

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, January 14, 2014

10:40 a.m.

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

****MINUTES****

COMMITTEE:	Joseph J. Hauryski Scott J. Van Etten	K. Michael Hanna	Gary B. Roush
STAFF:	Mark R. Alger Tammy Hurd-Harvey David McCarroll Jim Gleason	Jack Wheeler Alan Reed Karen Monroe Ken Peaslee	Pat Donnelly Bryce Foster Bill Partridge Jennifer Bailey
LEGISLATORS:	Carol A. Ferratella	William A. Peoples	Randolph J. Weaver
ABSENT:	Lawrence P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	

I. CALL TO ORDER

Chairman Hauryski called the meeting to order at 10:40 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 10, 2013 AND DECEMBER 16, 2013, MEETINGS MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. **Budget Adjustments** – Ms. Monroe requested authorization to transfer a total of \$73,140 from various salary and fringe benefit line items in the 2013 Children & Youth Budget to the 2013 Substance Abuse Budget and a total of \$76,127 from various salary and fringe benefit line items in the 2014 Children & Youth Budget to the 2014 Substance Abuse Budget to reflect payment to Dr. Nobilski from two cost centers.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO TRANSFER A TOTAL OF \$73,140 FROM VARIOUS SALARY AND FRINGE BENEFIT LINE ITEMS IN THE 2013 CHILDREN & YOUTH BUDGET TO THE 2013 SUBSTANCE ABUSE BUDGET; AND TRANSFERRING A TOTAL OF \$76,127 FROM VARIOUS SALARY AND FRINGE BENEFIT LINE ITEMS IN THE 2014 CHILDREN & YOUTH BUDGET TO THE 2014 SUBSTANCE ABUSE BUDGET TO REFLECT PAYMENT TO DR. NOBILSKI FROM TWO COST CENTERS MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Ms. Monroe requested authorization to transfer a total of \$56,405 in the 2013 Budget from various salary and fringe benefit line items in the CDT Program to the PROS Program to reflect a delay in the start of the PROS Program.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO TRANSFER A TOTAL OF \$56,405 IN THE 2013 BUDGET FROM VARIOUS SALARY AND FRINGE BENEFIT LINE ITEMS IN THE CDT PROGRAM TO THE PROS PROGRAM TO REFLECT A DELAY IN THE START OF THE PROS PROGRAM MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Buildings & Grounds

1. **Capital Projects** – Mr. Partridge requested authorization to close four capital projects and return the total balance of \$14,790.44 to the Repairs & Renovations Reserve.

MOTION: AUTHORIZING THE CLOSING OF THE FOLLOWING CAPITAL PROJECTS: HVAC REPAIR & RENOVATION (\$3,467.29); SPRINKLER SYSTEM REPAIRS (\$2,120.15); PAINTING – HORNELL COURTHOUSE (\$7,174.00); AND MISCELLANEOUS REPAIRS (\$2,029.00) AND RETURNING THE BALANCE OF THOSE PROJECTS TO THE REPAIR & RENOVATIONS RESERVE MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

C. Health Care Facility

1. **Budget Transfers** - Mr. McCarroll requested authorization to transfer a total of \$717,612.65 from various line items within the 2013 budget to cover year-end expenses.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY ADMINISTRATOR TO TRANSFER A TOTAL OF \$717,612.65 FROM VARIOUS LINE ITEMS WITHIN THE 2013 BUDGET TO COVER YEAR-END EXPENSES MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Public Works

1. **Appropriate Revenue from Sales of Guide Rail and Box Culverts** – Mr. Foster requested authorization to transfer

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER A TOTAL OF \$50,800 FROM REVENUE AND APPROPRIATING TO VARIOUS EXPENSE LINE ITEMS WITHIN THE 2013 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Sheriff's Department

1. **Budget Transfer** – Mr. Alger requested authorization for the Sheriff to transfer \$7,781.24 from Machinery and Minor Equipment and the Operation of Vehicles line items to cover shortages in the 2013 budget in the Copying, Heating and Sewer line items.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$6,067.27 FROM MACHINERY & EQUIPMENT – MINOR LINE ITEM AND \$1,713.97 FROM OPERATION OF VEHICLES LINE ITEM AND APPROPRIATING \$950 TO COPYING LINE ITEM, \$5,444.70 TO HEATING LINE ITEM AND \$1,386.54 TO SEWER LINE ITEM TO COVER SHORTAGES IN THE 2013 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Commissioner of Finance

1. **Year-End Budget Adjustments** – Mrs. Hurd-Harvey reviewed the end of the year budget transfers. There was a total of \$324,828.89 taken out of the General Fund to cover health insurance costs in other lines. We also transferred a total of \$32,640.56 from the General Fund to cover Worker's Compensation costs in other line items.

MOTION: APPROVING THE COMMISSIONER OF FINANCE'S YEAR-END TRANSFERS AS PRESENTED MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to transfer a total of \$53,986.56 from the retirement lines items within the Public Defender, District Attorney and Public Health budgets into the Assigned Counsel budget to cover year-end expenses.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER A TOTAL OF \$53,986.56 FROM THE RETIREMENT LINE ITEMS IN VARIOUS DEPARTMENTS AND APPROPRIATING TO THE ASSIGNED COUNSEL 2013 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to make a correction to the 2013 rollover of the Citizen's Corp Grant by decreasing expenditures \$20.47 and decreasing revenue \$247.40. Additionally, she requested authorization to roll over \$10,895 from the 2010 Citizen's Corp Grant into 2014 and rolling over a total of \$112,000 representing three Homeland Security Grants into 2014.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO MAKE A CORRECTION ON THE 2013 ROLLOVER OF THE CITIZEN'S CORP GRANT BY DECREASING EXPENDITURES \$20.47 AND DECREASING REVENUE \$275.40; ROLLING OVER \$10,895 FROM 2010 CITIZEN'S CORP GRANT INTO 2014 AND ROLLING OVER A TOTAL OF \$112,000 REPRESENTING THREE HOMELAND SECURITY GRANTS INTO 2014 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Property Tax Cap** – Mr. Roush asked with the changes that the Governor is proposing to the property tax cap and the redistribution of money back to the taxpayers based on the performance of governments, would it be possible that the County start doing township accounting? Mrs. Hurd-Harvey stated technically yes, but from a human resources standpoint, no.

Mr. Alger stated that is a good question. This proposal of the Governor's most likely will go forward. We need to begin the process of figuring out the threshold. He stated that he has been thinking about putting together a representative group of all of the taxing jurisdictions and taking a look at what we could do. We need to do that this year. The second point is that to the average homeowner, their taxes with the 2014 freeze would mean a savings of \$5.00. You will not be near what the Governor is talking about in terms of a big number. The benefit is really minimal. With the threshold, every taxing jurisdiction has to comply in order for the residents to receive that \$5.00 benefit. This includes the towns, villages, cities and school districts. The question becomes, what about library boards, fire districts, lighting districts or sewer districts? Is the entire entity no longer eligible because one of those districts raised their taxes more than 2 percent?

Mr. Wheeler commented the problem is compounded with equalization rates. The citizens assume their County tax bill will not go up. Mr. Alger stated the third year of the Governor's proposal is to implement a property tax credit break or an income tax credit. For the individual taxpayer, if every taxing jurisdiction complies, then they would be eligible to receive up to a \$1,000 credit. That becomes more meaningful than a property tax cap. He stated that he is still a bit skeptical on the implementation. The Governor is taking the upstate area and turning the residents against local governments.

3. **Tax Sale** – Mr. Donnelly informed the committee that they are looking to hold the tax sale on July 11, 2014. This is a tentative date pending confirmation by the school.

4. **Cancelling Taxes** – Mr. Donnelly requested authorization to cancel the taxes on two properties located in Greenwood and West Union.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CANCEL TAXES ON PARCEL #594.00-06-001.000 SITUATE IN THE TOWN OF GREENWOOD AND PARCEL #527.00-06-175.000 SITUATE IN THE TOWN OF WEST UNION, PURSUANT TO REAL PROPERTY TAX LAW, SECTION 1138 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.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION; AND ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE CORRECTION OF A DEED TO CORRECT A TITLE DEFECT RELATIVE TO PARCEL #204.00-03-032.200, SUBJECT TO APPROVAL OF THE LAW DEPARTMENT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE REPURCHASE OF PARCELS #316.00-01-077.120 AND #316.08-01-030.000 SITUATE IN THE TOWN OF ERWIN BY ALAN L. STAGE FOR \$46,771.34 PLUS A RECORDING FEE OF \$620.00 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COUNTY MANAGER TO AMEND THE APPROPRIATION OF THE STEUBEN COUNTY CONFERENCE & VISITORS' BUREAU TO REDUCE SAID APPROPRIATION BY \$43,000 AND ADDING \$2,000 IN ADDITIONAL ROOM TAX REVENUE; AND AUTHORIZING THE COUNTY MANAGER TO ENTER INTO THE FOLLOWING CONTRACTS EFFECTIVE JANUARY 1, 2014: BATH CHAMBER OF COMMERCE - \$5,000; HORNELL CHAMBER OF COMMERCE - \$5,000; CORNING CHAMBER OF COMMERCE - \$20,000 AND HAMMONDSPORT CHAMBER OF COMMERCE - \$15,000 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. *Resolution Required.*

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, February 11, 2014
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, February 5, 2014**

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, February 11, 2014

10:20 a.m.

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

****MINUTES****

COMMITTEE:	Joseph J. Hauryski	Gary B. Roush	Scott J. Van Etten
STAFF:	Mark R. Alger Nancy Smith Chris Congdon Vicki Olin Tammy Hurd-Harvey	Jack Wheeler Vince Spagnoletti Hank Chapman, Psy.D. Alan Reed Shawn Corey	Jim Gleason Nicole Walker Wendy Flaitz Pat Donnelly Ken Isaman
LEGISLATORS:	Carol A. Ferratella William A. Peoples	Hilda T. Lando Randolph J. Weaver	Robin K. Lattimer
ABSENT:	Lawrence P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 14, 2014, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENT REQUESTS

A. Office of Community Services

1. **Budget Transfer** – Dr. Chapman requested authorization to transfer \$20,000 out of the Contract line item in the 2013 budget to the Mental Hygiene Law line item. We had two, developmentally disabled inmates at the Jail that the court ordered competency evaluations on. The two individuals were deemed incompetent and sent to a facility in the Adirondacks for rehabilitation. The total cost for both individuals was \$40,000. We had only budgeted \$20,000 in the 2013 budget.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO TRANSFER, IN THE 2013 BUDGET, \$20,000 FROM CONTRACT LINE ITEMS TO THE MENTAL HYGIENE LAW LINE ITEM MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Health Care Facility

1. **Budget Transfer** – Ms. Walker requested authorization to transfer a total of \$2,365,905.00 in the 2013 budget from various labor and benefit line items to reflect the shifting of money between actual staff and contractual staff. She stated that 54 of the 130 employees are contract employees.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY ADMINISTRATOR TO TRANSFER A TOTAL OF \$2,365,905.00 TO AND FROM VARIOUS LABOR/BENEFITS LINE ITEMS MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Public Health

1. **New Grant** – Ms. Congdon requested authorization to accept a Capacity Building Award grant from the National Association of County and City Health Officials, in the amount of \$3,500. This funding will be used to develop our Medical Reserve Corps for emergency preparedness.

MOTION: AUTHORIZING PUBLIC HEALTH TO ACCEPT A NEW CAPACITY BUILDING AWARD GRANT OF \$3,500.00 FROM THE NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS, TO DEVELOP THE MEDICAL RESERVE CORPS (MRC) FOR EMERGENCY PREPAREDNESS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Personnel

1. **Activation of Zero-Based Position** – Mr. Alger requested authorization to activate a zero-based laborer position within the Public Works Department. They do have money in the budget for this.

MOTION: AUTHORIZING THE ACTIVATION OF A ZERO-BASED LABORER POSITION WITHIN THE PUBLIC WORKS DEPARTMENT MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Commissioner of Finance

1. **Accounts Receivable** – Mr. Donnelly requested authorization to charge off a total of \$370,000 in collection accounts prior to December 31, 2010 in the Office of Community Services. He stated that they have a reserve of \$600,000 which will cover this.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CHARGE OFF ACCOUNTS RECEIVABLES PRIOR TO DECEMBER 31, 2010, IN THE AMOUNT OF \$370,000.00 IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Bond Anticipation Note** – Mr. Donnelly requested authorization to solicit bids for a one-year, \$25,000.00 bond anticipation note for the Upper Five Mile Creek Watershed Protection District and to award to the bidder with the lowest net interest cost.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO SOLICIT BIDS FOR A ONE-YEAR, \$25,000.00 BOND ANTICIPATION NOTE AND TO AWARD TO THE BIDDER WITH THE LOWEST NET INTEREST COST MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Contract Renewal** – Mr. Donnelly requested authorization to renew their contract with Pirrung Auctioneers for services related to the annual tax sale. The renewal will be under the same terms and conditions.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RENEW THE CONTRACT WITH PIRRUNG AUCTIONEERS FOR SERVICES RELATED TO THE TAX SALE FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Tax Sale Auction** – Mr. Donnelly requested authorization to set the date of the Tax Sale Auction as Friday, July 11, 2014, at 10:00 a.m. The tax sale auction will be held in the Campbell-Savona School auditorium.

MOTION: SETTING THE DATE OF THE TAX SALE AUCTION FOR FRIDAY, JULY 11, 2014, AT 10:00 A.M. IN THE CAMPBELL-SAVONA SCHOOL AUDITORIUM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

5. **Budget Transfers** – Mrs. Hurd-Harvey presented year-end budget transfers for committee approval. These include transferring \$969,000 out of the Worker’s Compensation fund balance to cover the estimated costs of all claims.

MOTION: APPROVING 2013 YEAR-END BUDGET TRANSFERS AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. 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. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING A THIRTY-DAY EXTENSION ON THE SETTLEMENT OF THE SALE OF TWO PARCELS OF PROPERTY TO ALAN L. STAGE, AS AUTHORIZED BY THE FINANCE COMMITTEE ON JANUARY 14, 2014 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING THE CORRECTION OF DEED (QUIT CLAIM) TO THE MARGARET S. GOODWIN REVOCABLE LIVING TRUST, AS AUTHORIZED BY THE FINANCE COMMITTEE ON JANUARY 14, 2014 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: APPROVING A HARDSHIP REQUEST RELATIVE TO PARCEL #175.00-01-033.000 SITUATE IN THE TOWN OF BATH, EXPIRING MAY 31, 2015 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

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

Respectfully Submitted by:

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, March 11, 2014
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Tuesday, March 4, 2014**

STEUBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, February 24, 2014

8:15 a.m.

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

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

STAFF: Mark R. Alger Jack Wheeler Pat Donnelly
Tammy Hurd-Harvey Tim Marshall

LEGISLATORS: Joseph J. Hauryski Eric T. Booth Dan C. Farrand
Carol A. Ferratella Hilda T. Lando Robin K. Lattimer
Aaron I. Mullen William A. Peoples Brian C. Schu
Randolph J. Weaver George J. Welch

ABSENT: Lawrence P. Crossett, Chair

I. CALL TO ORDER

Mr. Swackhamer called the meeting to order at 8:15 a.m.

II. GENERAL BUSINESS

A. County Manager

1. **Sales Tax** – Mr. Alger distributed a chart showing the proposed sales tax agreement with the cities. We are proposing a 5-year agreement, with an additional incentive of \$80,000 to each city, with a gradual reduction of that incentive each year, with the final year being at zero. There are two issues with the agreement. The first is that back in the late seventies or early eighties, when the County removed the residential heating fuel tax, the City of Hornell never did. If this agreement is approved by all parties, the residential heating fuel tax in the City of Hornell will be removed. The second issue is that the State statute calls for a six-month notice of any change in the proportion that is distributed to the towns, cities, villages or school districts, prior to the commencement of an entity's fiscal year. That means that we could not change the distribution this year as we will have to provide them with notice.

Mr. Alger explained the two cities will be talking about this proposal with their councils over the course of the next month. If there are no changes in distribution share, then there is no notice requirement. If we were to absorb a loss and there was no change in distribution to any of the municipalities, then we could implement the agreement.

Mr. Roush asked what is the assumption of the cities with regard to this proposal? Mr. Alger replied if they turn the proposal down, or if you do, then this will not happen. Mr. Swackhamer asked Mr. Alger to provide some background information regarding this process. Mr. Alger stated we are looking at a sales tax agreement because traditionally, by State statute, the towns, and villages, receiving sales tax revenue have the option of taking it as cash or credit against the county levy. How they decide to do that has a direct impact on how the County calculates the tax cap. The State has determined that if the taxing jurisdictions use it as a credit, then it comes off from the value of our cap. The primary reason to pursue an agreement is to put in place a system to help manage that. He explained the proposal is a fixed amount at 85 percent for the County and towns, villages, and cities, with growth allocations in addition. Corning City would receive 8 percent and Hornell City would receive 7 percent of the remaining growth. The assumption is that sales tax will not go down more than 15 percent. If it does, then we assume that risk.

Mr. Hauryski asked what is the sense you get from the cities regarding this proposal? Mr. Alger replied he believes that Hornell will get it passed. He has not gotten a sense yet from the City of Corning. At this point, this is informational until the proposal has been formally presented to the cities. This agreement would at the earliest take effect in April, but is more likely to be June. Discussion followed.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL 2013 STATE FUNDING IN THE AMOUNT OF \$96,300.00, TRANSFERRING THAT AMOUNT TO THEIR EXISTING CONTRACT WITH ARBOR DEVELOPMENT, AND AMENDING SAID CONTRACT TO REFLECT THESE ADDITIONAL FUNDS MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Public Works

1. **Budget Transfer** – Mr. Spagnoletti requested authorization to transfer \$4,500.00 from Major Equipment to Computer Equipment Machinery in order to purchase a new diagnostic Toughbook.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$4,500.00 FROM MAJOR EQUIPMENT TO COMPUTER EQUIPMENT MACHINERY TO PURCHASE A NEW DIAGNOSTIC TOUGHBOOK, AND AMENDING THE EQUIPMENT LIST TO REFLECT THIS PURCHASE MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Sheriff

1. **Year-End Budget Transfers** – Mr. Allard presented year-end transfers for the committee's approval. Mr. Van Etten requested for future meetings that the information be provided to the committee prior to the meeting.

MOTION: APPROVING YEAR-END BUDGET TRANSFERS FOR THE SHERIFF'S DEPARTMENT AS PRESENTED MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Elections

1. **Dominion Extended Maintenance Contract** – Mrs. Olin requested authorization to extend their maintenance contract for an additional three years with Dominion. If we pay it all at once, we will receive a 20 percent discount.

MOTION: AUTHORIZING THE BOARD OF ELECTIONS TO EXTEND THE VOTING MACHINE MAINTENANCE CONTRACT FOR AN ADDITIONAL THREE YEARS TO BE PAID IN ONE LUMP SUM PAYMENT OF \$67,800.00 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **HAVA Shoebox Grant** – Mrs. Olin requested authorization to accept an extension of the HAVA Shoebox Grant in the amount of \$94,289.43.

MOTION: AUTHORIZING THE BOARD OF ELECTIONS TO ACCEPT A \$94,289.43 EXTENSION TO THE FEDERAL HAVA GRANT COMMONLY KNOWN AS THE "SHOEBOX GRANT" MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Commissioner of Finance

1. **Budget Adjustments** – Mrs. Hurd-Harvey requested authorization to transfer \$48,000 in surplus funds in the copier cost center to the copier capital project and transferring \$123,000.00 in surplus funds in the phone cost center to the phone capital project.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER \$48,000.00 IN SURPLUS FUNDS IN THE COPIER COST CENTER TO THE COPIER CAPITAL PROJECT, AND \$123,000 IN SURPLUS FUNDS IN THE PHONE COST CENTER TO THE TELEPHONE CAPITAL PROJECT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to move \$2,164.00 from one cost center to another relative to the Community Development Block Grant for World Kitchen.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO MOVE \$2,164.00 FROM ONE COST CENTER TO ANOTHER RELATIVE TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FOR WORLD KITCHEN MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to appropriate additional State and Federal pass-through funding in the Public Transportation Budget line item to Steuben ARC.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO APPROPRIATE ADDITIONAL STATE AND FEDERAL PASS-THROUGH FUNDING IN THE AMOUNT OF \$10,000.00 FROM THE PUBLIC TRANSPORTATION BUDGET REVENUE LINE ITEMS TO STEUBEN ARC MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to transfer \$61,494.06 THIS NUMBER DOESN'T MATCH THE NUMBER IN THE MOTION from the DSS Fringe and Contract lines to the General Fund and \$585.23 within the Worker's Compensation Fund.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER TO THE GENERAL FUND, THE AMOUNT OF \$61,494.06 AND TO THE WORKER'S COMPENSATION FUND, THE AMOUNT OF \$585.23 BOTH AMOUNTS TO COME FROM THE DEPARTMENT OF SOCIAL SERVICES FRINGE AND CONTRACT LINE ITEMS MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to transfer a total of \$515.00 from the Sheriff's budget to the Jail's Other Expenses line item.

MOTION: AUTHORIZING THE TRANSFER OF \$515.00 FROM THE SHERIFF'S BUDGET TO THE JAIL'S OTHER EXPENSES LINE ITEM MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to transfer \$500,000.00 from the Public Works Sludge line item and \$210,000 from the Public Works BUDS line item into the depreciation and post/closure line item for the landfill.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO APPROPRIATE \$500,000.00 FROM THE PUBLIC WORKS SLUDGE LINE ITEM AND \$210,000 FROM THE BUDS LINE ITEM INTO THE DEPRECIATION AND POST CLOSURE LINE ITEM FOR THE LANDFILL MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to roll over two grants from 2013 to 2014.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ROLLOVER \$4,507.34 FROM THE 2013 DIABETES PREVENTION GRANT TO 2014 MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ROLLOVER \$14,273.91 FROM YEAR TWO OF THE INDIGENT LEGAL SERVICES GRANT FROM 2013 TO 2014 MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey requested authorization to transfer \$500,000.00 from the liability account for large claims into the Health Insurance Reserve.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER \$500,000.00 FROM THE LIABILITY ACCOUNT FOR LARGE CLAIMS INTO THE HEALTH INSURANCE RESERVE MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Bond Anticipation Note** – Mr. Donnelly requested authorization to award the request for proposal for the \$25,000.00 bond anticipation note for the Upper Five Mile Creek Watershed District to the low bidder, Steuben Trust Company, for 1 percent.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO AWARD THE REQUEST FOR PROPOSAL FOR A ONE-YEAR, \$25,000.00 BOND ANTICIPATION NOTE FOR THE UPPER FIVE MILE CREEK WATERSHED PROTECTION DISTRICT TO STEUBEN TRUST COMPANY AT A RATE OF 1 PERCENT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

G. County Manager

1. **Semgas Settlement** – Mr. Alger recommended appropriating the \$34,033.67 received in the Semgas Settlement into the Economic Development Fund.

MOTION: AUTHORIZING THE APPROPRIATION OF \$34,033.67 RECEIVED AS SETTLEMENT FOR THE SEMGAS PROJECT, TO THE ECONOMIC DEVELOPMENT FUND MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Pharmaceutical Settlement** – Mr. Alger informed the committee that they have received \$6,600.00 in tobacco settlement funds. He recommended accepting appropriating this funding into the Economic Development Fund.

MOTION: ACCEPTING \$6,600.00 AS SETTLEMENT FROM PHARMACEUTICAL LITIGATION AND APPROPRIATING SAID AMOUNT TO THE ECONOMIC DEVELOPMENT FUND MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Memorializing Resolution – Alternative to Property Tax Freeze** – Mr. Alger presented a resolution regarding NYSAC's alternative to the Property Tax Freeze. NYSAC's proposal is simple and straight forward, and asks the State to take over a portion of the Medicaid costs. We could realize an 18.9 percent decrease in the tax levy by the State taking over the Medicaid portion. That is a significant savings on county taxes to the taxpayer.

MOTION: MEMORIALIZING THE GOVERNOR AND THE NEW YORK STATE LEGISLATURE TO CONSIDER NYSAC'S ALTERNATIVE TO THE PROPERTY TAX FREEZE THAT WILL LEAD TO PERMANENT AND HISTORIC PROPERTY TAX REDUCTIONS BY ELIMINATING THE COST OF STATE MANDATED SPENDING IMPOSED ON COUNTY PROPERTY TAXPAYERS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

4. **911 Budget Transfer** – Mr. Hopkins stated last season we suffered a lightning strike which caused significant damage to the Center. The consultant has recommended considering an R56 grounding audit. We have corrected the problems from the lightning strike, and this audit will ensure that the work was done correctly. The cost for the audit is \$20,880.00, which includes \$3,000.00 for corrective action.

Mr. Roush asked how often would this audit be done? Mr. Hopkins replied the vendor has said that it should be done every 21 months. If we continue to do the audits, we will budget for this. Mr. Alger stated he does not have money in his budget and we would need to transfer it from the Contingent Fund.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER A TOTAL OF \$21,500.00 FROM THE CONTINGENT FUND TO THE 911 BUDGET TO PAY FOR INFRA-RED AND ULTRASONIC POWER DISTRIBUTION TESTING AND AN R56 GROUNDING AUDIT MADE BY MR. ROUSH. SECONDED BY MR. SWACKHMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

5. **Chiller Unit at Jail** – Mr. Alger informed the committee that the Sheriff is having an issue with the Chiller in one pod of the Jail. He is exploring the possibility of replacing the unit. The cost for that is \$100,000. Purchasing is working on this and we expect to have information back to the committees prior to the Legislative Meeting. We may have a resolution appropriating money from the Contingent Fund to replace the chiller. It will be dependent on whether the chiller is on State contract. The Sheriff does have a capital project with \$50,000 and we would use that money for this. We were not aware that the chiller was not working until yesterday.

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. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #109.13-01-023.000 SITUATE IN THE TOWN OF FREMONT MADE BY MR. VAN ETEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #300.001-01-009.200 SITUATE IN THE TOWN OF CORNING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #318.54-02-043.000 SITUATE IN THE CITY OF CORNING MADE BY MR. SWACHMAER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #038.00-01-031.200 SITUATE IN THE TOWN OF DANVILLE MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #319.15-01-019.000 SITUATE IN THE TOWN OF CORNING MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #040.00-01.014.111 SITUATE IN THE TOWN OF DANVILLE MADE BY MR. VAN ETEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #400.01-01-027.200 SITUATE IN THE TOWN OF WOODHULL MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #197.15-03-007.000 SITUATE IN THE VILLAGE OF CANISTEO MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #401-00-01-009.000 SITUATE IN THE TOWN OF WOODHULL MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #151.79-02-016.000 SITUATE IN THE CITY OF HORNELL MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: CANCELLING THE SALE OF PARCEL #147.00-03-002.000 SITUATE IN THE TOWN OF BATH TO BARSCO, LLC AS PREVIOUSLY APPROVED BY THE STEUBEN COUNTY LEGISLATURE ON AUGUST 26, 2013, AND AUTHORIZING A PRIVATE SALE OF SAID PARCEL, PURSUANT TO RPTL 1166 TO GREEN TREE SERVICING, LLC FOR \$14,485.00 INCLUSIVE OF RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, April 8, 2014
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, April 1, 2014**

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

Joint Special Meeting

Monday, March 24, 2014

9:30 a.m.

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

****MINUTES****

COMMITTEE:	Brian C. Schu, Chair Eric T. Booth	Dan C. Farrand, Vice Chair George J. Welch	Aaron I. Mullen
	Gary D. Swackhamer, Vice Chair	Gary B. Roush	Scott J. Van Etten
STAFF:	Mark R. Alger Jim Gleason	Jack Wheeler Alan Reed	David Cole Shawn Corey
LEGISLATORS:	Joseph J. Hauryski William A. Peoples	Hilda T. Lando	Robin K. Lattimer
ABSENT:	Lawrence P. Crossett, Chair	K. Michael Hanna	

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. Sheriff's Department

1. **Chiller Purchase** – Mr. Alger stated this issue was referred back to Purchasing to see what the actual pricing was based on. The pricing is based on State contract and as such we do not have to bid it out. The rationale for this purchase is that we could repair the two compressors for less money, but then probably in a year the Sheriff will be back in requesting authorization to replace it, based on the history we have had with the York Chiller. Mr. Alger stated we have \$50,000.00 available in a capital project and the balance of \$49,744.00 will be appropriated out of the Contingent Fund. The total cost of the replacement is \$98,774.06.

Mr. Welch asked will the new chiller be under maintenance? Mr. Gleason replied the new chiller comes with a five-year maintenance warranty. Mr. Alger replied after that warranty runs out, we will include it on our regular maintenance contract with Trane. Mr. Van Etten asked are there any other surprises that we need to be aware of? Mr. Alger replied we are not aware of anything. Sheriff Cole commented we did not realize that the Chiller was not under the maintenance contract until Trane advised us of that. Discussion followed.

MOTION: AUTHORIZING THE SHERIFF TO PURCHASE A NEW CHILLER FOR THE JAIL FOR A TOTAL COST OF \$98,774.06 WITH \$50,000 TO COME OUT OF THE JAIL PAVING CAPITAL PROJECT AND THE BALANCE OF \$49,744 TO COME OUT OF THE CONTINGENT FUND MADE BY MR. FARRAND. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0 PUBLIC SAFETY & CORRECTIONS; 3-0 FINANCE.

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

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

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, April 8, 2014

10:10 a.m.

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

****MINUTES****

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

STAFF: Mark R. Alger Jack K. Wheeler Pat Donnelly
Tammy Hurd-Harvey Alan Reed David McCarroll

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando
William A. Peoples Patrick F. McAllister

ABSENT: Lawrence P. Crossett, Chair

OTHERS: Jamie Johnson, Executive Director, Steuben County Industrial Development Agency

I. CALL TO ORDER

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

II. DEPARTMENT REQUESTS

A. Department of Social Services

1. **Accepting and Appropriating SNAP Nutrition Education Program Funds** – Ms. Muller requested authorization to accept additional SNAP Nutrition Education Program funds in the amount of \$36,554.00 and appropriate it to the Cornell Cooperative Extension SNAP Nutrition Education Program.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT AND APPROPRIATE ADDITIONAL SNAP NUTRITION EDUCATION PROGRAM FUNDS IN THE AMOUNT OF \$36,554.00 MADE BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Emergency Management Office

1. **FY11 SHSP Grant** – Mr. Wheeler requested authorization for the Emergency Management Office to transfer a total of 14,388.38 from the 2011 Homeland Security Grant to his major equipment line item to purchase equipment for the haz mat team located in the City of Corning and to purchase radio equipment.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$9,875.67 OUT OF THE FY11 SHSP GRANT TO PURCHASE A MERCURY VAPOR ANALYZER FOR THE CORNING CITY HAZ MAT TEAM AND TO TRANSFER \$4,512.71 FOR RADIOS AND RADIO EQUIPMENT FOR THE MOBILE COMMAND VEHICLE AND TO AMEND THE MAJOR EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Commissioner of Finance

1. **Budget Adjustment** – Mrs. Hurd-Harvey requested authorization to transfer \$10,918 of the County’s share of the crusher striper and \$19,081.63 representing the towns and other counties share into the 2014 budget line items for the crusher and striper.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER ANTICIPATED REVENUE IN THE 2014 CRUSHER AND STRIPER BUDGET IN THE AMOUNT OF \$10,918.00 FOR THE COUNTY'S SHARE AND \$19,081.63 REPRESENTING THE TOWN AND OTHER COUNTIES SHARE INTO THE 2014 BUDGET LINE ITEM FOR THE CRUSHER AND STRIPER MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Terms and Conditions of the 2014 Tax Sale** – Mr. Donnelly presented the draft terms and conditions for the 2014 tax sale to the committee for review and approval.

MOTION: APPROVING THE TERMS AND CONDITIONS OF THE 2014 TAX SALE AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Economic Development Fund** – Mr. Alger informed the committee that the Steuben County Industrial Development Agency sold the substation that was part of the Semgas project and they received \$54,000 from that sale. The IDA would like to give us that money. He requested authorization to accept that money and appropriate it to the Economic Development Fund.

MOTION: AUTHORIZING THE ACCEPTANCE OF \$54,000.00 FROM THE STEUBEN COUNTY INDUSTRIAL DEVELOPMENT AGENCY AND APPROPRIATING TO THE STEUBEN COUNTY ECONOMIC DEVELOPMENT FUND MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. 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.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: EXTENDING THE REDEMPTION DEADLINE TO MAY 15, 2014, FOR THE CITY OF HORNELL TO PRESERVE ITS LIEN RELATIVE TO PARCEL #151.10-03-001.000 AND PARCEL #151.13-01-023.000 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: DECLINING AN OFFER OF \$2,500 FROM THE CITY OF HORNELL TO REDEEM PARCEL #166.06-03-088.000 AND AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT AN OFFER OF \$7,500 FOR ABOVE PARCEL MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO PURSUE A CLAIM AGAINST THE ESTATE OF DOUGLAS HAMILTON AND AUTHORIZING THE COMMISSIONER OF FINANCE TO RETAIN DALE CLARK AS OUTSIDE COUNSEL, WITH THE CONSENT OF THE COUNTY ATTORNEY, PURSUANT TO COUNTY LAW, SECTION 501, SUBDIVISION 1 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRAL, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #166.10-01-031.000, SITUATE IN THE CITY OF HORNELL MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: DENYING THE EXTENSION OF A HARDSHIP DEFERRAL RELATIVE TO PARCEL #141.00-03-018.000 SITUATE IN THE TOWN OF HOWARD MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #056.00-01-017.100 SITUATE IN THE VILLAGE OF COHOCTON MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A ONE-YEAR HARDSHIP DEFERRMENT, EXPIRING MARCH 31, 2015, RELATIVE TO PARCEL #336.06-01-041.000 SITUATE IN THE TOWN OF SOUTH CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #401.00-01-009.000 SITUATE IN THE TOWN OF WOODHULL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #240.00-01-053.000 SITUATE IN THE TOWN OF THURSTON MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING DECEMBER 31, 2014, RELATIVE TO PARCEL #159.13-03-027.000 SITUATE IN THE VILLAGE OF BATH MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #038.00-01-031.120 SITUATE IN THE TOWN OF DANSVILLE MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #364.05-02-015.000 SITUATE IN THE TOWN OF WOODHULL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MAY 31, 2015, RELATIVE TO PARCEL #197.07-01-010.200 SITUATE IN THE VILLAGE OF CANISTEO MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #369.00-02-071.000 SITUATE IN THE TOWN OF LINDLEY MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #234.00-01-002.000 SITUATE IN THE TOWN OF CANISTEO MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #213.00-01-054.100 SITUATE IN THE TOWN OF HARSVILLE MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING SEPTEMBER 30, 2014, RELATIVE TO PARCEL #109.00-01-029.000 SITUATE IN THE TOWN OF FREMONT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. 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. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR.
MOTION CARRIES 4-0.**

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, May 13, 2014
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, May 6, 2014**

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, May 13, 2014

10:00 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

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

STAFF: Jack K. Wheeler Ken Peaslee Alan Reed
James Allard Pat Donnelly Noel Terwilliger
Vince Spagnoletti Tammy Hurd-Harvey Wendy Flaitz
Brooks Baker Cheryl Crocker Judy Hunter

LEGISLATORS: Carol A. Ferratella

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 8, 2014, MEETING MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Real Property Tax Service Agency

1. **Capital Project Transfer** – Mr. Wheeler stated that as part of the digitization project, they need to purchase a new server for the SDG online system. The cost for that is \$4,000. They also would like to purchase a microfilm scanner/reader for \$7,100. The final part of the project is to contract with PMI to do back scanning of about half of the oldest books. The total cost is \$24,000. He requested authorization to transfer \$24,000 from the Energy Conservation Capital Project to a new project entitled Real Property Tax Service Agency Digitization Project.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CREATE A NEW CAPITAL PROJECT ENTITLED “REAL PROPERTY TAX SERVICE AGENCY DIGITIZATION PROJECT” AND TRANSFERRING \$24,000 OUT OF THE “ENERGY CONSERVATION PROJECT” INTO THIS NEWLY CREATED PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Sheriff’s Office

1. **Budget Transfer – 2013 Homeland Security Grant** – Undersheriff Allard requested authorization to transfer \$22,500 in revenue from the 2013 Homeland Security Grant to the machinery and equipment line item to purchase equipment for the CIRT team.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$22,500 IN REVENUE RECEIVED FROM THE 2013 HOMELAND SECURITY GRANT TO THE MACHINERY AND EQUIPMENT LINE ITEM TO PURCHASE EQUIPMENT FOR THE CIRT TEAM MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. County Clerk

1. **Semi-Annual Mortgage Tax Distribution** - Mrs. Hunter presented the Semi-Annual Mortgage Tax Distribution report to the committee for approval. She commented that for the period October 1, 2013 – March 31, 2014 they collected \$475,171.55.

MOTION: APPROVING THE SEMI-ANNUAL MORTGAGE TAX DISTRIBUTION REPORT AS PRESENTED AND AUTHORIZING THE DISTRIBUTION OF THE MORTGAGE TAX RECEIPTS MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. MOTION CARRIES 4-1. (MR. VAN ETTEN OPPOSED) Resolution Required.

D. Public Works

1. **CHIPs Funding** – Mr. Spagnoletti requested authorization to accept additional CHIPs funding in the amount of \$395,427 and appropriate to the Grind and Chip line items. Additionally he also requested authorization to add a new project to the Permanent Improvements for the Route 22 project in Cameron.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ACCEPT \$395,427.00 IN ADDITIONAL CHIPS FUNDING AND TRANSFERING THAT AMOUNT TO THE GRIND AND CHIP/PAVER PATCH LINE ITEM AND AUTHORIZING THE ADDITION OF THE CAMERON ROUTE 22 PROJECT FOR 3.3 MILES TO THE PERMANENT IMPROVEMENTS LINE ITEM MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Emergency Management Office

1. **Grant Approvals** – Mr. Marshall requested authorization to accept a FY14 LEMPG Grant in the amount of \$42,358.00 and also a FY14 SHSP/LETPP Grant in the amount of \$125,000. Of that 25 percent or \$31,250 will go to the Sheriff's Office to support terrorism prevention activities and the remaining 75 percent or \$93,750 will be used to purchase equipment supplies for the hazmat response teams.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A FY14 LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT (LEMPG) IN THE AMOUNT OF \$2,358.00; AND ACCEPTING A FY14 SHSP/LETPP GRANT IN THE AMOUNT OF \$125,000; WITH 25 PERCENT OR \$31,250 GOING TO THE SHERIFF'S OFFICE TO SUPPORT TERRORISM PREVENTION ACTIVITIES AND THE REMAINING 75 PERCENT OR \$93,750 TO BE USED TO PURCHASE EQUIPMENT SUPPLIES FOR THE HAZMAT RESPONSE TEAMS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. Department of Social Services

1. **Request for Activation of Zero-Based Position** – Mr. Wheeler requested authorization to activate a caseworker position in the Department of Social Services. There is money available in the Department of Social Services for this position. The total cost is \$66,000 and the local share will be \$26,000. The State pays the remainder.

MOTION: AUTHORIZING THE ACTIVATION OF A ZERO-BASED CASEWORKER POSITION IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

G. Commissioner of Finance

1. **Monthly Reports** – Mr. Donnelly asked if there were any questions on the monthly reports that were distributed. Mr. Van Etten asked what is EDP Equipment line item? Mr. Wheeler replied that is a capital project for Information Technology. Ms. Hurd-Harvey commented we set up a capital project in the 2014 budget and what you are seeing is the transfer to that project.

Mr. Van Etten asked for an explanation of the Temporary Hire and Overtime reports as the Jail has used 80 percent of their budget and the School Resource Officers have used 71 percent of their budget. Undersheriff

Allard explained with the Jail, typically over the last three years we have spent \$250,000 annually and we are budgeted consistently at \$100,000 annually. A staffing analysis was done by the State and we had to increase the number of individuals per shift, per day. In exchange, we gave up a dispatcher and receptionist position for two full-time corrections officers. We still need to find the money for the two additional full-time officers that need to be in place by June. By using our part-time staff we have been able to reduce our overtime costs. This year we have spent \$11,900 on overtime compared to \$26,000 last year. He clarified this is the overtime line item for full time employees. Our overtime line item for part-time employees has increased. We are currently in contract negotiations and we are trying to include a bonus for corrections officers who do not use any sick time. That is a big variable with our overtime costs. We also have begun disciplining individuals for sick leave abuse and other patterns of leave abuse.

Undersheriff Allard stated that with the SRO's that is because they are almost 100 percent reimbursed by the schools. We only bill the schools twice a year. Mr. Van Etten asked do we not have any SRO's last year? Undersheriff Allard replied we had them for five months.

Mr. Van Etten asked why are we only budgeting \$100,000 annually for Jail temporary hire knowing we spend \$250,000 annually? Mr. Wheeler replied when we look at that budget, we look at the overtime and take into account the salary and wage turnover. As a whole, they are where they should be. He stated that he will make a note to make the numbers a little more realistic for next year.

Mr. Van Etten asked for an explanation of the Highway Overtime report as they have used 64 percent of their overtime budget. Mr. Spagnoletti replied that is a reflection of the snow removal. We base that on a three-year average. This past winter was the worst we have had in ten years.

2. **Sales Tax Report** – Mr. Donnelly reported that sales tax collected is \$971,000 which is 2.3 percent ahead of last year.

3. **Cancellation of Taxes** – Mr. Donnelly requested authorization to withdraw from the tax sale and cancel the taxes on a property in the Village of Arkport, due to the owner being deceased.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO WITHDRAW FROM THE TAX SALE AND CANCEL THE TAXES ON PARCEL #107.19-01-075.110/1 SITUATE IN THE VILLAGE OF ARKPORT, PURSUANT TO RPTL 1138 (6) MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Bonds** – Mr. Donnelly informed the committee that the bonds for the Health Care Facility can be called on August 15, 2014. We can also call the bonds on the Jail next year. The bond for the Jail is \$3.2 million with a 4.125 percent interest rate. The bond at the Health Care Facility is for \$12 million with a 3.575 percent interest rate.

H. County Manager

1. **Driver Diversion Program** – Mr. Wheeler stated that we need to create some expenditure line items relative to the Driver Diversion Program. Mr. Baker explained the Driver Diversion Program (DDP) is a new source of revenue. He requested authorization to create three expenditure line items. We had projected \$20,000 when the program was first created and we are now at \$69,000 in revenue generated. The three expenditure line items are a reflection of the percent of the revenue that is allocated to our office, to the consultant and to the local courts. The local courts will receive 40 percent, the consultant, or provider of the program will receive 20 percent and the remaining 40 percent will go to the District Attorney's Office to fund costs in our department and also to give money back to Law Enforcement.

Mr. Wheeler explained they need expenditure line items so that whatever revenue is received will be distributed on a percentage basis.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CREATE THREE EXPENDITURE LINE ITEMS WITHIN THE DISTRICT ATTORNEY'S BUDGET TO CORRESPOND TO THE DRIVER DIVERSION PROGRAM REVENUE DISBURSEMENTS AS FOLLOWS: LOCAL COURTS – 40 PERCENT, CONSULTANT/PROVIDER OF SERVICE – 20 PERCENT AND DISTRICT ATTORNEY – 40 PERCENT MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Contingent Fund Transfer – County Manager** – Mr. Wheeler informed the committee that they received the RFP back for the Public Information Officer. The RFP was awarded to Perham Communication for a maximum amount of \$15,000. He requested authorization to transfer \$15,000 from the Contingent Fund to the County Manager's budget to fund that.

MOTION: AUTHORIZING THE TRANSFER OF \$15,000 FROM THE CONTINGENT FUND TO THE COUNTY MANAGER'S 2014 BUDGET TO PAY FOR COSTS ASSOCIATED WITH THE PUBLIC INFORMATION OFFICER CONTRACT WITH PERHAM COMMUNICATIONS MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. *Resolution Required.*

3. **Contingent Fund Transfer – Probation** – Mr. Wheeler informed the committee that the Public Safety & Corrections Committee authorized the Director of Probation to contract with Bonadio for an audit of the department. The cost of the audit is \$5,000 and they do not have money in the budget to cover this. He requested authorization to transfer \$5,000 from the Contingent Fund to Probation.

MOTION: AUTHORIZING THE TRANSFER OF \$5,000 FROM THE CONTINGENT FUND TO THE PROBATION DEPARTMENT'S 2014 BUDGET TO PAY FOR AN AUDIT OF THE DEPARTMENT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. 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. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #310.00-03-017.000 SITUATE IN THE TOWN OF RATHBONE, TO JOSEPH D. JONES FOR CONSIDERATION OF \$13,795.00 TOGETHER WITH A DEED FEE OF \$180.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #225.03-01-003.000 SITUATE IN THE TOWN OF CAMPBELL, TO PHYLLIS GURNSEY FOR CONSIDERATION OF \$3,820.00 TOGETHER WITH A DEED FEE OF \$180.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #234.00-01-002.000 SITUATE IN THE TOWN OF CANISTEO, TO SAMUEL A. NESBIT FOR CONSIDERATION OF \$8,353.14 TOGETHER WITH A DEED FEE OF \$180.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #141.00-03-018.000 SITUATE IN THE TOWN OF HOWARD, TO CHARLES L. STEVER FOR CONSIDERATION OF \$6,837.16 TOGETHER WITH A DEED FEE OF \$180.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #213.00-01-054.100 SITUATE IN THE TOWN OF HARTSVILLE, TO HAROLD WYANT FOR CONSIDERATION OF \$15,989.20 TOGETHER WITH A DEED FEE OF \$180.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #401.00-01-009.000 SITUATE IN THE TOWN OF WOODHULL, TO RAYMOND W. CONNER AND EARLE E.J. ROBBINS, JR. FOR CONSIDERATION OF \$712.22 TOGETHER WITH A \$180.00 DEED FEE MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #205.00-01-026.000 SITUATE IN THE TOWN OF THURSTON, TO MARK GURNSEY FOR CONSIDERATION OF \$2,270.00 TOGETHER WITH A DEED FEE OF \$305.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #109.00-01-029.000 SITUATE IN THE TOWN OF FREMONT, TO NELSON & LINDA NORTON FOR CONSIDERATION OF \$1,315.44 TOGETHER WITH A DEED FEE OF \$180.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP DEFERREMENT, EXPIRING JUNE 30, 2014, RELATIVE TO PARCEL #034.00-01-052.000 SITUATE IN THE TOWN OF PRATTSBURGH MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP DEFERREMENT, EXPIRING JUNE 30, 2014, RELATIVE TO THE FOLLOWING PARCELS SITUATE IN THE CITY OF HORNELL: PARCEL #166.06-06-042.000; PARCEL #151.19-02-028.200; AND PARCEL #151.19-02-027.000 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A HARDSHIP DEFERREMENT, EXPIRING NOVEMBER 30, 2014, RELATIVE TO PARCEL #299.14-04-005.000 SITUATE IN THE TOWN OF CORNING MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #053.00-03-002.123 SITUATE IN THE TOWN OF WAYLAND, TO THE CURRENT OWNER, UNTIL JUNE 30, 2014, WITH CONSIDERATION SUBJECT TO A DELINQUENT TAX PENALTY OF 25 PERCENT MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #078.00-01-001.116 AND PARCEL #078.00-01-038.100 SITUATE IN THE TOWN OF WAYNE, TO THE CURRENT OWNER, UNTIL JUNE 30, 2014, WITH CONSIDERATION SUBJECT TO A DELINQUENT TAX PENALTY OF 25 PERCENT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #299.15-01-030.000 SITUATE IN THE CITY OF CORNING, TO JODY UPDIKE FOR CONSIDERATION OF \$330.00 INCLUSIVE OF THE RECORDING COST, WITH SAID OFFER TO EXPIRE SEPTEMBER 30, 2014 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. HANNA ABSENT FOR VOTE)

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. HANNA ABSENT FOR VOTE)

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, June 10, 2014
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, June 3, 2014**

STEUBEN COUNTY FINANCE COMMITTEE

*Tuesday, June 10, 2014
Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

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

STAFF: Mark R. Alger Jack K. Wheeler Pat Donnelly
Tammy Hurd-Harvey Alan Reed Jim Gleason
David Cole Vince Spagnoletti Steve Orcutt

LEGISLATORS: Carol A. Ferratella Hilda T. Lando Patrick F. McAllister
William A. Peoples Randolph J. Weaver

ABSENT: Gary B. Roush

OTHERS: Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 13, 2014, MEETING MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REQUESTS

A. Health Care Facility

1. **Budget Transfer** – Mr. Wheeler requested authorization to transfer \$300,000 from the nursing salaries and wages line item and appropriating \$250,000 to aides wages line item and \$50,000 to the LPN wages line item. Additionally, transferring \$600,000 from the nursing salaries and wages line and transferring to the nursing contract labor line item.

MOTION: AUTHORIZING THE TRANSFER OF A TOTAL OF \$900,000 FROM THE NURSING SALARIES AND WAGES LINE ITEM AND APPROPRIATING \$600,000 TO THE NURSING CONTRACT LABOR LINE ITEM, \$250,000 TO THE AIDES WAGES LINE ITEM AND \$50,000 TO THE LPN WAGES LINE MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Sheriff's Office

1. **Budget Transfer** - Sheriff Cole requested authorization to transfer \$31,250 received from the 2013 Homeland Security Grant into his major equipment line item to purchase equipment for the CIRT Team including respirators, shields, radios, lights and thermal imaging equipment.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$31,250 IN 2013 HOMELAND SECURITY GRANT FUNDING INTO MACHINERY & EQUIPMENT LINE ITEM TO PURCHASE EQUIPMENT FOR THE CIRT TEAM MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. County Manager

1. **Landfill Compactor Lease/Purchase Agreement** – Mr. Alger stated they have budgeted for an installment payment purchase or lease of a compactor. The compactor is used to keep the Landfill functioning properly. If we are looking at purchasing, we will need to do a lot of work to put together a purchase/lease agreement.

Mr. Van Etten asked how much is the compactor? Mr. Spagnoletti replied it is \$640,000. He anticipates being able to get a trade-in of \$50,000 on their current machine, which would bring the net cost down to \$590,000. Mr. Van Etten commented this is less than the grinder and we bought that. Mr. Spagnoletti stated the total cost over 15 years to purchase the machine would be \$1,286,349. The total cost over 15 years to lease would be \$1,433,600. There is a higher cost of \$9,817 per year to have a “new” machine for 15 years. He stated that the current machine is 16 years old.

Mr. Swackhamer asked what is the interest on the lease option? Mr. Spagnoletti replied that he does not know. He has estimated that we would pay \$132,000 each year up until year 5, when they would pay us \$125,000 for it. Mr. Donnelly guessed the interest rate is probably between 2 – 3 percent. Mr. Swackhamer suggested they could look at doing a lease and paying the entire amount up front so that you are not paying interest. Mr. Alger commented we would have to bid it that way.

Mr. Crossett stated you will not really know what the purchase price is until you go out to bid. Mr. Alger stated that the numbers for the purchase and lease options are estimates. Mr. Crossett suggested they bid it both ways. Mr. Gleason asked is this a true lease where we do not own the machine? Mr. Alger replied no. This would be an installment purchase and we would own it at the end. Mr. Gleason stated if you never own it, you could just bid a straight lease. Mr. Alger stated we can bid it both ways and then we will have options. There is no question that we need a new machine. Discussion followed.

Secretary’s Note: The committee was in agreement to have Purchasing bid the compactor both as an installment purchase and as a lease.

D. Commissioner of Finance

1. **Tax Auction** – Mr. Donnelly requested authorization to combine and sell as one, parcels 35, 36 and 39 in the City of Corning.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO COMBINE AND SELL AS ONE, PARCEL #35, PARCEL #36 AND PARCEL #39 SITUATE IN THE CITY OF CORNING, IN THE TAX SALE AUCTION MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. MOTION CARRIED 3-0-1. (MR. HANNA ABSTAINED AS HE DOES BUSINESS WITH THE PREVIOUS OWNER OF ONE OF THE ABOVE-MENTIONED PARCELS)

Mr. Donnelly requested authorization to combine and sell as one, parcels 32 and 33 in the Town of Corning.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO COMBINE AND SELL AS ONE, PARCEL #32 AND PARCEL #33, SITUATE IN THE TOWN OF CORNING, IN THE TAX SALE AUCTION MADE BY MR. SWACKHAMER. 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. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE SETTLEMENT OF A CLAIM FOR THE HEALTH CARE FACILITY AGAINST THE DOUGLAS HAMILTON ESTATE AND AUTHORIZING THE COMMISSIONER OF FINANCE TO EXECUTE RECEIPT AND RELEASE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #151.10-03-001.000 TO THE CITY OF HORNEILL FOR \$2,265.84 INCLUSIVE OF RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: WITHDRAWING PARCEL #166.06-03-088.000, SITUATE IN THE CITY OF HORNEILL, FROM THE TAX SALE AUCTION AND AUTHORIZING A PRIVATE SALE TO SHARON WALLING IN THE AMOUNT OF \$7,500.00 INCLUSIVE OF RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: WITHDRAWING PARCEL #318.54-02-089.000, SITUATE IN THE CITY OF CORNING, FROM THE TAX SALE AUCTION AND AUTHORIZING A PRIVATE SALE TO EDWARD J. DiLAURA, JR. IN THE AMOUNT OF \$7,500.00 PLUS \$180.00 RECORDING FEE; SAID OFFER TO EXPIRE JULY 31, 2014, MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: WITHDRAWING PARCEL #423.00-01-006.200, SITUATE IN THE TOWN OF LINDLEY, FROM THE TAX SALE AUCTION AND AUTHORIZING A PRIVATE SALE TO PATRICIA TAFT IN THE AMOUNT OF \$6,996.90 INCLUSIVE OF RECORDING FEES; SAID OFFER TO EXPIRE JULY 31, 2014, MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: WITHDRAWING PARCEL #240.03-01-007.200, SITUATE IN THE TOWN **THURSTON**, FROM THE TAX SALE AUCTION AND AUTHORIZING A PRIVATE SALE TO RAYMOND AND VALERIE NOYES IN THE AMOUNT OF \$3,415.51 PLUS \$180.00 RECORDING FEE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Secretary's Note: The Commissioner of Finance received a request from a creditor to purchase parcel #053.00-03-002.123, situate in the Town of Wayland for \$3,321.10. No motion was made.

MOTION: WITHDRAWING PARCEL #136.18-02-046.000, SITUATE IN THE VILLAGE OF NORTH HORNEILL, FROM THE TAX SALE AUCTION AND AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT AN UNDERTAKING OF \$10,000.00 IN CONJUNCTION WITH THE EXTENSION OF A HARDSHIP DEFERRAL ORIGINALLY EXPIRING 4/18/14, FOR 180 DAYS, WITH A NEW EXPIRATION DATE OF 10/8/14; SAID FORM AND CONTENT OF UNDERTAKING TO BE APPROVED BY THE LAW DEPARTMENT MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MAY 29, 2015, RELATIVE TO PARCEL #226.00-01-018.000, SITUATE IN THE TOWN OF CAMPBELL MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JULY 31, 2014, RELATIVE TO PARCEL #251.00-01-016.000, SITUATE IN THE TOWN OF CANISTEO MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MAY 31, 2015, RELATIVE TO PARCEL #131.13-01-007.000, SITUATE IN THE TOWN OF URBANA MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Tuesday, July 8, 2014
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, July 1, 2014**

STEBEN COUNTY FINANCE COMMITTEE

Special Meeting

Monday, June 23, 2014

9:30 a.m.

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

****MINUTES****

COMMITTEE:	Lawrence P. Crossett, Chair Scott J. Van Etten	K. Michael Hanna	Gary B. Roush
STAFF:	Mark R. Alger Shawn Corey	Jack K. Wheeler Nancy Smith	Pat Donnelly
LEGISLATORS:	Joseph J. Hauryski Carol A. Ferratella Patrick F. McAllister Randolph J. Weaver	Eric T. Booth Robin K. Lattimer William A. Peoples	Dan C. Farrand Hilda T. Lando Gary B. Roush
ABSENT:	Gary D. Swackhamer, Vice Chair		

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. Commissioner of Finance

1. **Deed Execution** – Mr. Donnelly informed the committee that the Village of North Hornell has requested the County execute a deed relative to a portion of tax map parcel number 136.18-03-004.11, extending 3rd and 4th streets as indicated on the tax map. Such lands are intended to be used as public streets.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO EXECUTE A DEED RELATIVE TO PARCEL #136.18-03-004.11, SITUATE IN THE VILLAGE OF NORTH HORNELL, SUCH DEED SUBJECT TO APPROVAL BY THE COUNTY ATTORNEY MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE
STEBEN COUNTY FINANCE COMMITTEE**

Joint Special Meeting

Monday, June 23, 2014

9:40 a.m.

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

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Robin K. Lattimer	Gary B. Roush, Vice Chair Randolph J. Weaver	Hilda T. Lando
	Lawrence P. Crossett, Chair	K. Michael Hanna	Scott J. Van Etten
STAFF:	Mark R. Alger Shawn Corey	Jack K. Wheeler Nancy Smith	Kathy Muller
LEGISLATORS:	Joseph J. Hauryski Patrick F. McAllister	Eric T. Booth Aaron I. Mullen	Dan C. Farrand William A. Peoples
ABSENT:	Gary D. Swackhamer, Vice Chair		

I. CALL TO ORDER

Mr. Crossett called the meeting to order at 9:40 a.m.

II. GENERAL BUSINESS

A. Department of Social Services

1. **NYS Summer Youth Program Allocation** – Ms. Muller requested authorization to accept \$144,426 from the State to support the summer youth employment program. She stated that \$139,426 will be allocated to ProAction as they will administer the program, and \$5,000 will be allocated to the Youth Bureau as they will be monitoring the program.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT FUNDING IN THE AMOUNT OF \$144,426 FROM THE STATE TO SUPPORT THE SUMMER YOUTH PROGRAM; ALLOCATING \$139,426 TO PROACTION FOR THE ADMINISTRATION OF THE PROGRAM AND \$5,000 TO THE YOUTH BUREAU FOR MONITORING OF THE PROGRAM MADE BY MR. VAN ETTEN. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0 HSH&E COMMITTEE AND 4-0 FINANCE COMMITTEE.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0 HSH&E COMMITTEE AND 4-0 FINANCE COMMITTEE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, July 8, 2014

10:10 a.m.

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

****MINUTES****

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

STAFF: Mark R. Alger Jack K. Wheeler Pat Donnelly
 Tammy Hurd-Harvey Hank Chapman, Psy.D. Vince Spagnoletti
 Alan Reed

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella

ABSENT: Gary B. Roush

OTHERS: Randall R. Shepard, CPA, Bonadio
 Richard M. Leicht, CPA, Bonadio
 Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 10, 2014, AND JUNE 23, 2014, MEETINGS MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. PRESENTATIONS

A. Bonadio

1. **2013 Health Care Facility Audit** – Mr. Leicht presented the 2013 financial statements for the Health Care Facility. The facility saw an operating loss of \$900,000 from 2012 to 2013 largely due to the IGT being received for prior years. . He stated they will conduct a final audit in September or October, which will include the sale of the facility. He commented that the facility did reduce the numbers of days in accounts receivable to 65 and the benchmark is 57 days. Net patient service revenue saw an increase of 12 percent over the prior year due to a 2 percent increase in occupancy, as well as a shift towards a more favorable payor mix.

2. **2013 Audit** – Mr. Shephard presented the 2013 financial statements for the County. The total fund balance increased 7 percent in 2013. Revenues were less than 2012 by approximately 1 percent due to a decrease in departmental income related to the cessation of home health services. Additionally in 2012 there was revenue for a refund of prior years’ expenses included in miscellaneous revenue resulting from a downward adjustment of the outstanding self-insured health insurance liability, which was not repeated in 2013, and a significant decrease in sales tax revenue. Expenditures increased 0.1 percent due to increased jail and road patrol costs; increased administration costs within the Department of Social Services; offset by a decrease in the health category due to the sale of the home health services to a private, not-for-profit.

IV. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. **OMH Funding** -- Dr. Chapman requested authorization to accept additional OMH funding in the amount of \$50,556.00 to fund supportive housing and appropriate it to their contract with Arbor Development.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL OMH FUNDING IN THE AMOUNT OF \$50,556.00 TO FUND SUPPORTIVE HOUSING AND TO APPROPRIATE THAT AMOUNT TO THEIR CONTRACT WITH ARBOR DEVELOPMENT AND TO AMEND THE EXISTING CONTRACT TO REFLECT THIS ADDITIONAL REVENUE MADE BY MR. VAN ETEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Public Works

1. **Appropriating Revenue** - Mr. Spagnoletti requested authorization to appropriate \$51,679.85 from the Upgrade Refueling Station line item to the Capital Projects line item. He explained that they charge a \$.10 per gallon surcharge for municipalities that use our fuel. This money has been building up and he would like to appropriate it to the Capital Projects account as they have work that needs to be done on some of the fuel pumps.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO APPROPRIATE \$51,679.85 FROM LINE ITEM 5130H1 4 2770 000 – UPGRADE REFUELING STATION TO LINE ITEM 5130H1 5 2500 000 – CAPITAL PROJECTS MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Creating a Grinder Capital Project** – Mr. Spagnoletti informed the committee that when they purchased the grinder a couple of years ago, they created a pavement grinder fund. He requested authorization to create a pavement grinder capital project and transfer the remaining funds from the pavement grinder fund into this new capital project. All revenue from the rental of the grinder will go into this new capital project. Additionally, all repairs would be made using funds in this project. This new capital project will allow us to better track our expenses and revenues associated with the grinder.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER THE BALANCE OF FUNDS IN THE PAVEMENT GRINDER FUND TO A NEW CAPITAL PROJECT ENTITLED PAVEMENT GRINDER MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Mr. Van Etten asked have you done a post-asset analysis? Mr. Spagnoletti replied yes. The net result of purchasing the pavement grinder, rather than renting one has been a gain of \$89,000 for 2013.

C. Commissioner of Finance

1. **Tax Sale Auction** – Mr. Donnelly requested authorization to withdraw a parcel from the tax sale.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO WITHDRAW PARCEL #136.05-01-023.220/77 FROM THE TAX SALE AUCTION PURSUANT TO RPTL 1138(6) AND CANCEL TAXES AS UNCOLLECTIBLE PURSUANT TO RPTL 558 MADE BY MR. VAN ETEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW ARTICLE 7§ 105.1.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 COPORATION AND ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC

**BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF
MADE BY MR. 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. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.
(MR. VAN ETTEN ABSENT FOR VOTE)**

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, August 12, 2014
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, August 5, 2014**

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, August 12, 2014

10:40 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Jack K. Wheeler Jim Allard
Hank Chapman, Psy.D. Vince Spagnoletti Pat Donnelly
Alan Reed Jim Gleason Kelly Penziul
Vicki Olin Wendy Flaitz Tammy Hurd-Harvey
Dave Hopkins Tina Goodwin

LEGISLATORS: William A. Peoples

OTHERS: Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 8, 2014, MEETING MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Planning

1. **Bus System Transfer** – Mr. Wheeler requested authorization to accept and transfer into a new bus system capital project, \$366,000 in State and Federal grant funding for the purchase of buses and related equipment. He explained that Steuben County is the lead agency for the application and administering of grants. Of this funding, they will be using \$288,000 to purchase a new bus for the bus system.

MOTION: AUTHORIZING THE CREATION OF A CAPITAL PROJECT ENTITLED BUS SYSTEM AND ACCEPTING AND TRANSFERRING TO THE BUS SYSTEM CAPITAL PROJECT \$366,000 IN STATE AND FEDERAL GRANT FUNDS FOR THE PURCHASE OF BUSES AND RELATED EQUIPMENT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Sheriff's Office

1. **Narcotics Surveillance Equipment** – Undersheriff Allard requested authorization to transfer \$12,385 from their salaries and wages line item to the law enforcement supplies line item to purchase two Joey recorders and an echo-8 repeater. This equipment will be used in narcotics surveillance.

Mr. Crossett commented that he thought that the salaries and wage line items in the Sheriff's Office were out of balance due to overtime costs. Undersheriff Allard replied that overtime costs in the department are in pretty good shape right now.

MOTION: AUTHORIZING THE TRANSFER OF \$12,385 FROM THE SHERIFF'S SALARIES AND WAGES LINE ITEM TO THE LAW ENFORCEMENT SUPPLIES LINE ITEM TO PURCHASE TWO (2) JOEY RECORDERS AND AN ECHO-8 REPEATER; AND AMENDING THE EQUIPMENT LIST TO REFLECT THESE PURCHASES MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. District Attorney's Office

1. **Budget Adjustment** – Mr. Alger requested authorization to transfer \$5,689.30 from the Traffic Diversion Program Enforcement Reimbursement line item to his minor equipment line item to purchase two portable radios and one mobile car radio for the narcotics investigator.

MOTION: AUTHORIZING THE TRANSFER OF \$5,689.30 FROM THE TRAFFIC DIVERSION PROGRAM ENFORCEMENT REIMBURSEMENT LINE ITEM TO THE DISTRICT ATTORNEY'S MINOR EQUIPMENT LINE ITEM TO PURCHASE TWO (2) MOTOROLA XTS PORTABLE RADIOS AND ONE (1) MOBILE CAR RADIO; AND AMENDING THE MINOR EQUIPMENT LIST TO REFLECT THESE PURCHASES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Office of Community Services

1. **OMH Funding** – Dr. Chapman informed the committee that due to St. James closing their Psychiatric Unit, he submitted a proposal to the State requesting additional funding to implement a crisis outreach program. As a result of his proposal, the State Office of Mental Hygiene (OMH) has awarded him \$490,000 in funding. He requested authorization to accept this funding.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT STATE OMH FUNDING IN THE AMOUNT OF \$490,000 FOR THE IMPLEMENTATION OF A CRISIS OUTREACH PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Dr. Chapman requested authorization to accept \$250,000 in State OMH funding to create a home-based crisis intervention program in conjunction with Allegany and Livingston Counties. This program will target children and adolescents at risk of being hospitalized. Steuben County is the lead agency.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$250,000 IN STATE OMH FUNDING TO CREATE A HOME-BASED CRISIS INTERVENTION PROGRAM IN CONJUNCTION WITH ALLEGANY AND LIVINGSTON COUNTIES, TARGETING CHILDREN AND ADOLESCENTS AT RISK OF BEING HOSPITALIZED MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Contracts** – Dr. Chapman requested authorization to amend his contract with Pathways to add additional funding in the amount of \$320,000 to hire two additional mental health counselor positions and one bridger case management position; including mileage at the State rate of \$0.55 per mile.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO AMEND HIS CONTRACT WITH PATHWAYS TO INCREASE THE ALLOCATION BY \$320,000 TO ALLOW THEM TO CONTRACT FOR TWO ADDITIONAL MENTAL HEALTH COUNSELOR POSITIONS AND ONE BRIDGER CASE MANAGEMENT POSITION; INCLUDING MILEAGE REIMBURSEMENT AT THE STATE RATE OF \$0.55 PER MILE; TO IMPLEMENT THE MOBILE CRISIS OUTREACH PROGRAM MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Chapman requested authorization to enter into a contract with Robert Miller, LLC to provide crisis outreach services on a part-time basis, three days a week at a rate of \$35.00 per hour. He also will be reimbursed mileage at the State rate of \$0.55 per mile. He stated that he would also like to utilize Mr. Miller up to 40 hours per week as needed.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH ROBERT MILLER, LLC TO PROVIDE CRISIS OUTREACH SERVICES ON A PART-TIME BASIS, AT A RATE OF \$35.00 PER HOUR INCLUDING MILEAGE REIMBURSEMENT AT THE STATE RATE OF \$0.55 PER MILE MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Budget Adjustment** – Dr. Chapman requested authorization to transfer \$6,330 in Pros start-up funding from OMH to his minor equipment to purchase six lab computers and related educational materials. These computers will be used by clients, with the help of staff, for vocational training and family education.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO TRANSFER \$6,330 FROM THE PROS START-UP FUNDING RECEIVED FROM OMH AND TRANSFERRING TO MINOR EQUIPMENT TO PURCHASE SIX LAB COMPUTERS AND RELATED COURSE MATERIALS; AND AMENDING THE MINOR EQUIPMENT LIST ACCORDINGLY MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Roush stated that Dr. Chapman has done a nice job of getting all of this money. Mr. Alger commented the \$490,000 is really key to make sure this program works locally. With losing the psychiatric unit at St. James and the downsizing at Elmira Psychiatric Center has really put us in a bind. The challenge is meeting the demands. Those costs can be significant to us. If someone is hospitalized, we pay 50 percent of the costs.

E. Public Works

1. **IDA Box Culvert Project** – Mr. Spagnoletti stated they built box culverts for the Bath-Hammondsport Railroad Co. and they paid \$41,996 for those culverts. He requested authorization to accept and appropriate those funds.

MOTION: ACCEPTING \$41,996 INTO UNALLOCATED REVENUE (D999901) AND APPROPRIATING TO BOX CULVERTS (D512000) MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Adjustment** – Mr. Spagnoletti requested authorization to transfer a total of \$90,000 from three road projects with excess funds and \$150,000 from capital projects and appropriate a total of \$240,000 to a winter damage project on CR22 in Cameron.

MOTION: AUTHORIZING THE TRANSFER OF \$30,000 FROM 511200.5.250581, R011-01; \$50,000 FROM 511200.5.250589, R119-6; \$10,000 FROM 511200.5.250580, R1-03; AND \$150,000 FROM 511200.5.250000, CAPITAL PROJECTS; AND APPROPRIATING A TOTAL OF \$240,000 TO 511200.5.250590, R022-01 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. Commissioner of Finance

1. **Seneca Nation Exclusivity Payment** – Mr. Donnelly informed the committee that they received an exclusivity payment from the Seneca Nation in the amount of \$131,199.22. He requested authorization to accept that funding and appropriate to the Economic Development Fund.

Mr. Alger commented we will need to find a more permanent place for those funds. He is recommending using a portion of these casino revenue funds to fund the Economic Development Fund. We are anticipating receiving \$500,000 annually in casino revenue. We may at some point also want to put this funding into some type of project such as the Records Center. He commented the revenue we are receiving is from the Seneca Nation casinos in Salamanca and Niagara Falls as that is the region we fall in.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT \$131,199.22 RECEIVED IN REVENUE FROM THE SENECA NATION EXCLUSIVITY PAYMENT AND TRANSFERRING TO THE ECONOMIC DEVELOPMENT FUND MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Tax Sale** – Mr. Donnelly requested authorization to withdraw a property located in the Town of Hornellsville from foreclosure and cancel all taxes pursuant to Real Property Tax Law 558.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO WITHDRAW PARCEL #136.05-05-023.220/73 SITUATE IN THE TOWN OF HORNELLVILLE, FROM FORECLOSURE PURSUANT TO RPTL 1138(6) AND CANCELLING TAXES AS UNCOLLECTIBLE PURSUANT TO RPTL 558 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0

G. County Manager

1. **Contingent Fund Transfer – Streambank Stabilization Program** – Mr. Alger explained that as a result of the series of storms that have gone through our area, the Soil & Water Conservation District has exhausted their streambank stabilization fund budget. We annually allocated \$75,000 to them for that program. They have estimated that they could use an additional \$75,000 for town projects that are in line now, in addition to those that they have already completed. The expectation is that they may be reimbursed as much as \$50,000 when FEMA makes their disaster declaration. Mr. Alger recommended appropriating \$75,000 from the Contingent Fund and earmarking the anticipated reimbursement of \$50,000 for future projects within the district.

MOTION: AUTHORIZING A TRANSFER OF \$75,000 FROM THE CONTINGENT FUND TO THE STEUBEN COUNTY SOIL & WATER CONSERVATION DISTRICT FOR THEIR STREAMBANK STABILIZATION PROGRAM MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Contingent Fund Transfer – 911 Recorder Maintenance Contract** – Mr. Alger explained the current 911 recorder is at the end of its life and the XP operating system is no longer being supported. The cost to provide maintenance for one additional year is \$12,926. He stated that they do anticipate within a year replacing the key component of the 911 system. Mr. Wheeler commented part of the round two State grant is the replacement of the radio consoles. We are working with Motorola and Televate to determine if the Motorola consoles are appropriate. The recorder is a key part of that. If we go with another company, there may be more options available. He expects that within the next month they will be at a point of deciding what consoles they will go with and then it will be another six months before we get the new recorder.

MOTION: AUTHORIZING A TRANSFER OF \$12,926 FROM THE CONTINGENT FUND TO THE 911 DEPARTMENT BUDGET TO PAY FOR A ONE-YEAR MAINTENANCE CONTRACT FOR THE 911 RECORDER MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Tax Freeze** – Mr. Alger informed the committee that normally he would be recommending the adoption of a local law to override the cap in August. The way the tax freeze has been set up, if we adopt that local law and we are under the cap, then we have to repeal the local law. At this point we anticipate complying with the cap. We have time and if we cannot meet the cap, we can still adopt the override local law. If we passed the local law, came under the cap and did not repeal, then the taxpayers will not get their rebate. He commented that also included in the rebate check will be the \$350 per child family tax credit.

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

MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #251.00-01-010.111 SITUATE IN THE TOWN OF CANISTEO TO DEAN MITCHELL , PURSUANT TO RPTL 1166, FOR \$5,780 INCLUSIVE OF RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #151.56-01-027.000 SITUATE IN THE CITY OF HORNELL TO DISTRICT #6 FEDERAL CREDIT UNION, PURSUANT TO RPTL 1166, FOR \$10,104 INCLUSIVE OF RECORDING FEES MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #048.05-01-016.000 SITUATE IN THE TOWN OF PRATTSBURGH TO LISA ROMER, F/K/A LISA KUBISKY, PURSUANT TO RPTL 1166, FOR \$1,691.05 INCLUSIVE OF RECORDING FEES MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. MOTION CARRIES 4-0-1. (MR. HANNA ABSTAINED)

MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #046.00-01-041.150 SITUATE IN THE TOWN OF PRATTSBURGH TO DANIEL HOAGLIN, PURSUANT TO RPTL 1166, FOR \$9,260.24 INCLUSIVE OF RECORDING FEES; SAID PAYMENT TO BE MADE BY SEPTEMBER 10, 2014 WITH A NON-REFUNDABLE UNDERTAKING OF \$5,813.53 TO BE POSTED IMMEDIATELY MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #225.03-01-009.000 SITUATE IN THE TOWN OF CAMPBELL TO RONALD ROBERTSON & JUANITA SHOULTES, PURSUANT TO RPTL 1166, FOR \$10,000 INCLUSIVE OF RECORDING FEES MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, September 9, 2014
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, September 2, 2014**

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO TRANSFER \$35,000.00 FROM THE SALARIES LINE ITEM TO THE CONTRACT LINE ITEM FOR PATHWAYS TO HIRE A CASE MANAGER POSITION MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Contract** – Dr. Chapman requested authorization to amend their contract with Pathways to include an additional \$85,000 in OMH funding for contracted labor. This funding will be used to fund three Social Worker positions and one Case Manager position as part of the Crisis Outreach Program.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO AMEND THEIR CONTRACT WITH PATHWAYS TO INCLUDE AN ADDITIONAL \$85,000.00 IN OMH FUNDING TO ADD 3 SOCIAL WORKER POSITIONS AND ONE CASE MANAGER POSITION TO THEIR CRISIS OUTREACH PROGRAM MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Planning

1. **Bus Operations Capital Project** – Mrs. Dlugos stated last month the committee authorized the creation of a Bus Operation Capital Project. In reviewing the grants with the Finance Office, we have an outstanding 2011 grant. The Finance Office has recommended creating a separate line item within this capital project.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CREATE AN ADDITIONAL LINE ITEM WITHIN THE BUS OPERATIONS CAPITAL PROJECT AND APPROPRIATING THE REVENUE AND EXPENDITURE ITEMS RELATIVE TO THE 2011 CAPITAL GRANT (SUPPLEMENTAL GRANT AGREEMENT #1) IN THE AMOUNT OF \$76,824.20 MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. Emergency Management Office

1. **Acceptance of HMGP (Hazard Mitigation Grant Program)** – Mr. Marshall informed the committee that we are required to maintain a Hazard Mitigation Plan which is multi-jurisdictional. We wrote our plan four years ago and it is due for an update and rewrite in 2015. The Federal Emergency Management Agency (FEMA) provides planning grant funding and as part of the recent disasters, has made funding available. We have been awarded \$150,000. This is a 75-25 matching grant. FEMA provides \$112,500 and the local share is \$37,500 which can be in-kind services. He requested authorization to accept this grant. This funding will be used for planning, writing and submission of a new five-year plan. Mr. Marshall commented that he had recommended to the Public Safety & Corrections Committee that they do an RFP for a consultant to do this work and the committee was in agreement.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A FEMA HAZARD MITIGATION GRANT AWARD OF \$150,000.00 FOR THE DRAFTING, WRITING, AND SUBMISSION OF A NEW FIVE-YEAR HAZARD MITIGATION PLAN MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Adjustment – FY12 SHSP Grant Program** – Mr. Marshall informed the committee that originally this grant funding was to be used to hire a consultant to conduct some exercises. With the most recent exercise of moving Corning Hospital, we are not using all of the funding within the timeframe of the grant. He requested authorization to use that funding to upgrade the emergency operations center. The upgrades would include purchasing a smart board as well as upgrading the video displays and purchasing digital switching equipment. The total amount being transferred is \$34,128.82.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER A TOTAL OF \$34,128.82 FROM VARIOUS LINE ITEMS WITHIN THE FY12 SHSP GRANT AND APPROPRIATING \$9,500.00 TO MINOR EQUIPMENT, \$24,589.52 TO MAJOR EQUIPMENT AND \$39.30 TO TRAINING AND CONFERENCES MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Finance Office

1. **Monthly Reports** – Mr. Donnelly asked if there were any questions on the monthly reports. Mr. Van Etten stated on the wage analysis report, for the School Resource Officers it shows \$69,000, however, we have spent \$98,000 year-to-date? Mrs. Hurd-Harvey replied we override that and ask them to do a budget adjustment. That is reimbursed by the school districts.

Mr. Van Etten stated that on the County cost analysis report it shows the Health Care Facility had a loss of \$4 million however there was no revenue for the current year. Do you have any guess what that revenue might be? Mr. Donnelly replied they cannot guess, but he can say that they will not like it. Mr. Swackhamer asked is the IGT payment up-to-date? Mrs. Hurd-Harvey replied we have three more left. Mr. Alger stated we should have a 1 ¼ years left. The basic IGT will be nearly the same as what we received the prior year. He would expect by the time we are finished, we will end up \$4 million in the red closing this in the books. There will be a couple of years of bond payments that will come out of the fund balance. Mr. Donnelly commented the bonds on the facility are callable now. Mr. Alger stated in next year's budget we will add the bond payments as there were not enough proceeds from the sale to pay them. In the meantime, we will close out the audit as soon as practicable.

2. **2014 Insurance Transfer** – Mrs. Hurd-Harvey requested authorization to transfer a total of \$92,046.48 from the insurance lines of the Public Health and Central Motor Pool budgets to the general insurance line item.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER A TOTAL OF \$92,046.48 OUT OF VARIOUS LINE ITEMS AND APPROPRIATING TO THE GENERAL INSURANCE LINE ITEM MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Correction of Assessments** – Mrs. Hurd-Harvey informed the committee that a letter was sent to all of the towns about the correction of assessments. The biggest adjustments were the Towns of Bath, Caton, Corning, Fremont, Lindley and Urbana.

F. County Manager

1. **STOP-DWI In-Car Camera Purchase** – Mr. Alger informed the committee that during last year's budget process, they included \$7,000 for the purchase of in-car cameras; however, these items were not included on the Sheriff's Minor Equipment list. He requested authorization for the Sheriff to purchase the in-car cameras and add them to his equipment list.

MOTION: AUTHORIZING THE SHERIFF TO PURCHASE IN-CAR CAMERAS FOR A TOTAL COST OF \$7,000.00 AND TO ADD THESE ITEMS TO HIS MINOR EQUIPMENT LIST MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Assigned Counsel** – Mr. Alger informed the committee that the Assigned Counsel Program will be out of money this month. They will be looking next month to review projections.

3. **911 Phone System** – Mr. Alger informed the committee that by next month they should have a final number for the cost of the phone replacement. We also have a grant which will assist us in purchasing a new system. The cost is estimated to be \$380,000.00.

4. **911 Radio Consoles** – Mr. Alger stated that 911 will also be looking for approval to purchase a new console radio system for an equipment upgrade. There is also grant funding available for that. This needs to be finally installed by March 2015. The total cost is \$1.1 million.

IV. OTHER BUSINESS

A. *Budget Workshops* – The Finance Budget Workshops have been scheduled for October 14th immediately following the Regular Finance Committee and October 15th and October 16th starting at 9:00 a.m. Additionally a special meeting has also been scheduled for November 5th at noon immediately following the Finance Committee meeting.

Mr. Alger commented the tax cap this year is 1.4 percent, which is just about \$700,000 on the levy. Mr. Van Etten asked did the pension costs decrease? Mr. Alger replied they did slightly, but are still at 18.1 percent. He stated that with regard to national gas production, Chesapeake produced no gas in New York State. We will lose another \$17 million of full value assessment. We are seeing the impact of the lack of a decision by the State and this will have a significant impact on some of the towns.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICER'S 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. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO WITHDRAW FROM TAX FORECLOSURE, PURSUANT TO RPTL 1138(6), PARCEL #280.14-01-020.000/22 AND CANCEL TAXES PURSUANT TO RPTL 558 MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. MOTION CARRIES 4-0-1. (MR. VAN ETTEN ABSTAINED DUE TO A CONFLICT OF INTEREST)

MOTION: AUTHORIZING A CORRECTION OF THE TRANSFER OF TITLE RELATIVE TO PARCEL #046.00-01-041.150 SITUATE IN THE TOWN OF PRATTSBURGH, TO DANIEL AND ANGIE HOAGLIN, PER INITIAL DEED MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Tuesday, October 14, 2014
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, October 7, 2014**

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, October 14, 2014

10:00 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

- COMMITTEE:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair K. Michael Hanna
Scott J. Van Etten
- STAFF:** Mark R. Alger Jack K. Wheeler Pat Donnelly
Tammy Hurd-Harvey Jim Gleason Tina Goodwin
Jim Allard Chris Congdon Steve Orcutt
Kathy Muller Wendy Flaitz Vince Spagnoletti
Phil Roche Alan Reed Tim Marshall
- LEGISLATORS:** Joseph J. Hauryski Carol. A. Ferratella Hilda T. Lando
Robin K. Lattimer
- ABSENT:** Gary B. Roush
- OTHERS:** Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 9, 2014, MEETING MADE BY MR. HANNA. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REQUESTS

A. Public Defender

1. **Approve and Allocate Distribution #3 Grant** – Mr. Roche informed the committee that previously they had accepted and allocated this funding for a conflicts office, however, that was not approved. He is requesting they reallocate the \$210,000 grant, which will be \$70,000 for three consecutive years, for operational expenses.

MOTION: AUTHORIZING THE PUBLIC DEFENDER TO REALLOCATE THE NEW YORK STATE INDIGENT LEGAL SERVICES, DISTRIBUTION #3 GRANT, IN THE AMOUNT OF \$70,000 FOR THREE CONSECUTIVE YEARS TOWARDS OPERATING EXPENSES MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Approve and Allocate Caseload Reduction Grant** – Mr. Roche requested authorization to accept and allocate a three-year grant totaling \$296,498. This funding will be used to hire a third, full-time family court public defender. We anticipate that this grant will be renewable, however, this will be a zero-based position, so if the funding is not renewed, the position would be terminated.

MOTION: AUTHORIZING THE PUBLIC DEFENDER TO ACCEPT A NEW YORK STATE INDIGENT LEGAL SERVICES CASELOAD REDUCTION GRANT AND APPROVING THE ALLOCATION OF A TOTAL OF \$296,498 OVER THREE YEARS MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Contingent Fund Transfer** – Mr. Roche requested authorization to transfer \$12,500 from the Contingent Fund to the Public Defender’s budget to cover expenses through the remainder of the year.

MOTION: AUTHORIZING AND DIRECTING THE COMMISSIONER OF FINANCE TO TRANSFER \$12,500 FROM THE CONTINGENT FUND AND APPROPRIATE TO THE PUBLIC DEFENDER’S 2014 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

B. Public Health

1. **Budget Transfer** - Ms. Congdon requested authorization to transfer \$25,000 from the Tuition line item to the Vaccines line item. The number of required post exposure rabies shots for the uninsured has been greater than in past years.

MOTION: AUTHORIZING PUBLIC HEALTH TO TRANSFER \$25,000 FROM THE TUITION LINE ITEM TO THE VACCINE LINE ITEM MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Public Works

1. **Close Four Road Projects and Transfer \$61,524.76 to County Snow Removal, Salt** – Mr. Spagnoletti requested authorization to close the CR56, CR39, CR73 and CR27/CR109 road projects and transfer the net surplus of \$61,524.76 into the County Snow Removal, Salt line item. He commented that salt prices have increased 30 percent.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO CLOSE THE FOLLOWING ROAD PROJECTS: CR56, CR39, CR73 AND CR27/109 AND APPROPRIATING THE NET SURPLUS OF \$61,524.76 TO THE COUNTY SNOW REMOVAL, SALT LINE ITEM MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Close Two Bridge Projects and Transfer \$34,539.17 to Future Bridge Capital Accounts** – Mr. Spagnoletti requested authorization to close the CR73 and CR15 bridge projects and transfer the net surplus of \$34,539.17 into the Future Bridge Capital Accounts.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO CLOSE THE CR73 AND CR15 BRIDGE PROJECTS AND TRANSFERRING THE NET SURPLUS OF \$34,539.17 INTO THE FUTURE BRIDGE CAPITAL ACCOUNTS MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Transfer \$53,000 from the CR98 Road Project to the CR333 Project** - Mr. Spagnoletti requested authorization to transfer \$53,000 in surplus from the CR98 road project to the CR333 road project.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$53,000 IN SURPLUS FUNDS FROM THE CR98 ROAD PROJECT TO THE CR333 ROAD PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

4. **Addition of Landfill Compactor to Major Equipment List** – Mr. Spagnoletti informed the committee that they had put out an RFP for a Landfill Compactor and had included three options; purchase outright, 5-year lease and lease to buy. The Public Works Committee awarded the RFP for the purchase of a

landfill compactor for a total price of \$545,000. Our original plan was to fund this purchase out of the capital project. He requested authorization to pay for the machine using \$132,000 from the capital project and the remaining \$413,000 from Major Equipment.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ADD THE LANDFILL COMPACTOR TO THE 2014 MAJOR EQUIPMENT LIST AND TO PAY FOR THE MACHINE USING \$132,000 FROM THE CAPITAL ACCOUNT AND THE REMAINING \$413,000 FROM MAJOR EQUIPMENT MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

D. 911

1. **Phone System** – Ms. Goodwin informed the committee that they have received a proposal from Intrado to offer us an IP phone solution for a total cost of \$277,073.13. This new system will integrate with our current CAD system. We also are eligible for a non-competitive grant that can be used toward this kind of equipment.

Mr. Gleason stated we can piggyback on the Cayuga County bid. We believe this is a viable solution that we can use. Mr. Wheeler commented this is a product that counties around us are using. This is an IP solution and we feel this is a good price. In the 2014 budget, we have set aside \$150,000 in the capital project for this purpose. In the interim, he would request a transfer from the Contingent Fund to cover the additional \$130,000. We are also eligible for \$188,000 in non-competitive State funds, which we should receive, and we would dedicate those funds toward this purchase.

Mr. Van Etten asked what is the anticipated life? Ms. Goodwin replied everything is going to IP; the companies do software updates and then they go to end of life. Our current system is operating on a Windows 2000 operating system which is no longer supported. Mr. Wheeler stated there is a five-year maintenance plan for more software updates. Discussion followed.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO APPROPRIATE \$130,000 FROM THE CONTINGENT FUND TO PURCHASE AN IP PHONE SYSTEM FOR 911 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

E. Emergency Management Office

1. **Accepting Funds from County Auction in Capital Project** – Mr. Marshall requested authorization to appropriate \$2,045 received in revenue from the County Auction and appropriate it into the capital project for the Civil Defense Fire Training Center to perform upgrades and maintenance to the grounds.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT \$2,045 RECEIVED AS REVENUE FOR THE SALE OF SURPLUS ITEMS AND APPROPRIATING TO THE CAPITAL PROJECT FOR THE CIVIL DEFENSE FIRE TRAINING CENTER MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

F. Sheriff's Office

1. **LNI Grant** – Undersheriff Allard requested authorization to accept an LNI Grant in the amount of \$12,500.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT AN LNI GRANT IN THE AMOUNT OF \$12,500 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **2015 Bicycle Safety Grant** – Undersheriff Allard requested authorization to accept a 2015 Bicycle Safety Grant in the amount of \$4,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2015 BICYCLE SAFETY GRANT IN THE AMOUNT OF \$4,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **2015 DWI Crackdown Grant** – Undersheriff Allard requested authorization to accept a 2015 DWI Crackdown Grant in the amount of \$27,162.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A 2015 DWI CRACKDOWN GRANT IN THE AMOUNT OF \$27,162 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Budget Transfer** – Undersheriff Allard Sheriff Cole requested authorization to appropriate additional revenue related to the SRO contracts with school districts to coincide with the County's budget year. The amount is \$121,000.

MOTION: AUTHORIZING THE SHERIFF TO APPROPRIATE ANTICIPATED ADDITIONAL REVENUE IN THE AMOUNT OF \$121,000 RELATED TO THE SRO CONTRACTS WITH THE SCHOOL DISTRICTS MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

G. Commissioner of Finance

1. **Monthly Reports** – Mr. Donnelly asked if there were any questions on the monthly reports that were previously distributed.

2. **Closing Capital Projects with Small Balances** – Mrs. Hurd-Harvey requested authorization to close ten capital projects that have small balances. The total amount equates to a little over \$800.00 and will be transferred to various other capital projects and operating accounts.

MOTION: AUTHORIZING THE CLOSING OF TEN COMPLETED CAPITAL PROJECT ACCOUNTS AND TRANSFERRING THE REMAINING FUND TO VARIOUS OTHER CAPITAL PROJECTS AND OPERATING ACCOUNTS.

3. **Cancellation of Taxes** – Mr. Donnelly requested authorization to withdraw from foreclosure and cancel the taxes on a parcel located in the Town of Hornellsville.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO WITHDRAW FROM TAX FORECLOSURE, PURSUANT TO RPTL 1138(6), PARCEL #136.05-01-023.220\79 AND CANCEL TAXES PURSUANT TO RPTL 558 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **State Fiscal Strength Survey** – Mr. Donnelly informed the committee that the State recently completed the county fiscal strength survey. Our rating decreased from 15.8 percent to 12.5 percent. That is a good thing as the lower the percentage, the better your funds are. The average county percentage is 30 percent.

5. **Health Care Facility Bonds** – Mr. Donnelly informed the committee that the bonds issued to finance the Health Care Facility can be called at any time now; however, redemption must be on any interest payment date. The next interest payment date is February 15, 2015. The date of call must not be more than 60 nor less than 30 days prior to the call date, therefore, a call must be made by January 15, 2015. By calling the bond, we will save \$2 million.

MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO CALL THE BONDS ON THE HEALTH CARE FACILITY NO LATER THAN JANUARY 15, 2015 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Donnelly requested authorization to engage the services of a fiscal advisor relative to the bond calling issues. The rate would be \$200.00 per hour.

MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO ENGAGE THE SERVICES OF A FISCAL ADVISOR RELATIVE TO BOND CALLING ISSUES, AT A RATE OF \$200.00 PER HOUR MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey stated that we will need to update the arbitrage report and file the report within 60 days of the call. They received two quotes from BLX for \$3,000 and from Arbitrage Compliance Specialists, Inc. for \$2,100. She recommended retaining Arbitrage Compliance Specialists, Inc.

MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO RETAIN THE SERVICES OF ARBITRAGE COMPLIANCE SPECIALISTS, INC. TO UPDATE AND FILE THE ARBITRAGE REPORT RELATIVE TO THE CALLING OF THE HEALTH CARE FACILITY BONDS FOR A TOTAL COST OF \$2,100 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Jail Bonds** – Mr. Donnelly requested authorization to refinance the outstanding bonds issued to finance the Jail. At this time we have \$3.780 million in bonds at an interest rate of 3.75 percent. If we refinance, the net interest cost to the County will range from 0.22 percent for the 2015 maturity to 1.82 percent for the 2021 maturity. The savings is projected to be \$200,000 and is based on an assumed call date of January 15, 2015.

MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO CALL THE BONDS ON THE JAIL AND REFINANCE NO LATER THAN JANUARY 15, 2015 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

H. County Manager

1. **Contingent Fund Transfer** - Mr. Alger stated they are anticipating they will need additional funds in the Assigned Counsel Program by the end of the year. He would recommend appropriating \$50,000 from the Contingent Fund to get the program through October. We will then have to look at what will need to be done for the remainder of the year.

MOTION: AUTHORIZING AND DIRECTING THE COMMISSIONER OF FINANCE TO TRANSFER \$50,000 FROM THE CONTINGENT FUND AND APPROPRIATE TO THE ASSIGNED COUNSEL PROGRAM TO FUND THEM THROUGH OCTOBER 2014 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Activation of Zero-Based Position** – Mr. Alger requested authorization to activate a zero-based Senior Clerk position in the Department of Social Services and to zero-base an Account Clerk-Typist position in the Department of Social Services.

MOTION: AUTHORIZING THE ACTIVATION OF A ZERO-BASED SENIOR CLERK POSITION IN THE DEPARTMENT OF SOCIAL SERVICES AND ZERO-BASING AN ACCOUNT CLERK-TYPIST POSITION IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

IV. NEW BUSINESS

A. *Changing Date/Time of November Meeting* – Mr. Alger stated that with the budget process, it is necessary to hold the Finance Committee meeting on the same day as AIP and HSH&E. He recommended moving the meeting to Wednesday, November 5, 2014, at noon.

MOTION: CHANGING THE DATE AND TIME OF THE NOVEMBER MEETING TO WEDNESDAY, NOVEMBER 5, 2014, AT NOON MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

****PLEASE NOTE CHANGE**Wednesday, November 5, 2014**PLEASE NOTE CHANGE**
12:00 p.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Tuesday, October 28, 2014**

STEUBEN COUNTY FINANCE COMMITTEE

Special Meeting

Tuesday, October 14, 2014

11:00 a.m.

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

****MINUTES****

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

STAFF: Mark R. Alger Jack K. Wheeler Pat Donnelly
Tammy Hurd-Harvey Judy Hunter

LEGISLATORS: Joseph J. Hauryski Carol A. Ferratella Hilda T. Lando
Robin K. Lattimer

ABSENT: Gary B. Roush

OTHERS: Mary Perham

I. CALL TO ORDER

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

II. BUDGET OVERVIEW

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

MOTION: ACCEPTING THE 2015 BUDGET ADJUSTMENTS AS RECOMMENDED BY THE BUDGET OFFICER MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger stated that in terms of an overview of the budget, looking line item by line item and making cuts is not getting you much as the department budgets are pretty lean. There are places where you will see increases in the budget. Overall, the biggest increases are in the public safety area, such as Sheriff, 911, Jail and Probation. The Department of Social Services and Public Works also show slight increases, but nowhere near the scope of the \$620,000 increase we are seeing in public safety. You will notice this budget includes the salary adjustments for the Union contracts.

Mr. Alger stated that the Administrative area of the budget has increased \$148,000. The County Clerk revenues are tight, but it looks as though those figures will be sustainable. We did not increase the budget for Assigned Counsel. We could increase it; however, it would just be a shot in the dark. With the lawsuit, we are not sure what will be happening. We could have to spend \$1 million on additional staff. Right now, they have delayed the suit pending a settlement. Depending upon what happens they will either settle or appeal.

Mr. Swackhamer asked couldn't we cross reference the applications for those individuals requesting a public defender against those of the Department of Social Services to make sure they are putting the same income on both? Mr. Alger replied that he does not believe there is any statutory reason why we could not do that. He thinks you will see the entire system change as a result of this pending lawsuit. One of the things that may happen

is that the Public Defender's Office may be the primary group that defends, rather than assigned counsel. The assigned counsel may exclusively do conflicts. The local bar association did not allow us to do a conflicts office, but ultimately the lawsuit may direct that to occur.

Mr. Alger stated that with regard to the community college chargeback, the college is anticipating that enrollment will go down and therefore the chargeback will be a little less. Under public safety, the Jail is showing a slight decrease because of the way we funded their positions in the budget. With 911, they do have some maintenance items that contributed to their increase, however, most of it is salary adjustments. Mr. Wheeler commented that a decrease was projected for their revenue as more people are going to cell phones and not using their landlines. We took \$30,000 out of their revenues. Mr. Alger stated the cell phone surcharge is higher than that for landlines, however, the State keeps the bulk of the cell phone surcharge. Mr. Hanna asked do you expect that public safety costs will continue to go up? Mr. Alger replied the real question is what public safety is going to face. We are seeing that municipalities are having a difficult time keeping their police departments with the tax cap.

Mr. Van Etten asked how are the overall program changes with regard to pension, health insurance and Worker's Compensation? Mr. Alger replied pension costs have decreased slightly; less than 2 percent. However, that decrease is flat when you factor in the payroll increases. Mrs. Hurd-Harvey stated with regard to health insurance, we did not budget an increase, however, we do think that costs went up slightly. Mr. Alger stated Workers' Compensation costs did increase, however, that is distributed throughout the budget by department. We also distributed the retiree insurance expenses throughout the budget by department.

Mr. Alger stated that our health costs are slightly down. That does not reflect contracting out mental health services in Corning and Hornell. We are on the cusp of being able to do that by year end. We are expecting next year to look at that. Overall, the mental health budget is in pretty good shape. We are more comfortable with their revenues than we have been in previous years. With Public Health we are to a point where we have absorbed all of those changes resulting from the sale of the CHHA.

Mr. Alger stated we have increased Public Works' equipment from the \$900,000. The bond for the grinder is paid off. The gas to energy plan is producing revenue for the Landfill. However, there are some risks with the plant. The biggest is the sludge contract with Suffolk County through Casella.

Mr. Alger stated that the costs in the economic assistance/opportunities category have gone up slightly. There is a certain amount of uncertainty with the youth programs and youth agency contracts. Costs in the culture and recreation category have remained the same. We did not change the library's allocation and have kept them at the same level as they have been. The library was looking for an increase because they are trying to cover their computer costs. We do not have the resources to continue to raise their allocation, so we kept them the same. The Economic Development Fund will see the benefits of the casino revenue allocations. Mr. Wheeler commented we appropriated \$420,000 to offset the local costs of capital projects that are not Public Works. That will help to decrease our costs a little.

Mr. Crossett asked what about the room tax? Mr. Alger replied we have not looked at the room tax specifically. Mr. Wheeler stated the requests remained pretty flat. Mr. Alger stated revenue for this year looks to be a wash. The appropriation will be covered with collections from this year. Mrs. Ferratella asked have we audited the room tax? Mr. Alger replied we do not routinely audit, but we may want to do that again. We will need to finalize the room tax and look at the requests.

Mr. Alger commented with regard to the STOP-DWI Program, their revenues have been off for a couple of years and we have been funding that out of the General Fund. We will look at the total appropriation and balance that out. With the Health Care Facility, we have budgeted for unemployment insurance, Worker's Compensation, and bonds. We have a \$2 million appropriation and much of that (\$1.4 million) is the bond. When we pay the bond off next year we will use that. The Worker's Compensation costs are based on the number of cases. We also have \$300,000 for unemployment costs.

Mr. Alger stated at this point we do not have the sales tax figures. We will look at that at our next meeting. He does not think he would recommend adjusting sales tax. The projection is fine and we will hit our numbers for next year. With regard to the fund balance, the Health Care Facility's expenses are really anticipated to come out of the fund balance. That should drop off next year.

Mr. Alger stated with regard to the tax cap, we started out at 1.5 percent. With the adjustment factor and the growth factor at 1.004 percent, we ended up with a projection of 2.4 percent gross for next year. Right now we are \$899,000 which is below the cap. We have everything that we need in the budget. That 2.4 percent is the levy increase. Mr. Wheeler commented they do have another change coming, which will be an adjustment to revenue for Elections. That should add an additional \$50,000. He stated their recommendation for this year is to not override the tax cap.

Mr. Alger stated that we have lost \$17 million in gas production credits. We probably lost \$100 million in gas production value since the Governor ceased to do anything with the Marcellus Shale. Last year Chesapeake produced no gas in New York State. The tax rate will go down even with the levy going up.

Mr. Alger commented generally the budget is in pretty good shape. He stated that with the salary schedule the vacant positions are funded 75 percent. Some of those positions are being filled. In the Jail, and the Department of Social Services, even with not filling the positions, funding them at 75 percent does not hurt them. The 2014 budget did not fully fund vacant positions and the 2015 budget does the same.

III. 2015 BUDGET REVIEW

The committee reviewed the tentative 2015 budget and asked questions regarding various departments. The items listed below are those questions that were unable to be answered during the meeting:

Community College Tuition

Mr. Van Etten commented that expenses in 2013 were \$814,220.12 and for 2014 we budgeted \$600,000. Actual year-to-date expenses for 2014 are \$409,597.26 with the requested 2015 budget being \$600,000. He is wondering if this might be a little too low. Mr. Alger stated they would look into that.

Mental Health Clinic

Mr. Van Etten stated that in all of the programs under Mental Health the insurance line (410100) have all been zeroed out. What is that line item for? Mrs. Hurd-Harvey replied that is the property and liability insurance costs that are allocated across the departments. That line item should not be zeroed out. The Finance Office will double check and see if that cost has been incorporated elsewhere in the Mental Health program budgets.

Children & Youth Clinic

Mr. Van Etten stated the Contracts for Services line item shows a requested budget of \$487,000, however, in 2013 they spent \$249,906.21 and year-to-date have spent \$279,782.10. Is this a timing or reallocation issue? Mr. Alger stated they will check with Dr. Chapman.

TANF Administration

Mr. Van Etten stated that the line items for Youth Bureau and ProAction Summer Youth Employment are zeroed out for 2015, however, the Youth Bureau line item has spent \$5,000 year-to-date and the Summer Youth Employment line item has spent \$138,013.34. Mr. Alger replied they do not yet have the numbers for those line items, but will check with the Department of Social Services.

Landfill Administration

Mr. Van Etten commented that the OPEB Expenses have been zeroed out. Mrs. Hurd-Harvey replied that should not be and they will check into that.

Recycling

Mr. Van Etten asked why is \$275,000 budgeted in 2015 for Major Equipment when it has been previously zeroed out? Also, when you look at the unallocated revenue for recycling, their revenue went from \$150,000 in the original 2014 budget down to \$50,000 in the 2015 budget. Mr. Alger replied those numbers are reflective of the single-stream recycling program that Mr. Spagnoletti has proposed instituting. Mr. Swackhamer stated that was not authorized by the public Works Committee and it is premature to put it in the budget.

IV. COMPUTER REQUESTS

Mr. Van Etten commented that the tablet costs across the various departments varies from \$400 per tablet to \$1,000 per tablet. He thought these were supposed to be standardized. Mr. Wheeler replied that he will check into this. The tablets for the Public Defender are not standardized and they are being paid for with grant funds. The tablets for Public Works are also a little more expensive as they include GPS and ruggedized cases. He explained that they had planned to phase in the purchase of tablets for various departments. For Probation and the Department of Social Services, they have indicated that the State applications are more readily available on tablets and mobile devices.

Mr. Van Etten asked with regard to the tablets that IT is purchasing, who will those be going to?

Mr. Van Etten asked why is IT getting 50 laptops and again, the prices for the laptops are all over the place, ranging from \$1,100 per laptop to \$3,500 per laptop.

Mr. Van Etten asked for an explanation of why the laptop for the Sheriff is \$3,000 and why the laptop for the Jail is \$3,500.

V. INFORMATIONAL

Mr. Wheeler informed the committee that they have had problems with U-Haul for the transport of the election machines. Elections had put in for a vehicle to transport the machines, however, we took that out. There is a van from the Health Care Facility that is ours and that is what they used previously. We have had Public Works inspect the van and it should last for a couple more years. Additionally, on the Major Equipment for Public Works, the items for single-stream recycling have a 50 percent match from the Department of Environmental Conservation.

VI. NEXT MEETING

The next budget workshop has been scheduled for Wednesday, November 5, 2014, at 1:00 p.m., or immediately following the Finance Committee meeting.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Wednesday, November 5, 2014

12:00 p.m.

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

****MINUTES****

COMMITTEE: Lawrence P. Crossett, Chair Gary B. Roush Scott J. Van Etten

STAFF: Mark R. Alger Jack K. Wheeler Chris Congdon
Tim Marshall Hank Chapman Psy.D. Pat Donnelly
Lise Reynolds Wendy Flaitz Amy Dlugos
Jennifer Bailey David Cole Alan Reed
Tammy Hurd-Harvey

LEGISLATORS: Joseph J. Hauryski Carol Ferratella

ABSENT: Gary D. Swackhamer, Vice Chair K. Michael Hanna

OTHERS: Mary Perham
Jeff Smith, *The Leader*

I. CALL TO ORDER

Mr. Crossett called the meeting to order at 12:00 p.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 14, 2014, AND OCTOBER 27, 2014, MEETINGS MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENT REQUESTS

A. Sheriff's Office

1. **Grants** – Sheriff Cole requested authorization to accept a grant from the Federal Government for vests in the amount of \$5,920 and a Child Passenger Safety Seat Grant in the amount of \$13,000.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A GRANT FROM THE FEDERAL GOVERNMENT FOR VESTS IN THE AMOUNT OF \$5,920 AND TO ACCEPT A CHILD PASSENGER SAFETY SEAT GRANT IN THE AMOUNT OF \$13,000 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Budget Transfer** – Sheriff Cole requested authorization to transfer \$2,693 from the Operation of Boats line item to the Vehicle Fuel line item. He explained that it has been less expensive for them to fuel the boat at the County pumps, rather than at the lake.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$2,693 FROM THE OPERATION OF BOATS LINE ITEM TO THE VEHICLE FUEL LINE ITEM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Sheriff Cole requested authorization to transfer \$64,012.42 out of the Salaries and Wages line item and appropriating to various line items within his budget to cover expenses.

Mr. Van Etten asked if your line item for vehicle fuel remains the same next year, where will you see savings from? Sheriff Cole replied we could monitor our road patrol monthly to look at mileage use and try to eliminate misuse of fuel. Each year we have been able to find money in our budget to pay for any overages.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$64,012.42 OUT OF THE SALARIES AND WAGES LINE ITEM AND APPROPRIATING TO VARIOUS LINE ITEMS WITHIN HIS BUDGET TO COVER EXPENSES MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Sheriff Cole requested authorization to transfer \$19,000 from the Salaries and Wages line item and appropriate to Major Equipment to purchase a pickup truck for the Navigation/Special Detail Assignment. He explained that they had \$7,500 in major equipment to purchase a new motor for the boat, but we received a new boat and did not send that money. He requested authorization to use that \$7,500 and the \$19,000 to purchase a truck. He anticipates that in five year we will have paid for the truck by bringing the boat back to the County fuel pumps instead of paying for fuel at the lake. The State will reimburse us half the cost of the truck. Our office also has the new Drug Interdiction Program, and this truck would be used to haul evidence back to the office.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$19,000 FROM HIS SALARIES AND WAGES LINE ITEM AND APPROPRIATE TO MAJOR EQUIPMENT; REMOVING THE MOTOR FOR THE BOAT FROM THE MAJOR EQUIPMENT LIST AND USING THAT FUNDING, IN CONJUNCTION WITH THE \$19,000, TO PURCHASE A PICKUP TRUCK FOR THE NAVIGATION/SPECIAL DETAIL ASSIGNMENT AND ADDING THE PICKUP TRUCK TO THE MAJOR EQUIPMENT LIST MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Planning

1. **Appropriate Receipt of 2014 5311 Public Transportation Aid** – Mrs. Dlugos requested authorization to accept and appropriate \$104,000 in Federal 5311 Public Transportation Aid. This is a year earlier than normal.

MOTION: AUTHORIZING THE PLANNING DIRECTOR TO ACCEPT AND APPROPRIATE \$104,000 IN 2014 FEDERAL 5311 PUBLIC TRANSPORTATION AID MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

C. Office of Community Services

1. **Budget Adjustments** – Dr. Chapman requested authorization to accept additional PROS State aid start-up funds in the amount of \$62,500. He also requested authorization to use this funding to purchase several items for the PROS program including an Ultra-Sensitive Exchange, a ten-person van, 11 signature pads and 16 keyboard scanners and add these items to his 2014 equipment list.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ACCEPT AND APPROPRIATE \$62, 500 IN ADDITIONAL PROS STATE AID START UP FUNDS AND AUTHORIZING THE PURCHASE OF AN ULTRA SENSITIVE EXCHANGE, A 10-PERSON VAN, 11 SIGNATURE PADS AND 16 KEYBOARD SCANNERS AND ADDING THESE ITEMS TO THE 2014 EQUIPMENT LISTS MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Dr. Chapman requested authorization to accept additional OMH funding in the amount of \$245,000. This funding will be used for expenses related to the new crisis outreach program that was created as a result of St. James closing their psychiatric unit.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ACCEPT AND APPROPRIATE \$245,000 IN ADDITIONAL STATE OMH FUNDING FOR EXPENSES RELATED TO THE CRISIS OUTREACH PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Department of Social Services

1. **SNAP Technology Grant** – Ms. Reynolds informed the committee that they applied for, and received, a SNAP Process and Technology Improvement Grant in the amount of \$20,692. She requested authorization to accept and appropriate these funds. These funds will be used to purchase computer equipment for DSS, the OneStop Career Search Center in Bath, Hornell and Corning, and for two additional mobile stations; one to be used by Catholic Charities and the other by the Office for the Aging. These computers will help to provide access to those who are accessing SNAP benefits.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT AND APPROPRIATE A SNAP TECHNOLOGY GRANT IN THE AMOUNT OF \$20,692 AND AUTHORIZING AN AMENDMENT TO THE COMPUTER AND MINOR EQUIPMENT LISTS TO REFLECT ADDITIONAL COMPUTER AND RELATED ITEMS PURCHASES MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Budget Adjustment** – Ms. Reynolds requested authorization to transfer and encumber \$460,000 for the April – June IGT payment.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO TRANSFER AND ENCUMBER \$460,000 FOR THE APRIL – JUNE IGT PAYMENT MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Public Health

1. **Budget Adjustment** – Ms. Congdon requested authorization to accept an Article 6 Performance Award from the State in the amount of \$19,000. This funding will be used for Article 6 eligible activities. We received this funding as we had met all of their performance and reporting requirements.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ACCEPT AND APPROPRIATE AN ARTICLE 6 PERFORMANCE AWARD IN THE AMOUNT OF \$19,000 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

F. Finance

1. **Mortgage Tax Distribution** – Mr. Donnelly informed the committee that they have distributed \$583,385.99 to the 33 municipalities. This is an increase over May.

MOTION: ACCEPTING AND FORWARDING TO THE FULL LEGISLATURE THE SEMI-ANNUAL MORTGAGE TAX DISTRIBUTION MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Budget Adjustment** – Mrs. Hurd-Harvey informed the committee that the Emergency Management Office has a 2007 grant in the amount of \$15,685.02 that they would like to rollover into the 2014 budget so that they can spend the funds by the end of this year. Mr. Marshall stated this was a grant from the State Emergency Response Commission. These funds will be used for public education and information, copying, internet service, trainings and conferences.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ROLLOVER A 2007 EMERGENCY MANAGEMENT GRANT IN THE AMOUNT OF \$15,685.02 INTO THE 2014 BUDGET MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

G. County Manager

1. **Burn Building** – Mr. Alger informed the committee that they have received proposals for the study of improvements to the burn building. Mr. Marshall stated they put out an RFP for an engineering study to review the conditions of the fire training burn building. They received two proposals back. We have a budget of \$12,500 and the low bid was \$13,500. There is a \$1,000 difference between the bid and what we had budgeted in the capital project. He requested authorization to transfer \$1,000 from his Salaries and Wages line item to the Consulting line item to pay for the engineering study. The study will look at our current facility and make sure that it is still within its limits to be occupied and used. The study will also identify any future improvements that we can do to keep the building viable in the future.

Mr. Van Etten asked will this end up being a \$100,000 project? Mr. Alger replied it may end up that you will have to put a new panelized system in the interior of the building and those panels can be replaced. The building is showing its age and there are things that need to be upgraded. Mr. Marshall stated that they think some of the work can be done by Public Works. He would estimate that the interior panels may cost about \$15,000.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$1,000 FROM THE SALARIES AND WAGES LINE ITEM TO THE CONSULTING LINE ITEM WITHIN HIS BUDGET TO HELP PAY FOR AN ENGINEERING STUDY OF THE BURN BUILDING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **STN Laterals** – Mr. Wheeler informed the committee that with the construction of the STN laterals, there was an overage of \$127,000. We will have an IRU with the network and any potential revenue derived from the laterals will be allocated to a pool for public safety builds in the future. He requested authorization to spend \$127,000 from the capital project to pay for the construction overages.

MOTION: AUTHORIZING THE COUNTY MANAGER TO SPEND \$127,000 OUT OF THE FIBER OPTIC CAPITAL PROJECT TO PAY FOR THE STN LATERAL CONSTRUCTION COST OVERAGES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.
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 3-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #317.52-01-020.000 SITUATE IN THE CITY OF CORNING, TO JACK AND LINDA GLOUSER FOR A TOTAL OF \$500.00 INCLUDING RECORDING FEES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

**Tuesday, December 9, 2014
Legislative Committee Room
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, December 3, 2014.**

STEBEN COUNTY FINANCE COMMITTEE

Budget Workshop

Wednesday, November 5, 2014

12:35 p.m.

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

****MINUTES****

COMMITTEE: Lawrence P. Crossett, Chair Gary B. Roush Scott J. Van Etten
STAFF: Mark R. Alger Jack K. Wheeler Pat Donnelly
Tammy Hurd-Harvey
LEGISLATORS: Joseph J. Hauryski
OTHERS: Mary Perham
Jeff Smith, *The Leader*

I. CALL TO ORDER

Mr. Crossett called the meeting to order at 12:35 p.m.

II. BUDGET REPORT

Mr. Alger informed the committee that they did make some adjustments as were discussed at the previous budget workshop meeting. They increased the chargebacks to Other Community Colleges. They also corrected the insurance issue with Office of Community Services. Additionally, there was also a contract for services with the Office of Community Services and due to some restructuring, that contract worker position was removed.

Mr. Wheeler stated they did adjust Public Works and put their construction budget back to the 2014 level. He commented that in looking at the capital projects, instead of taking \$100,000 out of the computer capital reserve, they only took out \$50,000. With regard to small equipment, they did add an item under the Legislative Board. We are going to purchase a large screen television and mounting hardware. The television will be installed in the corner and should make it easier to utilize technology during committee meetings. Mr. Wheeler commented that with regard to equipment, Public Works had indicated some interest in a couple of snowplow trucks that the Town Erwin has. We added one plow truck for \$50,000. We did remove the van and software upgrade from the Office of Community Services equipment as they were able to purchase those items out of their 2014 budget.

Mr. Wheeler stated we were able to standardize the amounts for computer equipment. For laptops and tablets, it will be about \$500.00. If they require a specialized case or access to 4G, then the amount will increase. With this standardization, the total computer request decreased about \$5,000.

Mr. Alger stated that with regard to room tax funding, we did use a little out of the fund balance to fund those agencies for next year. Mr. Wheeler commented we did put the Steuben County Conference & Visitors' Bureau to what they requested and the other agencies stayed the same. Mr. Alger stated they also adjusted the DWI appropriation to reflect actual receipts. Third quarter sales tax looks better than what we originally thought it would.

Mr. Van Etten asked with regard to the fund balance, what does the \$11 million in less restricted and nonspendable represent? Mrs. Hurd-Harvey replied that is the Insurance Reserve, the Health Insurance Reserve, Unemployment Insurance Reserve, Room Tax Reserve and the Buildings Repairs and Renovations Reserve.

Mr. Crossett commented we are looking at a tax increase of 1.7 percent. Mr. Alger explained the rate will go down and will represent an approximate twenty-cent decrease. The levy will go up to 1.7 percent. With the sales tax collection for this year, we had more adjustments than last year. There was a significant adjustment of \$500,000 in the second quarter and that shows in the numbers. The collection rate is flat, but is better than last year. We are back to the 2012 levels. He would not recommend increasing the sales tax next year and would leave it alone. We may be able to increase it in 2016.

Mr. Alger stated with regard to the tax cap levy we are under the cap. Even though we are not doing an override, we should be okay. The residents will be eligible to receive their rebate checks. Even though the tax rate should go down about twenty cents, the levy is what really matters. The total number of employees is down about 120 – 130 with the sale of the Health Care Facility. The overall budget is down \$10 million and that is driven by the sale of the Health Care Facility. This should put us in pretty good shape for the 2016 budget.

Mr. Roush asked have you had any push back from the departments? Mr. Alger replied no, they have been very cooperative. It is inevitable that some of the departments will fall short if they have any unusual expenses. We did not budget for anything extra. We have still funded some of the vacant positions, but we are trying not to fill all of those positions. Discussion followed.

MOTION: APPROVING THE 2015 BUDGET AND FORWARDING TO THE FULL LEGISLATURE FOR THEIR REVIEW AND APPROVAL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, December 9, 2014

10:00 a.m.

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

****MINUTES****

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

STAFF: Mark R. Alger Jack K. Wheeler Bill Caudill
Noel Terwilliger Tammy Hurd-Harvey Pat Donnelly
Vince Spagnoletti Wendy Flaitz Alan Reed

LEGISLATORS: Carol A. Ferratella

ABSENT: Lawrence P. Crossett, Chair

OTHERS: Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 5, 2014, MEETINGS MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REQUESTS

A. Youth Bureau

1. **Budget Adjustment** – Mr. Caudill requested authorization to accept a total of \$19,818 in Youth Development Funding and appropriating to various contract line items.

MOTION: AUTHORIZING THE YOUTH BUREAU COORDINATOR TO ACCEPT YOUTH DEVELOPMENT FUNDING IN THE AMOUNT OF \$19,818 AND ALLOCATING AS FOLLOWS: OTHER EXPENSES - \$5,103; YOUTH EMPOWERMENT COUNCIL - \$735; YOUTH PROTECTIVE SERVICES - \$5,554; PROACTION – LITERACY SERVICES - \$3,000; BATH HOPE FOR YOUTH - \$859; HORNELL CONCERN - \$834; ADDISON YOUTH CENTER – RECREATION - \$2,015; AND BATH VILLAGE POLICE INTERVENTION - \$1,718 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. 911

1. **Purchase of Recorder** – Mr. Wheeler requested authorization to purchase a recorder. The equipment we have now is obsolete. This will be purchased using funding from the Round II Grant. The recorder will be used for both 911 and the Public Safety Building. The cost is \$149,000 on State contract.

MOTION: AUTHORIZING THE 911 DIRECTOR TO PURCHASE A NEW RECORDER FOR A TOTAL COST OF \$149,346, TO BE PAID FOR WITH ROUND II GRANT FUNDING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Support Letter** – Mr. Swackhamer asked for an explanation of the support letter that we have been asked to sign. Mr. Wheeler replied this letter is in support of a requirement that all handheld phones provide the geo location of the calling party. Currently track phones and disposable phones do not pay the surcharge and they are not required to provide location data.

C. District Attorney's Office

1. **Equipment Purchases** – Mr. Terwilliger presented his proposal for the disbursement of the Traffic Diversion Program funds disbursement. He explained with this program, a driver who received a ticket would pay an assessment fee and an administrative fee and, if they qualify, their ticket would be dismissed and they would not receive points on their license. Since the establishment of this program, and by the end of this year, we will have collected \$467,000. The assessment fee is \$250. Of that, \$100 goes to the courts, \$100 goes to the District Attorney's Office and \$50 goes to the course instructor. Approximately 30 percent of what we receive goes to the county's General Fund.

Mr. Terwilliger distributed a handout showing the breakdown of the proposed disbursement. He stated \$152,261.20 will be distributed to law enforcement for various items including the purchase of a Callyo Wire Phone System, electronic surveillance equipment and equipment for the District Attorney's Drug Investigator. Total to be disbursed for equipment will be \$151,450 and the remaining \$811.20 will go into the General Fund. Total funds to be disbursed to the General Fund is \$66,066.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO DISBURSE TRAFFIC DIVERSION PROGRAM FUNDS AS FOLLOWS: A TOTAL OF \$152,261.20 TO BE DISBURSED TO LAW ENFORCEMENT, WITH \$811.20 OF THAT TO GO TO THE GENERAL FUND, AND \$66,066 TO THE GENERAL FUND, AND AUTHORIZING THE EQUIPMENT PURCHASES AS SET FORTH BY THE DISTRICT ATTORNEY MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN FOR DISCUSSION.

Mr. Van Etten asked for an explanation of the funding going into the General Fund. Mr. Wheeler replied we had budgeted \$30,000 to offset the District Attorney's budget. Mr. Alger stated going forward we will need to set up separate cost centers for this funding.

Mr. Swackhamer asked how often will the vehicle for the fraud investigator need to be replaced? Mr. Terwilliger replied if the money is not available, then we would not fund that. We assume the vehicle will be in service for four years. This will not be a take-home vehicle and will remain at the County Office Building.

Mr. Reed commented that he has questions about the authorization to conduct the program. The District Attorney is entering into an agreement that has not been approved by the Legislature with regard to the disbursement of funds to other municipalities. Any disbursement out of the General Fund should be authorized by the Legislature. Mr. Wheeler stated this proposal was presented to the Public Safety & Corrections Committee. This started out as a small program. We did put a line item in the budget. Probably next month we will take care of the budget and get authorization for that contract from the committee and Legislature. This is something we need to formalize. Mr. Reed stated that his issue, generally speaking, is they have to have authority to impose fees. The actual disbursement of payment to the municipalities is not specifically authorized.

Mr. Van Etten asked where do the court fees go? Mr. Terwilliger replied the \$100 goes directly to the Town Supervisors. Mr. Wheeler explained they are purchasing equipment that does not necessarily need to be replaced, so if the funding goes away, it will not be an issue. Discussion followed.

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

D. Sheriff's Office

1. **STEP Grant** – Mr. Wheeler requested authorization for the Sheriff to accept a non-matching STEP Grant in the amount of \$9,000.

MOTION: AUTHORIZING THE SHERIFF'S OFFICE TO ACCEPT A STEP GRANT IN THE AMOUNT OF \$9,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer – Purchase of Tasers** – Mr. Wheeler requested authorization for the Sheriff to transfer \$8,000 within line items to purchase Tasers.

MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$8,000 WITHIN VARIOUS LINE ITEMS AND APPROPRIATING TO HIS SMALL EQUIPMENT LINE ITEM FOR THE PURCHASE OF TASERS, AND AMENDING THE SMALL EQUIPMENT LIST TO REFLECT THIS PURCHASE MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Public Works

1. **Budget Adjustment** – Mr. Spagnoletti informed the committee they received \$58,301 in FEMA funding for the storms earlier this year. He requested authorization to accept this funding and appropriate to his 2014 line item for crack seal.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ACCEPT ADDITIONAL FEMA FUNDING IN THE AMOUNT OF \$58,301 AND APPROPRIATING TO THE CRACK SEAL ITEM FOR 2014 MADE BY MR. McALLISTER. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Finance Office

1. **Monthly Reports** – Mr. Swackhamer asked what are the eight different training fees for Ronco? Mr. Wheeler replied Ronco came in and provided training sessions on the new phone system.

2. **Contract** - Mr. Donnelly stated in October the committee authorized him to retain the fiscal advisors for the bond calling. He requested authorization to enter into a contract with the fiscal advisors for the refinancing of the bonds. The cost of the contract is \$18,500.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ENTER INTO AN AGREEMENT WITH FISCAL ADVISORS FOR \$18,500 TO ENGAGE SERVICES FOR THE REFINANCING OF THE BONDS MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

G. County Manager

1. **Contingent Fund Transfer** – Mr. Alger requested authorization to transfer \$50,000 from the Contingent Fund for the Assigned Counsel Program to close out the year.

MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO TRANSFER \$50,000 FROM THE CONTINGENT FUND TO THE ASSIGNED COUNSEL PROGRAM MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. *Resolution Required.*

Mr. Van Etten asked how does the lawsuit affect arraignments? Mr. Alger replied the lawsuit deals with counsel at arraignments and the staffing cap. The Public Defender believes they will adopt a wait and see attitude. The only counties impacted are those that were named in the lawsuit. The expectation is that we will see a statewide standard, however, that will take some time. In the meantime, we are looking at using grant funds to try and address that staffing need.

Mr. Van Etten asked if we were to create district courts to handle that, how long is that process? Mr. Alger replied that will be part of the discussion with the State. Our local judiciary is out of Rochester. We have 32 towns and 14 villages. The City of Corning judge could arraign any local case. We could use the City of Hornell, but they do not have a full-time judge. There is the expectation that they will make the judgeship in the City of

Hornell full-time. We are unable to create a district court ourselves. We will keep working on that, but there is no direct action at this point. We will continue to advocate for a solution that helps the large, rural counties.

2. **Wayne County Bankruptcy Appeal** – Mr. Reed informed the committee that Wayne County is dealing with an appeal on an in rem process on a tax foreclosure parcel. The bankruptcy judge denied the trustee and county's application. The issue at face is whether the value of the property qualifies as reasonable value as far as bankruptcy court is concerned. There was no ruling in the Ontario County case, and they have filed an appeal in U.S. District Court. The New York State Association of Counties has asked all counties to participate in the legal costs for the Wayne County case. Mr. Reed stated his recommendation is to contribute \$2,000 to each county should they request assistance. The legal issues with these cases directly impact our own titles on the sale of foreclosed property. There is a look-back period of two years. These cases have an impact on the integrity of those titles. Mr. Donnelly commented the risk is that we would have to hold a high-value property for two years before we could sell it. Mr. Roush asked where would this money come from? Mr. Alger replied we would take it either from the Law Department budget or out of Judgments and Claims.

MOTION: AUTHORIZING THE COUNTY TO CONTRIBUTE \$2,000 EACH TO WAYNE AND ONTARIO COUNTIES TO ASSIST WITH THEIR BANKRUPTCY APPEAL CASES, IF REQUESTED, MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Sales Tax Agreement** – Mr. Alger requested authorization for approval of the sales tax agreement between the County and the Cities of Corning and Hornell. This is something that has been in the works for a couple of years. With the property tax cap, one feature is that the towns and villages can apply to have their sales tax as a credit or in cash. Depending on their selection, that will have an impact on our cap. Their selection has no impact upon them. With the agreement with the cities, we are hoping to lock in, for a period of time, the selection process for the towns and villages on how they receive their sales tax payment. That is the fundamental purpose in doing this.

Mr. Alger explained this will level out the sales tax distribution throughout the County. With this agreement, we do take out the bridge money funding. The total costs to the County and the towns and villages is pretty much split. We are not taking away anything they would notice or see. The County will provide an incentive payment of \$80,000 directly to the cities to do this, and that amount will decrease to zero incrementally over the course of the five-year agreement. The cities have requested a share of the growth going forward. The proposed growth allocation for the County and the towns and villages is 85 percent, the City of Corning will receive 8 percent and the City of Hornell will received 7 percent. This agreement will provide long-term stability and options. The downside of the agreement, is once the agreement is in place, the data that is being collected goes away and we will not know how much sales tax is collected. If sales tax goes down significantly, by more than 15 percent, the cities would share the decrease in the same proportion as they share the growth. Mr. Alger stated we are one of a few counties that do not have a sales tax agreement with the cities.

Mr. Roush asked will you be doing contracts with each town and village? Mr. Alger replied we will do a resolution requesting the municipalities tell us their decision as to whether they will be taking cash or a tax credit. Every renewal period, they will be offered the same option.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO A SALES TAX AGREEMENT WITH THE CITIES OF CORNING AND HORNELL FOR A FIVE-YEAR TERM MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-. *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 PROPERTY ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE SALE OF PARCEL #378.16-01-004.000, SITUATE IN THE TOWN OF TROUPSBURG, TO KENNETH A. & TRACY L. LeCRONE FOR \$500.00 INCLUDING RECORDING FEES MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

**Tuesday, January 13, 2015
Legislative Committee Room
10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, January 7, 2015.**