

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, January 10, 2006

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 Robert V. Nichols Donald B. Creath

Legislators: Philip J. Roche John Walsh

Staff: Mark R. Alger Lawrence P. Crossett David English
Linda Tetor Vincent Spagnoletti Byrum Cooper
Kathryn Biehl Robert Anderson Steve Orcutt
Carol Whitehead Frederick H. Ahrens, Jr. Michael Sprague

Other: Mary Perham, *Leader*

Absent: Gary D. Swackhamer, Chair

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 DECEMBER 13 AND DECEMBER 19, 2005, MEETINGS MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Defender

1. **Budget Transfer** – Mr. Cooper stated he'd like to review how the change to two full-time attorneys has affected their assigned counsel figures. In April 2005, we began doing the D & E felonies in house except for the conflicts of interest. That's 319 felony cases that would have been assigned in the past and the average cost is \$1,000 per case. Based upon that cost, and taking into account the salaries of the two full-time attorneys, the County has realized approximately \$70,000 in savings since April. If they project that to a year, it would be over \$100,000 in savings to assigned counsel fees, including the cost you have paid the on-staff attorneys. However, those facts do not impact the number of assigned counsel cases per se. For example earlier this year there was a 16-person drug bust. We can defend only one of those individuals, if they are eligible, so the remaining 15 had to be assigned. Those kinds of things are unpredictable. Discussion followed.

Mr. Cooper stated even with all of that savings, he still needs to request additional funding for the assigned counsel line item. He requested a transfer of \$40,000 from the contingent fund to process the remaining vouchers.

MOTION: AUTHORIZING THE TRANSFER OF \$40,000 FROM THE CONTINGENT FUND TO THE 2005 ASSIGNED COUNSEL LINE ITEM MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. 3-0. Resolution Required.

B. Department of Social Services

1. **Capital Projects** – Mrs. Biehl requested authorization to close three capital projects that have been completed. They are the DSS Fraud/Legal Tracking Project, the Sidney SQL Computer Project and the Kinder Tracking Program Project.

MOTION: AUTHORIZING THE CLOSING OF THREE CAPITAL PROJECTS FOR THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Budget Transfer** – Mrs. Biehl requested authorization to accept and appropriate a grant from the Office of Temporary and Needy Families in the amount of \$157,445. The funding is for the Youth Employment and Education Training Program for Youth Engagement Services. It is a new program to Steuben County and we'll be contracting for this service through ProAction. Discussion followed.

Mr. Nichols asked what happens when there is no longer funding for the program? Mrs. Biehl stated the contract will end if the funding is no longer there.

MOTION: ACCEPTING \$157,445 IN STATE FUNDING AND ALLOCATING IT TO PROACTION OF STEUBEN AND YATES FOR THE YOUTH ENGAGEMENT SERVICES PROGRAM MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

3. **Budget Transfer** – Mrs. Biehl requested authorization to accept and appropriate the Case Management Safety Net Drug and Alcohol Allocation. This is another grant from the Office of Temporary and Needy Families. It is a program designed to work with Safety Net clients in DSS to provide them with alcohol and substance abuse treatment services. It will be working hand and hand with the MATS program (Managed Addiction Treatment Services). This is working with those individuals who go in and out of rehab, never completing it, and then start over. This will walk them through the system, keep them in treatment and then get them employed when they get out. It will also work in conjunction with the BILT program.

Mrs. Biehl stated this will fund another position in Community Services. Mr. Nichols stated we discussed this in the Health and Education Committee. This will control the cost and, if the grant goes away, the program goes away. We'll have to wait and see if we do save as much money as they are predicting we will save. Discussion followed.

Mrs. Biehl stated in addition to allocating this funding, she is requesting an amendment to the Small Equipment list to include a desk, chair, file cabinet and laptop in the amount of \$3,000.

MOTION: ACCEPTING \$65,190.00 IN STATE FUNDING AND APPROPRIATING \$62,190 TO TANF DRUG AND ALCOHOL ADMINISTRATION AND \$3,000 TO MINOR EQUIPMENT; AND AMENDING THE MINOR EQUIPMENT LIST TO INCLUDE A DESK, CHAIR, FILE CABINET AND LAPTOP MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

C. Public Works Department

1. **Budget Transfer** – Mr. Spagnoletti stated in the landfill budget personal services was estimated at \$1.1 million and it ended up costing approximately \$1.2 million. The garbage and recycling revenue was considerably higher than budgeted; in fact, it was our best year ever. He requested authorization to transfer \$95,000 in unallocated revenues to various personal services line items to cover the overage.

MOTION: AUTHORIZING THE TRANSFER OF \$95,000 IN UNALLOCATED REVENUES TO VARIOUS PERSONAL SERVICES LINE ITEMS IN THE LANDFILL DIVISION'S 2005 BUDGET MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Major Equipment List** – Mr. Spagnoletti requested authorization to amend the Landfill's 2006 Major Equipment List to include a landfill vacuum tanker for \$80,000. He noted they rejected a bid for this equipment in 2005 so they need to add this to the list so they can solicit new bids.

MOTION: AMENDING THE LANDFILL DIVISION'S 2006 MAJOR EQUIPMENT LIST TO INCLUDE A LANDFILL VACUUM TANKER FOR \$80,000 MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Community Services

1. **Additional Funding** – Dr. Anderson requested authorization to accept \$112 in additional OMH funding and appropriate it to SCAP for the forensic housing contract.

MOTION: ACCEPTING \$112 IN ADDITIONAL OMH FUNDING AND APPROPRIATING IT TO THE SCAP CONTRACT FOR FORENSIC HOUSING MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Grants** – Dr. Anderson stated we've been working for the last 6 or 8 months on two or three grants that necessitate Community Services and DSS working together. We received a grant from OASAS called the Managed Addiction Treatment Services (MATS) program. Its purpose is to get case managers to address the high end users of addiction services. We've identified 83 or 84 individuals who are using well above \$7,000 per person per year. When you take the OASAS and DOH figures, the savings in Medicaid is such that they can provide us with \$63,000, with a \$21,000 match by the County, and we would all end up saving money by people getting better treatment. The high end users tend to go to detox for 3 to 5 days and then leave. We are the second round of these grants in the state and they've been successful for other counties. There are now 25 counties receiving this grant.

Dr. Anderson stated there are two different grants. The first one, MATS covers 75 percent of the cost and DSS is providing the County share. He requested authorization to accept \$98,250 in OASAS revenue and \$32,750 from DSS. This money will be used to fund three Alcohol & Substance Abuse Counselor positions at a total cost of \$131,000.

Dr. Anderson stated to cover the operation of these positions, he would like authorization to accept \$63,286.50 from OASAS and \$21,095.50 from DSS and appropriate those funds to mileage, office supplies, program supplies, training, phone, copying, postage, wraparound and equipment. In addition, he needs to amend the equipment list to include 3 laptops for \$5,100, three desks for \$3,000, three chairs for \$600 and three file cabinets for \$400; a total appropriation of \$9,100.

MOTION: ACCEPTING \$98,250 IN OASAS FUNDING INTO #425000.4.3490300 AND \$32,750 IN DSS FUNDING INTO #425000.4.2801900 (A TOTAL OF \$131,000) AND APPROPRIATING \$99,000 TO PERSONAL SERVICES #425000.5.1100000; \$8,000 INTO #425000.5.810000 (FRINGE); \$8,000 INTO #425000.5.830000 (FRINGE); \$8,000 INTO #425000.5.840000 (FRINGE); AND \$8,000 INTO #425000.5.860000 (FRINGE) TO FUND THREE ZERO-BASED ALCOHOL AND SUBSTANCE ABUSE COUNSELOR POSITIONS; ACCEPTING \$63,286.50 IN OASAS FUNDING INTO #425000.4.3490300 AND \$21,095.50 IN DSS FUNDING INTO #425000.4.2801900 (A TOTAL OF \$84,382) AND APPROPRIATING \$17,340 TO MILEAGE #425000.5.471000; \$850 TO OFFICE SUPPLIES #425000.5.406000; \$1,417 TO PROGRAM SUPPLIES #425000.5.420120; \$14,025 TO TRAINING #425000.5.407200; \$2,550 TO TELEPHONE #425000.5.402990; \$340 TO COPYING #425000.5.403800; \$510 TO POSTAGE #425000.5.405100; \$38,250 TO WRAPAROUND #425000.5.499000; AND \$9,100 TO MINOR EQUIPMENT #425000.5.298000 FOR THE MANAGED ADDICTION TREATMENT SERVICES PROGRAM AND DIRECTING THE COMMUNITY SERVICES DIRECTOR TO REPORT BACK TO THE FINANCE COMMITTEE ANNUALLY ON THE PROGRESS OF THE PROGRAM MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

MOTION: AMENDING THE ALCOHOL AND SUBSTANCE ABUSE CLINIC'S EQUIPMENT LIST TO INCLUDE \$5,100 FOR THREE LAPTOP COMPUTERS; \$3,000 FOR THREE DESKS; \$600 FOR THREE CHAIRS AND \$400 FOR THREE FILE CABINETS MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Dr. Anderson stated in conjunction with this program they are also receiving another grant in the amount of \$61,584 from MATS administration, which is Medicaid revenue, and \$30,993 from MATS/DSS administration, a total of \$92,577, to fund a zero-based Staff Social Worker position and another zero-based Alcohol and Substance Abuse Counselor position. Discussion followed.

MOTION: ACCEPTING \$61,584 IN MATS ADMINISTRATION FUNDING AND \$30,993 IN MATS/DSS ADMINISTRATION FUNDING AND APPROPRIATING \$69,087 TO PERSONAL SERVICES #425000.5.110000; \$6,000 TO FRINGE #425000.5.810000; \$6,000 TO FRINGE #425000.5.830000; \$6,000 TO FRINGE #425000.5.840000 AND \$5,490 TO FRINGE #425000.5.860000 TO FUND ONE ZERO-BASED STAFF SOCIAL WORKER POSITION AND ONE ZERO-BASED ALCOHOL AND SUBSTANCE ABUSE COUNSELOR POSITION DIRECTING THE COMMUNITY SERVICES DIRECTOR TO REPORT BACK TO THE FINANCE COMMITTEE ANNUALLY ON THE PROGRESS OF THE PROGRAM MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

E. Office for Aging

1. **Budget Appropriation** – Mrs. Tetor stated the Office for the Aging is working very hard with Medicare Part D education and enrollment. In that role, we are receiving more funding to assist us. She requested authorization to accept and appropriate \$16,605 to the Institute for Human Services contract for this program.

MOTION: ACCEPTING \$16,605 IN FEDERAL FUNDING INTO #677700.5.440125 INSTITUTE TITLE V TRANSITION AND APPROPRIATING IT TO #677700.4.4772730 IIB, THE INSTITUTE FOR HUMAN SERVICES FOR THE MEDICARE PART D EDUCATION AND ENROLLMENT CONTRACT MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

F. Emergency Management Office

1. **Budget Transfer** – Mr. Sprague stated he has a deficit in the 2005 budget, most of it being in utilities and energy costs. He requested authorization to transfer \$5,100 from the contingent fund to cover these deficits. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$5,100 FROM THE 2005 CONTINGENT FUND AND APPROPRIATING IT TO THE EMERGENCY MANAGEMENT OFFICE BUDGET TO COVER DEFICITS IN VARIOUS LINE ITEMS MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Communications System Maintenance** – Mr. Sprague stated the Public Safety and Corrections Committee agreed with this in concept and passed it on to the Finance Committee. Essentially, we have to purchase a new base station and also put a module into our communications console. The total cost to do this is \$20,000. He stated in the past he paid for maintenance items out of the communications system project. Since the communications project was transferred to a capital reserve, he no longer has those funds available to him to be used to maintain the Countywide communications system. In order to get through the next budget cycle, he needs some funds in the budget for maintenance. He reviewed previous budget years and, typically, they spend between \$20,000 to \$25,000 each year for maintenance and equipment replacement, except for last year when they spent \$75,000 due to the start up of 911. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$20,000 FROM THE 2006 CONTINGENT FUND TO A COMMUNICATIONS SYSTEM MAINTENANCE LINE ITEM MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

MOTION: AUTHORIZING THE PURCHASE OF A RADIO BASE STATION AND A MODULE INSTALLATION TO THE COMMUNICATION CONSOLES FOR A TOTAL COST OF \$20,000 TO BE PAID FOR FROM THE 911 CAPITAL PROJECT MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

G. County Treasurer

1. **Budget Transfer** – Mr. Crossett stated he solicited requests for proposals for audit services for the next 3 years and we received 3 proposals. Toski and Schaefer was the low bidder at \$121,600 for three years. They are all equally qualified. In conjunction with this, he'll need \$4,500 from the contingent fund to pay for the first year of the contract.

MOTION: AWARDING THE RFP FOR AUDIT SERVICES TO TOSKI AND SCHAEFER FOR \$121,600 FOR A THREE YEAR CONTRACT AND AUTHORIZING THE TRANSFER OF \$4,500 FROM THE 2006 CONTINGENT FUND TO THE TREASURER'S AUDIT SERVICES LINE ITEM TO COVER THE FIRST YEAR'S COST MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Brownsfield Grant** – Mr. Crossett stated in November the Legislature approved a Brownsfield Grant application for the Nickel Inn in Pulteney. The resolution contained a specific number for the County's share of the cost and DEC would like us to change that. He stated they are requesting we amend the resolution to state that the County's share will be 10% of the total cost. Discussion followed.

MOTION: AMENDING THE BROWNSFIELD GRANT APPLICATION RESOLUTION TO CLARIFY THAT THE COUNTY'S SHARE IS 10 PERCENT OF THE TOTAL COST MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

H. County Administrator

1. **Budget Transfer** – Mr. Alger requested authorization to transfer the balance of the emergency equipment line item in the Purchasing Department's 2005 budget to the Computer Capital Project. He noted there is approximately \$180,000 remaining in the line item.

MOTION: TRANSFERRING THE BALANCE OF THE EMERGENCY EQUIPMENT LINE ITEM IN THE PURCHASING DEPARTMENT'S 2005 BUDGET TO THE COMPUTER CAPITAL PROJECT (APPROXIMATELY \$180,000) MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Informational** – Mr. Alger stated the Administration Committee approved repealing Local Law #4 of 2002, which itemized the Medicaid portion of the county tax levy as a separate line item on the tax bills.

Mr. Alger stated another item we discussed was the purchase of vehicles. You've seen a number of departments coming in to request authorization to purchase their vehicles off of State bid. They approved an amendment to the *Administrative Code* that would keep departments from having to come back to Committee to request that approval. If there is a need for a bid for other items not on the State bid, it would still have to come back to the Committee for review and approval.

3. **Budget Transfers/Small Equipment Purchases** – Mr. Alger distributed copies of the monthly reports for the Committee's review. The Committee accepted the Budget Transfers/Small Equipment Purchases Report for the month of December.

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

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, February 14, 2006
11:00 a.m.
PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON ON
WEDNESDAY, FEBRUARY 8, 2006**

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, February 14, 2006

11:00 a.m.

Legislative Committee Conference Room

3 East Pulteney Square

Bath, New York

MINUTES

Committee: Patrick Donnelly, Vice Chair Robert V. Nichols Donald B. Creath John Walsh

Legislators: Philip J. Roche

Staff: Mark R. Alger Lawrence Crossett Judith Hunter John Zehr
Vincent Spagnoletti Phil Hink Carol Whitehead Frederick H. Ahrens, Jr.
David English David Cole

Other: Mary Perham, *Leader*

Absent: Gary D. Swackhamer, Chair

I. CALL TO ORDER

The meeting was called to order by Mr. Donnelly at 11:12 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JANUARY 10, 2006, MEETING MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. County Clerk

1. **Budget Transfer** – Mrs. Hunter requested authorization to appropriate the funds necessary to purchase equipment and complete the work on the new workstation at the Corning DMV. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$7,284.53 FROM #308.9100 AND APPROPRIATING \$4,000 TO #1411.5.29000 MAJOR EQUIPMENT AND \$3,284.53 TO #1411.5.437140 MOTOR VEHICLE INITIATIVE AND AMENDING THE DMV'S MAJOR EQUIPMENT LIST TO INCLUDE A WORKSTATION FOR \$4,000 MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Health Care Facility

1. **Budget Transfer** – Mr. Zehr requested authorization to transfer \$12,000 from the Physical Therapy salaries line item to the Consultants line item.

MOTION: AUTHORIZING THE TRANSFER OF \$12,000 FROM THE PHYSICAL THERAPY SALARIES LINE ITEM TO THE CONSULTANTS LINE ITEM MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Public Works

1. **Major Equipment List** – Mr. Spagnoletti stated he is requesting three changes to the Highway Division's 2006 Major Equipment list. We had received a grant from Senator Winner and Assemblyman Bacalles for \$50,000 to purchase a new dozer. He noted there's a possibility they may receive another \$50,000 towards this purchase. He requested authorization to add two D5 Dozers for \$300,000. He would also like to add a Jersey Spreader for \$30,000. Discussion followed.

Mr. Spagnoletti also requested authorization to delete a 4WD pickup from the equipment list and add a 5 passenger utility vehicle for \$18,900. He noted none of these items include a change in funding.

MOTION: AMENDING THE 2006 MAJOR EQUIPMENT LIST FOR THE HIGHWAY DIVISION BY ADDING TWO D5 DOZERS FOR \$300,000; ONE JERSEY SPREADER FOR \$30,000; DELETING ONE 4WD PICKUP AND ADDING ONE 5-PASSENGER UTILITY VEHICLE FOR \$18,900 MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Office for the Aging

1. **Budget Transfer** – Mr. Alger stated the Office for the Aging received additional revenue of \$17,150. They would like authorization to accept that funding and appropriate it to various line items within the budget. He noted this funding will allow them to maintain and pay for the transportation services for clients using the Institute for Human Services transportation system to and from various medical and/or other appointments they have.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT AND APPROPRIATE \$17,150 IN ADDITIONAL FUNDING FOR TRANSPORTATION SERVICES MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. County Administrator

1. **16B Positions** – Mr. Alger stated the Sheriff is requesting three additional Court Security Deputy positions that will be funded by the Office of Court Administration.

MOTION: WAIVING RULE 16B TO CREATE THREE ADDITIONAL COURT SECURITY OFFICER POSITIONS WITHIN THE SHERIFF'S DEPARTMENT MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

F. County Treasurer

1. **Request from Bath Volunteer Fire Department** – Mr. Crossett stated the Bath Volunteer Fire Department is constructing a new building on Morris Street and in the process of doing this they acquired 4 parcels to accommodate that facility. The taxable status date was before the date of the property purchase so taxes were levied against the parcels. They are requesting the County forgive the taxes on those parcels. The total amount owed is \$3,685 and the County's share is \$1,382. Mr. Nichols stated he thinks the village and schools should forgive their taxes before the County does. Mr. Crossett stated we can make it subject to the approval of the other taxing jurisdictions.

MOTION: FORGIVING THE COUNTY TAXES ON FOUR PARCELS OF PROPERTY ACQUIRED BY THE BATH VOLUNTEER FIRE DEPARTMENT IN THE AMOUNT OF \$1,382 SUBJECT TO THE APPROVAL OF THE OTHER TAXING JURISDICTIONS MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **End of Year Transfers** – Mrs. Whitehead requested approval of the year-end transfers. She briefly reviewed the transfers being made. Discussion followed.

MOTION: APPROVING THE END OF YEAR TRANSFERS AS PRESENTED BY THE COUNTY TREASURER'S OFFICE MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

**MOTION TO ADJOURN MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. 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 14, 2006
11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, March 8, 2006**

STEBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, February 27, 2006

9:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Patrick F. Donnelly, Vice Chair	Robert V. Nichols	John Walsh
STAFF:	Mark R. Alger David English	Gregory P. Heffner	Frederick H. Ahrens, Jr.
LEGISLATORS:	Philip J. Roche, Esq. Thomas C. Schwartz	DeWitt T. Baker, D.V.M. David R. Stachnik	Dan C. Farrand
ABSENT:	Gary D. Swackhamer, Chair	Donald B. Creath	

I. CALL TO ORDER

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

II. DEPARTMENTAL REPORTS/REQUESTS

A. Planning Department

1. **Snowmobile Grant** – Mr. Heffner requested approval to accept a snowmobile grant in the amount of \$29,558.50 that will be passed through to the Bath Snowmobile Club.

MOTION: AUTHORIZING THE PLANNING DEPARTMENT TO ACCEPT A STATE SNOWMOBILE GRANT IN THE AMOUNT OF \$29,558.50 SAID AMOUNT TO BE PASSED THROUGH TO THE BATH SNOWMOBILE CLUB MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Monday, March 27, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Gary D. Swackhamer, Chair Robert V. Nichols	Patrick F. Donnelly, Vice Chair John Walsh	Donald B. Creath
STAFF:	Mark R. Alger Kenneth Peaslee James Gleason David English	Gregory P. Heffner Kathryn Biehl Vincent Spagnoletti Frederick H. Ahrens, Jr.	Frank Justice Gary Pruyne Scott Martinez Edward J. Castellana
LEGISLATORS:	Philip J. Roche, Esq. Patrick F. McAllister	Dan C. Farrand	Kenneth E. Isaman

I. CALL TO ORDER

Mr. Swackhamer called the meeting to order at 9:05 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 14, 2006 AND FEBRUARY 27, 2006 MEETINGS MADE BY MR. DONNELLY. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Department of Social Services

1. **Budget Transfer** – Mrs. Biehl informed the committee that they have received a grant from New York State for the Child Abuse Review Team to purchase some equipment and supplies to establish sites where we can interview children who have been abused. Currently we have a site in Corning and would like to have sites in Bath and Hornell. She requested authorization to accept the grant in the amount of \$25,000 and to appropriate those funds into the Preventive Services line item, Minor Equipment line item and Supplies line item and to amend their Minor Equipment list.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT A GRANT IN THE AMOUNT OF \$25,000 FROM THE NEW YORK STATE OFFICE OF CHILD AND FAMILY SERVICES AND APPROPRIATING TO THE PREVENTIVE SERVICES LINE ITEM, MINOR EQUIPMENT LINE ITEM AND SUPPLIES LINE ITEM AND TO AMEND THEIR MINOR EQUIPMENT LIST TO INCLUDE ITEMS PURCHASED FOR THE CHILD ABUSE REVIEW TEAM MADE BY MR. DONNELLY. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Medicaid Expenses Settlement** – Mrs. Biehl informed the committee that the State has provided counties with a settlement relative to some improper coding for Medicaid expenses. The State went back five years and offered Steuben County a \$448,332 settlement. After discussing with Mr. Alger, **Mr. Stachnick, and Mr. Donnelly**, we decided to go forward with accepting the settlement from the State. This settlement covers the costs that were paid out for psychiatric and mentally retarded services. Mr. Alger explained there were services that were improperly coded by the State and we were paying a share when we shouldn't have been. The Commissioner did a review, **changed the coding and processed claims. As a result of doing the work in house, Steuben will not have to pay the 25% consultant fees that most counties incurred.** The State recognized the

problem and offered a proposal to all counties. The other option is to sue, but you would be looking at extended litigation. Most counties have accepted the settlement.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ENTER INTO AN AGREEMENT WITH THE STATE OF NEW YORK TO ACCEPT A SETTLEMENT IN THE AMOUNT OF \$448,332 FOR IMPROPERLY CODED MEDICAID EXPENSES MADE BY MR. WALSH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Youth Bureau

1. **Budget Transfer** – Mr. Pruyn requested authorization to transfer \$24,920.70 in Reality Check funding from the 2005 budget to the 2006 budget as the contract period is August 1, 2005 to July 31, 2006.

MOTION: AUTHORIZING THE TRANSFER OF \$24,920.70 IN REALITY CHECK FUNDING FROM THE 2005 BUDGET TO THE 2006 BUDGET TO COVER THE CONTRACT PERIOD AUGUST 1, 2005 THROUGH JULY 31, 2006 MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Probation

1. **Grant** – Mr. Justice informed the committee that the State has offered a grant in the amount of \$19,428 to purchase software for the Prober Web program. There is a 10 percent match that will be covered by Information Technology equipment. He requested authorization to submit the application. He stated that next month there will be a resolution to accept the grant.

MOTION: AUTHORIZING THE PROBATION DEPARTMENT TO SUBMIT AN APPLICATION FOR A \$19,428 GRANT THROUGH THE STATE TO PURCHASE SOFTWARE FOR THE PROBER WEB PROGRAM MADE BY MR. WALSH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

The committee convened a joint AIP and Finance Committee meeting.

D. Buildings & Grounds

1. **Bid Award** – Mr. Partridge informed the committee that they received one bid back for the Courtroom A and B Public Address System in the amount of \$28,686. The cost will be fully reimbursed by the State Court System. He recommended awarding the bid to Brighton Sound of Victor, NY. Mr. Alger commented that rather than take the money from the Repairs & Renovations Reserve, they will anticipate the revenue and put it in the project and as a result will cancel this mornings public hearing.

MOTION: AWARDING THE BID FOR THE COURTROOM A AND B PUBLIC ADDRESS SYSTEM TO BRIGHTON SOUND OF VICTOR, NY FOR \$28,686, SAID AMOUNT TO BE FULLY REIMBURSED BY THE STATE AND AUTHORIZING THE DEPARTMENT OF BUILDINGS AND GROUNDS TO ANTICIPATE THE REVENUE AND PUT IT INTO A CAPITAL PROJECT MADE BY MR. ISAMAN. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0 FINANCE AND 3-0 AIP.

The committee adjourned the joint AIP and Finance Committee meeting and reconvened the Finance Committee meeting.

E. Information Technology

1. **Microsoft Enterprise Agreement** – Mr. Peaslee informed the committee that the Probation Department is purchasing a new software package from the State and that will require that they update Microsoft Office. Currently, the County is using Microsoft Office 97 and we have been using that software since 1998. We have been getting applications from the State requiring us to upgrade our software. It is beneficial for the County to all be on the same software package. Mr. Peaslee stated that he would recommend upgrading to Microsoft 2003 as that is the most current version. He distributed a handout depicting the various options for purchasing the software. The first option is to purchase the software as an MS Select Customer, which we already are. This would allow us to purchase Microsoft Office 2003 for a cost of \$142,590 without including DSS. The downside

is that we would be unable to upgrade to MS Office 2007. The second option is the Software Assurance which would enable us to upgrade for the next three years. That would cost \$183,970 without DSS. The first two options would require the County to pay the amount in one year. The third option is to enter into an Enterprise Agreement for MS Office Pro. The cost would be \$177,825 without DSS. Mr. Peaslee explained Office 2003 will be replaced at the end of this year with Office 2007. The cost would break down to \$59,275 per year. Mr. Peaslee explained the difference between Office 2003 and Office 2007 is that Office 2007 will be an open format for documents. This will allow any other software package to read the document.

Mr. Alger explained with Office 97 we are starting to see problems with State documents that are coming in on Office 2003 for conversion. We will have to go to at least Office 2003 if not Office 2007 in the next couple of years. This would avoid having to make two conversions. The Department of Social Services is debating whether their computer replacement is enough to avoid replacing the software. We may be better off not doing this with them.

MOTION: AUTHORIZING THE INFORMATION TECHNOLOGY DEPARTMENT TO PURSUE AN ENTERPRISE AGREEMENT FOR MS OFFICE PRO FOR THREE YEARS AT A COST OF \$59,275 PER YEAR, FOR A TOTAL COST OF \$177,825 WITHOUT INCLUDING THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. Planning Department

1. **Community Block Grant Budget Appropriation** – Mr. Heffner requested authorization to reallocate the balance of the 2005 Community Development Block Grant for wells and septic systems to the 2006 budget.

MOTION: AUTHORIZING THE PLANNING DEPARTMENT TO REALLOCATE \$141,196.00 TO LINE ITEM #898900.4.4789000 AND \$137,196.00 TO LINE ITEM #898900.5.440410 FROM THE 2005 COMMUNITY DEVELOPMENT BLOCK GRANT TO THE 2006 BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

G. Public Works

1. **Funding for New Tanker w/ Vacuum Pump** – Mr. Spagnoletti requested authorization to transfer \$75,855 from the Wayland Transfer Station Major Equipment line item to the Bath Landfill Major Equipment line item to purchase a new tanker with vacuum pump.

MOTION: AUTHORIZING PUBLIC WORKS TO TRANSFER \$75,855 FROM THE WAYLAND TRANSFER STATION MAJOR EQUIPMENT LINE ITEM TO THE BATH LANDFILL MAJOR EQUIPMENT LINE ITEM TO PURCHASE A NEW TANKER WITH VACUUM PUMP MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Skid Steers** – Mr. Spagnoletti requested authorization to transfer \$56,824.62 from the Rehabilitation Leachate Loadout capital project to the Bath Landfill Major Equipment line item and the Erwin Transfer Station Major Equipment line item to purchase two skid steers. There are 10,000 hours on each of the skid steers that we currently have. Mr. Spagnoletti explained they had a shear of a pipe in the leachate facility and had originally thought that they would need \$75,000 to repair, but they were able to repair the pipe with \$6,000. He would like to use the remainder of that to purchase the skid steers.

Mr. Swackhamer asked why do you need the skid steers at the transfer stations? Mr. Spagnoletti replied we use them for handling the recycling. He commented that they will receive 50 percent of the funding from DEC.

MOTION: AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO TRANSFER \$56,000 FROM THE CAPITAL PROJECT, REHABILITATION LEACHATE LOADOUT AND TRANSFERRING \$28,000 TO THE BATH LANDFILL MAJOR EQUIPMENT LINE ITEM AND \$28,000 TO THE ERWIN TRANSFER STATION MAJOR EQUIPMENT LINE ITEM TO PURCHASE TWO SKID STEERS MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

H. Treasurer

1. **Auction** – Mr. Crossett requested the committee’s approval to schedule the property auction for July 12, 2006 with the final repurchase date set for July 7, 2006. He commented that they have 115 parcels that have been submitted for title.

MOTION: AUTHORIZING THE TREASURER TO SET THE DATE OF THE REAL PROPERTY TAX AUCTION FOR JULY 12, 2006 WITH THE FINAL REPURCHASE DATE OF JULY 7, 2006 MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

I. Administrator

1. **Traffic Safety Grant** – Mr. Alger requested that the committee accept the traffic safety grant in the amount of \$36,766 for the purchase of radar sign trailers. He stated this was a grant through Assemblyman Bacalles and Senator Winner and will enable us to purchase three trailers; one for Bath, Corning and the Sheriff’s Department.

MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR TO ACCEPT A TRAFFIC SAFETY GRANT IN THE AMOUNT OF \$36,766 FOR THE PURCHASE OF THREE RADAR SIGN TRAILERS MADE BY MR. WALSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

J. Risk Manager

1. **Budget Transfer** – Mr. Castellana informed the committee that under his Major Equipment line item, he had put in for a new vehicle and that purchase came in below what he had projected. Recently we underwent an ergonomic survey for the County and it was indicated that a lot of departments’ chairs are not close to compliant. He requested authorization to transfer \$6,500 from Major Equipment into the Ergonomics Capital Project.

MOTION: AUTHORIZING THE RISK MANAGER TO TRANSFER \$6,500 FROM HIS MAJOR EQUIPMENT LINE ITEM TO THE ERGONOMICS CAPITAL PROJECT MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OTHER BUSINESS

A. **Taxation of Natural Gas/Mineral Extraction** - Mr. Creath informed the committee that he and Mr. Spagnoletti recently attended the NACO Conference in Washington, D.C. and one of the topics of discussion was taxing the extraction of minerals and gas wells. Counties within the State of Wyoming have been taxing natural gas wells as property and they have seen their property tax revenue increase from \$29 million per year to \$171 million per year in the past five years. This is supplementing their property tax income. Mr. Creath proposed that we study this and look around to see who is doing what as far as taxing the extraction of minerals.

Mr. Spagnoletti commented the State of Wyoming had no income tax and they are taxing the extraction of natural gas and minerals as they come out of the ground.

Mr. Roche commented we do add that to the real property tax based on the previous years’ production. Mr. Crossett stated the Town of Corning value went up significantly because of the natural gas lines in the area. Those towns need to be careful because when production drops, the assessed value will drop as well. We need to ask Mrs. Hatch how much we are getting from natural gas production now.

Mr. Alger stated this is something we had looked at a while ago. The production is reported and added to the tax. Mr. Crossett stated if the gas companies don’t pay the property tax, you are foreclosing a well; you don’t have property. Mr. Nichols stated you are putting a value on the pipelines and a value on the production of the previous year. Mr. Alger stated that we can have Mrs. Hatch come next month to explain how this works.

B. **Windmills** – Mr. Swackhamer commented that with regard to the windmills, the County is not opting out of the taxation for the windmills. The County will base the tax at a property value.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, April 11, 2006
11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, April 5, 2006**

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, April 11, 2006

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 Robert V. Nichols	Patrick F. Donnelly, Vice Chair Donald B. Creath	John Walsh
<u>Legislators:</u>	Philip J. Roche	Francis L. Gehl	
<u>Staff:</u>	Mark R. Alger Carol Whitehead James Gleason Frederick H. Ahrens	Lawrence P. Crossett William Partridge Carol Whitehead Michael Sprague	Gregory P. Heffner David English Judy Hunter

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 MARCH 27, 2006, MEETING MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Creath not present for the vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health Nursing Services

1. **Budget Transfer** – Mr. Crossett stated that the individual who handled the Bioterrorism grant is no longer with the county and they've replaced them with a consultant. They are requesting authorization to transfer money to the contractual line item to cover the cost. Mr. Alger stated they ended up with less money for the grant so the individual resigned. The consultant will do the job for the amount covered by the grant.

MOTION: AUTHORIZING THE TRANSFER OF \$53,881 FROM PUBLIC HEALTH & NURSING SERVICES' SALARY LINE ITEM TO THE CONTRACTUAL LINE ITEM MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Creath not present for the vote.

B. Buildings & Grounds

1. **Budget Transfer** – Mr. Partridge requested additional funding from the repairs & renovations reserve to cover expenses on two separate projects. He stated he needs an additional \$950 for the sealing and striping of the County Office Building parking lot and \$6,685 for the exterior painting of the old hospital building.

MOTION: AUTHORIZING THE APPROPRIATION OF \$950 TO THE SEALING AND STRIPING OF THE COUNTY OFFICE BUILDING PARKING LOT CAPITAL PROJECT AND \$6,685 TO THE EXTERIOR PAINTING OF THE OLD HOSPITAL BUILDING CAPITAL PROJECT FROM THE REPAIRS AND RENOVATIONS RESERVE MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolutions Required.

C. County Clerk

1. **Petty Cash Fund** – Mrs. Hunter stated all three offices received their new equipment and it was a fairly seamless transition. The new equipment included an additional station in the Corning office. She requested

authorization to increase the petty cash funding at the Corning DMV office by \$50 to accommodate the additional cash drawer.

MOTION: AUTHORIZING AN INCREASE OF \$50 IN THE PETTY CASH FUND FOR THE CORNING DMV BRANCH MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. Emergency Management Services

1. **Budget Transfer** – Mr. Sprague requested authorization to allocate Homeland Security revenue from previous years' WMD grants to various 2006 WMD Expense line items.

MOTION: AUTHORIZING THE ALLOCATION OF REVENUE FROM PREVIOUS YEARS' WEAPONS OF MASS DESTRUCTION (WMD) GRANTS TO VARIOUS 2006 WMD EXPENSE LINE ITEMS AS FOLLOWS: \$43,195.13 TO 364500.5298045 (EQUIPMENT); \$4,949.05 TO 364500.5416100 (OPERATING SUPPLIES); \$700 TO 364500.5405100 (POSTAGE); \$11,065.43 TO 364500.5407200 (TRAINING & CONFERENCES); \$14,000 TO 364500.5444150 (CONTRACT LABOR); \$5,523.35 TO 364500.5479300 (VOLUNTEER TRAINING); AND \$2,890.91 TO 364500.5499100 (OTHER EXPENSES) MADE BY MR. WALSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Probation

1. **Grant** – Mr. Alger stated they are requesting authorization to accept a State grant in the amount of \$19,428 for the ProberWeb Software System.

MOTION: AUTHORIZING THE PROBATION DEPARTMENT TO ACCEPT A STATE GRANT IN THE AMOUNT OF \$19,428 FOR THE PROBERWEB SOFTWARE SYSTEM MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. Real Property Tax Service Agency

1. **Taxation of Natural Gas** – Mrs. Hatch stated there was a question last month as to whether or not we can tax gas production. She distributed copies of the State law regarding this issue. She stated we receive the report on production sometime in the middle of May. That production is used to calculate the assessed value. The taxable value is equal to the production, times the unit of production set by the State, times the town's level of assessment. The County currently collects \$462,498.38 in taxes on the production of natural gas. Discussion followed.

Mr. Creath asked this is considered an assessed property, not a wasting asset? Removing the gas from the property doesn't depreciate the value of the property? Mrs. Hatch stated that doesn't impact the land market. Mr. Roche stated this is the way to keep the money at the County level. Mr. Creath asked who has the right to tax the mineral rights? Mrs. Hatch stated the mineral rights aren't included in the assessable value for real property purposes. Discussion followed.

G. Treasurer

1. **Budget Appropriation** - Mr. Crossett stated we received some additional tobacco funds off of the last issue because some of the expenses associated with the issuance were less than estimated. He stated we received an additional \$5,230.11, which needs to be appropriated to a capital improvement. He noted Mr. Alger has suggested they appropriate it to the computer capital project.

MOTION: APPROPRIATING \$5,230.11 IN ADDITIONAL TOBACCO BOND ISSUE FUNDS TO THE COMPUTER CAPITAL PROJECT MADE BY MR. DONNELLY. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Auditors** - Mr. Crossett stated in relation to the tobacco funds, the auditors didn't realize that the County had two tobacco bond issuances last year so they didn't take that into consideration when they submitted their RFP. He noted the audit of the tobacco funds is separate from the general audit of the County. They are

requesting an additional \$5,000 for this service. He noted it is paid from the administration line item of the Tobacco Administration Securitization Corporation and there is enough funding to cover the additional expense.

MOTION: INCREASING THE CONTRACT WITH TOSKI & SCHAEFFER BY \$5,000 FOR THE AUDIT OF THE TOBACCO FUNDS MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Auction Services** - Mr. Crossett stated Pirrung Auctioneers has handled the County's real property tax auction for the past several years. This year they have submitted a proposal that is different than what has been done in the past. This year they are proposing the addition of a 10% buyer's premium on the sale and that would cover all costs related to the auction. They will return all but 2% of that buyer's premium to the County. He noted this is the standard way of operating auctions. Discussion followed.

Mr. Crossett stated legislation has been proposed where the proceeds from the sale will no longer be given to the County, but would go to the prior owner or mortgagee. Mr. Alger stated if that comes to fruition, he suggested they build in some sort of fee so the County can recover the taxes owed. Discussion followed.

MOTION: AUTHORIZING THE COUNTY TREASURER TO CONTRACT WITH PIRRUNG AUCTIONEERS FOR THE COUNTY REAL PROPERTY TAX AUCTION, INCLUDING TERMS OF ADDING A 10% BUYER'S PREMIUM TO THE COST OF THE SALE WITH 8% OF THE SALE COMING BACK TO THE COUNTY MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Crossett stated they should also amend the terms and conditions of the sale to include that the 10% buyer's premium is due, along with 20% down payment, on the day of the auction and is non-refundable.

MOTION: AMENDING THE COUNTY TAX AUCTION POLICY TO REFLECT THAT THE 10% BUYER'S PREMIUM IS DUE THE DAY OF THE AUCTION, IN ADDITION TO THE 20% DOWN PAYMENT, AND BOTH ARE NON-REFUNDABLE MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

H. County Administrator

1. **Small Equipment Purchases/Budget Transfers** – Mr. Alger distributed copies of the reports on small equipment purchases and budget transfers for the month of March. *The Committee accepted the report.*

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

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

MOTION: AUTHORIZING THE SALE OF PARCEL #166.26-01-054.000 IN THE CITY OF HORNELL TO MARK AND JOANNE CLARK FOR \$50 PLUS RECORDING FEES MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN MADE BY MR. DONNELLY. 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, May 9, 2006
11:00 a.m.**

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, May 9, 2006

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 Donald B. Creath Robert V. Nichols
John Walsh

Legislators: Philip J. Roche Francis L. Gehl

Staff: Mark R. Alger Lawrence P. Crossett Kathryn Biehl
Robert Anderson Michael Sprague Gregory P. Heffner
David English Frederick H. Ahrens

Other: Representatives of Steuben Trust Company: Thomas Tammaro, Erwin Town Supervisor
Jack Emrick, Senior Vice President/Branch Administrator
Brenda Copeland, President/CEO
Sue Dessena, Vice President/Senior Operations Manager
Jim Nicoloff, Executive Vice President/CFO
Terry Kelley, Vice President/Bath Branch Manager

Absent: Patrick F. Donnelly, Vice Chair

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 APRIL 11, 2006 MEETING MADE BY MR. CREATH, SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. PRESENTATION

A. Steuben Trust Company – Ms. Copeland thanked the committee for allowing them to come in today. The County has been a customer of Steuben Trust Company for a long time. We're here to say thank you and talk about what else they might be able to do for the County. They would like to be considered for the primary checking account depository. Steuben Trust Company is headquartered in Steuben County in Hornell. She stated they are unique in that they are the only independent commercial bank in Steuben County. They believe in investing at home. She provided a description of the bank's history. She noted that they realize it hasn't always been convenient to do business with them without having a Bath office. However, with their new Bath branch, they have the size and local presence to serve the County's needs. As residents, our interests are their interests.

Mr. Emrick stated they have a modest long-standing relationship with the County. They would like to obtain more of our core accounts. The County has the fiscal accountability to obtain competitive rates and he thinks they can be competitive. He gave an overview of what they would be able to provide the County. Discussion followed.

Mr. Kelley stated they would do what they can to accommodate the County. He would like to be thought of as our personal banker. They have a wonderful staff and team that would step up and help in any way they can.

Mr. Nicoloff stated they have a long history of working with municipal customers. Approximately 50 percent of their portfolio are municipal customers. They have ample pledging capacity for our funds. He noted all of the officers here today spend time calling on municipal customers and will respond to our needs.

Ms. Dessena stated two services they can offer is telephone access to their system and e-banking for public funds. This promotes efficiency for County staff. It offers multiple levels of account security. She displayed their webpage and reviewed its features.

Mr. Emrick thanked the committee for meeting with them. He stated they appreciate the business they presently do with the County and look forward to doing more business with us. Chairman Swackhamer thanked them for their presentation.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Department of Social Services

1. **Budget Transfer** – Mrs. Biehl requested authorization to transfer funds to pay for four zero-based positions to transition the HEAP program to Public Assistance. She noted they would continue to work with ProAction as well.

MOTION: AUTHORIZING THE TRANSFER OF \$86,122 TO PAY FOR FOUR ZERO-BASED POSITIONS TO TRANSITION THE HEAP PROGRAM TO PUBLIC ASSISTANCE MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Office of Community Services

1. **Budget Transfer** – Dr. Anderson requested authorization to accept funds for the Road to Recovery program. Discussion followed.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$64,060.00 IN FUNDING FROM OASAS AND APPROPRIATING IT TO THE ALCOHOL AND SUBSTANCE ABUSE SERVICES CLINICAL BUDGET FOR THE STEP – ROAD TO RECOVERY PROGRAM MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **State Funding Appropriation** – Dr. Anderson requested authorization to accept \$34,700 in funding from OASAS to pass through to Kinship Family & Youth Services.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$34,700.00 IN FUNDING FROM OASAS AND APPROPRIATING IT TO KINSHIP FAMILY & YOUTH SERVICES MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Zero-Based Positions** – Dr. Anderson requested authorization to activate two CASAC positions and reclassify one CASAC position to a Grade XII Social Work Assistant position.

MOTION: AUTHORIZING THE ACTIVATION OF TWO ZERO-BASED ALCOHOL & SUBSTANCE ABUSE COUNSELOR POSITIONS AND THE RECLASSIFICATION OF AN ALCOHOLISM COUNSELOR POSITION, GRADE XIII, TO A SOCIAL WORK ASSISTANT POSITION, GRADE XII, WITHIN THE OFFICE OF COMMUNITY SERVICES FOR THE MANAGED ADDICTION TREATMENT SERVICES AND THE SAFETY NET ALCOHOL COUNSELING PROGRAMS MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Emergency Management Office

1. **Budget Transfer** – Mr. Sprague stated the appropriation from last month didn't take into account that any funds into equipment over \$25,000 would require a board resolution. Therefore, he is changing his request.

MOTION: ALLOCATING 2005 WMD REVENUE TO THE 2006 WMD BUDGET (364500) AS FOLLOWS: \$3,195.13 TO #5298045 EQUIPMENT; \$10,000.00 TO #5416100 OEPRATING SUPPLIES; AND \$5,000.00 TO #5499100 OTHER EXPENSES MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Planning Department

1. **Impact Study** – Mr. Heffner stated in June 2005, the Agriculture, Industry and Planning Committee authorized a supplemental appropriation to the Conference & Visitors' Bureau for an impact study. The study has been completed so he is requesting they appropriate additional revenue of \$10,000 to pay for the study. He noted it will be paid for through room tax funds.

MOTION: APPROPRIATING \$10,000 IN ADDITIONAL ROOM TAX REVENUES TO THE STEUBEN COUNTY CONFERENCE AND VISITORS' BUREAU TO PAY FOR AN IMPACT STUDY MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Treasurer

1. **Erwin Property** – Mr. Crossett stated the Town of Erwin has a tax certiorari case with Dresser Rand. The County's share is \$3,490.35. He noted this is for the court ordered environmental appraisal.

MOTION: AUTHORIZING THE PAYMENT OF \$3,490.35 FOR THE TAX CERTIORARI PROCEEDING IN THE TOWN OF ERWIN MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Administrator

1. **Budget Transfers and Small Equipment Purchases** – Mr. Alger distributed copies of the budget transfers and small equipment purchases for the month of April for the Committee's review. The Committee accepted the report.

MOTION TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: RECOMMENDING A LOCAL LAW AUTHORIZING THE SALE OF 6.29 ACRES OF COUNTY-OWNED PROPERTY TO THE TOWN OF ERWIN FOR \$6,290 PLUS EXPENSES MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: DECLARING TAX MAP# 078.12-01-019.000 IN THE TOWN OF WAYNE AS SURPLUS; TRANSFERRING THE PROPERTY TO THE TOWN OF WAYNE FOR THE COST OF \$1,749.15 AND FORGIVING THE COUNTY'S SHARE OF THE TAXES MADE BY MR. NICHOLS. 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. CREATH. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, June 13, 2006
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON Wednesday, June 7, 2006**

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, June 13, 2006

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

MINUTES

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

Legislators: Philip J. Roche Thomas J. McIntyre

Staff: Mark R. Alger Lawrence P. Crossett Gregory P. Heffner
Linda Tetor Vincent Spagnoletti Frederick Ahrens
David English

Other: Mary Perham, *Leader* Andrew Roby, Law Intern Dave Schoen, WENY

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 MAY 9, 2006, MEETING MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office for Aging

1. **Budget Transfer** – Mrs. Tetor stated they received additional revenue for the EISEP Program. This helps older people stay in their homes. She requested authorization to use the funding to hire a new case manager and then use the remainder for equipment, Corning Homemakers contract and the ancillary account.

MOTION: ACCEPTING AND APPROPRIATING ADDITIONAL FUNDING FOR THE EISEP PROGRAM MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Community Services

1. **Budget Transfer** – Mr. Alger stated Dr. Anderson has received additional funding from HUD to pass through to SCAP.

MOTION: ACCEPTING AN ADDITIONAL \$61,666 FROM HUD AND APPROPRIATING IT TO THE CONTRACT WITH STEUBEN CHURCHPEOPLE AGAINST POVERTY MADE BY MR. WALSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Public Works

1. **Transfer and Close Capital Projects** – Mr. Spagnoletti requested authorization to close and transfer the following projects into the Bath Equipment Shop (6207): Transfer Station Renovation (9902) \$219.80; Rehab Leachate Loadout (7301) \$18,175.38; Erwin Transfer - Scales (6905) \$2,764.00; Erwin Engineer Study (6902) \$20,691.81; Lindley/Gibson Cap Design (6402) \$1,924.05; Bath Repermit/Turnpike Road (6203) \$10,000.00; and Bath Scrap Metal Area (6202) \$8,541.07; a total transfer of \$62,316.11.

MOTION: AUTHORIZING THE CLOSURE OF THE FOLLOWING BATH LANDFILL CAPITAL PROJECTS TOTALING \$62,316.11: TRANSFER STATION RENOVATION (9902) \$219.80; REHAB LEACHATE LOADOUT (7301) \$18,175.38; ERWIN TRANSFER - SCALES (6905) \$2,764.00; ERWIN ENGINEER STUDY (6902) \$20,691.81; LINDLEY/GIBSON CAP DESIGN (6402) \$1,924.05; BATH REPERMIT/TURNPIKE ROAD (6203) \$10,000.00; AND BATH SCRAP METAL AREA (6202) \$8,541.07; AND TRANSFERRING THE BALANCES TO THE BATH EQUIPMENT SHOP CAPITAL PROJECT (6207) MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Close Lindley Capital Project** – Mr. Spagnoletti stated he would also like to close and transfer \$32,717.22 from the Lindley Fence/Paint Project (6401) to the Lindley Road Rebuild Project (6404). Discussion followed.

MOTION: AUTHORIZING THE CLOSURE OF THE LINDLEY FENCE/PAINT CAPITAL PROJECT (6401) AND TRANSFERRING THE BALANCE (\$32,717.22) TO THE LINDLEY LANDFILL ROAD REBUILD CAPITAL PROJECT (6404) MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Budget Transfer** - Mr. Spagnoletti requested authorization to transfer \$5,000 from the CR85 Bridge Capital Project (5120H6) to the Saunders Road Bridge - Rathbone Capital Project (5120H7).

MOTION: AUTHORIZING THE TRANSFER OF \$5,000 FROM THE CR85 CAPITAL PROJECT TO THE SAUNDERS ROAD CAPITAL PROJECT MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **Saunders Road – Rathbone** – Mr. Catherman requested approval of a supplemental agreement to include Marchiselli funding for the design and right of way of the Saunders Road Bridge. This will represent an additional \$5,000 county cost for the project.

MOTION: APPROVING THE SUPPLEMENTAL AGREEMENT WITH NEW YORK STATE FOR THE SAUNDERS ROAD BRIDGE DESIGN AND RIGHT OF WAY MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

5. **CR85 Bridge Agreement Amendment** – Mr. Spagnoletti requested authorization to finalize the Marchiselli funding for this project through the approval of a supplemental agreement.

MOTION: APPROVING A SUPPLEMENTAL AGREEMENT WITH NEW YORK STATE FOR THE CR85 BRIDGE TO INCLUDE ADDITIONAL MARCHISELLI FUNDING MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. Planning Department

1. **Budget Appropriation** - Mr. Heffner requested authorization to anticipate \$152,500 in State revenue and appropriate \$154,346 in funds to purchase a 30-passenger bus. He noted First Transit will pay the difference in cost.

MOTION: ANTICIPATING \$152,500 IN STATE REVENUE AND APPROPRIATING \$154,346 FOR THE PURCHASE OF A NEW 30-PASSENGER BUS MADE BY MR. WALSH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. County Administrator

1. **Mortgage Tax** – Mr. Alger stated we were informed that the Assemblyman and Senator were submitting legislation to establish a sunset clause in our mortgage tax legislation. Therefore, the County needs to endorse it. Discussion followed.

MOTION: REQUESTING THE ADOPTION OF SENATE BILL NO. S.6448-B AND ASSEMBLY BILL NO. A.9554-B FOR THE IMPOSITION OF ADDITIONAL MORTGAGE TAX MADE BY MR. CREATH. SECONDED BY MR. NICHOLS. IN FAVOR: CREATH, NICHOLS, WALSH, SWACKHAMER. OPPOSED: DONNELLY. MOTION CARRIES 4-1. Resolution Required.

2. **Repayment of Sales Tax** – Mr. Alger stated Corning Inc overpaid their sales tax and we need to repay that overpayment. The State will allow us to pay it over a period of 3 years without additional interest expense. The County share is \$1.75 million and the total amount is \$2.1 million. He recommended they spread the full amount over the 3 years. Discussion followed.

MOTION: AUTHORIZING THE REPAYMENT OF SALES TAX TO CORNING, INC., OVER THREE YEARS MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Gas Sales Tax** – Mr. Alger stated the purpose of today's Special Legislative Meeting is to determine the sales tax for motor fuel. In order for this to be effective July 1st, we are required to act prior to June 16th. The anticipated cost to the County would be \$1.2 million assuming that gas remained above that \$2.00/gallon threshold.

Mr. Swackhamer stated sales tax is the fairest tax there is because everybody pays it. Only the people who own property pay property tax.

Mr. Nichols stated Non-Steuben County residents pay for 20 to 25% of the gas sales tax collected. If we reduce it, 100% of that lost revenue would have to be paid by Steuben County residents through real property tax. At least this spreads it out. Discussion followed.

Mr. Creath stated his constituents are telling him to not mess with their property tax. They know the difference. Mr. Swackhamer stated his people would rather pay the sales tax too.

MOTION: RECOMMENDING THE LEGISLATURE NOT ELECT A CENTS PER GALLON RATE OF SALES AND COMPENSATING USE TAXES ON MOTOR FUEL AND DIESEL MOTOR FUEL IN LIEU OF THE PERCENTAGE RATE OF SUCH TAXES MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

MOTION: AUTHORIZING THE SALE OF PROPERTY LISTED IN THE DELINQUENT TAX AUCTION TO THE CITY OF HORNELL, SUBJECT TO THE PREVIOUS OWNER NOT REPURCHASING THEIR PROPERTY BY 4:00 PM JULY 7TH; SAID PARCELS LISTED AS THE FOLLOWING TAX MAP NUMBERS: 151.72-01-019.000; 166.25-02-053.000; 166.26-02-035.000; 166.26-02-036.000; 166.34-01-038.000; 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. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

**MOTION TO ADJOURN MADE BY MR. CREATH. SECONDED BY MR. WALSH. 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 11, 2006

11:00 a.m.

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON Wednesday, July 5, 2006**

STEUBEN COUNTY FINANCE COMMITTEE

Monday, July 24, 2006

9:30 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 John Walsh

Legislators: Philip J. Roche Kenneth E. Isaman DeWitt T. Baker, D.V.M.
Patrick F. McAllister Dan Farrand Thomas J. McIntyre
David Stachnik

Staff: Mark R. Alger Lawrence P. Crossett Vincent Spagnoletti
Carol Whitehead Frederick H. Ahrens, Jr. Richard C. Tweddell

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order at 9:30 a.m. by Mr. Swackhamer.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JUNE 13, 2006, MEETING MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Works Department

1. **Informational** – Mr. Swackhamer stated before you get started with your request, how are we going to control the increase in fuel and oil prices? Mr. Spagnoletti stated with the light winter, we didn't have to spend as much on salt so we should be able to cover the increase. He noted there was also a big increase in the cost of blacktop/liquid asphalt so they had to cut back on some of the chip seal projects. He stated he thinks they're all right but they will wait until August to see how the budget is holding up. Mr. Swackhamer asked are you telling the contractors you want the increases included in the billing as soon as possible rather than waiting until the project is done? Mr. Spagnoletti stated they are tracking it regularly.

2. **Multi-Modal Funding** – Mr. Swackhamer stated Assemblyman Bacalles and Senator Winner obtained \$75,000 in Multi-Modal Funding to repair CR2. He requested authorization to accept the funding.

MOTION: ACCEPTING \$75,000 IN MULTI-MODAL FUNDING INTO ACCOUNT #999901.4.3505000 AND TRANSFERRING THE SAME INTO ACCOUNT #511200.5.250000; AND AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO SIGN THE APPROPRIATE CONTRACTS MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. County Treasurer

1. **Tax Auction Information** – Mr. Crossett stated they held the annual tax auction on July 12th. They sold 66 parcels for \$691,000 and the taxes owed on those parcels were \$371,000. He noted they had 50 parcels repurchased prior to the deadline date and collected \$61,000 in finance charges.

C. Sheriff

1. **Budget Transfer** – Sheriff Tweddell requested authorization to accept \$6,000 in Traffic Safety Grant funding and appropriate it to the Overtime - Seatbelt Enforcement line item. Discussion followed.

MOTION: ACCEPTING \$6,000 IN TRAFFIC SAFETY GRANT FUNDING INTO 331100.4.4589300 AND APPROPRIATING IT TO 331100.5.1900330 (OVERTIME - SEATBELT ENFORCEMENT) MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Administrator

1. **Small Equipment Purchases/Budget Transfers** – Mr. Alger distributed copies of the report on small equipment purchases and budget transfers for the month of June for the committee's review.

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

2. **Request from Hornell** – Mr. Alger stated in identifying a bridge project, the City of Hornell discovered that the County took ownership of a parcel of property next to the bridge they want to replace. They need at the very least an easement to do the bridge work, but they would like us to transfer ownership of the parcel to them. They need this done quickly so we should grant them an easement and then research the property in order to eventually transfer it to them. Mr. Ahrens noted that the County took ownership of parcel No. 166.25-04-019.000 located on River Street in 1944. Its dimensions are 46 x 88 feet.

MOTION: GRANTING AN EASEMENT TO THE CITY OF HORNELL ON PARCEL NO. 166.25-04-019.000, RIVER STREET MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

**NEXT MEETING SCHEDULED FOR
Tuesday, August 8, 2006
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, August 2, 2006**

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, August 8, 2006

11:00 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
Robert V. Nichols John Walsh

STAFF: Mark R. Alger Larry Crossett Carole Whitehead
Roberta Fisher Mike Stone David English
Frederick H. Ahrens, Jr. Christine Kane

LEGISLATORS: Philip J. Roche, Esq.

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Swackhamer called the meeting to order at 11:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 6, 2006 MEETING MADE BY MR. WALSH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Works

1. **CHIPs Funding** – Mr. Alger stated the Public Works Department has received \$259,005.30 in unanticipated revenue from CHIP's. He requested authorization for the Public Works Department to accept that funding.

MOTION: AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO ACCEPT \$259,005.30 IN UNANTICIPATED CHIPS FUNDING MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office of Community Services

1. **Budget Transfer** – Ms. Fisher informed the committee that the New York State Office of Mental Health has restored \$9,153.00 in funding. She requested authorization to accept that funding and increase their contract with Finger Lakes Parent Network in that amount.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT FUNDING IN THE AMOUNT OF \$9,153.00 FROM NYSOMH AND APPROPRIATE \$9,153.00 TO THEIR CONTRACT WITH FINGER LAKES PARENT NETWORK AND AMENDING CONTRACT TO REFLECT THIS INCREASE MADE BY MR. CREATH. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Administrator

1. **Small Equipment Purchases/Budget Transfers** – Mr. Alger distributed copies of the report on small equipment purchases and budget transfers for the month of July for the committee's review.

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

Mr. Alger informed the committee that they have gone through the first couple of rounds of budget discussions with the department heads. They will begin a more extensive review of budgets over the next few weeks.

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

MOTION: TRANSFERRING PARCEL NO. 166.25-04-019.000, RIVER STREET TO THE CITY OF HORNELL MADE BY MR. CREATH. SECONDED BY MR. WALSH. 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. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, September 5, 2006
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, August 30, 2006.**

**STEBEN COUNTY AGRICULTURE, INDUSTRY & PLANNING COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE**

Joint Special Meeting

Monday, August 28, 2006

9:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Donald B. Creath, Chair DeWitt T. Baker, D.V.M., Vice Chair Dan C. Farrand
Gary D. Swackhamer, Chair Patrick F. Donnelly, Vice Chair Robert V. Nichols
John Walsh

STAFF: Mark R. Alger Gregory P. Heffner William J. Partridge

LEGISLATORS: Francis L. Gehl Patrick F. McAllister

ABSENT: Kenneth E. Isaman Lldon E. Jamison

I. CALL TO ORDER

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

II. DEPARTMENTAL REPORTS/REQUESTS

A. Buildings & Grounds

1. **Budget Transfer** – Mr. Alger stated this transfer is the result of increases in asphalt and other materials. Mr. Partridge had a project in his budget to do the parking area behind Special Children’s Services and to make additional parking spaces. Mr. Partridge informed the committee that he had \$6,500 budgeted in the 18 East Morris Street Parking Lot Capital Project and that he needs an additional \$5,000 to cover the additional cost of materials and for a retaining wall.

MOTION: APPROVING THE TRANSFER OF \$5,000.00 FROM THE OFFICE RENOVATIONS CAPITAL PROJECT TO THE 18 EAST MORRIS STREET PARKING LOT CAPITAL PROJECT MADE BY MR. ISAMAN. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0 (AIP) AND 5-0 (FINANCE).

MOTION: TO ADJOURN MADE BY MR. DONNELLY. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 8-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE MEETING

Tuesday, September 12, 2006

11:00 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
Robert V. Nichols John Walsh

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

Staff: Mark R. Alger Lawrence P. Crossett Frederick H. Ahrens
Gary Pruyne David English Vincent Spagnoletti
Mike Stone

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 11:09 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE AUGUST 8, 2006, MEETING MADE BY MR. DONNELLY, SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. PRESENTATION

A. Southern Tier Library System - Mr. Creath requested the Southern Tier Library System be allowed to make a presentation at next month's meeting. *For next month's agenda: Southern Tier Library System.*

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. **Budget Adjustment** - Mr. Alger stated the Office of Community Services has received additional revenue and would like to appropriate it to various agencies. He noted these are cost of living adjustments to various mental health contracts in the amount of \$5,600.

MOTION: ACCEPTING AND APPROPRIATING A TOTAL OF \$5,600 IN ADDITIONAL COST OF LIVING FUNDING FROM THE STATE TO VARIOUS MENTAL HEALTH CONTRACTS MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Youth Bureau

1. **Budget Transfer** - Mr. Pruyne requested authorization to accept \$10,000 in additional State Aid for the Reality Check Program.

MOTION: ACCEPTING \$10,000 IN ADDITIONAL STATE AID AND APPROPRIATING IT TO THE REALITY CHECK PROGRAM MADE BY MR. DONNELLY. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Public Works

Mr. Swackhamer stated he has a few questions before Mr. Spagnoletti begins his request. He asked do we have enough in our salt storage sheds in case we have a bad winter and is there enough money in your accounts in case anything unexpected comes up? Mr. Spagnoletti stated he believes they are more than covered to get them into next year's budget. The bins are filled to the rim and we left \$35,000 in the salt account. He stated he's 99% certain that they're covered. He stated they had one project that was significantly under budget and the salt expense is under budget. The fuel expense line item that they were concerned about initially has been holding up. They were also concerned about the parts and repairs line item but that seems to be holding up as well. He noted they have held back on some of the chip seal projects on the black top roads. He stated he wouldn't ask for this unless they had a reserve to come back to.

1. **Capital Project Funds** - Mr. Spagnoletti requested authorization to transfer \$50,000 from the Mt. Washington Cold Storage Building Capital Project to the Salt Storage Building Capital Project. He stated the bridge crew is going to plow roads this winter and this storage building will help get them instituted into doing that. He believes it is more important to have a salt storage building instead of a cold storage building. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$50,000 FROM THE MT. WASHINGTON COLD STORAGE BUILDING CAPITAL PROJECT TO THE SALT STORAGE BUILDING CAPITAL PROJECT MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Snow Account Transfer** – Mr. Spagnoletti stated the State snow contract used to be a time and material agreement. It is now a per mile price and they guarantee 67 percent of that price. They've increased the contract by \$50,000 to cover additional fuel expenses. Because we're covered in the revenue side and we know the bins are full of salt, he would like to transfer that funding to two other items. He would like to transfer \$46,708 to pavement striping and \$53,292 to bridge approaches as their expenses overran on both line items. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$33,000 FROM ACCOUNT #D.5144.5.444500 STATE HAULING, \$37,000 FROM D.5144.5.461020 STATE SALT, AND \$30,000 FROM D.5144.5.461180 STATE TREATED SALT, AND APPROPRIATING \$46,708 TO ACCOUNT #D.5110.5.460140 STRIPING AND \$53,292 TO D.5120.5.455200 BRIDGE APPROACHES MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Dozers** – Mr. Spagnoletti stated they had two dozers that needed to be replaced. They solicited bids to purchase two dozers and the bid came in at \$267,000. Senator Winner and Assemblyman Bacalles have agreed to fund \$50,000 for each dozer. He requested authorization to appropriate \$50,000 in funding for one dozer and accept and appropriate funding for the second dozer. Discussion followed.

MOTION: APPROPRIATING \$50,000 FROM DM REVENUE ACCOUNT 999.902-4-STATE AIDE 3089300 INTO MAJOR EQUIPMENT DM.5130.5.290000; ACCEPTING \$50,000 IN STATE FUNDING INTO DM REVENUE ACCOUNT 999.902-4-STATE AIDE 3089300 AND APPROPRIATING IT TO MAJOR EQUIPMENT DM.5130.5.290000; AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH NYS DEPARTMENT OF TRANSPORTATION TO SECURE SAID FUNDING MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required for contract.

D. County Administrator

1. **Budget Transfers/Small Equipment Purchases** - Mr. Alger distributed the reports on Budget Transfers and Small Equipment Purchases for the month of August for the Committee's review.

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

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

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

MOTION: AUTHORIZING THE PAYMENT OF UP TO \$10,700 TO THE FINGER LAKES SPCA, INC., FOR THE TREATMENT AND DISPOSAL OF DISEASED AND DEAD ANIMALS AT THE IMPERATRICE FARM MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE TRANSFER OF PARCEL (TAX MAP #166.05-01-075.100) TO THE VILLAGE OF HORNEILL WITH THE STIPULATION THAT THE VILLAGE PAY THE COSTS ASSOCIATED WITH FILING THE DEED 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. 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, October 10, 2006
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, October 4, 2006**

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, October 10, 2006

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 John Walsh
Donald B. Creath Robert V. Nichols

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

Staff: Mark R. Alger Lawrence P. Crossett Carol Whitehead
Richard C. Tweddell David English Steve Orcutt
Vincent Spagnoletti Robert Anderson

Other: Lise Gilliland, Southeast Steuben County Library
Carol Berry, Dormann Library

I. CALL TO ORDER

Mr. Swackhamer called the meeting to order at 11:00 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE SEPTEMBER 12, 2006, MEETING MADE BY MR. DONNELLY. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Creath and Mr. Nichols not present for vote.

III. PRESENTATION

A. Southern Tier Library System

1. **2007 Budget Request** – Ms. Gilliland distributed materials that displayed the activities of the library system. The budget has been flat since 2002. We are asking for an increase this year. One of the reasons is our services have increased. We are providing more services than ever before and more people are taking advantage of them. In addition to books, they want to see books on tape and video and they want CDs and DVDs. It is great to have a new population of those using our system. This is primarily due to the computers and the cost share fee that libraries pay to be part of the system is increasing this year as well. That will leave a little less for libraries to purchase the materials people are requesting. We're asking for an appropriation of \$118,000 this year. Thank you for letting us come to you to make this request.

Ms. Berry stated there are many wonderful things going on at the library this year. Our computer use has shown significant increase this year, as has our book circulation. She noted that their service area is 11,000 people and they have 10,000 library cards issued. She distributed copies of the results of a study they conducted this year on library services for the Committee to review. Discussion followed. *A copy of the study results are on file with the official minutes in the Clerk of the Legislature's Office.*

Mr. Swackhamer asked what is the tax that homeowners pay on their tax bill being used for? Ms. Gilliland stated there is a breakdown in the packet. Ms. Berry stated the Dormann Library collects \$150,000 from the taxpayers and their operating budget is \$180,000. We have to make up that difference through various other means. Discussion followed.

Ms. Gilliland stated to have the money that Steuben provides us for the cost share is wonderful. It would be hard for many of the libraries to come up with that cost share funding to cover the computers and internet access costs. Mr. Swackhamer asked what is the increase in the cost share? Ms. Gilliland stated she would get him that figure.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Sheriff's Department

1. **Budget Transfer** – Sheriff Tweddell requested authorization to transfer \$37,400 from the salaries and wages line item to temporary hire. He stated with the jail renovation, he's been using an extra person to let the construction workers in and out of the building and escorting them to the areas they are working on within the jail. He noted that he's been down so many full timers that he's been using part timers in their place.

MOTION: AUTHORIZING THE TRANSFER OF \$37,400 FROM THE SALARIES AND WAGES LINE ITEM TO THE TEMPORARY HIRE LINE ITEM IN THE JAIL BUDGET MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. *Mr. Nichols not present for the vote.*

B. Public Works Department

1. **Budget Transfer** – Mr. Spagnoletti stated they've been replacing items they lost in the landfill fire. He thought the insurance company would pay for the items but they have requested that the County pay for the items first and then they will reimburse the County. He requested authorization to transfer \$26,012.55 into Building Fire Contents and Building Fire Equipment to pay the vouchers. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF A TOTAL OF \$26,012.55 INTO BUILDING FIRE CONTENTS AND BUILDING FIRE EQUIPMENT MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. *Mr. Nichols not present for the vote.*

C. Treasurer's Office

1. **Single Audit Report** – Mr. Crossett stated he received the Single Audit Report and there were no findings this year and all prior year's findings have been corrected.

D. County Administrator

1. **Surplus Auction Report** – Mr. Alger reported on the results of the County Surplus Auction. He noted the sale's gross proceeds were \$150,361 with the County's share being \$102,109.50. Discussion followed.

2. **Budget Transfers and Small Equipment Purchases** – Mr. Alger distributed copies of the report on Budget Transfers and Small Equipment Purchases for the month of September. Discussion followed.

MOTION: ACCEPTING THE REPORT ON BUDGET TRANSFERS AND SMALL EQUIPMENT PURCHASES FOR THE MONTH OF SEPTEMBER MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. 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, November 14, 2006
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON Wednesday, November 8, 2006**

STEBEN COUNTY FINANCE COMMITTEE MEETING

Budget Workshop

Tuesday, October 10, 2006

11:45 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 Robert V. Nichols	Patrick F. Donnelly, Vice Chair Donald B. Creath	John Walsh
<u>Legislators:</u>	Philip J. Roche, Esq.	Francis L. Gehl	
<u>Staff:</u>	Mark R. Alger Gregory P. Heffner	Lawrence P. Crossett	Carol Whitehead

I. CALL TO ORDER

Mr. Swackhamer called the meeting to order at 11:45 a.m.

II. BUDGET WORKSHOP

A. Overview – Mr. Alger stated they began the process with a 16.5 percent increase in the tax levy. They've already made adjustments to their original budget proposal by reducing it approximately \$500,000. He stated the Public Works budget still has an increase of \$3.3 million at this point. He noted that they've funded the public works budget increases in the personal services line item, diesel fuel line item and equipment, but any other increases in the contractual line items were reduced to this year's level and was put into the road construction account. Discussion followed.

Mr. Alger reviewed the various areas of the proposed budget where there were major changes. He noted in terms of the bigger picture, the health insurance is budgeted at an additional 3 percent, all the required increases for personnel were included and the 16B positions are included as well.

Mr. Alger stated as for outside agencies, the room tax agencies were funded at the level recommended by the Agriculture, Industry and Planning Committee. Any of the increases requested by outside agencies have not yet been included in the budget.

Mr. Alger noted they also haven't adjusted revenues at this point. The sales tax figures won't be in for another couple of weeks.

B. Budget Adjustments – Mr. Swackhamer stated let's review each budget line by line. The following changes were made:

Legislative Board 101000

5.110.0000 Salaries & Wages +\$17,000 and adjust fringes accordingly
(To reflect what was approved by Administration Committee)

Clerk – Legislative Board 104000

No change at this time.

Unified Court Costs 116200

No change at this time.

District Attorney 116500

Question:

Why the increase in the Data Processing Equipment line (5.408.120) from \$500 to \$1,000 when nothing was expended in 2005 or to date in 2006?

Public Defender 117000

No change at this time.

Medical Examiner/Coroner 118500

No change at this time.

Administrator 123000

5.407.200 Training & Conferences +\$1,500

5.450.999 Motor Pool Chargebacks +\$750

(To cover additional expenses for appointment to NYSAC Board of Directors)

Auditor 132000

No change at this time.

Treasurer 132500

No change at this time.

Purchasing 134500

No change at this time.

Real Property Assessment 135500

No change at this time.

County Clerk 141000

Mr. Alger noted that in previous budget sessions, they adjusted the revenue projects for the County Clerk's Office. The Committee reviewed the revenue line items and concurred with the adjustments.

No other changes at this time.

Motor Vehicle 141100

Mr. Alger noted that in previous budget sessions, they adjusted the revenue projects for the County Clerk's Office. The Committee reviewed the revenue line items and concurred with the adjustments.

No other changes at this time.

Law Department 142000

5.180.000 Temporary Hire -\$4,000

Personnel 143000

Department Head's Choice – Contractuals -\$5,000

Elections 145000

5.290.400 Major Equipment – Voting Machines -\$33,884

MOTION: REDUCING LINE ITEM 145000.5.290.400 MAJOR EQUIPMENT BY \$33,884 AND AUTHORIZING THE CREATION OF A CAPITAL PROJECT FOR VOTING MACHINES TO BE FUNDED THROUGH A TRANSFER FROM THE 2006 CONTINGENT FUND MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5.471.120 Contract Employee Mileage +\$10,000

Records Management 146000

No change at this time.

Buildings and Grounds 162000

No change at this time.

Central Communications 165000

No change at this time.

Central Mailroom 167000

No change at this time.

Central Copying 167100

No change at this time.

Information Technology 168000

No change at this time.

Self-Insurance Administration 171000

No change at this time.

SCS – Education 296000

No change at this time.

E911 – Public Safety Communications 302000

5,473,000 Uniforms/Clothing -\$2,000

Sheriff 311000

No change at this time.

Court Security 311100

No change at this time.

Sheriff – Stop DWI 311300

No change at this time.

Sheriff – Navigation 311400

No change at this time.

Probation 3114000

No change at this time.

Alternative/Incarceration 314200

No change at this time.

Intensive Supervision Program 314300

No change at this time.

Probation PINS Program 314400

No change at this time.

Alc/Sub Abuse Int Program 314600

No change at this time.

Jail 315000

5.424.500 Lodging of Prisoners -\$148,241

Stop DWI 331500

Will check again once final budget is completed.

Animal Safety 352000

No change at this time.

Emergency Management 364000

Department Head's Choice – Contractuals -\$5,000

Questions:

- 1) Why is there a reduction of revenue in the amount of \$52,000 when there is still a corresponding expense in the budget?
- 2) What exactly was the grant money spent on?

Emergency Communications 364100

No change at this time.

Homeland Security 364500

No change at this time.

Public Health Nurses 4010000

No change at this time.

MOTION: APPROVING THE ADJUSTMENTS MADE TO THE PROPOSED 2007 BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Another Budget Workshop has been scheduled for Wednesday, October 11, 2006, at 10:00 a.m.

Respectfully submitted by:

Brenda K. Mori, Deputy Clerk
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Budget Workshop

Wednesday, October 11, 2006

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 John Walsh
Robert V. Nichols

Staff: Mark R. Alger Gregory P. Heffner Lawrence P. Crossett
Carol Whitehead

Other: Mary Perham, *Leader*

Absent: Donald B. Creath

I. CALL TO ORDER

Mr. Swackhamer called the meeting to order at 10:07 a.m.

II. OTHER BUSINESS

A. Sheriff's Budget Transfer - Mr. Alger stated at yesterday's regular Finance Committee Meeting, the Sheriff had requested the wrong budget transfer. The transfer he requested doesn't require Committee approval. He needs approval to transfer \$17,000 from the major equipment line item and appropriate \$12,000 to the vehicle fuel chargeback line item and \$5,000 to the overtime line item.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$17,000 FROM THE MAINTENANCE/MAJOR EQUIPMENT LINE ITEM AND APPROPRIATE \$12,000 TO THE VEHICLE FUEL CHARGEBACK LINE ITEM AND \$5,000 INTO OVERTIME MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. BUDGET WORKSHOP

Mr. Swackhamer stated they ended at Public Health Nursing Services yesterday and would like to begin there today.

Public Health Nurses 401000

Question:

Why are they funding nine vacant Registered Nurses in the personal services line item when they are contracting out those services?

Does the Registered Nurses line item also include the Public Health Nurses?

No changes at this time.

Special Childrens Services 401100

No changes at this time.

Home Care Program 401200

No changes at this time.

Long-Term Home Health 401300

No changes at this time.

STD Program 401700

No changes at this time.

Immunization Clinics 401900

No changes at this time.

Bio-Terrorism Grant 402800

No changes at this time.

Phys Handicapped-Medical 404600

No changes at this time.

Early Intervention Program 405900

No changes at this time.

Alc Clinic Bath/Hornell 425000

No changes at this time.

Alcohol Clinic – Corning 425700

No changes at this time.

Mental Health Admin 431000

No changes at this time.

Mental Health Clinic 432000

No changes at this time.

Mental Health Contracts 432200

No changes at this time.

Continuing Treatment – Bath 433100

Emergency Outreach 433300

Mr. Alger noted that they had previously reduced the number of vehicles requested by Dr. Anderson. They had requested \$50,000 to purchase vehicles and they reduced that to \$25,000. Mr. Crossett stated the vehicles were spread throughout the Community Services various budgets. Discussion followed.

Mr. Swackhamer stated he has thought for years that the County should have a fleet manager to make sure that all of the county vehicles are maintained on a regular basis. Considerable discussion followed.

The Committee requested Mrs. Whitehead print a report on the amount of money spent on the maintenance of vehicles throughout the entire budget.

Mr. Alger stated Undersheriff Cole handles the maintenance of the Sheriff's vehicles. Discussion followed.

Question for Undersheriff Cole:

How much does the Sheriff's Department pay per mile for the maintenance of vehicles?

Mr. Swackhamer requested the Administration Committee look at the possibility of creating a County Fleet Manager position.

Delete the Ford Crown Victoria from Mental Health's Major Equipment list.
Increase Mental Health's Major Equipment line item back to the requested \$50,000. +\$25,000

Continuing Treatment – Painted Post 433400

No changes at this time.

Compeer Program 433500

No changes at this time.

Intensive Case Management 433600

No changes at this time.

Children & Youth Clinic 433800

No changes at this time.

Mr. Crossett noted that the Community Services budgets all together had a total increase of \$70,000 in County cost. With the additional \$25,000 for vehicles, the County cost has increased to \$95,000.

Mr. Swackhamer stated let's ask him to cut the County cost back to \$50,000. Mr. Alger stated he'll just take it out of the major equipment line item. Discussion followed. *The Committee would like to meet with Dr. Anderson at the next Budget Workshop.*

Supportive Case Mgmt 433900

No changes at this time.

Bus Operation 563000

No changes at this time.

Social Services Administration 601000

Mr. Alger stated they've already reduced the social services budgets considerably. He reviewed the various cuts already made. Discussion followed.

DSS Client Related 601100

No changes at this time.

Mobile Work Program 601300

No changes at this time.

TANF Administration 601500

No changes at this time.

Dentention Center 605000

No changes at this time.

Day Care 605500

No changes at this time.

Services for Recipients 607000

No changes at this time.

Medicaid 61000

No changes at this time.

Medical Assistance 610100

No changes at this time.

Medical Assistance MMIS 610200

No changes at this time.

Adult Family Type Homes 610600

No changes at this time.

Family Assistance TANF 610900

No changes at this time.

Child Care 611900

Mr. Alger noted that they may need to increase the residential schools line item because the State has increased the rates and made it retroactive to last year. Discussion followed.

No changes at this time.

Juvenile Delinquents 612300

No changes at this time.

State Training Program 612900

Mr. Alger stated this is the other program where the State increased the County share.

No changes at this time.

Safety Net 614000

No changes at this time.

Home Energy Assistance 614100

No changes at this time.

Emergency Aid for Adults 614200

No changes at this time.

Southern Tier Food Bank 614300

No changes at this time.

Tourism & Publicity 641000

Considerable discussion was had on the appropriation to Finger Lakes Wine Country and how Chemung County should increase their share as well. *The Committee agreed that there would be no further increases in their appropriation until Chemung County increases their contribution and directed the Secretary to forward a letter to Margaret Cook on their behalf informing her of that stipulation.*

No changes at this time.

Veterans Service 651000

No changes at this time.

Weights and Measures 661000

No changes at this time.

RSVP 677200

No changes at this time.

Program for Aging – Admin 677300

No changes at this time.

Nutrition 677400

No changes at this time.

CSE Programs 677500

No changes at this time.

EISEP Grant 677600

No changes at this time.

Title IIIB Services 677700

No changes at this time.

Aging – Other Services 677800

No changes at this time.

Project Care 677900

No changes at this time.

Other Culture/Recreation 702000

No changes at this time.

Parks 711000

Mr. Swackhamer asked how much are they budgeting for equipment? Mr. Alger stated they have \$24,000 in capital projects and equipment.

Mr. Alger noted that the repair expenses and equipment maintenance/repair have increased in addition to the equipment request.

Mr. Swackhamer asked what are the park capital projects specifically? Mr. Heffner stated that they are for repairs to buildings and the purchase of playground equipment. Mr. Alger stated several of those should be paid out of the repair maintenance building & property. And, as far as the playground equipment, that should be paid for out of equipment. Discussion followed.

A995000 (Transfer to Capital Project) 5.936.000 Provisions for capital project (Parks) -\$11,350

5.298.000 Mach & Equip – Minor +\$3,000

Amend Minor Equipment list to include Playground Equipment

5.413.000 Repairs/Maint-Bldg & Property +\$3,000

5.427.100 Equipment Maintenance/Repair - \$2,000

Question:

How many mowers do they have in the Parks?

Why can't they repair the trailer instead of buying a new?

Youth Programs 731000

Question:

Will the Youth in Government contract be eliminated by the new position? If so, when?

5.444.150 Contracted Labor -\$1,000

Southern Tier Library System 741000

Mr. Alger stated they currently are budgeted at \$75,000 and they are requesting \$118,000. *Committee agreed to leave the appropriation at \$75,000 and let the Legislative Board decide if they want to increase it.*

Historian 751000

Question:

Why is there such a large increase in the medical insurance line item?

Planning 802000

No change this time.

Joint Planning 802500

No change at this time.

Soil and Water Conservation 871000

No change at this time.

Fish and Game 872000

5.440.000 Contracted Expenses +\$500

Unallocated Revenues 999900

No changes until sales tax figures are in.

Economic Development

No changes at this time.

Highway Administration 501000

Mr. Crossett noted that they reduced all of Mr. Spagnoletti's contractual line items to 2006 levels except for the fuel and diesel fuel line items.

Mr. Swackhamer stated that it basically comes down to how much money we want to leave in road repairs.

Mr. Alger noted that they fully funded the requested capital projects. As for equipment, they requested \$1.1 million in major equipment and that was reduced to \$900,000. They requested \$35,000 in minor equipment and that was reduced to \$25,000. Currently, they have \$3,774,325 budgeted for permanent improvements. Discussion followed.

The Committee agreed to wait and see the final revenue figures before making a decision on the road construction account.

The next meeting will be scheduled after the final revenue figures have been received and compiled.

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

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, November 14, 2006

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 John Walsh
Robert V. Nichols Donald B. Creath

Legislators: Francis L. Gehl

Staff: Mark R. Alger Lawrence P. Crossett Carol Whitehead
William Partridge Helen Brutsman John Zehr
Kathryn Biehl Robert Anderson Vincent Spagnoletti
Nancy Smith Gregory Heffner David English

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 11:24 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE OCTOBER 10TH AND OCTOBER 11, 2006, MEETINGS MADE BY MR. DONNELLY, SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Buildings and Grounds

1. **Capital Projects** – Mr. Partridge requested authorization to close four completed capital projects and transfer the unexpended funds in the Repairs and Renovations Reserve.

MOTION: CLOSING FOUR COMPLETED CAPITAL PROJECTS AND TRANSFERRING THE UNEXPENDED FUNDS INTO THE REPAIRS AND RENOVATIONS RESERVE MADE BY MR. CREATH. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Special Children's Services

1. **Budget Transfer** – Mrs. Brutsman requested authorization to transfer funds from the preschool budget to the early intervention budget. She's expecting there to be a \$150,000 shortfall in early intervention this year. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$150,000 FROM THE PRESCHOOL BUDGET TO THE EARLY INTERVENTION BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Health Care Facility

1. **Physical Therapy Equipment** – Mr. Zehr requested authorization to transfer funds into the major equipment budget to purchase a body exercise bike for \$3,695 and an electrical stem ultraviolet machine with attachments for \$7,140. All of the treatments they can do with this equipment are billable. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$10,835 FROM THE CONSULTANTS AND PROFESSIONALS LINE ITEM INTO THE MAJOR EQUIPMENT LINE ITEM TO PURCHASE A BODY EXERCISE BIKE FOR \$3,695 AND AN ELECTRICAL STEM ULTRAVIOLET MACHINE WITH ATTACHMENTS FOR \$7,140 AND AMENDING THE HEALTH CARE FACILITY'S MAJOR EQUIPMENT LIST TO REFLECT THE SAME MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Department of Social Services

1. **Budget Transfer** – Mrs. Biehl requested authorization to transfer \$110,000 in TANF funding into a new line item for Workforce Development. She stated this is a new contract which will assist them in putting more individuals back into the workforce. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$30,000 FROM #607000.5.446180 PREVENTIVE DAYCARE; \$50,000 FROM #607000.5.446300 INHOME SUPERVISION AND \$30,000 FROM #607000.5.446420 CW; AND APPROPRIATING \$110,000 TO #607000.5.444475 WORKFORCE DEVELOPMENT MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Public Works Department

1. **Budget Transfer** – Mr. Spagnoletti requested authorization to transfer a total of \$250,000 from the road construction account 5112 as follows: \$10,000 into soils lab repairs building & property; \$20,000 into bridge approaches; \$45,000 into box culverts; \$20,000 into blacktop patching; \$20,000 into rip rap; \$25,000 into seeding and mulching; \$25,000 into patching unspecified; \$60,000 into the diesel fuel account and \$25,000 into parts and repairs. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$250,000 FROM THE ROAD CONSTRUCTION ACCOUNT (5112) AS FOLLOWS: \$10,000 INTO SOILS LAB REPAIRS BUILDING & PROPERTY; \$20,000 INTO BRIDGE APPROACHES; \$45,000 INTO BOX CULVERTS; \$20,000 INTO BLACKTOP PATCHING; \$20,000 INTO RIP RAP; \$25,000 INTO SEEDING AND MULCHING; \$25,000 INTO PATCHING UNSPECIFIED; \$60,000 INTO THE DIESEL FUEL ACCOUNT AND \$25,000 INTO PARTS AND REPAIRS MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Landfill Division Budget Transfer – Mr. Spagnoletti requested approval of year-end transfers totaling \$64,091.59 for maintenance, parts and maintenance, and supplies.

MOTION: AUTHORIZING THE TRANSFER OF A TOTAL OF \$64,091.59 FROM VARIOUS LINE ITEMS WITHIN THE 2006 BUDGET INTO THE MAINTENANCE, PARTS AND MAINTENANCE, AND SUPPLIES LINE ITEMS OF THE PUBLIC WORKS BUDGET MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. Office of Community Services

1. **Budget Transfer** – Dr. Anderson stated the State would like to give us \$890 to pass through to SCAP and \$417 to pass through to the Finger Lakes Parent Network.

MOTION: ACCEPTING \$1,307 IN ADDITIONAL STATE FUNDING AND APPROPRIATING \$890 TO STEUBEN CHURCHPEOPLE AGAINST POVERTY AND \$417 TO FINGER LAKES PARENT NETWORK MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

G. Sheriff

1. **Budget Transfer** – Mr. Alger stated Sheriff Tweddell would like authorization to transfer \$35,300 from the contingent fund and appropriate \$24,500 to fuel, \$1,400 to operation of vehicles, \$5,500 to telephone, \$1,500 to copying and \$2,400 to postage to get his budget through the end of the year.

MOTION: AUTHORIZING THE TRANSFER OF \$35,300 FROM THE CONTINGENT FUND AND APPROPRIATING \$24,500 TO FUEL, \$1,400 TO OPERATION OF VEHICLES, \$5,500 TO TELEPHONE, \$1,500 TO COPYING AND \$2,400 TO POSTAGE CONTINGENT FUND TRANSFER MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

H. Personnel

1. **Zero-Based Positions** – Mr. Alger stated the Committee didn't address the zero-based positions at the Finance Budget Workshop. He stated the positions are largely in the Public Defender's budget. Considerable discussion followed.

Mr. Alger stated the zero-based positions are as follows: Department of Public Works - (2) Jr. Bridge Workers; Department of Social Services - (1) Social Welfare Examiner; Public Defender Conflicts Office - (1) Department Head; (2) Sr. Assistant Attorneys and (2) Typists; Public Defender Appeals Office - (1) PT Assistant Attorney.

Mr. Alger stated if you approve creating the positions, they would still have to come back to this Committee to be funded. He recommended they create all of the positions. Considerable discussion followed.

MOTION: APPROVE AND FORWARD THE ZERO-BASED 16B REQUESTS AS PRESENTED MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Point of Entry Coordinator** – Mrs. Smith requested permission to revisit the funded 16B position of Point of Entry Coordinator. She stated they've been working on the job description for this position. Originally, she assigned it as a Grade 14, but it looks like it should be a Grade 16 Long-Term Care Coordinator position. Discussion followed.

MOTION: DESIGNATING THE 16B POSITION OF POINT OF ENTRY COORDINATOR, GRADE 14, AS A GRADE 16 LONG TERM CARE COORDINATOR POSITION IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. DONNELLY. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Swackhamer not present for the vote.

IV. **OTHER BUSINESS**

A. Library Funding – Mr. Creath stated that he apologizes for missing the budget sessions. He stated he is concerned because the libraries are budgeted as receiving \$75,000 next year and they requested \$118,000. The additional funding is required to upgrade the computerized reference systems and make materials available to more Steuben County residents.

Mr. Swackhamer stated many of the libraries are receiving extra funding through a town tax levy. When they made their funding request to this Committee, they were asked to send the Committee the figures on how much each library is receiving in tax funding and we haven't received those figures yet. He stated that he'd like to know how much extra money they are bringing in since we began appropriating County funds to the libraries. Discussion followed.

MOTION: INCREASING THE 2007 APPROPRIATION TO THE LIBRARIES TO \$90,000 MADE BY MR. CREATH. MOTION FAILS DUE TO LACK OF A SECOND.

The Committee agreed that they need the information requested of the libraries before entertaining a motion to increase their funding.

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. 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. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. 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 12, 2006
11:00 a.m.**

**Please send agenda items to the
Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, December 6, 2006**

STEBEN COUNTY FINANCE COMMITTEE MEETING

Budget Workshop

Wednesday, November 8, 2006

2:00 p.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 John Walsh
Robert V. Nichols

Legislators: Philip J. Roche, Esq. Patrick McAllister, Esq. Dan Farrand

Staff: Mark R. Alger Lawrence P. Crossett Carol Whitehead
Gregory P. Heffner Robert Biehl Nancy Smith
Judy Hunter Robert Anderson

Absent: Donald B. Creath

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 2:00 p.m.

II. REVENUES

Mr. Alger stated the sales tax figures for the third quarter are off compared to the previous year by about \$500,000. However, it is still the second largest 3rd quarter we've had in the past 6 years. It's still a big number, it just isn't as big as last year. He stated he's fairly confident they will receive the same amount as last year so that's what they're projecting for revenue for 2007. Mr. Crossett noted that it is still \$1 million more than projected for the 2006 budget. Mr. Alger stated when they include the sales tax revenue, the total budget increase for 2007 is projected to be 3.56 percent. Discussion followed.

Mr. Alger stated they somewhat changed the way they present the bond repayments for the Health Care Facility and the Landfill Enterprise Funds. With this presentation, they are showing the principal and interest payment rather than just the interest payment so those figures have changed. Mr. Crossett stated they also had to begin showing the sales tax distribution to the towns as part of a new county requirement resulting from GASB 45.

III. DEPARTMENTAL REQUESTS

A. County Clerk - Overtime/Temporary Hires - Mrs. Hunter stated the original budget she submitted included overtime and temporary hire increases and those figures are no longer in the budget. We have three vacant positions plus a deputy position that will need to be filled and that will require a considerable amount of training and overtime.

Mr. Swackhamer asked what's the total cost of those positions? Mrs. Hunter stated they cost approximately \$96,000 and the Deputy's salary is at \$52,000. Mr. Swackhamer stated it will take you a couple months to get the positions filled so money will be there to pay for the overtime and temporary hire if needed. Discussion followed.

B. Personnel - \$5,000 Budget Reduction - Mr. Biehl stated you asked me to cut \$5,000 from my budget and that is a significant reduction. The largest increase he has is in EEOC training line item and that is a required training. Discussion followed.

Mr. Donnelly stated Mr. Biehl doesn't really have that many places he can cut so he doesn't have a problem leaving that amount in.

MOTION: REINSTATING THE \$5,000 PREVIOUSLY REMOVED FROM THE PERSONNEL DEPARTMENT'S PROPOSED 2007 BUDGET MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Mental Health Administration - Dr. Anderson stated he was told to add money in for vehicles and then was told to reduce his budget by \$25,000. He stated 2007 is the first year they have not applied anticipated revenues from the jail in the budget. Last year they budgeted \$136,000 in revenue for that, which is why it looks like part of my budget increased so much. Mr. Alger stated in all honesty, we should put the revenue in the budget because we will be housing in inmates from other counties. If Mental Health needs to see any of those housed-in inmates, the other counties will be billed for that service. It would provide us with a better picture of the actual cost per inmate. He noted that he doesn't think they need to do it for the 2007 budget, but they should begin figuring out in 2007 how to incorporate that in for 2008. Discussion followed.

MOTION: REINSTATING THE \$25,000 PREVIOUSLY REMOVED FROM MENTAL HEALTH ADMINISTRATION'S PROPOSED 2007 BUDGET MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. REVENUE ADJUSTMENTS

A. Emergency Management – Mr. Alger stated the Mr. Sprague indicated that he believes he should have another \$41,665 in the budget for grant revenues.

+ \$41,665 Emergency Management Revenue

B. Public Works – CHIPS – Mr. Alger stated he called Albany and spoke with NYSAC. According to the State, it wouldn't be optimistic of us to budget the same amount we received this year in funding. He noted that Mr. Spagnoletti had reduced the CHIPS revenue in his budget to less than they received in 2006. Mr. Alger stated the State is saying we'll get at least what we received this year.

+ \$131,013 CHIPS Revenue

C. Public Works – Snow Contract – Mr. Alger stated Mr. Spagnoletti informed him that the 2007 State Snow Contract will be for \$585,488 and they only budgeted \$552,000.

+ \$33,826 State Snow Contract

D. Public Health Nursing Service – Mr. Alger stated Mrs. Fuerst discovered that they had a position budgeted for twice so they need to add an additional \$15,000 in revenue to go against her administration cost.

+ \$15,000 Public Health Nursing Revenue

Mr. Alger stated all of these changes total \$221,494 in additional revenue.

E. Public Works – Parks – Mr. Alger stated he spoke with Mr. Spagnoletti about the tractor/trailer equipment for the Parks. He stated that Mr. Spagnoletti thought he had already removed that equipment from the proposed budget. Mr. Alger stated that he informed Mr. Spagnoletti that in return for removing that equipment, they would appropriate an additional \$3,000 to the maintenance of buildings & property line item in the Parks budget. The result is a net reduction of \$13,700.

- \$16,700 Public Works – Parks (Equipment: Tractor/Trailer)
+ \$3,000 Parks – Maintenance of Buildings & Property.

MOTION: APPROVING ALL OF THE REVENUE ADJUSTMENTS AND THE ADJUSTMENTS TO THE PARKS BUDGET AS STATED MADE BY MR. DONNELLY. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

V. OTHER BUDGET ADJUSTMENTS

A. Buildings and Grounds – Mr. Alger stated Mr. Partridge is requesting an additional \$4,800 for the maintenance contract on the 911 building.

+ \$4,800 Buildings & Grounds – 911 Building Maintenance contract

B. Building Security – Mr. Alger stated he needs an additional \$5,000 in the Building Security budget to pay for the minimum wage increase.

+ \$5,000 Building Security

MOTION: INCREASING BUILDINGS & GROUNDS PROPOSED 2007 BUDGET BY \$4,800 IN THE 911 BUILDING MAINTENANCE LINE ITEM AND INCREASING THE PROPOSED 2007 BUILDING SECURITY BUDGET BY \$5,000 MADE BY MR. DONNELLY. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger stated with these adjustments, the tax levy increase now stands at 3.08 percent.

C. Special Children's Services - Mr. Alger stated that Special Children's Services recently requested another transfer for the Early Intervention program this year and Mrs. Brutsman had indicated that they probably won't have enough money in that line item for next year. We could increase it now, but I'm inclined to leave it alone and wait to see what happens. Discussion followed. *No action taken.*

D. CASA Funding Request - Mr. Alger informed the Committee that they received a request for \$5,000 in funding from CASA again this year. Discussion followed. *No action taken.*

VI. 16B REQUESTS

Mr. Alger stated all of the 16B requests are in the budget but no official action has been taken. The Committee reviewed each of the funded positions that were requested. Considerable discussion followed.

A. Office of Community Services

1. **Grade XVIII Community Mental Health Nurse and Grade IV Typist** – Mr. Swackhamer noted that Dr. Anderson doesn't request to fill the positions until enough revenue has been generated to offset their cost. Discussion followed.

B. County Clerk

1. **Grade VI Sr. Typist Position** – Mr. Donnelly noted that the position is attached to a revenue stream. Mr. Swackhamer asked why can't they just use one of the other positions they have to generate that revenue? Mr. Alger stated Mrs. Hunter doesn't have all of her staff allocated against the mortgage tax collection but with a new position, she can. Mrs. Whitehead noted that she has asked Mrs. Hunter for her mortgage tax collection calculations in prior years, but she still has not received them. Discussion followed.

MOTION: APPROVING THE 16B REQUEST FOR A GRADE VI SR. TYPIST POSITION IN THE COUNTY CLERK'S OFFICE MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. SWACKHAMER OPPOSED. MOTION CARRIES 3-1.

- C. District Attorney
 1. **Assistant District Attorney (FT) and Assistant District Attorney (PT)** – Mr. Alger recommended they approve these positions. He noted they were recommended by the CGR study and will assist us in managing the caseload. Discussion followed.
- D. Probation Department
 1. **(3) Grade XII Probation Officer Trainee Positions** – Mr. Alger stated these positions were also recommended by the CGR study. Considerable discussion followed.
- E. Public Works Department
 1. **Grade VIII Work Relief On-Site Supervisor** – Mr. Alger stated this position will help the Department of Social Services meet the new employment requirements. Discussion followed.
 2. **(2) Grade IX Jr. Bridge Worker Positions** – Mr. Nichols stated they are reducing part time help to pay for these. Mr. Alger noted that they requested 4 positions and only 2 were approved thus far. Discussion followed.
- F. Sheriff - Mr. Alger stated these positions are associated with the Jail expansion. Discussion followed.
 1. **(15) Grade X Correction Officers**
 2. **Grade XII Registered Professional Nurse**
 3. **Grade VII Maintenance Person**
- G. Department of Social Services - Mrs. Smith reviewed the justification for the following positions:
 1. **(7) Grade VIII Social Welfare Examiner positions**
 2. **Grade X Sr. Social Welfare Examiner**
 3. **Grade XIV Point of Entry Coordinator**
 4. **(2) Grade XI Fraud Investigator positions**
 5. **(2) Grade IV Typist positions**
- H. Veterans' Service Agency
 1. **Upgrade Veteran's Service Assistant** – Mr. Alger stated they are requesting an upgrade from a Grade VI to a Grade VIII.
- I. Youth Bureau
 1. **Grade XVI Assistant Director Position** – Mr. Alger stated this position is not intended to replace the Youth in Government Coordinator at this point in time.

MOTION: APPROVING ALL FUNDED 16B REQUESTS AS PRESENTED MADE BY MR. NICHOLS. SECONDED BY MR. DONNELLY. SWACKHAMER OPPOSED. MOTION CARRIES 3-1.

VII. FINAL BUDGET REVIEW

A. Public Works - Mr. Alger stated that currently the Public Works Budget contains \$3.3 million in additional cost. With the changes made today, that amount is reduced by \$160,000 bringing it to \$3.2 million.

Mr. Swackhamer stated they received \$1 million in tobacco funding last year and they were told it was for one year only, yet he included it in his budget anyway. Mr. Alger stated they don't have the amount that he indicated they needed in the construction budget. He stated there's no question he needs it, it's just a matter of how much do you want to spend? Discussion followed.

Mr. Alger stated for the second year in a row, Medicaid has decreased in cost. We've basically been shifting the funding from the Medicaid program to the road program to get the roads back into shape.

Mr. Swackhamer and Mr. Donnelly both agreed that they would like to get the tax levy increase down to 2 percent. Mr. Alger stated Mr. Spagnoletti has just about the same amount of road construction funding next year as he had this year, including the tobacco money. That's a good amount of money to work on the roads. Even if

we take an additional \$240,000 out, we've still only taken a total of \$700,000 out of his original request and that isn't a lot. Considerable discussion followed.

MOTION: REDUCING THE SURFACE TREATMENT LINE ITEM IN THE PROPOSED 2007 DEPARTMENT OF PUBLIC WORKS BUDGET BY \$404,750 MADE BY MR. DONNELLY. SECONDED BY SWACKHAMER. OPPOSED: NICHOLS. MOTION CARRIES 3-1.

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

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, November 27, 2006

2:50 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Gary D. Swackhamer, Chair Robert V. Nichols	Patrick F. Donnelly, Vice Chair John Walsh	Donald B. Creath
STAFF:	Mark R. Alger Lawrence Crossett Frederick H. Ahrens, Jr.	Vincent Spagnoletti Carol Whitehead Steven Orcutt	Tim Wixom David English Pete Messmer
LEGISLATORS:	Philip J. Roche, Esq. Kenneth E. Isaman L. Ronald Nielsen	Dan C. Farrand Patrick F. McAllister	Francis L. Gehl Thomas J. McIntyre

I. CALL TO ORDER

Mr. Donnelly called the meeting to order at 2:50 p.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. 911 Enhanced

1. **Grant** – Mr. Wixom informed the committee that they had received the second round of grants from the State in the amount of \$729,904.00. He requested authorization to accept and appropriate this funding. Mr. Wixom distributed a handout depicting what the grant money is being used for.

MOTION: AUTHORIZING THE ACCEPTANCE AND APPROPRIATION OF THE WIRELESS 911 EXPEDITED DEPLOYMENT GRANT IN THE AMOUNT OF \$729,904.00 MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Public Works

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

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO PURCHASE 2.5+ ACRES OF LAND AND BUILDING ALONG TURNPIKE ROAD FOR THE PURPOSE OF MAINTAINING A BUFFER FOR THE STEUBEN COUNTY BATH LANDFILL IN THE TOWN OF BATH, AND PROVIDING A FACILITY FOR THE HIGHWAY ENGINEER AND AUTHORIZING THE TRANSFER OF \$35,000.00 PLUS \$2,000.00 CLOSING COST FROM ACCOUNT #8160990-4 2130 100 (HAULING FEES) TO ACCOUNT #816062-5 210 000 (BLF LAND) MADE BY MR. CREATH. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. WALSH. SECONDED BY MR. CREATH. 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

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, December 12, 2006

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 Robert V. Nichols John Walsh

Legislators: Philip J. Roche

Staff: Mark R. Alger Lawrence P. Crossett Carol Whitehead
Richard C. Tweddell Timothy Wixom Hank Chapman
Kenneth Peaslee Allan Johnson Sharlene Thompson
Frederick H. Ahrens, Jr. David English James Gleason

Other: Mary Perham, Leader

Absent: Patrick F. Donnelly, Vice Chair Donald B. Creath

I. CALL TO ORDER

The meeting was called to order by Mr. Swackhamer at 9:03 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE NOVEMBER 14 AND NOVEMBER 27, 2006, MEETINGS MADE BY MR. WALSH. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Nichols not present for the vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. E-911 Department
1. **Budget Transfer** – Mr. Wixom requested authorization to transfer a total of \$86,500 from the equipment maintenance and repair line item to the salary wages, holiday pay and overtime line items. He noted that this was also approved by the Public Safety and Corrections Committee. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$86,500 FROM THE EQUIPMENT MAINTENANCE AND REPAIR LINE ITEM TO THE SALARY WAGES, HOLIDAY PAY AND OVERTIME LINE ITEMS WITHIN THE E-911 DEPARTMENT'S 2006 BUDGET MADE BY MR. ROCHE. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Nichols not present for the vote.

B. Sheriff's Department
1. **Budget Transfer** – Sheriff Tweddell requested authorization to transfer a total of \$77,197.31 from the lodging of prisoners line item to various line items within the jail budget. Considerable discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$77,197.31 FROM THE LODGING OF PRISONERS LINE ITEM TO VARIOUS LINE ITEMS WITHIN THE JAIL'S 2006 BUDGET MADE BY MR. ROCHE. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Nichols not present for the vote.

C. Office of Community Services

1. **Position Activation** – Dr. Chapman stated there is a zero-based Grade XIX Staff Psychologist position that they would like to activate. This position would provide services to children under the early intervention program as well as to children and families through their office. This would also provide them with two licensed psychologists to handle the workload instead of just one.

MOTION: AUTHORIZING THE ACTIVATION OF A ZERO-BASED GRADE XIX STAFF PSYCHOLOGIST POSITION WITHIN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Board of Elections

1. **Contracts** – Mr. Johnson stated it appears that we are going to be unable to handle the statewide database in-house. We have received a proposal from NTS Data Systems for \$84,671. He noted this would be the total over the 5-year contract. Mr. Roche asked would this system be in compliance with the State's regulations? Mr. Johnson stated yes.

Mr. Alger stated with this statewide database project, it took the State time to get up to speed on the project and once they figured their end out, they are only giving the counties a 3-month timeframe to complete the project. He noted there are 43 other counties utilizing NTS Data Systems for this purpose. He stated he believes that in the long run we would be better off contracting with them. If we had been given more time, our Information Technology Department could have handled it. Discussion followed.

MOTION: WAIVING THE FORMAL RFP PROCESS AND AUTHORIZING THE BOARD OF ELECTIONS TO CONTRACT WITH NTS DATA SYSTEMS FOR A VOTER REGISTRATION INTEGRATED MANAGEMENT SOLUTION DATABASE AND AUTHORIZING THE THE TRANSFER OF \$16,934.20 FROM THE 2006 CONTINGENT FUND TO PAY FOR THE FIRST YEAR OF THE CONTRACT MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

E. County Treasurer

1. **Budget Transfer** – Mrs. Whitehead stated under the new GASB45 ruling, the County is required to retain the services of an actuary to handle the retiree medical plan valuation services. She stated that NYSAC solicited RFPs and conducted interviews to determine the best-qualified firm for this service and Milliman was named the best qualified. She has contacted them and they have provided her with a quote for their services. Under a five-year contract, the cost for 2007 is \$20,000. She noted that there are a couple of issues, the first being that they do not have money in the budget to pay for the first budget year. She requested authorization to transfer the money from the 2006 Contingent Fund to pay for the first year of the contract. The cost for the remaining 4 years are as follows: 2008 - \$7,500; 2009 - \$28,500; 2010 - \$8,000; and 2011 - \$30,000. Discussion followed.

Mrs. Whitehead stated the second issue is that the County's guideline for professional services calls for an RFP for any service costing \$20,000 and above. Mr. Alger stated the RFP conducted by NYSAC could be used as a proper RFP if the Committee would like to waive that requirement. Discussion followed.

MOTION: WAIVING THE FORMAL RFP PROCESS FOR PROFESSIONAL SERVICES AND AUTHORIZING THE COUNTY TREASURER TO CONTRACT WITH MILLIMAN FOR 5 YEARS FOR ACTUARIAL SERVICES AND AUTHORIZING THE TRANSFER OF \$20,000 FROM THE 2006 CONTINGENT FUND TO PAY FOR THE FIRST YEAR OF THE CONTRACT MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

F. County Administrator

1. **Workers' Compensation Budget** – Mr. Alger stated various line items in the Workers' Compensation budget were short funds so he and the County Treasurer transferred \$214,000 in revenues from the prior years' expenses into the various line items to cover the shortage. He requested the Committee ratify their action.

MOTION: RATIFYING THE ACTION OF THE COUNTY ADMINISTRATOR AND COUNTY TREASURER AND APPROVING THE TRANSFER OF \$214,000 FROM THE REVENUES FROM PRIOR YEARS' EXPENSES LINE ITEM INTO THE INDEMNITY, MEDICAL AND LEGAL LINE ITEMS WITHIN THE WORKERS' COMPENSATION BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Alger stated in addition, they transferred \$30,000 between various 400 line items.

MOTION: RATIFYING THE ACTION OF THE COUNTY ADMINISTRATOR AND COUNTY TREASURER AND APPROVING THE TRANSFER OF \$30,000 BETWEEN VARIOUS 400 LINE ITEMS WITHIN THE WORKERS' COMPENSATION BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Budget Transfers/Small Equipment Purchases** – Mr. Alger distributed copies of the report on budget transfers and small equipment purchases for the month of November for the Committee's review. *The Committee accepted the reports.*

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

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

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

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, January 9, 2007
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, January 3, 2007**