

STEBEN COUNTY FINANCE COMMITTEE

Friday, January 7, 2005

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

3 East Pulteney Square

Bath, New York 14810

MINUTES

Committee: Patrick F. Donnelly, Vice Chair Harley R. Mayo Robert V. Nichols
Donald B. Creath

Legislators: Philip J. Roche, Esq. Francis L. Gehl John Walsh

Staff: Mark R. Alger Frederick H. Ahrens David English
Lawrence Crossett John Zehr Steve Orcutt
Carol Whitehead Michael Sprague

Absent: Gary D. Swackhamer, Chair

I. CALL TO ORDER

The meeting was called to order by Mr. Donnelly at 11:07 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE DECEMBER 10, 2004, MEETING MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Emergency Management Office

1. **Budget Transfer** – Mr. Sprague stated the Emergency Communications Electric Budget was \$9,000 and the cost is going to be \$11,940. He requested authorization to transfer \$3,000 from the Personal Services line item to the Electricity line item to cover the difference. Mr. Nichols asked is this for the new towers? Mr. Sprague stated yes, for the propane and electric. Mr. Alger stated we didn't have a history on what the new towers were going to cost us so we just estimated a little low.

MOTION: AUTHORIZING THE TRANSFER OF \$3,000 FROM EMO'S 2004 PERSONAL SERVICES LINE ITEM (364000.5.110000) TO THE 2004 EMERGENCY COMMUNICATIONS ELECTRICITY LINE ITEM (3641.5.411200) MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Special Children's Service

1. **Budget Transfer** – Mr. Alger stated Mrs. Brutsman had another meeting to attend and was unable to be here. She needs a \$50,000 transfer between the Early Intervention budget and the Preschool budget. He stated they are short on Early Intervention budget but they have the money in the Tuition line item of the preschool budget to cover the difference.

MOTION: AUTHORIZING THE TRANSFER OF \$50,000 FROM THE 2004 PRESCHOOL TUITION LINE ITEM TO THE EARLY INTERVENTION SERVICES LINE ITEM MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Budget Transfer** – Mr. Zehr stated the Department of Health reinstated the cash receipts assessments and, in doing so, they increased the assessment from 2.5 percent to 5 percent. He stated they budgeted the assessment as 2.5 percent and when the State passed their budget, they made it retroactive to April 2004 and increased it to 5 percent. He noted they will be able to bill back \$97,000 of the expense so, essentially, it will be a wash for the County. Mr. Nichols noted that 10 percent of the money we pay is our money because it is Medicaid, so it isn't as positive as it sounds.

MOTION: ADJUSTING THE HEALTH CARE FACILITY'S 2004 CASH RECEIPT ASSESSMENT LINE ITEM BY \$97,000 MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer** – Mr. Zehr requested authorization to increase the Medicare A Revenue by \$30,000 and transfer the same to the Pharmaceuticals line item for 2004. He noted due to the increase in the Medicare population, they were able to increase the revenue proportionately to the increased cost in pharmaceuticals.

MOTION: INCREASING THE HEALTH CARE FACILITY'S 2004 MEDICARE A REVENUE LINE ITEM (EF.453014.4.1650330) BY \$30,000 AND TRANSFERRING THE SAME TO THE 2004 PHARMACEUTICALS LINE ITEM (EF.453014.5.420200) MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Public Works

1. **Budget Transfer** – Mr. Spagnoletti stated they have the opportunity to purchase 5.7 acres as a buffer area to the sedimentation pond for \$10,000. The land is appraised at \$15,000. He requested authorization to close out the Solid Waste Operations Account and transfer it to the Bath Landfill Expansion Account to pay for the land purchase. Discussion followed.

MOTION: AUTHORIZING THE CLOSING OF FUND HL.9901.5.250000 SOLID WASTE OPERATIONS AND TRANSFERRING THE BALANCE OF \$16,579.97 TO HL.6201.5.250000 BATH LANDFILL EXPANSION PROJECT TO PAY FOR THE PURCHASE OF 5.74 ACRES OF LAND ADJACENT TO THE BATH LANDFILL MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Equipment** – Mr. Spagnoletti stated as a result of the landfill fire they lost a major piece of equipment, the landfill compactor. They would like to fund an account to replace that equipment. The cost is \$466,937 and they'd like to fund it from the insurance recoveries line item. Mr. Alger noted there will be a Declaration of Emergency resolution presented to the Legislature for ratification at its next meeting.

MOTION: AUTHORIZING THE CREATION OF AN ACCOUNT TO REPLACE EQUIPMENT LOST IN THE LANDFILL FIRE AND FUNDING THE ACCOUNT FOR THE EMERGENCY REPLACEMENT OF A LANDFILL COMPACTOR IN THE AMOUNT OF \$466,937 FROM THE INSURANCE RECOVERIES LINE ITEM MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Treasurer

1. **Public Health Nursing Services Transfer** – Mr. Crossett stated as employees have been leaving, they have been doing more contract nursing. They need a transfer of \$30,000 from the Nurses personal services line item to their line item for contract nurses.

MOTION: AUTHORIZING THE TRANSFER OF \$30,000 FROM PUBLIC HEALTH NURSING SERVICES 2004 NURSES PERSONAL SERVICES LINE ITEM TO A LINE ITEM FOR CONTRACT NURSES MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Equipment Purchases** – Mr. Crossett stated the 2005 budget didn't contain money for the purchase of equipment. He and Mr. Alger believe they should come up with some money to purchase equipment as needed. They have \$520,000 of interest earnings they've made from the 911 capital project. They would like to use \$250,000 in interest earnings to appropriate to a line item in the Purchasing Department's budget. This would give the departments some leeway to come to their committees and obtain funding for the replacement of small equipment. Mr. Alger noted they would have to go to him and their Standing Committee and Finance Committee for the funds and the money would have to be transferred from the Purchasing Department's line item to their budget. Mr. Nichols asked is this going to include funds for the Public Works Department's equipment, or are we still looking at a bond for them? Mr. Alger stated this is separate from Public Works. They're still looking at a bond or capital note for the purchase of Public Works Equipment.

MOTION: AUTHORIZING THE USE OF \$250,000 IN INTEREST EARNINGS FOR THE CREATION OF A LINE ITEM IN THE PURCHASING DEPARTMENT'S 2005 BUDGET FOR THE PURCHASE OF EQUIPMENT BY VARIOUS COUNTY DEPARTMENTS WITH THE STIPULATION THAT THE MONEY CAN ONLY BE USED UPON APPROVAL OF THE COUNTY ADMINISTRATOR, THE CORRESPONDING STANDING COMMITTEE AND THE FINANCE COMMITTEE, AND THE FUNDS MUST BE TRANSFERRED FROM THE PURCHASING DEPARTMENT'S BUDGET TO THE REQUESTING DEPARTMENT'S BUDGET PRIOR TO THE PURCHASE BEING COMPLETED MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. County Clerk

1. **Budget Adjustment** – Mrs. Hunter requested authorization to defer \$18,760 in 2004 grant money to the 2005 budget for the Corning DMV renovation. Discussion followed.

MOTION: AUTHORIZING THE DEFERRMENT OF \$18,760 IN 2004 GRANT MONEY TO THE 2005 BUDGET TO BE USED FOR THE CORNING DMV RENOVATION MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer** – Mrs. Hunter stated they had a plan to convert back data onto the system last year, but they ended up postponing the plan due to issues with cashiering, indexing and the imaging system. She'd like to use that money for the preservation and restoration of old census volumes. She noted Mr. Gleason is preparing a Request for Proposal for professional services. The money is in the contractual line item of the 2004 budget and a purchase order would be needed for up to \$19,999.

MOTION: AUTHORIZING THE COUNTY CLERK TO USE UP TO \$19,999 IN 2004 FUNDS FOR THE PRESERVATION AND RESTORATION OF OLD CENSUS VOLUMES MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Personnel** – Mrs. Hunter stated she has a Desk Clerk position that was approved and funded in the 2005 budget and, to date, the Vacancy Committee hasn't signed the vacancy request. She would like to know what she must do to get the vacancy request approved.

Mr. Alger stated through the process of creating the position, the Finance Committee Chairman directed him and the Vacancy Committee not to fill the position right away. Mr. Donnelly stated if Mr. Swackhamer had some strong sentiments on this issue, we should wait for him to be here before we discuss this.

Mr. Roche stated in the past, the Vacancy Committee has been the vehicle for reducing the personal services cost by not filling vacant positions. This has been the case for all vacancies, not just this particular one. In addition, there was discussion this morning regarding the pistol permits and possibly freeing up some time for one of the individuals in the County Clerk's Office.

Mrs. Hunter stated she projected the mortgage tax revenue based upon having this position so the longer she goes without it, the more our \$50,000 in revenues will be reduced. She requested they fill this 16B.

Mr. Donnelly stated let's wait another month to see what will wash out with the Sheriff. Mrs. Hunter stated she doesn't understand the mindset here. We are a revenue generating department. We have the funds and the work. Yes, there was an incident but the staff is overworked and this will help them out. Mr. Donnelly stated if we can free up some time through moving the pistol permits, it will save the County some money. Mrs. Hunter stated that is a totally different position. If the pistol permits are transferred to the Sheriff, we are still responsible for maintaining the files. This office is continually reducing positions through attrition.

Mr. Donnelly asked how is this \$50,000 going to disappear without hiring this position? Mrs. Hunter stated the formula the State uses takes into account personnel salary and fringe benefits with the mortgage tax calculation. Mr. Roche stated you indicated it would be a net increase to the County of \$5,000 to \$10,000. Mr. Donnelly stated so the difference in revenue is really \$5,000 to \$10,000, not \$50,000.

MOTION: REMOVING THE FINANCE COMMITTEE'S OBJECTION TO THE APPROVAL THE FILLING OF THE COUNTY CLERK'S DESK CLERK VACANCY AS IT IS GENERATING ENOUGH REVENUES TO PAY THE COST OF THE SALARY AND FRINGE BENEFITS MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. DISCUSSION FOLLOWED.

Mr. Nichols asked if the Sheriff takes over the pistol permits is he going to add staff? Mr. Donnelly stated no. Mr. Nichols stated so if this person is freed up, are they going to be able to do the work and are they still going to get that \$50,000? Mr. Donnelly noted that the person is going to cost \$40,000 so they are only gaining \$10,000. Mr. Nichols stated can you get to \$50,000 without spending the \$40,000? Mrs. Hunter stated no. Mr. Creath asked why not? There is a mortgage tax obligation. Mr. Roche stated it is based upon our gross amount of expense. If our expenses go down, our income from the State goes down.

Mr. Donnelly asked is the person always going to cost \$40,000? Mr. Alger stated no. Mrs. Hunter stated as expenses go up, we resubmit them to the State. Mr. Creath stated how do you get \$10,000 extra when you bill the State \$40,000? Mrs. Hunter stated they include overhead and fringe benefits. Mr. Creath stated basically, if we hire this person we get a \$10,000 contribution to your overhead. Mrs. Hunter stated yes.

VOTE ON MOTION: ALL BEING IN FAVOR. MOTION CARRIES 4-0.

G. County Administrator

1. **Board of Elections Budget Transfer** – Mr. Alger stated the Elections Commissioners have requested an appropriation of \$20,000 from the 2004 Contingent fund to pay for the extra printing costs associated with the Court's rulings regarding various candidates.

MOTION: AUTHORIZING THE TRANSFER OF \$20,000 FROM THE 2004 CONTINGENT FUND TO THE BOARD OF ELECTIONS PRINTING LINE ITEM MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Sales Tax Request** – Mr. Alger stated the County's additional 1% sales tax expires in November of this year. He requested authorization to request the State extend the additional 1% sales tax.

MOTION: REQUESTING THE NEW YORK STATE LEGISLATURE TO EXTEND STEUBEN COUNTY'S ADDITIONAL 1% SALES TAX MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Mr. Roche stated as part of the budget process, one of the discussion items was increasing our sales tax by an additional ¼ percent. He requested this issue be placed on the February Finance Committee agenda. If we are going to move forward with this, it should be done as early in the State budget year as possible. He asked everyone to please start thinking about it. Discussion followed.

Mr. Roche stated another thing that was discussed was putting the sales tax back on the home heating fuels so if you want to throw that into the discussion, that would be the time to do so.

MOTION TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully submitted by:

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

Tuesday, February 8, 2005
1:00 p.m.

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, February 8, 2005

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

MINUTES

Committee: Gary D. Swackhamer, Chair Patrick F. Donnelly, Vice Chair Donald B. Creath
Robert V. Nichols

Legislators: Philip J. Roche, Esq. Francis L. Gehl John Walsh

Staff: Mark R. Alger Lawrence Crossett Carol Whitehead
Richard C. Tweddell Sharlene Dennis Allan C. Johnson
Frederick H. Ahrens, Jr. David English

Other: Mary Perham, *Leader* Elise Clark, Wayland Village Mayor

Absent: Harley R. Mayo

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 1:03 p.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JANUARY 7, 2005, MEETING MADE BY MR. DONNELLY. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Nichols not present for vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Board of Elections

1. **Budget Transfer** – Mr. Johnson stated the Administration Committee approved increasing our two part time Sr. Clerk positions to full time. This will require a transfer from the Contingent Fund. They are needed at full time to assist with the upcoming HAVA changes. Mrs. Dennis stated they are also needed for the general office work.

MOTION: AUTHORIZING A TRANSFER FROM THE CONTINGENT FUND TO THE ELECTIONS OFFICE IN THE AMOUNT OF \$30,000 TO INCREASE THE PART TIME CLERKS TO FULL TIME MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required. Mr. Nichols not present for vote.

B. Sheriff

1. **Budget Transfer** – Sheriff Tweddell stated the 2005 budget for boarding out inmates is \$50,000 and the bill for January was \$90,000. The way things are going, they will have to pay \$90,000 to \$100,000 per month to board inmates out of County.

Mr. Crossett stated he thinks they should authorize a budget note at this point time to cover the bills just so they can keep the Contingent fund intact. Discussion followed.

MOTION: REQUESTING THE LEGISLATURE ISSUE A BUDGET NOTE FOR \$500,000 AND AUTHORIZE AN APPROPRIATION TO THE SHERIFF’S BOARDING OUT OF INMATES LINE ITEM MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

C. Treasurer

1. **Year-End Budget Transfers** – Mrs. Whitehead stated they need approval of various budget transfers to cover the payroll and fringes line items. She noted this transfer is for those departments where they were able to cover the line items within the departmental budgets.

MOTION: AUTHORIZING YEAR-END BUDGET TRANSFERS TO COVER PAYROLL AND FRINGES LINE ITEMS WITHIN VARIOUS DEPARTMENTAL BUDGETS MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Whitehead requested authorization to transfer funds for those departments that didn't have sufficient funds within their 1000 and 8000 line items to cover their expenses. She noted they were able to cover the entire amount from the Personal Services line items within the Public Health and Nursing Services budget.

MOTION: AUTHORIZING YEAR-END BUDGET TRANSFERS FROM THE PUBLIC HEALTH AND NURSING SERVICES BUDGET TO VARIOUS DEPARTMENTAL BUDGETS MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Office of Community Services

1. **Budget Transfer** – Mr. Alger stated the Office of Community Services received pass-through funding from the Office of Mental Health for Steuben Churchpeople Against Poverty in the amount of \$238,596 for a HUD program which is in support of tenant based rural rental assistance. They need approval to accept and appropriate.

MOTION: ACCEPTING \$238,596 IN FUNDING FROM THE OFFICE OF MENTAL HEALTH AND APPROPRIATING IT TO STEUBEN CHURCHPEOPLE AGAINST POVERTY FOR TENANT BASED RURAL RENTAL ASSISTANCE MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. County Administrator

1. **Budget Transfers and Small Equipment Purchases** – Mr. Alger distributed copies of the January Budget Transfers and Small Equipment Purchases for the Committee's review.

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. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: RELATIVE TO TAX MAP #003.17-02-008.000; THE COUNTY HAS AGREED TO FORGIVE ALL PRIOR DELINQUENT TAXES SUBJECT TO TITLE BEING TRANSFERRED TO THE VILLAGE OF WAYLAND PRIOR TO MARCH 1, 2005; THAT THE VILLAGE AGREES TO ASSUME ALL RESPONSIBILITY AND LIABILITY FOR DEMOLITION COSTS AND EXPRESSES GOOD FAITH TO DEMOLISH IN GOOD COURSE AND THE INTENT THAT THE PROPERTY BE RETURNED TO THE PRIVATE SECTOR AND PLACED BACK ON THE TAX ROLLS IN THE FUTURE MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: GRANTING A HARDSHIP FOR ONE YEAR TO TAX MAP #197.11-01-002.000 IN THE VILLAGE OF CANISTEO MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION TO ADJOURN MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Tuesday, March 8, 2005 @ 1:00 p.m.

STEBEN COUNTY FINANCE COMMITTEE MEETING

Tuesday, March 8, 2005

1:00 p.m.

Legislative Committee Conference Room
Steuben County Office Building
3 East Pulteney Square
Bath, New York

MINUTES

<u>Committee:</u>	Gary D. Swackhamer, Chair Harley R. Mayo	Patrick F. Donnelly, Vice Chair Robert V. Nichols	Donald B. Creath
<u>Legislators:</u>	John Walsh	Francis L. Gehl	
<u>Staff:</u>	Mark R. Alger Richard C. Tweddell John Zehr	Carol Whitehead Gary Pruyn Frederick H. Ahrens, Jr.	Steve Orcutt Linda Tetor Gregory P. Heffner
<u>Other:</u>	Dave Shoen, WENY Patty Cordez, CCC	Mary Perham, Leader	Dr. Floyd Amann, CCC

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 1:00 p.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE FEBRUARY 8, 2005, MEETING MADE BY MR. DONNELLY, SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. PRESENTATION

A. Corning Community College – Dr. Amann introduced Patty Cordez from the Finance Office. He noted she's filling in for Tom Carr. He stated they are here as part of the process to request the Legislature to re-examine the capital chargeback and consider a modest increase from \$200 to \$300. The college is funded through tuition, state aid and chargebacks. The County is billed based upon the full time equivalents from their locality. The \$200 chargeback has been in place since 1984. Corning Community College is different on the capital side because all of the other colleges in the State have a \$300 capital chargeback. As our campus ages, we are finding that the needs with upkeep and critical maintenance hinder our collection of capital chargeback. The Board of Trustees has had to go into debt occasionally to make necessary repairs. If this increase were approved, they could accelerate their ability to make the necessary changes. It would also allow us to charge other counties for students who come from outside Steuben County the \$300 rate. The inequity is they are falling behind and they aren't at parity with similar colleges. They're at a point where the campus is 40 years old. They have 4 campuses with 3 of them in Steuben County. The one that needs the most attention is the Spencer Hill campus, which is the oldest. Our master plan called for fixing the perimeter road and the State on the capital side has set aside \$3.5 million this year for capital construction, but it requires a matching amount. They can only use the capital chargeback to match funds. Mr. Creath noted they've been sending the State back \$1 to \$2 million each year because they can't match their contribution. If this increase weren't approved, they would have to send back \$3 million this year because they can't match it.

Ms. Cordez reviewed the status of the budget for the Committee. She stated their enrollment in 2004 was on target with 3,217 full time equivalent students. For 2005, their enrollment is stable but they have a decrease in State aid. They have held their expenditures to the 2004 levels. She noted that they have 173 full time and 90 part time

employees residing in Steuben County and they earn a combined \$8.25 million in salaries. Dr. Amann stated 2,000 of the students reside in Steuben County and they have 5,000 alumni living in Steuben County.

Ms. Cordez stated they anticipate a decline in enrollment in 2006 with approximately 3,200 full time equivalent students. She noted there is no increase in the Governor's proposed State aid package. The operating chargeback rate will increase 3 percent in accordance with the consumer price index. She noted that expenditures would be held to the 2004 levels.

Ms. Cordez stated the enrollment in 2003 was the highest ever at 3,381 full time equivalent students. For 2004, enrollment dropped nearly five percent and for 2005 and beyond, they are projecting a declining enrollment. Discussion followed.

Ms. Cordez reviewed the capital projects. She noted the capital projects are financed through the local share of the capital chargebacks. These projects are estimated at \$1.4 million and they have to collect the revenues before they can begin the projects. At the current levels, it will take 3 years before they could finish these projects. If the chargeback is increased to \$300, it would bring in an additional \$600,000 per year. She noted the cost to Steuben County would be \$60,000, but the leverage would be much more. Discussion followed.

Mr. Gehl asked if a student from Steuben County goes to another community college, we have to pay \$300 and if a student from outside of our County goes to Corning Community College, they only have to pay \$200? Dr. Amann stated that is correct. Mr. Gehl stated this increase would only be approved if both Schuyler and Chemung County agree. Dr. Amann stated that is correct. They are meeting with Schuyler County tomorrow and with Chemung County on March 14th. He noted they would be attending the Legislative meeting here on March 28th if this Committee forwards this request to the Legislature.

MOTION: FORWARDING THE REQUEST FROM CORNING COMMUNITY COLLEGE TO INCREASE THE CAPITAL CHARGEBACK FROM \$200 TO \$300 MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Youth Bureau

1. **Budget Transfers** – Mr. Pruyn stated he needs funds transferred due to changes in State aid. They had a reduction in the Special Delinquency aid so they need to reduce the contract with Corning Youth Center by \$2,103 to reflect that change. They received an additional \$3,055 in youth program funding which will affect four different programs. He also needs to carry over revenue from the Reality Check Program from 2004 to 2005.

MOTION: ACCEPTING \$3,055 IN NYS OCFS FUNDING INTO #731100.4.3820000; REDUCING #731100.5.434760 LITERACY VOLUNTEERS BY \$38; AND REDUCING #731100.5.440180 FAMILY SERVICES BY \$2,034 AND APPROPRIATING \$234 TO #731100.5.440140, \$1,876 TO #731100.5.440310 CENTER FOR DISPUTE –YI AND \$3,017 TO #731100.5.440661 ADDISON YOUTH CENTER – YI; REDUCING THE SPECIAL DELINQUENCY REVENUE LINE #731200.4.3820000 NYS OCFS BY \$2,103 AND REDUCING THE CONTRACT WITH CORNING YOUTH CENTER-TYPE #731200.5.440702 BY \$2,103; AND AUTHORIZING 10,881 IN 2004 FUNDS FOR THE REALITY CHECK PROGRAM TO BE ALLOCATED IN 2005 MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Health Care Facility

1. **Budget Transfer** – Mr. Zehr stated they contracted with a consultant to provide physical therapy services so he needs authorization to transfer funds to pay the consultant through June 5th, 2005.

MOTION: AUTHORIZING THE TRANSFER OF \$47,850 FROM THE MANAGEMENT SUPERVISION LINE ITEM TO THE CONSULTANT LINE ITEM MADE BY MR. DONNELLY. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Office for the Aging

1. **Budget Transfer** – Mrs. Teton stated with their new SAMS software, they are having problems with the hardware. They have unanticipated revenue so she would like authorization to use those funds to purchase new computers now rather than wait until next budget year. She stated that with \$14,000 they can purchase 3 laptops, 6 desktop computers plus a computer hutch/workstation and 2 keyboard stations. She requested approval of the budget transfer and an amendment to the major equipment list.

MOTION: INCREASING THE AGING EISEP REVENUE LINE #677300.4.3772780 B \$6,727 AND THE AGING IIB REVENUE LINE #677300.4.477.2730 BY \$7,281; TRANSFERRING \$14,008 TO MAJOR EQUIPMENT #677300.5.290000; AND AMENDING THE OFFICE FOR THE AGING'S 2005 MAJOR EQUIPMENT LIST TO INCLUDE 3 LAPTOP COMPUTERS FOR \$7,950, 6 DESKTOP COMPUTERS FOR \$5,400; 1 COMPUTER HUTCH FOR \$250; 1 COMPUTER WORKSTATION FOR \$145; AND 2 KEYBOARD STATIONS FOR \$263 MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Clerk

1. **Mortgage Tax Allowance** – Mr. Alger stated the NYS Department of Taxation and Finance has tentatively approved the proposed mortgage tax allowance in the amount of \$159,120. The Legislature needs to approve this amount before it can be finalized.

MOTION: AUTHORIZING THE SUM OF \$159,120 PER YEAR BE DETERMINED AS A NECESSARY, REASONABLE AND PROPER ALLOWANCE TO BE RECEIVED BY THE STEUBEN COUNTY CLERK'S OFFICE FOR THE PURPOSES OF ADMINISTERING MORTGAGE TAXES MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

E. County Administrator

1. **Brownfields Program** – Mr. Alger stated the County owns property that they've been working on remediating. They have a proposal for engineering services from Barton & Loguidice, P.C. for completion of an Environmental Restoration Project Application under the Brownfields Program. He requested approval of them proceeding with the application to remediate the site.

MOTION: APPROVING THE PROPOSAL FOR ENGINEERING SERVICES FROM BARTON & LOGUIDICE, P.C., AND AUTHORIZING THE COUNTY TREASURER TO PROCEED WITH THE ENVIRONMENTAL RESTORATION PROJECT APPLICATION THROUGH THE BROWNFIELDS PROGRAM TO REMEDIATE A PARCEL OF COUNTY-OWNED PROPERTY ON STATE ROUTE 54 IN THE TOWN OF PULTENEY MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Jail Reserve** – Mr. Alger stated the Jail AdHoc Committee has requested he present to the Finance Committee and the Legislature an appropriation of \$150,000 from the Jail Reserve. Contrary to what was reported in today's newspaper, these funds aren't allocated for any specific action, it is just seed money at this point. The Requests for Proposal are out for construction management, architects and engineers and the ATI review. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$150,000 FROM THE JAIL RESERVE TO A FUND FOR THE RENOVATION OF THE PUBLIC SAFETY BUILDING – JAIL EXPANSION MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Sales Tax** – Mr. Alger stated he's been advised that the bill for the extension of our sales tax has been entered into the Senate and Assembly. They're at the process where the bill has been introduced and now the County needs to endorse the bill as it sits.

MOTION: REQUESTING THE ADOPTION OF SENATE BILL NO. S.2438 AND ASSEMBLY BILL NO. A.4846 EXTENDING THE ADDITIONAL ONE PERCENT (1%) SALES TAX FOR STEUBEN COUNTY MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **Grant** – Mr. Heffner stated the Agriculture and Farmland Protection Board applied for a grant to do an advertising program for Steuben County farm products. Originally they thought the grant was cut from the State budget. They have learned that it wasn't. The grant is to be used to develop a Steuben County guide to farm products. It will have a map of farms, produce stands, greenhouses, etc. However, there is a cash match. The total project cost is \$19,221. The County's share would be \$9,610. They will match \$5,760 through in-kind services from the Planning Department and Cooperative Extension and he's requesting the balance of \$3,850 be paid from the contingent fund.

MOTION: ACCEPTING A GRANT FROM THE DEPARTMENT OF AGRICULTURE AND MARKETS AND AUTHORIZING THE TRANSFER OF \$3,850 FROM THE CONTINGENT FUND FOR THE GRANT'S MATCHING FUNDS MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

5. **Mortgage Tax Update** – Mr. Alger reported that he had asked the Senator and Assemblyman about the resolutions requesting Home Rule Legislation on the mortgage tax. They are in the process of drafting those bills.

6. **Budget Transfers/Small Equipment Purchases** – The Committee reviewed the reports on the budget transfers and small equipment purchases for the month of February.

F. Treasurer

1. **Budget Adjustments** – Mrs. Whitehead stated she needs approval of various 2004 end-of-year budget adjustments. They were able to cover overages in contractual line items within departmental budgets except for two: 1162 – Court Facilities and 1170 – Public Defender.

MOTION: APPROVING THE NECESSARY 2004 END-OF-YEAR BUDGET ADJUSTMENTS TO COVER OVERAGES IN VARIOUS DEPARTMENTAL CONTRACTUAL LINE ITEMS MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Public Works Machinery Fund** – Mrs. Whitehead stated traditionally the actual dollars transferred for Machinery Rental Chargeback from DM to other funds has been capped by the amount of the adopted budget. They need to increase the revenue budget in the DM fund and increase the expenditure budgets in other funds to reflect the actual costs and authorize a transfer between funds to limit the actual dollars transferred into the DM fund.

MOTION: INCREASING THE REVENUE BUDGET IN THE DM FUND AND INCREASING THE EXPENDITURE BUDGETS IN OTHER FUNDS TO REFLECT THE ACTUAL COSTS, AND AUTHORIZING A TRANSFER BETWEEN FUNDS TO LIMIT THE ACTUAL DOLLARS TRANSFERRED INTO THE DM FUND MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **County Auction** – Mrs. Whitehead stated they need to set the date of the County Tax Auction. They would like to hold the auction at 10:00 a.m. on Wednesday, July 13, 2005, at the Haverling High School. They would also like to set the repurchase date for Friday, July 8, 2005, by 5:00 p.m. with a 25 percent penalty. In addition, she would like approval to contract with Jim Pirrung/Wamp Real Estate to handle the auction for \$2,500 plus advertising costs.

MOTION: SETTING THE DATE OF THE COUNTY TAX AUCTION FOR 10:00 A.M. ON WEDNESDAY, JULY 13, 2005, AT THE HAVERLING HIGH SCHOOL; SETTING THE FINAL REPURCHASE DATE FOR PARCELS IN THE AUCTION FOR FRIDAY, JULY 8, 2005, BY 5:00 P.M. WITH A 25 PERCENT PENALTY FEE AND AUTHORIZING THE COUNTY TREASURER TO CONTRACT WITH JIM PIRRUNG/WAMP REAL ESTATE TO HANDLE THE AUCTION FOR \$2,500 PLUS ADVERTISING COSTS MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Informational** – Mrs. Whitehead announced that the auditors from Carnevale, Niles, Whitney and Davis will begin their audit on Monday, March 14, 2005.

G. **Sheriff**

1. **Grant** – Sheriff Tweddell requested authorization to accept a non-contributory grant from the Traffic Safety Committee. The grant will provide \$20,160 for the electronic accident report project that will be added to the mobile data terminals.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A GRANT FROM THE NYS TRAFFIC SAFETY COMMITTEE IN THE AMOUNT OF \$20,160 FOR THE ELECTRONIC ACCIDENT REPORT PROJECT THAT WILL BE ADDED TO THE MOBILE DATA TERMINALS MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

V. **OTHER BUSINESS**

A. **April Meeting** – Mr. Swackhamer announced that the April Finance Committee Meeting will be held on Thursday, April 7, 2005, at 1:00 p.m. instead of the regularly scheduled date and time.

B. **Exemption Request** – Mr. Alger stated Legislator McAllister is requesting an exemption on property that the Village of Cohocton owns outside of the village for village purposes. Mr. Ahrens stated this needs to be discussed in executive session as it deals with current litigation.

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 MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: DENYING THE REQUEST FROM MR. MCALLISTER AND THE VILLAGE OF COHOCTON TO EXEMPT CERTAIN VILLAGE-OWNED PROPERTIES IN THE TOWN OF COHOCTON MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN MADE BY MR. MAYO. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by: Brenda K. Mori, Deputy Clerk, Steuben County Legislature

NEXT MEETING SCHEDULED FOR

Thursday, April 7, 2005
1:00 p.m.

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, March 30, 2005**

STEUBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, March 28, 2005

9:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Gary D. Swackhamer, Chair Patrick F. Donnelly, Vice Chair Donald B. Creath
Harley R. Mayo Robert V. Nichols

STAFF: Mark R. Alger Lawrence Crossett David English
Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche, Esq. DeWitt T. Baker, D.V.M Francis L. Gehl
L. Ronald Nielsen John Walsh

OTHERS: Dave Shoen, WENY

I. CALL TO ORDER

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

II. GENERAL BUSINESS

MOTION: REQUESTING THE ADOPTION OF SENATE BILL NO. S3270 AND ASSEMBLY BILL NO. A6367 FOR THE IMPOSITION OF ADDITIONAL MORTGAGE TAX MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. DONNELLY. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Monday, April 25, 2005

9:30 a.m..

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Gary D. Swackhamer, Chair Harley R. Mayo	Patrick F. Donnelly, Vice Chair Robert V. Nichols	Donald B. Creath
STAFF:	Mark R. Alger Vincent Spagnoletti Steven Bates Mike Sprague	Gregory P. Heffner Steve Orcutt James Gleason Frederick H. Ahrens, Jr.	Lawrence Crossett Carol Whitehead Edward Castellana David English
LEGISLATORS:	Philip J. Roche, Esq. Kenneth E. Isaman John Walsh	DeWitt T. Baker, D.V.M. Lldon E. Jamison	Francis L. Gehl David R. Stachnik
OTHERS:	Mary Perham, <i>The Leader</i> Dave Shoen, WENY		

I. CALL TO ORDER

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

II. DEPARTMENTAL REPORTS/REQUESTS

1. Public Works

Budget Transfer – Mr. Spagnoletti requested authorization to appropriate \$500,000 from the Bath Landfill Expansion Project to the Major Equipment account to fund the replacement of equipment lost in the December 2004 fire.

MOTION: AUTHORIZING THE APPROPRIATION OF \$500,000 FROM THE BATH LANDFILL EXPANSION PROJECT TO THE MAJOR EQUIPMENT ACCOUNT TO FUND THE REPLACEMENT OF EQUIPMENT LOST IN THE DECEMBER 2004 FIRE MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (Mr. Creath absent for vote).

Mr. Spagnoletti requested authorization to amend the Major Equipment list to include a Compactor, Track Loader and Trackhoe Excavator. Mr. Nichols asked is what we have listed on the insurance? Mr. Spagnoletti replied this equipment is listed on the Fixed Asset Inventory list for the County.

MOTION: AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO AMEND THEIR MAJOR EQUIPMENT LIST TO INCLUDE A COMPACTOR, TRACK LOADER AND TRACKHOE EXCAVATOR MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Equipment Purchase Bond – Mr. Spagnoletti informed the committee that he had wanted to limit the equipment to three Tandem Dump Trucks and one Front End Loader. The cost of the trucks is \$135,000 each for a total of \$405,000 and the Front End Loader is \$112,000. The total of the bond is \$517,000. Mr. Ahrens commented initially there was some \$42,000 anticipated for the Boom Mower and when we did the research they were anticipating a grant for another \$42,000. In order to do the bond, you have to have the money on hand, which put the \$42,000 in peril unless we appropriated an additional \$42,000. We have gone with the option to purchase just the trucks and the Front End Loader.

MOTION: AUTHORIZING THE PURCHASE OF THREE TANDEM DUMP TRUCKS AND ONE FRONT END LOADER AND AUTHORIZING THE ISSUANCE OF A \$517,000 BOND OF SAID COUNTY TO PAY THE COST THEREOF MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Spagnoletti informed the committee that EPA has been in inspecting the highway shops and floor drains. We have drains in the shops that just go into the ground and not into leech fields or holding tanks. We need to do remediation of the drains and he requested authorization to transfer \$22,684.41 from H9999 Other Accounts to a project entitled "Highway Shop Drains Remediation".

MOTION: AUTHORIZING THE TRANSFER OF \$22,684.41 FROM PUBLIC WORKS H9999 OTHER ACCOUNTS TO A PROJECT ENTITLED "HIGHWAY SHOP DRAINS REMEDIATION" MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Weights & Measures

Truck Replacement – Mr. Bates requested authorization to transfer \$12,500 from the Contingent Fund to cover the costs of a new truck. Mr. Alger commented we started this project five years ago and decided that we didn't absolutely need to replace the truck then. During the process, the price has gone up more than we had originally allocated.

MOTION: AUTHORIZING THE COUNTY TREASURER TO APPROPRIATE \$12,500 FROM THE CONTINGENT FUND TO WEIGHTS & MEASURES TO COVER THE COSTS OF A REPLACEMENT TRUCK MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. Planning

First Transit Contract – Mr. Heffner requested authorization to transfer \$14,200 from the Contingent Fund to cover the cost of an additional bus run from Corning to Bath. He explained these bus runs have become an integral part of transportation. Last fall First Transit had to reduce the two bus lines down to one and now there will be a Steuben County Transit run.

MOTION: AUTHORIZING THE COUNTY TREASURER TO APPROPRIATE \$14,200 FROM THE CONTINGENT FUND TO THE PLANNING DEPARTMENT TO COVER THE COST OF AN ADDITIONAL BUS RUN FROM CORNING TO BATH MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. Emergency Management Office

Firefighter Training – Mr. Sprague informed the committee that we administer fire training for the County. That funding comes from the State who pays the instructors and we do the administration. What's been happening, is this is the cost of our success. We have been trying to recruit new firefighters and last September we had 83 individuals who needed Firefighter I training. We came up short on the hours we need for training. The Public Safety & Correction Committee had asked for a proposal and he distributed copies of that proposal to the Finance Committee. Mr. Sprague stated his proposal is to use State training hours for outside, large hour courses. We would use County funds to support classroom based courses needed to fill in and make the best use of State funds.

Mr. Sprague stated that he is also looking for other sources of funding. We are in the process of setting up training right now for the first half of the year. Public Safety & Corrections authorized funding one-half of our request from the Contingent Fund. He stated that he has a meeting Thursday morning with Senator Winner and Assemblyman Bacalles to discuss additional funding. There may be legislative initiative funding available, however, that does not fix the problem. Mr. Sprague requested approval to appropriate \$3,066 from the Contingent Fund for firefighter training.

MOTION: AUTHORIZING THE COUNTY TREASURER TO APPROPRIATE \$3,066 FROM THE CONTINGENT FUND WHICH REPRESENTS ONE-HALF OF THE EMERGENCY MANAGEMENT OFFICE FIREFIGHTER TRAINING PROPOSAL MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

Tuesday, May 10, 2005
1:00 p.m.

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON**

Wednesday, May 4, 2005

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, May 10, 2005

1:00 p.m.

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

MINUTES

Committee: Gary D. Swackhamer, Chair Harley R. Mayo Donald B. Creath

Legislators: Philip J. Roche, Esq.

Staff: Mark R. Alger Lawrence P. Crossett Carol Whitehead
David English Frederick H. Ahrens, Jr. William Partridge
Gregory P. Heffner James Gleason Vincent Spagnoletti
Linda Tetor John Zehr Donna Hatch
Judy Hunter

Other: Mary Perham, *Leader*

Absent: Patrick F. Donnelly, Vice Chair Robert V. Nichols

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 1:00 p.m. Mr. Swackhamer noted that Legislative Chairman Roche would be filling in until Mr. Creath arrives.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE APRIL 25, 2005, MEETING MADE BY MR. MAYO. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Creath not present for the vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office for the Aging

1. **Budget Transfer** – Mrs. Tetor stated they received an additional \$58,765 in EISEP funding to serve an additional 24 clients in the home. This does not require a County match and it is a permanent increase in their State aid. She noted she also needs to transfer funds from Personnel to increase the WRAP program contract with the Institute for Human Services. Discussion followed.

MOTION: ACCEPTING \$3,375 IN EISEP FUNDING INTO 677300.4.3772780 AND APPROPRIATING \$375 INTO 677300.5.471000 (MILEAGE) AND \$3,000 INTO 677300.5.437610 (EISEP ANCILLARY); ACCEPTING \$54,990 IN EISEP FUNDING INTO 677600.4.3772780 AND APPROPRIATING \$242 INTO 677600.5.440529 (PROACTION EISEP) AND \$54,748 INTO 677600.5.440780 (H&HC EISEP); AND AUTHORIZING THE TRANSFER OF \$1,505 FROM 677300.5.110000 (PERSONNEL) TO 677700.5.440120 (IHS-WRAP) MADE BY MR. ROCHE. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Creath not present for vote.

B. Buildings & Grounds

1. **Budget Transfer** – Mr. Partridge requested authorization to transfer \$6,000 from the Wilson Avenue Parking Lot Capital Project to the Civil Defense Center Parking Lot Capital Project. He noted the Public Works Department will be removing the existing pavement and regrading it, and it will be repaved under their County bid.

MOTION: AUTHORIZING THE TRANSFER OF \$6,000 FROM THE WILSON AVENUE PARKING LOT CAPITAL PROJECT TO THE CIVIL DEFENSE CENTER PARKING LOT CAPITAL PROJECT MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

C. Public Works Department

1. **CHIPS Funding Transfer** – Mr. Spagnoletti stated he's learned that they will be receiving \$667,515.62 in additional CHIPS funding. He requested authorization to anticipate that funding and appropriate it to the budget for Permanent Improvements No. D511200.5.250.000 Capital Projects to enable them to complete work on CR119 and CR76.

MOTION: APPROPRIATING \$667,515.62 IN UNANTICIPATED CHIPS REVENUE INTO PERMANENT IMPROVEMENTS NO. D511200.5.250.000 CAPITAL PROJECTS MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Health Care Facility

1. **Budget Transfer** – Mr. Zehr stated they would like to purchase vending machines to run the program internally instead of contracting it out. This would generate approximately \$10,250 in cafeteria revenue. He requested authorization to increase the cafeteria revenue line item by \$10,250, transfer \$2,300 from Admissions FICA and appropriate \$5,000 to dietary supplies and materials, \$250 to dietary repair and maintenance and \$7,300 to dietary major equipment to purchase the vending machines.

MOTION: ANTICIPATING \$10,250 IN REVENUE INTO 453099.4.41289300 (CAFETERIA REVENUE), TRANSFERRING \$2,300 FROM 453072.5.5830000 (ADMISSIONS FICA) AND APPROPRIATING \$5,000 TO 453061.5.5416000 (DIETARY SUPPLIES AND MATERIALS), \$250 TO 453061.5.5427100 (DIETARY REPAIR AND MAINTENANCE) AND \$7,300 TO 453061.5.5290000 (DIETARY MAJOR EQUIPMENT) TO PURCHASE VENDING MACHINES TO RUN THE PROGRAM INTERNALLY MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Planning

1. **Grant Funding** – Mr. Heffner requested authorization to accept a grant so that First Transit can purchase two new buses for the County's transportation system. Discussion followed.

MOTION: ACCEPTING A FEDERAL GRANT TO BE USED BY FIRST TRANSIT TO PURCHASE TWO NEW BUSES FOR THE COUNTY'S TRANSPORTATION SYSTEM MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

F. Real Property Tax Service Agency

1. **Budget Transfer** – Mrs. Hatch stated the Administration Committee has authorized the Purchasing Director to prepare and distribute an RFP for the digital tax mapping project, which has been put on the back burner for a few years. She currently has a capital project for this purpose. She also has an Office Renovations capital project. She requested authorization to transfer the balance of the Office Renovations capital project to the NAD83 conversion capital project. Discussion followed.

MOTION: AUTHORIZING THE CLOSURE AND TRANSFERRING THE BALANCE OF THE REAL PROPERTY TAX SERVICE AGENCY'S OFFICE RENOVATIONS CAPITAL PROJECT TO THE NAD83 CONVERSION CAPITAL PROJECT MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

G. County Clerk

1. **Equipment Purchase** – Mrs. Hunter requested authorization to purchase a new reader/printer from the emergency equipment line item in the Purchasing Department. Their current reader/printer is 15 years old and has broken down. They can purchase a new one for \$12,000 off of the State contract.

MOTION: AUTHORIZING THE COUNTY CLERK TO PURCHASE A READER/PRINTER FOR \$12,000 OFF OF THE STATE CONTRACT, TO BE PAID FOR FROM THE EMERGENCY EQUIPMENT PURCHASE LINE ITEM IN THE PURCHASING DEPARTMENT'S BUDGET MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

H. Treasurer

1. **Parcel in Hartsville** – Mr. Crossett stated in the current foreclosure proceedings there is a parcel located in the Town of Hartsville that is located adjacent to the County's reforested land. It was suggested that they not place that parcel in the auction in order to provide another point of access to the land, since the County will be harvesting the timber from the land.

MOTION: REMOVING PARCEL NO. 232.00-01-039.000 IN THE TOWN OF HARTSVILLE FROM THE COUNTY TAX AUCTION AND RETAINING OWNERSHIP OF SAID PARCEL MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Sales Tax Exemption Weeks** – Mr. Crossett stated he received a communication from the State regarding two sales tax exemption weeks. He noted during the exemption weeks individuals can purchase up to \$110 of clothing and footwear without being charged sales tax. The State has scheduled these weeks for Tuesday, August 30, 2005, through September 5, 2005, and Monday, January 30, 2006, through Sunday, February 5, 2006. He stated if the County chooses to participate, no action is required on behalf of the Legislature.

MOTION: AUTHORIZING THE COUNTY'S PARTICIPATION IN THE STATE'S TWO WEEKS OF SALES TAX EXEMPTION ON CLOTHING AND FOOTWEAR MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

I. County Administrator

1. **Small Equipment Purchases/Budget Transfers Report** – Mr. Alger presented the Committee the report on small equipment purchases and budget transfers for the month of April.

MOTION: ACCEPTING THE REPORT ON SMALL EQUIPMENT PURCHASES AND BUDGET TRANSFERS FOR THE MONTH OF APRIL MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

MOTION TO ADJOURN MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

NEXT MEETING SCHEDULED FOR
Tuesday, June 14, 2005 @ 1:00 p.m.
PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE BY NOON
On Wednesday, June 8, 2005

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, June 14, 2005

1:00 p.m.

Legislative Committee Conference Room
3 East Pulteney Square
Bath, New York

MINUTES

<u>Committee:</u>	Gary D. Swackhamer, Chair Harley R. Mayo	Patrick F. Donnelly, Vice Chair Donald B. Creath	Robert V. Nichols
<u>Legislators:</u>	Philip J. Roche John Walsh	Francis L. Gehl Kenneth E. Isaman	Thomas J. McIntyre
<u>Staff:</u>	Mark R. Alger Gregory P. Heffner Michael Sprague Frederick H. Ahrens, Jr.	Lawrence P. Crossett David English Henry Chapman, Psy.D. John Zehr	Carol Whitehead James Gleason Kathryn Biehl
<u>Other:</u>	Peggy Coleman, SCCVB	Mary Perham, <i>Leader</i>	

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 1:04 p.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE MAY 10, 2005, MEETING MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Department of Social Services

1. **Budget Appropriation** – Mrs. Biehl requested authorization to accept \$77,479 in Federal Funding to preventive services. She noted it is an initiative that the State passes on to Counties based upon the number of adoptions they have. Last year they had 19 adoptions in Steuben County.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT \$77,479 IN FEDERAL FUNDING AND APPROPRIATING IT TO PREVENTIVE SERVICES MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office of Community Services

1. **Budget Transfer** – Dr. Chapman stated they are still in the midst of negotiating the contract for the software project. They've already had three contract revisions. The total cost of the project is \$240,457 and \$203,457 is what would go directly to Anassazi for software and training. The other \$37,000 is for hardware that would need to be purchased. Mr. Alger stated they are requesting authorization to create a capital project for the software and training. In order to fund this project, they'd like to transfer \$150,000 from the Mainframe Replacement Capital Project and utilize unanticipated OMH Federal Salary Sharing funds.

MOTION: AUTHORIZING THE TRANSFER OF \$150,000 FROM THE MAINFRAME REPLACEMENT CAPITAL PROJECT AND \$90,457 IN UNANTICIPATED OMH FEDERAL SALARY SHARING FUNDS TO A NEW CAPITAL PROJECT ENTITLED "COMMUNITY SERVICES BILLING SOFTWARE " MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

C. Emergency Management Office

1. **Budget Transfer** – Mr. Sprague stated they have 2004 Homeland Security Grant funds that weren't expended. He requested authorization to transfer the funds to 2005 revenue line items and then appropriate to various line items in their budget so they can utilize the funds according to the grant guidelines before they lose the funding.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$59,379.48 IN 2004 HOMELAND SECURITY GRANT FUNDING (DCJS #WM04836140) AND APPROPRIATING \$50,741.21 TO THE EQUIPMENT LINE ITEM, \$5,000.00 TO THE OPERATING SUPPLIES LINE ITEM AND \$3,638.27 TO OTHER EXPENSES; AUTHORIZING THE TRANSFER OF \$30,003.00 IN 2004 HOMELAND SECURITY GRANT FUNDING (DCJS #WM03836120) AND \$27,000.00 IN 2004 HOMELAND SECURITY GRANT FUNDING (DCJS #WM03836130) AND APPROPRIATING \$20,500.00 TO THE EQUIPMENT LINE ITEM, \$14,000.00 TO CONTRACT LABOR, \$13,966.00 TO TRAINING/CONFERENCES, \$700.00 TO POSTAGE, \$837.00 TO COPYING AND \$7,000.00 TO ROOM RENTAL – DEVELOPMENT AND IMPLEMENTATION; AND AMENDING THE 2005 EQUIPMENT LISTS TO INCLUDE 3 LAPTOP COMPUTERS, 1 DESKTOP COMPUTER, SOFTWARE AND 3 PROJECTORS AT A TOTAL COST OF \$20,500.00 MADE BY MR. DONNELLY. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Administrator

1. **Budget Transfers/Small Equipment Purchases Report** – Mr. Alger distributed the Budget Transfers and Small Equipment Purchases Report for the month of May to the Committee for their review.

MOTION ACCEPTING THE BUDGET TRANSFERS AND SMALL EQUIPMENT PURCHASES REPORT FOR THE MONTH OF MAY MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Senior Citizens' Tax Exemption** – Mr. Alger stated this morning the Administration Committee approved increasing the income limit for the Senior Citizens' Tax Exemption from \$19,500 to \$22,500, effective 2007. Discussion followed.

MOTION: AMENDING LOCAL LAW NO. 2 OF 2002, INCREASING THE SENIOR CITIZENS' TAX EXEMPTION INCOME LIMIT FROM \$19,500 TO \$22,500 MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

E. Health Care Facility

1. **Project Review** – Mr. Zehr stated this was presented to Health and Education at their last meeting and they are recommending the construction of a new facility. The two scenarios for bonding include the County putting money down or 100% financing. The Health and Education Committee recommended 100% financing. Mr. Zehr stated he attended the White House Conference on Aging last week and it was very interesting. He distributed copies of one of the handouts he received at the conference entitled “The Graying of America”. He stated it gives an idea of what we’re looking at in the future as far as the number of individuals 85 years of age and older that are more likely to need placement. It indicates a need for more beds. Mr. Swackhamer asked what’s the average age of the population in nursing homes? Mr. Zehr stated approximately 82.

Mr. Crossett stated he contacted Fiscal Advisors & Marketing, Inc., to obtain an estimated debt service schedule based upon the different bonding options. He distributed a copy of the schedule to the Committee for their review. He stated the estimated interest for a 20 year bond at 4.5% is \$10,431,405. If they bond for 25 years, the interest increases to 5% bringing the total amount of interest to approximately \$15 million. Bonding for 30 years at an estimated interest of 5.5% brings the total interest to over \$20 million, which is more than the principal amount. Discussion followed.

Mr. Zehr stated John Kropski informed him that the average life of a nursing home is 20 to 30 years. He noted the State will reimburse the interest up to the cap of the state funding, which, in our case is \$15 million. Discussion followed.

Mr. Creath stated if we go to a 20 year bond, what portion would the taxpayer pay? Mr. Crossett stated the State will reimburse 90% up to the cap on State funding for construction. Mr. Alger stated our portion would be \$3.7 million so that principal and interest would be the County's responsibility. Looking at the interest on the debt service schedule, he recommends going with a shorter bond. Mr. Zehr noted that the reimbursement would occur over the life of the bond. Mr. Donnelly stated he wonders if they could save money by purchasing insurance on the bonds as well. Mr. Crossett stated that sometimes it is required. Mr. Alger noted they've already asked Fiscal Advisors & Marketing to look into that. Discussion followed.

Mr. Ahrens stated the bond inducement resolution calls for a probable life usefulness of 30 years. He noted this resolution will require a 2/3 vote of the full Legislative body.

Mr. Creath stated the estimated net surplus for the Health Care Facility in 2010 is a loss of \$638,000. Is that covered by the Enterprise Fund or taxes? Mr. Alger stated it is covered by the Enterprise Fund unless the Enterprise Fund is depleted. Then the loss would be covered through the General Fund. So the longer you can stretch the Enterprise Fund, the better off we'll be. Discussion followed.

Mr. Isaman stated we've determined this facility is probably going to be in the red. Is there any indication out of Albany for a renewal of the IGT (Intergovernmental Transfer)? Mr. Alger stated we've been told by NYSAC that there will be something to replace the IGT, but it won't be called the IGT. This year we're looking at a loss in our facility of about \$1,500,000. However, they need to realize that other counties are losing millions of dollars. Is the State going to allow a virtual elimination of public facilities throughout the State? Probably not because the Counties have a sizeable number of beds throughout the State and they won't be able to replace them in a short period of time. He believes that the State won't want the Counties to get out of the business so it will prompt them to do something. Discussion followed.

Mr. Nichols stated right now the State will reimburse us 90% of the construction cost. If we don't do this now, the reimbursement rate will decrease to 75%. So if this project doesn't pass, we'll be out of the business. Discussion followed.

Mr. Gehl stated if we get out of the business and the patients are transferred to other facilities, we'll still be paying their Medicaid rate.

Mr. McIntyre stated in 2002, the cost to renovate the current facility was \$5 million. Now that cost is \$12.2 million. Why is this? Mr. Alger stated because some of the items on the new list of renovations are things we didn't know we were going to have to do back in 2002. Discussion followed.

MOTION: AUTHORIZING A BOND RESOLUTION FOR \$19.710.000 FOR THE CONSTRUCTION OF A NEW HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

F. County Treasurer

1. **Property Tax Hardship** – Mr. Crossett stated this item requires an executive session.

IV. OTHER BUSINESS

A. Steuben County Conference & Visitors' Bureau – Ms. Coleman stated she presented the Agriculture, Industry and Planning Committee with a request for additional room tax funds to conduct a Randall Research Study. She noted this would be a one-time request for research funding. Discussion followed.

Ms. Coleman stated in 2004 the room tax collections amounted to \$625,460. They appropriated \$528,925 to tourism and publicity. There was a \$74,344 shortfall in the 2003 room tax fund, which the County Treasurer

covered right off the top of the 2004 collections. Also, the County receives a five percent administration fee, which amounts to \$32,000. This left the 2004 room tax reserve with a shortfall of \$9,809.

Ms. Coleman stated for 2005, they are projecting room tax collections to be \$655,000. The appropriations for tourism and publicity are \$592,425. The County Treasurer has already covered the 2004 shortfall of \$9,809 off of the top of the 2005 collections and based upon the projected 2005 collections, the County's administration fee will be \$33,000. This means the projected 2005 reserve will have \$19,766. She would like to utilize \$10,000 of that reserve balance to pay for the research study. She stated this will still leave \$9,766 in the Room Tax Reserve. She noted that the first quarter collections have exceeded their projections. However, she has been in contact with Randall Travel Marketing and they are willing to postpone the study until they have the first three quarters of collections so they can be sure that the projected figures are in line. Discussion followed.

Mr. Isaman stated the last research study they conducted was 5 years ago and it was very beneficial to the County as it allowed them to "leap ahead" of the other conference and visitors' bureaus.

MOTION: AUTHORIZING THE APPROPRIATION OF \$10,000 FROM THE ROOM TAX RESERVE TO THE STEUBEN COUNTY CONFERENCE & VISITORS' BUREAU FOR THE PURPOSE OF CONDUCTING A RANDALL RESEARCH STUDY MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

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

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: GRANTING A HARDSHIP WAIVER AND REMOVING PARCEL #151.05-01-059.000, TOWN OF HORNELLSVILLE, FROM THE COUNTY TAX AUCTION MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

Tuesday, July 12, 2005
1:00 p.m.

PLEASE SEND AGENDA ITEMS TO THE

**Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, July 6, 2005**

STEUBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, June 27, 2005

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Patrick F. Donnelly, Vice Chair Donald B. Creath Harley R. Mayo
Robert V. Nichols

STAFF: Mark R. Alger Frederick H. Ahrens, Jr. Carol Whitehead
David English

LEGISLATORS: Philip J. Roche, Esq. DeWitt T. Baker, D.V.M. Francis L. Gehl
Lldon E. Jamison Patrick F. McAllister

ABSENT: Gary D. Swackhamer, Chair

I. CALL TO ORDER

Mr. Donnelly called the meeting to order at 9:00 a.m.

II. GENERAL BUSINESS

Tobacco Securitization – Mr. Ahrens informed the committee that in the original tobacco settlement, three major firms participated, which included RJ Reynolds and Philip Morris. Recently there have been a couple of trapping events, including the sale of tobacco products off shore as well as sale of tobacco products by other companies. Currently there is approximately \$790,000 in the residual trust, which we could access if we reissue the bonds and retire the old bonds. In doing that, you would be foregoing payment out of the residual fund for the year 2014 which could amount to millions. Mr. Ahrens commented that he has been somewhat skeptical all along of this bond issuance from the standpoint that you should take the money now because trapping events could interfere with your ability to take the funds at all.

Mr. Alger explained the residuals are what you would be foregoing from 2014 – 2025. Over that period of time, potentially that amount could be in the millions. The residual fund is anticipated to go to 2045. The likelihood of the non-participating manufacturer's share of the market not increasing is very slim. If it hits 12 percent, for every 1 percent over 11 percent, the trapping event goes up from 25 percent an additional 6 percent. Mr. Ahrens stated if more money comes in than is necessary to pay the principal and interest, those additional funds are used to retire the debt sooner. The question is do you want \$790,000 in hand now or a promise tomorrow.

Mr. Alger stated there are nine counties who are eligible for this. If all you used the funding for was to defease debt, then you are not eligible. We did use a significant portion to defease our bonds. As a result, other counties are receiving a higher share now. Mr. Ahrens stated the best use of these funds is for something with probable usefulness. It cannot be used for operational expenses. Mr. Alger stated this is the same decision you made initially.

MOTION: APPROVING AN AMENDMENT TO THE RESIDUAL CERTIFICATE ISSUED BY THE STEUBEN TOBACCO ASSET SECURITIZATION CORPORATION MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger commented this has happened fast. The issuance date will be sometime soon. They needed to have a Board resolution by July 15th. Right now there is a positive market for tobacco bonds. August 2nd will be the bond closing.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, July 12, 2005

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

3 East Pulteney Square

Bath, New York

MINUTES

<u>Committee:</u>	Gary D. Swackhamer, Chair Robert V. Nichols	Patrick F. Donnelly, Vice Chair Harley R. Mayo	Donald B. Creath
<u>Legislators:</u>	Philip J. Roche, Esq.	DeWitt T. Baker, D.V.M.	Francis L. Gehl
<u>Staff:</u>	Mark R. Alger Donna Hatch Vincent Spagnoletti Richard C. Tweddell	Lawrence P. Crossett James Gleason Michael Sprague	Frederick H. Ahrens, Jr. Linda Tetor Carol Whitehead
<u>Other:</u>	Kyle Tuttle, LP Ciminelli Brent Franklin	Eric Eshelman, LaBella	Mary Perham, <i>Leader</i>

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 1:00 p.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JULY 12, 2005, MEETING MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office for Aging

1. **Budget Transfer** – Mrs. Tetor stated due to the new Medicare Part D the County is receiving additional funding for the SPAP program. This is a program designed to educate senior citizens about Medicare Part D and the EPIC Program. They have been allocated \$50,000 to be spent from April through October for phase one. There will be an additional \$50,000 in October to last us through the end of the year. She requested authorization to accept and appropriate the funding. Discussion followed.

MOTION: ACCEPTING \$20,177 IN ADDITIONAL FUNDING INTO THE NEW LINE ITEM #677300.4.377.2740 ADMINISTRATION-SPAP; AND \$3,221 INTO THE NEW LINE ITEM #677700.4.377.2740 TITLE IIIB-SPAP; APPROPRIATING \$7,596 INTO MAJOR EQUIPMENT #677300.5.290.000 AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE A LAPTOP COMPUTER AND PROJECTOR, CART, SOUND SYSTEM, 3 PORTABLE COPIERS AND DESKTOP COMPUTERS; APROPRIATING \$8,581 INTO PRINTING #677300.5.403.100; \$2,500 INTO POSTAGE #677300.5.405.100; \$500 INTO TRAINING #677300.5.407.200; \$1,000 INTO MILEAGE #677300.5.471.000 AND \$3,221 INTO INST TLF TRANS #677700.5.440.125; AND ACCEPTING \$21,067 IN ADDITIONAL STATE FUNDING INTO THE NEW LINE ITEM #677300.4.377.2740 ADMINISTRATION-SPAP; AND \$5,535 INTO THE NEW LINE ITEM #677700.4.377.2740 TITLE IIIB-SPAP; REDUCING REVENUE LINE ITEM 677300.4.477.2730 AGING TITLE IIIB; AND APPROPRIATING \$323 INTO PRINTING #677300.5.403.100; \$1,816 INTO INST WRAP #677700.5.440.120 AND \$3,719 INTO INST TTL V TRANS #677700.5.440.125 MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Mrs. Tetor noted that the Human Services Committee approved only part of this funding, as she hadn't received notification of the second part of the additional funding until after the Committee met. Therefore, it will required a Special Human Services Committee Meeting prior to a resolution going to the full Legislature on July 25, 2005. *Special Human Services Committee Meeting scheduled for 9:30 a.m. on Monday, July 25, 2005.*

B. Public Works Department

1. **Safety Training Grant** – Mr. Spagnoletti stated the Department of Labor has approved a grant for the Public Works Department in the amount of \$75,775 for safety training. He requested authorization to accept and appropriate the funding.

MOTION: AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO ACCEPT A \$75,775 GRANT FROM THE DEPARTMENT OF LABOR FOR SAFETY TRAINING MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

C. Emergency Management Office

1. **Legislative Initiative Grant** – Mr. Sprague requested authorization to accept a \$10,000 Legislative Initiative Grant for fire service training from Senator Winner and Assemblyman Bacalles.

MOTION: ACCEPTING \$10,000 IN LEGISLATIVE INITIATIVE GRANT FUNDING FROM SENATOR WINNER AND ASSEMBLYMAN BACALLES MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. County Treasurer

1. **Tax Auction** – Mr. Crossett reminded the Committee that the County Tax Auction is being held tomorrow (July 13th) at 10:00 a.m. in Haverling Highschool. He stated they will be selling 96 parcels out of the 135 initially foreclosed upon.

E. County Administrator

1. **Disability Tax Exemption** – Mr. Alger stated last month this Committee approved increasing the income limit for the Senior Citizen's Tax Exemption. He stated Mrs. Hatch reminded him that they like to keep the same income limit for the Disability Tax Exemption as the Senior Citizen's Tax Exemption.

Mrs. Hatch stated the Administration Committee this morning approved increasing the Disability Tax Exemption to the same limit as the Senior Citizens' Exemption. This would increase it from \$19,500 to \$22,500.

MOTION: INCREASING THE DISABILITY TAX EXEMPTION INCOME LIMIT FROM \$19,500 TO \$22,500 MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Emergency Equipment Fund** – Mr. Alger stated the Law Department has an equipment purchase request.

Mr. English requested authorization to purchase dictating equipment for the Law Department. They would like to purchase 3 transcribers and 4 handheld recorder units for \$1,013.12 off of the State bid. He noted the funding would come from the Purchasing Department's Emergency Equipment line item.

MOTION: AUTHORIZING THE TRANSFER OF \$1,013.12 FROM THE PURCHASING DEPARTMENT'S EMERGENCY EQUIPMENT LINE ITEM TO THE LAW DEPARTMENT'S SMALL EQUIPMENT LINE ITEM AND AMENDING THE LAW DEPARTMENT'S SMALL EQUIPMENT BUDGET TO INCLUDE 3 TRANSCRIBERS AND 4 HANDHELD RECORDER UNITS FOR \$1,013.12 FOR THE PURCHASE OF SAID EQUIPMENT OFF OF THE NYS BID MADE BY MR. DONNELLY. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Jail Expansion Project** – Mr. Alger stated we've been spending time with the Sheriff's Department to determine what needs to be done to the existing facility and the expansion. Mr. Eshelman distributed copies of the draft program summary for the Jail Expansion Project. We looked at the impact of adding the pod onto the existing facility. The program summarizes our findings. He reviewed the summary for the Committee. We worked with the Sheriff and looked at what needed renovations and what needed additions. He noted in some areas they don't need to do anything to. The net square footage represents the interior space. The gross square footage takes into account wall thickness. There are changes that need to be made to the existing facility to accommodate the expansion so they will be renovating 7,841 of gross area square feet. The total gross square footage for the addition is 45,406. The result is a building total gross square footage for the addition and renovation of 53,427. This number is what the building cost estimate is based upon. He stated LP Ciminelli used the comments and the footage amounts to determine the cost of the addition.

Mr. Eshelman distributed copies of a graphic depicting where renovations would take place within the facility. He stated they have determined the square footages for the pod that is going to be built but they haven't come up with a design at this point. He reviewed the renovations and additions for the Committee. Discussion followed.

Sheriff Tweddell stated this will meet or exceed the minimum that the Commission of Corrections would like us to do. Mr. Nichols asked does this plan allow us to add on to the new pod in the future? Mr. Alger stated part of the discussion has been how to lay out the addition to accommodate any possible additional expansion. Discussion followed.

Mr. Swackhamer stated building it is the easy part, operating it is another thing. Mr. Alger stated each pod would require an additional 24-hour post.

Mr. Tuttle stated they took everything LaBella provided them and developed a conceptual cost estimate. They included a design and construction contingency and then added a soft cost estimate. This brought the total project cost to \$15,711,000. Mr. Alger stated they then met again and determined that we should round that number to \$16 million to start with as a budget. He noted it was approved yesterday by the Public Safety and Corrections Committee.

Mr. Swackhamer asked how much does it cost to house out inmates? Sheriff Tweddell stated to date we are at \$398,000. Last year it cost \$400,000 total. Mr. Alger informed the Committee that the Sheriff was able to get permission to change the program room into housing so that will have a positive impact on the budget.

Mr. Creath asked what is the cost for inmates housed in versus inmates housed out? Mr. Alger stated it is an incremental cost to house an inmate; approximately \$20/day and we charge \$75/day. You can generate revenue by housing in inmates. In the early years of the facility you will be able to house in more inmates than you will in approximately 15 years.

Mr. Roche stated housing out inmates isn't an option for the County on a long-term basis. The Commission has told us that. Sheriff Tweddell stated he has room for 162 inmates right now and that will expand by 11 more by the end of the week. The Commission will not allow you to have over 85% occupancy and we are at 100%. The Commission could come in and dictate how big our new addition will be. Mr. Alger stated the real question is how do we deal with the population? The trend has been to grow 4 to 5 percent per year and that trend probably isn't going to change. Discussion followed.

Mr. Gehl asked how long before this project could begin if the bonding is approved at the July Legislative meeting? Mr. Alger stated the authorization to proceed would allow us to have the building designed. We would anticipate a late Spring 2006 bid. Depending upon the nature of the bids and design, it isn't inconceivable to have construction finished for occupancy the following year.

Mr. Alger stated the Center for Governmental Research study will provide us with recommendations on how to influence the judicial system to reduce the number of inmates in the facility. If we can impact the rate of growth in the facility, we can increase the life of the facility.

Mr. Creath stated New York State has a surplus of beds and they are studying what to do with their jails. They are shifting the burden of imprisoning individuals to the counties. Mr. Alger stated the consistency of the growth doesn't indicate that it is a spike. On the other hand, some of the reason we've seen this incremental growth is due to issues they are addressing at the State level. A number of the inmates in the County jail are parole violators. Discussion followed.

MOTION: AUTHORIZING THE ISSUANCE OF BONDS FOR THE JAIL EXPANSION PROJECT IN THE AMOUNT OF \$16 MILLION MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Mr. Alger noted they had hoped to have an amortization schedule for this meeting, but they haven't received it yet from bond counsel. They will have it for the Legislative Meeting. Mr. Swackhamer suggested holding a Special Finance Committee meeting prior to the July 25th Legislative meeting to review the amortization schedule and make a recommendation for repayment. *Special Finance Committee Meeting on Monday, July 25, 2005 at 9:15 a.m.*

4. **Monthly Budget Transfers/Small Equipment Purchases** – Mr. Alger distributed copies of the Monthly Budget Transfers and Small Equipment Purchases Report for the Month of June for the Committee's review. The Committee reviewed and accepted the report.

5. **Tobacco Funds** –Mr. Alger stated he received communication from bond counsel and they would like us to designate where the additional tobacco funds will be applied. In discussing this, they prefer something with a 25+ years of useful life. Considerable discussion followed.

MOTION: AUTHORIZING THE COUNTY TREASURER TO APPLY THE ADDITIONAL TOBACCO FUNDS TO THE JAIL EXPANSION PROJECT MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OTHER BUSINESS

A. **Health Care Facility** – Mr. Swackhamer stated he spoke with Mr. Roche and they are wondering if they shouldn't look at the beginning the process of construction another addition at the Health Care Facility under the 25/75 funding program. He stated they've been told that the Health Care Facility would have maximum efficiency with 120 beds. If they could proceed with this they could have both the new facility and the addition done at the same time. Mr. Alger noted that it would require a new Certificate of Need for the additional 15 beds. However, the State has identified a bed need so in terms of our ability to request it, it is there. Mr. Swackhamer stated he just thinks that if they are building anyway, and we would be more efficient with 15 more beds, now is the time to do it. Mr. Alger stated he will look into it.

MOTION TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by,
Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, August 9, 2005
1:00 p.m.
Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, August 3, 2005**

STEBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, July 25, 2005

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Gary D. Swackhamer, Chair Donald B. Creath Harley R. Mayo
Robert V. Nichols

STAFF: Mark R. Alger Lawrence Crossett John Leyden
Richard C. Tweddell

LEGISLATORS: Philip J. Roche, Esq. DeWitt T. Baker, D.V.M. Francis L. Gehl
Lldon E. Jamison L. Ronald Nielsen David R. Stachnik
John Walsh

ABSENT: Patrick F. Donnelly, Vice Chair

I. CALL TO ORDER

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

II. DEPARTMENT REPORTS/REQUESTS

A. Treasurer

1. **Jail Amortization Schedule** – Mr. Crossett distributed a handout showing the four options for the debt service schedule for the Jail project. He explained the first two options, Schedule A.1 and Schedule A.2, that show after the County puts \$1.2 million in Tobacco funds against the total project cost, the amount of the bond would be \$14,800,000. Schedule A.1 is for 15 years and Schedule A.2 is for 20 years. Mr. Crossett explained the last two options, Schedule B.1 and Schedule B.2 show the bond at \$16,000,000 for 15 years and 20 years. He stated that the amount of debt service is \$200,000 less on 20 years versus the 15 years. However, interest is quite a bit higher over the 20 years than the 15 years. We will have to wait until those tobacco bonds are issued in order to know what those proceeds will be. Those are supposed to sell in early August.

Mr. Roche asked can you prepay on the bonds? Mr. Crossett replied they may be callable. Callable meaning that you could call those bonds in. Normally that doesn't happen until the last five years. Mr. Swackhamer commented that \$400,000 equates to approximately 1 percent of the tax levy. Mr. Stachnik asked is this a nervous time to be entering the market? Mr. Crossett replied hopefully we can get these bonds issued before there are more increases in the interest rates. We will get a fixed rate and go directly to bond. Mr. Creath commented the 15-year bond is a better deal.

Mr. Alger stated that the committee, when they look at the two schedules, should keep in mind that the Commission reviews our population and looks at our own projections. The Commission's projections are straight line. The Jail has had a 4 percent growth rate since it was opened. This addition should last until 2019 – 2020 for the average daily population with everything else remaining the same. You are not going to get 25 years out of this. To go for a 20 year bond is really a stretch. A 15-year bond is more realistic.

Mr. Alger commented the study being done by the Center for Governmental Research in the long-run is where we need to start if we are to be more effective in managing the caseload that we have. We would like to try to improve the inmate pre-sentence population to 50 – 50 which will have a much more positive impact on that growth rate than anything else you can do. We need to do something more

systemically to move the pre-trial inmates through in a more expeditious fashion. That study is as important as this decision.

Mr. Creath commented that he would hate to expand the Jail before we paid off the bond and he thinks that the 15-year bond is still the way to go. Mr. Alger commented that earlier there had been the question of what if we don't do anything and just budget for it? If you had 213 inmates and the Commission enforced the 85 percent rule, you would have to house out all but 138 of the inmates. It would cost \$2.2 million to house them out. If you take the average number to house out this year, plus 21 additional inmates that would be 46 inmates at a cost of \$1.3 million. It would cost you almost what it would cost you to repay this bond to house out of county. He stated they are recommending bonding at the full amount of the project because we don't know how much tobacco funds will be available.

MOTION: DIRECTING THE COUNTY TREASURER TO SECURE A BOND IN THE AMOUNT OF \$16,000,000 FOR 15 YEARS FOR THE JAIL PROJECT MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Tax Auction** – Mr. Crossett informed the committee that during the real estate auction they sold 94 parcels for a little over \$600,000 and netted \$335,000. The highest price paid for a parcel was \$33,000.

MOTION: TO ADJOURN MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, August 9, 2005

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

3 East Pulteney Square

Bath, New York

MINUTES

<u>Committee:</u>	Gary D. Swackhamer, Chair Robert V. Nichols	Patrick F. Donnelly, Vice Chair Donald B. Creath	Harley R. Mayo
<u>Legislators:</u>	Philip J. Roche	John Walsh	
<u>Staff:</u>	Mark R. Alger Gregory P. Heffner David English	Lawrence P. Crossett Vincent Spagnoletti Frederick H. Ahrens, Jr.	Linda Teton Kenneth Peaslee Robert Anderson
<u>Other:</u>	Mary Perham, <i>Leader</i>		

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 1:02 p.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JULY 12, 2005, MEETING MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Works

1. **Lindley Landfill** – Mr. Spagnoletti stated in accordance with an arrangement that was made with the Town of Lindley several years ago, the County needs to pave the Gibson Road in the Town of Lindley which leads to the closed Lindley Landfill. They have money to complete this project, but they need an additional \$25,000. He requested authorization to transfer \$25,000 from the Lindley Landfill Fence fund to the Lindley Landfill Gibson Road fund.

MOTION: AUTHORIZING THE TRANSFER OF \$25,000 FROM THE LINDLEY LANDFILL FENCE FUND TO THE LINDLEY LANDFILL GIBSON ROAD FUND MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Community Services

1. **Budget Transfer** – Dr. Anderson requested authorization to transfer funds to purchase a laser printer for \$1,200.

MOTION: AUTHORIZING THE TRANSFER OF \$1,200 FROM ACCOUNT NO. 425000.5.444150 CONTRACT LABOR TO ACCOUNT NO. 425000.5.298000 MINOR EQUIPMENT AND AMENDING THE COMMUNITY SERVICES MINOR EQUIPMENT LIST TO INCLUDE A LASER PRINTER MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Sheriff's Department

1. **Telephone Switch** – Mr. Peaslee stated the Public Safety Building's telephone switch is an Option 61C, which is the same as the County Office Building. It is oversized for the Sheriff's

Department. They can replace the switch for \$40,000. Otherwise, it will have to be upgraded, which will cost \$120,000. There are a couple funding options for this purchase. One suggestion was to fund it out of the 911 project. The other option would be to fund it with the savings they would be realizing after they eliminate the night dispatching. Mr. Alger stated the elimination of the night dispatching is also the initial motivation for this purchase as the calls that normally would come into the Sheriff's dispatch at night will have to be routed to the 911 Building. Discussion followed.

MOTION: AUTHORIZING THE PURCHASE OF A NEW TELEPHONE SWITCH FOR THE SHERIFF'S DEPARTMENT TO BE PAID FOR FROM THE 911 CAPITAL PROJECT MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Office for Aging

1. **Budget Adjustment** – Mrs. Tetor stated they have been notified by the State that they will be receiving new funding for the Long-Term Care Insurance Education and Outreach Program Grant. The purpose of this program is to inform and educate the public about the need to purchase long-term care insurance. The State would like to have a long-term care resource center established in each Office for Aging across the State. The total amount of the grant is \$50,000. They have received \$25,407 initially for the period of September 1, 2005 through the end of the year. Part of the funding will be used to contract with the Institute for Human Services to administer the program. Discussion followed.

Mr. Swackhamer stated he has a problem with promoting long-term care insurance. We are just helping to pad insurance companies pockets. It might save the State money on Medicaid, but they'll find something else to spend that savings on. Discussion followed.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$8,699.00 INTO ACCT. #677300.4.3772750 (STATE LTCIEOP) AND \$16,708.00 INTO ACCT. #677700.4.3772750 (STATE LTCIEOP) FOR THE LONG-TERM CARE INSURANCE EDUCATION AND OUTREACH PROGRAM GRANT; APPROPRIATING \$2,506.00 INTO ACCT. #677300.5.290000 (MAJOR EQUIPMENT); \$600.00 INTO ACCT. #677300.5.471120 (CONTRACT EMPLOYEE MILEAGE); \$400.00 INTO ACCT. #677300.5.479300 (VOLUNTEER TRAINING); \$4,325.00 INTO ACCT. #677300.5.403100 (PRINTING); \$400.00 INTO ACCT. #677300.5.407100 (BOOKS & SUBSCRIPTIONS); \$150.00 INTO ACCT. #677300.5.403800 (COPYING); \$100.00 INTO ACCT. #677300.5.406100 (OFFICE SUPPLIES); \$218.00 INTO ACCT. #677300.5.402990 (PHONE); \$3,038.00 INTO ACCT. #677700.5.440125 (INST TTL V TRANS) AND \$13,670.00 INTO ACCT. #677700.5.440124 (INST LTCIEOP); AND AMENDING THE OFFICE FOR AGING'S MAJOR EQUIPMENT LIST TO INCLUDE A LAPTOP COMPUTER MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

E. County Administrator

1. **Mortgage Tax Bill** – Mr. Alger reported that the Governor signed the Mortgage Tax Bill on August 2nd. It is a two-part Bill. One part requires a Local Law and the other requires a resolution. He requested authorization to present these items to the full Legislature this month. They initially had budgeted an additional \$360,000 in revenue for 2005, which is the projected revenue for one quarter. However, it will not become effective until November 1st.

MOTION: APPROVING AN INCREASE IN THE MORTGAGE TAX MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Equipment Purchases and Budget Transfers** – Mr. Alger presented the reports on the equipment purchases and budget transfers for the month of July. The committee reviewed and accepted the report.

IV. **OTHER BUSINESS**

Mr. Mayo stated he requested Mr. Spagnoletti to provide the Finance Committee with a list of roads that need a hot mix overlay. He would like this committee to consider utilizing some of the tobacco

securitization proceeds to complete these blacktop projects. Mr. Spagnoletti distributed the list to the committee for their review.

Mr. Nichols asked Mr. Spagnoletti do these roads have a good base so that the blacktop will last 10 years? Mr. Spagnoletti stated yes.

Mr. Swackhamer stated there are 3 or 4 departments who want to use this money. He believes this committee will have to review the requests and provide the Legislature with different recommendations so they can make the final determination.

Mr. Nichols stated they don't even know how much money they will receive so it is too early to make a recommendation on this request. 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 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. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, September 13, 2005
11:00 a.m.**

**Please send agenda items to the
Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, September 7, 2005**

STEBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, August 22, 2005

9:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Patrick F. Donnelly, Vice Chair Donald B. Creath Harley R. Mayo
Robert V. Nichols

STAFF: Mark R. Alger Carol Whitehead David English

LEGISLATORS: Francis L. Gehl Kenneth E. Isaman Ildon E. Jamison
Patrick F. McAllister Robert V. Nichols L. Ronald Nielsen

ABSENT: Gary D. Swackhamer, Chair

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. **Sales Tax Resolution** – Mr. Alger explained this resolution has been reviewed by the State Department of Taxation and Finance. We need the Legislature’s approval to move forward with this. These are two-year extensions with the same terms and conditions. Mr. Nichols commented this will help save property taxes from going through the roof.

MOTION: EXTENDING THE INCREASE OF THE RATE OF TAXES ON SALES AND USES OF TANGIBLE PERSONAL PROPERTY AND OF CERTAIN SERVICES, AND ON OCCUPANCY OF HOTEL ROOMS AND AMUSEMENT CHARGES, PURSUANT TO ARTICLE 29 OF THE TAX LAW OF THE STATE OF NEW YORK MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. **Property – Town of Wayne** – Mr. Alger informed the committee that they made the decision to rescind that sale so that we are just simply not going to sell that parcel this year. We will work with the town to get it cleaned up. We do have a letter from the town agreeing to that. This is the parcel that is listed on Resolution No. 1.

MOTION: RESCINDING THE SALE OF A PIECE OF PROPERTY TO THE TOWN OF WAYNE MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by,

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, September 13, 2005
1:00 p.m.
Legislative Committee Conference Room
Steuben County Office Building
3 East Pulteney Square
Bath, New York

MINUTES

<u>Committee:</u>	Patrick F. Donnelly, Vice Chair	Harley R. Mayo	Robert V. Nichols
<u>Legislators:</u>	Philip J. Roche, Esq.	Francis L. Gehl	John Walsh
<u>Staff:</u>	Mark R. Alger Vincent Spagnoletti Frederick H. Ahrens, Jr. Bryce Foster	Lawrence P. Crossett Byrum Cooper Carol Whitehead Christine Kane	Linda Teter David English Kathryn Biehl Amy Dlugos
<u>Other:</u>	Mary Perham, <i>Leader</i>		
<u>Absent:</u>	Gary D. Swackhamer, Chair	Donald B. Creath	

I. CALL TO ORDER

The meeting was called to order by Mr. Donnelly at 11:00 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE AUGUST 9 AND AUGUST 22, 2005, MEETINGS MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Defender

1. **Budget Request** – Mr. Cooper requested additional funds for the assigned counsel line item. They only have \$28,000 remaining in the budget and have \$50,000 to \$60,000 worth of vouchers remaining to be paid. He's been informed that they have \$191,427.80 in indigent revenue coming to them from the State. He requested authorization to anticipate that revenue and transfer it to the assigned counsel line item. Considerable discussion followed.

MOTION: ANTICIPATING \$191,427.80 IN INDIGENT REVENUE FROM THE STATE AND APPROPRIATING IT TO THE PUBLIC DEFENDER'S ASSIGNED COUNSEL LINE ITEM MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Office for the Aging

1. **Equipment Request** – Mrs. Teter stated New York State is requesting we begin a specific recording system so they are going to pay for the computers and software. She requested authorization to transfer additional long-term care revenue to data processing supplies and minor equipment to purchase two desktop computers.

MOTION: ACCEPTING \$3000 IN ADDITIONAL REVENUE INTO #677300.4.3772720 AND APPROPRIATING \$1,180 INTO #677300.5.408900 AND \$1,820 INTO #677300.5.298000 TO PURCHASE TWO DESKTOP COMPUTERS FOR THE OFFICE FOR AGING AMENDING THE MINOR EQUIPMENT LIST TO REFLECT THE SAME MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Department of Social Services

1. **Budget Transfer** – Mrs. Biehl stated they have HEAP administration funding remaining in their budget that they are going to lose if they don't expend it. She requested authorization to transfer the funds to purchase computers and various office equipment and supplies for the HEAP Program Accounting Unit and purchase a barcoding system for ease of filing and tracking cases.

MOTION: AUTHORIZING THE TRANSFER OF \$33,740 IN HEAP ADMINISTRATION FUNDING FOR THE PURCHASE OF COMPUTERS, OFFICE EQUIPMENT AND OFFICE SUPPLIES FOR THE HEAP PROGRAM ACCOUNTING UNIT MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Public Works

1. **Tobacco Funding** – Mr. Spagnoletti introduced Bryce Foster, the new Deputy Commissioner of Public Works.

Mr. Spagnoletti stated they have seven roads they would like to reconstruct using the tobacco funds. Five of them they would recycle and put blacktop over them. Two of them have already been recycled and they would just require blacktop. He noted the NYSDOT Management System shows this type of reconstruction would result in the road having a 15 year life. Discussion followed.

Mr. Roche asked would it be appropriate to have a resolution placing this amount towards the roads and have the balance appropriated towards the jail expansion? Mr. Alger stated they received a total of \$6,030,712 in tobacco revenue. He recommended they appropriate \$5 million to the jail expansion and the balance to Public Works for road reconstruction. Discussion followed.

MOTION: APPROPRIATING \$5 MILLION IN TOBACCO FUNDS FOR THE JAIL EXPANSION AND THE BALANCE (\$1,030,712) TO THE DEPARTMENT OF PUBLIC WORKS FOR ROAD RECONSTRUCTION PROJECTS MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Budget Transfers** – Mr. Spagnoletti stated the parts and repairs budget could be as much as \$125,000 over budget by the end of the due to steel costs increasing and not replacing equipment. He requested authorization to transfer \$40,242.53 to the machinery parts and repairs account from various 5110 accounts.

MOTION: AUTHORIZING THE TRANSFER OF \$40,242.53 TO THE MACHINERY PARTS AND REPAIRS ACCOUNT FROM VARIOUS 5110 ACCOUNTS MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Diesel Fuel** – Mr. Spagnoletti stated he's predicting they will need an additional \$100,000 in the diesel fuel account to get them through the end of the year. They received a fuel adjustment from the State for the snow and ice agreement. He requested authorization to appropriate that additional funding of \$25,275.53 from the NYSDOT fuel funding adjustment to the diesel fuel line item.

MOTION: AUTHORIZING THE TRANSFER OF \$25,275.53 FROM THE NYSDOT FUEL FUNDING ADJUSTMENT TO THE DIESEL FUEL ACCOUNT MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Back Dump** – Mr. Spagnoletti requested authorization to transfer \$110,000 from the Landfill Insurance Account to the Major Equipment account and increase the Major Equipment list total for the Landfill by the same.

Mr. Crossett stated the \$500,000 for the fire insurance funding has already been spent. If you take this money out of that line item, there's nothing left to replace the building with. The \$110,000 is there but you won't have anything left for the building. Mr. Spagnoletti stated he's already put the funding in the 2006 budget for the building. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$110,000 FROM THE LANDFILL INSURANCE ACCOUNT TO THE LANDFILL MAJOR EQUIPMENT ACCOUNT AND INCREASING THE MAJOR EQUIPMENT TOTAL FOR THE LANDFILL BY THE SAME FOR THE PURCHASE OF AN ARTICULATED BACK DUMP MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

5. **Member Item Funding** – Mr. Spagnoletti stated CR123 in Jasper is one of the roads on the list for improvement using the tobacco funding. He stated Mr. Mayo had sent a letter to Assemblyman Winner requesting funding for the repair of that road and they have been approved for \$40,000. He requested authorization to accept \$40,000 in State Member Item funding and appropriate it to the permanent improvements account.

MOTION: ACCEPTING \$40,000 IN MEMBER ITEM FUNDING AND APPROPRIATING IT TO THE PERMANENT IMPROVEMENTS ACCOUNT TO REPAIR CR123, JASPER, MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. County Clerk

1. **Budget Transfer** – Mrs. Hunter stated Mr. Partridge distributed requests for proposals for the reconfiguration of the Corning DMV Counter and they only received one response from Kitchen Specialty Craftsman. She requested authorization to transfer \$13,000 from the Deferred Revenue account to a line item for the Corning DMV Counter reconfiguration.

MOTION: AUTHORIZING THE TRANSFER OF \$13,000 FROM THE COUNTY CLERK'S DEFERRED REVENUE ACCOUNT TO CREATE A NEW LINE ITEM (#141100.5.220000) IN THE MOTOR VEHICLE DEPARTMENT'S BUDGET FOR THE CORNING DMV COUNTER RECONFIGURATION MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

F. County Treasurer

1. **Contract** – Mr. Crossett stated this morning the Administration Committee authorized a contract with People Systems for Unemployment Insurance Services. They will handle all aspects of unemployment claims. The total cost is \$4,740 including the setup. After the initial setup, the cost will be \$3,800 annually. For the remainder of this year it will cost \$1,900 for the remainder of this year. Their estimation of savings is \$28,000 per year depending the claims. He requested approval of the contract and authorization to pay for it from the Contingent fund.

MOTION: APPROVING A CONTRACT WITH PEOPLE SYSTEMS FOR UNEMPLOYMENT INSURANCE SERVICES FOR \$1,900 THROUGH THE END OF 2005 TO BE PAID FOR FROM THE CONTINGENT FUND MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

G. County Administrator

1. **Solar Energy Systems** – Mr. Alger stated the State has passed legislation which allows counties and cities to exempt residential solar energy systems from local compensating use taxes. He stated they aren't sure what the impact would be on taxes.

Mrs. Dlugos stated the Environmental Management Council would like the County to support this. Mr. Alger stated we didn't receive notification on this until August 30th and they were supposed to notify the State by September 2nd. So, if we approved this, we would have to waive the 90 day period.

MOTION: AUTHORIZING THE EXEMPTION OF RESIDENTIAL SOLAR ENERGY SYSTEMS FROM LOCAL COMPENSATING USE TAXES MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Budget Transfers/Small Equipment Purchases** – Mr. Alger presented the report on budget transfers and small equipment purchases for the month of August. The Committee accepted the report.

3. **Generator for the PSB** – Mr. Alger stated the Public Safety and Corrections Committee authorized the use of \$12,657 to repair the standby generator at the Public Safety Building. It is 12 years old. He requested authorization to transfer \$12,657 from the Jail Repair and Renovations reserve to a capital project to repair the standby generator at the Public Safety Building.

MOTION: AUTHORIZING THE TRANSFER OF \$12,657 FROM THE JAIL REPAIR AND RENOVATIONS RESERVE TO A CAPITAL PROJECT FOR THE REPAIR OF THE STANDBY GENERATOR MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING THE SALE OF PARCEL NO. 269.00-01-002.000, TOWN OF GREENWOOD MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

MOTION TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, October 11, 2005
11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO
THE CLERK OF THE LEGISLATURE'S OFFICE**

**NO LATER THAN NOON
Wednesday, October 5, 2005**

**STEBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE**

Joint Special Meeting

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: DeWitt T. Baker, D.V.M., Chair Lldon E. Jamison, Vice Chair Donald B. Creath
Patrick F. McAllister John Walsh

Patrick F. Donnelly, Vice Chair Donald B. Creath Harley R. Mayo
Robert V. Nichols

STAFF: Mark R. Alger Richard C. Tweddell Lawrence Crossett
Frederick H. Ahrens, Jr. David English

LEGISLATORS: Francis L. Gehl Kenneth E. Isaman Thomas J. McIntyre
L. Ronald Nielsen

ABSENT: Gary D. Swackhamer, Chair

I. CALL TO ORDER

Chairman Baker called the meeting to order at 9:30 a.m.

II. GENERAL BUSINESS

A. Sheriff's Department

1. **Jail Generator** – Sheriff Tweddell informed the committee that during a recent electrical failure, it was discovered that the generator's radiator was not working. The cost to replace the radiator is \$12,000. We had the choice of putting in a new radiator or recoring the old one, which would take one to two weeks. The inspector found other problems with the generator that had not been addressed. Sheriff Tweddell stated that he received a quote from Cummins Northeastern to fix everything for \$18,346.00.

Mr. Jamison asked how much would it cost to purchase a new generator? Sheriff Tweddell replied \$70,000 - \$80,000. The current generator is plenty big enough as we only run it at 30 percent when everything is down. He commented the generator is 10 years old and it is our fault that the repairs were not done. Dr. Baker asked in addition to the radiator, what are the other problems? Sheriff Tweddell replied the radiator repairs cost \$12,000 and there is another \$6,000 to change the thermostat, belts, hoses, etc. Dr. Baker asked do we need to bid this out or is this considered maintenance? Mr. Alger replied the Sheriff is doing a repair. This is considered to be more of a professional service and we are not purchasing a piece of hardware. He would guess that this doesn't have to be bid. This is also considered to be an emergency repair. Dr. Baker commented we have to have the generator ready for use at any time.

MOTION: AUTHORIZING THE TRANSFER OF \$18,346.00 FROM THE CONTINGENT FUND TO REPAIR THE JAIL GENERATOR MADE BY MR. MAYO. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (PS&C) AND 4-0 (FINANCE).

MOTION: TO ADJOURN MADE BY MR. JAMISON. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 9-0.

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, October 11, 2005

11:00 a.m.

Legislative Committee Conference Room
Steuben County Office Building
3 East Pulteney Square
Bath, New York

MINUTES

<u>Committee:</u>	Gary D. Swackhamer, Chair Donald B. Creath	Patrick F. Donnelly, Vice Chair Robert V. Nichols	Harley R. Mayo
<u>Legislators:</u>	Philip J. Roche, Esq.	DeWitt T. Baker, D.V.M.	John Walsh
<u>Staff:</u>	Mark R. Alger Kathryn Biehl Frederick H. Ahrens, Jr. David English	Lawrence P. Crossett Richard C. Tweddell Tim Marshall Robert F. Biehl	Carol Whitehead Vincent Spagnoletti Judy Hunter
<u>Other:</u>	Michael Whitney, Carnevale, Niles, Whitney & Davis Lisa Gill, Carnevale, Niles, Whitney & Davis Mary Perham, <i>Leader</i>		

I. CALL TO ORDER

The meeting was called to order by Vice Chairman Donnelly at 11:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 13, 2005, MEETING MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for vote.

III. PRESENTATION

A. Comprehensive Annual Financial Report – Mr. Crossett introduced Michael Whitney and Lisa Gill of Carnevale, Niles, Whitney & Davis. Mr. Whitney presented and reviewed the Single Audit Reports and the Comprehensive Annual Financial Report for Steuben County for the year ended December 31, 2004. Considerable discussion followed. *A copy of the audit reports can be found on file with the official minutes in the Clerk of the Legislature’s Office.*

MOTION: ACCEPTING AND APPROVING THE 2004 AUDIT REPORTS AS PRESENTED MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Public Works Department

1. **CR39 Budget Transfer** – Mr. Spagnoletti stated they have a \$60,000 fund that they have used to complete the bulk of the design on the CR39 drainage project and they need another \$8,000 to complete the design and bid documents. He requested authorization to transfer \$2,972.07 from the CR56 – Fremont Capital Project and \$5,027.93 from the Fire Suppression System Capital Project into the North Cohocton Drainage Project. Discussion followed.

Mr. Nichols stated they have learned that the State has included the cost of this project in the Transportation Bond Act. He doesn't like spending this money if it turns out that the bond resolution doesn't pass. Mr. Alger stated they are also working on getting approval from NYSDOT to include it in their annual maintenance budget. Mr. Nichols asked should we wait to see if the bond resolution passes?

Mr. Spagnoletti stated even if the bond resolution doesn't pass, this project is going to need to be done even if they have to find a different source of outside funding. NYSDOT agreed that if the County paid for the design, the State would pay for the inspection of the project, which will cost more than the design. Mr. Nichols stated he just wanted everyone to be aware that this project may sit on the shelf after it is designed. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$2,972.07 FROM THE CR56 – FREMONT CAPITAL PROJECT (5112H1) AND \$5,027.93 FROM THE FIRE SUPPRESSION SYSTEM CAPITAL PROJECT (HS9902) INTO THE NORTH COHOCTON DRAINAGE CAPITAL PROJECT (5112H2) TO PAY FOR THE FINAL DESIGN AND CREATION OF BID DOCUMENTS MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Parts & Repairs Budget Transfer** – Mr. Spagnoletti stated they budgeted \$350,000 for the year for parts and repairs and they are projecting a cost of \$475,000. He requested authorization to transfer \$75,000 from the Patching line item to the Machinery Parts and Repairs line item. They've had a lot of unexpected repairs this year. He noted using the pothole machine has saved them money in the patching line item.

MOTION: AUTHORIZING THE TRANSFER OF \$75,000 FROM 5110.5.460130 PATCHING TO 5130.5.451300 PARTS AND REPAIRS MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Capital Project** – Mr. Spagnoletti requested authorization to establish a capital project entitled Bath Landfill Equipment Shop and fund it with \$188,000 from the Bath Landfill fire insurance account.

MOTION: AUTHORIZING THE TRANSFER OF \$188,000.00 FROM THE FIRE INSURANCE BLF (#816099.4.2680000) TO ESTABLISH A CAPITAL PROJECT ENTITLED "BATH LANDFILL EQUIPMENT SHOP" (#HL6207.5.250000) MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Sheriff's Department

1. **Budget Transfer** – Sheriff Tweddell stated he spent \$7,000 to change over two program rooms to allow them to bring back 12 inmates to the jail. It is a variance from the Commission as long as we are continuing with the expansion project. These additional inmates have resulted in overages in the medical, mental health, and various other line items in the budget. Currently, the jail revenue is \$87,000 over what they had budgeted. He requested authorization to transfer \$85,000 in revenue into these line items to get them through the end of the year. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$85,000 IN EXCESS REVENUE TO VARIOUS LINE ITEMS WITHIN THE JAIL BUDGET MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Emergency Management Office

1. **Budget Transfer** – Mr. Marshall stated they had received a \$18,525 grant that was appropriated in 2003 but the funds weren't encumbered into their current budget. This money will cover the cost of personnel for writing this grant. Following discussion with the Deputy County Treasurer, it appears they only need to appropriate \$3,500 through a budget transfer.

Mrs. Whitehead stated the \$18,525 grant was mostly for labor, which is already in the budget. The grant is a reimbursement after expenditures and the County Administrator can approve the transfer. Therefore, no Committee action is required.

D. Department of Social Services

1. **Budget Transfer** – Mrs. Biehl requested authorization to transfer \$20,000 from the HEAP administration allocation for 2004/2005 to the major equipment line item so they can purchase a burster. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$20,000 FROM FEDERAL HEAP ADMINISTRATION FUNDING TO THE MAJOR EQUIPMENT LINE ITEM IN THE DEPARTMENT OF SOCIAL SERVICES FOR THE PURCHASE OF A CHECK BURSTER AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THE SAME MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. County Treasurer

1. **Retirement Plan Participation** – Mr. Crossett stated as part of the collective bargaining agreement with the Deputy Sheriff's Association, the County agreed to provide the 25-year option of the NYS Retirement Plan for the Sheriff, Undersheriff and certain deputy sheriffs. In order to provide this option effective January 1, 2005, they need to approve and file the resolution and paperwork with the State retirement system this month. The current additional annual cost is \$37,000 with an additional cost of \$70,000 for past service. Overall it will cost \$107,000 for implementation, which has been included in next year's budget.

MOTION: ELECTING TO PARTICIPATE IN THE 25-YEAR OPTION OF THE NYS RETIREMENT PLAN AND SOCIAL SECURITY LAW, ARTICLE 14-B, SECTION 551(e) FOR THE SHERIFF, UNDERSHERIFF AND CERTAIN DEPUTY SHERIFFS MADE BY MR. MAYO. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

F. County Administrator

1. **Small Equipment Purchases and Budget Transfers** – Mr. Alger distributed copies of the budget transfers and small equipment purchases for the month of September.

MOTION ACCEPTING THE REPORT ON BUDGET TRANSFERS AND SMALL EQUIPMENT PURCHASES FOR THE MONTH OF SEPTEMBER MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Tobacco Settlement** – Mr. Alger stated he recently sent a memo to the County Legislature informing them of the potential for another Tobacco Trust Fund Bond issuance. As you may recall in the memo, due to the nature of the settlement the use of these funds has to be for something with a long probable usefulness. Ideally it should have, according to Bond Counsel, a probable usefulness of almost 30 years. The expectation is Steuben County will receive approximately \$4,199,000. The preliminarily identified project is the Jail Expansion. There is no question that this project would qualify and would meet Bond Counsel approval.

Mr. Alger stated last Friday, Mr. Mayo asked me whether or not any road projects would qualify. We have asked Bond Counsel to review the proposed use of some of the funds for that and Mr. Ahrens has their response.

Mr. Ahrens stated the proposal was to use \$700,000 to complete 2.4 miles of road reconstruction. Bond Counsel has reviewed the proposal and stated they could possibly work in the \$700,000 but if other counties have shorter project periods but still meet the thresholds, there is the possibility it won't qualify. Bond Counsel's stated it would be "pushing the envelope" to use it for road reconstruction. The jail is the ideal project. Discussion followed.

Mr. Roche asked how much additional interest would we pay if we applied \$700,000 to roads? Mr. Alger stated it equates to approximately \$300,000 on interest payments over 15 years. Discussion followed.

Mr. Swackhamer stated we can't argue the law. Why push the envelope for \$700,000 and jeopardize us not getting the funds?

Mr. Creath asked are there any bridges that require fixing. Mr. Spagnoletti stated we don't have a sizeable enough crew to build the bridges even if you gave us the money for that.

MOTION: ALLOCATING ALL OF THE TOBACCO FUNDS TO THE JAIL EXPANSION PROJECT MADE BY MR. SWACKHAMER. SECONDED BY MR. DONNELLY FOR DISCUSSION.

Mr. Ahrens stated rather than allocating \$700,000 from the tobacco bonds, maybe the Public Works Committee should consider a separate bond for road reconstruction. He asked why bond for 30 years on this road reconstruction project when you can bond for 5 years?

Mr. Spagnoletti stated the Public Works Committee has decided they do not want to bond for road projects. Mr. Ahrens asked if the bond issue on its own doesn't have the merit, why do you think it has merit now?

Mr. Spagnoletti stated it wasn't his choice to do this, it was this Committee's choice to bond. Mr. Alger stated that's a circular argument and he doesn't agree with it. You're saying Public Works doesn't think it's appropriate to bond for road projects but just because we're participating in this bond settlement, you want a piece of that money. That argument doesn't work.

Mr. Roche stated it will cost us \$1 million over the next 15 years to allocate this \$700,000. It seems to me that if bonding is the way to go for roads, that should be a separate discussion. Understand that if we don't put that \$700,000 towards the jail we will have to raise the budget \$65,000 to put towards that increased interest. Discussion followed.

VOTE ON THE MOTION TO ALLOCATE ALL OF THE TOBACCO FUNDS TO THE JAIL EXPANSION PROJECT: IN FAVOR - CREATH, SWACKHAMER, DONNELLY, NICHOLS. OPPOSED - MAYO. MOTION CARRIES 4-1.

V. OTHER BUSINESS

The Finance Committee will hold it's first Budget Workshop on Wednesday, October 19th at 10:00 a.m.

MOTION TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**BUDGET WORKSHOP
Wednesday, October 19, 2005
10:00 a.m.**

**NEXT REGULAR MEETING SCHEDULED FOR
Wednesday, November 9, 2005
10:00 a.m.
!!!PLEASE NOTE CHANGE IN DATE AND TIME!!!**

STEUBEN COUNTY FINANCE COMMITTEE

Special Meeting

Wednesday, October 19, 2005

10:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

MINUTES

<u>Committee:</u>	Gary D. Swackhamer, Chair Robert V. Nichols	Patrick F. Donnelly, Vice Chair Donald B. Creath	Harley R. Mayo
<u>Legislators:</u>	Philip J. Roche, Esq.	L. Ronald Nielsen	John Walsh
<u>Staff:</u>	Mark R. Alger Amanda Chapman	Lawrence P. Crossett	Carol Whitehead
<u>Other:</u>	Dave Schoen, WENY Sandy Dennison	Mary Perham, <i>Leader</i>	WETM

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 10:33 a.m.

II. BUDGET WORKSHOP

A. Status of Proposed 2006 Budget – Mr. Alger stated we began the process very early, starting with departmental estimates in February. What you see before you is a compilation of departmental estimates and the adjustments we made. There are a few things I'd like to mention that are affecting the budget. The Medicaid cap will have a positive affect on us. Keep in mind that at this point we are in the process of going through the base year of Medicaid and that is what future Medicaid expenses will be based upon. We're interested in seeing the base year as low as conceivably possible. We don't know how that is going to shake out at this point. The State has given us some estimates to use. It is done on a cash basis so anything spent on Medicaid this year goes into the calculation of that cap. Any recoveries we have this year also come off of the calculation. The State has indicated they won't close the base year calculation until July so there is some uncertainty what that final number will be when we close the books. The biggest factor we should be aware of is the new billing system for Medicaid. Many providers had a difficult time getting that to work. We're really looking to continue to monitor that before we make our final decision as to what to budget for Medicaid.

Mr. Alger stated because of Medicaid we've sacrificed a great deal in funding our Public Works Department. In this proposed budget we have a total of \$2.7 million in additional public works appropriations, of which \$2.2 million is County cost. That isn't including the additional tobacco money. This funding is spread throughout their budget; it's not just in construction. We have reduced the highway department's equipment request of \$1.8 million to \$500,000 because I just don't know how we could fund that full amount. We need to really seriously look at replacement purchases next year, not just purchasing new equipment. We need to replace what is wearing out before we start buying new items.

Mr. Alger stated as for the remaining equipment and capital project requests, there is \$1.1 million in equipment, of which \$700,000 is appropriated to the Public Works Department. There is \$1.2 million in capital projects, of which \$924,000 is appropriated to the Public Works Department. There is \$50,000 in small equipment, of which \$25,000 is appropriated to the Public Works Department.

Mr. Alger stated another major issue that is hanging out there is what is going to happen with HAVA. We have some additional money in the Elections Office budget, but it might not be enough. The Legislature is going to have to decide how to implement it over the next few months. We could absorb the cost ourselves or charge it

back to the towns. The Elections Office has projected a \$200,000 impact. That includes a local share for the machines and maintenance. Discussion followed.

Mr. Creath asked has there been any discussion as to whether we can lease the machines, or do we have to buy them? Considering the technology, we may want to consider that. Mr. Alger stated he doesn't believe anybody has ever asked if the potential for lease is there so he will check into it. Discussion followed.

Mr. Alger stated other items of note include:

An arbitrary percentage on salary for the employees. We don't have a contract yet but they wanted to have something included in the budget.

The DWI reserve has been exhausted. We've cut back the expenditure levels to reflect the intake level. This change affects the District Attorney, Public Defender, Sheriff and Probation.

The Public Defender has an increase in his budget for assigned counsel fees based upon the rate change.

We've accommodated the CCC chargeback.

There's a \$500,000 increase in the Jail budget, of which \$400,000 is for out of county housing.

We've increased 911 because the maintenance of equipment comes due within the year.

The jail bond is in the budget at \$733,000 but we expect we can reduce that amount once we get the tobacco issuance.

An increase of 5 percent for the medical insurance.

Mr. Alger stated the items remaining include the third quarter sales tax numbers and an estimate of the room tax revenue. The room tax requests have come in at \$120,000 higher than what this year's budget is and I'm not sure the revenues will sustain that kind of an increase.

Mr. Swackhamer asked what do they expect for sales tax revenue? Mr. Crossett stated I won't have a number until the end of the month. It looks like it is maintaining anyway. Discussion followed.

Mr. Swackhamer asked what about other revenues? Mr. Alger stated the additional mortgage tax is in the budget. The revenue estimates for the departments are good based upon what we've seen. Adjustments have been made for the motor vehicle use tax, which didn't live up to the projected revenue, but is still significant revenue.

Mr. Swackhamer stated that's the summary of what's happened to date.

III. DEPARTMENTAL BUDGET DISCUSSION/CHANGES

A. Public Defender – Mr. Alger stated they are handling as many cases in house as they can, but even so, the conflict cases have resulted in a projected expense of \$500,000 in the assigned counsel line item. We are considering establishing a "Conflicts Office" next year but we have not included it in the budget. Personally, it doesn't appear that it would be a big operation. Mr. Swackhamer asked have we called the Judges to see how we could improve this department? It is something we should look at because many times cases go before the Judges and are adjourned because the attorneys aren't prepared. Mr. Alger stated he believes that is probably more on behalf of the assigned counsel than the Public Defender's office. Discussion followed.

B. Purchasing Department – Mr. Alger noted last year we had a special line item for emergency purchases and not much of that was spent. He noted they might want to consider using some of that money to update departments' vehicle fleets.

C. DMV – Mr. Creath stated we might increase their revenues over expenses more by doing our own mailing for renewals. Even though the State does a mailing, we could do a separate mailing. Mr. Nichols noted

that the State's mailing leads people to believe that they have to mail in their renewals. Mr. Alger stated they could also do an advertising campaign to encourage people to bring their renewals into the DMV office. Discussion followed.

D. Law Department – Mr. Creath stated we should ask the County Attorney to reduce his budget by 5%. Discussion followed.

\$5,000 reduction requested in the Law Department's budget; County Attorney's choice of which line item(s).

E. Personnel – The Committee questioned the increase in Personal Services. Mr. Alger stated they have funded a vacant position that was previously zero-based. He stated there is a possibility they will have to handle the civil service portion of the BOCES merger. *The Committee directed Mr. Alger to check on the need to fund the vacant Sr. Personnel Technician position.*

F. Elections Office

Increase 421 600 Inspectors & Custodians by \$13,000
Increase 221 5000 Election Services Revenue by \$13,000

G. Central Communications – Mr. Creath stated this budget has increased significantly. Can we increase the telephone chargeback to cover more of their expenses? Discussion followed.

The Committee requested Mr. Peaslee complete an analysis of the telephone chargeback for the next meeting.

H. Municipal Association Dues – Mr. Crossett stated we've received the bill for the NACO dues and there's a \$140 increase.

Increase 192000.5.404.210 by \$140

I. E911 – Discussion was had on the number of dispatchers at the 911 Center. Mr. Alger stated once they've been up and running for a year, they can do a call traffic analysis and compare it with the staffing to determine how many dispatchers are needed. Mr. Creath stated he'd rather they reduce the budget now. He suggested they ask Mr. Wixom how he could reduce his budget by 5% if he were asked to and how does his center compare with other 911 centers.

The Committee agreed to ask E911 how they can reduce their budget by 5% and requested a budget comparison with other County operations for the next meeting.

Decrease 403 800 Copying by \$4000.

J. Sheriff – Discussion was had on the Sheriff's dispatcher positions.

The Committee requested Sheriff Tweddell to attend the next meeting.

K. Probation – Mr. Creath stated they have only expended 40% of their rental of equipment line item. He recommended requesting a reduction of \$5000. Discussion followed.

Mr. Creath stated he would like a proposal on increasing the revenues through user fees. Mr. Justice stated the user fees are on a sliding scale based upon an individual's income. Discussion followed. No action taken.

L. Jail

Decrease 424 350 ammunition by \$1000.
Decrease 290 000 major equipment \$5600.
Decrease 410 100 insurance by \$4000.

The Committee asked what is the laundry services line item used for? Mr. Alger stated it might be for the CO's uniforms but he's not sure. The Sheriff can answer that question at the next meeting.

M. Animal Safety – Mr. Alger stated the Humane Society requested \$27,000 and there's \$25,000 included in the budget. Discussion followed. The Committee agreed to keep the budget at the same level as last year, which is the full amount of the licensing revenues.

Decrease 352000.5.440.340 Finger Lakes Humane Society by \$10,000

N. Public Health and Nursing Services – Mr. Swackhamer questioned the \$51,000 for computer equipment. Mr. Alger stated this is for 20 high-end laptops costing \$2,600 apiece. These are needed to support the software package. Mr. Swackhamer asked could they get by with only purchasing half of the laptops? Mr. Alger stated they would have to check with Mrs. Fuerst.

Secretary's Note: According to Mrs. Fuerst – their current laptops are 4 years old and off of warranty. They have had trouble with repairs and Information Technology recommended they get new laptops because they would be covered under warranty. The nurses use the laptops hard and daily. The cost of the laptops is 30% reimbursed by State Aid, which is also included in the budget. If they reduce the number of laptops, the revenue will need to be reduced accordingly as well.

Reduce 402 990 Telephone Chargebacks by \$10,000.

Secretary's Note: According to Mrs. Congdon, the revenue line item needs to be reduced by \$3,600 to reflect the reduction of the Telephone Chargebacks line item.

The meeting was adjourned at 2:40 p.m.

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT SPECIAL FINANCE BUDGET MEETING
FRIDAY, OCTOBER 28, 2005
11:00 A.M.**

STEUBEN COUNTY FINANCE COMMITTEE

Special Budget Workshop

Friday, October 28, 2005

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

3 East Pulteney Square

Bath, New York

MINUTES

Committee: Gary D. Swackhamer, Chair Patrick F. Donnelly, Vice Chair Donald B. Creath
Robert V. Nichols

Legislators: L. Ronald Nielsen John Walsh

Staff: Mark R. Alger Gregory P. Heffner Lawrence P. Crossett
Carol Whitehead Kenneth Peaslee Timothy Wixom
Robert F. Biehl Frederick H. Ahrens, Jr. Richard C. Tweddell
Dave Cole

Other: Mary Perham, *Leader*

Absent: Harley R. Mayo

I. CALL TO ORDER

The meeting was called to order at 11:06 a.m. by Mr. Swackhamer.

II. BUDGET OVERVIEW

Mr. Crossett stated when reviewing the budget we found there were a number of 16B positions requested by Mental Health that were approved by the Administration Committee to be funded so that decreased the County cost by \$112,000. However, there was also \$150,000 in snow and ice revenue that shouldn't have been in the budget. Therefore, the overall affect was a net increase in County cost.

III. PREVIOUS DEPARTMENTAL BUDGET REVIEWS

A. Central Communications – Mr. Peaslee stated based upon the committee's request, he went through all of the bills and tried incorporating a chargeback increase that would have the least impact on County departments. He reviewed his recommendations for additional chargebacks. Discussion followed.

Mr. Peaslee stated his recommendations would increase his department's revenues by \$200,000 so the County cost would be \$54,000 instead \$190,000. I have reviewed this with Mr. Alger so he is aware of it. The committee discussed the various options. It was noted they shouldn't approve the chargeback rate increase until the 2007 budget, as the increased cost isn't in the individual department budgets. They asked Mr. Peaslee to finalize the proposal based upon their discussions and bring it back to the committee as soon as possible.

B. PHNS Laptops – Mr. Swackhamer asked Mr. Peaslee about the laptops for Public Health Nursing Services. Mr. Peaslee stated their current laptops are no longer under warranty. It is cheaper in the long run to purchase new laptops and the insurance to cover them than it is to purchase a new laptop every time they break. In addition, he'd rather purchase all of them at once so they are all the same model number, hardware and software. At least 3 or 4 times a year we're upgrading their software so they are much easier to troubleshoot and maintain when they are all using the same type of computer.

C. Sheriff Department – Sheriff Tweddell stated the issue regarding dispatchers might result in a security problem and should be discussed in executive session.

D. Law Department – Mr. Ahrens stated his item relates to personnel issues and should be discussed in executive session.

E. Personnel – Mr. Biehl stated his item deals with personnel issues and should be discussed in executive session.

MOTION TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. E911 – Mr. Wixom stated they have five 5 dispatchers on each shift. Two handle the incoming calls, one dispatches the Sheriff's channel; one dispatches the police departments and another dispatches fire and EMS. They have three dispatchers and two call takers. They handle 10,600 calls per month. The question becomes how many calls are we going to take during the certain times of the day. It's difficult, statistically, to figure out how many dispatchers they need to cover the calls.

Mr. Wixom stated that administratively we have 4 people. They handle 100 new addresses per month, are printing brochures, and assisting with the pictometry system that is being installed in other departments. We have no secretarial support as our administrative staff handles technical issues. A five-percent reduction is a significant amount in my budget. I'm at minimum staffing for operations so if you want a reduction in staff, it would have to be in administrative staff. Discussion followed.

Mr. Alger stated I still think you need to give him a year to determine the call volume and activity going on in the center. Then you will have real data on which to base your decision. I think it's premature to do so at this time. Mr. Wixom stated being a new department it is very hard to forecast the budget. Discussion followed.

IV. DEPARTMENTAL REVIEWS

A. Department of Social Services – Mr. Alger stated they should include \$75,000 in Medical Assistance revenue to offset costs due to the Medicaid cap going into effect.

A.610100.Medical Assistance +\$75,000

MOTION: INCREASING THE MEDICAL ASSISTANCE REVENUE IN ACCOUNT #A.610100 BY \$75,000 MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Veterans Service – Mr. Alger stated they are requesting \$200 be added to the markers & other memorials line item.

A.651000.5.433550 +\$200

MOTION: INCREASING VETERANS' SERVICES MARKERS AND MEMORIALS LINE ITEM BY \$200 MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Weights & Measures – Mr. Alger stated they are requesting \$300 be added to the Training & Conferences line item.

A.661000.5.407200 +\$300

MOTION: INCREASING WEIGHTS AND MEASURES TRAINING & CONFERENCES LINE ITEM BY \$300 MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Tourism & Publicity – Mr. Crossett stated last year through October, the room tax collections were \$475,000 and this year for the same time period they are at \$480,000 so there hasn't been much growth. Most of the agencies that receive these funds have requested an increase. Discussion followed.

MOTION: SETTING THE BUDGET FOR TOURISM & PUBLICITY AT \$592,425 (THE SAME LEVEL AS LAST YEAR) AND AUTHORIZING THE AGRICULTURE, INDUSTRY AND PLANNING COMMITTEE TO DETERMINE THE DISBURSEMENT OF FUNDS AMONG THE ROOM TAX FUNDING REQUESTS AS THEY SEE FIT MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Parks – The committee reviewed the minor equipment list for the Parks Department. Mr. Swackhamer stated instead of purchasing 110 weed eaters, they should use 55's. He noted the 110's are more expensive and they aren't as good a machine. Mr. Alger stated he'd relay the message to Commissioner Spagnoletti.

F. STC Regional Planning – Mr. Alger stated they have requested a \$10,000 increase in appropriation. Discussion followed.

MOTION: INCREASING THE BUDGET FOR SOUTHERN TIER CENTRAL REGIONAL PLANNING & DEVELOPMENT BY \$10,000 CONTINGENT UPON SIMILAR ACTION BY CHEMUNG AND SCHUYLER COUNTIES MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. IN FAVOR: CREATH, NICHOLS. OPPOSED: SWACKHAMER, DONNELLY. MOTION FAILS 2-2.

G. Soil & Water Conservation – Mr. Alger stated they are requesting an additional \$10,000 appropriation to the stream preservation budget. *No action taken.*

H. Capital Projects – Mr. Alger stated they need to include \$25,000 for the Building Renovations capital project. This does not increase the County cost, as the funding will come from the Building Renovations Reserve. He noted they appropriate \$25,000 to this capital project every year, it just wasn't included on the capital project list this year.

MOTION: INCLUDING A \$25,000 APPROPRIATION IN THE PROPOSED 2006 BUDGET FOR THE BUILDING RENOVATIONS CAPITAL PROJECT TO BE FUNDED FROM THE BUILDING RENOVATIONS RESERVE MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

I. Public Works – Mr. Alger stated they have requested a \$2,450,000 overall increase and that doesn't include the \$150,000 revenue reduction due to the State road reimbursement. It also doesn't include the \$1 million in tobacco funds they are receiving. Considerable discussion followed.

A.511200 Permanent Improvements - \$250,000
DM.513000.5.290000 Major Equipment + \$250,000
A.511200 Permanent Improvements - \$350,000

MOTION: TRANSFERRING \$250,000 FROM THE ROAD CONSTRUCTION BUDGET TO THE MAJOR EQUIPMENT BUDGET AND DELETING \$350,000 FROM THE ROAD CONSTRUCTION BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Donnelly not present for the vote.

Mr. Alger noted the fact that some of the items on Highway's Major Equipment list are new equipment and, personally, I think we should be replacing equipment, not purchasing new.

Mr. Alger noted that Commissioner Spagnoletti can review the changes and make adjustments if he needs to.

MOTION TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. *Mr. Donnelly not present for the vote.*

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Wednesday, November 9, 2005

10:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

3 East Pulteney Square

Bath, New York

MINUTES

Committee: Gary D. Swackhamer, Chair Patrick F. Donnelly, Vice Chair Harley R. Mayo
Robert V. Nichols Donald B. Creath

Legislators: Philip J. Roche, Esq. Thomas J. McIntyre John Walsh

Staff: Mark R. Alger Lawrence P. Crossett Carol Whitehead
Henry Chapman David English John Zehr
Vincent Spagnoletti Frederick H. Ahrens, Jr. Kathryn Biehl
Robert Plenge

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 11:10 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE OCTOBER 11, 2005, MEETING MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Mayo not present for vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Works Department

1. **Budget Transfer** – Mr. Spagnoletti requested authorization to transfer \$13,500 from shoulders to major equipment. He noted that is what they're short on the cost of the dump trucks.

MOTION: AUTHORIZING THE TRANSFER OF \$13,500 FROM ACCT#511000.5.460300 SHOULDERS TO ACCT#513000.5.290000 MAJOR EQUIPMENT IN THE HIGHWAY DIVISION'S BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Mayo absent for the vote.

2. **Landfill Fund Transfer** – Mr. Spagnoletti stated they are short funds in the Landfill Parts and Repairs line item. He requested authorization to transfer \$24,500 from Landfill Major Equipment to Parts and Repairs line item to cover the shortage.

MOTION: AUTHORIZING THE TRANSFER OF \$24,500 FROM LANDFILL MAJOR EQUIPMENT INTO THE LANDFILL PARTS & REPAIRS LINE ITEM MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Mayo absent for the vote.

3. **Landfill Fund Transfer** – Mr. Spagnoletti stated they are also short funds in the Landfill's diesel fuel account. He requested authorization to transfer \$24,500 from Landfill Major Equipment to the diesel fuel account.

MOTION: AUTHORIZING THE TRANSFER OF \$24,500 FROM LANDFILL MAJOR EQUIPMENT INTO THE LANDFILL DIESEL FUEL LINE ITEM MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Mayo absent for the vote.

B. Office of Community Services

1. **Budget Transfer** – Dr. Chapman stated they recently received \$25,000 from NYS OASAS for alcohol prevention. He requested authorization to accept this funding and appropriate it to Catholic Charities.

MOTION: ACCEPTING \$25,000 IN STATE FUNDING FROM OASAS AND APPROPRIATING IT TO CATHOLIC CHARITIES MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Health Care Facility

1. **Room Rate Increase for 2006** – Mr. Zehr requested authorization to increase the private pay room rate from \$225 per day to \$230 per day and the semi-private room rate from \$215 per day to \$220 per day.

MOTION: INCREASING THE PRIVATE ROOM RATE TO \$230 PER DAY AND THE SEMI-PRIVATE ROOM RATE TO \$220 PER DAY FOR 2006 MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution required.

2. **HCF Project** – Mr. Zehr requested authorization to proceed with the architectural drawing and design phase of the project. Mr. Swackhamer noted that he wasn't happy with the curved windows in the front of the building. Mr. Alger stated the sketch showed a circular central core. He stated they can make changes to that if the Legislature chooses. Mr. Zehr stated the cost for the design phase is \$225,000. He requested approval to proceed for that amount. Discussion followed.

MOTION: PROCEEDING WITH THE DRAWING AND DESIGN PHASE OF THE HEALTH CARE FACILITY PROJECT FOR \$225,000 MADE BY MR. DONNELLY. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Treasurer

1. **Budget Transfer** – Mrs. Whitehead stated they're beginning the process of cleaning up the accounts for the end of the year. She stated some departments had overdrafts in their Workers' Compensation line item while others were under budget. She requested authorization to transfer a total of \$9,939.12 between various departments' fringe benefits line items for Workers' Compensation.

MOTION: AUTHORIZING THE TRANSFER OF A TOTAL OF \$9,939.12 BETWEEN VARIOUS DEPARTMENTAL WORKERS' COMPENSATION LINE ITEMS MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Brownsfield Grant** – Mr. Crossett stated this Committee previously approved a contract with Barton Loguidice under a Brownsfield Grant for the cleanup of the former Nickel Inn in Pulteney. The first phase, remedial site investigation, has been prepared. The total cost is \$134,400 of which ten percent is the County's share. He requested authorization to proceed with the remedial site investigation. He noted there is an account in the budget for environmental cleanup and there is funding available in that account.

MOTION: AUTHORIZING BARTON LOGUIDICE TO PROCEED WITH THE REMEDIAL SITE INVESTIGATION ON PROPERTY IN THE TOWN OF PULTENEY FOR A COST OF \$134,400 MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution required.

MOTION TO ADJOURN MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by: Brenda K. Mori, Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

Tuesday, December 13, 2005

11:00 a.m.

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON Wednesday, December 7, 2005**

STEUBEN COUNTY FINANCE COMMITTEE
Special Budget Workshop
Wednesday, November 9, 2005
11:00 a.m.
Legislative Committee Conference Room
Steuben County Office Building
3 East Pulteney Square
Bath, New York

MINUTES

Committee: Gary D. Swackhamer, Chair Patrick F. Donnelly, Vice Chair Harley R. Mayo
Robert V. Nichols Donald B. Creath

Legislators: Philip J. Roche, Esq. John Walsh

Staff: Mark R. Alger Lawrence P. Crossett Carol Whitehead
Kathryn Biehl Robert Plenge

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 11:26 a.m.

II. BUDGET UPDATE

Mr. Crossett distributed copies of the sales tax projections. Mr. Alger stated that after discussing the figures with Mr. Crossett, they have decided that they could probably raise the sales tax revenue by approximately \$1 million. Discussion followed.

Sales tax revenue +\$1,000,000

MOTION: INCREASING THE SALES TAX REVENUE LINE ITEM FOR 2006 TO \$22,500,000 MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Donnelly absent for vote.

III. DEPARTMENTAL REVIEWS

A. Department of Social Services – Mr. Alger stated the Commissioner is here because we have several program adjustments that need to be made. Commissioner Biehl reviewed the proposed program adjustments and the net affect to the local share. Discussion followed.

Commissioner Biehl stated the net change to the local share is a decrease of \$1,106,593, which is a reduction in the County budget.

Department of Social Services – Various Program Adjustments (\$1,106,593)

MOTION: ACCEPTING THE PROPOSED BUDGET ADJUSTMENTS IN THE DEPARTMENT OF SOCIAL SERVICES' 2006 BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Central Communications – Mr. Alger stated Mr. Peaslee reworked the figures based upon the Committee's recommendations at the last meeting. The net affect is a \$120,000 decrease in County cost in the Central Communications budget.

Central Communications – Various Adjustments (\$120,000)

MOTION: INCORPORATING THE CHANGES TO CENTRAL COMMUNICATIONS' PROPOSED 2006 BUDGET MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Public Defender – Mr. Alger stated the Public Defender is recommending a decrease in the assigned counsel line item of \$50,000. However, there was a problem with the salary schedule so the net change will be less than \$50,000. Discussion followed.

Public Defender – Assigned Counsel Line Item (\$50,000)

MOTION: DECREASING THE ASSIGNED COUNSEL LINE ITEM IN THE PUBLIC DEFENDER'S PROPOSED 2006 BUDGET BY \$50,000 MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Interest Earnings – Mr. Crossett stated the interest rates have increased so he believes they can increase the revenue by \$400,000. Discussion followed.

Interest Earnings Revenue +\$400,000

MOTION: INCREASING INTEREST EARNINGS REVENUE BY \$400,000 MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. 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.E. COLLECTIVE NEGOTIATIONS PURSUANT TO ARTICLE FOURTEEN OF THE CIVIL SERVICE LAW; AND 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. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Contingent Fund +\$500,000

MOTION: INCREASING THE CONTINGENT FUND LINE ITEM IN THE PROPOSED 2006 BUDGET BY \$500,000 MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: RECOMMENDING A \$1,000 SALARY ADJUSTMENT FOR ALL COUNTY LEGISLATORS MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. STC Regional Planning & Development Board – Mr. Donnelly asked for reconsideration of the appropriation to the Southern Tier Central Regional Planning and Development Board. He stated they requested an additional \$10,000 appropriation. Discussion followed.

STCRP&D Board +\$10,000

MOTION: INCREASING THE APPROPRIATION TO THE SOUTHERN TIER CENTRAL REGIONAL PLANNING AND DEVELOPMENT BOARD BY \$10,000 CONTINGENT UPON CHEMUNG AND SCHUYLER COUNTIES INCREASING THEIR APPROPRIATIONS AS WELL MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. Buildings & Grounds – Mr. Alger stated he's concerned about the line items for heat in the Buildings & Grounds budget. For 2005 they appropriated \$120,000 and last year they spent \$100,000. In addition, they're

picking up the heating costs for the 911 center. He recommended increasing that line item by \$20,000 to bring the budget to \$140,000, which is \$40,000 more than what they paid last year. Discussion followed.

Buildings & Grounds – Heating **+\$40,000**

MOTION: INCREASING THE HEATING LINE ITEM IN THE PROPOSED 2006 BUDGET FOR BUILDINGS AND GROUNDS BY \$20,000 MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Alger informed the Committee that the latest tobacco securitization settlement figures have decreased from \$4.2 to \$2.9 million. Mr. Crossett noted that the repayment of the Jail Addition is based upon a bond being issued for \$8 million so they might need to make an adjustment to the budget once they have the final figures.

G. Finger Lakes SPCA – Mr. Creath stated his constituents have requested we reconsider an additional appropriation of \$10,000 for the Finger Lakes SPCA.

MOTION: INCREASING THE APPROPRIATION TO THE FINGER LAKES SPCA BY \$10,000 MADE BY MR. CREATH. MOTION FAILED DUE TO A LACK OF SECOND.

Mr. Swackhamer stated the Committee has been very generous to the Highway Department this year, but they shouldn't expect a \$3 million budget increase every year. He asked Mr. Mayo and Mr. Nichols to communicate to Commissioner Spagnoletti that the money should be used to replace worn equipment instead of purchasing new items. He asked that they please reconsider the new items that are on the equipment list.

MOTION TO ADJOURN MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, November 28, 2005

9:15 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Patrick F. Donnelly, Vice Chair Robert V. Nichols	Donald B. Creath	Harley R. Mayo
STAFF:	Mark R. Alger Frederick H. Ahrens, Jr.	Lawrence Crossett Tim Wixom	Carol Whitehead Michael Sprague
LEGISLATORS:	Philip J. Roche, Esq. Lldon E. Jamison	DeWitt T. Baker, D.V.M. Thomas J. McIntyre	Kenneth E. Isaman John Walsh
ABSENT:	Gary D. Swackhamer, Chair		

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. County Attorney

1. **Contingent Fund Appropriation** – Mr. Ahrens requested authorization to appropriate \$14,000 from the Contingent Fund to his Grievance Expense line item. We currently have one grievance which is costing us upwards of \$8,000. He stated that he would like to appropriate this money so they can pay expenses incurred this year in this year's budget and not next year's.

MOTION: AUTHORIZING THE TREASURER TO APPROPRIATE \$14,000 FROM THE CONTINGENT FUND AND TRANSFERRING TO THE COUNTY ATTORNEY GRIEVANCE EXPENSE LINE ITEM MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Communications System Capital Project – Mr. Alger informed the committee that this capital project has \$750,000. In the original resolution establishing this project, the Legislature would appropriate \$250,000 per year into this. He recommends putting this into a Capital Reserve as it is not a project at this point and also amend the resolution so as not to require you to annually adopt this resolution. This would be a reserve and would require Board action to take money out.

MOTION: ESTABLISHING A CAPITAL RESERVE FUND FOR THE STEUBEN COUNTY COMMUNICATIONS SYSTEM AND AMENDING ORIGINAL RESOLUTION SO AS TO NOT REQUIRE THE LEGISLATURE TO ANNUALLY ADOPT SAID RESOLUTION MADE BY MR. MAYO. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, December 13, 2005

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

3 East Pulteney Square

Bath, New York

MINUTES

Committee: Gary Swackhamer, Chair Patrick F. Donnelly, Vice Chair Harley R. Mayo
Donald B. Creath Robert V. Nichols

Legislators: Philip J. Roche John Walsh

Staff: Mark R. Alger Lawrence P. Crossett Carol Whitehead
James Gleason Vincent Spagnoletti Steve Orcutt
Roberta Fisher Frederick H. Ahrens Kathryn Biehl
Richard C. Tweddell

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 11:00 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE NOVEMBER 9, 2005, MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Creath and Mr. Nichols absent for the vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Works Department

1. **Budget Transfers** – Mr. Spagnoletti stated they have additional revenues in their budget due to work they did for E911. He requested authorization to transfer \$45,933.75 from surplus revenue and appropriate \$10,000 to the Diesel Fuel account and \$35,933.75 to the County Salt account. He noted they have another bill for E911 for \$10,853.11 for work they did and he'd also like to transfer that from surplus revenue to the County salt account. Mr. Spagnoletti noted they spent about 85 percent of the salt line item at the beginning of the year, which is why they need this additional funding.

MOTION: AUTHORIZING THE TRANSFER OF A TOTAL OF \$56,786.86 FROM SURPLUS REVENUE AND APPROPRIATING \$10,000 TO DIESEL FUEL AND \$46,786.86 TO COUNTY SALT MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for the vote.

2. **Landfill Budget Transfers** – Mr. Spagnoletti stated the parts and repairs line items in both the Highway and Landfill Division are over budget. He requested authorization to make transfers from the major equipment and computer equipment line items in the Erwin and Hornell Transfer Stations budgets and appropriate funds to the building maintenance and parts and repairs line items within those budgets.

MOTION: AUTHORIZING THE TRANSFER OF \$23,014.09 FROM #816070.290000 (MAJOR EQUIPMENT); \$1,500.00 FROM #816070.295020 (COMPUTER EQUIPMENT) AND APPROPRIATE \$12,000.00 TO #816070.413000 (BUILDING MAINTENANCE) AND \$12,514.09 TO #816070.451300 (PARTS/REPAIRS) IN THE HORNELL TRANSFER STATION BUDGET; AUTHORIZING THE TRANSFER OF \$10,945.65 FROM #816069.290000 (MAJOR EQUIPMENT); \$1,460.00 FROM #816069.295020 (COMPUTER EQUIPMENT) AND APPROPRIATE \$6,000.00 TO #816069.413000 (BUILDING MAINTENANCE) AND \$6,405.65 TO #816069.451300 (PARTS/REPAIRS) IN THE ERWIN TRANSFER STATION BUDGET MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for the vote.

B. Sheriff's Department

1. **Jail Budget Transfer** – Sheriff Tweddell requested authorization to transfer \$35,000 from Jail excess revenue into the medical services line item. He noted there is \$72,000 in excess revenues at this time.

MOTION: AUTHORIZING THE TRANSFER OF \$35,000 FROM JAIL EXCESS REVENUE INTO THE MEDICAL SERVICES LINE ITEM MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for the vote.

2. **Sheriff Budget Transfer** – Sheriff Tweddell stated because of the dispatch going to 911, he has excess funding in the personal services line item that he would like to transfer into the vehicle chargebacks and use of vehicles line items.

MOTION: AUTHORIZING THE TRANSFER OF \$28,000 FROM THE SHERIFF'S PERSONAL SERVICES LINE ITEMS TO THE VEHICLE CHARGEBACKS AND USE OF VEHICLES LINE ITEMS MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for the vote.

C. Office of Community Services

1. **Contract Increase** – Ms. Fisher requested authorization to increase the Catholic Charities budget by \$19,870 to accommodate a BILT team employee that was hired through that contract.

MOTION: INCREASING THE CATHOLIC CHARITIES BUDGET BY \$19,870 FOR THE BILT TEAM CONTRACT MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for the vote.

D. Department of Social Services

1. **Budget Transfer** – Mrs. Biehl requested authorization to transfer \$12,000 from the postage line item into minor equipment to purchase miscellaneous office equipment to accommodate contractual staff.

MOTION: AUTHORIZING THE TRANSFER OF \$12,000 FROM #601000.5.405100 (POSTAGE) TO #601000.5.298000 (MINOR EQUIPMENT) IN THE DSS BUDGET MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for the vote.

E. County Treasurer

1. **Budget Transfer** – Mr. Crossett stated the Corning Community College line item is short, as is the other community college line item. He requested authorization to transfer a total of \$215,000 from the contingent fund to be appropriated to those line items.

MOTION: AUTHORIZING THE TRANSFER OF \$215,000 FROM THE CONTINGENT FUND TO BE APPROPRIATED TO THE CORNING COMMUNITY COLLEGE LINE ITEM AND THE OTHER COMMUNITY COLLEGES LINE ITEM MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required. Mr. Nichols absent for the vote.

2. **Equipment Purchase** – Mr. Crossett stated we are in need a new cash register. The one we currently have was purchased around 1984. There are no parts available for it any more. It will cost \$1,800 for a new one. We also need some lateral file cabinets to store the 800 to 900 lien searches they do every year. The cost

for the cabinets is \$500. He requested authorization to expend \$2,300 from the Emergency Equipment line item in the Purchasing Department's 2005 Budget.

MOTION: AUTHORIZING THE COUNTY TREASURER TO PURCHASE A CASH REGISTER FOR \$1,800 AND LATERAL FILE CABINETS FOR \$500 FOR A TOTAL COST OF \$2,300 FROM THE EMERGENCY EQUIPMENT LINE ITEM IN THE PURCHASING DEPARTMENT'S 2005 BUDGET MADE BY MR. DONNELLY. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for the vote.

F. County Administrator

1. **Vehicle Purchase** – Mr. Alger stated he had proposed to the Administration Committee that we use some of the money in the Equipment line item of the Purchasing budget to replace some vehicles. He'd like to purchase two replacement vehicles for Community Services, as he has not let him replace their vehicles in 5 years. He'd also like to purchase one replacement vehicle and one new vehicle for the County motor pool. The gas prices and reimbursement on the mileage are creating a demand on the motor pool so he'd like to add a vehicle to that operation. There is \$200,000 left in the account. He's recommending they purchase 4 Ford Taurus vehicles off of State bid for \$12,697 for a total cost of \$50,790.

MOTION: AUTHORIZING THE PURCHASE OF TWO FORD TAURUS REPLACEMENT VEHICLES FOR THE OFFICE OF COMMUNITY SERVICES AND TWO FORD TAURUS VEHICLES, ONE REPLACEMENT/ONE ADDITIONAL, FOR THE COUNTY MOTOR POOL FOR \$12,697 EACH OFF OF STATE BID (A TOTAL COST OF \$50,790) FROM THE EMERGENCY EQUIPMENT LINE ITEM IN THE PURCHASING DEPARTMENT'S 2005 BUDGET MADE BY MR. MAYO. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Nichols absent for the vote.

2. **Monthly Budget Transfers/Small Equipment Purchases** – Mr. Alger distributed the report for the month of November for the Committee's review.

MOTION: ACCEPTING THE BUDGET TRANSFERS AND SMALL EQUIPMENT PURCHASES REPORT FOR THE MONTH OF NOVEMBER MADE BY MR. CREATH. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. **OTHER BUSINESS**

A. **Room Tax** – Mr. Creath asked for an update on the room tax expectations for this year. Mr. Alger stated at AIP they discussed the fact that they were still \$100,000 short of what was budgeted this year at the end of November. We expect to get that at the end of this quarter, but it doesn't appear that they will have any excess revenue. He stated there are a couple of adjustments, but he doesn't think they'll be substantial. If it does change significantly, we can bring the issue back to the Committee.

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. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. MAYO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #151.55-03-004.100 AND PARCEL #151.55-03-003.000 (34 AND 36 WASHINGTON STREET) TO THE CITY OF HORNEILL FOR THE AMOUNT OF BACK TAXES OWED MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by,
Brenda K. Mori, Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, January 10, 2006 at 11:00 a.m.**

**STEUBEN COUNTY HUMAN SERVICES COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE**

Joint Special Meeting

Monday, December 19, 2005

9:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Philip J. Roche, Esq. DeWitt T. Baker, D.V.M. L. Ronald Nielsen
Patrick F. Donnelly, Vice Chair Donald B. Creath Harley R. Mayo
Robert V. Nichols

STAFF: Mark R. Alger Linda Tetor

LEGISLATORS: Kenneth E. Isaman Lldon E. Jamison Patrick F. McAllister
Thomas J. McIntyre John Walsh

ABSENT: David Stachnik, Chair Francis L. Gehl, Vice Chair Richard A. Argentieri
Gary D. Swackhamer, Chair

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. OFA/RSVP

1. **Grant** – Mrs. Tetor informed the committees that this morning, the Full Board will be considering a resolution for the Office for the Aging to administer a home delivered meals program and to receive a special grant-in-aid of \$20,000 from Assemblyman Bacalles. She stated that she would like to be able to appropriate the \$20,000 to the Steuben Senior Services Fund. The Steuben Senior Services Fund is something that we have set up to do fund raising for the future. This would allow us to receive funds and also to use funds for the home delivered meals program and address our concerns about the tidal wave of older folks that we are expecting.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$20,000.00 IN GRANT-IN-AID FROM ASSEMBLYMAN BACALLES TO BE USED FOR THE HOME DELIVERED MEALS PROGRAM AS WELL AS THE STEUBEN SENIOR SERVICES FUND MADE BY MR. MAYO. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0 (FINANCE) AND 3-0 (HUMAN SERVICES WITH MR. ROCHE VOTING).

MOTION: TO ADJOURN MADE BY MR. NIELSEN. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 7-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, December 19, 2005

9:50 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Patrick F. Donnelly, Vice Chair Donald B. Creath Harley R. Mayo
Robert V. Nichols

STAFF: Mark R. Alger

LEGISLATORS: Philip J. Roche, Esq. DeWitt T. Baker, D.V.M. Kenneth E. Isaman
Ldon E. Jamison Patrick F. McAllister Thomas J. McIntyre
L. Ronald Nielsen John Walsh

ABSENT: Gary D. Swackhamer, Chair

I. CALL TO ORDER

Mr. Donnelly called the meeting to order at 9:50 a.m.

II. GENERAL BUSINESS

A. Buildings & Grounds

1. **Closing of Capital Projects** – Mr. Alger informed the committee that Buildings & Grounds is requesting permission to close three capital projects and return the balances to the Repairs & Renovations Reserve. This request has been approved by the AIP Committee.

MOTION: CLOSING THE FOLLOWING CAPITAL PROJECTS AND RETURNING THE BALANCE OF THOSE PROJECTS TO THE REPAIRS AND RENOVATIONS RESERVE: HB2401 PARKING LOT – WILSON AVENUE (\$90,235.50), HB0701 PAINT – COUNTY BARN (\$1,158.00) AND HB1701 CIVIL DEFENSE PARKING LOT – SEAL/STRIPE (\$1,154.86) MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. MAYO. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature