

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, January 12, 2010

11:00 a.m.

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

MINUTES

Committee: Patrick F. Donnelly, Chair Robert V. Nichols, Vice Chair Donald B. Creath
Scott J. Van Etten Lawrence P. Crossett

Legislators: Michael Hanna Carol Ferratella Gary B. Roush

Staff: Mark R. Alger Jack Wheeler Gregory Heffner Carol Whitehead
Tammy Hurd-Harvey David English David McCarroll Stacey Lee
Vincent Spagnoletti Steve Orcutt Frederick Ahrens Henry Chapman
Karen Monroe

Other: Randy Shepard, Bonadio Group Mary Perham, *Leader*

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE DECEMBER 8 AND DECEMBER 21, 2009, MEETINGS MADE BY MR. NICHOLS. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. PRESENTATION

A. Bonadio Group – Mr. Shepard provide the Committee with an overview of the upcoming annual audit. He discussed the services they intend to provide and reviewed their process.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. **Budget Transfer** – Dr. Chapman requested authorization to transfer funds from salaries and wages to consultants and contracts in the amount of \$50,000.

MOTION: AUTHORIZING THE TRANSFER OF \$50,000 FROM SALARIES AND WAGES TO CONSULTANTS AND CONTRACTS WITHIN THE OFFICE OF COMMUNITY SERVICES 2009 BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Public Works Department

1. **Budget Transfer** – Mr. Spagnoletti requested authorization to transfer \$50,000 from the landfill cap project to the landfill gas collection system project. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$50,000 FROM THE LANDFILL CAP PROJECT TO THE LANDFILL GAS COLLECTION SYSTEM PROJECT MADE BY MR. NICHOLS. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

C. County Treasurer

1. **Monthly Reports** – Mrs. Whitehead stated Ms. Monroe is here from Community Services to discuss the Comprehensive Outpatient Program (COPS) and Community Support Program (CSP) audit. Ms. Monroe stated based upon the audit conducted by the State, they are requesting the return of \$1.3 million in overpayments for COPS/CSP from 2003 through 2005. In addition, she has projected the liability for overpayments for this program from 2006 through 2009 and the worst case scenario is they will take back an additional \$1.5 million for that time frame. Discussion followed.

Mr. Van Etten stated he has reviewed the County cost analysis for selected departments and he still doesn't understand how we end up \$10 million to the negative in 2009. Mrs. Whitehead stated some of this cost is budgeted. Mrs. Hurd-Harvey stated there is still some revenue to be booked as well. Mr. Spagnoletti noted that the carbon credit payment for the landfill has not been booked yet either. Discussion followed.

V. **OTHER BUSINESS**

The Committee agreed to move the February meeting to Thursday, February 11th at 11:00 a.m.

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

MOTION: AUTHORIZING THE COUNTY TREASURER TO SETTLE ISSUE WITH CREDITOR RELATIVE TO PARCEL NO. 151.19-03-029.000 FOR THE NET AMOUNT RECEIVED BY THE COUNTY IN THE 2009 TAX AUCTION MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Thursday, February 11, 2010 at 11:00 a.m.**

**Please send agenda items to the
Clerk of the Legislature's Office
NO LATER THAN NOON
Thursday, February 4, 2010**

STEUBEN COUNTY FINANCE COMMITTEE
Thursday, February 11, 2010
11:00 a.m.
Legislative Committee Conference Room
Steuben County Office Building
Bath, New York
MINUTES

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

Legislators: Patrick F. Donnelly Joseph J. Hauryski Carol Ferratella Thomas J. Ryan
Michael Hanna

Staff: Mark R. Alger Jack Wheeler Carol Whitehead Tammy Hurd-Harvey
Frederick Ahrens Veronica Olin David English Steve Orcutt
David McCarroll Stacy Lee Tina Goodwin James Gleason
Robert Anderson

Other: Mary Perham, *Leader* Malcolm Lane

Absent: Donald B. Creath

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JANUARY 12, 2010, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. **Budget Transfer** – Dr. Anderson requested authorization to transfer a total of \$86,261.95 from salaries, retirement, social security, workers’ compensation and medical insurance to contracts for services.

MOTION: AUTHORIZING THE TRANSFER OF \$55,838 FROM SALARIES #425000.5.110000, \$6,253.86 FROM RETIREMENT #425000.5.810000, \$4,271.60 FROM SOCIAL SECURITY #425000.5.830000, \$1,898.49 FROM WORKERS’ COMPENSATION #425000.5.840000, AND \$15,000 FROM MEDICAL INSURANCE #425000.5.860000 FOR A TOTAL OF \$86,261.95 TO CONTRACTS FOR SERVICES #425000.5.444000 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer** – Dr. Anderson requested authorization to reallocate \$23,954 in reinvestment funding by reducing the contract with Pathways \$23,954 and reappropriating it to client expense line items.

MOTION: AUTHORIZING THE REALLOCATION OF \$23,954 IN REINVESTMENT FUNDING FROM NYS OMH CONTRACTS REVENUE #432200.4.3490100 TO NYS OMH INTENSIVE CASE MANAGEMENT REVENUE \$23,347 - #434000.4.3490100 AND \$607 - #433600.4.3490100; REDUCING THE PATHWAYS CONTRACT LINE ITEM #432200.5.440500 BY \$23,954 AND REAPPROPRIATING \$5,922 TO THE BATH/HORNELL ALCOHOL CLINIC CONTRACTS FOR SERVICES LINE ITEM #425000.5.444000, \$5,982 TO SUPPORTIVE CASE MANAGEMENT CLIENT EXPENSES LINE ITEM #433900.5.438200 AND \$12,047 TO INTENSIVE CASE MANAGEMENT SERVICES CLIENT EXPENSES LINE ITEM #434000.5.438200 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Health Care Facility

1. **Zero-Based Position** – Mr. McCarroll requested authorization to increase revenue and appropriate the funding to the physical therapy department to fund a zero-based position.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO INCREASE THE OUTPATIENT REVENUES LINE ITEM (#453099.4.4165350) BY \$29,537 AND APPROPRIATING \$10,000 TO THE TEMPORARY SERVICE LINE ITEM (#453016.5.444150) AND \$19,537 TO THE CLERICAL LINE ITEM (#453016.5.1100006) AND APPROVING THE FUNDING OF A VACANT ZERO-BASED CLERICAL POSITION IN THE PHYSICAL THERAPY DEPARTMENT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

C. Public Works Department

1. **2009 Budget Adjustments** – Mr. Spagnoletti requested approval to make the final 2009 budget adjustments. He requested authorization to transfer \$34,586.03 from the diesel fuel account to cover wages and overtime and \$36,869.93 from the diesel fuel account to cover the social security, workers' compensation, insurance, and retirement accounts.

Mr. Van Etten asked why they were over budget in the personal services accounts and are we going to be short in 2010? Mr. Spagnoletti stated the department as a whole was under budget in personal services by \$70,000.

MOTION: AUTHORIZING THE TRANSFER OF \$34,586.03 FROM THE 2009 DIESEL FUEL ACCOUNT TO WAGES, CLERICAL AND OVERTIME ACCOUNTS AND \$36,869.93 FROM THE 2009 DIESEL FUEL ACCOUNT TO COVER SOCIAL SECURITY, WORKERS' COMPENSATION, INSURANCE AND RETIREMENT ACCOUNTS MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer** – Mr. Spagnoletti stated we had an agreement with the Town of Lindley to rebuild the road to the Lindley Landfill after we closed it. We've rebuilt the road but we need to pave it. Following discussion with the Treasurer's Office we have identified various capital project accounts that can be closed and the funds transferred to a capital project to pave the road. The net transfer amount is \$152,179. Discussion followed.

Mr. Donnelly stated he mentioned in the Public Works Committee that they should obtain a written release for the Town of Lindley once the paving has been completed. Mr. Spagnoletti stated he will make sure they receive the release.

MOTION: AUTHORIZING THE CLOSURE OF VARIOUS CAPITAL PROJECTS AND TRANSFERRING THE NET PROCEEDS TO THE LINDLEY ROAD REBUILD PROJECT MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

D. 911 Enhanced Department

1. **Grant Funding** – Mrs. Goodwin requested authorization to accept \$184,179 in State funding from 2009 and appropriate it to the 911 capital project.

MOTION: ACCEPTING \$184,179 IN 2009 STATE GRANT FUNDING AND APPROPRIATING IT TO THE 911 CAPITAL PROJECT MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

E. County Treasurer

1. **Budget Transfer** – Mrs. Hurd-Harvey requested approval of the end-of-year machinery rental adjustment for approximately \$500,000. She noted this is a transfer they make every year from machinery rental budget to the road construction fund. In addition, she requested approval of the maintenance in lieu of rent (MILOR) adjustment which will increase revenue in Buildings and Grounds by \$60,821 and spread the expense among departments. Discussion followed.

Mr. Spagnoletti stated the chargeback is what we charge ourselves for the use of County equipment. The reason the amount is so much more than budgeted is because they only revise it every 4 or 5 years. He would revise it every year but it would drastically change the County budget. The construction projects changed this year so the equipment rental that goes into that changed. Discussion followed.

MOTION: AUTHORIZING THE YEAR-END BUDGET ADJUSTMENT FOR THE PUBLIC WORKS MACHINERY RENTAL CHARGEBACK OF UP TO \$500,000 AND THE MAINTENANCE IN LIEU OF RENT ADJUSTMENT TO INCREASE THE REVENUE FOR BUILDINGS AND GROUNDS BY \$60,821 AND SPREADING THE EXPENSE AMONG VARIOUS DEPARTMENTS MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **2010 Reserves Appropriation** – Mrs. Hurd-Harvey requested authorization to roll the 2009 balance of \$9,542.76 for forfeitures and \$31,000 for DA forfeitures into the 2010 budget.

MOTION: AUTHORIZING THE COUNTY TREASURER TO ROLL THE 2009 BALANCE OF \$9,542.76 FOR FORFEITURES AND \$31,000 FOR DA FORFEITURES INTO THE 2010 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Monthly Reports** – The Committee requested the Treasurer to have the Sheriff email them regarding the 2010 year-to-date temporary hire expense.

E. Law Department

1. **Upper Five Mile Creek** – Mr. Ahrens stated the Upper Five Mile Creek Watershed District is in need of repairing levies, dykes, etc. They have some funds available for this but the cost is going to be \$250,000 and they would like to borrow up to \$125,000 over 5 years. He requested approval of a bond inducement for the borrowing. Discussion followed.

MOTION: AUTHORIZING A BOND INDUCEMENT OF UP TO \$125,000 OVER 5 YEARS FOR THE UPPER FIVE MILE CREEK WATERSHED DISTRICT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

F. County Administrator

1. **Workers' Compensation** – Mr. Alger stated we had issues closing the Workers' Compensation Fund for 2009 as it is short \$350,000. He requested the Committee authorize a billing to the participants for the 2011 fiscal year. The reason for the shortfall is a combination of things. Particularly hard the past two years has been the State chargebacks. We increased the allocations to the participants for 2010 to cover the State chargebacks. Discussion followed.

MOTION: AUTHORIZING THE COUNTY TREASURER TO BILL THE WORKERS' COMPENSATION PLAN PARTICIPANTS FOR OVERAGES IN THE 2009 WORKERS' COMPENSATION FUND AND MAKING THE PAYMENT COLLECTIBLE IN 2011 OR SOONER IF A MUNICIPALITY DROPS OUT OF THE PLAN MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

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

MOTION: DENYING THE REQUEST OF THE OWNER TO RE-ENTER INTO INSTALLMENT CONTRACTS RELATIVE TO PARCELS #318.54-02-064.000 AND #317.27-01-021.000 IN CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: DENYING THE REQUEST OF THE OWNER TO RE-ENTER INTO AN INSTALLMENT CONTRACT RELATIVE TO PARCEL #166.06-02-068.000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

MOTION TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. 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 9, 2010
11:00 a.m.**

**STEUBEN COUNTY ADMINISTRATION COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE
JOINT SPECIAL MEETING**

Monday, February 22, 2010

9:45 a.m.

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

****MINUTES****

COMMITTEE:	Patrick F. McAllister, Chair Gary B. Roush	Lawrence P. Crossett, Vice Chair Scott J. Van Etten	Carol A. Ferratella
	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	Donald B. Creath
STAFF:	Mark R. Alger Kenneth Isaman	Jack Wheeler Frederick H. Ahrens, Jr.	Tammy Hurd-Harvey
LEGISLATORS:	Patrick F. Donnelly Joseph J. Hauryski Thomas J. Ryan	Dan C. Farrand Robert V. Nichols John S. Walsh	Michael Hanna Philip A. Palmesano

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. Workers' Compensation – Mr. Alger distributed of the Self-Insurance Administration and Workers' Compensation summary budgets. In the Workers' Compensation budget we have a deficit of approximately \$315,000.00. The other attachment included with the summary budgets is the Workers' Compensation Apportionment to the towns and villages. This is the pro-rated share of the \$350,000.00. The total amount needed is slightly less than \$600,000.00 which includes the balance of the Self-Insurance Plan Reserve of \$200,000.00 and the balance in the Self-Insurance Plan Unreserved Fund Balance of approximately \$42,000.00. There is no change in the amount we are requesting, but as we did not talk about this part of the Plan in Finance, he wanted to make the committee aware as these amounts were included in the Resolution.

Mr. Crossett commented that the villages are working on their budgets now and should be notified of this. Mr. Alger replied that we will get this distributed to the towns and villages right away.

MOTION: AUTHORIZING AND DIRECTING THE COUNTY TREASURER TO INVOICE \$350,000 FOR THE WORKERS' COMPENSATION FUND AND TO DISTRIBUTE PAYMENT FOR SAME AS INCLUSION IN THE 2011 WORKERS' COMPENSATION BUDGETS PRO-RATA FOR EACH OF THE PARTICIPATING MEMBERS UTILIZING THE 2009 WORKERS' COMPENSATION BUDGET FOR THE PARTICIPATING MEMBERS AND ALSO AUTHORIZING THE APPROPRIATION OF THE FUND BALANCES MADE BY MR. CROSSETT. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0 ADMINISTRATION; 5-0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. VAN ETTEN, SECONDED BY MRS. FERRATELLA AND DULY CARRIED.

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

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, March 9, 2010

11:00 a.m.

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

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Donald B. Creath
Gary B. Roush Scott J. Van Etten

Legislators: Patrick F. Donnelly Michael Hanna Carol Ferratella
Thomas J. Ryan

Staff: Mark R. Alger Jack Wheeler Vincent Spagnoletti David McCarroll
Stacey Lee Henry Chapman Joseph Welch Veronica Olin
Amy Dlugos Frederick Ahrens Tammy Hurd-Harvey Joel Ordway
Lise Reynolds David English

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order by Mr. Crossett at 11:15 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE FEBRUARY 11 AND FEBRUARY 22, 2010, MEETINGS MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Department of Social Services

1. **Budget Transfer** – Mrs. Reynolds requested authorization to close the DSS Reception Area Renovation Capital Project and transfer the balance to the Document Imaging Capital Project.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO CLOSE THE DSS RECEPTION AREA RENOVATION CAPITAL PROJECT AND TRANSFER THE BALANCE OF \$230.39 TO THE DOCUMENT IMAGING CAPITAL PROJECT MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. *Resolution Required.*

B. Health Care Facility

1. **Budget Transfer** – Mr. McCarroll requested authorization to transfer funds from the dental physician fees line item to the dental technician and social security line items. He noted they now have a dental technician on staff. Discussion followed.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$23,000 FROM 453015.5.420300 DENTAL PHYSICIAN FEES AND APPROPRIATING \$21,366 TO 453015.5.1100002 DENTAL TECHNICIAN AND \$1,634 TO 453015.5.830000 SOCIAL SECURITY MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Transfer** – Ms. Lee requested authorization to increase the Speech Therapy line item by \$10,000. She stated the revenue was accounted for in the 2010 budget, but the expense was not. She noted that the expense used to be in a consulting line but last year we moved it into salaries. The revenue was there, but the appropriation was not.

MOTION: INCREASING THE SPEECH THERAPY LINE ITEM IN THE HEALTH CARE FACILITY'S 2010 BUDGET BY \$10,000 MADE BY MR. CREATH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Office of Community Services

1. **Budget Adjustment** – Dr. Chapman stated we received \$4,200 in additional OASAS funding. He requested authorization to appropriate \$3,000 to Hornell Concern for Youth and \$1,200 to Family Service Society.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$4,200 IN ADDITIONAL 2009 OASAS FUNDING (432200.4.3490300) AND APPROPRIATE \$3,000 TO THE HORNELL CONCERN FOR YOUTH CONTRACT (432200.5.440160) AND \$1,200 TO THE FAMILY SERVICE SOCIETY CONTRACT (432200.5.440180) MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Board of Elections

1. **Budget Adjustment** – Mrs. Olin stated the Federal training grant has been completed so she would like authorization to reduce the revenue and expense line for the grant by \$27,034. She also requested authorization to increase the NYS Access Improvement Grant revenue and expense line by \$1,639.58 to bring the grant total to \$22,874.08.

MOTION: REDUCING THE FEDERAL TRAINING GRANT REVENUE (145000.4.4089000) AND EXPENSE (145000.5.407450) LINE ITEMS BY \$27,034 AND INCREASING THE NYS ACCESS IMPROVEMENT GRANT REVENUE (145000.4.3089400) AND EXPENSE (145000.5.412250) LINE ITEMS BY \$1,639.58 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Polling Place Access Improvement Grant** – Mr. Welch stated they have received a Federal grant for \$3,830 to provide handicapped accessibility at polling places. He requested authorization to accept the grant.

MOTION: AUTHORIZING THE BOARD OF ELECTIONS TO ACCEPT A FEDERAL GRANT FOR \$3,830 TO PROVIDE HANDICAPPED ACCESSIBILITY AT POLLING PLACES MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

E. County Treasurer

1. **Monthly Reports** – Mr. Crossett stated the Sheriff is here to respond to the temporary hire question from last month. Mr. Ordway stated the reason the temporary hire expense has increased is because there are three full-time positions that are out on extended leave and their positions are being backfilled. On the other side, the salaries line items have decreased. He noted it is cheaper for him to backfill the positions with temporary hires than it would be to fill them with part-timers.

Mr. Van Etten asked are we getting the Health Care Facility rates from the State that we anticipated when we built the facility? Mr. Alger stated we heard from the consultant this month and with all of the changes the State has made, it still looks positive for us. It may not be as positive as we had hoped, but it is still positive. What ends up happening is anybody's guess because they have proposed another rate structure using a regional basis. Our nursing home rate has to be amongst the highest in the region so we would be hurt by that. Overall, I think it is more positive than what we expected three or four months ago. Discussion followed.

2. **Budget Adjustments** – Mrs. Hurd-Harvey requested approval of year-end budget adjustments to fund the Jail Mental Health Chargeback Line from the Sheriff’s 2009 Budget. The total amount of the adjustment is \$196,483.

MOTION: AUTHORIZING THE COUNTY TREASURER TO ADJUST THE 2009 BUDGET TO FUND THE JAIL’S MENTAL HEALTH CHARGEBACK LINE FROM THE SHERIFF’S BUDGET FOR A TOTAL AMOUNT OF \$196,483 MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Hurd-Harvey requested authorization to roll the 5311 capital equipment appropriations from 2009 to 2010 and correct appropriations for Steuben Arc. She also requested authorization to appropriate 2009 Federal Aid pass through funding to Steuben Arc to the 2010 budget.

MOTION: AUTHORIZING THE COUNTY TREASURER TO ROLL THE 5311 CAPITAL EQUIPMENT APPROPRIATIONS FOR 2009 TO 2010 AND CORRECT THE APPROPRIATIONS FOR STEUBEN ARC; AND APPROPRIATE \$73,100 IN 2009 FEDERAL PASS THROUGH FUNDING FOR STEUBEN ARC TO THE 2010 BUDGET MADE BY MR. ROUSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. County Administrator

1. **IDA Tax** – Mr. Alger stated as you have probably heard, the State’s 2008 or 2009 budget included a fee levied on IDA’s across the State to raise a total of \$5 million. Our share at the County IDA was \$30,000 and the share for the Hornell IDA was approximately the same. Some counties saw significant hits. The IDA’s are being taxed on grants that they accept and pass along to other agencies. It is a poor way to raise funds at the State level. He suggested the Legislature approve a resolution memorializing the State in opposition to the tax and call for it to be rescinded.

MOTION: MEMORIALIZING THE GOVERNOR AND NEW YORK STATE LEGISLATURE IN OPPOSITION TO THE TAX ON INDUSTRIAL DEVELOPMENT AGENCY’S AND URGING THEM TO RESCIND THE TAX MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

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

MOTION: APPROVING THE HARDSHIP REQUEST RELATIVE TO PARCEL #166.06-02-068.000 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

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

NEXT MEETING SCHEDULED FOR

Tuesday, April 13, 2010

11:00 a.m.

**Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON on Wednesday, April 7, 2010**

STEBEN COUNTY FINANCE COMMITTEE

Special Meeting

9:30 a.m.

Monday, March 22, 2010

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	Donald B. Creath
STAFF:	Mark R. Alger Frederick H. Ahrens, Jr.	Jack Wheeler	Carol Whitehead
LEGISLATORS:	Patrick F. Donnelly Michael Hanna Philip A. Palmesano	Dan C. Farrand Joseph J. Hauryski Johns S. Walsh	Carol A. Ferratella Patrick F. McAllister Randolph J. Weaver

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. **Upper Five Mile Creek Watershed Protection District** – Mrs. Whitehead informed the committee that last month the Legislature approved a resolution authorizing the borrowing for capital improvements, but we did not do a resolution appropriating the fund balance. She requested authorization to appropriate the Upper Five Mile Creek Watershed Protection District fund balance in the amount of \$140,452.64 for capital improvements.

MOTION: AUTHORIZING THE COUNTY TREASURER TO APPROPRIATE THE UPPER FIVE MILE CREEK WATERSHED PROTECTION DISTRICT FUND BALANCE IN THE AMOUNT OF \$140,452.64 FOR CAPITAL IMPROVEMENTS MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. **PILOT Agreement** – Mr. Alger informed the committee that after significant discussion he is recommending the PILOT agreement for the Howard windmill project. The split between the three jurisdictions will be 51.5 percent to the town, 31.9 percent to the school district and 16.5 percent to the County. This is in line with what we did in Prattsburgh. Over the course of 20 years, the County will receive approximately \$2.3 million. The two school districts' percentage is based upon the number of towers in their districts.

Mr. Alger commented there is no host agreement and he would recommend dedicating these funds to the economic development fund as we go forward into the future. He explained that with a host agreement, for the first couple of years you would get \$4,000 - \$5,000 and then the amount builds up over time.

MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE THE REQUISITE DOCUMENTATION FOR IMPLEMENTATION OF THE PILOT AGREEMENT FOR THE HOWARD WIND PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, April 13, 2010

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Donald B. Creath
Gary B. Roush Scott J. Van Etten

Legislators: Patrick F. Donnelly John Walsh

Staff: Mark R. Alger Jack Wheeler Carol Whitehead Tammy Hurd-Harvey
Stacey Lee Vincent Spagnoletti William Partridge Frederick Ahrens
Joel Ordway

Other: Mary Perham, *Leader*

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 9, 2010, MEETING MADE BY MR. ROUSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Van Etten not present for the vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Sheriff's Department

1. **Fund Transfer** – Sheriff Ordway requested authorization to allocate \$22,500 in STOP DWI Reserve funds to the STOP DWI Major Equipment line item for the purchase of MDTs. He noted they wouldn't be able to purchase anything until they have enough funds to complete the purchase. The total cost of the MDTs is \$75,000 and the State agreed to pay up to 30 percent. Mr. Swackhamer stated he doesn't feel comfortable accepting the money until we know where the balance is coming from. Discussion followed. ***No action taken.***

2. **Grant** – Sheriff Ordway requested authorization to accept \$11,550 in OASAS funding for a joint grant with the Steuben Council on Addictions. He would like to allocate these funds to the overtime line item. Discussion followed.

MOTION: ACCEPTING \$11,550 IN OASAS GRANT FUNDING AND APPROPRIATING IT TO THE SHERIFF'S OVERTIME LINE ITEM MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Buildings & Grounds

1. **Capital Project** – Mr. Partridge requested authorization to close the Balcom House Renovations capital project and return the \$9,805 balance to the Repairs and Renovations Reserve.

MOTION: CLOSING THE BALCOM HOUSE RENOVATIONS CAPITAL PROJECT AND RETURNING THE \$9,805 BALANCE TO THE REPAIRS AND RENOVATIONS RESERVE MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

C. Health Care Facility

1. **Copier** – Ms. Lee stated they budgeted \$10,000 for a copier with fax and network capability. The cost for the copier is \$13,918 off of the State bid. She stated they will reduce the amount of funds they had budgeted for the purchase of a time clock in order to make up the difference.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PURCHASE A COPIER WITH FAX AND NETWORK CAPABILITY OFF OF THE STATE BID FOR \$13,918 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Department of Public Works

1. **Capital Projects** – Mr. Spagnoletti stated three roads in the County have significant damage following the winter. Therefore, he'd like to change the road improvement capital projects to include CR45 in Corning; CR61 in Greenwood; and CR126 in Troupsburg. In order to pay for these projects, he requested authorization to transfer \$574,464 in funding from the CR70A East End capital project and \$90,536 from the CR70A in Howard capital project. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$574,464 FROM THE R70A-00 CAPITAL PROJECT (511200.5.250529) AND \$90,536 FROM THE R701-01 CAPITAL PROJECT (511200.5.250530) AND APPROPRIATING \$173,000 TO ESTABLISH THE R045-02 CAPITAL PROJECT (511200.5.250534); \$166,000 TO ESTABLISH THE R061-02 CAPITAL PROJECT (511200.5.250535) AND \$326,000 TO ESTABLISH THE R126-02 CAPITAL PROJECT (511200.5.250536) MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. County Treasurer

1. **Monthly Report** – Mrs. Whitehead asked if there were any questions relative to the monthly report. Mr. Van Etten recommended they put the foreclosure procedure on the County's website.

Mr. Van Etten stated relative to the Comparative Payroll Analysis Report, if you total the 2010 year to date overtime plus temporary hire, it is \$56,700 and last year's year to date overtime plus temporary hire, they are about the same amount. The difference is last year more of the expense was coming out of overtime and this year more of the expense is coming out of temporary hire. Sheriff Ordway stated the cost for a temporary hire is \$15 an hour versus paying overtime, which is significantly more expensive. You can get more hours out of temporary hires. Mr. Alger stated the preference is to use temporary hire as much as you can because it is cheaper. Sheriff Ordway noted that the State Commission of Corrections stipulates that no more than 12 percent of our workforce at the jail can be temporary hire. Discussion followed.

Mr. Donnelly stated relative to the Selected Departments Cost Analysis Report, he would prefer they include a notation on the date that the revenues have been booked through so they have a better idea of where they are at. The Committee also requested a year end status on these departments. Mrs. Hurd-Harvey stated she will send that to the Committee. Discussion followed.

2. **Credit Card for STC** – Mrs. Whitehead stated the Southern Tier Central Regional Planning & Development Board has requested permission to have their own credit card through M&T Bank, but they will need to use the County's Federal ID number. The lawyers have spoken and it is allowable, but it should be approved by both boards. Mr. Ahrens stated it is a small risk, but nonetheless we believe a resolution is necessary. Discussion followed.

Mr. Donnelly asked is there cash advance on that card or is it disabled? Mr. Ahrens stated the limit is \$2,000 a month on a revolving basis with a maximum of \$25,000 for the year. Discussion followed.

MOTION: AUTHORIZING THE SOUTHERN TIER CENTRAL REGIONAL PLANNING & DEVELOPMENT BOARD TO UTILIZE THE COUNTY'S FEDERAL TAX ID TO SECURE A CREDIT CARD THROUGH M&T BANK WITH A MAXIMUM LIMIT OF \$25,000 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Contract Renewal** – Mrs. Whitehead requested authorization to renew the contract with Pirrung and Wamp Auctioneers for auctioneer services for the County’s delinquent tax auction in July.

MOTION: RENEWING THE CONTRACT WITH PIRRUNG AND WAMP AUCTIONEERS FOR AUCTIONEER SERVICES FOR THE COUNTY’S DELINQUENT TAX AUCTION MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. County Administrator

1. **Court Security Contracts** – Mr. Alger stated we need to reduce the revenue in the Court Security budget by \$253,252 and decrease the appropriations by \$239,069. Discussion followed.

MOTION: REDUCING THE COURT SECURITY REVENUE BY \$253,252 AND REDUCING THE COURT SECURITY APPROPRIATIONS BY \$239,069 MADE BY MR. VAN ETTEN. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. **OTHER BUSINESS**

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

MOTION: NULLIFYING THE SALE OF PARCEL #151.80-01-050.000 AND REFUNDING THE PURCHASE PRICE OF \$2,100 MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #151.19-04-059.000 FOR ONE YEAR AND WAIVING THE 25% REPURCHASE FEE MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #151.09-01-018.00 AND PARCEL #151.09-01-019.000 FOR ONE YEAR AND WAIVING THE 25% REPURCHASE FEE MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #207.00-05-004.200 FOR ONE YEAR AND WAIVING THE 25% REPURCHASE FEE, PENDING SUBMITTAL OF A WRITTEN REQUEST MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #119.00-03-005.000 FOR ONE YEAR AND WAIVING THE 25% REPURCHASE FEE MADE BY MR. CREATH. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

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

**NEXT MEETING SCHEDULED FOR
Tuesday, May 11, 2010 @ 11:00 a.m.
Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, May 5, 2010**

**STEBEN COUNTY PUBLIC WORKS COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE
SPECIAL JOINT MEETING**

Monday, April 26, 2010

9:30 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, NY 14810*

****MINUTES****

COMMITTEE:	Joseph J. Hauryski, Chair Patrick F. McAllister	Robert V. Nichols, Vice Chair Brian C. Schu	Michael Hanna
	Lawrence P. Crossett, Chair	Donald B. Creath	Scott J. Van Etten
STAFF:	Mark R. Alger Bryce Foster	Jack Wheeler	Vince Spagnoletti
LEGISLATORS:	Patrick F. Donnelly Philip A. Palmesano	Dan C. Farrand John S. Walsh	Carol F. Ferratella Randolph J. Weaver
ABSENT:	Gary B. Roush	Gary D. Swackhamer	

I. CALL TO ORDER

The meeting was called to order at 9:30 a.m. by Finance Committee Chairman Crossett.

II. GENERAL BUSINESS

A. **Road Improvement Capital Project Transfer** – Mr. Spagnoletti informed the committee that they have a project scheduled for CR 120 which will involve paving from Caton to Lindley. Originally they had budgeted for using 1 inch of blacktop, however, they have changed that to using 1 ½ inches of blacktop. He requested authorization to transfer \$123,897.00 from the General Road Improvement Capital Project to the CR 120 Road Project.

MOTION: AUTHORIZING PUBLIC WORKS TO TRANSFER \$123,897.00 FROM THE GENERAL ROAD IMPROVEMENT CAPITAL PROJECT TO THE CR 120 PAVING ROAD PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (PUBLIC WORKS) AND 3-0 (FINANCE).

MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. CREATH AND DULY CARRIED.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, May 11, 2010

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Donald B. Creath
Gary Roush

Legislators: Patrick F. Donnelly Carol Ferratella Michael Hanna

Staff: Mark R. Alger Jack Wheeler Gregory Heffner James Gleason
David McCarroll Stacey Lee David English Joseph Welch
Veronica Olin Steve Orcutt Vincent Spagnoletti Frederick Ahrens

Absent: Scott J. Van Etten

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE APRIL 13 AND APRIL 26, 2010, MEETINGS MADE BY MR. ROUSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Sheriff's Department

1. **Grant** – Sheriff Ordway requested authorization to accept a grant from Homeland Security in the amount of \$60,000 to be used for equipment and training.

MOTION: ACCEPTING \$60,000 IN HOMELAND SECURITY FUNDING FOR EQUIPMENT AND TRAINING MADE BY MR. CREATH. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Health Care Facility

1. **Budget Transfers** – Ms. Lee requested authorization to transfer \$19,537 from the clerical personnel line to the temporary service line.

MOTION: AUTHORIZING THE TRANSFER OF \$19,537 FROM 453016.5.1100006 CLERICAL LINE TO 453016.5.444150 TEMPORARY SERVICE LINE WITHIN THE HEALTH CARE FACILITY BUDGET MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Ms. Lee requested authorization to transfer \$75,000 from the aides/assistants line to the contract labor line.

MOTION: AUTHORIZING THE TRANSFER OF \$75,000 FROM 453003.5.1100005 AIDES/ASSISTANTS LINE TO 453003.5.444150 CONTRACT LABOR LINE WITHIN THE HEALTH CARE FACILITY BUDGET MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Ms. Lee requested authorization to amend the equipment list to include a cold food vending machine.

MOTION: AMENDING THE HEALTH CARE FACILITY'S MAJOR EQUIPMENT LIST TO INCLUDE THE PURCHASE OF A COLD FOOD VENDING MACHINE FOR \$3,755 AND AUTHORIZING THE PURCHASE

OF SAID ITEM MADE BY MR. CREATH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Ms. Lee stated through Amanda's Law, we are now required to have carbon monoxide detectors in the building. She requested authorization to expend \$7,785 from the capital interiors project to purchase and install the carbon monoxide detectors.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO EXPEND \$7,785 FROM THE CAPITAL INTERIORS PROJECT TO PURCHASE AND INSTALL CARBON MONOXIDE DETECTORS MADE BY MR. CREATH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Public Works

1. **CR115 Bridge** – Mr. Spagnoletti stated US 15 has been turned over to the County. The agreement is the federal government will fund 80% of the construction and inspection of the bridge. We pay the contractor up front. There is a 15 percent State-funded portion included in the budget for this year and he has doubts they'll receive that funding. He noted 15 percent of the cost equals \$345,000 so if we don't receive the state funding, he'll reduce the road project budget to pay for it.

MOTION: APPROVING A CONTRACT WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR 80 PERCENT FUNDING FOR THE CONSTRUCTION AND INSPECTION OF THE CR 115 BRIDGE, TOWN OF LINDLEY MADE BY MR. ROUSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Supplemental Design** – Mr. Spagnoletti requested authorization to enter into a supplemental agreement with NYSDOT for Bergman Engineers to do the design of the CR115 Bridge. He noted the design is 100 percent funded and he expects to receive that funding.

MOTION: APPROVING A SUPPLEMENTAL AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR BERGMAN ENGINEERS TO DO THE DESIGN OF THE CR 115 BRIDGE, TOWN OF LINDLEY MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

D. County Treasurer

1. **Monthly Reports** – Mrs. Hurd-Harvey asked if there were any questions regarding the monthly reports.

Mr. Donnelly stated in reference to the County Cost Analysis for selected departments, Mental Health's original budget for 2009 included \$10.3 million in revenue and the actual received was \$7.4 million. Is the 2010 revenue projection of \$10.4 million realistic? Mrs. Hurd-Harvey stated she doesn't think the revenue will be as low as it was in 2009. Discussion followed.

Mr. Alger noted that the County share of the sales tax is down \$425,000 which is not insignificant but in 2009, for some reason one of the payments was about that much higher than any of the other years in history. So it isn't as bad as it looks on the surface. However, we have very little flexibility in our number.

Mrs. Hurd-Harvey requested the Committee set the date of the County tax auction. She noted the date isn't confirmed by the school yet, but she would like to set it for either July 14th or July 21st.

MOTION: SETTING THE DATE OF THE TAX AUCTION FOR EITHER JULY 14TH OR JULY 21ST, WHICHEVER IS AVAILABLE AT THE LOCATION MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Mr. Creath stated the Agriculture, Industry and Planning Committee is looking at the room tax formula. With the possibility of the drilling companies coming in, they might want to extend the exemption to 60 days to match the State, or remove it completely.

E. County Administrator

1. **Health Care Facility Flooring** – Mr. Wheeler stated they have completed the asbestos removal and now need to proceed with the flooring. It will cost up to \$40,000 to replace the tile and carpet on the first floor and tile in the room where the voting machines are stored. The asbestos removal cost was \$15,000 less than budgeted. He requested to use the balance of that funding and \$25,000 from the capital project to pay for this.

Mr. Swackhamer stated why do we need to tile the floor for the voting machine storage? I'm not in favor of putting any more money into this building. Mr. Alger stated we would like to bring it back to a condition that is suitable for what it is currently being used for. Concrete produces dust, which isn't good for the machines. It isn't a huge investment. We have 10,000 or 15,000 square feet of space devoted to Records and the voting machines, and ProAction would like to use the kitchen for the meals program. If they are going to use the kitchen, somehow we have to provide them with hot water. Do we want to continue using this building as it is or do we want to build another just for what we currently have out there? Mr. Swackhamer stated it would be more economical to build a new one rather than maintaining that building. The square footage cost is more than it is for the County Office Building.

MOTION: AUTHORIZING THE EXPENDITURE OF UP TO \$40,000 FROM THE HEALTH CARE FACILITY CAPITAL PROJECT TO COMPLETE THE FLOORING PROJECT AT THE FORMER HEALTH CARE FACILITY MADE BY MR. ROUSH. SECONDED BY MR. CREATH. IN FAVOR: ROUSH, CREATH, CROSSETT. OPPOSED: SWACKHAMER. MOTION CARRIES 3-1.

2. **Medicaid Corporate Compliance Plan** – Mr. Alger stated there is a need for us to review the Medicaid Corporate Compliance Plan we put in place back in November. The process would involve reviewing a sample of the billings and then extrapolate an error rating. He noted they had an error rate of 2% to 3% in Mental Health. He suggested they solicit RFPs for the review of the plan. He stated Bonadio provided a quote of \$16,000 to review our plan and the cost would be spread proportionately among the agencies involved.

MOTION: AUTHORIZING THE SOLICITATION OF A REQUEST FOR PROPOSALS TO REVIEW THE COUNTY'S MEDICAID CORPORATE COMPLIANCE PLAN MADE BY MR. CREATH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Other** – Mr. Alger stated we received approval from the Human Services, Health & Education Committee to have Kchecks conduct background checks on our vendors. This is a new requirement from the Federal Government whereby any organization that receives Medicaid dollars must do monthly checks to make sure their employees, vendors, and the vendors' employees, are not on their exclusion list. The cost for this program is \$3,800 annually. It seems this is a good solution but we need to identify somebody to do this monthly.

MOTION: AUTHORIZING A CONTRACT WITH KCHECKS FOR THE PURPOSE OF CONDUCTING CROSS CHECKS OF EMPLOYEES AND VENDORS AGAINST THE MEDICAID EXCLUSION LIST FOR \$3,600.00 ANNUALLY MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Board of Elections

1. **Voting Machine Update** – Mrs. Olin stated the Corning School District came and picked up all of the lever voting machines with the exception of one, as it was rusted and not usable. Discussion followed. *The Committee directed the Board of Elections to recycle the unusable machine.*

MOTION TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. CREATH 4-0.

Respectfully submitted by
Brenda K. Mori
Deputy Clerk of Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, June 8, 2010 @ 11:00 a.m.
Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, June 2, 2010**

**STEUBEN COUNTY PUBLIC SAFETY AND CORRECTIONS COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE
JOINT SPECIAL MEETING**

Monday, May 24, 2010

9:30 a.m.

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

****MINUTES****

COMMITTEE:	Brian C. Schu, Chair John S. Walsh	Dan C. Farrand, Vice Chair Randolph J. Weaver	Thomas J. Ryan
	Lawrence P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	Scott J. Van Etten
STAFF:	Mark R. Alger James Gleason	Jack Wheeler Frederick H. Ahrens, Jr.	Michael Sprague David English
LEGISLATORS:	Patrick F. Donnelly Joseph J. Hauryski Philip A. Palmesano	Carol A. Ferratella Patrick F. McAllister	Michael Hanna Robert V. Nichols
ABSENT:	Donald B. Creath	Gary B. Roush	

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. Emergency Management Office

1. **EMS Regional Exercise Grant** – Mr. Sprague requested authorization to accept Regional Exercise Project Grant funding from New York State Homeland Security in the amount of a \$39,160.00 for a three-county exercise. He explained that the grant is a total of \$100,000 of which \$50,000 will be paid for a consultant to do planning, conduct the actual exercise and then do an after-action report. Counties may request the remaining \$50,000 for overtime and backfill of positions and that is what the \$39,160.00 represents. This is a zero-match grant and we will be participating with Chemung and Schuyler counties.

MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT NON-MATCHING REGIONAL EXERCISE PROJECT GRANT FUNDING FROM NEW YORK STATE HOMELAND SECURITY IN THE AMOUNT OF \$39,160.00 MADE BY MR. WALSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (PS&C) AND 3-0 (FINANCE).

2. **Wireless Connectivity Capital Project** – Mr. Sprague informed the committee that we have enhanced wireless networks in Corning and Hornell, however, we are having interference issues with the Hornell system. That network is on a 5.8 MHz open band. If we replaced the entire hub and still had interference, we would be no further ahead. He suggested replacing the entire Hornell setup; the control hub and the two ends, and moving to a 4.9 MHz band which is licensed solely for public safety. The cost to do this would be \$10,000.

MOTION: AUTHORIZING THE ACTIVATION OF THE WIRELESS CONNECTIVITY CAPITAL PROJECT IN THE AMOUNT OF \$10,000 FOR THE REPLACEMENT OF THE HORNELL WIRELESS SYSTEM MADE BY MR. FARRAND. SECONDED BY MR. CROSSETT. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (PS&C) AND 3-0 (FINANCE).

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, June 8, 2010

11:00 a.m.

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

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Gary B. Roush
Scott J. Van Etten Donald B. Creath

Legislators: Patrick F. Donnelly Carol Ferratella Mike Hanna

Staff: Mark R. Alger Jack Wheeler Steve Orcutt Tammy Hurd-Harvey
David McCarroll Stacy Lee William Partridge Veronica Olin
Joseph Welch David English Frederick Ahrens Robert Anderson
Kenneth Isaman

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE MAY 11 AND MAY 24, 2010, MEETINGS MADE BY MR. VAN ETTEN. SECONDED BY MR SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Creath not present for vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Buildings and Grounds

1. **Reserve Transfer** – Mr. Partridge requested authorization to transfer \$40,000 from the Repair and Renovations Reserve to a Capital Project for Sprinkler Systems. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$40,000 FROM THE REPAIR AND RENOVATIONS RESERVE TO A CAPITAL PROJECT FOR SPRINKLER SYSTEMS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Health Care Facility

1. **Computer Purchase** – Mr. McCarroll requested authorization to transfer \$5,542 from the major equipment line item to the administration computer equipment line item to purchase 6 computers off of the State bid. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$5,542 FROM 453071.5.290000 (FISCAL SERVICES MAJOR EQUIPMENT) TO 453073.5.290020 (ADMINISTRATION COMPUTER EQUIPMENT) AND AUTHORIZING THE PURCHASE OF SIX COMPUTERS OFF OF THE STATE BID MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Emergency Management Office

1. **Budget Transfer** – Mrs. Hurd-Harvey stated Emergency Management needs to close out the 2007 Homeland Security Grant. She requested authorization to transfer \$5,010.00 from the Consultants line item and \$605.95 from the Contracted Labor line item to Major Equipment to purchase interoperable communications equipment.

MOTION: AUTHORIZING THE TRANSFER OF \$5,010.00 FROM EMERGENCY MANAGEMENT'S CONSULTANTS – PROFESSIONAL LINE ITEM IN THE 2007 HOMELAND SECURITY GRANT AND \$605.95 FROM THE CONTRACTED LABOR LINE ITEM IN THE 2007 HOMELAND SECURITY GRANT AND APPROPRIATING A TOTAL OF \$5,615.95 TO MAJOR EQUIPMENT FOR THE PURCHASE OF INTEROPERABLE COMMUNICATIONS EQUIPMENT MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Board of Elections

1. **Inspectors Pay Increase** – Mr. Welch stated we are proposing to establish a Poll Site Coordinator for each polling site in order to add to the efficiency at the poll sites. This would cost an additional \$20 per coordinator per Election Day. We're also looking to enhance the pay for all election inspectors to be more on par with other inspectors in the region. With the higher complexity of Federal rules, the pay would be more in line with what we are requiring of our inspectors. It will also help attract newer, younger inspectors.

Mr. Hanna asked how they account for mistakes made at the site. Mrs. Olin stated it goes back to the chair of each poll site. Mr. Hanna asked do you release people based on mistakes made? Mrs. Olin stated yes we would. Discussion followed.

MOTION: AUTHORIZING THE BOARD OF ELECTIONS TO INCREASE THE PAY FOR ELECTION INSPECTORS TO \$100 PER INSPECTOR FOR PRIMARY ELECTIONS AND \$160 PER INSPECTOR FOR GENERAL ELECTIONS; AND AUTHORIZING THE DESIGNATION OF A COORDINATOR AT EACH POLLING SITE AND ESTABLISHING THE PAY FOR EACH POLL SITE COORDINATOR AT \$120 FOR PRIMARY ELECTIONS AND \$180 FOR GENERAL ELECTIONS MADE BY MR. ROUSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. County Treasurer

1. **County Cost Analysis Reports** – Mrs. Hurd-Harvey reviewed the reports with the committee. She stated most of our concerns are in the revenue area. Community Services Financial Analysis – Mr. Donnelly referred to the Community Services Financial Analysis and asked if the reserve from the accounts receivable is a line item in the budget. Mrs. Hurd-Harvey stated no, we book it at year end. Mr. Donnelly asked is the reserve high enough? Mrs. Hurd-Harvey stated she thinks it is okay but we should look at it again at year end. Discussion followed.

Mr. Roush asked why the collection percentage is so low. Mrs. Hurd-Harvey stated they are very old collection accounts. Mr. Roush asked why people aren't paying. Dr. Anderson stated because people think it is a service that they should get for free. Now we require payment in advance. Discussion followed.

Dr. Anderson stated they've been improving the Medicaid receivables incrementally and the third party payments have increased as well. Where we are the most deficient in collecting revenues is local and federal.

Mr. Van Etten asked about the landfill revenues being low. Mr. Orcutt stated if you take away the double debt payment, we are about breaking even with expenditures versus revenue. Mr. Van Etten asked where did we miss with the revenues last year? Mr. Alger stated with the BUDs and recycling. Mr. Orcutt stated our tonnage is right about where it needs to be and we should be in line for 95,000 tons that was projected.

IV. OTHER BUSINESS

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

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #302.00-01-003.000, ANDOVER FOR ONE YEAR AND WAIVING THE 25% REPURCHASE FEE MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #131.06-01-025.000, URBANA FOR ONE YEAR AND WAIVING THE 25% REPURCHASE FEE MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

MOTION TO ADJOURN MADE BY MR. ROUSH. 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, July 13, 2010
11:00 a.m.**

**Please send agenda items to the
Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, July 7, 2010**

STEBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, June 28, 2010

9:35 a.m.

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	Donald B. Creath
STAFF:	Mark R. Alger Frederick H. Ahrens, Jr.	Jack Wheeler David English	Tammy Hurd-Harvey
LEGISLATORS:	Patrick F. Donnelly Michael Hanna Robert V. Nichols John S. Walsh	Dan C. Farrand Joseph J. Hauryski Philip A. Palmesano Randolph J. Weaver	Carol A. Ferratella Patrick F. McAllister Thomas J. Ryan

I. CALL TO ORDER

Mr. Crossett called the meeting to order at 9:35 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Administrator's Office

1. **IT Shared Services Grant** – Mr. Wheeler informed the committee that we have been awarded a grant from the New York State Department of State for IT shared services. This is a grant that we are doing in conjunction with the City of Corning and the Town/Village of Bath. We will use this funding to purchase equipment to connect fiber optic cabling from the Town/Village of Bath to the County. He distributed a handout showing the amount of grant; \$335,520.00 and the anticipated equipment costs. There is a local share, which for the County will amount to \$13,000.00 over three years. Bath municipal utilities will install the fiber optic cable. Mr. Alger stated we have a capital project for the Mainframe Replacement that has \$6,000.00 in it. He requested authorization to close that capital project and create a new capital project and transfer the remaining balance from the Mainframe Replacement Capital Project into this new capital project. The \$6,000.00 from the Mainframe Replacement Project will cover our first year local share and we would include the remaining local share in the budget.

MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR TO ACCEPT FUNDING FROM THE NEW YORK STATE DEPARTMENT OF STATE FOR A SHARED SERVICES IT GRANT IN THE AMOUNT OF \$335,520.00; CLOSING THE MAINFRAME REPLACEMENT CAPITAL PROJECT AND TRANSFERRING THE UNEXPENDED BALANCE OF \$6,000.00 INTO A NEW CAPITAL PROJECT ENTITLED LGE IT GRANT; AND AUTHORIZING THE PURCHASE OF NETWORK EQUIPMENT AT A COST OF \$11,220.81 MADE BY ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Treasurer's Office

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

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #075.00-01-020.118, HAMMONDSPORT, FOR ONE YEAR AND WAIVING THE 25 PERCENT REPURCHASE FEE MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #318.18-02-086.000, CORNING, FOR ONE YEAR AND WAIVING THE 25 PERCENT REPURCHASE FEE MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP RELATIVE TO PARCEL #368.00-01-052.121, TUSCARORA, FOR ONE YEAR AND WAIVING THE 25 PERCENT REPURCHASE FEE MADE BY MR. CREATH. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE TREASURER'S OFFICE AND THE LAW DEPARTMENT TO NEGOTIATE AN AGREEMENT WITH AMERICAN TOWER RELATIVE TO PROPERTY LOCATED IN THE TOWN OF WAYNE MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #017.15-02-050.000 TO THE TOWN OF COHOCTON FOR THE TOTAL AMOUNT OF BACK TAXES DUE PLUS FILING FEE, WAIVING THE 25 PERCENT PENALTY, SAID SALE SUBJECT TO THE PROPERTY NOT BEING REPURCHASED BY THE JULY 9, 2010, DEADLINE MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF SEVERAL PARCELS TO THE VILLAGE OF COHOCTON, FOR THE TOTAL AMOUNT OF BACK TAXES DUE PLUS FILING FEE, WAIVING THE 25 PERCENT PENALTY; SAID SALE SUBJECT TO THE PROPERTY NOT BEING REPURCHASED BY THE JULY 9, 2010, DEADLINE; PARCELS INCLUDE #056.05-02-009.000; #056.05-02-017.000; 056.05-02-019.000; AND #056.05-02-020.000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, July 13, 2010

11:00 a.m.

Legislative Committee Conference

Steuben County Office Building

Bath, New York

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Patrick F. Donnelly
Legislators: Robert V. Nichols John Walsh Mike Hanna
Staff: Mark R. Alger Jack Wheeler Daniel McRae David McCarroll
Vincent Spagnoletti Michael Sprague Tammy Hurd-Harvey James Gleason
Frederick Ahrens David English
Other: Francis L. Gehl, Finger Lakes SPCA Vicki Mosgrove, Finger Lakes SPCA Mary Perham, *Leader*
Absent: Donald B. Creath Scott J. Van Etten Gary B. Roush

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JUNE 8 AND JUNE 28, 2010, MEETINGS MADE BY MR. SWACKHAMER. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Veterans' Service Agency

1. **Records Conversion Project** – Mr. McRae requested authorization to accept and appropriate grant funding for the records conversion project.

MOTION: ACCEPTING \$12,850 IN STATE FUNDING AND APPROPRIATING IT TO MICROGRAPHIC EXPENSE MADE BY MR. SWACKHAMER. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Emergency Management Office

1. **Homeland Security** – Mr. Sprague requested authorization to accept and appropriate 2009 SHSP Homeland Security Grant funding for \$130,207. Discussion followed.

Mr. Swackhamer asked what happens with the I am responding system when the money goes away. He noted it would be appropriate for the agencies to buy in on the system so they have ownership, just in case the funding ever goes away. Mr. Sprague stated having the use of the system will provide the mechanism to push that direction. Discussion followed.

MOTION: ACCEPTING \$130,207 IN 2009 SHSP HOMELAND SECURITY GRANT FUNDING AND ESTABLISHING THE BUDGET AND CAPITAL EQUIPMENT LIST FOR THE GRANT AS FOLLOWS: OVERTIME AND BACKFILL FOR TRAINING AND EXERCISES - \$13,000; NIMS TRAINING - \$8,000; CERT TRAINING - \$2,000; GIS SOFTWARE - \$8,000; DECON SHELTER REPLACEMENT - \$23,000; CREDENTIAL SYSTEM - \$30,207; INCIDENT TRACKING SOFTWARE - \$24,000; AND INTEROPERABLE COMMUNICATIONS - \$22,000 MADE BY MR. SWACKHAMER. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

C. Department of Public Works

1. **Contract** – Mr. Spagnoletti stated NYSDOT has found Federal funding for the design and right-of-way of the Seneca Road over Canisteo River bridge. We need to pay the full cost up front and then receive reimbursement once it is completed. If the State funding doesn't come through, our share will be \$80,000.

Mr. Swackhamer stated the main question from the City of Hornell is if the \$400,000 in design cost is exorbitant. Mr. Spagnoletti stated it is a \$4 million bridge and the cost of design is generally 10 to 15 percent of the total cost. Discussion followed.

MOTION: AUTHORIZING AN AGREEMENT WITH THE NYS DEPARTMENT OF TRANSPORTATION FOR FUNDING THE DESIGN AND RIGHT-OF-WAY FOR THE REPLACEMENT OF BRIDGE BIN #2016360, SENECA ROAD OVER CANISTEO RIVER – TOWN OF HORNELLSVILLE AND APPROPRIATING \$400,000 TO THE 2011 PUBLIC WORKS BUDGET FOR THE COST OF THE PROJECT MADE BY MR. DONNELLY. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

D. County Treasurer

1. **Investment Policy** – Mrs. Hurd-Harvey requested approval of two changes to the County's Investment Policy. The first change would allow an irrevocable letter of credit for the County. The other change increases the maximum percentage of cash and investments for Chemung Canal and Community Bank, NA, to 35%. Discussion followed.

MOTION: APPROVING THE AMENDMENTS TO THE COUNTY'S INVESTMENT POLICY MADE BY MR. DONNELLY. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

E. County Administrator

1. **Energy Conservation Project** – Mr. Wheeler stated we are working with the New York Power Authority on some energy saving measures. There is \$350,000 budgeted for this project and they've been awarded a grant for \$76,725.50, so the funding is available. He requested authorization to activate the capital project, anticipate the \$76,725.50 in grant revenue, thereby allowing the expenditure of funds to begin the project. Discussion followed.

MOTION: ACTIVATING THE ENERGY CONSERVATION CAPITAL PROJECT, ANTICIPATING \$76,725.50 IN NYSERDA GRANT REVENUE AND ALLOWING THE COUNTY ADMINISTRATOR'S OFFICE TO PROCEED WITH THE IMPLEMENTATION OF THE PROJECT MADE BY MR. DONNELLY. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. DONNELLY. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: WAIVING THE INTEREST AND RELEVY FEE ON THE COUNTY PORTION OF THE 2009 TAXES IN THE AMOUNT OF \$336.67 FOR THE FINGER LAKES HUMANE SOCIETY MADE BY MR. DONNELLY. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: REMOVING PARCEL NO. 384.00-01-021.000, TUSCARORA FROM THE TAX AUCTION AND AUTHORIZING THE TRANSFER OF SAID PARCEL TO THE TOWN OF TUSCARORA FOR THE COST OF THE BACK COUNTY TAXES MADE BY MR. SWACKHAMER. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: REMOVING PARCEL NO. 340.00-01-017.000, WEST UNION FROM THE TAX AUCTION AND AUTHORIZING THE TRANSFER OF SAID PARCEL TO THE TOWN OF WEST UNION FOR THE AMOUNT OF BACK TAXES: \$1,522 MADE BY MR. SWACKHAMER. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: REMOVING PARCELS NO. 151.19-02-041.000; 151.55-02-042.000; AND 151.64-03-006.000 FROM THE TAX AUCTION AND AUTHORIZING THE TRANSFER OF SAID PARCEL TO THE CITY OF HORNELL FOR THE AMOUNT OF BACK TAXES MADE BY MR. SWACKHAMER. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: ESTABLISHING A MINIMUM BID OF \$7,250 ON PARCEL NO. 166.06-06-003.100, CITY OF HORNELL MADE BY MR. DONNELLY. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

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

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, August 10, 2010
11:00 a.m.**

**Please send agenda items to the
Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, August 4, 2010**

**STEUBEN COUNTY FINANCE COMMITTEE
STEUBEN COUNTY ADMINISTRATION COMMITTEE**

Special Joint Meeting

Monday, July 26, 2010

9:35 a.m.

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

****MINUTES****

COMMITTEE:	Patrick F. McAllister, Chair	Carol A. Ferratella	Scott J. Van Etten
	Lawrence P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	Donald B. Creath
STAFF:	Mark R. Alger	Jack Wheeler	Ken Isaman
	Frederick H. Ahrens, Jr.	David English	
LEGISLATORS:	Patrick F. Donnelly	Dan C. Farrand	Michael Hanna
	Joseph J. Hauryski	Robert V. Nichols	Thomas J. Ryan
	John S. Walsh	Randolph J. Weaver	
ABSENT:	Gary B. Roush		

I. CALL TO ORDER

Mr. McAllister called the meeting to order at 9:35 a.m.

II. GENERAL BUSINESS

A. Risk Manager

1. **Worker's Compensation Budget/Table of Apportionment** – Mr. Isaman informed the committee that the 2011 Worker's Compensation Budget is \$2.6 million. Of that, approximately \$10,000 is interest and \$210,000 includes reimbursable expenses refunded through the year. The budget for 2010 was \$2.3 million and in 2009 the budget was \$2 million. We had to do another apportionment and letters were mailed to every town and village in the group and the apportionment is payable January 1, 2011. This will be in addition to the apportionment for 2011. Mr. Isaman explained the apportionment is estimated and we look at what historically has been paid out. We reviewed the first six months and it seems as though we have the same number of claims, but the severity has decreased. Mr. Isaman stated that he is also trying to rebuild the surplus.

Mr. Van Etten asked how much will this increase put in the reserve? Mr. Isaman replied \$250,000. He would like to have \$700,000 in the reserves.

Mr. McAllister commented training is very important and it is important for the County to have a system to keep claims down.

Mr. Swackhamer asked are there any penalties if safety protocols are not followed? Mr. Alger replied there is disciplinary action for our employees.

Mr. Crossett asked are you looking at going outside for coverage? Mr. Isaman replied we did have a presentation and now it is too cost prohibitive. Mr. Crossett commented that with the County share he is wondering if we wouldn't save money by going outside. Mr. Isaman stated that is something that we are still looking at. Discussion followed.

MOTION: APPROVING THE 2011 WORKER'S COMPENSATION BUDGET AND TABLE OF APPORTIONMENT MADE BY MR. VAN ETTEN. SECONDED BY MR. CROSSETT. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

MOTION: TO ADJOURN MADE BY MR. CROSSETT. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, August 10, 2010

11:00 a.m.

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

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Gary B. Roush
Scott J. Van Etten Donald B. Creath

Legislators: Patrick F. Donnelly Joseph J. Hauryski Carol Ferratella
Michael Hanna

Staff: Mark R. Alger Jack Wheeler Kenneth Isaman Tammy Hurd-Harvey
Henry Chapman David English Steve Orcutt Vincent Spagnoletti
Vicki Olin David McCarroll Stacey Lee

Other: Randy Shepard, Bonadio Group Mary Perham, *Leader*

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE JULY 13 AND JULY 26, 2010, MEETINGS MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. PRESENTATION

A. 2009 Financial Report – Mrs. Hurd-Harvey introduced Randy Shepard of the Bonadio Group. Mr. Shepard presented and reviewed the 2009 Financial Report for Steuben County. He noted there were no material weaknesses or significant deficiencies in the internal controls in accordance with the guidance provided by Statements on Auditing Standards. Discussion followed.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Community Services

1. **Budget Adjustment** – Dr. Chapman requested authorization to accept \$1,500 from the Department of Social Services and appropriate it to the small equipment line item to purchase a power point projector.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$1,500 FROM THE DEPARTMENT OF SOCIAL SERVICES AND APPROPRIATE SAID FUNDS TO THE SMALL EQUIPMENT LINE ITEM TO PURCHASE A POWER POINT PROJECTOR MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. County Treasurer

1. **Reports** – The Committee reviewed the monthly reports provided by the Treasurer's Office. Discussion followed.

C. County Administrator

1. **Sales Tax** – Mr. Alger reported the second quarter sales tax receipts show improvement. There was an adjustment made for a previous underpayment by Corning, Inc., which was received in the second quarter. However, even without that adjustment, we gained in the second quarter what was lost in the first quarter.

2. **FMAP** – Mr. Alger stated the U.S. Senate has approved the FMAP extension and the issue will be addressed by the House shortly. The extension will directly impact us and be a benefit to the County. Part of the Bill includes Medicaid funds for the State, which will keep them from passing those cuts to the counties. Additionally, there is a direct payment to the counties for Medicaid similar to what we received in stimulus funds the past two years. We are estimating we'll receive approximately \$1,380,000 if approved.

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

Respectfully submitted by,

Brenda K. Mori, Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, September 14, 2010
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, September 8, 2010**

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, September 14, 2010

11:00 a.m.

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

MINUTES

<u>Committee:</u>	Lawrence P. Crossett, Chair Scott J. Van Etten	Gary D. Swackhamer, Vice Chair Gary B. Roush	Donald B. Creath	
<u>Legislators:</u>	Patrick F. Donnelly	Mike Hanna	Thomas J. Ryan	
<u>Staff:</u>	Mark R. Alger Donna Hatch Henry Chapman	Jack Wheeler Wendy Flaitz David McCarroll	David English Joel Ordway Vincent Spagnoletti	Tammy Hurd-Harvey Kenneth Isaman Steve Orcutt
<u>Other:</u>	Ristiina Wigg Pauline Emery	Lorraine Patti George Welch	Lorraine Nelson Christine Valkenburgh	Marcia Watson

I. CALL TO ORDER

The meeting was called to order by Mr. Crossett at 11:15 a.m.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE AUGUST 10, 2010, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. PRESENTATIONS

A. Southern Tier Library System – Ms. Wigg thanked the committee for their funding for 2010. She provided the Committee with a table showing the receipts and expenditures for 2009. She stated the County funding builds on the local funding. We are seeing many people who have lost work who want to train and search for jobs on our computers. Lorraine Patti, Dormann Library, stated we appreciate your funding of the system. It allows us to provide computer access and internet for our patrons. We had 180 children participate in our summer reading program. Lorraine Nelson, Howard Public Library, stated we are a small library and having free access to books is very valuable to our small community. Marcia Watson, Hammondsport Public Library, stated the services we provide are incredible and we reach beyond our local communities. Tourists come in to check email, print off airline passes, and borrow videos. They come for classes as well. Thank you for your continued support. Pauline Emery, Southeast Steuben Library, stated thank you for your support over the years. It allows every library in our County to exist. George Welch, Southeast Steuben Library, stated I've been a trustee for the past year and I've learned that libraries provide a valuable service to the community. Some people don't have access to computers and they provide that service. We give back to the community all the time every day. Thank you.

Mrs. Wigg noted we've decreased our request to the County this year as we know it is a tough budget year. Discussion followed.

MOTION: ACCEPTING THE SOUTHERN TIER LIBRARY SYSTEM'S FUNDING REQUEST AND FORWARDING IT TO THE BUDGET OFFICER FOR INCLUSION IN THE PROPOSED 2011 BUDGET MADE BY MR. CREATH. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Health Care Facility

1. **Equipment** – Mr. McCarroll stated we are in need of a new vending coffee machine. He requested authorization to amend the major equipment line by removing dental equipment and adding a refurbished vending coffee machine for \$3,500.

MOTION: AMENDING THE HEALTH CARE FACILITY'S MAJOR EQUIPMENT LIST BY REMOVING DENTAL EQUIPMENT AND ADDING A REFURBISHED VENDING COFFEE MACHINE FOR \$3,500 MADE BY MR. ROUSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office of Community Services

1. **Budget Adjustments** – Dr. Chapman requested authorization to transfer funds to redistribute the contracted labor due to staffing changes. The total is \$72,500 from the Bath Substance Abuse Program and Administration lines and that would be spread out among various line items.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$37,500.00 FROM ACCT. #425000.5.444000 AND \$35,000.00.00 FROM ACCT. #431000.5.444000 AND APPROPRIATING \$35,000.00 TO ACCT. #432000.5.444000, \$35,000.00 TO ACCT. #433100.5.444000 AND \$2,500.00 TO ACCT. #425700.5.444000 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Chapman requested authorization to transfer a total of \$60,000 from salary and fringe to contracted labor due to the resignation of an employee. The position was in our substance abuse program.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$60,000.00 FROM THE SALARY AND FRINGE BENEFITS LINE ITEMS TO THE CONTRACTED LABOR LINE ITEM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Chapman stated they need to redistribute the rental expense to the appropriate cost centers. The total amount that needs to be shifted is \$49,000.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER AND APPROPRIATE \$49,000.00 WITHIN THE RENTAL EXPENSES LINE ITEMS MADE BY MR. VAN ETTEN. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Risk Manager

1. **2010 Budget Amendment** – Mr. Isaman stated the County Motor Pool only had a budget of \$5,000 this year. When he began with the County earlier this year, many of the 9 car fleet needed repairs. Previously they were taking the cars to local garages, but he made arrangements with the Public Works Department to have the vehicles serviced at the Mt. Washington shop by County employees. That has saved a considerable amount of money, but he also had to put a lot of money into the cars. He noted that 5 of the 9 cars have over 100,000 miles on them. In order to make it through the end of the year, he requested authorization to transfer \$2,500 from the Contingency Fund to Motor Pool Vehicle Repairs.

Mr. Isaman stated there also isn't enough money in their budget for other various line items as the budget was adopted while they were without a Risk Manager. He requested authorization to transfer a total of \$11,745 from the Contingency Fund to the Risk Manager's personal services, retirement, health insurance, phone, and safety training line items. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$2,500 FROM THE CONTINGENCY FUND TO THE MOTOR POOL VEHICLE REPAIRS LINE ITEM AND \$11,745 FROM CONTINGENCY FUND TO THE RISK MANAGER'S PERSONAL SERVICES, RETIREMENT, HEALTH INSURANCE, PHONE AND SAFETY TRAINING LINE ITEMS MADE BY MR. ROUSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. Real Property Tax Service Agency

1. **Capital Project** – Ms. Flaitz requested authorization to close the NAD83 Conversion Capital Project and transfer the balance to the Citrix System Capital Project. This will get all the assessing offices on the County server. The data file in their offices will be uploaded onto the County server. Discussion followed.

MOTION: CLOSING THE RPT NAD83 CONVERSION CAPITAL PROJECT AND TRANSFERRING THE UNEXPENDED BALANCE OF \$32,148.05 TO THE RPTS CITRIX SYSTEM CAPITAL PROJECT MADE BY MR. ROUSH. SECONDED BY MR. CREATH. IN FAVOR: ROUSH, CREATH, CROSSETT, SWACKHAMER. OPPOSED: VAN ETTEN. MOTION CARRIES 4-1. Resolution Required.

E. Sheriff's Department

1. **GTSC Grant** – Sheriff Ordway requested authorization to accept a Governor's Traffic Safety Committee grant for \$3,080 for the bicycle safety program. This is the continuation of an existing grant and does not require matching funds.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT \$3,080 IN GRANT FUNDING FOR THE BICYCLE SAFETY PROGRAM MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. County Treasurer

1. **Capital Project** – Mrs. Hurd-Harvey requested authorization to close the Mental Health Computerization Capital Project and transfer the unexpended balance of \$17.83 to the Local Government Efficiency grant.

MOTION: CLOSING THE COMMUNITY SERVICES COMPUTER/SOFTWARE CAPITAL PROJECT AND TRANSFERRING THE UNEXPENDED BALANCE OF \$17.83 TO THE LOCAL GOVERNMENT EFFICIENCY GRANT CAPITAL PROJECT MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Budget Transfer** – Mrs. Hurd-Harvey requested authorization to utilize \$25,000 in tax foreclosure sale proceeds to complete the Nichol Inn cleanup. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$25,000 FROM THE TAX FORECLOSURE SALE PROCEEDS TO THE NICHOL INN CAPITAL PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Comparative Payroll Analysis** – Mr. Crossett questioned the temporary hire increase for E911. Mr. Alger stated they may have hired the CAD specialist on a temporary basis so that would definitely drive that line item up. Mrs. Hurd-Harvey will check with Mr. Hopkins to see why it increased. Mr. Van Etten noted the landfill overtime is down considerably.

The Committee agreed that in order to have an accurate analysis on the OCS revenues they need to see specific areas: Medicaid revenues; private pay revenues; units per service; revenue per employee. Mrs. Hurd-Harvey stated she will speak with Dr. Anderson regarding this.

Mr. Van Etten stated with the HCF, they only have revenue booked through July and they are already \$850,000 short. Mr. Alger stated we still haven't received the IGT funds for 2009. Discussion followed.

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

MOTION: AUTHORIZING THE LAW DEPARTMENT TO PROCEED WITH THE RECOVERY OF COUNTY TAXES OWED ON THE SEAGAR PROPERTY AND STIPULATING THAT ANY FUNDS RECEIVED ABOVE AND BEYOND THE TAXES OWED WILL BE PROVIDED TO THE ATTORNEY GENERAL TO BE USED FOR RESTITUTION TO THOSE INDIVIDUALS WITH PREPAID ACCOUNTS MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF COUNTY-OWNED PROPERTY LOCATED AT 3850 HORNBY ROAD, HORNBY FOR \$1,000 MADE BY MR. VAN ETEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF COUNTY-OWNED PROPERTY LOCATED ON CAMPBELL SAVONA ROAD, CAMPBELL, FOR \$100 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF COUNTY-OWNED PROPERTY LOCATED ON CR70A, HOWARD, FOR \$3,000 MADE BY MR. VAN ETEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

G. Law Department

1. **Budget Transfer** – Mr. English requested authorization to transfer a total of \$58,400 from their personal services line item to the public sector labor consultant line item and DSS transition services line item.

MOTION: AUTHORIZING THE TRANSFER OF \$58,400 FROM THE LAW DEPARTMENT'S PERSONAL SERVICES LINE ITEM AND APPROPRIATING \$33,400 TO THE PUBLIC SECTOR CONSULTANT LINE ITEM AND \$25,000 TO THE DSS TRANSITION SERVICES LINE ITEM MADE BY MR. VAN ETEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN MADE BY MR. ROUSH. 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, October 12, 2010
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, October 6, 2010**

**STEBEN COUNTY ADMINISTRATION COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE**

Joint Special Meeting

Monday, September 27, 2010

9:45 a.m.

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

****MINUTES****

COMMITTEE:	Patrick F. McAllister, Chair Scott J. Van Etten	Carol A. Ferratella	Gary B. Roush
	Lawrence P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	Donald B. Creath
STAFF:	Mark R. Alger David English	Jack Wheeler	Kenneth E. Isaman
LEGISLATORS:	Patrick F. Donnelly Joseph J. Hauryski Brian C. Schu	Dan C. Farrand Robert V. Nichols John S. Walsh	Michael Hanna Thomas J. Ryan Randolph J. Weaver

I. CALL TO ORDER

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

II. DEPARTMENTAL REQUESTS

A. Risk Manager

1. **Budget Transfer** – Mr. Isaman stated the Administration and Finance Committees had previously approved transferring a total of \$14,245.00 from the Contingency Fund to various line items with the Motor Pool and Risk Manager's 2010 budget. There was one item that was included on the resolution, but had not been approved by the committee. We are moving toward doing an RFP for insurance and we want to find a firm to update our 2005 values of buildings. The committee authorized me to go ahead with the RFP; however, there is no money in my budget to do this. He requested authorization to transfer an additional \$2,800.00 from the Contingency Fund to the Consultants/Professionals line item.

MOTION: AUTHORIZING THE TRANSFER AN ADDITIONAL \$2,800.00 FROM THE CONTINGENCY FUND TO THE RISK MANAGER'S LINE ITEM FOR CONSULTANTS AND PROFESSIONALS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. VOTE – ADMINISTRATION 5-0, FINANCE 5-0. MOTION CARRIES.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH AND DULY CARRIED.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, October 12, 2010

11:00 a.m.

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

MINUTES

<u>Committee:</u>	Lawrence P. Crossett, Chair Scott J. Van Etten	Gary D. Swackhamer, Vice Chair Donald B. Creath	Gary B. Roush
<u>Legislators:</u>	Patrick F. Donnelly	Joseph J. Hauryski	Thomas J. Ryan Carol Ferratella
<u>Staff:</u>	Mark R. Alger Lise Reynolds Henry Chapman	Jack Wheeler David McCarroll Tammy Hurd-Harvey	Vincent Spagnoletti Stacy Lee David English Kathryn Muller Robert Anderson

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE SEPTEMBER 14 AND SEPTEMBER 27, 2010, MEETINGS MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Creath not present for the vote.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Sheriff

1. **Grants** – Mr. Alger stated the Sheriff has two grants that he requires authorization to accept. Neither requires a County match, but one is a new grant for rural traffic enforcement. Discussion followed.

MOTION: ACCEPTING AND APPROPRIATING \$9,800 IN GRANT FUNDS FROM THE GOVERNOR'S TRAFFIC SAFETY COMMITTEE FOR THE CHILD PASSENGER SAFETY PROGRAM; AND ACCEPTING AND APPROPRIATING \$18,364 IN GRANT FUNDS FROM THE NEW YORK STATE SHERIFF'S ASSOCIATION'S RURAL TRAFFIC ENFORCEMENT INITIATIVE FOR DEDICATED SELECTIVE TRAFFIC ENFORCEMENT MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Creath not present for the vote.

B. Social Services

1. **Contract** – Ms. Muller stated the Corning Career Center has been overseen by Corning Community College, but the college has lost the funding. She requested authorization to apply \$20,000 in 2010 TANF funds to support the center and contract with ProAction for administration.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ENTER INTO A CONTRACT WITH PROACTION OF STEUBEN & YATES FOR \$20,000 TO CONTINUE THE OPERATION OF THE CORNING CAREER CENTER MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Creath not present for the vote.

2. **Budget Appropriation** – Ms. Muller requested authorization to accept \$15,000 in funding from the State Office of Children and Family Services to procure one part-time caseworker through March 2011. The caseworker will assist the Child Protective Services staff with their caseload.

MOTION: ACCEPTING \$15,000 IN STATE OCFS FUNDING AND APPROPRIATING IT TO THE DSS CONTRACT FOR SERVICES LINE ITEM FOR THE PROCUREMENT OF ONE PART-TIME CASEWORKER FOR THE CHILD PROTECTIVE SERVICES DIVISION MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Mr. Creath not present for the vote.

C. County Treasurer

1. **Reports** – Mrs. Hurd-Harvey asked if there were any questions regarding the reports. Mr. Crossett stated that he's concerned about the self-pay non-collection revenues. Mrs. Hurd-Harvey stated we've been reclassifying the collections handed over to the collection agency from self-pay to 3rd party pay.

Mr. Crossett stated there is \$1,325,000 uncollected. Mrs. Hurd-Harvey stated about \$442,000 is at the collection agency and 8 percent has been collected. They have a reserve of \$600,000 for those that the collection agency can't collect.

Mr. Crossett asked how long before we send accounts to collection? Dr. Anderson stated 90 days. Mrs. Hurd-Harvey stated she didn't think that was correct because we haven't sent any to collection since February.

Mr. Crossett asked at what point are they written off as uncollectible? Mrs. Hurd-Harvey stated we haven't determined that yet. Considerable discussion followed.

Mr. Roush asked why haven't we sent anything to collection since February? Dr. Anderson stated he has no answer for that; it is my responsibility. Mr. Roush stated the agency can't collect the funds if they don't know about it.

Dr. Anderson stated they are doing a much better job at collecting up front. Mr. Crossett stated he doesn't see that, as they are still negative \$500,000.

Mr. Swackhamer stated we need to determine when we are going to write these accounts off to get them off of the books. Dr. Anderson stated they can come up with a policy for collections and bring it back to the Committee. He's thinking about sending them to collection after 60 days. Discussion followed.

Mr. Van Etten stated regarding the figures for the Health Care facility, there is a \$700,000 gap between expenses and revenues. Is there any way we can collect it? Ms. Lee stated what you don't see is all the Medicaid revenue for the year. The IGT isn't booked as an expense or as revenue. She won't book a receivable until the end of the year. Ms. Reynolds noted that if the IGT doesn't happen soon, we will lose the FMAP benefit.

D. County Administrator

1. **Administrative Code Amendment** – Mr. Alger requested authorization to amend the Administrative Code relative to Public Works capital projects. Currently the road projects are listed in individual capital projects. The Commissioner also carries a contingency line totaling \$300,000 for all of the road projects. He would like authorize the Commissioner to make transfers up to the amount in the contingency line with the approval of the County Administrator, Public Works Committee and Finance Committee. Mr. Spagnoletti stated there is \$4.3 million in the road fund and the \$300,000 contingency amount is not applied to a particular project. Discussion followed.

MOTION: AMENDING THE ADMINISTRATIVE CODE TO AUTHORIZE TRANSFERS INTO THE INDIVIDUAL ROAD CAPITAL PROJECTS UP TO THE TOTAL AMOUNT INCLUDED IN THE CONTINGENCY LINE WITH THE APPROVAL OF THE COUNTY ADMINISTRATOR, PUBLIC WORKS COMMITTEE AND FINANCE COMMITTEE MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

MOTION: DIRECTING THE DEPUTY COUNTY TREASURER TO ASK THE DEPARTMENT OF PUBLIC WORKS TO CLEAN UP COUNTY OWNED PROPERTY IN THE TOWN OF WAYNE MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully submitted by,

Brenda K. Mori
Clerk of the Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, November 9, 2010
11:00 a.m.**

STEUBEN COUNTY FINANCE COMMITTEE

Budget Workshop

Tuesday, October 12, 2010

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Donald B. Creath
Scott J. Van Etten Gary B. Roush

Legislators: Patrick F. Donnelly Joseph Hauryski Michael Hanna Thomas J. Ryan
Carol Ferratella

Staff: Mark R. Alger Jack Wheeler Tammy Hurd-Harvey

Other: Mary Perham, *Leader*

I. CALL TO ORDER

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

II. BUDGET OVERVIEW

Mr. Alger stated what you have in this budget are the departmental requests, minus various reductions he and Mr. Wheeler made in individual line items. The 2011 budget appropriation is currently at \$183,300,000 and last year it was \$182,300,000, so we have squeezed it to keep the increase at a minimum. They have provided a handout which shows a compilation of all of the adjustments they have made in the budget to date with the exception of DSS, which was reduced prior to the initial printing of the budget. Regarding the DSS budget, the economic assistance opportunity programs have increased \$2.7 million, after we had already reduced it by \$1.9 million. That increase is being driven largely by Medicaid. The other major category is child care, which is children in care and under the direction and control of the Commissioner, from foster care to intensive treatment facilities. There was a 50 percent increase in those cases this year. The other two major programs, TANF and Safety Net, have already been reduced.

Mr. Alger stated as for the remainder of the budget, general government operations have decreased, community colleges have increased as has public safety, primarily in the Sheriff and Jail budgets. Health areas have increased, specifically public health, certified home health agencies and mental health. Transportation has decreased, primarily in the general repairs and equipment line items. Discussion followed.

Mr. Van Etten asked why has the Children and Youth Clinic increased almost \$500,000? Mr. Alger stated there is a revenue swing, but he's not exactly sure why. That would have to be answered by Dr. Anderson.

Mr. Alger stated we have taken vacant positions out of the budget as well. There were 85 early retirements and another 40+ vacant positions. In the budget there are 100 unfunded positions. We've cut that total amount out for an estimated \$2.2 million in savings.

Mr. Creath asked about the retirement buyout payments. Mr. Alger stated we're paying for them this year. However, by the end of the year you will need to decide what you want to do about the State's early retirement payment. Mr. Wheeler stated the cost is approximately \$1.2 million. Mr. Alger noted that the interest rate to

spread the total amount out over 10 years is 5 percent. In addition, they have it budgeted to make the payments rather than spread it out. Discussion followed.

MOTION: ACCEPTING THE 2011 BUDGET ADJUSTMENTS AS RECOMMENDED BY THE BUDGET OFFICER FOR A TOTAL OF \$1,907,459 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. CAPITAL PROJECTS/EQUIPMENT REVIEW

MOTION: REMOVING THE MANLIFT FROM THE BATH LANDFILL AND HIGHWAY, ENGINEERING, BRIDGES MAJOR EQUIPMENT LIST MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: REMOVING THE TRI-AXLE DUMP TRUCKS FROM THE PUBLIC WORKS – HIGHWAYS MAJOR EQUIPMENT LIST MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: REMOVING THE 4 SEAT SWING SET FROM THE PARKS EQUIPMENT LIST MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: REMOVING THE SEE SAW AND 8' SLIDE AND REDUCING THE TOTAL SMALL EQUIPMENT BUDGET FOR PARKS TO \$1,600 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. 2011 BUDGET REVIEW

Mr. Crossett asked are there any questions on the proposed budget?

Mr. Ryan stated he still has issues with the County operating a campground at Kanakadea Park. How can we justify the cost for that park? Mr. Crossett stated he doesn't think they could figure out the cost savings from ending the lease just by looking at the budget. He suggested the Public Works Committee look into that. *Mr. Hauryski will have the Public Works Committee conduct a study of the issue.*

Mr. Van Etten asked if all of the outside agencies requested funding amounts were included in the budget. Mr. Alger stated everyone is at the requested level. He noted they have yet to determine the room tax appropriations, but that doesn't affect the bottom line.

Mr. Roush proposed they stop providing health insurance to part time appointed and elected officials not in the union. There are 19 appointed and elected part time people that take medical insurance and 14 that take just the vision and dental. We could still make it available to them, but they would have to pay 100 percent of the cost. Considerable discussion followed.

MOTION: ELIMINATING THE COUNTY'S CONTRIBUTION TO THE HEALTH INSURANCE COVERAGE FOR NON-UNION, PART TIME APPOINTED AND ELECTED OFFICIALS MADE BY MR. ROUSH. MOTION FAILS DUE TO THE LACK OF A SECOND.

MOTION: INCREASING HOME NURSING CHARGES (REVENUE) BY \$90,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Community Services

Mr. Crossett suggested they give Dr. Anderson an amount to reduce their County cost by and let him decide where to apply the reduction. We've dealt with this problem for many, many years. Mr. Van Etten stated it doesn't seem to be getting better. Considerable discussion followed.

Mr. Van Etten stated he's in favor of this, but only if it is taken seriously. He comes in over budget every year. We need to maintain some control over their budget. Mr. Swackhamer stated if some of these customers are put out onto the street and they go somewhere else for services, what will that cost us?

Mr. Alger stated if someone is taken into custody and placed into care, the County pays half of that cost. The reason you provide this service is to keep that from happening. However, that isn't a good reason not to ask them to do this. They need to focus on establishing a plan to divest a service. Let him pick one service to remove, and contract it out at a fixed cost. That's the approach we need to take with it. Let him know that you want a program cut, but it needs to be a non-mandated service that we could solicit RFP's for.

MOTION: DIRECTING THE OFFICE OF COMMUNITY SERVICES TO REDUCE THEIR BUDGET (COUNTY COST) BY \$500,000 MADE BY MR. ROUSH. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully submitted by,

Brenda K. Mori
Clerk of the Legislature

STEBEN COUNTY FINANCE COMMITTEE
Budget Workshop
Wednesday, October 13, 2010
9:00 a.m.
Legislative Committee Conference Room
Steuben County Office Building
Bath, New York

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Donald B. Creath
Scott J. Van Etten

Legislators: Patrick F. Donnelly Joseph J. Hauryski Michael Hanna Randolph Weaver
Thomas J. Ryan Carol Ferratella

Staff: Mark R. Alger Jack Wheeler Tammy Hurd-Harvey

Absent: Gary B. Roush

I. CALL TO ORDER

The meeting was called to order by Mr. Crossett at 9:00 a.m.

II. APPROVAL OF MINUTES

The Committee reviewed the minutes from Tuesday's Budget Workshop.

MOTION APPROVING THE MINUTES OF THE TUESDAY, OCTOBER 12, 2010, BUDGET WORKSHOP MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. BUDGET REVIEW

Mr. Crossett stated Mrs. Fuerst has offered a reduction in the Physically Handicapped Medical program. He recommended a \$20,000 reduction in expenses and noted that the corresponding revenue would also have to be reduced.

MOTION: REDUCING THE PHYSICALLY HANDICAPPED MEDICAL PROGRAM EXPENSES BY \$20,000 AND REDUCING THE CORRESPONDING REVENUE ASSOCIATED WITH THE REDUCTION MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Wheeler stated yesterday the Committee questioned the difference in price for fax machines requested by various departments. He checked into it and, as a result, he has removed the requested fax machines for Highway Administration and the Jail. Both of these departments will need their printers replaced soon, so they've been scheduled to receive a combination printer, scanner, fax machine. The reason the DSS fax machine is more expensive is because it runs non-stop all day for HEAP applications. They've tried the smaller machines but they burn up easily due to the high volume. He noted that the machine is partially reimbursed by the State.

Mr. Crossett stated at this point, we'll address any questions the Committee has regarding various line items.

It was noted the Mobile Work Program revenues are down \$25,000. *Mr. Alger will find out why the revenue has been reduced.*

It was noted that the unemployment insurance line items in the Highway Administration and General Repairs budgets are significantly overfunded. Discussion followed.

MOTION: REDUCING LINE ITEM 501000.5850000 HIGHWAY ADMINISTRATION UNEMPLOYMENT INSURANCE BY \$45,443 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: REDUCING LINE ITEM 511000.5850000 GENERAL REPAIRS UNEMPLOYMENT INSURANCE BY \$7,500 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Bridge Funding

Mr. Van Etten stated he recalls that the City of Hornell and the City of Corning were told to not count on that funding for 2011. Mr. Alger stated he was contacted by both cities and he told them it was included in the proposed budget. Considerable discussion followed.

MOTION: REMOVING \$100,000 IN BRIDGE FUNDING FOR THE CITY OF HORNELL AND THE CITY OF CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. IN FAVOR: VAN ETTEN, SWACKHAMER AND CROSSETT. OPPOSED: CREATH. MOTION CARRIES 3-1.

Landfill

MOTION: REDUCING THE GAS TO ENERGY REVENUE BY \$200,000; REDUCING THE CARBON CREDITS REVENUE BY \$83,000; AND DIRECTING THE COMMISSIONER OF PUBLIC WORKS TO REDUCE THE LANDFILL EXPENSES BY THE SAME AMOUNT MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Motor Vehicles

MOTION: INCREASING THE REVENUE FOR THE BATH DMV BY \$15,000 AND THE CORNING DMV BY \$15,000 MADE BY MR. CREATH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Mr. Van Etten not present for the vote.

Mr. Crossett stated at this point they need to wait and see what the sales tax revenue comes in at. He suggested they adjourn for today, cancel tomorrow's meeting and plan on meeting Wednesday, November 3rd at 10:30 a.m. or immediately following the Public Works Committee meeting. The Committee concurred.

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

Respectfully submitted by,

Brenda K. Mori
Clerk of the Legislature

**NEXT BUDGET WORKSHOP SCHEDULED FOR
Wednesday, November 3, 2010
10:30 a.m.**

STEBEN COUNTY FINANCE COMMITTEE
Budget Workshop
Wednesday, November 3, 2010
10:30 a.m.
Legislative Committee Conference Room
Steuben County Office Building
Bath, New York

MINUTES

Committee: Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair Gary B. Roush
Scott J. Van Etten Donald B. Creath

Legislators: Patrick F. Donnelly Thomas J. Ryan Philip Palmesano
John Walsh Joseph J. Hauryski Randolph Weaver
Brian Schu Michael Hanna Carol Ferratella
Robert V. Nichols

Staff: Mark R. Alger Robert Anderson Steve Orcutt Tammy Hurd-Harvey

Other: Mary Perham, *Leader*

I. CALL TO ORDER

The meeting was called to order by Mr. Crossett at 10:34 a.m.

II. OFFICE OF COMMUNITY SERVICES

Mr. Crossett stated Dr. Anderson is here to respond to our request for a \$500,000 reduction in his budget. Dr. Anderson distributed copies of his plan to reduce the Office of Community Services proposed 2011 budget. *Copy is on file with the Official Minutes in the Clerk of the Legislature's Office.* Discussion followed.

Dr. Anderson stated the reductions will come from the Continuing Day Treatment Program. It will result in the zero-basing of three Social Work Assistant Positions, one Receptionist or Typist position, one Building Maintenance position and one Senior Account Clerk position for a total reduction of \$382,000. In addition, they will increase revenue projections.

Mr. Van Etten questioned the Building Maintenance position where it shows they would be saving \$48,000; that position isn't currently funded in the budget. Considerable discussion followed.

MOTION: ACCEPTING THE REDUCTION OF \$350,000 TO THE OFFICE OF COMMUNITY SERVICES PROPOSED 2011 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. BUDGET OVERVIEW

Mr. Alger distributed copies of the Budget Summary, which reflects all of the changes approved to date, including the \$350,000 reduction they just approved. He reviewed the final adjustments they made, including the projected sales tax revenue and fund balance appropriation. These changes result in a total budget increase of 2.24%, which corresponds to an increase in tax rate of approximately one cent. Discussion followed.

Mr. Weaver asked when will you be adding back in the bridge money for the cities of Hornell and Corning? Mr. Crossett stated he doesn't think there would be a motion coming from this committee. Mr. Swackhamer suggested he bring the issue up on the floor during the Legislative Budget Workshop.

Mr. Alger stated payroll for next year is about \$3 million less than it was this year. The retirement incentive worked very well; otherwise you would have been trying to find \$3 million more in reductions.

Mr. Van Etten asked what the biggest risks are with this budget. Mr. Alger stated what happens with the State budget. We have made reductions in the big programs that use State revenue, but it is always a gamble; especially if the economy gets worse. This year a problem jumped up in the child care area with foster care and placements. We had a 50% increase in the number of kids in care. Discussion followed.

Mr. Swackhamer asked what money is outstanding with the State and Federal reimbursement. Mr. Alger stated they just completed the reconciliation of FMAP for the first year and we will receive around \$900,000 in additional revenue. That's good, but it is not completely unexpected. We're going to see that hopefully this State fiscal year. The nursing home reimbursement is one area I'm very concerned about. We have a \$2 million deficit in that facility and they will use up the fund balance in the next couple of years. We have yet to receive the IGT from 2009. It was supposed to come before the end of this year, but it is held up in the Federal CMS. It will come, it's just a matter of when. They still haven't rebased the facility either. You will also have to deal with the \$1.3 FMAP reimbursement that won't be there in 2012. Finally, you will need to recognize that the retirement rates will increase again.

Mr. Van Etten stated total expenses are going down, but revenues are dropping \$2 million. The \$3 million savings in workforce, is that just salaries or benefits too? Mr. Alger stated that is just salaries.

Mr. Van Etten asked what percentage is built into this budget for management increases. Mr. Alger stated the non-union salary increases amount to \$167,000. The actual additional appropriation over last year's budget is 1.8% because last year we budgeted 3%, but you only paid 1.6%. However, we didn't reduce the appropriation.

Mr. Van Etten asked the other committee members if they were good with the 3.4% increase for management. Mr. Roush stated that he thinks it is pretty rich considering the economic climate.

Mr. Crossett stated last year the union received a 3.25% increase and management received a 1.6% increase. This year the union is going to get a 3.4% increase as well. Mr. Donnelly noted that this issue falls under the jurisdiction of the Administration Committee.

Mr. Roush asked how many of the non-union salary increases are based upon performance. Mr. Alger stated all of them except the elected officials. Subordinates are rated by the manager and the manager is rated by the County Administrator. Not everyone would receive the same increase. The range would be 2.5 % to 3.4% based upon performance.

Mr. Roush stated that the reason he became a Legislator was because people weren't happy with their property taxes and they wanted them lowered. When he started talking to them about the State mandates, their eyes would glaze over and then they would say, "just lower my taxes". Some Legislators are getting their health insurance paid, which is more than the salary they are receiving. I think it would be good for our legislators to show that they support lowering taxes by paying one hundred percent of their insurance premium.

MOTION: ELIMINATING THE COUNTY'S CONTRIBUTION TOWARDS HEALTH INSURANCE COVERAGE FOR COUNTY LEGISLATORS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN (FOR DISCUSSION).

Mr. Roush stated that he thinks it isn't fair to pay some legislators \$25,000 (salary plus health insurance) and others \$11,500. When people see legislators receiving free health insurance, it doesn't bode well.

Mr. Creath stated he thinks this is a premature discussion and that it should be studied over time along with Legislators' salaries. With President Obama's Healthcare, the health insurance will be changing, we just don't know how yet. It should be studied in the future.

Mr. Crossett stated previous legislators compared themselves to other counties both salary-wise and benefits-wise and they learned that we weren't out of line with other counties. Mr. Van Etten stated he receives insurance through his employer so it doesn't affect him. He personally thinks that the compensation package is what attracts good candidates, but there is disparity between those that take the insurance and those that don't. Discussion followed.

Mr. Crossett stated maybe we should take the time to do a comparison study. Mr. Donnelly stated this issue falls under the jurisdiction of the Administration Committee.

VOTE ON PREVIOUS MOTION: IN FAVOR: ROUSH. OPPOSED: VAN ETTEN, SWACKHAMER, CREATH, CROSSETT. MOTION FAILS 1-4.

Mr. Crossett stated Mr. Weaver keeps bringing up the bridge funding issue so he would like to make a comment. We have 14 villages in this County and their population is more than the two cities. They don't receive any highway funding. The bridge funding was never guaranteed.

Mr. Roush stated he'd be willing to give the cities the money for the bridges if they would be willing to share their sales tax money like the rest of the municipalities do. Mr. Crossett noted that the cities get an additional share of the extra 1 percent of the sales tax that the towns and villages don't receive. They also receive some other services that he'd rather not discuss at this moment. Regardless, their statement of not receiving any taxpayer funded public works money is a poor argument on behalf of the cities because they receive far more taxpayer funded services than the villages receive.

Mr. Crossett asked if they need to finalize the room tax appropriations. Mr. Alger stated they have received \$633,157 in collections to date. If you average the last two years worth of fourth quarters, it averages \$185,000 the last two years. Using that average, we would collect around \$815,000. Currently they are requesting \$876,310 in appropriations which is an increase of \$50,000 over last year's appropriation. At this point, they would have to use about \$50,000 in fund balance in 2011 and the fund balance is at \$435,000.

Mr. Alger noted that Wine Country next year is being matched up to \$250,000 and right now they are projecting to receive \$284,000 funds from the counties. So you could conceivably use that appropriation over the matching funds amount and shift it to the Conference and Visitors' Bureau. Considerable discussion followed.

Mr. Crossett stated the Conference and Visitors' Bureau is our agency and Wine Country is a regional agency. Corning Enterprises has set their maximum match at \$250,000 and he doesn't think Chemung County contributes as much as we do to them. Discussion followed.

MOTION: REDUCING FINGER LAKES WINE COUNTRY'S ROOM TAX FUNDING APPROPRIATION BY \$25,000 AND INCREASING THE CONFERENCE AND VISITORS' BUREAU'S APPROPRIATION BY \$25,000 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. (FOR DISCUSSION)

Mr. Creath stated he's not in favor of reducing Wine Country's contribution by that much. Mr. Roush stated he thinks regionalization is important to the area. Mr. Creath suggested increasing SCCVB's appropriation by \$25,000 and cover the balance of the total room tax appropriations from the reserve. Discussion followed.

VOTE ON PREVIOUS MOTION: IN FAVOR: VAN ETTEN, SWACKHAMER AND CROSSETT. OPPOSED: CREATH AND ROUSH. MOTION CARRIES 3-2.

Mrs. Ferratella stated the libraries reduced their request by 10% and other non-profits didn't reduce their request at all. She stated that she thinks we should reduce them somewhat to show good faith to the non-profits that did reduce their requests.

Mr. Alger stated the bulk of the non-profit groups we fund are through room tax money. The only two not funded through room tax are the libraries and the SPCA. Mr. Creath stated most of them use our funding as leverage for grants. In most cases, it would hurt their viability. Mr. Van Etten stated it's a good question; but just because one

reduced and the other held the line, he doesn't think we should penalize somebody for holding the line unless they were going to do across the board cuts. Discussion followed.

Mr. Hauryski stated at one of the budget workshops he had agreed to remove the tri-axles from the Public Works Department's major equipment list. He has since learned that they only want 12 tri-axle trucks total. Therefore, he requested they place those back on the list but with no additional funding. Discussion followed.

MOTION: INCLUDING 4 TRI-AXLE DUMP TRUCKS ON THE PUBLIC WORKS DEPARTMENT'S HIGHWAY MAJOR EQUIPMENT LIST FOR 2011 WITH NO ADDITIONAL FUNDING MADE BY MR. ROUSH. SECONDED BY MR. CREATH. IN FAVOR: ROUSH, CREATH AND CROSSETT. OPPOSED: SWACKHAMER AND VAN ETTEN. MOTION CARRIES 3-2.

MOTION: FORWARDING THE BUDGET OFFICER'S PROPOSED 2011 BUDGET TO THE FULL LEGISLATURE MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully submitted by,

Brenda K. Mori
Clerk of the Legislature

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, November 9, 2010

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Jack Wheeler Ken Peaslee
Byrum Cooper Dave McCarroll Stacey Lee
Tammy Hurd-Harvey Chris Congdon Steve Orcutt
Vincent Spagnoletti David English

LEGISLATORS: Patrick F. Donnelly Carol A. Ferratella Joseph J. Hauryski
Thomas J. Ryan

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Crossett called the meeting to order at 11:15 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 12, 2010, OCTOBER 13, 2010 AND NOVEMBER 3, 2010 MEETINGS MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Health Care Facility

1. **Room Rate Increase** – Mr. McCarroll informed the committee that they are required to give 30-days notice of an increase in room rates. He requested authorization to increase the rates for a semi-private and private room \$10.00 plus the 6 percent NYS Cash Assessment. The cost for a semi-private room would be \$286.20 and the cost for a private room would be \$296.80. These rate increases would take effect January 1, 2011.

MOTION: INCREASING RATES FOR SEMI-PRIVATE AND PRIVATE ROOMS AT THE HEALTH CARE FACILITY BY \$10.00 INCLUDING THE 6-PERCENT NYS CASH RECEIPTS ASSESSMENT MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Transfer** – Mr. McCarroll requested authorization to transfer a total of \$25,792.20 in various line items to cover overtime expenses.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER A TOTAL OF \$25,792.20 AMONG VARIOUS LINE ITEMS TO COVER OVERTIME COSTS MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Medicaid Audit** – Mr. McCarroll informed the committee that they are currently undergoing a Medicaid audit by the Office of Medicaid Inspector General.

4. **New Rate** – Ms. Lee reported that as our building is new, there have been several steps that have been taken to try to get reimbursement for the building through the capital component in the daily rate. As of January 1, 2011 we will be receiving \$37.90 per day. Currently we are receiving \$5.67 per day. In 2010 we received \$17.00 per day which was the rate for half of the year.

B. Public Health & Nursing Services

1. **Grant** – Ms. Congdon requested authorization to renew their grant contract for the Public Health Preparedness/Response for Bioterrorism through the Centers for Disease Control. The amount is \$88,182.00.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO RENEW THEIR GRANT CONTRACT FOR THE PUBLIC HEALTH PREPAREDNESS/RESPONSE FOR BIOTERRORISM THROUGH THE CENTERS FOR DISEASE CONTROL FOR \$88,182.00 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Public Defender

1. **Contingency Fund Transfer** – Mr. Cooper requested authorization to transfer \$15,000.00 from the Contingency Fund. He explained their office has been involved with two murder cases and that has depleted their fund for investigative services. In addition, they also have received a high number of requests for transcripts, which has depleted that budget. They have transferred funds from other areas to accommodate these expenses; however, they are now faced with shortfalls for law books and other research services. He stated that approximately \$9,000.00 will be used to cover the expenses for investigative services with the remaining amount to cover travel, books and research services.

MOTION: AUTHORIZING THE TRANSFER OF \$15,000.00 FROM THE CONTINGENCY FUND TO THE PUBLIC DEFENDER'S OFFICE TO COVER EXPENSES FOR INVESTIGATIVE SERVICES, TRAVEL, BOOKS AND RESEARCH SERVICES MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. Public Works

1. **Budget Transfers** – Mr. Spagnoletti requested authorization to transfer \$44,102.62 from the Landfill Major/Minor Equipment accounts to the Landfill budget Parts, Building Maintenance, Water Testing and Consultants line items. We depleted these accounts to pay for the credit card fees for 2010 which was \$24,000.00 and had not been budgeted for. The credit card fees are between 3 and 5 percent. We also had the carbon credits commission from 2008 – 2009 in the amount of \$96,000.00 that came due and that also was not in the budget.

Mr. Van Etten asked will these be included in next year's budget? Mr. Spagnoletti replied he has budgeted \$14,000.00 for credit card fees and \$40,000.00 for carbon credits.

Mr. Swackhamer commented we need to look at the credit card fees. Mr. Crossett asked are you taking credit cards for any amount of transactions? Mr. Spagnoletti replied yes. Mr. Crossett asked have you given any consideration to putting a minimum purchase requirement for the credit cards? Mr. Spagnoletti replied he will look at the percentages and see how much we are paying for small transactions.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$44,102.62 FROM THE MAJOR/MINOR EQUIPMENT LINE ITEMS IN THE LANDFILL BUDGET AND TRANSFERRING \$25,102.62 TO PARTS, \$10,000.00 TO BUILDING MAINTENANCE, \$5,000.00 TO WATER TESTING AND \$5,000.00 TO CONSULTANTS TO HELP PAY FOR CREDIT CARD TRANSACTIONS FEES AND CARBON CREDIT COMMISSIONS THAT WERE NOT BUDGETED FOR MADE BY MR. SWACKHAMER. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Spagnoletti requested authorization to transfer \$19,420.00 from the Temporary Hire line item in the Landfill budget to the Contracted Labor line item as they did hire individuals through Manpower and that was not budgeted for.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$19,420.00 FROM THE LANDFILL BUDGET TEMPORARY HIRE LINE ITEM TO THE LANDFILL BUDGET CONTRACTED LABOR LINE ITEM MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Creath stated that he would like to thank Mr. Spagnoletti and the Mobile Work Crew for their work with the Veteran's Monument in Corning. There will be a dedication ceremony on November 11, 2010.

E. Treasurer

1. **Budget Transfer** – Mrs. Hurd-Harvey requested authorization to transfer \$6,188.00 from Personnel to Minor Equipment to purchase file cabinets, chair mats and cubicle partitions.

MOTION: AUTHORIZING THE DEPUTY COUNTY TREASURER TO TRANSFER \$6,188.00 IN EXCESS PERSONNEL FUNDS TO MINOR EQUIPMENT TO PURCHASE FILE CABINETS, CHAIR MATS AND CUBICLE PARTITIONS MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Hurd-Harvey informed the committee that they did the insurance allocation for all departments with the exception of the Health Care Facility and the Landfill, through the departments other insurance lines. The Health Care Facility they will let them determine where to take the funds from and for the Landfill they took it from the Advertising line item.

MOTION: AUTHORIZING THE DEPUTY COUNTY TREASURER TO PROCESS THE INSURANCE ALLOCATION FOR ALL DEPARTMENTS, WITH THE EXCEPTION OF THE HEALTH CARE FACILITY AND THE LANDFILL, THROUGH THE DEPARTMENTS OTHER INSURANCE LINES MADE BY MR. VAN ETTEN. SECONDED BY MR. CREATH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Reports** – Mr. Crossett asked with the report for the Office of Community Services, how did the private insurance aging accounts get so far out? Mrs. Hurd-Harvey replied that particular account is one that they reclassified. Mr. Roush asked when do we write them off? Mr. Crossett replied they should write them off at the end of the year. Discussion followed.

F. Information Technology

1. **Network Security** – Mr. Peaslee informed the committee that another requirement of HIPAA is called High Tech. Basically if you have a network intrusion, you have to inform everyone in your database that you have had an intrusion. The way around this is to do encryption for those departments such as the Health Care Facility, Office of Community Services, Public Health Nursing. He stated that is doing research on this and there are a couple of companies that would allow us to encrypt our databases. We have a variety of software packages with a variety of different databases. Mr. Peaslee stated it will cost \$120,000.00 to do this and we do not have the money in our budget. He requested an appropriation of \$120,000.00 from the Contingency to set up a new capital project entitled "Network Security". Mr. Crossett commented this was approved at Administration and it is necessary to protect ourselves.

MOTION: AUTHORIZING THE APPROPRIATION OF \$120,000.00 FROM THE CONTINGENCY FUND TO INFORMATION TECHNOLOGY AND APPROPRIATING SAID AMOUNT TO A NEW CAPITAL PROJECT ENTITLED "NETWORK SECURITY" MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

IV. OTHER BUSINESS

A. Room Tax Allocations – Mr. Crossett stated that he would like to revisit the issue of room tax allocations. Since we had our last meeting, we received a letter from Tom Tranter of Corning Enterprises, requesting that we restore the proposed \$25,000.00 reduction to Finger Lakes Wine Country. Corning Enterprises will match room tax dollars up to \$284,000.00 for 2011 and a reduction by Steuben County of \$25,000.00 would actually result in a \$50,000.00 reduction in marketing dollars for Finger Lakes Wine Country.

MOTION: RESTORING ROOM TAX FUNDING IN THE AMOUNT OF \$25,000.00 TO FINGER LAKES WINE COUNTRY MADE BY MR. CREATH. SECONDED BY MR. ROUSH FOR DISCUSSION.

Mr. Van Etten asked was Corning Enterprises originally thinking of reducing their match? Mr. Crossett replied Corning Enterprises wasn't going to match and then Chemung County's room tax revenue went up \$150,000.00, however, Chemung County is not coming up to the level we are. Chemung County pays \$60,000.00 and Steuben County pays \$100,000.00 and we need to get them to come up to the same level. Mr. Swackhamer asked how are we going to do that if we don't stand our ground? Mr. Alger replied Chemung County didn't have the room tax revenue before. Mr. Crossett commented Chemung County benefits from this just as much as we do.

Mr. Alger stated there was a provision to wait and see what room tax revenues were and Chemung County had that same provision. We decided to monitor the room tax to see if in fact, there was a reduction as a result of the gas industry coming in. A change in the room tax does not require State legislation and be done by the Legislature.

VOTE ON PREVIOUS MOTION: ALL IN FAVOR. MOTION CARRIES 5-0.

B. Tax Rate Comparison – Mr. Alger distributed a comparison of Chemung County's tax rate. They have kept their rate the same for the past three years, but the tax levy has increased. What is often overlooked when talking about Chemung County's tax rate is that they have a sales tax agreement with the city, but they don't have to share their sales tax with the towns. When their budget is tight, they reduce what they give to their towns. Their sales tax collections is \$35 million compared to our \$25 million. Chemung County also has 8 towns and we share ours with 32 towns, so there is a considerable difference in their distribution. Mr. Crossett commented Chemung County also has sales tax on home heating. Mr. Alger stated Chemung County's tax levy is increasing 2.6 percent for 2011 and Steuben County's tax levy is going up 2.24 percent. Discussion followed.

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

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, November 29, 2010

2:45 p.m.

Legislative Chambers

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	Donald B. Creath
STAFF:	Mark R. Alger	Jack Wheeler	David English
LEGISLATORS:	Patrick F. Donnelly Michael Hanna Robert V. Nichols John S. Walsh	Dan C. Farrand Joseph J. Hauryski Thomas J. Ryan	Carol A. Ferratella Patrick F. McAllister Brian C. Schu

I. CALL TO ORDER

Mr. Crossett called the meeting to order at 2:45 p.m.

II. GENERAL BUSINESS

A. Administrator

1. **Public Hearing Authorization** – Mr. Alger informed the committee that an LDC is issuing a bond on Guthrie’s behalf for a project. The Internal Revenue Service code states that if an LDC is issuing bonds covering multiple jurisdictions, there needs to be a public hearing in each of the municipalities, or the municipalities must sign off and agree to one public hearing. Guthrie is requesting that we sign off and agree for them to hold one public hearing. The second part of this is they are asking that we find that this is an investment in the community. In this case, this is a \$100 million investment in Steuben County and we find it to be beneficial. As far as the issuance of the bond, this is for a private entity and we have no responsibility for the payments.

MOTION: AGREEING TO ONE PUBLIC HEARING BEING HELD BY THE LDC WITH REGARD TO THE ISSUANCE OF BONDS FOR THE GUTHRIE PROJECT AND AUTHORIZING THE CHAIRMAN OF THE LEGISLATURE TO SIGN A STATEMENT THAT THE INVESTMENT OF \$100 MILLION BY GUTHRIE IS BENEFICIAL TO THE COMMUNITY MADE BY MR. VAN ETEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, December 14, 2010

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York 14810

****MINUTES****

COMMITTEE:	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	Donald B. Creath
STAFF:	Mark R. Alger Ray Dell Mike Keane Steve Orcutt Joe Welch	Jack Wheeler David McCarroll Vincent Spagnoletti Ken Peaslee Tammy Hurd-Harvey	Joel Ordway Stacy Lee James Gleason Vicki Olin Fred Ahrens
LEGISLATORS:	Patrick F. Donnelly Thomas J. Ryan	Carol Ferratella	Michael Hanna

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 9, 2010, AND NOVEMBER 29, 2010, MEETINGS MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Sheriff's Department

1. **Grant Approval** – Sheriff Ordway informed the committee that they received an award letter from the Office of Homeland Security, awarding them a grant in the amount of \$49,401.00 for the State Law Enforcement Program. He requested authorization to accept this funding. Mr. Van Etten asked what will this grant entail? Sheriff Ordway replied this will allow us to purchase interoperable communications equipment. We will meet with the other police agencies in the County and define their needs.

MOTION: AUTHORIZING THE SHERIFF'S DEPARTMENT TO ACCEPT A GRANT IN THE AMOUNT OF \$49,401.00 FROM THE OFFICE OF HOMELAND SECURITY FOR THE STATE LAW ENFORCEMENT PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Recorder Purchase** – Sheriff Ordway informed the committee that the voice recorder we have now is analog, is now outdated and the warranty has expired. He stated they could save \$1,500.00 per month if they reduced their telephone lines and they would be able to do that if they purchased a digital recorder. The cost for the recorder is \$43,000.00 plus they would need an additional \$6,000.00 to purchase a server for Information Technology. We have \$12,000.00 available in our Major Equipment. We would need a total of \$60,000.00 and he requested authorization to appropriate \$48,000.00 from the Contingency Fund. It is imperative that we record all of our calls. This recorder should pay for itself in about two years.

Mr. Van Etten asked what do you record? Sheriff Ordway replied we recall all incoming and outgoing calls as well as radio transmissions. Mr. Peaslee commented that a T1 connection allows for better communication and in order to do that, we need to replace the recorder. Mr. Crossett asked is this on State bid? Mr. Peaslee replied yes.

Mr. Swackhamer asked would this purchase reduce personnel? Sheriff Ordway replied no. We have a dispatcher and receptionist. It will, however, relieve some of their workload.

MOTION: AUTHORIZING THE TRANSFER OF \$48,000.00 FROM THE CONTINGENCY FUND AND \$12,000.00 FROM THE SHERIFF'S DEPARTMENT MAJOR EQUIPMENT LINE ITEM AND TRANSFERRING THE TOTAL AMOUNT OF \$60,000.00 INTO A NEW CAPITAL PROJECT ENTITLED RECORDER REPLACEMENT MADE BY MR. ROUSH. SECONDED BY MR. CREATH FOR DISCUSSION.

Mr. Van Etten stated that he doesn't understand why we didn't include this in the capital requests for the Budget in 2011? Is this something that has come up as of late? Undersheriff Dell explained when we went to get a recording off the recorder, we could not play it back and the company is out of business.

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

B. Health Care Facility

1. **Budget Transfer** – Mr. McCarroll informed the committee that as a result of the Department of Health survey, there are some repairs that need to be made. These include changing the staircase door, as well as nine doors on the nursing units as they were impeding the flow of traffic during fire drills. In addition, we also need to add more handrail for a cost of \$500.00. The total cost for these repairs is \$7,585.00. Ms. Lee requested authorization to pay for this out of the money in their Interior Projects Capital Project.

Mr. Van Etten commented this building is two years old. Mr. McCarroll stated we believe that we will receive most of the cost for these repairs back from the engineering firm as they are flaws in design, with the exception of the cost for the handrails.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PAY \$7,585.00 FOR SURVEY REPAIRS OUT OF THE INTERIOR PROJECTS CAPITAL PROJECT MADE BY MR. CREATH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. OFA/RSVP

1. **Software Upgrade** – Mr. Keane stated that the Human Services, Health & Education Committee approved an upgrade to their software system. The cost is \$9,600.00 and we have the money to pay for this, however, it is not in the budget. Mr. Alger explained we need to appropriate revenue in the amount of \$9,600.00 into their 2010 budget.

MOTION: AUTHORIZING THE APPROPRIATION OF \$9,600.00 IN REVENUE TO THE 2010 OFFICE FOR THE AGING BUDGET FOR THE PURCHASE OF A SOFTWARE UPGRADE MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Treasurer

1. **Monthly Reports** – Ms. Hurd-Harvey asked if there were any questions regarding the monthly reports? Mr. Van Etten asked with regard to the Health Care Facility, they are showing \$2.6 million cost to the County, but were there timing issues on the year-end estimates? Ms. Lee replied we pretty much improved by \$600,000.00, hopefully. We don't know what the IGT will be yet. Mr. Alger commented we should have the 2009 IGT figures by year-end. Ms. Lee stated all of our revenue has been billed and all of the retro billing has been collected. We have seen significant improvement there. Our capital money is intended to come through as the 2011 rate. We will go back and do an appeals to get the retro. This means it will go from \$5.00 to \$37.00.

Mr. Van Etten asked what is the revenue source in Worker's Compensation? Ms. Hurd-Harvey replied those are interest and third party refunds. Mr. Crossett stated the revenue is recorded at the beginning of the year and the expenditures are lagging. Mr. Donnelly asked how many municipalities opted out? Mr. Alger replied about 6.

2. **Nichol Inn Property – Contract Extension** – Ms. Hurd-Harvey requested authorization to extend their contract for the Nichol Inn Property through December 31, 2011.

Mr. Orcutt explained we have done the recommended soil testing. We also submitted the construction completion report to the State. They are still reviewing that and have requested an extension of time. We expect to hear from them during the first quarter of 2011. After the State finishes their review, there will be a 45-day public comment period and then we will receive the Certificate of Completion as well as recommendations for how to manage the site. The State is indicating there is money still available if there are active grants.

Mr. Van Etten asked did we fund an increase in the Reserve? Ms. Hurd-Harvey replied yes. There is money in the Reserve for engineering. Mr. Orcutt stated at the end of this, we will end up with an indemnification from the State.

MOTION: AUTHORIZING THE TREASURER TO EXTEND THEIR CONTRACT WITH THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION FOR THE NICHOL INN PROPERTY THROUGH DECEMBER 31, 2011, MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Elections

1. **Electrical Work** – Ms. Olin informed the committee that all of the voting machines are stored at the old Health Care Facility. When we have to do maintenance and testing, we are running extension cords to hook up all of the machines. That is not good for the machines and also poses a safety hazard. She requested authorization to transfer \$17,000.00 from their Printing line item to the Voting Machine Capital Project in order to provide more electrical poles and outlets. She met with Mr. Partridge and we received an estimate of \$13,900.00.

MOTION: AUTHORIZING THE BOARD OF ELECTIONS TO TRANSFER \$17,000.00 FROM THEIR PRINTING LINE ITEM TO THE VOTING MACHINE CAPITAL PROJECT FOR ELECTRICAL RECEPTACLES FOR VOTING MACHINE STORAGE MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OTHER BUSINESS

A. *Emergency Management Office Grants* – Mr. Ryan asked why aren't the grant approvals for Emergency Management on the agenda? Mr. Crossett replied they failed to put them on the agenda. Mr. Alger stated we will address those at the January meeting.

Mrs. Ferratella asked with regard to the grant with the three counties for emergency animal sheltering, what happens if Schuyler or Chemung counties do not approve it? Mr. Alger replied that he doesn't know that their disapproval would affect the grant. If they refuse to participate, they just would not be a participant.

Mr. Ryan commented the money could be better spent. Mr. Swackhamer stated in an emergency, you would just need to make a phone call to a farmer and get some volunteers. Mr. Van Etten stated it still costs us money. Discussion followed.

B. *CAD System Replacement Proposal* – Mr. Alger asked that the committee consider meeting prior to the December 20th Legislative Meeting to talk about the CAD replacement proposal. He explained, we have an opportunity to do an upgrade to the CAD. This was presented to the Public Safety & Corrections Committee and the information was not clear enough. We hope to give you a clear chart of what the requirements for the system are, the costs and the implications down the road. We have a limited-time offer from the company. This is important because it has implications in the future for us. Other counties would have the opportunity to piggyback on this and we could provide a regional solution for 911. This would allow us to back each other up and have a coordinated 911 system that is diversified. With that said, the cost is 60 percent off the list price, but the larger issues is the cost for the CAD, which is

\$1,000.00 more than what we are spending currently for maintenance. The current maintenance contract ends in March. We are trying to put together a chart to show the costs and we would like you to meet and at least consider this. Mr. Alger stated they will send the information out to the Legislators prior to the Board Meeting. With this proposal, we may not have future maintenance costs. Discussion followed.

The committee agreed to hold a Special Joint Public Safety & Corrections/Finance meeting prior to the December 20th Board Meeting.

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

MOTION: APPROVING THE SALE OF PARCEL #372.00-02-011.00 TO JOSHUA AND MARIE CAMPBELL OF CATON, NEW YORK, FOR \$200.00 PLUS A FILING FEE OF \$310.00 MADE BY MR. VAN ETEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, January 11, 2011
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, January 5, 2011.**

**STEUBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE
SPECIAL JOINT MEETING**

*Monday, December 20, 2010
9:00 a.m.*

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

****MINUTES****

COMMITTEE:	Brian C. Schu, Chair John S. Walsh	Dan C. Farrand, Vice Chair Randolph J. Weaver	Thomas J. Ryan
	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	Donald B. Creath
STAFF:	Mark R. Alger James Gleason Ray Dell	Jack Wheeler Tammy Hurd-Harvey Mike Sprague	David Hopkins Joel Ordway
LEGISLATORS:	Joseph J. Hauryski Michael Hanna	Patrick F. Donnelly Patrick F. McAllister	Carol A. Ferratella Robert V. Nichols

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. 911

1. **CAD Replacement Proposal** – Mr. Alger stated you all should have a received the memo and chart outlining the options and associated costs. This is not a simple process and we tried to make it so the options were fairly clear. Essentially, today, if we decided to do this, you would be approving a lease with Tiburon for a new CAD system. The other components of the phone and MDT's would follow. We would need to do an RFP for the phone service and we would expect that Positron, the current provider, would be the low quote anyway. With regard to the MDT options, Mr. Hopkins has identified a low-cost solution which would allow us to use Netbooks, purchased from Verizon, for less than what we currently pay for the air cards and MDT's. We would also need to purchase touchscreens for the cars, and that would be the only capital involved with that. The MDT lease price from Verizon is \$39.00 per month and we currently pay \$49.00 per month for air cards.

Mr. Alger explained with Tiburon, you are committing to a five-year lease initially with them. The cost is more than what you are currently paying for maintenance, but you are purchasing upgrades for the system as it goes forward. Tiburon will extend the lease to ten years if we wanted to. If we did the ten-year lease, the cost would be \$800.00 per month less if we committed upfront. They are providing you with additional options to look at.

Mr. Alger stated that he really doesn't think you want to own this system. We have already paid \$900,000 for the existing CAD system and you will pay that much and more in maintenance with ownership and you will not get any of the improvements. There is a \$20,000 up front fee.

Mr. Ryan commented if you commit to the first step, then you have committed to the entire process. What is the timeline if we proceed? Mr. Hopkins replied with Tiburon they can have a little as a 45 day turnaround from the time we sign an agreement, however, he would not recommend that. We would want to take a little more time to

get everything set up and in place. Mr. Alger stated you will need to do an RFP for the phone system and that will take at least two to three months.

Mr. Swackhamer asked is this new system proven? Mr. Hopkins replied there are four other counties in New York that are running on this platform.

Mr. Schu commented the reason for this meeting is that the pricing expires at the end of the month. Mr. Weaver stated in the packet they distributed, the pricing is good through the middle of February and October 14th was the date of the proposal. Mr. Alger stated he can only speak to what the gentleman said at the meeting.

Mr. Weaver stated we had the first heads up to this two weeks ago about spending \$190,000 and according to what I'm reading, we have another month before we have to act. He is not comfortable rushing into this at this point.

Mr. Weaver stated another concern he has is that it states we are purchasing 70 mobile licenses. Mr. Hopkins replied we have paid for the mobile licenses for the towns and villages. Mr. Weaver asked what is the State interface? Mr. Hopkins replied it is the equivalent to NYSPIN; it provides background information.

Mr. Swackhamer asked are we improving or replacing the system? Mr. Alger replied you will be upgrading the system you have to its current system equivalent. Mr. Roush asked are we going with a five-year or ten-year lease? Mr. Schu asked what is the downside of going with the ten-year lease? Mr. Alger replied you would be tied with the company. At the end of five years, you still would have the most current version of their software.

Mr. Weaver asked will it be locked pricing? Mr. Alger replied they will lock in the price for the term. If we go with the ten-year lease, they will lock the price at the reduced rate. He commented that he is antsy about locking in for ten years. We would have the option of five years to renew.

Mr. Van Etten commented if you lock in for ten years, you lose the opportunity to negotiate for a better price. The advantage of this is that you are already familiar with the equipment and there would be very little training. Mr. Alger stated in order to do this, you have to find that it is in the County's best interest to continue a relationship with Tiburon and the current system. We are asking you to find that it is in the best interest of the County to continue our relationship with Tiburon. He stated that he has put that in the resolution so that it is clear, that you are actually experiencing a savings. If you go with a new company, there would be training costs that would be on top of this cost.

MOTION: AUTHORIZING THE 911 DEPARTMENT TO ENTER INTO A FIVE-YEAR LEASE AGREEMENT WITH TIBURON TO PROVIDE A HOSTED CAD SOLUTION, ALONG WITH THE POSITRON VIPER PHONE SYSTEM UPGRADE, INCLUDING ALL MAINTENANCE, FOR A \$20,000 INITIAL SET-UP FEE, \$16,800 MONTHLY MAINTENANCE FEE, \$35,000 PURCHASE OF VENDOR-SPECIFIED COMPUTERS FOR THE 911 CENTER AND PREPARE AN RFP FOR THE PHONE UPGRADE MADE BY MR. ROUSH. SECONDED BY MR. FARRAND FOR DISCUSSION.

Mr. Roush asked is the equipment in the police cars compatible with this? Mr. Hopkins replied the system will require an upgrade for the terminals in the cars. We have negotiated an agreement to give us a computer for each car that will have a replacement provided every ten months. That does not include the docking stations.

Sheriff Ordway stated that he is concerned with the MDT portion of this. The quantity is based on the original number we purchased five or six years ago. Have you taken a new inventory? Mr. Hopkins replied we have purchased 40 licenses. The new system allows web access and anyone with the credentials and a password can create a VPN connection and look at the CAD system.

Sheriff Ordway asked are we leasing the modems? Are we going to be relieved of the \$49.00 monthly fee? Mr. Hopkins replied each agency will pay a \$39.00 monthly fee. You will save \$10.00 per month and get free computers every ten months.

Sheriff Ordway stated his only concern is about the docking stations. Mr. Hopkins explained the docking stations can be mounted anywhere in the car.

Mr. Roush asked do the computers in the cars have 10-inch screens? Mr. Hopkins replied they are actually 11-inch monitors.

Sheriff Ordway stated that if we could, he would like to have a user committee to select the MDT's that are going to be used in the cars. He stated that there are officer safety issues with regard to the officers using the MDT's while they are on a call. Mr. Hopkins stated each user has agreed not to use the MDT's while in motion.

Mr. Van Etten asked why weren't all of these issues discussed prior to this? Mr. Hopkins replied he has had extensive conversations with the Police Chief's Association, but has not received a lot of input from the Sheriff's Department. Sheriff Ordway stated we need to be a part of this decision.

Mr. Alger commented the MDT's are all obsolete and we are faced with having to replace them one way or another. This solution offers you a no-cost option, from a practical standpoint, for the hardware. Anything else you do, you will have to purchase the laptops. We can work with the Sheriff on the best setup for the cars. Mr. Alger stated this decision impacts that and we will have to make that sooner, perhaps, but the decision was coming anyway.

Mr. Van Etten commented it seems like the two major organizations are not talking with each other as they should.

VOTE ON PREVIOUS MOTION: PUBLIC SAFETY COMMITTEE MOTION CARRIES 4 – 1 (MR. WEAVER OPPOSED). FINANCE COMMITTEE MOTION CARRIES 5 – 0.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. PUBLIC SAFETY COMMITTEE MOTION CARRIES 5 – 0. FINANCE COMMITTEE MOTION CARRIES 5 - 0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**STEBEN COUNTY PUBLIC WORKS COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE
JOINT SPECIAL MEETING**

Monday, December 20, 2010

8:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Robert V. Nichols, Chair Brian C. Schu	Michael Hanna, Vice Chair Gary D. Swackhamer	Patrick F. McAllister
	Lawrence P. Crossett, Chair Scott J. Van Etten	Donald B. Creath	Gary B. Roush
STAFF:	Mark R. Alger Bryce Foster Tammy Hurd-Harvey	Jack Wheeler Jerry Miller James Gleason	Vincent Spagnoletti Ken Isaman
LEGISLATORS:	Joseph J. Hauryski Carol A. Ferratella Randolph J. Weaver	Patrick F. Donnelly Thomas J. Ryan	Dan C. Farrand John S. Walsh

I. CALL TO ORDER

Mr. Nichols called the meeting to order at 8:45 a.m.

II. GENERAL BUSINESS

1. **Truck Repair** – Mr. Spagnoletti stated one of our tri-axle trucks was involved in a rollover accident in Hornell and incurred \$65,000 - \$70,000 in damage. We have received \$50,000 from the insurance for repairs. He requested authorization to appropriate that into the Machinery Fund Parts and Repairs line item. Bid law stipulates that anything over \$20,000 is required to be bid.

Mr. Isaman explained this is a 2010 Tri-Axle truck. The original price is \$207,000. We sent the truck to a specialized shop in Rochester for repairs. He recommended declaring this an emergency repair as this is a front-line truck. Mr. Spagnoletti stated this is a truck that is used for plowing.

Mr. Swackhamer asked how come we did not get the full amount? Mr. Alger replied the \$50,000 was the limit of coverage.

Mr. Donnelly asked will you be pursuing judgment against the other driver? Mr. Isaman replied that has not been determined, but we will look into that.

MOTION: DECLARING THE REPAIR OF THE 2010 TRI-AXLE TRUCK AN EMERGENCY AND APPROPRIATING \$50,000 RECEIVED FROM THE INSURANCE TO THE MACHINERY FUND PARTS AND REPAIRS LINE ITEM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5 – 0 PUBLIC WORKS AND 5 – 0 FINANCE.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. CROSSETT. ALL BEING IN FAVOR. MOTION CARRIES 5 – 0 PUBLIC WORKS AND 5 – 0 FINANCE.

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