGISLATION TO EXTEND THE COUNTY'S ADDITIONAL ONE PERCENT SALES TAX MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

G. Sheriff's Department

1. **STEP Grant** – Undersheriff Allard requested authorization to accept a 2013 STEP Grant in the amount of \$9,500. There is no County match.

**MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2013 STEP GRANT IN THE AMOUNT OF \$9,500.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION AND 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. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: AUTHORIZING THE SHERIFF TO TRANSFER A TOTAL OF \$40,554.68 FROM VARIOUS LINE ITEMS IN THE 2012 BUDGET TO COVER EXPENSES RELATED TO THE PURCHASE OF EQUIPMENT UNDER THE 2012 RADIO GRANT MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: AUTHORIZING THE COUNTY TREASURER TO OBJECT THE BANKRUPTCY PLAN PROPOSED IN REFERENCE TO BANKRUPTCY CASE #BK-12-20486 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

**MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, March 12, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, March 6, 2013.**

**STEBEN COUNTY FINANCE COMMITTEE**

**Special Meeting**

*Monday, February 25, 2013*

*9:45 a.m.*

*Legislative Committee Room*

*Steuben County Office Room*

*Bath, New York*

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna
<b>STAFF:</b>	Mark R. Alger Shawn Corey	Jack Wheeler	Alan Reed
<b>LEGISLATORS:</b>	Joseph J. Hauryski Robin K. Lattimer George W. Welch	Carol A. Ferratella William A. Peoples	Hilda T. Lando Thomas J. Ryan

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 9:45 a.m.

**II. GENERAL BUSINESS**

A. *Property Transfer* – Mr. Reed informed the committee that the Steuben County Industrial Development Agency is transferring a parcel to Guthrie for a clinic that will be located on State Route 54. We found a number of easements that possibly exist on the property that the County had previously transferred to the IDA. Guthrie would like a deed reflecting that the County is not holding any easements. He requested the committee extinguish the easement by conveyance of the property. Mr. Reed stated this is included in Resolution No. 1 under Schedule B.

**MOTION: AUTHORIZING THE EXTINGUISHMENT OF AN EASEMENT ON PROPERTY OWNED BY THE COUNTY CONVEYED TO THE STEUBEN COUNTY INDUSTRIAL DEVELOPMENT AGENCY VIA A QUIT CLAIM DEED MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

B. *Sales Tax*

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§105.1.F. THE FINANCIAL HISTORY OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: FORWARDING TO THE FULL LEGISLATURE THE REQUEST FOR STATE LEGISLATION TO EXTEND THE COUNTY'S ADDITIONAL ONE PERCENT SALES TAX MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

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

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**STEBEN COUNTY FINANCE COMMITTEE**

Tuesday, March 12, 2013

10:45 a.m.

Legislative Committee Room  
Steuben County Office Building  
Bath, NY

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

**COMMITTEE:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair K. Michael Hanna  
Gary B. Roush

**STAFF:** Mark R. Alger Jack Wheeler Diane Kiff  
Tim Marshall Tammy Hurd-Harvey Kathy Muller  
Teresa Deninger Hank Chapman, Psy.D. Lise Reynolds  
Karen Monroe Wendy Flaitz Vince Spagnoletti  
Shawn Corey Pat Donnelly Alan Reed  
Brenda Mori

**LEGISLATORS:** Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando  
William A. Peoples Thomas J. Ryan

**ABSENT:** Scott J. Van Etten

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:45 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE FEBRUARY 12, 2013, AND FEBRUARY 25, 2013, MINUTES MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENT REQUESTS**

A. Emergency Management Office

1. **Acceptance of Round 2 Statewide Interoperable Communication Grant** – Mr. Marshall requested authorization to accept the Round 2 Statewide Interoperable Communications Grant for \$3,169,693.00. This was a joint effort between him, Mr. Hopkins, Mr. Wheeler and Mr. Caudill. This funding will help us to build out our communications system. It will provide us with a lateral connection to the Southern Tier fiber network and be able to bring in IP consoles to the 911 Center. We will also be looking at hiring a consultant to come in and review our communications system.

**MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT THE ROUND 2 STATEWIDE INTEROPERABLE COMMUNICATION GRANT IN THE AMOUNT OF \$3,169,693.00 MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

Mr. Alger commented this is one of the key things to get the long-range plan done for the communications system. We will look at the fiber and microwave systems and see what the future holds for integration. One of the parts to this is to put up a microwave tower to connect us to Tioga County, Pennsylvania. We have a lot of over the border 911 traffic and this would give us a better link to them.

Mrs. Lando asked how long will it take to implement this? Mr. Marshall replied it will be at least several years before we get to the idea of where we are going. We could have a plan in place within a year. Mr. Alger stated a key component is getting the equipment to put on the end of the fiber to get it to work at each of the tower sites. This would be in addition to the microwave system.

B. Office of Community Services

1. **Budget Adjustment** – Ms. Monroe stated the NYS Office of Mental Health has changed the funding for the Adults in ICM and SCM cost centers to new Health Home Funding codes. This was done to track high Medicaid dollar clients so they can review their care and coordinate it in order to reduce cost. Therefore, we need to make adjustments to our budget to cover the personnel costs associated with this change. Discussion followed.

**MOTION: AUTHORIZING THE NECESSARY BUDGT TRANSFERS PRECIPITATED BY THE NYS OFFICE OF MENTAL HEALTH’S RECLASSIFICATION OF ADULT CLIENT WRAP FUNDS, ADULT CASE MANAGERS AND ASSOCIATED ADULT CASE MANAGERS REVENUE TO THE NEW HEALTH HOME FUNDING CODES IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Special Children’s Services

1. **Early Intervention Escrow Agreement** – Ms. Kiff requested authorization to enter into two contracts with the New York State Department of Health. The first is to allow us to be an Early Intervention service provider to the State. The second agreement is to allow us to set up an escrow account with the State. She explained the State is changing the way reimbursement to the providers will happen. The counties are now required to set up accounts that they will deposit money into and the State will issue checks from those accounts and then reimburse the counties.

Mr. Crossett asked why are they doing this? Mr. Alger replied the State is using our money to pay because they don’t have the money to pay the providers directly. Eventually, we will get our share reimbursed. This is a cash flow issue.

**MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A CONTRACT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH TO PROVIDE EARLY INTERVENTION SERVICES TO THE STATE AND TO ENTER INTO A CONTRACT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH TO SET UP AN ESCROW ACCOUNT TO PAY PROVIDERS WITH THE STATE TO THEN REIMBURSE THE COUNTY MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Department of Social Services

1. **Contract** – Ms. Muller stated that she has approached the Human Services, Health & Education Committee and the Administration Committee to request the transfer of attorney and support staff positions, and their associated funding, from the Law Department to the Department of Social Services. We are looking at a total of approximately \$820,000 in expenses that will be transferred from the Law Department to the Department of Social Services. The revenues have already been appropriated and we are expecting to realize an additional \$20,000 in revenue. This affects a total of nine positions.

**MOTION: AUTHORIZING THE TRANSFER OF A TOTAL OF NINE ATTORNEY AND SUPPORT STAFF POSITIONS, ALONG WITH THE ASSOCIATED REVENUE AND EXPENDITURES, FROM THE LAW DEPARTMENT TO THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER FOR DISCUSSION.**

Mr. Hanna asked will this transfer give you enough staff? Ms. Muller replied yes. Mr. Hanna asked will this short-change the Law Department? Mr. Reed replied yes. We need someone to do the JD/PINS and we also need

to look at the deputizing issue. Mr. Crossett asked do those attorneys do other work? Mr. Reed replied yes. The work is spread across the board so that it does not impact caseloads.

Mr. Reed commented that there are funds in the Law Department budget from the District Attorney's Office that cannot be transferred to the Department of Social Services. Ms. Muller stated she is not requesting that and the District Attorney's Funding does not fund the Counselor to the Commissioner position. Mr. Reed stated that salary is in my budget. Ms. Muller stated she is requesting authorization to transfer the expenses associated with that position from the Law Department to Social Services and there is no revenue from the District Attorney's Office involved. Mr. Reed commented that he has a Senior Typist position that does all the JD/PINS work and he would think that position should stay in his department. Mr. Crossett stated the two departments will need to resolve that issue.

**VOTE ON PREVIOUS MOTION: MOTION CARRIES 4-0. Resolution Required.**

E. Administrator

1. **Pharmaceutical Litigation** – Mr. Alger informed the committee that they received a settlement check from Abbott Labs, et al in the amount of \$46,737.15. We need to determine where to put those funds. His recommendation is that we put this funding in the Economic Development Fund. Mrs. Lando asked are there any restrictions on where these funds can be put? Mr. Alger replied no. Mr. Roush asked what about the Contingent Fund? Mr. Alger replied you could, however, it doesn't do much for you there. We typically don't use all of the money in the Contingent Fund and that ultimately goes back to the General Fund. Mr. Alger stated that he would like to put this in the Economic Development Fund as it allows you to do things in the future. We have activities that we are currently funding. There is no dedicated funding stream for economic development.

**MOTION: ACCEPTING \$46,737.15 IN SETTLEMENT FUNDS FROM ABBOTT LABS ET AL AND APPROPRIATING TO THE ECONOMIC DEVELOPMENT FUND MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

F. Treasurer

1. **2012 Year-End Budget Transfers** – Mrs. Hurd-Harvey requested authorization to appropriate additional 2012 Workers' Compensation Fund Revenue in the amount of \$475,000 to the 2012 Workers' Compensation expenditure line items. This reflects an adjustment to the projected costs of existing claims.

**MOTION: AUTHORIZING THE TREASURER TO APPROPRIATE ADDITIONAL 2012 WORKERS' COMPENSATION FUND REVENUE IN THE AMOUNT OF \$475,000.00 INTO THE 2012 WORKERS' COMPENSATION EXPENDITURE LINE ITEMS MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Hurd-Harvey requested authorization to transfer a total of \$300,000 within the Landfill line items to cover end of year expenses.

**MOTION: AUTHORIZING THE TREASURER TO TRANSFER A TOTAL OF \$300,000.00 WITHIN THE LANDFILL LINE ITEMS TO COVER 2012 YEAR-END EXPENSES MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Hurd-Harvey requested authorization to transfer a total of \$47,500.00 to roll forward the 2011 and 2012 Homeland Security Grants for the Sheriff's Department.

**MOTION: AUTHORIZING THE TREASURER TO ROLL FORWARD A TOTAL OF \$47,500.00 FROM THE 2011 AND 2012 HOMELAND SECURITY GRANTS INTO THE 2013 SHERIFF'S BUDGET MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Hurd-Harvey requested authorization to transfer a total of \$617,000.00 from the D fund to the operation fund within the Public Works budget to cover 2012 year-end expenses.

**MOTION: AUTHORIZING THE TREASURER TO TRANSFER A TOTAL OF \$617,000.00 FROM THE D FUND TO THE OPERATIONS FUND WITHIN THE PUBLIC WORKS BUDGET TO COVER 2012 YEAR-END EXPENSES MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Hurd-Harvey requested authorization to transfer a total of \$6,775.00 from the Historian's Medical Line Item to the Parks Machine Rental line item to cover 2012 year-end expenses.

**MOTION: AUTHORIZING THE TREASURER TO TRANSFER \$6,775.00 FROM THE HISTORIAN'S MEDICAL LINE ITEM TO THE PARKS MACHINE RENTAL LINE ITEM TO COVER 2012 YEAR-END EXPENSES MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Hurd-Harvey requested authorization to transfer \$5,300.00 from the Social Security line item in the Jail budget to the Electricity line item in the Jail budget to cover 2012 year-end expenses.

**MOTION: AUTHORIZING THE TREASURER TO TRANSFER \$5,300.00 FROM THE SOCIAL SECURITY LINE ITEM IN THE JAIL BUDGET TO THE ELECTRICITY LINE ITEM IN THE JAIL BUDGET TO COVER 2012 YEAR-END EXPENSES MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Hurd-Harvey requested authorization to transfer \$48,000.00 into the Copier Capital Project and \$123,000.00 into the Phone System Capital Project.

**MOTION: AUTHORIZING THE TREASURER TO TRANSFER \$48,000.00 INTO THE COPIER CAPITAL PROJECT AND \$123,000.00 INTO THE PHONE SYSTEM CAPITAL PROJECT MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Hurd-Harvey requested authorization to transfer \$150,000.00 from the Health Insurance line item in the Department of Social Services Budget to the Judgments and Claims line item to cover 2012 year-end expenses.

**MOTION: AUTHORIZING THE TREASURER TO TRANSFER \$150,000.00 FROM THE HEALTH INSURANCE LINE ITEM IN THE DEPARTMENT OF SOCIAL SERVICES BUDGET TO THE JUDGMENTS AND CLAIMS LINE ITEM TO COVER 2012 YEAR-END EXPENSES MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Agreed-Upon Procedures Report – Sheriff's Department** – Mr. Donnelly asked if the committee had any questions. No significant issues were found in the report.

**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. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: AUTHORIZING THE TREASURER TO NEGOTIATE A PLAN, WITH NO NEGOTIATION OF THE INTEREST RATES, RELATIVE TO BANKRUPTCY CASE #12-20468, SUBJECT TO THE APPROVAL OF THE LEGISLATURE MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: AUTHORIZING THE TREASURER TO NEGOTIATE AN OFFER UP TO \$365,000.00 RELATIVE TO SEVEN PARCELS SITUATE IN THE CITY OF HORNELL MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, April 9, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, April 3, 2013.**

STEUBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, March 25, 2013

9:30 a.m.

Legislative Committee Room  
Steuben County Office Building  
Bath, New York

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

**COMMITTEE:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Gary B. Roush  
Scott J. Van Etten

**STAFF:** Mark R. Alger Jack Wheeler Pat Donnelly  
Alan Reed Shawn Corey

**LEGISLATORS:** Hilda T. Lando Robin K. Lattimer Aaron I. Mullen  
Thomas J. Ryan Randolph J. Weaver

**ABSENT:** K. Michael Hanna

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 9:30 a.m.

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1H. 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. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP REQUEST RELATIVE TO PARCEL #131.13-01-017.000 SITUATE IN THE TOWN OF BATH MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP REQUEST RELATIVE TO PARCEL #280.00-03-009.000 SITUATE IN THE VILLAGE OF PAINTED POST MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP REQUEST RELATIVE TO PARCEL #068.00-01-017.000 SITUATE IN THE TOWN OF WAYLAND MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ALLOW THE OWNER OF PARCEL #316.00-01-077.120, #316.08-01-030.000 AND #315.12-01-007.000 TO POST A NONREFUNDABLE GOOD FAITH UNDERTAKING OF \$6,037.11 WITH THE COUNTY TREASURER ON OR BEFORE 5PM ON MONDAY, APRIL 8, 2013, TO INDUCE THE COUNTY TO REMOVE SUCH PARCELS FROM THE FORTHCOMING PUBLIC TAX SALE, AND THAT SUCH OWNER SHALL PAY SUCH ADDITIONAL AMOUNTS TO THE COUNTY TREASURER AS ARE NECESSARY TO DISCHARGE ALL DELINQUENT TAX LIENS ON THE SAID PARCELS PRIOR TO AUGUST 31, 2013, AND EFFECT RE-CONVEYANCE OF SUCH PARCELS TO THE OWNER; THE USUAL AND CUSTOMARY TERMS SHALL BE MEMORIALIZED IN A MEMORANDUM OF UNDERSTANDING BETWEEN THE**

**PARTIES, TO BE DRAFTED BY THE COUNTY ATTORNEY MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVEN IN REGULAR SESSION MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Respectfully Submitted by:

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, April 9, 2013*

*10:20 a.m.*

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

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

**COMMITTEE:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair K. Michael Hanna  
Scott J. Van Etten

**STAFF:** Mark R. Alger Jack Wheeler Pat Donnelly  
Tammy Hurd-Harvey Bill Partridge Vince Spagnoletti  
Shawn Corey Nancy Smith

**LEGISLATORS:** Joseph J. Hauryski Carol A. Ferratella William A. Peoples

**ABSENT:** Gary B. Roush

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:20 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MARCH 1, 2013, AND MARCH 25, 2013, MINUTES MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENT REQUESTS**

A. Buildings & Grounds

1. **Budget Adjustment** – Mr. Partridge requested authorization to appropriate additional court maintenance funding in the amount of \$25,311.00 for the interior painting of the Bath Courthouse.

**MOTION: APPROPRIATING ADDITIONAL COURT MAINTENANCE FUNDING IN THE AMOUNT OF \$25,311.00 FOR THE INTERIOR PAINTING OF THE BATH COURTHOUSE INTO ACCOUNT #116200.5.413000 AND INCREASING AND APPROPRIATING REVENUE IN THE SAME AMOUNT TO ACCOUNT #116200.4.3021000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Public Works

1. **Grant Application to Fund 50 Percent of Household Hazardous Waste Day** - Mr. Spagnoletti informed the committee that it costs approximately \$9,000.00 to do the Household Hazardous Waste Day. He requested authorization to submit an application to the Department of Environmental Conservation to fund 50 percent of the Household Hazardous Waste Day event.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO SUBMIT A GRANT APPLICATION TO THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION TO FUND 50 PERCENT OF HOUSEHOLD HAZARDOUS WASTE DAY MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Appropriation of Additional CHIPS Funding** - Mr. Spagnoletti informed the committee that they have received additional CHIPS funding in the amount of \$741,425.63. He requested authorization to

appropriate \$195,000.00 to the CR74 project in Pulteney for 1.3 miles and \$546,425.63 to the CR62 project in Greenwood for 4.73 miles.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ACCEPT ADDITIONAL CHIPS FUNDING IN THE AMOUNT OF \$741,425.63 AND APPROPRIATING \$195,000.00 TO THE CR74 PROJECT IN PULTENEY AND \$546,425.63 TO THE CR62 PROJECT IN GREENWOOD MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Personnel

1. **Reclassification – Probation** – Ms. Smith requested authorization to reclassify a Probation Supervisor, Grade XVI to a Deputy Probation Director II, Grade XVII. She stated that there is no money in the budget, but by filling promotionally; do not believe they would need additional funding.

**MOTION: AUTHORIZING THE RECLASSIFICATION OF A PROBATION SUPERVISOR, GRADE XVI TO A DEPUTY PROBATION DIRECTOR II, GRADE XVII MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Treasurer

1. **Tax Foreclosures** – Mr. Donnelly reported that after the final redemption date they have 115 properties. Last year they had 156 properties and in 2011 they had 100 properties. We are pretty close to the average and should be down to about 100 properties by the time of the sale in July.

2. **Year-End Budget Transfers** – Ms. Hurd-Harvey presented additional 2012 year-end budget transfers for approval. These include increasing the revenue and expense line items \$1,165,000.00 which reflects the cash payments to the towns and transferring \$1,353,000.00 to cover overages at the Health Care Facility from other line items within their budget. Additionally, if we have to write off the HCF inventory balance, that will be an additional \$37,500.00. The inventory includes office supplies, nursing supplies, food, and items in the gift shop. Mr. Van Etten asked what is the value of the inventory? Ms. Hurd-Harvey replied approximately \$38,000.00.

**MOTION: APPROVING 2012 YEAR-END BUDGET TRANSFERS AS PRESENTED BY THE COUNTY TREASURER MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Reissuance of Check** – Mr. Crossett stated that he received a letter from Jean Gerych requesting the reissuance of a check. Mr. Donnelly explained the Treasurer's Office had issued a check 30 years ago in the amount of \$500.00. That check had originally been lost and never replaced. Ms. Gerych has now found the original check dated May 18, 1983. He requested authorization to reissue that check.

**MOTION: AUTHORIZING THE TREASURER TO REISSUE A CHECK ORIGINALLY DATED MAY 18, 1983 IN THE AMOUNT OF \$500.00 TO JEAN GERYCH MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**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. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A SIX-MONTH HARDSHIP DEFERRAL RELATIVE TO PARCEL #044.00.-01-013.110 SITUATE IN THE TOWN OF COHOCTON MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A THREE-MONTH HARDSHIP DEFERRAL RELATIVE TO PARCEL #318.18-03-001.000 SITUATE IN THE VILLAGE OF SOUTH CORNING MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL RELATIVE TO PARCEL #129.17-01-027.200 SITUATE IN THE TOWN OF BATH MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A 1-YEAR HARDSHIP DEFERRAL RELATIVE TO PARCEL #136.18-02-046.000 SITUATE IN THE VILLAGE OF NORTH HORNEILL MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, May 14, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, May 8, 2013.**

**STEUBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE  
STEUBEN COUNTY ADMINISTRATION COMMITTEE  
STEUBEN COUNTY FINANCE COMMITTEE**

**Joint Meeting**

*Monday, April 22, 2013*

*9:15 a.m.*

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

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

<b>COMMITTEE:</b>	Carol A. Ferratella, Chair Randolph J. Weaver	Hilda T. Lando	Robin K. Lattimer
	Patrick F. McAllister, Chair Brian C. Schu	Lawrence P. Crossett, Vice Chair Scott J. Van Etten	Carol A. Ferratella
	Lawrence P. Crossett, Chair Scott J. Van Etten	Gary D. Swackhamer, Vice Chair	K. Michael Hanna
<b>STAFF:</b>	Mark R. Alger Nancy Smith Shawn Corey	Jack Wheeler David McCarroll Alan Reed	Kathryn Muller Pat Donnelly
<b>LEGISLATORS:</b>	Joseph J. Hauryski George J. Welch	Dan C. Farrand	William A. Peoples
<b>ABSENT:</b>	Gary B. Roush		

**I. CALL TO ORDER**

Mr. McAllister called the meeting to order at 9:15 a.m.

**II. GENERAL BUSINESS**

A. *Personnel Issue* – Mr. Alger informed the committee that Public Health Nursing is eliminating a Receptionist position. We would like to transfer this position to the Department of Social Services; they do not have any vacant Receptionist positions, however, they do have a vacant Records Clerk grade 5 position. He requested authorization to transfer the Grade V Receptionist from Public Health to the Department of Social Services and reclassify the Records Clerk position in Department of Social Services to a Grade V Receptionist position.

**MOTION: AUTHORIZING THE TRANSFER OF A GRADE V RECEPTIONIST FROM PUBLIC HEALTH AND RECLASSIFICATION OF A GRADE V RECORDS CLERK TO A GRADE V RECEPTIONIST IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. VAN ETEN. SECONDED BY MR. WEAVER. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE, AND 4-0 FINANCE COMMITTEE.**

B. *Relative to the Health Care Facility*

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION,**

**DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. VAN ETTEN. SECONDED BY MRS. LANDO. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE AND 4-0 FINANCE COMMITTEE.**

**MOTION: AMENDING RESOLUTION NO. 213-12 RELATIVE TO THE STEUBEN COUNTY HEALTH CARE FACILITY AUTHORIZING THE CENTERS FOR SPECIALTY CARE GROUP, LLC AND ANY AFFILIATES OR WHOLLY-OWNED SUBSIDIARIES TO ENTER INTO ANY AND ALL NECESSARY AGREEMENTS FOR THE SALE OF THE HEALTH CARE FACILITY MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE AND 4-0 FINANCE COMMITTEE.**

**MOTION: TO ADJOURN EXECUTIVE SESSION MADE BY MRS. FERRATELLA. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE AND 4-0 FINANCE COMMITTEE.**

**MOTION: TO ADJOURN MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE AND 4-0 FINANCE COMMITTEE.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature



**MOTION: APPROVING THE ALLOCATION OF A TOTAL OF \$210,897.00 IN GRANT FUNDING FROM THE OFFICE OF INDIGENT LEGAL SERVICES AS PRESENTED BY THE PUBLIC DEFENDER MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Office of Community Services

1. **Budget Transfer** – Dr. Chapman requested authorization to transfer \$4,000.00 from the CDT Contracted Labor Line Item to the Administration Equipment Line Item for the purchase of a backup server. We previously had purchased a new server through the Information Technology Department with OMH money that we had received. The purchase of an additional server will help balance the communication load and prevent a system failure.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$4,000.00 FROM THE CDT CONTRACTED LABOR LINE ITEM TO THE ADMINISTRATION EQUIPMENT LINE ITEM FOR THE PURCHASE OF A NEW BACKUP SERVER MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Contracts** - Dr. Chapman informed the committee that they had an individual who contracted with Cornell Cooperative Extension to provide the social club component of the CDT program. That individual has since retired and Cornell Cooperative Extension is no longer interested in offering that service. He requested authorization to increase their contract with ProAction by \$12,000.00 to allow them to contract with an individual to provide the social club component to the CDT Program.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO INCREASE THEIR CONTRACT WITH PROACTION BY \$12,000.00 TO INCLUDE CONTRACTING WITH AN INDIVIDUAL TO PROVIDE THE SOCIAL CLUB COMPONENT OF THE CONTINUING DAY TREATMENT PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Dr. Chapman requested authorization to enter into a new contract with Language Line for foreign language translation services. This service is also used by 911 and the Office for the Aging. These are services that we do not frequently use. We are mandated to be able to work with individuals that speak a foreign language. We do have money in our line item for Interpretive Services. Dr. Chapman stated that his understanding is that they provide the service over the phone. The rate is \$.75 per minute, up to \$45.00 per hour. For this year, we do not anticipate the contract needing to be for more than \$1,000.00.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH LANGUAGE LINE FOR FOREIGN LANGUAGE TRANSLATION, AT A RATE OF \$.75 PER MINUTE, UP TO \$45.00 PER HOUR; NOT TO EXCEED \$1,000.00 FOR THE YEAR MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Buildings & Grounds

1. **Budget Transfer – Panic Alarm System** – Mr. Partridge requested authorization to transfer \$4,780.00 in unexpended funds from the Sealing and Striping Capital Project to the Security Capital Project for the new panic alarm system. The new system will be wireless. Mr. Alger explained this will be a wireless system and the capacity of the system will not be as big an issue. We currently have a hard-wired system and installing additional units was a problem. This new system will provide us with more flexibility. The system is for the entire County Office Building complex.

**MOTION: AUTHORIZING THE TRANSFER OF \$4,780.00 IN UNEXPENDED FUNDS FROM THE SEALING & STRIPING CAPITAL PROJECT TO THE SECURITY CAPITAL PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

D. Planning

1. **Agricultural Protection Planning Grant** – Mrs. Dlugos informed the committee that the plan they currently have in place was approved more than ten years ago. We have been notified by the State that we now qualify for funding to update our plan. This plan will outline agricultural-based economic development projects and implementation funding from regional economic development councils. We will be able to do at least two good projects, possibly three or four.

Mrs. Dlugos explained this is a \$50,000 matching grant from the New York State Department of Agriculture & Markets. The IDA is contributing \$5,000.00 and we will be seeking \$35,000.00 from the economic development fund. There is also \$10,000.00 in in-kind services that the Planning Department will provide to manage the grant. Originally, we were going to apply for this funding in the fall; however the State called and asked if we could get the application in by June. The grant awards will be made in July and we will have 18 months to complete project(s). The projects we are looking at include a food hub, biomass, vodka from potatoes, growing hops and the wine industry.

**MOTION: AUTHORIZING THE PLANNING DIRECTOR TO APPLY FOR A \$50,000.00 NEW YORK STATE AGRICULTURAL PROTECTION PLANNING GRANT USING \$35,000.00 FROM THE ECONOMIC DEVELOPMENT FUND, \$5,000.00 FROM THE STEUBEN COUNTY INDUSTRIAL DEVELOPMENT AGENCY AND \$10,000.00 IN-KIND SERVICES FROM THE PLANNING DEPARTMENT TO MANAGE THE GRANT MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

E. Sheriff's Department

1. **2013 Crackdown Grant – DWI Patrol** – Sheriff Cole requested authorization to accept and appropriate STOP-DWI Enforcement Crackdown Grant funds in the amount of \$5,160.00.

**MOTION: AUTHORIZING THE SHERIFF TO ACCEPT AND APPROPRIATE \$5,160.00 IN NEW YORK STATE STOP-DWI ENFORCEMENT CRACKDOWN GRANT FUNDS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

F. County Clerk

1. **Semi-Annual Mortgage Tax Distribution** - Mrs. Hunter presented the Semi-Annual Mortgage Tax Distribution Report to the committee for approval. She stated the total is \$589,826.11 and they are up about \$40,000 for the same period last year.

**MOTION: APPROVING THE SEMI-ANNUAL MORTGAGE TAX DISTRIBUTION REPORT AS PRESENTED AND AUTHORIZING THE DISTRIBUTION OF THE MORTGAGE TAX RECEIPTS MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

G. Public Works

1. **Insurance Recovery** - Mr. Spagnoletti informed the committee that the Town of Lindley had a fire last year and lost all of their snowplow trucks and other equipment. We loaned them a 1991 International truck and they totaled it this past winter. If we had put it in the auction, it would have been worth \$4,500. Mr. Isaman received a settlement from the insurance company for \$19,489 and we also get to keep the truck for parts. He requested authorization to accept the insurance settlement into his major equipment line item.

**MOTION: AUTHORIZING THE COUNTY ADMINNISTRATOR TO ACCEPT AN INSURANCE SETTLEMENT IN THE AMOUNT OF \$19,489.00 AND APPROPRIATE TO THE MAJOR EQUIPMENT LINE ITEM IN THE PUBLIC WORKS DEPARTMENT BUDGET MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. Van Etten asked are we going to position ourselves differently in the future so that if we loan out equipment we will be protected? Mr. Spagnoletti replied we are going to adjust the way we do things and are going to enter into a shared-services agreement with all of the towns. You approved a shared-services agreement with Ontario County and we'll model the agreements with the towns after that. Mr. Alger explained we want to be held harmless for their use of our equipment on loan.

H. Treasurer

1. **Monthly Financial Reports** – Mr. Van Etten asked is there an overtime report? Mrs. Hurd-Harvey replied that she did not do one, but can do it for 2012. Mr. Van Etten asked is the \$1 million gap in the Health Care Facility revenues? Mr. Alger replied the closeout for last year for the Health Care Facility is not good. We had anticipated that it would be in the range of \$2.8 million. Discussion followed.

**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 MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL RELATIVE TO PARCEL #409.00-01-016.200 SITUATE IN THE TOWN OF CATON MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, June 11, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, June 5, 2013.**

**STEBEN COUNTY FINANCE COMMITTEE**

**Special Meeting**

*Monday, May 20, 2013*

*9:45 a.m.*

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

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

<b>COMMITTEE:</b>	Gary D. Swackhamer, Vice Chair	K. Michael Hanna	Gary B. Roush
<b>STAFF:</b>	Mark R. Alger Alan Reed	Jack Wheeler Shawn Corey	Pat Donnelly
<b>LEGISLATORS:</b>	Joseph J. Hauryski Hilda T. Lando Brian C. Schu George J. Welch	Dan C. Farrand Patrick F. McAllister Thomas J. Ryan	Carol A. Ferratella William A. Peoples Randolph J. Weaver
<b>ABSENT;</b>	Lawrence P. Crossett, Chair	Scott J. Van Etten	

**I. CALL TO ORDER**

Mr. Swackhamer called the meeting to order at 9:45 a.m.

**II. GENERAL BUSINESS**

- A. Treasurer
  - 1. **Sale of Real Property**

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, June 11, 2013*

*10:00 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna
<b>STAFF:</b>	Jack Wheeler Hank Chapman, Psy.D. Pat Donnelly	David McCarroll Karen Monroe Tammy Hurd-Harvey	Wendy Flaitz Shawn Corey
<b>LEGISLATORS:</b>	Joseph J. Hauryski Randolph J. Weaver	Carol A. Ferratella	Hilda T. Lando

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:00 a.m.

**II. DEPARTMENTAL REQUESTS**

A. Health Care Facility

1. **Budget Transfer** - Mr. McCarroll informed the committee that one of their patient lifts broke. They checked into the cost to repair, however, it was close to the cost to purchase a new one. He requested authorization to transfer a total of \$6,659.68 from the Nursing Food and Administration Training & Conferences line items to the Nursing Major Equipment line item to purchase a new lift.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$5,500.00 FROM THE NURSING FOOD LINE ITEM AND \$1,149.68 FROM THE ADMINISTRATION TRAINING & CONFERENCES LINE ITEM TO THE NURSING MAJOR EQUIPMENT LINE ITEM TO PURCHASE A NEW PATIENT LIFT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Contract** – Mr. McCarroll informed the committee that they currently have consulting agreements with IM Solutions and Bonadio with regarding to billing at the Health Care Facility. We have the ADL software, however, it has not been fully implemented as our previous CFO did a lot of work in Excel. He requested authorization to enter into a contract with ADL for consulting/training services for a total of six days of financial training for a cost of \$6,000.00. This training will enable our staff to streamline the way our bills are going out.

Mr. Wheeler commented this is something that is necessary. We have worked with the Health Care Facility and the Treasurer to streamline the billing process. The staff is doing a great job, but the ADL piece is critical. This is critical to both the County and the Centers for Specialty Care. Until we close on the sale, the money gained or lost is ours and we need to make sure that we are timely with our billing. This is a good investment.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH ADL TO PROVIDE A TOTAL OF SIX DAYS OF FINANCIAL TRAINING TO THE HEALTH CARE FACILITY BILLING STAFF, FOR A TOTAL COST OF \$6,000.00 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. Treasurer

1. **Tax Certiorari** – Mr. Donnelly stated that there have been four conferences held regarding the 2011 and 2012 tax certiorari proceedings. The Town of Campbell has started doing the data collection for their re-valuation. Mrs. Flaitz stated the re-valuation should occur in 2014.

2. **Monthly Reports** – Mr. Van Etten asked with regard to the cost analysis for specific departments, the Health Care Facility shows \$3.5 million in expenses and only \$200,000 in revenues and no billings booked. Mrs. Hurd-Harvey replied they have billed through April, however nothing has been booked. Mr. Donnelly stated they have closed the gap considerably. They are closed through the end of December 2012. When we first started, they were still billing for June 2012.

Mr. Van Etten stated that with regard to the Jail, the report shows that through March they have received 14 percent of their projected revenues and we are already one-quarter into the year. Mrs. Hurd-Harvey stated that she does not know if that is a reflection of occupancy levels or if the budget numbers were off. The Sheriff was going to talk with his staff to find out where the discrepancy is. Mr. Wheeler stated that he would guess it is due to the housing of inmates.

Mr. Hanna asked if Mr. Spagnoletti could explain the number for the Landfill. Mr. Spagnoletti replied the expenses are shown at \$2,217,000, which includes the one-time debt payment of \$1,176,000 that was made in February. Minus that amount, actual expenses were \$1,433,000. If you take the capital projects that have not been done and the equipment purchases that have not been made out, then our expenses were \$1.7 million. The revenue report does not include \$152,000 which was collected in April or one-third of the carbon credits we received. Our revenue should be \$2,016,000 and that would show us with a surplus of \$290,000 at the end of April.

Dr. Chapman distributed a handout of itemized expenses and revenues that were not included in the Treasurer's report. When you include these figures, the County Cost for our department is \$535,401.33 for January through April. Mr. Swackhamer asked are there any large amounts still outstanding? Dr. Chapman replied as a result of the State's Medicaid re-adjudication, we still have approximately \$1 million outstanding due to us from the State. This has been owed to us since 2010. Ms. Monroe commented some of that has been booked, but not yet received.

3. **Budget Transfer** – Mrs. Hurd-Harvey requested authorization to transfer the remaining balance of \$70.63 from the HL6209 Bath Landfill Cell #2 Project to close that out and appropriate that to the HL6201 Bath Landfill Expansion Project.

**MOTION: AUTHORIZING THE TREASURER TO TRANSFER THE REMAINING BALANCE OF \$70.63 FROM THE HL6209 BATH LANDFILL CELL #2 PROJECT TO CLOSE OUT THAT PROJECT AND APPROPRIATE TO THE HL6201 BATH LANDFILL EXPANSION PROJECT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

*Resolution Required.*

4. **Financial Audit** – Mr. Donnelly informed the committee that they expect that Bonadio will be ready to present the final financial audit report to the committee next month. He asked if the committee could also invite members of the Human Services, Health & Education Committee to attend as they will also be presenting the year-end audit on the Health Care Facility.

5. **Draft Notice of Sale/Terms & Conditions for 2013 Tax Sale** – Mr. Donnelly informed the committee that they did make a couple of changes, including furnishing information necessary to complete and execute the documents for the deed to the Treasurer's office on the date of sale or within five business days after the sale. The charge to issue and record a correction deed will be \$500 per parcel. The minimum deposit previously was \$100.00 and has been increased to \$500.00. Finally, all auction results and updates will be posted on the county web site at [www.steubencony.org](http://www.steubencony.org).

**MOTION: APPROVING CHANGES TO THE NOTICE OF SALE/TERMS & CONDITIONS FOR THE 2013 TAX SALE AS PRESENTED BY THE COUNTY TREASURER MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

6. **Tax Sale** – Mr. Donnelly requested authorization to combine property #80 and #81 and property #68 and #69 and sell each combination as one parcel. All parcels are located in the City of Hornell.

**MOTION: COMBINING THE FOLLOWING PROPERTIES IN THE TAX SALE AUCTION: PROPERTY #80 AND #81 AND PROPERTY #68 AND #69, ALL LOCATED IN THE CITY OF HORNEILL MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

#### **IV. OTHER BUSINESS**

A. *Gas to Energy Plant Financials* – Mr. Van Etten asked how is the financial situation with the gas to energy plant? Mr. Spagnoletti replied for the first three months of the year we have received a total of \$50,000. During the months of November and December 2012, we received between \$20,000 - \$30,000. Two things have changed. First, ownership has changed from Casella to ISE. They are selling credits, which are environmental bonuses you get for turning garbage into electricity. The second thing that has happened is that basic energy rates are coming up.

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION, AND 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. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: AUTHORIZING THE COUNTY TREASURER TO PULL PARCEL #389.00-03-015.112 FROM THE TAX SALE AUCTION AND AUTHORIZING THE TREASURER TO PURSUE A PRIVATE SALE TO A SECURE CREDITOR MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: AUTHORIZING THE COUNTY TREASURER TO ACCEPT A PURCHASE OFFER IN THE AMOUNT OF \$365,000.00 FROM CONTINENTAL CAPITAL PROPERTIES, LLC, FOR AN ALL CASH SALE, NO CONTINGENCIES, WITH CLOSING DATE TO BE JUNE 30, 2013, RELATIVE TO THE FOLLOWING PARCELS SITUATE IN THE CITY OF HORNEILL: PARCEL #166.06-07-001.000; #166.06-07-048.000; #166.06-07-009.000; #166.06-07-010.000; #166.06-07-011.000; #166.06-07-012.000; AND #151.71-03-039.000 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: TO REFUND PURCHASE PRICE, COMMISSION AND FEES TOTALING \$26,710.00 AND REFUNDING 2013 TAXES IN THE AMOUNT OF \$257.85 TO MICHAEL J. CARD FOR PARCEL #336.00-02-035.000, SITUATE IN THE TOWN OF CORNING, UPON REAQUISITION OF TITLE TO SAID PROPERTY BY THE COUNTY MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. MOTION CARRIES 4-0-1 (MR. VAN ETTEN ABSTAINED)**

**MOTION: WITHDRAWING FROM THE TAX SALE, PARCEL #048.05-01-002.000 AND SELLING TO THE TOWN OF PRATTSBURGH FOR \$3,416.67 INCLUDES OF RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: WITHDRAWING FROM THE TAX SALE, PARCEL #364.05-02-049.000 AND SELLING TO THE TOWN OF WOODHULL FOR \$2,414.23 INCLUSIVE OF RECORDING FEES MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: DECLINING THE OFFER TO PURCHASE, BY THE CITY OF HORNE LL, PARCEL #151.64.02-029.000 SITUATE IN THE CITY OF HORNE LL MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: APPROVING A HARDSHIP DEFERRAL RELATIVE TO PARCEL #015.05-01-065.000 SITUATE IN THE VILLAGE OF WAYLAND UNTIL MAY 31, 2014; HOWEVER, IF DELINQUENT TAXES ARE PAID PRIOR TO THAT DATE, 25 PERCENT REPURCHASE FEE WILL BE WAIVED MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: APPROVING A HARDSHIP DEFERRAL RELATIVE TO PARCEL #260.000-01-005.120 SITUATE IN THE TOWN OF CAMPBELL UNTIL MAY 31, 2014; HOWEVER, IF DELINQUENT TAXES ARE PAID PRIOR TO THAT DATE, 25 PERCENT REPURCHASE FEE WILL BE WAIVED MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, July 9, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, July 2, 2013.**

**STEUBEN COUNTY FINANCE COMMITTEE**

*Tuesday, July 9, 2013*

*10:00 a.m.*

*Steuben County Office Building  
Bath, New York*

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	Gary B. Roush
<b>STAFF:</b>	Mark R. Alger Tammy Hurd-Harvey Wendy Flaitz	Jack Wheeler Tim Marshall Shawn Corey	Pat Donnelly David McCarroll Alan Reed
<b>LEGISLATORS:</b>	Joseph J. Hauryski William A. Peoples	Dan C. Farrand	Carol A. Ferratella
<b>ABSENT:</b>	K. Michael Hanna	Scott J. Van Etten	
<b>OTHERS:</b>	Randy Shepard, CPA, Bonadio & Co., LLP		

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:00 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JUNE 11, 2013, MEETING MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. PRESENTATIONS**

A. Bonadio

1. **2012 Health Care Facility Audit** – Mr. Shepard presented the 2012 financial statements for the Health Care Facility. The collections went down, however, this was not considered a material weakness given that the County had identified the problem. The facility saw a \$2.8 million operating loss and revenues were flat. Resident Accounts Receivables increased significantly due to staff turnover, which in turn delayed billing for several months through the end of 2012.

2. **2012 Audit** – Mr. Shepard presented the 2012 financial statements for the County. The total fund balance increased 11 percent in 2012 and revenues increased 2 percent. Expenditures increased 1 percent due to increased Probation and Jail costs, increased share of sales taxes to local municipalities and increases in local share of Medicaid spending. The Health Care Facility continued to have significant losses through December 31, 2012. The total proposed budget for 2013 shows a modest increase of \$1.2 million, with the most significant increase being the budgeted retirement costs which represent approximately \$1 million of that increase. Additionally, the tax levy increased \$1.3 million compared to 2012.

**IV. DEPARTMENT REQUESTS**

A. Health Care Facility

1. **Budget Transfers** - Mr. McCarroll requested authorization to transfer money from the salaries and wages line item to the contract labor line item for Nursing, Housekeeping and Plant/Maintenance. He stated these transfers should get them through the end of the year.

**MOTION: APPROVING THE FOLLOWING BUDGET TRANSFERS FOR THE HEALTH CARE FACILITY: \$250,000.00 FROM NURSING SALARIES AND WAGES TO NURSING CONTRACT LABOR; \$50,000.00 FROM HOUSEKEEPING SALARIES AND WAGES TO HOUSEKEEPING CONTRACT LABOR; AND \$30,000.00 FROM PLANT SALARIES AND WAGES TO PLANT CONTRACT LABOR MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. Emergency Management Office

1. **Acceptance of Homeland Security Grant** - Mr. Marshall requested approval to accept a 2013 State Homeland Security Grant in the amount of \$67,500. This funding will be used to purchase software for the IAmResponding Program and CAD. They also will be using funding for the purchase of various equipment.

**MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A 2013 STATE HOMELAND SECURITY GRANT IN THE AMOUNT OF \$67,500.00 AND APPROPRIATE TO VARIOUS LINE ITEMS FOR THE PURCHASE OF SOFTWARE AND MAJOR AND MINOR EQUIPMENT, AND AMENDING THE MAJOR AND MINOR EQUIPMENT LISTS AS APPROPRIATE MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

C. Treasurer

1. **Nichol Inn** – Mr. Donnelly informed the committee that they are still working to separate the lakefront property from the main property. They are still working their way through that process. He stated that they did receive a certificate of completion from the Department of Environmental Conservation (DEC) for the remediation at the old gas station. We will still have to monitor the wells for another three years. The cost for monitoring is \$4,000.00 per year.

2. **Hardships** – Mr. Donnelly stated that his office tracks the number of hardships they receive. Last year they had a total of 28 hardships and 18 paid off their taxes. This year so far, we have authorized 12 hardships.

3. **Tax Certioari** – Mr. Donnelly stated this process with Kraft is slowly moving along. The cost for the appraisal is \$29,000.00 with the County's share being 67 percent, or \$19,000.00.

4. **Tax Sale** – Mr. Donnelly requested authorization to combine Parcel #109 and #110 in the Tax Sale as one property. These are adjoining parcels located in the Town of Urbana.

**MOTION: AUTHORIZING THE TREASURER TO COMBINE PARCEL #109 AND #110 AS ONE PARCEL IN THE 2013 TAX SALE AUCTION MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mr. Farrand asked if the County could take possession of a property located on State Route 36 in the Town of Troupsburg. The road is sliding into the creek and the house foundation has shifted. The house has been condemned, however, the Town does not want the property. Mr. Spagnoletti has sent out the mobile work crew to mow the yard, but he wants to make sure that the County tears the house down. He stated that his suggestion would be to bury it onsite and cover it with ditch dirt and gravel. Mr. Donnelly stated that he did go out and take a look at this property. You cannot build on it again. We do not ordinarily go out and take buildings down. This is not something that we could put in the auction. He stated that he will pursue this with the town to see what we can do.

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. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: APPROVING A FOUR-MONTH HARDSHIP DEFERRAL, EXPIRING OCTOBER 31, 2013, RELATIVE TO PARCEL #060.00-01-019.170 SITUATE IN THE TOWN OF PRATTSBURGH MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MAY 31, 2014, RELATIVE TO PARCEL #349.00-01-053.200 SITUATE IN THE TOWN OF ADDISON MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MAY 31, 2014, RELATIVE TO PARCEL #404.00-03-003.000 SITUATE IN THE TOWN OF LINDLEY MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MAY 31, 2014, RELATIVE TO PARCEL #141.00-03-018.000 SITUATE IN THE TOWN OF HOWARD MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING A PRIVATE SALE PURSUANT TO SECTION 1166 OF REAL PROPERTY TAX LAW RELATIVE TO PARCEL #182.003-01-015.200 SITUATE IN THE TOWN OF HORNELLSVILLE, FOR A TOTAL OF \$881.55 INCLUSIVE OF RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING A PRIVATE SALE PURSUANT TO SECTION 1166 OF REAL PROPERTY TAX LAW RELATIVE TO PARCEL #298.08-02-003.000 SITUATE IN THE VILLAGE OF PAINTED POST FOR A TOTAL OF \$29,500.00 PLUS APPLICABLE RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING A PRIVATE SALE PURSUANT TO SECTION 1166 OF REAL PROPERTY TAX LAW RELATIVE TO PARCEL #166.10-01-032.000 FOR A TOTAL OF \$8,000.00 PLUS APPLICABLE RECORDING FEES MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING A PRIVATE SALE PURSUANT TO SECTION 1166 OF REAL PROPERTY TAX LAW RELATIVE TO PARCEL #112.00-01-007.110 FOR A TOTAL OF \$15,000.00 PLUS APPLICABLE RECORDING FEES MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

**MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, August 13, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, August 6, 2013**

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, August 13, 2013*

*10:15 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna
<b>STAFF:</b>	Mark R. Alger Bryce Foster Hank Chapman, Psy.D. Tim Marshall	Jack Wheeler Wendy Flaitz Tammy Hurd-Harvey Alan Reed	Brooks Baker Pat Donnelly David McCarroll Shawn Corey
<b>LEGISLATORS:</b>	Carol A. Ferratella	William A. Peoples	

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:15 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JULY 9, 2013, MEETING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENT REQUESTS**

A. District Attorney

1. **Budget Transfer** - Mr. Baker informed the committee that they have seen their caseloads increase 20 percent over last year. He requested authorization to transfer a total of \$38,500 from personal services line items to various contractual line items to cover costs. We have seen a significant increase in drug cases and ancillary crimes. They have also seen slight increases in welfare fraud and worker's compensation fraud.

**MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO TRANSFER A TOTAL OF \$38,500.00 FROM PERSONAL SERVICES LINE ITEMS AND APPROPRIATE TO VARIOUS CONTRACTUAL LINE ITEMS MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. Public Works

1. **2012 Major Equipment** – Mr. Bryce informed the committee that on their 2012 major equipment list they had a 4x4 pickup truck listed. They ended up purchasing an SUV for \$26,634.82. He requested authorization to amend the 2012 major equipment list to reflect the purchase of the SUV.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO AMEND THE 2012 MAJOR EQUIPMENT LIST TO REFLECT THE PURCHASE OF AN SUV FOR \$26,634.82 INSTEAD OF THE 4X4 PICUP TRUCK THAT WAS ORIGINALLY LISTED MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

C. Real Property Tax Service Agency

1. **Transfer Money from Capital Project Account to Pay for Scanner/Plotter** – Mrs. Flaitz stated that no action is needed as the committee had previously approved this.

Mr. Roush asked are there new photos from Pictometry? Mrs. Flaitz replied they did a flight last October and the new updates are available. The next flyover is scheduled for three years. Mr. Wheeler commented we are looking at partnering with Chemung and Schuyler counties to access map data. Mr. Alger stated we should have access to virtually all of the adjoining counties, even those that do not participate as Pictometry is still doing the flyover.

D. Office of Community Services

1. **Budget Adjustment** - Dr. Chapman stated as they transition the CDT Program to PROS, they will need to create a new cost center. He requested authorization to shift 25 percent of the revenue and expenses from CDT over to a new cost center for PROS to cover the last quarter of this year.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER MEDICAID REVENUES IN THE AMOUNT OF \$142,500.00 FROM THE CDT COST CENTER TO THE PROS COST CENTER AND PATIENT FEES IN THE AMOUNT OF \$2,375.00 FROM THE CDT COST CENTER TO THE PROS COST CENTER AND TRANSFERRING A TOTAL AMOUNT OF \$254,600.00 FROM VARIOUS LINE ITEMS IN THE CDT COST CENTER TO THE SAME LINE ITEMS IN THE PROS COST CENTER FOR THE LAST QUARTER OF 2013 MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

E. Health Care Facility

1. **Budget Transfer** - Mr. McCarroll requested authorization to transfer \$18,000.00 from the maintenance personal services line item to the maintenance contract labor line item.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$18,000.00 FROM THE MAINTENANCE PERSONAL SERVICES LINE ITEM TO THE MAINTENANCE CONTRACT LABOR LINE ITEM MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **ADL Software** – Mr. McCarroll informed the committee that they had received approval to contract with ADL to provide a software specialist to come in for six days. They have already been here for three days and have indicated that they will need an additional four days to repair the system. He received approval from the Human Services, Health & Education Committee to increase the contract \$1,000.00 for the additional time required.

F. Treasurer

1. **Monthly Report** – Mr. Donnelly asked if there were any questions on the monthly reports. Mr. Swackhamer asked what is the \$10,000.00 for the mobile command center? Mr. Alger replied we were required by the State to spend down two years of grant funding. We had requested a waiver, but it was denied and we had until July 31, 2013 to spend down those funds. There was an opportunity through BOCES to pick up and replace our command vehicle. They had a 2001 mobile classroom van with 11,800 miles for \$10,000. Mr. Alger stated we would have purchased a new command vehicle with future grant money. We instead used the 2008 and 2009 funding which was received in 2010. The state had been granting extensions until now. Because the vehicle is over the threshold that he is allowed to approve, he requested that the committee approve this purchase after the fact and to amend the Emergency Management Office major equipment list.

**MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO PURCHASE A 2001 MOBILE CLASSROOM VAN FROM BOCES IN THE AMOUNT OF \$10,000.00 AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THIS PURCHASE MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mr. Van Etten asked if there was an attachment for the county cost analysis. Mrs. Hurd-Harvey replied not this month. We provide that report to you quarterly.

2. **Deed Change** – Mr. Donnelly informed the committee that on June 11<sup>th</sup> they sold a parcel of property to the Town of Prattsburgh. Since that time, the Town has called and requested that the deed be issued to the Prattsburgh Water District.

**MOTION: AUTHORIZING THE TREASURER TO ISSUE DEEDS RELATIVE TO THE SALE OF PARCEL #048.05-01-002.000 TO THE PRATTSBURGH WATER DISTRICT, PREVIOUSLY APPROVED ON JUNE 11, 2013, AS REQUESTED BY THE TOWN OF PRATTSBURGH MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Tax Sale** – Mr. Donnelly informed the committee that they sold 81 parcels in the sale for a gross amount of \$887,000. Taxes owed were \$494,000 resulting in a net profit of \$393,000.

G. Administrator

1. **Tax Cap Override** – Mr. Alger recommended passing a local law overriding the tax cap.

**MOTION: RECOMMENDING THE LEGISLATURE OVERRIDE THE TAX CAP FOR THE 2014 BUDGET YEAR MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

2. **Jail Radio Capital Project** - Mr. Alger informed the committee that in either 2011 or 2012, under the previous administration, the Jail was replacing their portable radios. When the new radios were purchased, they did not include the man down feature and there was concern that they would not meet the narrowbanding requirements. The Jail had a capital project in the amount of \$65,000 for the new radios. When it was determined that the portables were not compatible, they were sent back and the Jail received a credit. Since that time, the cost of the radios has increased and the difference is \$17,000. The Sheriff has grant funds available and would like authorization to transfer \$17,000 from the Sheriff's budget to the Jail budget to cover the difference in cost.

**MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$17,000.00 OUT OF THE SHERIFF'S BUDGET TO THE JAIL BUDGET FOR THE PURCHASE OF HANDHELD RADIOS MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: AUTHORIZING A PRIVATE SALE, PURSUANT TO SECTION 1166 OF THE REAL PROPERTY TAX LAW, RELATIVE TO PARCELS #318.18-03-020.000, #318.18-03-023.000 AND #318.18-03-037.000 SITUATE IN THE VILLAGE OF SOUTH CORNING IN THE AMOUNT OF \$23,893.10 MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

**MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, September 10, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, September 4, 2013**

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, September 10, 2013*

*10:00 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna
<b>STAFF:</b>	Mark R. Alger Chris Congdon Jim Gleason Shawn Corey Tammy Hurd-Harvey	Jack Wheeler David Cole Alan Reed Steve Orcutt Wendy Flaitz	Beverly Butts Tina Goodwin Vince Spagnoletti Pat Donnelly
<b>LEGISLATORS:</b>	Joseph J. Hauryski William A. Peoples	Carol A. Ferratella	Hilda T. Lando

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:00 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE AUGUST 13, 2013, MEETING MADE BY MR. HANNA. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENT REQUESTS**

A. District Attorney

1. **Prescription Drug Abuse Enforcement Grant** – Mr. Alger informed the committee that the District Attorney’s Office had applied for a \$5,000.00 Prescription Drug Abuse Enforcement Grant. He requested authorization for them to accept this grant.

**MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO ACCEPT A PRESCRIPTION DRUG ABUSE ENFORCEMENT GRANT IN THE AMOUNT OF \$5,000.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

B. Public Health

1. **Sodium Reduction Grant** – Ms. Congdon informed the committee that they are one of two counties in New York State that have been selected to receive this grant. The grant is \$119,344.00 per year for three years. The purpose of this grant is to gradually reduce sodium consumption by increasing the availability, accessibility and selection of lower sodium meals and food in selected away-from-home venues such as senior meal programs and hospitals. The first year we will focus on Ira Davenport Hospital and the ProAction/Office for Aging Meals on Wheels program. In years two and three, we will expand the work to include senior meal programs and five other hospitals serving Steuben, Yates, Schuyler, and Seneca counties.

**MOTION: AUTHORIZING PUBLIC HEALTH TO ACCEPT A SODIUM REDUCTION IN COMMUNITIES GRANT THROUGH THE NEW YORK STATE DEPARTMENT OF HEALTH IN THE AMOUNT OF \$119,344.00 PER YEAR FOR THREE YEARS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

C. Public Works

1. **Budget Transfer** – Mr. Spagnoletti informed the committee that the blacktop bids came back 10 percent lower than what we had anticipated and liquid asphalt was 5 percent lower. As a result, we have some surplus money in our capital construction account. He requested authorization to transfer a total of \$250,000 from under-budget road construction projects and appropriate \$160,000 to the existing CR84 project and \$90,000 to a new construction project for CR333.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER A TOTAL OF \$250,000.00 FROM UNDER-BUDGET ROAD CONSTRUCTION PROJECTS AND APPROPRIATING \$160,000.00 TO THE CR84 CONSTRUCTION PROJECT AND \$90,000.00 TO A NEW CONSTRUCTION PROJECT FOR CR333 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

2. **Cell 3 Construction** – Mr. Spagnoletti informed the committee that Cell 2 is expected to be full by mid-2016. The total cost to construct Cell 3 will be \$6.4 million and we will receive \$250,000.00 in DEC funds. Our net cash is \$11 million and our net worth is \$13.6 million. We will need to build this cell next year. The new cell will hold 500,000 – 515,000 tons of garbage and should last 5 to 6 years. To pay for the new cell we could use cash or other means of financing. Mr. Donnelly commented that it is cheaper if we were to use our own money.

**MOTION: RECOMMENDING THE COUNTY USE CASH TO FUND THE CELL 3 CONSTRUCTION AT THE STEUBEN COUNTY LANDFILL MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

D. Sheriff

1. **Black Creek Invoices** – Sheriff Cole informed the committee that the touch screen system at the Jail needed an emergency rebuild and the cost was \$21,044.54. He requested authorization to transfer this from the Contingent Fund as they have no budgeted in the maintenance line item. Mr. Crossett asked is there a maintenance contract? Sheriff Cole replied there is nothing currently in place. Mr. Alger stated that we should ask for a quote for maintenance. This is the primary control system for the Jail.

**MOTION: AUTHORIZING THE TRANSFER OF \$30,000.00 FROM THE CONTINGENT FUND TO THE SHERIFF'S JAIL MAINTENANCE LINE ITEM TO PAY AN INVOICE FOR BLACK CREEK IN THE AMOUNT OF \$21,044.54 AND TO ALSO COVER A ONE-YEAR MAINTENANCE CONTRACT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

2. **Repair of Heating System at Public Safety Building** – Sheriff Cole informed the committee that for the last two heating systems they have had a leak in the expansion joints. Our maintenance staff has done as much work as they can, however, we do need to have an outside vendor come in and replace them. The cost is \$3,403.72 and we do not have money in our budget to cover this.

**MOTION: AUTHORIZING THE TRANSFER OF \$3,403.72 FROM THE CONTINGENT FUND TO THE SHERIFF'S DEPARTMENT MAINTENANCE LINE ITEM TO PAY FOR REPAIRS TO THE HEATING SYSTEM AT THE PUBLIC SAFETY BUILDING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

E. 911 Enhanced

1. **Generator** – Ms. Goodwin informed the committee that the generator suffered a lightning strike, which damaged the control board. A preliminary investigation found that the generator was not properly grounded. Mr. Wheeler explained the Public Safety & Corrections Committee declared an emergency and authorized the 911 Director to hire Blackmon-Farrell to make the repairs. The repairs will be covered by our

insurance line item. We will also be checking into the grounding issue. This does not require action by the Finance Committee.

2. **Contract** – Mr. Wheeler requested authorization to transfer \$30,000.00 out of the Contingent Fund to cover maintenance costs for the 911 center through the end of the year.

**MOTION: AUTHORIZING THE TRANSFER OF \$30,000.00 FROM THE CONTINGENT FUND TO THE 911 DEPARTMENT'S MAINTENANCE LINE ITEM TO COVER MAINTENANCE EXPENSES RELATIVE TO THE 911 SYSTEM THROUGH THE END OF THE YEAR MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

F. Treasurer

1. **Court-Ordered Refunds** – Mr. Donnelly informed the committee that they will be sending out a letter to the towns regarding court-ordered refunds. Countywide court-ordered refunds totaled \$9,600.00.

G. Administrator

1. **First Street Corning Property** – Mr. Alger informed the committee that they are in the process of securing the final appraisal for the asbestos removal at the First Street property in Corning. Corcraft will do the actual removal, however, we will have to have another vendor come in to do the air monitoring. He anticipates they should be able to do that for under \$10,000. He requested authorization to spend up to a maximum of \$10,000 on the asbestos removal and to contract with Corcraft for the asbestos removal.

**MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR TO SPEND UP TO A MAXIMUM OF \$10,000.00 FOR AIR MONITORING AND ASBESTOS REMOVAL AND AUTHORIZING A CONTRACT WITH CORCRAFT FOR THE REMOVAL OF ASBESTOS AT THE PROPERTY LOCATED ON FIRST STREET IN CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**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. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE)**

**MOTION: AUTHORIZING THE COUNTY TREASURER TO SELL PARCEL #037.20-01-002.000 TO THE TESTAMENTARY TRUST OF EDMUND H. WELLECH FOR \$35,000.00 PLUS RECORDING FEES PURSUANT TO RPTL 1166 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: AUTHORIZING THE COUNTY TREASURER TO CANCEL THE SALE OF PARCEL #262.00-01-066.100 AND REFUNDING THE AMOUNT OF \$8,710.00 TO THE BUYER'S, LOIS L. SIMS AND LARRY SIMS MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: AUTHORIZING THE COUNTY TREASURER TO ISSUE A QUIT CLAIM DEED TO THE ESTATE OF FRANK G. MULLER, JR. RELATIVE TO PARCEL #159.19-01-023.000 MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. MOTION CARRIES 4-0-1. (MR. HANNA ABSTAINED)**

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

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, October 8, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, October 2, 2013**

**STEBEN COUNTY FINANCE COMMITTEE**

**Special Meeting**

*Monday, September 23, 2013*

*9:45 a.m.*

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

**COMMITTEE:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair K. Michael Hanna  
Scott J. Van Etten

**STAFF:** Jack Wheeler Pat Donnelly Shawn Corey  
Alan Reed

**LEGISLATORS:** Joseph J. Hauryski Hilda T. Lando William A. Peoples  
Thomas J. Ryan Randolph J. Weaver

**ABSENT:** Gary B. Roush

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 9:45 a.m.

**II. GENERAL BUSINESS**

A. Treasurer

1. **Real Property**

**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. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: EXTENDING THE CLOSING DATE TO ON OR BEFORE OCTOBER 31, 2013, RELATIVE TO THE SALE OF SEVEN PARCELS SITUATE WITHIN THE CITY OF HORNEILL, PREVIOUSLY APPROVED BY THE FINANCE COMMITTEE ON JUNE 11, 2013, TO BE SOLD TO CONTINENTAL CAPITAL PARTNERS, LLC MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Respectfully Submitted by,

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature



**GRANT MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. MOTION CARRIES 3-1. (Mr. Swackhamer Opposed)**

B. Public Works

1. **Transfer \$25,000 from Major Equipment to Computers** – Mr. Spagnoletti informed the committee that they received approval to upgrade the Paradigm software at the Landfill. The upgrade cost \$17,000 and there is a need to purchase new computers. He requested authorization to transfer \$25,000 from Major Equipment to Computers. Mr. Swackhamer asked what does this software do? Mr. Alger replied this is the billing software for the Landfill. Mr. Spagnoletti stated that this software also tracks when trucks go across the scale, prints tickets and tracks the types of garbage coming in. Mr. Van Etten asked you also have computers in next year's budget. Is this double-dipping? Mr. Spagnoletti replied that he does not believe so. He believes these computers are different from what they include in their budget every year.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$25,000 FROM THE MAJOR EQUIPMENT LINE ITEM TO THE COMPUTER LINE ITEM TO FUND THE UPGRADE TO THE PARADIGM SOFTWARE SYSTEM AND TO PURCHASE COMPUTERS ASSOCIATED WITH THAT SYSTEM MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Treasurer

1. **Monthly Report** – Mr. Donnelly asked if there were any questions about the monthly reports. Mr. Van Etten stated that he had emailed Mrs. Hurd-Harvey a question he had with regard to the Health Care Facility revenues. Mr. McCarroll explained they are behind in posting to the Pentamation system. As of August 30, 2013, total revenue received at the facility was \$6,589,483. The year-end statement is where you want to be. The same is also true for receivables.

**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. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: SETTING THE FINAL DATE FOR CLOSING THE PRIVATE SALE OF PARCEL #037.20-01-002.000 SITUATE IN THE TOWN OF PULTENEY FOR OCTOBER 31, 2013 OR APPROVAL OF SAID SALE WILL BE WITHDRAWN MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SWACKHAMER ABSENT FOR VOTE)**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SWACKHAMER ABSENT FOR VOTE)**

**MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SWACKHAMER ABSENT FOR VOTE)**

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

**NEXT MEETING SCHEDULED FOR**

**Tuesday, November 12, 2013**

**10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office**

**NO LATER THAN NOON**

**Wednesday, November 6, 2013**

**STEBEN COUNTY FINANCE COMMITTEE**

***Budget Workshop***

*Tuesday, October 8, 2013*

*10:40 a.m.*

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

**\*\*MINUTES\***

**COMMITTEE:** Lawrence P. Crossett, Chair      Gary D. Swackhamer, Vice Chair      K. Michael Hanna  
Scott J. Van Etten

**STAFF:** Mark R. Alger      Jack Wheeler      Pat Donnelly

**LEGISLATORS:** Joseph J. Hauryski      Carol A. Ferratella      Hilda T. Lando  
Thomas J. Ryan

**ABSENT:** Gary B. Roush

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:40 a.m.

**II. BUDGET OVERVIEW**

Mr. Alger distributed a chart showing the reductions that they have made to-date in department budget requests. He asked for approval of these reductions.

**MOTION: ACCEPTING THE 2014 BUDGET ADJUSTMENTS AS RECOMMENDED BY THE BUDGET OFFICER MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. Alger stated that with regard to the Health Care Facility budget, we have budgeted as though we are running it for an entire year. There are no budget reductions in that sense and we also did not include any anticipated savings with the sale. The budget deficit for the facility comes out of the surplus. This will have no direct impact on the tax levy.

Mr. Alger stated that we will need to address the IGT at some point. We have learned that the IGT for the current year, 2013, and for the prior year, 2012, will be at least 75 percent more than what we had anticipated. It could be as high as \$3 million. However, this will not cover the deficit at the HCF. Keep in mind that 50 percent of the IGT is County money, as it is coming out of Medicaid. The IGT is not reflected in this budget as we do not have a solid number yet. We expect to have the numbers for the prior year IGT by year end. We will receive approximately \$1.5 million more than we had anticipated. He stated that you will have to fund \$750,000 of that which will be matched with federal dollars.

Mr. Van Etten asked if the transfer of the facility happens before the end of 2014, would we be responsible for any payback of the IGT for the months of operation? Mr. Alger replied no. The IGT year is one year behind anyway and runs through March. We may have a quarter that we would have to match in the following fiscal year. In the Department of Social Services budget we have asked them to encumber half of the \$1.6 million for next year. That will go away once the facility is sold.

Mr. Alger stated that with the tax cap, we had a number of unexpected things happen this year. Mr. Donnelly is working on a couple of areas to get more clarification from the State. Mr. Donnelly informed the committee that the health districts are not part of the cap. The watershed districts may be included depending upon who controls the board. That would affect the Upper File Mile Creek Watershed Protection District and the Lamoka Waneta Lakes Protection District. Mr. Alger commented the County makes direct appointments to the Board of Directors for the Marsh Ditch Watershed District and so that is included in the tax cap. One of the biggest things included in the tax cap is the sales tax credit. That comes off the top of the cap. For 2013 that is \$40 million. The growth factor for the upcoming year is 1.0037 percent, which will give us \$150,000 in actual growth. Last year we had a growth factor of zero. The tax cap is 1.66 percent. This year the amount is \$41,379,936. Last year it was \$40,478,627, which represents an increase of \$892,000. Mr. Alger stated the balance of the tax cap calculation looks at the \$890,000 in additional growth in the levy. Currently we are at about \$1.2 million. We need to cut \$300,000 - \$400,000 out of the budget to meet the cap, and he does not see any issues with being able to do that.

Mr. Alger informed the committee that the Public Works budget is up over last year. Construction is up \$185,000 and equipment is up \$100,000. The increase in equipment does not include the repayment of the grinder. The rest of the department budget is in good shape. He stated that they have a total of 41 vacant, funded positions in various departments; which are funded at 75 percent. We have funded Social Welfare Examiner positions. We are working with Commissioner Spagnoletti to make sure that he has enough truck drivers. Public Works has had staffing reductions over the years. This year there were complaints with the flagging and temporary help and we will be working with the Commissioner on that.

Mr. Alger stated that overall he believes the budget is in pretty good shape. With the Department of Social Services we will see a savings of \$500,000 in Medicaid. This is a result of Obamacare and the changes in eligibility for Medicaid of some of the population we have traditionally covered in New York. It will go to a 90 – 10 share from a 50 – 50 share. He noted that with the Jail they reduced the revenue projection as they have been taking in fewer federal inmates. He is working with the Sheriff to expand the number of federal inmates they have. The other thing that has happened is that Allegany and Livingston counties are along the way and they are taking the federal inmates as both facilities have excess capacity and they are closer. We need to cultivate and build our relationship with the feds and keep our numbers up as much as we can. It is a realistic approach to reduce that revenue. The Sheriff does have excess capacity and we will need to monitor the numbers they have. With staffing, we need to make sure that we are maximizing use of the facility.

Mr. Alger stated Medicaid costs will go down next year. Retirement costs went down \$150,000 - \$180,000. Health insurance costs will increase minimally by 3 percent. Mr. Van Etten asked for a clarification of why Medicaid costs are going down. Mr. Alger explained it is due to Obamacare. They have expanded Medicaid eligibility to 125 percent of the poverty level and the share goes to 90 – 10 with the Federal government picking up the larger share. Additionally, 2014 is the Medicaid cap year; which means that Medicaid costs will not go up. We are seeing the benefit from the additional increase in federal matching assistance. The three items that drive your budget are fringe benefit and salary costs, retirement/health insurance costs and Medicaid. Next year is probably the first year where we will plateau. We are not proposing filling vacancies. Some positions have been funded to allow the larger departments some flexibility, however, we are not expanding. This is a maintenance budget.

Mr. Alger stated we have maintained Public Works at the level they requested, which is a little higher than the current year. We did maintain construction at the five year level and CHIPs funding is at \$800,000. Mr. Crossett commented that he noticed that Public Works has requested an additional \$100,000 for equipment. Mr. Alger stated we have already reduced the equipment request. We did leave equipment at \$1 million plus the grinder.

Mr. Van Etten asked so we need to reduce the budget by \$300,000 - \$400,000 to reduce the gap to come up to the cap number? Mr. Alger replied there are two ways to do that; either reduce the budget or increase your revenues. Mr. Van Etten asked would the tax increase for the residents be 1.6 percent? Mr. Wheeler replied no. If you based it on last year's levy it would be a 1.85 percent increase. Mr. Alger explained that is the levy change. The amount of tax increase will depend upon the town in which you live. You probably will have some growth in the

assessed value. You will pick up a portion of the increase anyway. The other point to make is that the gas companies are no longer producing gas in New York. We saw a loss of \$75 million last year and anticipate an additional \$25 million loss this year. That is approximately \$100 million of assessed value that has gone away. The companies are bringing gas out of Pennsylvania and are not paying taxes on it. We had expected another year or two of no growth factor.

### **III. 2014 BUDGET REVIEW**

The committee reviewed the tentative 2014 budget and asked questions regarding various departments. The items listed below are those questions that were unable to be answered during the meeting:

#### Assigned Counsel

Mr. Van Etten asked for an explanation why an additional \$100,000 is being budgeted for 2014. Mr. Alger replied we added the additional funding since we have been making transfer out of the Contingent Fund in recent years. This may still be a bit short, but it is closer to actual spending.

Mr. Alger informed the committee that currently Assigned Counsel is out of money. He requested authorization to transfer \$150,000 from the Contingent Fund to cover costs for the remainder of 2013.

**MOTION: AUTHORIZING A TRANSFER OF \$150,000 FROM THE CONTINGENT FUND TO THE ASSIGNED COUNSEL PROGRAM TO COVER COSTS THROUGH THE END OF 2013 BUDGET YEAR MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

#### Sheriff's Department

**MOTION: REDUCING THE SHERIFF'S MINOR EQUIPMENT BUDGET BY \$35,000 AND REMOVING THE GUNS, UNIFORMS AND HOLSTERS FROM THE SMALL EQUIPMENT LIST MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

#### Public Health

Mr. Van Etten asked with the Sodium Grant, there was \$31,895 budgeted in 2013 for salaries, however, \$0.00 for 2014. Why is that? Mr. Alger stated this is a new grant, and we will check with Ms. Congdon regarding the salary for the new position.

#### Department of Social Services

Mr. Van Etten stated that total revenues for DSS Client Related are \$35,000 for 2014 which is down from \$191,280 in 2012 and \$169,830 in 2013 budgets. Mr. Alger stated that we are waiting for clarification from the department. The Energy Crisis Assistance Program is budgeted for \$160,000 which is a decrease from last year and that is a function of the revenue they are receiving. The HEAP Program is being reduced. The Energy Crisis Assistance Program was being used for emergency furnace replacements, however, due to the decrease in funding, they will not be purchasing furnaces for anyone. That was cut out of the HEAP Program by Congress. We may see those types of cuts in other program areas such as Safety Net and TANF. Additionally, DSS Administration funds were reduced by \$35,000 and we will check on that as well.

#### Public Works

Mr. Van Etten stated under Recycling Facility – Bath, there is a line for Single Stream Recycling for \$230,000. What is this? Mr. Wheeler explained they are proposing to renovate the recycling area at the Bath Landfill to allow for single stream, which is where most of the recyclables are stored and processed together. Considerable discussion followed.

**MOTION: REDUCING THE PUBLIC WORKS DEPARTMENT, RECYCLING FACILITY – BATH, SINGLE STREAM RECYCLING LINE ITEM BY \$230,000 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. MOTION CARRIES 3-1. (MR. HANNA OPPOSED)**

**IV. CAPITAL PROJECTS**

Information Technology

**MOTION: REDUCING THE COMPUTER CAPITAL PROJECT BY \$50,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**V. MAJOR EQUIPMENT**

Public Works

What type of vehicle is the department purchasing for \$22,000?

**MOTION: REDUCING THE PUBLIC WORKS MAJOR EQUIPMENT LINE BY \$180,000 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

The committee requested that Commissioner Spagnoletti provide a post-purchase report outlining the status of the grinder and the use.

**VI. SMALL EQUIPMENT**

District Attorney

Ask the District Attorney for an explanation of the DA office door/wall sign.

**MOTION: REDUCING THE DISTRICT ATTORNEY'S SMALL EQUIPMENT LINE BY \$2,550 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Department of Social Services

Why is the department purchasing external hard drives?

**VII. OTHER BUSINESS**

**MOTION: REDUCING THE BUDGET FOR PERMANENT IMPROVEMENTS (D.511200) BY \$150,000 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: INCREASING TOTAL REVENUES IN THE COUNTY CLERK'S BUDGET BY \$50,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: INCREASING TOTAL REVENUES IN THE MOTOR VEHICLES BUDGET BY \$50,000; TO BE SPLIT BETWEEN THE LINE ITEMS FOR AUTO USE TAX, BATH OFFICE, CORNING OFFICE AND HORNELL OFFICE, MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

The committee asked Mr. Alger to check on the actual year-to-date revenue for 2013 in the Motor Vehicle budget, specifically the auto use tax line item. It shows a year-to-date revenue of \$641,298.86 and the proposed 2014 amount is \$615,000.00.

**VIII. INFORMATIONAL**

Mr. Alger informed the committee that with regard to general revenue sharing, the projected revenues for Steuben County for casino gambling are \$621,000, if the proposal passes. This allocation is based on the collections at the casino. Our share would be paid back to the County from the State's share. We are part of the western district and our casinos would be Seneca Niagara and Seneca Allegany. After we see if the proposal passes in the General Election, we could put some of that into the budget. Countywide, the schools in Steuben County are projected to get a total of \$1.2 million.

**IX. NEXT MEETING**

The next budget workshop has been scheduled for Wednesday, November 6, 2013, at 11:00 a.m., or immediately following the AIP Committee meeting.

**MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**STEBEN COUNTY FINANCE COMMITTEE**

**Budget Workshop**

*Wednesday, November 6, 2013*

*10:00 a.m.*

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

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

**COMMITTEE:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair K. Michael Hanna  
Gary B. Roush Scott J. Van Etten

**STAFF:** Mark R. Alger Jack Wheeler Pat Donnelly  
Tammy Hurd-Harvey Jennifer Bailey

**LEGISLATORS:** Joseph J. Hauryski William A. Peoples

**OTHERS:** Peggy Coleman, Executive Director, SCCVB

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:00 a.m.

**II. BUDGET REPORT**

Mr. Alger reported that the 2014 budget will have a 1.49 percent increase in the tax levy, which is below the tax cap by \$169,000. We have made several minor adjustments, one of them being a contract between Mental Health and the Department of Social Services which results in a savings to the County of \$10,000. Mr. Wheeler explained we also fixed the chargeback issues, particularly with STOP DWI. Mr. Alger stated with the Landfill Enterprise Fund, we are contributing to the fund balance this year because of the elimination of the bond payment. The surplus is intended to cover the long-term costs of monitoring.

Mr. Alger stated with the surplus calculation we are trying to reduce that going forward. Over the last several years the fund balance has been funded at that level, but has not been used. We need to plan to reduce that going forward. This year you will see that fund balance used. The Health Care Facility is charged against the General Fund Balance. The Jail Revenues were very light and we are \$750,000 - \$900,000 short. Sales tax is very flat and we are not seeing any growth. As such, we have not projected an increase in sales tax for next year. We try to keep our sales tax estimate behind our revenues so that we do not have a shortfall.

Mr. Alger stated another thing that has a significant impact is the full value assessment amount is down \$100 million because there is no gas production going on. The tax rate, assuming the numbers stayed the same, would have gone down. With the decrease in the full value amount, that is impacting your rate. The rate for next year will increase \$0.05.

Mr. Alger stated we are in good shape. We still have, as you know, funded, vacant positions in this budget. Those positions are funded at 75 percent so we can shift them around if we need them. This gives us the cushion longer-term if the budget gets really tight, then you will have someplace to go and not have to lay off employees. Mr. Wheeler stated with the capital equipment budget, we made one change to the Department of Social Services. We added \$19,000 in their Major Equipment for the phone system replacement. They will need to purchase some equipment, however, that will be reimbursed at 60 percent. Additionally, with Public Works, we now have the road projects listed.

Mr. Roush asked does the 2014 budget assume that the Health Care Facility will be gone mid-year? Mr. Alger replied we are assuming that it will be gone mid-year, however, we budgeted it as though it were here for the entire year.

Mr. Alger stated the room tax allocations were put in as they were allocated and remained steady from what was approved last year.

### **Sheriff's Department**

**MOTION: REMOVING \$7,500.00 FROM THE NAVIGATION PATROL MAJOR EQUIPMENT MADE BY MR. SWACKHAMER.**

*Secretary's Note: Motion fails due to the lack of a second.*

**MOTION: APPROVING THE 2014 BUDGET AS PRESENTED AND FORWARDING TO THE FULL LEGISLATURE FOR REVIEW AND APPROVAL MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mr. Van Etten asked Mr. Alger to explain the impact of the casino referendum. Mr. Alger stated with the passage of casino gambling, we will not have any new casinos in our area as we already have Seneca Niagara and Seneca Allegany. In our case, the school districts are estimated to receive \$1.5 million. Our portion for the County is \$620,000. We should see this sooner than 2015 as it is coming out of the State's share of collections.

Mr. Swackhamer asked what could we receive if wind turbines are permitted and built on reforestation lands? Mr. Alger replied we have been approached by a wind company as to whether we would be interested in having windmills on reforestation lands. Currently we cannot put anything on them. If we were to go forward, we would have to request special legislation from the State to enable the wind company to come onto that land. The wind company has indicated three sites on County reforestation land. He stated that he thinks this is something worth pursuing. This would require a specific exemption for the particular reforestation areas. When we have further information, we would bring to you a recommendation and see if we can get the special legislation. The reforestation land is intended to be "green" areas. The areas the wind company is looking at are County reforestation lands and technically are owned by the County. These areas were organized back in the 1930's. Public Works has been doing some tree harvesting on some of the reforestation lands.

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, November 12, 2013*

*10:10 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna
<b>STAFF:</b>	Mark R. Alger Phil Roche Jim Gleason Jennifer Bailey	Jack Wheeler Shawn Corey Wendy Flaitz	Bill Caudill David McCarroll Tammy Hurd-Harvey
<b>LEGISLATORS:</b>	Joseph J. Hauryski	Hilda T. Lando	

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:10 a.m.

**II. DEPARTMENT REQUESTS**

A. Public Defender

1. **Budget Transfer** – Mr. Roche requested authorization to transfer \$2,175.00 out of grant funding to the Small Equipment line item to purchase three GPS home monitoring units for Probation. Probation will also be purchasing three of these units. The current electronic home monitoring units are land based and most clients do not have a landline phone. These new units utilize satellite and would allow us to expand the pool of individuals eligible for pre-trial release.

**MOTION: AUTHORIZING THE PUBLIC DEFENDER TO TRANSFER \$2,175.00 FROM GRANT FUNDING TO THE SMALL EQUIPMENT LINE ITEM TO PURCHASE THREE GPS ELECTRONIC HOME MONITORING UNITS FOR THE PROBATION DEPARTMENT MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. Youth Bureau

1. **Grant/Budget Adjustment** – Mr. Caudill requested authorization to accept a \$500.00 mini grant from the Community Foundation of Elmira-Corning and the Finger Lakes. This funding will be used to support the Youth Leadership Summit that was held on November 2, 2013, at the Campbell-Savona Central School.

**MOTION: AUTHORIZING THE YOUTH BUREAU TO ACCEPT A \$500.00 MINI GRANT FROM THE COMMUNITY FOUNDATION OF ELMIRA-CORNING AND THE FINGER LAKES INTO ACCT #4.2770.000 AND APPROPRIATING THAT AMOUNT TO ACCT. #5.434.710 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

C. Health Care Facility

1. **Room Rate Increase** - Mr. McCarroll requested authorization to increase private pay room rates by \$10.00 for both private and semi-private rooms. The new rates, including the 6 percent New York State Cash Receipts Assessment, would be \$335.74 for a private room and \$325.06 for a semi-private room. When compared to other facilities in the area, we fall right in the middle.

**MOTION: INCREASING THE RATES FOR SEMI-PRIVATE AND PRIVATE ROOMS AT THE HEALTH CARE FACILITY FOR PRIVATE PAY PATIENTS BY \$10.00 INCLUDING THE 6 PERCENT NEW YORK STATE CASH RECEIPTS ASSESSMENT MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

Mr. Alger commented the Health Care Facility had 100 percent capacity for five days last month, which is very good. We historically, had occupancy in the high 90's. This is a credit to the staff at the Health Care Facility.

D. County Clerk

1. **Mortgage Tax Distribution** - Ms. Bailey informed the committee that a total of \$619,384.21 has been distributed to the 33 municipalities. This represents an increase over May of this year and a decrease from November of last year.

**MOTION: ACCEPTING AND FORWARDING TO THE FULL LEGISLATURE THE SEMI-ANNUAL MORTGAGE TAX DISTRIBUTION MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. MOTION CARRIES 4-1. (MR. VAN ETTEN OPPOSED) Resolution Required.**

E. Treasurer

1. **Budget Transfer – Worker’s Compensation** – Ms. Hurd-Harvey informed the committee that the Risk Manager has received a total of \$77,000 in reimbursement from the towns and villages that opted out of the Workers’ Compensation plan. She requested authorization for the Risk Manager to accept that revenue and transfer it various line items within the Workers’ Compensation budget.

**MOTION: AUTHORIZING THE RISK MANAGER TO ACCEPT \$77,000 IN REIMBURSEMENT FROM THE TOWNS AND VILLAGES THAT OPTED OUT OF THE COUNTY’S WORKERS’ COMPENSATION PLAN INTO THE REIMBURSEMENT OF EXPENSES REVENUE LINE ITEM AND APPROPRIATING \$35,000.00 TO THE INDEMNITY LINE ITEM, \$35,000.00 TO THE MEDICAL LINE ITEM, \$3,500.00 TO THE LEGAL LINE ITEM AND \$3,500.00 TO THE MEDICAL OTHER LINE ITEM; ALL WITHIN THE WORKERS’ COMPENSATION BUDGET, MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

**III. OTHER BUSINESS**

A. *Leandra’s Law* – Mr. Van Etten asked do we anticipate any additional expenses with the implementation of Leandra’s Law? Mr. Alger replied no. From the reports that he is getting, we have been able to absorb the additional work with the staff we have. The implementation of that law is not going as the State had originally expected. The challenge is whether individuals are driving without a license and driving a vehicle that is not owned by them. Largely, we have not had any big problems with the implementation. A year ago, there was talk about the State addressing issues of a loophole that allowed individuals to get rid of their vehicle and not have to have the ignition interlock system. The law states that any vehicle in which the individual had access to was to have an ignition interlock system installed.

B. *Health Care Facility* – Mr. Wheeler informed the committee that the Centers for Specialty Care Group has been told that their Certificate of Need (CON) may be presented before the Health Review Committee at the State next Friday. The plan is for either Mr. Alger or him to attend that presentation to field any questions the committee may have. If the CON is indeed presented next week, we expect that it will be a couple of months before they receive final approval from the State, and then there will be another couple of months with us to complete the closing. If everything falls into place, closing could be finalized by the end of March. Mr. Alger commented at this point there are no indications that there will be any obstacles going forward.

C. *Fiber Network* – Mr. Roush asked for an update on the fiber network buildout? Are there any financial implications to the County? Mr. Alger replied the expectation is that the fiber network will be done by year-end. There are no financial implications for us. There are some opportunities that we may see come about as a result of having the fiber network. We are exploring with NYSAC (New York State Association of Counties), being part of their discussion of towers within the networks.

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, December 10, 2013  
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, December 4, 2013**

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, December 10, 2013

10:00 a.m.

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

MINUTES

Committee: Gary Swackhamer, Vice Chair Michael Hanna Gary Roush Scott J. Van Etten  
Legislators: Joseph J. Hauryski William Peoples Hilda Lando Carol Ferratella  
Staff: Mark R. Alger Jack K. Wheeler Wendy Flaitz James Gleason  
Vince Spagnoletti Hank Chapman Tammy Hurd-Harvey  
Absent: Lawrence P. Crossett, Chair

**I. CALL TO ORDER**

The meeting was called to order by Mr. Swackhamer at 10:25 a.m.

**II. APPROVAL OF MINUTES**

**MOTION APPROVING THE MINUTES OF THE NOVEMBER 12, 2013, MEETING MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENTAL REQUESTS**

A. Public Works

1. **Budget Transfer** – Mr. Spagnoletti requested authorization to transfer \$25,000 from major equipment to parts and repairs.

**MOTION: AUTHORIZING THE TRANSFER OF \$25,000 FROM THE MAJOR EQUIPMENT LINE ITEM TO THE PARTS AND REPAIRS LINE ITEM WITHIN THE MACHINERY FUND MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Office of Community Services

1. **Budget Transfer** – Dr. Chapman requested authorization to accept and transfer 2013 State funding from PROS to Capabilities, who administers the program.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$10,007.00 IN ADDITIONAL 2013 PROS FUNDING AND APPROPRIATE TO THEIR 2013 CONTRACT WITH CAPABILITIES TO PROVIDE THE SUPPORTIVE EMPLOYMENT PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Dr. Chapman requested authorization to accept \$60,040.00 in PROS funding for 2014 and appropriate to their 2014 contract with Capabilities to provide the supportive employment piece of the PROS program.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$60,040.00 IN 2014 PROS FUNDING AND APPROPRIATE TO THEIR 2014 CONTRACT WITH CAPABILITIES TO PROVIDE THE SUPPORTIVE EMPLOYMENT PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

December 10, 2013

C. Emergency Management Office

1. **Equipment Purchase** – Mr. Wheeler stated Mr. Marshall has identified funds in his FY2011 Homeland Security Grant to purchase equipment for the Pinnacle tower site. Discussion followed.

**MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT THE QUOTE OF \$37,992.13 FROM MOTOROLA TO PURCHASE AN ADDITIONAL TRANSMITTER TO BE LOCATED ON THE TOWER AT PINNACLE STATE PARK AND AUTHORIZING AN AMENDMENT TO THE FY2011 HOMELAND SECURITY GRANT TO REFLECT THIS CHANGE MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. County Treasurer

1. **Grant Renewals** – Mrs. Hurd-Harvey stated the Sheriff is requesting approval to renew his existing grants for 2014.

**MOTION: AUTHORIZING THE SHERIFF TO RENEW THE FOLLOWING GRANTS FOR 2014: STOP-DWI CRACKDOWN GRANT, DRIVER SAFETY GRANT, BICYCLE SAFETY GRANT, NARCOTICS GRANT AND THE CHILD PASSENGER SAFETY GRANT, AT NO COST TO THE COUNTY MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Budget Transfers** – Mrs. Hurd-Harvey stated the County tore down a house on First Street in Corning. There is \$25,000 in the account to reimburse Public Works for the work and they need an additional \$5,000. The legal fees and certified mailing costs to handle our tax acquired properties have increased as well. She noted Mr. Donnelly has researched a video surveillance system for loss control on the front desk. They requested authorization to transfer \$30,000 to pay for these items from the tax acquired property revenue.

**MOTION: AUTHORIZING THE TRANSFER OF \$30,000 FROM GAIN ON TAX ACQUIRED PROPERTY (1364004105100) TO APPROPRIATE \$15,000 TO CERTIFIED MAILING (1325005405100); \$5,000 TO VIDEO SYSTEM (132500529000); \$5,000 TO TEAR DOWN FIRST STREET (1364005413300); AND \$5,000 FOR LEGAL FEES DEPONZIO (1364005423100) MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

IV. OTHER BUSINESS

Mr. Van Etten requested an update on PERMA in regards to whether or not it is saving the County money. Mr. Alger stated we can have a review done and provide that to you.

**MOTION TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Respectfully submitted by,  
Brenda K. Mori  
Clerk of the Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, January 14, 2014  
10:00 a.m.**

**Please send agenda items to the  
Clerk of the Legislature's Office**

**NO LATER THAN NOON  
Wednesday, January 8, 2014**

STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE  
STEUBEN COUNTY FINANCE COMMITTEE

Special Joint Meeting

Monday, December 16, 2013

9:30 a.m.

Legislative Committee Room  
Steuben County Office Building  
Bath, New York

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

**COMMITTEES:** Brian C. Schu, Chair Dan C. Farrand, Vice Chair Aaron I. Mullen  
Thomas J. Ryan George J. Welch

Gary D. Swackhamer, Vice Chair K. Michael Hanna Gary B. Roush

**STAFF:** Mark R. Alger Jack Wheeler Shawn Corey  
Alan Reed

**LEGISLATORS:** Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando  
Robin K. Lattimer William A. Peoples Randolph J. Weaver

**ABSENT:** Lawrence P. Crossett, Chair Scott J. Van Etten

**I. CALL TO ORDER**

Mr. Schu called the meeting to order at 9:30 a.m.

**II. GENERAL BUSINESS**

A. Assigned Counsel

1. **Contingent Fund Transfer** – Mr. Alger requested authorization to transfer \$50,000 from the Contingent Fund to Assigned Counsel to cover year-end expenses.

**MOTION: AUTHORIZING THE TRANSFER OF \$50,000 FROM THE CONTINGENT FUND TO ASSIGNED COUNSEL TO COVER YEAR-END EXPENSES MADE BY MR. ROUSH. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PUBLIC SAFETY & CORRECTIONS COMMITTEE AND 3-0 FINANCE COMMITTEE. Resolution Required.**

**MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PUBLIC SAFETY & CORRECTIONS COMMITTEE AND 3-0 FINANCE COMMITTEE.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**STEBEN COUNTY PUBLIC WORKS COMMITTEE  
STEBEN COUNTY FINANCE COMMITTEE**

**Special Joint Meeting**

*Monday, December 16, 2013*

*9:45 a.m.*

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

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

<b>COMMITTEES:</b>	K. Michael Hanna, Chair William A. Peoples	Gary D. Swackhamer, Vice Chair	Aaron I. Mullen
	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna	Gary B. Roush
<b>STAFF:</b>	Mark R. Alger Shawn Corey	Jack Wheeler Alan Reed	Jim Gleason
<b>LEGISLATORS:</b>	Joseph J. Hauryski Robin K. Lattimer George J. Welch	Carol A. Ferratella Thomas J. Ryan	Hilda T. Lando Randolph J. Weaver

**I. CALL TO ORDER**

Mr. Hanna called the meeting to order at 9:45 a.m.

**II. GENERAL BUSINESS**

A. Public Works

1. **Welding Shop** – Mr. Spagnoletti informed the committee that he would like to build a welding bay at the end of the main shop as currently fumes from welding are going into the repair shop. Originally, he thought that he could just build a separate bay at low cost using steel from the old Lindley shop. After discussing this with Mr. Alger and Mr. Gleason, this will be more of a project and we estimate the total cost would be about \$65,000. They had a bridge project scheduled in Urbana, however, that was not completed as the town could not get the right-of-way. We originally had transferred \$30,000 from that project. He requested authorization to transfer an additional \$30,677 from that project for the welding shop.

Mr. Swackhamer asked what has changed in the last 20 years that now we need a separate welding shop? Mr. Alger explained the shop was built in 1985 and he is sure the standards are different today than they were in 1985. The staff has done a good job of complying with OSHA and doing their work as safely as they can. This allows us to take the next step. If you approve of them putting in a special bay, we have asked that they look into a ventilation system and additionally, look at what needs to be done in the welding bay for fire suppression and detection.

**MOTION: AUTHORIZING THE TRANSFER OF \$30,677 FROM THE REPAIRS OF BRIDGES OVER 20' BEAMS ACCOUNT, TO THE HIGHWAY SHOP RENOVATION CAPITAL ACCOUNT FOR THE CONSTRUCTION OF A WELDING BAY MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PUBLIC WORKS COMMITTEE AND 4-0 FINANCE COMMITTEE. Resolution Required.**

**MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. PEOPLES. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PUBLIC WORKS COMMITTEE AND 4-0 FINANCE COMMITTEE.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature