

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, January 13, 2015*

*10:10 a.m.*

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

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

**COMMITTEE:** Joseph J. Hauryski K. Michael Hanna Gary B. Roush  
 Scott J. Van Etten

**STAFF:** Mark R. Alger Jack K. Wheeler Pat Donnelly  
 Jim Gleason David Cole Tammy Hurd-Harvey  
 Alan Reed Jim Allard Hank Chapman, Psy.D.  
 Tim Marshall Ken Forenz

**LEGISLATORS:** Carol A. Ferratella

**ABSENT:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

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

**III. DEPARTMENT REQUESTS**

A. Office of Community Services

1. **Budget Adjustments** – Dr. Chapman requested authorization to transfer \$94,500 from the Department of Social Services and appropriate to various line items to fund a Social Work position at Coopers Plains BOCES; accept and appropriate additional OASAS funding in the amount of \$3,329; accept and appropriate additional OASAS funding in the amount of \$836.00; and transferring \$18,000 from the line item for Support for Family to the Finger Lakes Parent Network line item.

Mr. Van Etten asked with the new position at Coopers BOCES, what happens when the Department of Social Services no longer funds the position? Dr. Chapman replied that position is through a contract with Pathways. If we do not have the funding, the position would be eliminated. Mr. Van Etten asked where did the Department of Social Services get the money from for this position? Mr. Alger replied there is no local money involved. This is pass through prevention services funding.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AND APPROPRIATE \$94,500.00 FROM THE DEPARTMENT OF SOCIAL SERVICES TO VARIOUS LINE ITEMS TO FUND A SOCIAL WORKER POSITION AT THE COOPERS PLAINS BOCES LOCATION; TO ACCEPT AND APPROPRIATE ADDITIONAL OASAS FUNDING IN THE AMOUNT OF \$3,329.00 TO THE CONTRACT WITH CATHOLIC CHARITIES; TO ACCEPT AND APPROPRIATE ADDITIONAL OASAS FUNDING IN THE AMOUNT OF \$836.00 TO THE CONTRACT WITH ARBOR DEVELOPMENT; AND TRANSFERRING \$18,000.00 FROM THE LINE ITEM FOR SUPPORT FOR FAMILY TO THE FINGER LAKES PARENT NETWORK LINE ITEM; MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Emergency Management Office

1. **Budget Transfer** – Mr. Marshall informed the committee that they are short funds in their 2014 Emergency Communications Budget for the salaries, overtime and vehicle chargebacks line items. He requested authorization to transfer a total of \$3,481.00 from the Contingent Fund to cover those shortages.

Mr. Van Etten asked if we were short in salaries and overtime line items in 2014, will we have that same issue in 2015? Mr. Alger replied we should not. In this instance, we did not necessarily have all the money in that budget as we had budgeted the salary adjustment in an undistributed line.

**MOTION: AUTHORIZING A TRANSFER OF \$3,481.00 FROM THE CONTINGENT FUND TO COVER SHORTAGES IN THE 2014 EMERGENCY COMMUNICATIONS BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

2. **Informational** – Mr. Marshall informed the committee that they anticipate they will need to fund an overage in the Coroner's Budget due to their contract with the Monroe County Medical Examiner's Office. The current contract is fee-based services. We have paid for 45 full autopsies for the year. We sent a total of 60 – 65 cases to Monroe County this past year. We have not yet received the numbers from Monroe County. Mr. Alger asked when will we know? Mr. Marshall replied he started asking for the numbers in November. This is the first time that we have had the contract this way. He does know that they are working on the contract for 2015.

C. Sheriff's Office

1. **inVest Grant** – Sheriff Cole requested authorization to accept an inVest Grant in the amount of \$14,130.00. This will enable them to purchase bullet-resistant vests for transport officers at the Jail.

**MOTION: AUTHORIZING THE SHERIFF'S OFFICE TO ACCEPT \$14,130.00 FROM THE INVEST PROGRAM TO PURCHASE BULLET-RESISTANT VESTS FOR TRANSPORT OFFICERS AT THE JAIL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Public Works

1. **Transfer \$40,000 to "Upgrade/Replace Scales"** – Mr. Spagnoletti informed the committee that the truck scale at the Landfill is in poor shape. He requested authorization to transfer \$40,000 out of Paving Haul Roads Capital Project to the Upgrade/Replace Scales Capital Project. This will then give him enough money to either put in a new scale or repair the current.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$40,000 OUT OF THE LANDFILL PAVING CAPITAL PROJECT TO THE UPGRADE/REPAIR SCALES CAPITAL PROJECT TO PAY FOR EITHER A NEW LANDFILL SCALE OR REPAIRS TO THE CURRENT SCALE MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

2. **Add Two Used Dump Trucks to Major Equipment List** – Mr. Spagnoletti informed the committee that the Town of Erwin has two dump trucks with low mileage. He could get both 10-wheel trucks for \$100,000. He requested authorization to add two dump trucks to his Major Equipment list; however, he is not adding money to this account. If he decides to purchase them, he will then go back to the Public Works Committee to get permission to make the purchase.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ADD TWO USED DUMP TRUCKS TO THE MAJOR EQUIPMENT LIST FOR THE LANDFILL MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

E. Commissioner of Finance

1. **Setting the Date for Final Repurchase** – Mr. Donnelly suggested setting the date for final repurchase on Friday, April 10, 2015. He stated they will then put the auction book together on May 1, 2015.

**MOTION: SETTING THE DATE FOR FINAL REPURCHASE AS FRIDAY, APRIL 10, 2015, MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Correction of Deed** – Mr. Donnelly requested authorization to issue a correction of deed relative to parcels situate in the towns of Troupsburg and Woodhull. He commented that the reconveyance deed did not specify the manner of title.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ISSUE A CORRECTED DEED TO JOHN WILLS & WREN OWENS, RELATIVE TO PARCEL #362.00-01-007.200 SITUATE IN THE TOWN OF TROUPSBURG, AND PARCEL #363.00-01-045.200 SITUATE IN THE TOWN OF WOODHULL, SUBJECT TO THE COUNTY ATTORNEY'S REVIEW AND APPROVAL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

F. County Manager

1. **Traffic Diversion Program** – Mr. Alger informed the committee that over the course of the next month a program budget for the Traffic Diversion Program will be finalized and presented to the Legislature, along with a Local Law establishing the program.

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**\*\*NEXT MEETING SCHEDULED FOR\*\*  
Tuesday, February 10, 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 28, 2015.**

**STEBEN COUNTY PUBLIC SAFETY & CORRECTIONS COMMITTEE  
STEBEN COUNTY FINANCE COMMITTEE  
Special Joint Meeting  
Monday, January 26, 2015  
9:40 a.m.  
Legislative Committee Conference Room  
Bath, New York**

**MINUTES**

Committees: Brian C. Schu, PSC Chair      Dan Farrand, PSC Vice Chair      Aaron I. Mullen  
Eric Booth      George Welch

Scott J. Van Etten      Michael Hanna      Gary Roush

Legislators: Joseph J. Hauryski      Patrick McAllister      Randy Weaver      Hilda Lando  
Carol Ferratella      Robin Lattimer Dan Farrand      William Peoples  
Eric Booth      George Welch

Staff: Mark R. Alger      Jack K. Wheeler      Nathan Alderman      Shawn Corey  
Tim Marshall

Absent: Lawrence P. Crossett, Finance Chair      Gary D. Swackhamer, Finance Vice Chair

**I. CALL TO ORDER**

The meeting was called to order by Mr. Schu at 9:40 a.m.

**II. COUNTY MANAGER**

A. Contingent Fund Transfer – Assigned Counsel – Mr. Alger stated the Assigned Counsel Administrator sent out a letter to the attorneys telling them if they didn't get their billings done by the end of the month, they weren't going to get paid. As a result, we've learned we will need an additional \$50,000 to close out 2014.

Mr. Booth asked how do they determine they are true charges? Mr. Alger stated they are signed off on by the Judge. Discussion followed.

Mr. Weaver asked is there a way we can put a time limit on filing their invoices after a case is closed? Mr. Alger stated we can try, but ultimately you are paying a court order. We can encourage them to be more timely.

**MOTION: AUTHORIZING THE TRANSFER OF \$50,000 FROM THE CONTINGENT FUND TO THE ASSIGNED COUNSEL PROGRAM FOR THE BALANCE OF 2014 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0/3-0. Resolution Required.**

B. Coroners' Budget – Mr. Alger stated earlier this month we mentioned that the Coroner's line was going to be over budget. We have since learned that we need an additional \$25,000 to pay the contract with Monroe County.

**MOTION: AUTHORIZING THE TRANSFER OF \$25,000 FROM THE CONTINGENT FUND TO THE CORONER'S 2014 BUDGET MADE BY MR. FARRAND. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0/3-0. Resolution Required.**

C. Voice Recorder – 911 – Mr. Wheeler stated in regards to the voice recorder that 911 purchased from State contract, the plan was to purchase the servers separately. It turns out that the servers they spec'd aren't on State contract. Therefore, they would like to amend the contract with Wilmac to include the servers. The cost is to be paid through grant funds. Discussion followed.

**MOTION: AUTHORIZING E-911 TO AMEND THE CONTRACT WITH WILMAC TO INCLUDE SERVERS FOR THE VOICE RECORDING SYSTEM, TO BE PAID FOR WITH GRANT FUNDING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0/3-0.**

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

Respectfully submitted by,

Brenda K. Mori  
Clerk of the Legislature

**STEUBEN COUNTY FINANCE COMMITTEE**

**Special Meeting**

**Monday, January 26, 2015**

**9:45 a.m.**

**Legislative Committee Conference Room**

**Bath, New York**

**MINUTES**

Committees: Scott J. Van Etten Michael Hanna Gary Roush  
Legislators: Joseph J. Hauryski Patrick McAllister Randy Weaver Hilda Lando  
Carol Ferratella Robin Lattimer Dan Farrand William Peoples  
Eric Booth George Welch  
Staff: Mark R. Alger Jack K. Wheeler Nathan Alderman Shawn Corey  
Tim Marshall

Absent: Lawrence P. Crossett, Finance Chair

Gary D. Swackhamer, Finance Vice Chair

**I. CALL TO ORDER**

The meeting was called to order by Mr. Van Etten at 9:45 a.m.

**II. COUNTY MANAGER**

A. Sales Tax Agreement – Mr. Alger stated a resolution is being presented today that essentially is a mirror of the agreement. It is just implementing the agreement and the State requires us to do this.

**MOTION: AMENDING RESOLUTION NO. 321 OF 1967, IMPOSING A GENERAL SALES AND USE TAX ON SALES OF TANGIBLE PERSONAL PROPERTY AND CERTAIN SERVICES, IN RELATION TO DISPOSITION OF NET COLLECTIONS FROM SUCH SALES AND USE TAXES, IN RELATION TO DISPOSITION OF REVENUES MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

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

Respectfully submitted by,

Brenda K. Mori  
Clerk of the Legislature

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, February 10, 2015*

*10:00 a.m.*

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

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

**COMMITTEE:** Joseph J. Hauryski, Chair K. Michael Hanna Gary B. Roush  
Scott J. Van Etten

**STAFF:** Mark R. Alger Jack K. Wheeler Jim Gleason  
Hank Chapman, Psy.D. Dave Cole Noel Terwilliger  
Tina Goodwin Tammy Hurd-Harvey Pat Donnelly  
Vince Spagnoletti Alan Reed

**LEGISLATORS:** Carol A. Ferratella William A. Peoples

**ABSENT:** Lawrence P. Crossett, Chair Gary D. Swackhamer, Vice Chair

**OTHERS:** Mary Perham

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JANUARY 13, 2015, AND JANUARY 26, 2015, MEETINGS MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENT REQUESTS**

A. Office of Community Services  
1. **Budget Adjustment** – Dr. Chapman requested authorization to accept \$58,980 in additional 2014 funding from the NYS Office of Mental Health and appropriate to their contract with Arbor Development for the Supported Housing Program.

**MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO TRANSFER \$58,980 IN ADDITIONAL 2014 STATE OFFICE OF MENTAL HEALTH FUNDING TO THE 2014 CONTRACT LINE ITEM FOR ARBOR DEVELOPMENT FOR THE SUPPORTED HOUSING PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. District Attorney’s Office  
1. **Traffic Diversion Program Funds** – Mr. Terwilliger informed the committee that the Public Safety & Corrections Committee had approved setting up new accounts to better track the funds and rolling over the remaining 2014 funds into 2015. Mr. Alger requested approval to establish the 2015 budget for the Traffic Diversion Program and to roll over the remaining 2014 funds. He stated that they are estimating revenue of \$300,000. If they get more than that, they will come back to committee.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO SET UP THE 2015 TRAFFIC DIVERSION PROGRAM INTO A SEPARATE COST CENTER AND ANTICIPATING REVENUE OF \$300,000; ROLLING OVER \$30,189 IN UNSPENT 2014 TRAFFIC DIVERSION PROGRAM FUNDS; AND CORRECTING THE 2015 BUDGET FOR APPROVED CAPITAL PROJECTS AND COMPUTER PURCHASES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Offender Watch Program** – Mr. Terwilliger informed the committee that the Public Safety and Corrections Committee had previously approved them purchasing the Offender Watch Program for \$9,300 out of the 2014 Traffic Diversion Program funds. This is a sex offender tracking program.

**MOTION: AUTHORIZING THE DISTRICT ATTORNEY’S OFFICE TO ALLOCATE \$9,300 IN 2014 TRAFFIC DIVERSION FUNDS TOWARD THE PURCHASE OF THE OFFENDER WATCH PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. 911 Enhanced

1. **Acceptance of Public Answering Point Operations Grant** - Mrs. Goodwin requested authorization to accept a Public Answering Point Operations Grant in the amount of \$188,793.00 and to allocate \$89,036 into the Services/Software and \$99,757 into the Hardware line items within the Communications Project. This funding will cover the costs of the new telephone system.

**MOTION: AUTHORIZING THE DIRECTOR OF 911 TO ACCEPT A PUBLIC ANSWERING POINT OPERATIONS GRANT IN THE AMOUNT OF \$188,793 AND ALLOCATING \$89,036 INTO SERVICES/SOFTWARE LINE ITEM AND \$99,757 INTO HARDWARE LINE ITEM WITHIN THE COMMUNICATIONS PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Sheriff’s Office

1. Sheriff Cole requested authorization to transfer \$22,044.98 from the Jail’s Major Equipment line item to the Jail’s Medical Services line item to cover a deficit in the 2014 budget.

**MOTION: AUTHORIZING THE TRANSFER OF \$22,044.98 FROM THE JAIL’S MAJOR EQUIPMENT LINE ITEM TO THE JAIL’S MEDICAL SERVICES LINE ITEM TO COVER A DEFICIT IN THE 2014 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

E. Law Department

1. **Tax Certiorari Proceeding** – Mr. Reed informed the committee that we have received a request from the City of Corning to participate in a tax certiorari case regarding Wegmans. Under our policy, the proposed change must equate to more than \$2 million in value. They have been assessed at \$8.55 million, Wegmans is asserting that it should be \$4.3 million and the State has it valued at \$5.9 million. With this process, the County’s share would be 21 percent of the legal expenses.

**MOTION: AUTHORIZING THE COUNTY TO PARTICIPATE IN TAX CERTIORARI PROCEEDINGS WITH THE CITY OF CORNING TO THE EXTENT OF LEGAL EXPENSES MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

F. Finance

1. **Year-End Transfers** – Mrs. Hurd-Harvey reviewed the year-end budget transfers with the committee.

**MOTION: APPROVING THE 2014 YEAR-END BUDGET TRANSFERS AS PRESENTED BY THE FINANCE DEPARTMENT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Contract Renewal** – Mr. Donnelly requested authorization to renew his contract with Pirrung Auctioneers for an additional year for services related to the foreclosed property tax sale auction. All terms and conditions remain the same.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RENEW THE AGREEMENT WITH PIRRUNG AUCTIONEERS FOR FORECLOSED PROPERTY TAX SALE AUCTION SERVICES FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Redemption of Bonds** – Mr. Donnelly informed the committee that they have realized a savings of \$2.7 million in interest over the remaining course of the Health Care Facility Bond. They also have refinanced the Jail bond and realized a savings of \$275,000.

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

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING FEBRUARY 29, 2016, RELATIVE TO PARCEL #197.07-01-028.000, 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 FEBRUARY 29, 2016, RELATIVE TO PARCEL #282.00-02-040.120, SITUATE IN THE TOWN OF CORNING MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

**MOTION: TO ADJOURN 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\*\***

**Tuesday, March 10, 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, March 4, 2015.**

**STEBEN COUNTY FINANCE COMMITTEE**

**Special Meeting**

*Monday, February 23, 2015*

*8:15 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      Patrick F. Donnelly  
Alan Reed

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

**ABSENT:** Lawrence P. Crossett

**I. CALL TO ORDER**

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

**II. DEPARTMENT REQUESTS**

A. County Manager

1. **Renewal of 1% Sales Tax** – Mr. Alger informed the committee that we need to renew the 1% additional sales tax. We have talked with the Cities of Corning and Hornell and there will be no change in the distribution for the upcoming two years. He requested the Legislature extend the 1% sales tax. He clarified this is separate from the sales tax agreements we have with the cities. Each city will receive \$765,000 and the towns and villages will receive \$750,000.

**MOTION: REQUESTING LEGISLATION FOR AN EXTENSION AUTHORIZING AN ADDITIONAL ONE PERCENT SALES TAX FOR STEUBEN COUNTY MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

**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 FINANCE COMMITTEE**

*Tuesday, March 10, 2015*

*10:15 a.m.*

*Legislative Committee Conference Room*

*Steuben County Office Building*

*Bath, New York*

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

<b>COMMITTEE:</b>	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna	Gary B. Roush
<b>STAFF:</b>	Mark R. Alger Shawn Corey Tammy Hurd-Harvey	Jack K. Wheeler Bryce Foster Pat Donnelly	Patty Barody Vince Spagnoletti Wendy Flaitz
<b>LEGISLATORS:</b>	Joseph J. Hauryski William A. Peoples	Carol A. Ferratella	Hilda T. Lando
<b>ABSENT:</b>	Lawrence P. Crossett, Chair		
<b>OTHERS:</b>	Mary Perham		

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE FEBRUARY 10, 2015, AND FEBRUARY 23, 2015, MEETINGS MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENT REQUESTS**

A. Office for the Aging

1. **Balanced Incentive Payment Program** – Mrs. Barody requested authorization to accept Balanced Incentive Payment Program funding in the amount of \$268,616. This funding will be used for the expansion of the NY Connects Program. The intent is to increase access to long-term care services in the community.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT BALANCED INCENTIVE PROGRAM FUNDING IN THE AMOUNT OF \$268,616.00 AND APPROPRIATE TO VARIOUS LINE ITEMS WITHIN THE BUDGET MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Finance

1. **Monthly Reports** – Mr. Donnelly asked if there were any questions on the monthly reports. Mr. Van Etten asked on the County Cost Analysis report, why is there a \$1 million gap between revenues and expenditures in the Landfill budget? Mr. Spagnoletti explained this analysis does not include the projected cost of space used up or the associated costs to keep up the landfill once it is full.

Mr. Van Etten stated the expenditures for the Workers' Compensation budget are \$1.3 million which is \$1 million less than the modified budget. Is that a timing issue? Mrs. Hurd-Harvey replied it is a combination of a few things. The reserve fund was not as high as expected this year, PERMA is doing their billing a little differently and we had fewer claims this year.

Mr. Roush asked does the sale of the Health Care Facility is 2014 show up on this report? Mr. Alger replied no. Mr. Donnelly explained there are still some legacy costs and those will eventually be closed out. The loss will be booked in 2014. Mr. Alger explained we did not lose as much as we could have. We have booked the loss and limited the loss going forward with the sale.

Mr. Van Etten commented Mental Health is looking favorable with a profit of \$500,000. The expenditures are \$1.3 million less than the modified budget. Is that a timing issue or a programming issue? Mrs. Hurd-Harvey explained we decreased the reserve for bad debts. The budgeted revenue increased because of new funding that we did not spend. Additionally, the improvement in actual revenue was not such a big swing. Mr. Alger stated the other thing through the course of the year that has affected the budget is changes in operation. There has been a switch from doing things in-house to contracting, and that is some of what you are seeing. This is a good sign. In other years, this has gone the other way.

**MOTION: ACCEPTING THE MONTHLY FINANCIAL REPORTS AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Budget Adjustments** – Mrs. Hurd-Harvey presented year-end transfers for review. These consist of rolling over the 2014 STOP-DWI Crackdown grant, Diabetes Prevention grant and DA's Crimes Against Revenue into 2015 and transferring \$50,000 into the Jail Commissary line items.

**MOTION: APPROVING THE YEAR-END BUDGET TRANSFER AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Contract Extension** – Mrs. Hurd-Harvey requested authorization to extend their contract with Freed Maxick & Battaglia. They assist us with the HCF rate appeals. The State agreed to a mass settlement and we expect to receive approximately \$600,000. Mr. Alger explained operationally, under the Medicaid system, the State established a rate comprised of the different things you do. Over the course of time when operations change, you can apply to the State for a rate change and historically they would adjust your rate. Some time ago, the State stopped doing that and got sued.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO EXTEND THEIR CONTRACT WITH FREED MAXICK & BATTAGLIA TO PROCESS HEALTH CARE FACILITY RATE APPEALS AT A RATE OF \$325.00 PER HOUR MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

4. **Setting Date/Time of Real Property Tax Sale Auction** – Mr. Donnelly informed the committee that the date of Final Redemption was March 4, 2015. He requested authorization to set the date and time for the Real Property Tax Sale Auction for Friday, July 10, 2015 at 10:00 a.m. The auction will be held at the Haverling High School.

**MOTION: SETTING THE DATE AND TIME FOR THE 2015 REAL PROPERTY TAX SALE AUCTION FOR FRIDAY, JULY 10, 2015, AT 10:00 A.M. AT THE HAVERLING HIGH SCHOOL MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

5. **Real Property Actions and Proceedings Law** – Mr. Donnelly informed the committee that last year we had talked about changes to the Real Property Actions and Proceedings Law. We do not function under

that section, but under Real Property Tax Law. The change in the Real Property Actions and Proceedings Law put the banks in a certain position before they had title to the property. We saw this with 17 properties that were previously owned by D & D Developers. Of those, 14 properties are located in the City of Hornell and 3 are located in the Village of Wayland. D & D Developers were dismissed from bankruptcy court. The goal was to force the bank to pay. The bank paid for 10 properties and left us 7, which are located within the City of Hornell. Mr. Donnelly commented he sees this becoming an issue going forward.

Mr. Alger stated that because of the change in the law, the banks are more likely to walk away than they would have in the past. Mr. Donnelly stated that the total due on those 7 properties is \$75,000 plus the 2015 town/county tax, city tax and city school tax.

6. **Tax Foreclosures** – Mr. Donnelly informed the committee that as of November 2014 they had 592 properties. At this point we have 199 left, which does not include hardships. Last year we started with 469 and had 106 left. The year before, we had 116 properties as of the final redemption date.

C. County Manager

1. **Fairgrounds Proposal** – Mr. Alger informed the committee last month they received a request from the Village of Bath regarding the Fairgrounds Study. We had requested they meet certain conditions prior to our consideration of their request. One of the conditions was that the Village was to be the lead agency, and that we would fund 50 percent of the study, up to \$50,000. We received notification from the Village that they will be the lead agency, and that they would also honor our other conditions. Mr. Alger recommended they appropriate \$25,000 from the Economic Development Fund to fund 50 percent of the Fairgrounds Feasibility Study.

Mrs. Ferratella asked did they change the scope of the study? Mr. Wheeler replied yes. The steering committee met yesterday. They are in the process of reviewing the RFP's from the consultant and we have made it clear that this will be a broad-based look at all options.

**MOTION: RECOMMENDING AN APPROPRIATION FROM THE ECONOMIC DEVELOPMENT FUND TO FUND 50 PERCENT OF A FEASIBILITY STUDY ON THE FUTURE USE OF THE STEUBEN COUNTY FAIRGROUNDS, SAID AMOUNT OF CONTRIBUTION NOT TO EXCEED \$25,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

2. **Fiber Network** – Mr. Wheeler requested authorization to enter into a contract with ECC Technologies to determine what type of network equipment we will need to purchase to use the fiber optic for government purposes at the County Office Building, and the Corning and Hornell locations. The cost would be \$125.00 per hour, not to exceed \$15,000 total. We will pay for the contract using funds in the Fiber Optic Capital Project.

**MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO A CONTRACT WITH ECC TECHNOLOGIES TO ARCHITECT A FIBER NETWORK FOR USE FOR GOVERNMENT PURPOSES AT A RATE OF \$125.00 PER HOUR, NOT TO EXCEED \$15,000.00; SAID AMOUNT TO BE PAID FOR OUT OF THE FIBER OPTIC CAPITAL PROJECT 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. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING FEBRUARY 29, 2016, RELATIVE TO PARCEL #299.14-05-001.000, SITUATE IN THE TOWN OF CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MARCH 31, 2016, RELATIVE TO PARCEL #166.11-02-015.000, SITUATE IN THE CITY OF HORNEILL MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #197.11-01-059.000, SITUATE IN THE VILLAGE OF CANISTEO MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING DECEMBER 31, 2015, RELATIVE TO PARCEL #299.11-02.020.000, SITUATE IN THE CITY OF CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MARCH 31, 2016, RELATIVE TO PARCEL #017.15-02-007.000, SITUATE IN THE TOWN OF COHOCTON MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JULY 31, 2015, RELATIVE TO PARCEL #050.00-02-008.000, SITUATE IN THE TOWN OF PULTENEY MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MAY 31, 2015, RELATIVE TO PARCEL #017.15-01-035.000, SITUATE IN THE TOWN OF COHOCTON MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING SEPTEMBER 30, 2015, RELATIVE TO PARCEL #318.18-02-069.000, SITUATE IN THE TOWN OF CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING AUGUST 31, 2015, RELATIVE TO PARCEL #133.00-01-016.130, SITUATE IN THE TOWN OF URBANA MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #311.00-01-031.110, SITUATE IN THE TOWN OF RATHBONE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIE 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MARCH 31, 2016, RELATIVE TO PARCEL #166.09-01-029.000, SITUATE IN THE CITY OF HORNEILL MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MARCH 31, 2016, RELATIVE TO PARCEL #047.08-01-029.100, SITUATE IN THE TOWN OF PRATTSBURG MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #317.11-01-003.000, SITUATE IN THE CITY OF CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #218.00-01-035.110, SITUATE IN THE TOWN OF CANISTEO MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #017.15-02-026.000, SITUATE IN THE TOWN OF COHOCTON MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #151.00-02-058.000, SITUATE IN THE TOWN OF HORNELLSVILL MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #390.00-02-039.000, SITUATE IN THE TOWN OF CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #159.10-01-026.000, SITUATE IN THE VILLAGE OF BATH MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING FEBRUARY 29, 2016, RELATIVE TO PARCEL #019.00-02-034.100, SITUATE IN THE TOWN OF PRATTSBURGH MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFEERMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #316.11-01-001.000, PARCEL #316.00-01-065.200, PARCEL #315.12-01-005.000, SITUATE IN THE TOWN OF ERWIN, SUBJECT TO A 25 PERCENT REPURCHASE FEE 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, 2015, RELATIVE TO PARCEL #123.00-01-019.100, SITUATE IN THE TOWN OF FREMONT, SUBJECT TO A 25 PERCENT REPURCHASE FEE MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING FEBRUARY 29, 2016, RELATIVE TO PARCEL #091.00-02-001.300, SITUATE IN THE TOWN OF URBANA MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

**MOTION: TO ADJOURN MADE BY MR. 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

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

**Tuesday, April 14, 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, April 1, 2015.**

STEBEN COUNTY FINANCE COMMITTEE

*Special Meeting*

*Monday, March 23, 2015*

*9:30 a.m.*

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

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

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

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

**LEGISLATORS:** Eric T. Booth Carol A. Ferratella Robin K. Lattimer  
Aaron I. Mullen William A. Peoples

**ABSENT:** K. Michael Hanna

**I. CALL TO ORDER**

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

**II. GENERAL BUSINESS**

A. Public Works

1. **Appropriate Grinder Revenue into Grinder Repair/Replacement Account** – Mr. Spagnoletti requested authorization to appropriate \$92,000 in Grinder Revenue into the Grinder Repair/Replacement account.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO APPROPRIATE \$92,000 IN GRINDER REVENUE INTO THE GRINDER REPAIR/REPLACEMENT ACCOUNT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Finance

1. **Hardships**

**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: APPROVING A HARDSHIP DEFERRMENT, EXPIRING OCTOBER 31, 2015, RELATIVE TO PARCEL #197.07-01-041.000, 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 MARCH 31, 2016, RELATIVE TO PARCEL #150.00-01-003.200, SITUATE IN THE TOWN OF HORNELLSVILLE 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, 2015, RELATIVE TO PARCEL #151.15-02-051.000, SITUATE IN THE CITY OF HORNELL 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, 2015, RELATIVE TO PARCEL #318.54-01-050.000, SITUATE IN THE CITY OF 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, 2015, RELATIVE TO PARCEL #105.09-01-023.000, SITUATE IN THE TOWN OF URBANA MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING FEBRUARY 28, 2016, RELATIVE TO PARCEL #151.64-02-018.000, SITUATE IN THE CITY OF HORNELL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MARCH 31, 2016, RELATIVE TO PARCEL #017.12-01-030.000, SITUATE IN THE TOWN OF COHOCTON MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #416.00-01-010.512, SITUATE IN THE TOWN OF TROUPSBURG MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: WITHDRAWING PARCEL #092.20-01-011.000, SITUATE IN THE TOWN OF WAYNE, FROM THE TAX SALE AUCTION AND AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NON-REFUNDABLE UNDERTAKING OF \$10,000 PAYABLE WITHIN 30 DAYS, IN CONJUNCTION WITH THE EXTENSION OF A HARDSHIP DEFERRAL EXPIRING SEPTEMBER 30, 2015, SAID FORM AND CONTENT OF UNDERTAKING TO BE APPROVED BY THE LAW DEPARTMENT. ALL DELINQUENT TAXES, INTEREST AND 25 PERCENT PENALTY ARE TO BE PAID BY SEPTEMBER 30, 2015 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: WITHDRAWING PARCEL #159.13-01-076.000, SITUATE IN THE VILLAGE OF BATH, FROM THE TAX SALE AUCTION AND AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NON-REFUNDABLE UNDERTAKING OF \$7,500 PAYABLE WITHIN 30 DAYS, IN CONJUNCTION WITH THE EXTENSION OF A HARDSHIP DEFERRAL EXPIRING MARCH 31, 2016, SAID FORM AND CONTENT OF UNDERTAKING TO BE APPROVED BY THE LAW DEPARTMENT 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. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**STEUBEN COUNTY FINANCE COMMITTEE**

*Tuesday, April 14, 2015*

*10:00 a.m.*

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

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

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

**STAFF:** Mark R. Alger Jack K. Wheeler Jim Gleason  
Eric Rose Tim Marshall Chris Congdon  
Vince Spagnoletti Hank Chapman, Psy.D. Pat Donnelly  
Tammy Hurd-Harvey Alan Reed

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

**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 MARCH 10, 2015, AND MARCH 23, 2015, MEETINGS 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 Adjustments** - Dr. Chapman requested authorization to accept \$101,842 in State OMH funding for crisis respite beds and appropriating to their contract with Arbor Development.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$101,842 IN STATE OMH FUNDING FOR CRISIS RESPITE BEDS AND APPROPRIATING TO THEIR CONTRACT WITH ARBOR DEVELOPMENT AND AMENDING SAID CONTRACT TO REFLECT THIS FUNDING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Dr. Chapman requested authorization to accept \$55,059 in State OMH Day Treatment COPS funding and appropriating to their contract with Pathways.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$55,059 IN STATE OMH DAY TREATMENT COPS FUNDING AND APPROPRIATING TO THEIR CONTRACT WITH PATHWAYS AND AMENDING SAID CONTRACT TO REFLECT THIS FUNDING MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. Public Health

1. **Grant Approval** – Ms. Congdon requested authorization to accept a new grant in the amount of \$38,000 from the Center for Disease Control and Prevention. The purpose of the grant is to accelerate state and local public health preparedness planning and operational readiness for responding to Ebola. This funding can be used for planning, exercises, personal protective equipment, monitoring and clean-up efforts (if necessary).

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ACCEPT A NEW GRANT FROM THE CENTER FOR DISEASE CONTROL AND PREVENTION IN THE AMOUNT OF \$38,000 FOR THE PURPOSES OF PREPAREDNESS PLANNING AND OPERATIONAL READINESS FOR RESPONDING TO EBOLA MADE MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

C. Public Works

1. **Major Equipment List** - Mr. Spagnoletti informed the committee that the car he uses is no longer safe. He requested authorization to remove one (1) pickup truck (\$24,000) from the Major Equipment List and add one (1) car (\$19,500).

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO AMEND THE MAJOR EQUIPMENT LIST TO REMOVE ONE (1) PICKUP (\$24,000) AND ADD ONE (1) CAR (\$19,500) MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

D. Buildings & Grounds

1. **Repairs & Renovations Reserve Transfers** – Mr. Rose requested authorization to transfer funds out of the Repairs & Renovations Reserve to pay for two capital projects. He requested authorization to transfer \$17,417 for the Seal/Striping of County Parking Lots and \$32,112 for the ProAction Elevator Repair.

**MOTION: AUTHORIZING THE TRANSFER OF \$49,529.00 FROM THE REPAIRS AND RENOVATIONS RESERVE, AND APPROPRIATING \$17,417.00 TO THE CAPITAL PROJECT FOR THE SEAL/STRIPING OF COUNTY PARKING LOTS, AND APPROPRIATING \$32,112.00 TO A NEWLY ESTABLISHED CAPITAL PROJECT FOR THE PROACTION ELEVATOR REPAIR MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

E. Emergency Management Office

1. **NICE Radio IP Logger Purchase** – Mr. Marshall informed the committee that they have one vendor who provided pricing on the digital recorder and Motorola provided pricing on the IP Console. Apparently, the digital recorder includes a special Motorola component, which was not quoted by either vendor. The cost for that item is \$83,603 and we will need to purchase that piece to work with the digital recorder.

Mr. Wheeler commented we do have money in the grant to cover this purchase. We did speak with both vendors to voice our displeasure with not being informed about the need for this additional component. Mr. Marshall stated that this equipment is available on State contract.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO PURCHASE THE MC 7500 IP RADIO LOGGER FOR A TOTAL COST OF \$83,603, SAID COST TO BE COVERED BY GRANT FUNDS MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

F. County Manager

1. **Budget Transfer** – Mr. Wheeler informed the committee that last year the Hornell Arts Council requested \$7,500 from room tax money. In previous years they did not take the appropriation, so we gave that amount to the Arts of the Southern Finger Lakes. As a result, we are short \$3,000. He requested authorization to anticipate an additional \$3,000 in room tax revenue and to appropriate \$7,500 to the Hornell Arts Council for 2015.

**MOTION: ANTICIPATING AN ADDITIONAL \$3,000 IN ROOM TAX REVENUE AND APPROPRIATING \$7,500 IN SAID REVENUE TO THE HORNELL ARTS COUNCIL FOR 2015 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

G. Finance

1. **Budget Transfer** – Mrs. Hurd-Harvey requested authorization to transfer and appropriate two years of the Public Defender’s Caseload Grant funding. The total amount is \$195,486.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER \$195,486 IN GRANT FUNDS FOR THE PREVIOUS TWO YEARS OF THE PUBLIC DEFENDER’S CASELOAD REDUCTION GRANT AND APPROPRIATING TO THE VARIOUS REVENUE AND EXPENSE LINE ITEMS MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. 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: APPROVING A HARDSHIP DEFERRMENT, EXPIRING APRIL 30, 2015, RELATIVE TO PARCEL #401.00-01-023.200, SITUATE IN THE TOWN OF WOODHULL, SUBJECT TO A 25 PERCENT PENALTY MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING APRIL 30, 2015, RELATIVE TO PARCEL #064.14-02-056.000, SITUATE IN THE TOWN OF WAYNE, SUBJECT TO A 25 PERCENT PENALTY MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING APRIL 30, 2015, RELATIVE TO PARCEL #299.75-02-051.000, SITUATE IN THE CITY OF CORNING, SUBJECT TO A 25 PERCENT PENALTY MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING APRIL 30, 2015, RELATIVE TO PARCEL #276.11-01-059.000, SITUATE IN THE TOWN OF THURSTON, SUBJECT TO A 25 PERCENT PENALTY MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JULY 1, 2015, RELATIVE TO PARCEL #388.00-01-015.110, SITUATE IN THE TOWN OF LINDLEY MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING APRIL 30, 2015, RELATIVE TO PARCEL #371.00-03-044.000, SITUATE IN THE TOWN OF CATON MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING DECEMBER 31, 2015, RELATIVE TO PARCEL #318.15-01-015.000, SITUATE IN THE TOWN OF CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING DECEMBER 31, 2015, RELATIVE TO PARCEL #049.00-01-056.000, SITUATE IN THE TOWN OF PULTENEY MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING AUGUST 1, 2015, RELATIVE TO PARCEL #174.00-01-047.000, SITUATE IN THE TOWN OF BATH MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING APRIL 30, 2015, RELATIVE TO PARCEL #244.00-01-019.000, SITUATE IN THE TOWN OF CAMPBELL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JULY 31, 2015, RELATIVE TO PARCEL #402.00-01-032.100, SITUATE IN THE TOWN OF ADDISON MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING AUGUST 31, 2015, RELATIVE TO PARCEL #262.00-01-016.120, SITUATE IN THE TOWN OF CAMPBELL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING APRIL 30, 2015, RELATIVE TO PARCEL #212.00-01-003.120, SITUATE IN THE TOWN OF HARTSVILLE MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MAY 31, 2015, RELATIVE TO PARCEL #131.00-01-020.000, SITUATE IN THE TOWN OF URBANA MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MARCH 31, 2016, RELATIVE TO PARCEL #299.16-02-013.000, SITUATE IN THE TOWN OF CORNING MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING SEPTEMBER 30, 2015, RELATIVE TO PARCEL #256.13-01-031.000, #276.11-01-008.000, #256.00-01-031.000, AND #256.00-01-041.000, SITUATE IN THE TOWN OF CAMERON MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING MARCH 31, 2016, RELATIVE TO PARCEL #151.11-01-009.000, #151.11-01-010.000, #166.06-02-031.000, AND #166.06-03-063.000, SITUATE IN THE CITY OF HORNELL, SUBJECT TO A 25 PERCENT REPURCHASE FEE MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRMENT, EXPIRING JUNE 30, 2015, RELATIVE TO PARCEL #182.00-01-047.000, SITUATE IN THE TOWN OF CANISTEO, SUBJECT TO A 25 PERCENT REPURCHASE FEE MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE ISSUANCE OF A QUIT CLAIM DEED TO EDWARD COLLINS, RELATIVE TO PARCEL #205.00-01-010.000, SITUATE IN THE TOWN OF THURSTON MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #159.53-01-058.000, SITUATE IN THE TOWN OF BATH, TO THOMAS URUSKY FOR A TOTAL PRICE OF \$4,500.00 PLUS RECORDING FEES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #316.11-04-007.000, SITUATE IN THE TOWN OF ERWIN, TO GARY SMITH FOR A TOTAL PRICE OF \$500.00 PLUS RECORDING FEES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #158.16-01-090.000, SITUATE IN THE TOWN OF BATH, TO NEIL FAGAN FOR A TOTAL PRICE OF \$2,500.00 PLUS RECORDING FEES MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO DECLINE A DONATION OF PARCEL #190.00-01-044.000, SITUATE IN THE TOWN OF BATH MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO ACCEPT THE DONATION OF PARCEL #364.05-02-002.000, SITUATE IN THE TOWN OF WOODHULL, FROM DEUTSCHE BANK AND SELLING SAID PARCEL IN THE TAX SALE AS SURPLUS PROPERTY MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE FINANCE COMMISSIONER TO DECLINE A DONATION OF PARCEL #151.15-01-078.000, SITUATE IN THE CITY OF HORNELLSVILLE, AND PARCEL #151.00-02-042.000, SITUATE IN THE TOWN OF HORNELLSVILLE MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: DENYING A HARDSHIP DEFERRMENT, RELATIVE TO PARCEL #206.00-03-011.000, SITUATE IN THE TOWN OF CAMPBELL MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: TO ADJOURN EXECUTIVE 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, May 12, 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, May 6, 2015.**

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, May 12, 2015*

*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      Gary B. Roush  
Scott J. Van Etten
- STAFF:** Mark R. Alger      Jack K. Wheeler      Patty Baroody  
Tim Marshall      Phil Roche      Hank Chapman, Psy.D.  
Alan Reed      David Cole      Jim Gleason  
Wendy Flaitz      Tammy Hurd-Harvey      Pat Donnelly  
Judy Hunter
- LEGISLATORS:** Joseph J. Hauryski      Robin K. Lattimer      Steven Maio  
William A. Peoples
- ABSENT:** K. Michael Hanna
- 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 APRIL 14, 2015, MEETING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SWACKHAMER ABSENT FOR VOTE)**

**III. DEPARTMENT REQUESTS**

A. Sheriff

1. **Donations**

a. *Accepting Bikes and Uniforms from Wineglass Marathon* – Sheriff Cole requested authorization to accept a donation from the Wineglass Marathon of two bicycles, uniforms, helmets and related equipment. These will be used for patrol/enforcement purposes during the Wineglass Marathon, as well as for other events.

**MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION OF TWO BICYCLES, HELMETS, UNIFORMS AND RELATED EQUIPMENT FROM THE WINEGLASS MARATHON MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SWACKHAMER ABSENT FOR VOTE)**

b. *Accepting \$3,500 from Outside Organizations for Drug Interdiction Items* – Sheriff Cole requested authorization to accept \$3,500 from outside organizations. This funding will be used to continue to print brochures regarding our drug interdiction plan, as well as other promotional items. He distributed a packet of information regarding the Drug Interdiction Program, including the brochure, window and bumper stickers.

**MOTION: AUTHORIZING THE SHERIFF TO ACCEPT \$3,500 IN DONATIONS FROM OUTSIDE ORGANIZATIONS AND APPROPRIATING TO THE PRINTING LINE ITEM FOR THE DRUG INTERDICTION PROGRAM MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Temporary Hire** – Mr. Swackhamer asked for an explanation of why the Jail has already spent 84 percent of the budget on Temporary Hires? Mrs. Hurd-Harvey explained they are actually in-line with last year. They budget for a full-time position that ends up not being there and then fill in. They usually end up under budget by \$200,000 - \$300,000 and we use that to cover the temporary hire line item.

Sheriff Cole commented there have been a number of issues they have addressed with regard to their full-time personnel, and that is affecting their budget. Mr. Swackhamer stated that we may want to look at that and have that be more realistic and put the money where it belongs. Sheriff Cole stated that as of June we will need to have two more full-time Corrections Officers on staff. That will increase our coverage significantly enough that we will not have to use our temporary hire line item as much.

B. Emergency Management Office

1. **Accepting FY15 State Homeland Security Program Grant** – Mr. Marshall requested authorization to accept the 2015 State Homeland Security Program Grant in the amount of \$130,000. Of this, 25 percent, or \$32,500 will go to the Sheriff's Office for their local counter terrorism program. The remaining \$97,500 will go toward Emergency Management Office programs. We will be using funds to purchase Uninterruptable Power Source (UPS) batteries for some of the tower sites, paying for maintenance software, cell phones, training and conferences, etc.

**MOTION: AUTHORIZING THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A 2015 STATE HOMELAND SECURITY PROGRAM GRANT IN THE AMOUNT OF \$130,000, WITH \$32,500 TO BE ALLOCATED TO THE SHERIFF'S OFFICE FOR THE LOCAL COUNTER TERRORISM PROGRAM AND THE REMAINING \$97,500 TO BE APPROPRIATED TO VARIOUS LINE ITEMS WITHIN THE EMERGENCY MANAGEMENT OFFICE BUDGET MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Office of Community Services

1. **Budget Adjustments** – Dr. Chapman informed the committee that Hornell Concern for Youth is their substance abuse prevention provider in the schools. Their furnace needs to be replaced and we received \$3,700 from the NYS Office of Alcohol and Substance Abuse Services (OASAS) for that purpose. He requested authorization to accept this funding.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$3,700.00 IN OASAS STATE AID AND APPROPRIATING TO THE HORNELL CONCERN FOR YOUTH FOR THEIR FURNACE REPLACEMENT, AND AMENDING THE CONTRACT TO REFLECT THIS ADDITIONAL FUNDING MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Dr. Chapman informed the committee that they received additional COLA funding in the amount of \$8,902.00 from NYS OASAS. He requested authorization to accept this funding and appropriate it to his contracts with Hornell Concern for Youth, Catholic Charities and Family Services Society, for substance abuse prevention services.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL COLA FUNDING IN THE AMOUNT OF \$8,902.00 FROM NYS OASAS AND APPROPRIATING \$1,471.00 TO THE HORNELL CONCERN FOR YOUTH, \$645.00 TO FAMILY SERVICES SOCIETY, AND \$6,786.00 TO CATHOLIC CHARITIES AND AMENDING THE CONTRACTS TO REFLECT THIS ADDITIONAL FUNDING MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Public Defender

1. **Grants** - Mr. Roche requested authorization to accept two NYS Indigent Legal Services Grants. The first is Grant Distribution #4 for \$210,897. This money will be used to pay the salary for the part-time felony public defender. The second is Grant Distribution #5 for \$421,794. This money will be used to pay for a conflicts office if our second proposal to the Bar Association is accepted. Both of these grants run for three years.

**MOTION: AUTHORIZING THE PUBLIC DEFENDER TO ACCEPT A NYS INDIGENT LEGAL SERVICE GRANT DISTRIBUTION #4 FOR \$210,897 AND GRANT DISTRIBUTION #5 FOR \$421,794 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

2. **Lawsuit Update** – Mr. Van Etten asked for an update on the status of the lawsuits. Mr. Roche replied the State approved the settlement in the budget and funded it for the first year. Now ILS (Indigent Legal Services) will administer and make sure it goes through. There is no real program at this point. Mr. Alger explained the State only funded those counties that were involved in the lawsuit. When and if they impose the standards on everyone else, there will be no funding for that.

E. Public Works

1. **Appropriate State’s Winter Recovery Funding into Grind & Chip – Paver Patch Item** – Mr. Alger informed the committee that Steuben County has received an additional \$494,283.75 in State funding. He requested authorization to accept and appropriate it into the Public Works Department’s Grind & Chip – Paver Patch line item.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ACCEPT AN ADDITIONAL \$494,283.75 IN STATE FUNDING AND APPROPRIATE TO THE GRIND & CHIP – PAVER PATCH LINE ITEM MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

F. County Clerk

1. **Semi-Annual Mortgage Tax Distribution** –Mrs. Hunter presented the Semi-Annual Mortgage Tax Distribution report to the committee for approval. She commented that for the period October 1, 2014 – March 31, 2015 they collected \$488,514.05.

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

G. Office for the Aging

1. **Accepting Caregiver Balanced Incentive Payment Program (BIPP) Funding** - Mrs. Baroody requested authorization to receive BIPP Caregiver Funding in the amount of \$20,000. This funding will be used to support caregivers of Medicaid recipients.

**MOTION: AUTHORIZING THE DIRECTOR FOR THE OFFICE FOR THE AGING TO ACCEPT CAREGIVER BALANCED INCENTIVE PAYMENT PROGRAM (BIPP) FUNDING IN THE AMOUNT OF \$20,000 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

H. Commissioner of Finance

1. **Monthly Reports** – Mr. Van Etten asked with the County Cost Analysis, it shows \$2 million in expenditures for the Health Care Facility. Is that basically the exit costs? Mrs. Hurd-Harvey replied most of that is the first bond payment. Mr. Alger explained there are also some transitional costs.

2. **Terms and Conditions for the 2015 Tax Sale** – Mr. Donnelly commented they have made some minor modifications to the Terms and Conditions. The Tax Sale will be held Friday, July 10, 2015, at 10:00 a.m. at Bath Haverling High School. This year we have 112 parcels.

**MOTION: APPROVING THE CHANGES TO THE TERMS AND CONDITIONS FOR THE 2015 TAX SALE AS PRESENTED MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

I. County Manager

1. **911 Transformer Replacement** – Mr. Alger informed the committee that the transformer at the 911 Center is leaking and needs to be replaced. He requested authorization to transfer \$10,124.48 from the Repairs & Renovations Reserve for this purpose.

**MOTION: AUTHORIZING A TRANSFER OF \$10,124.48 FROM THE REPAIRS & RENOVATIONS RESERVE AND APPROPRIATING TO A NEW CAPITAL PROJECT ENTITLED “TRANSFORMER REPLACEMENT” MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATIONS, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH DIANE SCAGLIOLA FOR PSYCHIATRIC NURSE PRACTITIONER SERVICES ON A FULL-TIME BASIS, EFFECTIVE JULY 1, 2015, AT A RATE OF \$70.00 PER HOUR, NOT TO EXCEED \$130,000 ANNUALLY MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO WITHHOLD PARCEL #144.00-02-008.110, SITUATE IN THE TOWN OF BATH, FROM THE TAX SALE AUCTION AND AUTHORIZING THE FILING OF A SUBDIVISION APPLICATION FOR ACREAGE ADJACENT TO THE COUNTY PARCEL MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #131.13-01-007.000, SITUATE IN THE TOWN OF URBANA, TO JEROLD C. CHAMPLAIN, JR., WITH PROVISION OF LIFE USE BY ROBERT CHAMPLAIN, FOR \$7,277.19 INCLUSIVE OF RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: APPROVING A HARDSHIP DEFERRAL RELATIVE TO PARCEL #244.00-01-019.000, SITUATE IN THE TOWN OF CAMPBELL, EXPIRING MARCH 31, 2016 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: DIRECTING THE COMMISSIONER OF FINANCE TO REJECT A PURCHASE OFFER RELATIVE TO PARCEL #300.00-01-022.111, SITUATE IN THE TOWN OF CORNING, AND PARCEL #244.00-01-092.000, SITUATE IN THE TOWN OF CAMPBELL MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #402.00-01-068.200, SITUATE IN THE TOWN OF TUSCARORA, TO KEVIN AND KIMBERLY GEE, JR. FOR \$12,130.33, INCLUSIVE OF RECORDING FEES AND THE REINSTATEMENT OF LIENS, IF ANY MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #371.00-03-044.000, SITUATE IN THE TOWN OF CATON, TO RANDY J. HARRISON FOR \$10,508.13, INCLUSIVE OF RECORDING FEES AND THE REINSTATEMENT OF ANY LIENS, IF ANY 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. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

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

**Tuesday, June 9, 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, June 3, 2015.**

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, June 9, 2015*

*10:15 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 Pat Donnelly  
Tammy Hurd-Harvey Vicki Olin Kelly Penziul  
Alan Reed

**LEGISLATORS:** Carol A. Ferratella

**OTHERS:** Mary Perham

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MAY 12, 2015, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENT REQUESTS**

A. Commissioner of Finance

1. **Review and Approve the County Investment Policy** - Mr. Donnelly informed the committee that the County investment policy had not been reviewed in quite some time. They used the State Comptroller's model and made some changes. He reviewed the most notable changes with the committee. He noted that Mr. Van Etten had pointed out an error on Appendix A, which showed the maximum percentage for Bank of America at 355 percent. That should read 35 percent.

**MOTION: APPROVING THE COUNTY INVESTMENT POLICY AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Budget Adjustment** – Mrs. Hurd-Harvey requested authorization to make an adjustment relative to the refinancing of bonds and the paying off of the Jail bond in July. The total adjustment is \$3,915,995.85.

**MOTION: AUTHORIZING A BUDGET ADJUSTMENT TO BOTH REVENUES AND EXPENDITURES OF \$3,915,995.85 RELATIVE TO THE REFINANCING OF BONDS AND PAYING OFF THE JAIL BOND IN JULY 2015 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Tax Sale** – Mr. Donnelly informed the committee that the tax sale books will be available to the public on June 10, 2015, and will also be posted on the County website. We have 153 properties up for auction. Of those, 43 are vacant lots, 20 are abandoned properties and 12 are trailer homes. He informed the committee

that their office sends out a courtesy delinquent tax notice. This year they sent out 4,800 letters compared to 5,200 letters last year. Of the 4,800, there were 1,350 that had not paid their Corning-Painted Post School taxes.

4. **Tax Collection** - Mr. Donnelly informed the committee that for the last several years the Finance Department has paid the cities and city school districts for delinquent taxes turned over to our office for collection by monthly remittance. He requested authorization going forward to pay the balance due the various entities in a lump-sum within 30 to 60 days of receipt of the delinquent taxes and reconciliation.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO PAY THE BALANCE DUE TO THE CITIES AND CITY SCHOOL DISTRICTS, THE BALANCE DUE WITHIN 30 DAYS OF RECEIPT OF DELINQUENT TAXES MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. County Manager

1. **Contingent Fund Transfer** – Mr. Alger requested authorization to transfer \$25,000 from the Contingent Fund to pay for the Salary Grid Study. The actual cost of the study is \$20,000.

**MOTION: AUTHORIZING THE TRANSFER OF \$25,000 FROM THE CONTINGENT FUND TO THE COUNTY MANAGER'S 2015 BUDGET TO PAY FOR THE SALARY GRID STUDY MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Renaming of Capital Project** – Mr. Alger informed the committee that there is \$713,000 remaining in the Old Health Care Facility Renovations Capital Project. He requested authorization to change the name of that capital project to the Office Space Utilization Capital Project and use those funds toward that project.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RENAME THE OLD HEALTH CARE FACILITY RENOVATIONS CAPITAL PROJECT TO THE OFFICE SPACE UTILIZATION CAPITAL PROJECT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

3. **Budget Transfer** – Mr. Alger informed the committee that they have received reimbursement from the State for the sound system project at the courts. He requested authorization to accept \$24,057.00 into the Buildings and Grounds 2015 budget and appropriate to the line item for the court sound system project.

**MOTION: ACCEPTING ANTICIPATED REVENUE IN THE AMOUNT OF \$24,057 FROM THE NEW YORK STATE JUDICIAL SYSTEM INTO THE BUILDINGS AND GROUNDS 2015 BUDGET AND APPROPRIATING SAID AMOUNT TO THE LINE ITEM FOR THE COURT SOUND SYSTEM PROJECT MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

4. **Government Efficiency Plan** – Mr. Alger informed the committee that they submitted their Government Efficiency Plan. We had 49 participating entities with an estimated \$3.2 million in efficiencies. The State has until the end of July to review and approve the plan. Our plan represents a total of 83 different shared services. We were very conservative in our estimate. The look back was to 2012, however, we needed to be able to provide documentation.

5. **Tax Cap** – Mr. Alger informed the committee that the tax cap extension bill is tied directly to the rent control extension bill. Mr. Wheeler stated school budgets are projected to have 0 percent growth and they will be cutting their budgets to meet the cap. Mr. Alger stated that Mrs. Flaitz shared information on the drop in our natural gas assessment. The value was reduced this year and has gone from \$90 million down to \$4 million over the course of four years. This represents a \$85 million loss in the appraised value on our County levy.

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

**MOTION: REJECTING AN OFFER OF \$40,000 FOR THE PRIVATE SALE OF PARCEL #144.02-01-012.000 SITUATE IN THE TOWN OF BATH MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: APPROVING A HARDSHIP DEFERRAL EXTENSION RELATIVE TO PARCEL #017.15-01-035.000, SITUATE IN THE TOWN OF COHOCTON, SAID EXTENSION TO EXPIRE MARCH 31, 2016 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: APPROVING THE PRIVATE SALE OF PARCEL #373.00-01-006.800, SITUATE IN THE TOWN OF CATON TO THE CORNING FEDERAL CREDIT UNION FOR \$5,641.20, PLUS RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: APPROVING THE PRIVATE SALE OF PARCEL #056.00-01-017.100, SITUATE IN THE TOWN OF COHOCTON TO CESARE TACONE FOR \$27,107.50 PLUS RECORDING FEES MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: APPROVING THE PRIVATE SALE OF PARCEL #205.00-01-063.000, SITUATE IN THE TOWN OF THURSTON TO JOHN R. DAVIS FOR \$10,961.00 PLUS RECORDING FEES; AND WAIVING THE PENALTY FEE MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: APPROVING THE PRIVATE SALE OF PARCEL #190.20-01-026.000, SITUATE IN THE VILLAGE OF SAVONA TO STEVEN MULLER FOR \$10,161.68 PLUS RECORDING AND PENALTY FEES MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. MOTION CARRIES 4-0-1. (MR. HANNA ABSTAINED DUE TO A BUSINESS RELATIONSHIP WITH THE FAMILY)**

**MOTION: APPROVING THE PRIVATE SALE OF PARCEL #317.16-01-042.000, SITUATE IN THE CITY OF CORNING TO JAMES C. AND JEANE R. BANGE FOR \$23,000.00 PLUS RECORDING FEES MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

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

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

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

**Tuesday, July 14, 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, July 8, 2015.**

**STEBEN COUNTY FINANCE COMMITTEE**

**Special Meeting**

*Monday, June 22, 2015*

*9:40 a.m.*

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

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

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

**STAFF:** Mark R. Alger      Jack K. Wheeler      Tammy Hurd-Harvey  
Alan Reed

**LEGISLATORS:** Joseph J. Hauryski      Eric T. Booth      Dan C. Farrand  
Carol A. Ferratella      Hilda T. Lando      Robin K. Lattimer  
Steven Maio      Patrick F. McAllister      Aaron I. Mullen  
William A. Peoples      Randolph J. Weaver

**ABSENT:** Gary B. Roush

**I. CALL TO ORDER**

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

**II. GENERAL BUSINESS**

**1. Proposed Acquisition, Sale or Lease of Real Property in the City of Hornell**

**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: WITHDRAWING PARCEL #151.56-03-064.000; PARCEL #166.14-01-024.112; PARCEL #166.15-01-091.000; AND PARCEL #166.10-01-031.000 FROM THE TAX SALE AUCTION AND AUTHORIZING THE PRIVATE SALE OF THOSE PARCELS TO THE CITY OF HORNELL MADE BY MR. SWACKHAMER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: WITHDRAWING PARCEL #337.00-02-032.000 SITUATE IN THE TOWN OF CORNING, FROM THE TAX SALE AUCTION MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. 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

**STEBEN COUNTY FINANCE COMMITTEE**

Tuesday, July 14, 2015

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  
Gary B. Roush Scott J. Van Etten

**STAFF:** Jack K. Wheeler Pat Donnelly Tammy Hurd-Harvey  
Steve Orcutt Vince Spagnoletti Alan Reed  
Hank Chapman, Psy.D. Jim Gleason Andy Morse  
Kelly Penziul Vicki Olin Jim Allard

**LEGISLATORS:** Carol A. Ferratella Hilda T. Lando William A. Peoples

**OTHERS:** Mary Perham  
Randy Shephard, Bonadio

**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 9, 2015, AND JUNE 22, 2015, MEETINGS MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. PRESENTATIONS**

A. Bonadio

1. **Review of Financial Statements** – Mr. Shephard reviewed the 2014 Audit with the committee. He commented that within the General Fund, the total fund balance increased 7.3 percent in 2014 and revenues increased by 1.6 percent, mainly due to an increase in real property tax income. Expenditures increased .9 percent due to a number of factors, including increased Jail and Sheriff road patrol costs, the Traffic Diversion Program, increased costs in the Department of Social Services related to the day care program and the decrease in the health category due to the sale of the home health services to a private not-for-profit.

Mr. Van Etten asked with regard to other revenues, why was 2012 significantly higher and then dropped off each year? It started at \$25,000 and is now down to \$20,000. Mrs. Hurd-Harvey replied that she will look that up and report back to the committee.

*Secretary’s Note: As a follow-up to Mr. Van Etten’s question, Mrs. Hurd-Harvey provided the following response: Research reveals that 2012 was the year in which we had a \$2,000,000 adjustment to the accrued health insurance liability account (per Bonadio’s request). This adjustment resulted in revenue to each department in the form of a “refund of prior years’ expense.” In addition, 2012 was the last full year that we had revenue related to home nursing services. This revenue was \$2.6 million in 2011, \$2.4 million in 2012 and then dropped to \$732,000 in 2013 and down to just under \$50,000 for 2014. A final significant change in this revenue category resulted from the change in accounting for Department of Social Services (DSS) attorneys. In 2011 and 2012 we recorded an expense to DSS and a revenue to the Law Department for the salaries, fringes and related*

costs for legal services supplied to DSS. Beginning in 2013, the attorneys assigned to DSS were directly charged to DSS salary, fringes and other expense lines. Therefore, approximately \$819,000 of "other" revenue was received from the Law Department beginning in 2013. These three items account for most of the anomaly in the 2012 "Other" revenue line in Bonadio's summary.

Mr. Shephard commented that in looking at the comparison with other counties, Steuben County has a very low debt service of 1.6 percent, compared to all other counties at 5.3 percent. Discussion followed.

#### IV. DEPARTMENT REQUESTS

##### A. Office of Community Services

1. **Budget Adjustment** - Dr. Chapman informed the committee that they have finalized the contract with ARA of Wellsville to provide crisis intervention services. They have received \$250,000 in State aid from the Office of Mental Health. He requested authorization to accept and appropriate that funding to the contract with ARA of Wellsville.

**MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ACCEPT \$250,000 IN ADDITIONAL STATE AID FROM THE OFFICE OF MENTAL HEALTH AND APPROPRIATE IT TO THE CONTRACT WITH ARA OF WELLSVILLE TO PROVIDE CRISIS INTERVENTION SERVICES MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

##### B. Sheriff's Office

1. **Equipment List Change** – Undersheriff Allard informed the committee that they had \$26,000 in excess funding from the purchase of new vehicles and they would like to use that funding to purchase Glockes, AR 15's and Body Cameras.

Mr. Wheeler commented they had a meeting last week to talk about a policy regarding the body cameras, information storage and information dissemination. Mr. Van Etten asked is footage from the body cameras foilable? Mr. Wheeler replied yes, with some exceptions.

**MOTION: AMENDING THE SHERIFF'S OFFICE MAJOR EQUIPMENT LIST TO DELETE ONE VEHICLE (\$26,000) AND TO ADD THE FOLLOWING ITEMS TO THE SMALL EQUIPMENT LIST: GLOCKES (\$2,000), AR 15'S (\$12,000) AND BODY CAMERAS (\$12,000) MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

##### C. Finance

1. **Monthly Report** – Mr. Donnelly asked if there were any questions on the monthly reports. Mr. Wheeler commented they have worked with Information Technology to clean up the Purchase Orders reports. We are cycling out the ones that are closed, so you will notice a format change. Mr. Van Etten asked do you have the mid-year department reports? Mrs. Hurd-Harvey replied she will have those available for the August meeting.

2. **Budget Adjustment** – Mrs. Hurd-Harvey requested authorization to transfer a total of \$54,714 in Crimes Against Revenue Grant Funds to the salaries and fringe benefits line items in the District Attorney's budget.

**MOTION: AUTHORIZING THE TRANSFER OF \$54,714 IN CRIMES AGAINST REVENUE GRANT FUNDS AND TRANSFERRING TO THE SALARIES AND FRINGE BENEFITS LINE ITEMS IN THE DISTRICT ATTORNEY'S BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Tax Sale** – Mr. Donnelly reported that the tax sale took 4 hours and 20 minutes and resulted in the sale of 110 lots for a gross total of \$1,061,000.

**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, August 11, 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, August 5, 2015.**

**STEBEN COUNTY FINANCE COMMITTEE**

Tuesday, August 11, 2015

10:00 a.m.

Legislative Committee Room  
Steuben County Office Building  
Bath, New York

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna
<b>STAFF:</b>	Jack K. Wheeler Patty Barody Andrew Morse	Steve Orcutt Christine Towner Pat Donnelly	Vince Spagnoletti Alan Reed
<b>LEGISLATORS:</b>	Joseph J. Hauryski William A. Peoples	Dan C. Farrand	Carol A. Ferratella
<b>OTHERS:</b>	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 JULY 14, 2015, MEETING MADE BY MR. HANNA. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENT REQUESTS**

A. Office for the Aging

1. **Budget Appropriation – Direct Care Worker** – Mrs. Barody informed the committee that the State has money available to reimburse for any raises of up to 2 percent that have occurred, including fringe. In order to receive that reimbursement, we have to submit a certification. We would be eligible to receive up to \$6,200 for the first quarter of 2015 and it is expected that amount will increase going forward. Mr. Wheeler commented we want to make sure that it does not obligate the Legislature to anything in the future. This is only a reimbursement.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ANTICIPATE STATE REIMBURSEMENT FUNDING OF UP TO \$6,200 FOR THE FIRST QUARTER OF 2015 MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

2. **RSVP Augmentation Grant** - Mrs. Barody requested authorization to apply for a \$3,000 RSVP Augmentation Grant. This funding will allow us to enhance anything that helps us implement the RSVP Program.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO APPLY FOR A \$3,000 RSVP AUGMENTATION GRANT MADE BY MR. ROUSH. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. Finance

1. **Monthly Financial Reports** – Mr. Van Etten asked with regard to the wage analysis report, what is driving the temporary hire costs for Court Security to be over the modified budget halfway through the year and what will we need for the remainder of the year? Mr. Wheeler replied he believes that there have been some vacancies and they had to go to temporary hire. There is money in the salary line item that will cover that. He stated he will check into it. Mr. Swackhamer asked is that the same for the Jail? Mr. Wheeler replied yes. Mr. Swackhamer commented that the overtime line items shouldn't be running so high. Mr. Crossett commented that holidays are included in overtime. We do not budget enough for overtime. Mr. Van Etten stated he would like to hold the Sheriff to a specific, realistic amount. Mr. Wheeler stated we can definitely look at that.

Mr. Spagnoletti stated that he would like to briefly address the county cost analysis report for the Landfill. He commented this report does not include the July revenue. At year end, he is estimating that there will be a \$200,000 negative cash flow. Bonadio will include the cost of the Landfill space that has been used up. That will result in a \$1.2 million loss showing for the Landfill this year. We had a \$250,000 loss last year and in the previous three years, we saw a \$375,000 profit each of those years. The net worth of the Landfill is \$14 million and the net cash is \$11 million. If my forecast holds true, we have exhausted just about everything we know of to get more revenue. It is time for a tip fee increase as it has been three years. We also are looking at the opportunity to get more garbage from Allegany County. It is time to look at the other options such as flow control or leasing. Mr. Van Etten commented it is too early to say, but in his opinion, he would rather look at a loss than give up control of the Landfill by leasing it.

C. County Manager

1. **Sales Tax Extension Update** – Mr. Wheeler informed the committee that they are waiting for the final signature from the Governor on the sales tax extension. We anticipate this to happen by the end of the week. This must be signed by the Governor and adopted by us 90 days prior to the December 1<sup>st</sup> effective date; which is September 1<sup>st</sup>. Mr. Wheeler stated we can either hold a Special Finance meeting prior to the August Legislative meeting, or the committee could approve it contingent upon the Governor's signing.

**MOTION: EXTENDING THE INCREASE OF THE RATE OF TAXES ON SALES AND USES OF TANGIBLE PERSONAL PROPERTY AND OF CERTAIN SERVICES, AND ON OCCUPANCY OF HOTEL ROOMS AND AMUSEMENT CHARGES, PURSUANT TO ARTICLE 29 OF THE TAX LAW OF THE STATE OF NEW YORK, CONTINGENT UPON APPROVAL OF THE GOVERNOR MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

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

**MOTION: GRANTING A HARDSHIP DEFERRAL EXTENSION RELATIVE TO PARCEL #317.11-01-003.000, SITUATE IN THE CITY OF CORNING, EXPIRING MARCH 31, 2016 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: GRANTING A HARDSHIP DEFERRAL EXTENSION RELATIVE TO PARCEL #050.00-02-008.000, SITUATE IN THE TOWN OF PULTENEY, EXPIRING FEBRUARY 28, 2016 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. MOTION CARRIES 4-0-1. (MR. HANNA ABSTAINED AS HE KNOWS THE OWNER OF THE PARCEL)**

**MOTION: GRANTING A HARDSHIP DEFERRAL EXTENSION RELATIVE TO PARCEL #151.64-02-007.000, SITUATE IN THE CITY OF HORNEILL, EXPIRING SEPTEMBER 30, 2015 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: DECLINING A REQUEST TO WAIVE THE 25 PERCENT REPURCHASE FEE RELATIVE TO PARCEL #159.13-01-073.000, SITUATE IN THE VILLAGE OF BATH MADE BY MR. VAN ETEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

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

**Tuesday, September 8, 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, September 2, 2015.**

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

**Special Joint Meeting**

*Monday, August 24, 2015*

*9:45 a.m.*

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

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

**COMMITTEE:** Brian C. Schu, Chair Dan C. Farrand, Vice Chair Eric T. Booth  
Steven Maio Aaron I. Mullen

Lawrence P. Crossett Gary D. Swackhamer K. Michael Hanna  
Scott J. Van Etten

**STAFF:** Jack K. Wheeler Tim Marshall Brooks Baker  
David Hopkins Alan Reed

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

**ABSENT:** Gary B. Roush

**I. CALL TO ORDER**

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

**II. GENERAL BUSINESS**

A. Emergency Management Office

1. **Budget Transfer** – Mr. Marshall informed the committee that the 2013 Homeland Security Grant is due at the end of the month. We were going to spend the \$24,836.31 in funding on the project to update the security cameras at 911. However, because the cameras will not be installed by the end of the grant period, we will need to move that to another project. He requested authorization to transfer \$10,319.18 in 2013 Homeland Security Funding from various accounts into Minor Equipment. He stated that this funding will be used to purchase portable radios for the Deputy Fire Coordinators, along with portable lighting and boots. Mr. Marshall stated that they will upgrade the 911 security cameras using 2014 Homeland Security grant funds.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$10,319.18 IN 2013 HOMELAND SECURITY GRANT FUNDING FROM VARIOUS LINE ITEMS INTO THE MINOR EQUIPMENT ACCOUNT TO PURCHASE PORTABLE RADIOS, PORTABLE LIGHTING AND BOOTS MADE BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (PS&C) AND 4-0 (FINANCE).**

**MOTION; TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. FARRAND. ALL BEING IN FAVOR. MOTION CARRIES 5-0 (PS&C) AND 4-0 (FINANCE).**

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

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, September 8, 2015*

*10:00 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Scott J. Van Etten	K. Michael Hanna
<b>STAFF:</b>	Jack K. Wheeler David Cole Alan Reed	Cheryl Crocker Wendy Flaitz	Pat Donnelly Andy Morse
<b>LEGISLATORS:</b>	Joseph J. Hauryski	Carol A. Ferratella	Hilda T. Lando
<b>OTHERS:</b>	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 AUGUST 11, 2015 AND AUGUST 24, 2015, MEETINGS MADE BY MR. HANNA. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENT REQUESTS**

A. Probation

1. **Budget Adjustments** – Mrs. Crocker informed the committee that she originally had \$1,450 in her small equipment budget to purchase two GPS devices. She was able to utilize grant money through the Public Defender’s Office to purchase those units. She requested authorization to delete the GPS units and replace them with three additional office chairs at a total cost of \$1,000.

**MOTION: AUTHORIZING THE PROBATION DIRECTOR TO AMEND THE MINOR EQUIPMENT LIST TO DELETE TWO GPS DEVICES AND ADD THREE ADDITIONAL OFFICE CHAIRS FOR A TOTAL COST OF \$1,000 MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mrs. Crocker requested authorization to transfer \$5,925 from the Data Processing line item to the Major Equipment line item to purchase network servers. She explained these servers will enable them to purchase tablets and access their records from the field. Mr. Hauryski commented that he has been advocating for this for the last couple of years. This will allow the department to be more efficient. Mr. Van Etten commented that the transfer is for \$5,925 but the total cost of the servers is \$8,025. Mr. Wheeler explained that they had purchased a vehicle which was less than what was anticipated, so they do have the remaining \$2,100 available in the Major Equipment line.

**MOTION: AUTHORIZING THE PROBATION DIRECTOR TO PURCHASE A NETWORK SERVER FOR \$8,025 AND TO TRANSFER \$5,925 FROM THE DATA PROCESSING LINE TO THE MAJOR EQUIPMENT LINE FOR THIS PURCHASE, AND AMENDING THE MAJOR EQUIPMENT LIST MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mrs. Crocker requested authorization to purchase four Tasers totaling \$6,500 and transferring \$6,500 from the Salaries line to the Minor Equipment line. She commented that she has some surplus in the Salaries line due to some employees that have been on medical leave without pay.

Mr. Van Etten asked do you have a policy in place for the use of the Tasers? Mrs. Crocker replied that they have one Probation Officer who completed a Train the Trainer and that Captain Tyner at the Sheriff's Office will be assisting us with training. She has also asked for copies of other county Probation Department's policies and procedures. Mr. Hanna asked do you expect to have a lot of usage? Mrs. Crocker replied no. There are currently 31 county Probation Departments that have firearms, however, she does not want to go to that. The Tasers are a safety tool for our officers in the field. Sheriff Cole commented that they will also share their policies and procedures with the Probation Department. Mrs. Crocker stated after she puts together a policy and procedure, she will forward it to the Law Department for their review. With the purchase of the Tasers, Hornell and Corning will each have one and the Bath office will have two.

Mr. Swackhamer asked how do you know that you will still have a surplus in the Salaries line at the end of the year? Mr. Wheeler replied there is already a surplus as she had some employees off on unpaid medical leave. We don't always transfer money out of the Salaries line, but in this case we have enough to be able to do that. Mr. Reed commented that there are two liability issues to consider. The first is the use of force and the second is workplace violence for the employees. Discussion followed.

**MOTION: AUTHORIZING THE PROBATION DIRECTOR TO TRANSFER \$6,500 FROM THE SALARIES LINE ITEM TO THE MINOR EQUIPMENT LINE ITEM TO PURCHASE FOUR (4) TASERS AND AMENDING THE MINOR EQUIPMENT LIST MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. County Manager

1. **Tax Certiorari** – Mr. Wheeler informed the committee that they received two requests from the City of Corning to participate in tax certiorari for appraisals. The two properties are the Corning Federal Credit Union and the Pavilion Realty (Founder's Pavilion). Our share for the Corning Federal Credit Union is \$588 and for Pavilion Realty \$945. He stated these amounts are calculated on the pro rata share based on the taxes levied.

**MOTION: AUTHORIZING THE COUNTY TO PARTICIPATE IN TAX CERTIORARI PROCEEDINGS FOR THE CORNING CREDIT FEDERAL CREDIT UNION FOR AN APPRAISAL FEE OF \$588 AND FOR PAVILION REALTY (FOUNDER'S PAVILION) FOR \$945 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Budget Transfer – Sheriff's Office** – Mr. Wheeler requested authorization for the Sheriff to transfer \$25,000 from the Salaries line item to the Operation of Vehicles line item. He reminded the committee that Public Works has taken over vehicle maintenance for the Sheriff's Office. This transfer will help to fund the additional Mechanic position in Public Works.

**MOTION: AUTHORIZING THE SHERIFF TO TRANSFER \$25,000 FROM THE SALARIES LINE ITEM TO THE OPERATION OF VEHICLE LINE ITEM TO HELP PAY FOR THE MECHANIC POSITION IN PUBLIC WORKS THAT IS MAINTAINING THE SHERIFF'S VEHICLES MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Fund Transfer** – Mr. Wheeler informed the committee that they have approximately \$2 million in the Repairs & Renovations Reserve. In the past, we had used the General Fund to fund this reserve at a good

amount. More recently, we are only putting in \$200,000 annually into this reserve fund. There are a number of upcoming projects this year and next. We are now in a position that we could transfer \$1 million from the General Unrestricted Fund Balance into the Repairs & Renovations Reserve to help build it up a bit. We have about \$500,000 - \$600,000 in projects upcoming this year and an additional \$500,000 in projects anticipated for next year. He requested authorization to transfer \$1 million from the General Unrestricted Fund Balance into the Repairs & Renovations Reserve.

**MOTION: AUTHORIZING THE COUNTY MANAGER TO TRANSFER \$1 MILLION FROM THE GENERAL UNRESTRICTED FUND BALANCE INTO THE REPAIRS & RENOVATIONS RESERVE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

4. **Budget Workshops** – Mr. Wheeler requested approval to schedule the Budget Workshops for October 13, 2015 at 11:00 a.m., October 14, 2015 at 9:00 a.m., if necessary, and November 4, 2015 at 11:00 a.m. He stated that a Special Legislative Meeting for the Presentation of the Budget will be held on November 13, 2015 at 10:00 a.m. and the Public Hearing on the Budget would be held on November 23, 2015 at 6:00 p.m.

**MOTION: SETTING THE DATES FOR THE FINANCE COMMITTEE BUDGET WORKSHOPS FOR OCTOBER 13, 2015 AT 11:00 A.M., OCTOBER 14, 2015 AT 9:00 A.M. AND NOVEMBER 4, 2015 AT 11:00 A.M. MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

5. **NYS Government Efficiency Plan** – Mrs. Ferratella asked have we received any word from the State on the efficiency plan? Mr. Wheeler replied no. He stated that his association is pushing NYSAC to get an answer. At this point, since there has been no news, we are under the assumption that we are ready to go. As soon as he hears anything, he will let the Legislature know.

**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 5-0.**

**MOTION: APPROVING A HARDSHIP DEFERRAL EXTENSION RELATIVE TO PARCEL #133.00-01-016.130 SITUATE IN THE TOWN OF URBANA, SAID EXTENSION TO EXPIRE MARCH 31, 2016 MADE BY MR. ROUSH. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: APPROVING A HARDSHIP DEFERRAL EXTENSION RELATIVE TO PARCEL #262.00-01-016.120 SITUATE IN THE TOWN OF CAMPBELL, SAID EXTENSION TO EXPIRE FEBRUARY 28, 2016 MADE BY MR. VAN ETTEN. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

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

**Tuesday, October 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, October 7, 2015.**

**\*\*PLEASE NOTE – BUDGET WORKSHOP IMMEDIATELY FOLLOWING AT 11:00 A.M.\*\***

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, October 13, 2015*

*10:00 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Scott J. Van Etten	Gary D. Swackhamer, Vice Chair	K. Michael Hanna
<b>STAFF:</b>	Jack K. Wheeler Alan Reed David Cole Andy Morse	Pat Donnelly Judy Hunter Hank Chapman, Psy.D.	Shawn Corey Tim Marshall Noel Terwilliger
<b>LEGISLATORS:</b>	Joseph J. Hauryski	Carol A. Ferratella	Robin K. Lattimer
<b>OTHERS:</b>	Mary Perham		

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 8, 2015, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENT REQUESTS**

A. District Attorney

1. **Budget Transfer** – Mr. Terwilliger requested authorization to transfer \$31,000 from Traffic Diversion Program revenues to the Salaries line items to cover personnel costs through the end of the year. He commented that they are filling a Senior Typist position that has been vacant for eight months. Mr. Van Etten asked has this been included in the 2016 budget? Mr. Wheeler replied yes, the position has been included.

**MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO TRANSFER \$31,000 FROM TRAFFIC DIVERSION PROGRAM REVENUES INTO THE SALARIES LINE ITEM TO COVER PERSONNEL COSTS THROUGH THE END OF THE YEAR MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Sheriff's Office

1. **Contingent Fund Transfer** – Mr. Swackhamer commented the newspapers made it sound as though the equipment we put in was not compatible with other equipment. Mr. Wheeler replied that is not completely accurate. There are two main projects for the control system of the Jail controls themselves. The locking mechanisms are related to the Black Creek System and that was the project we just completed. This is a second project for upgrading the cameras, touch monitors and the software for those.

Sheriff Cole stated if the cameras become inoperable and we have to do an emergency replacement, it will cost \$500,000. We had originally allocated \$250,000 for this project, but that was used for the locking mechanism project. We have \$60,000 remaining and he is requesting \$174,428 from the Contingent fund. He commented

that they have increased the number of Federal inmates they are housing and are expecting \$200,000 in additional revenue over last year. The total price for the camera and touch monitor replacement is \$234,428.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER \$174,428 FROM THE CONTINGENT FUND TO THE JAIL BUDGET FOR THE CAMERA SYSTEM UPGRADE MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

C. Office of Community Services

1. **Budget Adjustment** - Dr. Chapman requested authorization to reallocate and adjust the COLA and SNAP funding reclassification to reflect actual OASAS State Aid received for 2015.

**MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO REDUCE REVENUE LINE ITEM 432200.4.3490300 BY \$11,641.00; INCREASE REVENUE LINE ITEM 432200.4.4490000 BY \$30,350.00; REDUCE THE ALLOCATION FOR HORNELL CONCERN BY \$276.00; AND INCREASE THE ALLOCATION FOR FAMILY SERVICE SOCIETY BY \$320.00 AND CATHOLIC CHARITIES BY \$18,665.00 MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Emergency Management Office

1. **Budget Transfer** – Mr. Marshall informed the committee that back in August they had to change how they allocated the FY 13 SHSP grant because the Office of Homeland Security did not want us to do the IP camera update in 911 as the project would last longer than the grant. He requested authorization to transfer a total of \$14,846.09 out of Major Equipment and Equipment Maintenance line items within the FY 14 SHSP grant budget and appropriating a total of \$14,846.09 into the Minor Equipment and Software line items within that same budget. These funds will be used for the IP camera upgrade in 911 as well as upgrading radio equipment at various tower locations.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO TRANSFER \$9,846.09 FROM MAJOR EQUIPMENT AND \$5,000 FROM EQUIPMENT MAINTENANCE AND APPROPRIATING \$7,290 TO MINOR EQUIPMENT AND \$7,556.09 TO SOFTWARE ITEMS WITHIN THE FY 14 SHSP GRANT AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE RADIO EQUIPMENT FOR VARIOUS TOWERS AND AMENDING THE MINOR EQUIPMENT LIST TO DELETE EQUIPMENT FOR CERT MEDIC AND ADD SECURITY CAMERAS FOR 911 MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

E. County Manager

1. **Budget Transfer** – Mr. Wheeler informed the committee that the AdHoc Office Space Committee has recommended expanding our current contract with Labella to include an engineering study of the Bath Mental Health building, not to exceed \$30,000. He requested authorization to spend a maximum of \$30,000 from the Office Space Utilization Capital Project for the study.

**MOTION: AUTHORIZING THE COUNTY MANAGER TO SPEND A MAXIMUM OF \$30,000 OUT OF THE OFFICE SPACE UTILIZATION CAPITAL PROJECT AND AMENDING THE CONTRACT WITH LABELLA TO INCLUDE AN ENGINEERING STUDY OF THE BATH MENTAL HEALTH BUILDING 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.D. DISCUSSIONS REGARDING PROPOSED, PENDING, OR CURRENT LITIGATION AND ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. VAN ETEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO SELL PARCEL #361.00-01-035.000 SITUATE IN THE TOWN OF TROUPSBURG TO DOUGLAS F. BAKER FOR \$500.00 PLUS DEED FEE MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A DEED IN LIEU OF FORECLOSURE PURSUANT TO RPTL SECTION 1170, FROM JONATHAN B. AND LENORE LOUSLEY, RELATIVE TO PARCEL #378.16-01-003.000, UPON FINAL APPROVAL OF DEED FORM BY THE COUNTY ATTORNEY MADE BY MR. VAN ETEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: INCLUDING PARCEL #003.13-02-044.000 IN THE **FORTHCOMING** TAX FORECLOSURE **ACTION** AND AUTHORIZING AN INTERMUNICIPAL AGREEMENT WITH THE VILLAGE OF WAYLAND WITH THE INTENT TO **CONVEY** SAID PROPERTY TO THE VILLAGE IN LIEU OF UNPAID DELINQUENT VILLAGE TAX LIENS MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AMENDING LOCAL LAW NO. 6 OF 1987 RELATIVE TO THE COLLECTION OF DELINQUENT VILLAGE TAXES BY THE COMMISSIONER OF FINANCE MADE BY MR. VAN ETEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. *Resolution Required.*

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. HANNA. SECONDED BY MR. VAN ETEN. 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, November 10, 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, November 4, 2015.

**\*\*FINANCE BUDGET WORKSHOP\*\***

*Wednesday, November 4, 2015  
Legislative Committee Room  
11:00 a.m. or immediately following AIP*

**STEBEN COUNTY FINANCE COMMITTEE**

***Special Meeting***

Tuesday, October 13, 2015

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:** Jack K. Wheeler      Pat Donnelly      Tammy Hurd-Harvey  
Judy Hunter

**LEGISLATORS:** Joseph J. Hauryski      Carol A. Ferratella      Robin K. Lattimer

**ABSENT:** Gary B. Roush

**OTHERS:** Mark R. Alger  
Mary Perham  
Gary Smith, Corning Meals on Wheels

**I. CALL TO ORDER**

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

**II. BUDGET OVERVIEW**

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

**MOTION: ACCEPTING THE 2016 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. Wheeler stated last year with regard to the Traffic Diversion Program funds, we noted the line items that were paid for out of that money. His opinion is that we need to show the details of cost increases in the District Attorney's budget.

Mr. Wheeler noted that they saw a decrease of \$350,000 in the Corning Community College line item. Mr. Alger commented we have used the college's estimate for the past several years and they have not been too far off. Mr. Wheeler stated that we have adjusted the Jail Temporary and Overtime line items to reflect actual numbers. The Sheriff has indicated that he anticipates receiving an additional \$200,000 in revenue for the housing of Federal inmates in 2015. We increased his revenue \$100,000 for 2016.

Mr. Wheeler stated with Public Works, we keep the Highway general capital construction lines and permanent improvements lines at the same level. The decrease of \$10,000 in the Machinery Highway Unleaded Gasoline line item is a reflection of a drop in gas prices. With regard to snow removal, you will see an increase. Salt and sand prices will be increasing. We are not showing revenue from the State for snowplowing in this budget as the revenue for the 2015/2016 season is booked in December 2015. What we are paying the towns for plowing is

decreasing and we will be paying some of that during 2016. The reason you are seeing an increase in that line item is due to a timing issue.

Mr. Wheeler reviewed the budget adjustments for the outside agencies. He commented that Cornell Cooperative Extension had presented an option for additional funding to hire an Ag Specialist to work on the Agricultural Plan, however, he did not include that in the 2016 budget.

Mr. Van Etten stated he has concerns about the allocation to the Southern Tier Library System. The Southeast Steuben County Library is raising \$760,000 through the library district tax. His issue is that when they proposed the taxing district, it was presented to the City of Corning, Town of Corning and Town of Erwin that the library district tax would allow for a reduction in the contribution from municipalities, however, that did not result in a reduction in town or city taxes. He believes that the \$100,000 allocation should be reduced.

**MOTION: REDUCING THE ALLOCATION TO THE SOUTHERN TIER LIBRARY SYSTEM BY \$25,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER FOR DISCUSSION.**

Mr. Crossett stated the Town of Bath and the City of Hornell has a library tax. Ms. Lattimer commented if you reduce the overall contribution, how do you know that it will not affect other libraries? Mr. Alger commented you could request details of the distribution of funds from the Southern Tier Library System. That would tell you how much the Southeast Steuben County Library is getting. Mr. Van Etten stated he would like to get that information and then take that amount out of the allocation to the Southern Tier Library System. Mrs. Ferratella stated that she agrees that we need to look at this more. The taxpayers in that area are getting hit hard.

Mr. Crossett commented if you reduce the allocation, you are penalizing the smaller libraries. Mr. Wheeler stated that he will contact the Southern Tier Library System and get more information about how they distribute the funding and then we can see what our options are. Mr. Crossett stated he would be in favor of keeping the allocation the same as long as it does not affect the tax levy. He thinks they do an excellent job in the County. Mr. Alger commented it has been stipulated in the past that the allocation is to be used for technology, computers, etc.

*Secretary's Note: Mr. Van Etten and Mr. Swackhamer withdrew their previous motion until further information is obtained from the Southern Tier Library System about the distribution of the County's allocation.*

Mr. Swackhamer asked for further explanation on the Traffic Diversion Program (TDP). Mr. Wheeler stated if the program goes away, the revenue will go away and he does not expect that will be a big impact on the County. You are increasing the District Attorney's line items and if that funding goes away, it will either revert to a local cost, or you will be cutting those line items. Mr. Swackhamer commented that he thinks it could get out of hand. Mr. Wheeler stated we had originally estimated revenue of \$250,000 - \$300,000 and it has doubled.

Mr. Wheeler stated that with regard to the District Attorney, he has requested two part-time Assistant District Attorney positions. These have been included in the budget at \$37,000 each. The District Attorney previously had a part-time Assistant District Attorney that worked on welfare fraud. However, this position was transferred to the Department of Social Services, and can no longer provide prosecution as technically that department is the victim. Additionally, their caseloads are increasing and he requested a second part-time Assistant District Attorney to handle the increased caseloads and additional court time. We did reduce the Contracts for Services line item from \$47,850 to \$7,500. These new positions would require approval of the Full Board. Mr. Van Etten commented that he is fine with that. Mr. Swackhamer stated that part-time does not stay part-time for long.

**III. 2016 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:

## Sheriff

Mr. Van Etten asked is the \$30,000 requested for Overtime a real number? They have spent \$34,467.64 to-date. Mr. Wheeler commented it may not be actual. We may need to increase it to \$40,000.

**MOTION: INCREASING THE SHERIFF'S OVERTIME LINE ITEM TO \$40,000 MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. Van Etten stated the Maintenance Contracts line item has \$12,500 budgeted for 2016, however, year-to-date they have only spent \$30.25. Is this a realistic figure?

## Public Health

Mr. Van Etten stated under the Rabies budget, why is the vaccine line item decreasing. Mr. Wheeler stated they will contact Ms. Congdon and ask.

## Mental Health – Hornell Alcohol/Substance Abuse Clinic

Mr. Van Etten commented the Group Medical Insurance line item is down about 50 percent or more and salaries decreased about 25 percent. What is the reason for that? Mrs. Hurd-Harvey replied they did move staff around and have been doing more contractual work. Mr. Wheeler stated if there are bodies in the positions, then that should be directly tied to the cost of benefits. Mrs. Hurd-Harvey stated that she will check into this.

## Mental Health – Corning Alcohol/Substance Abuse Clinic

Mr. Van Etten asked why has the Contracts for Services line item doubled from \$88,000 to \$163,000? Mr. Wheeler replied this follows the trend of contracting out more services. Some of the contracts are utilized at multiple sites. He stated that he will get clarification on this from Ms. Monroe.

## Mental Health – Administration

Mr. Van Etten asked why is there a \$150,000 increase in the Contracts for Services line item? Mr. Wheeler replied again some of the contracts are utilized at multiple sites. He will get clarification from Ms. Monroe.

## Mental Health Clinic

Mr. Van Etten asked why the Contracts for Services line item is increasing from \$389,000 to \$867,000? Mr. Wheeler replied the salaries line item has dropped \$250,000 and the increase in the contracts line item is specifically related to the clinical services. The plan is to contract more for MD and Psychiatric Nurse Practitioner services. In the long-term, the plan is to use more Psychiatric Nurse Practitioners so that we do not have to rely solely on the MD's.

## Adult Health Home

Mr. Van Etten asked why is the revenue line item for NYS OMH at \$45,650 when to-date they have received \$295,640? Mr. Wheeler replied they will check on that.

## Children and Youth Clinic

Mr. Van Etten asked why is the total County cost going from -\$24,440 to -\$180,484? Mr. Wheeler replied overall their revenues are good and they are specifically booking for that. He will check with Ms. Monroe.

## PROS Services

Mr. Van Etten commented the County cost for this program is going up. Mr. Wheeler will ask Mental Health to provide a comparison spreadsheet showing budgets by area.

## Social Services Admin

Mr. Van Etten stated the line item for Process Server Expenses is budgeted for \$260,000. They have only spent \$55,634.66 to-date. What has changed? Mr. Wheeler stated he will check with Ms. Reynolds.

## Weights & Measures

Mr. Van Etten stated that the Salaries and Wages line item decreased, but the total employee benefits are about 86 percent of the salaries. That seems high. Mrs. Hurd-Harvey replied there are two retirees in that department and we are paying 50 percent of those two employees, plus the benefits for the three active employees. Mr. Wheeler explained we added a position during the year and they are participating in the family health plan. We should have three active employees and two retirees that are all getting health insurance. Mrs. Hurd-Harvey will check on this.

## Unallocated Revenues – Public Works - Landfill

Mr. Van Etten commented that total revenue has gone from \$6.3 million in 2014, down to \$5.5 million in 2015, and now in 2016 it is projected to be less than \$4 million. We are headed in the wrong direction. We are not getting the tonnage that we used to get. The tipping fees are being increased, but we are still \$500,000 off in revenues.

Mr. Alger explained we make the revenues and expenditures equal. With the enterprise fund, all the revenues you get stay in the fund. Revenues can exceed expenditures in any given year. Mr. Wheeler stated the post-closure fees also have to be factored in and that reduces the projections significantly.

Mr. Van Etten stated it is prudent to recognize the post-closure costs and cover ourselves. There is liability and it is real. Mrs. Hurd-Harvey commented we could include the actual revenue line items. Mr. Alger stated doing that would show you the actual revenues and expenses.

The committee was in agreement with this and asked Mrs. Hurd-Harvey to show the actual revenue line items.

## **IV. SMALL EQUIPMENT**

### Emergency Management Office

Mr. Van Etten asked for an explanation for the request for Dress Uniforms? Mr. Wheeler replied these would be full dress uniforms for the Deputy and the Fire Investigator.

**MOTION: REDUCING THE EMERGENCY MANAGEMENT OFFICE SMALL EQUIPMENT REQUEST BY \$1,000 AND REMOVING THE TWO DRESS UNIFORMS FROM THE SMALL EQUIPMENT LIST MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

### Sheriff's Office/Jail

Mr. Swackhamer stated the Sheriff has requested 12 in-car cameras for the Road Patrol for a total cost of \$17,000. He has also requested 2 in-car cameras for the Jail at a total cost of \$3,100. Why is there a difference in price? Mr. Wheeler commented it may be the difference between a dashboard camera versus a passenger camera. He will check with the Sheriff.

**V. COMPUTER EQUIPMENT**

Mr. Swackhamer asked why does one desktop for the Leachate Plant cost \$3,000, the same as three desktops for the Hornell, Erwin and Wayland Transfer Station? Mr. Wheeler replied he believes it is all-inclusive with the software. He will ask if there are additional software license fees.

**VI. MAJOR EQUIPMENT**

Public Works - Highway

**MOTION: REDUCING THE MAJOR EQUIPMENT BUDGET FOR THE PUBLIC WORKS HIGHWAY DIVISION BY \$100,000; BRINGING THE TOTAL MAJOR EQUIPMENT BUDGET TO \$1,000,000 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. 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 MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: REDUCING THE DISTRICT ATTORNEY'S SMALL EQUIPMENT REQUEST BY \$3,500 AND REMOVING TWO UMP 40 CALIBER RIFLES/M4 FROM THE SMALL EQUIPMENT LIST 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. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**VII. NEXT MEETING**

The next Budget Workshop will be held on Wednesday, November 4, 2015, at 11:00 a.m. or immediately following the Agriculture, Industry & Planning Committee meeting.

**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

**STEBEN COUNTY FINANCE COMMITTEE**

**Special Meeting**

*Monday, October 26, 2015*

*9:55 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair Scott J. Van Etten	Gary D. Swackhamer, Vice Chair	K. Michael Hanna
<b>STAFF:</b>	Jack K. Wheeler Shawn Corey	Karen Monroe	Kathy Muller
<b>LEGISLATORS:</b>	Joseph J. Hauryski Carol A. Ferratella Steven Maio Brian C. Schu	Eric T. Booth Hilda T. Lando Aaron I. Mullen Randolph J. Weaver	Dan C. Farrand Robin K. Lattimer William A. Peoples

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 9:55 a.m.

**II. GENERAL BUSINESS**

A. County Manager

1. **DSRIP Funding** – Mr. Wheeler requested authorization to accept \$60,348 in funding from DSRIP (Delivery System Reform Incentive Payment), which is the Medicaid redesign. We will likely establish a cost center for that revenue. This revenue will be reimbursement for work that we are already doing. He commented that the Legislature will be considering, later this morning at the Board Meeting, a resolution authorizing the County to contract with FLPPS (Finger Lakes Performing Provider System) to facilitate DSRIP projects for which we will be receiving funding.

**MOTION: AUTHORIZING THE ACCEPTANCE OF \$60,348 IN DELIVERY SYSTEM REFORM INCENTIVE PAYMENT (DSRIP) FUNDING AND AUTHORIZING THE COMMISSIONER OF FINANCE TO ESTABLISH A REVENUE ACCOUNT FOR THOSE REVENUES MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Office of Community Services

1. **Budget Transfer** – Ms. Monroe requested authorization to accept State funding in the amount of \$103,266 and appropriate to their contract with the Loyola Recovery Foundation to provide alcohol and substance abuse treatment services.

**MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ACCEPT STATE FUNDING IN THE AMOUNT OF \$103,266 AND APPROPRIATE TO THE CONTRACT WITH LOYOLA RECOVERY FOUNDATION TO PROVIDE ALCOHOL AND SUBSTANCE ABUSE TREATMENT SERVICES MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. 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 FINANCE COMMITTEE**

**Budget Workshop**

*Wednesday, November 4, 2015*

*11:10 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	Scott J. Van Etten
<b>STAFF:</b>	Jack K. Wheeler Patty Baroody	Pat Donnelly	Tammy Hurd-Harvey
<b>LEGISLATORS:</b>	Joseph J. Hauryski Robin K. Lattimer	Carol A. Ferratella Aaron I. Mullen	Hilda T. Lando Randolph J. Weaver
<b>ABSENT:</b>	K. Michael Hanna	Gary B. Roush	
<b>OTHERS:</b>	Mary Perham Kelly Fitzpatrick, Legislator-Elect, District #3 David Smith, Corning Meals on Wheels		

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 11:10 a.m.

**II. 2016 BUDGET REVIEW**

Mr. Wheeler stated the answers to various questions asked at the October Budget Workshop were distributed to all Legislators. He asked if the committee had any follow-up questions.

Mr. Swackhamer stated that he would like to see more justifications from the Departments. Mr. Wheeler stated that the departments do provide narrative justifications. The past couple of years we had gotten away from providing those, but he will include those narratives next year.

Mr. Van Etten stated that not all of the questions and answers matched up to what was recorded in the minutes. Mr. Wheeler explained there were some items that Mrs. Hurd-Harvey fixed. The answers were in response to issues that were still outstanding.

**Southern Tier Library System**

Mr. Van Etten stated that he would like to revisit the issue of library funding. The residents in the Corning School District are being hit twice. The municipalities have not taken the money out of their budget, which was part of the agreement, and they are just using those funds to cover 2016 budget issues. Mr. Van Etten that he would make a motion to reduce the allocation to the Southern Tier Library System by \$26,216 and stipulate that they not provide funding to the Corning City Library. This would be our small way of affecting this. Mr. Crossett commented he would be in favor of that if we thought we could get away with telling them not to give funding to Corning.

Mr. Wheeler stated you make the allocation and you can stipulate its use however you choose. Mr. Crossett asked if the committee would be opposed to looking into this further and bringing it back up for discussion at the November Budget

Workshop? He would like the Law Department to look at this so that we know for sure whether that stipulation would work. Mr. Van Etten replied that he was agreeable to that.

#### District Attorney

Mr. Van Etten asked how was the issue resolved with regard to the District Attorney's small equipment request? Mr. Wheeler replied the rifles for the DA Investigators have been removed and the District Attorney has been made aware of that.

#### Office of Community Services

Mr. Wheeler stated that Mrs. Hurd-Harvey has prepared the cost summaries for Mental Health and she can pass those out if you would like to see more detail. Mr. Van Etten commented there is a lot of shuffling between the cost centers. Mr. Wheeler replied that is something we need to continue to tighten up. It does make it difficult to track from year to year.

Mr. Swackhamer asked if Mr. Wheeler could provide an explanation on the OMH revenue of \$250,000 that is being taken back. Mr. Wheeler replied this was money that the State had provided us when we were looking at privatizing our Mental Health operation. Since we never did that, the money was never received. We had determined that even with the State funding, it was not economical for us to privatize our operations. Therefore, we were no longer eligible to receive that funding.

#### Law Department

Mr. Wheeler informed the committee that he did include an additional \$42,000 in the 2016 budget for the Law Department for their Contracted Services line item. In the past, we have had occasion to have discussion with outside counsel on labor issues. We have been utilizing a specific firm and we will be doing an RFP for labor relations consulting. We anticipate that we spend approximately \$10,000 per year. This consultant would assist us with drafting charges. They also would assist with investigations and provide guidance. This would be in lieu of adding staff to the department and would provide the department with another resource. Additionally, the consultant would provide biannual training to Supervisors and Management relative to labor relations issues. This will be a real benefit to us and would provide us a lead attorney who would be involved in collective bargaining negotiations. This proposal has not gone to committee. If you are agreeable to keeping this additional funding in the budget, then we will present it to the Administration Committee for their consideration.

**MOTION: ADDING \$42,000 TO THE CONSULTANT/PROFESSIONAL SERVICES LINE ITEM IN THE LAW DEPARTMENT 2016 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

#### Animal Cruelty/Animal Control

Mr. Wheeler distributed a handout showing the estimated annual cost if we were to active a zero-based Deputy Sheriff position within the Sheriff's Office to handle animal cruelty cases. He commented that this proposal was reviewed by the Public Safety and Corrections Committee and they approved it 3-2.

Mr. Wheeler stated the Finger Lakes SPCA is no longer providing animal cruelty investigation services, as that does not follow their mission. This means that they are no longer doing cruelty investigations and/or seizures. We had put out an RFP to get a firm to provide this service; however, we did not receive any responses. The next step was to have the Law Department do research to determine what other counties are doing. The counties within New York are doing a number of different things. Many counties contract with their local SPCA or Humane Society. Some counties provide this service themselves with their Sheriff, and there are other counties that have chosen to do nothing. The cost estimate that he has provided the committee shows what it would look like if the County were to take an active role. Mr. Wheeler stated we have had an active role for many years due to our relationship with the SPCA and the funding we provided them. He stated the Sheriff has indicated that he would be willing and able to assist with the funding of a Deputy Sheriff position.

We would not be creating a new position, but funding a vacant position. The Sheriff anticipates that animal cruelty services would not be full-time and that this officer could either perform regular Deputy Sheriff duties, or could be used to serve civil papers. The Sheriff had sent an email highlighting the need for this position. He indicated that he would be able to track the number of animal cruelty calls and improve the quality of animal cruelty cases for prosecution. Typically, there are only a couple of arrests per year.

Mr. Wheeler informed the committee that the costs for animal cruelty are already budgeted for in this budget. He had sent the Legislature an email showing what a potential contract with the SPCA would look like. He believes that maintaining contact with the SPCA is important and critical. He did not take the \$39,000 that we previously allocated to the SPCA out of the budget. If it is a "normal" year and there are no large seizures, the proposed contract of \$10,000 should cover an average year. Whatever is not used would be rolled over into the following year.

Mr. Swackhamer stated he would be fine with having the contract for \$10,000, but he does not want to keep the \$39,000 in the budget and open the door for that to be used. Mr. Wheeler stated that we currently have 911 taking the calls and in the two months since Officer Mazzo retired, the Sheriff's Office has been responding to 80 percent of the calls anyhow.

Mr. Weaver commented that he has not heard from the Sheriff that they have an exorbitant workload and that they really need this additional position. Mr. Wheeler commented the Sheriff has been asking for an additional Deputy Sheriff for many years. Mr. Weaver stated in his opinion with the numbers that he saw at the Public Safety Committee meeting, the total number of complaints was only 180. Mr. Wheeler clarified that 180 was the number of calls that resulted in education and working with the complainant and the owner. The total number of call received is 300 – 400. Mr. Weaver stated that is about one call per day. The Sheriff could certainly handle a couple of those calls per day. The DCO's (Dog Control Officers) want more intervention. The Sheriff needs to work with them. We should see how it goes for one year and then revisit.

Mr. Wheeler stated this is something that we have dreaded having to take full responsibility for. We already have skin in the game. There are two questions. Do we want the Sheriff to take the lead and not have the position? Do we not want the Sheriff to take the lead? Mr. Wheeler stated that he has been fielding many calls and various Law Enforcement agencies have been fielding calls. The Sheriff, the State Police and local police departments have all been responding to calls. We no longer have a central point of contact. This is causing a lot of confusion and infighting. If there is no central point of contact, then operationally we will have issues. The calls will be passed over and there will be no response. What role globally do you want the County to have?

Mr. Weaver stated that he does not want the County to be on the hook for this. Mr. Crossett commented one big liability we already have is boarding costs. Mr. Wheeler stated we will still get calls. Currently, whatever agency responds to the call could be responsible for the boarding costs. If we do not take the lead, you will hear from the law enforcement agencies and they will be coming to us looking for funding.

Mr. Muller commented in the budget we have \$39,000 for both boarding and investigation. Mr. Wheeler replied the \$39,000 was the salary for the cruelty officer. We have never been charged for boarding. Mr. Mullen asked because they no longer have an officer, we are going to be billed for boarding costs? Mr. Wheeler explained with the proposed agreement by the SPCA, to their credit, they have been very flexible in keeping costs low. If we have a large seizure of animals, then there will be additional costs. Mr. Mullen stated that he does not have an issue with the \$10,000 agreement with the SPCA. They are doing less and it sounds like we will need to pay more. Their whole purpose is boarding. Mr. Wheeler replied there will be additional costs if there is a large seizure of animals.

Mr. Swackhamer stated that he would like to wait a year and see what plays out. Mr. Wheeler stated the Public Safety & Corrections Committee is on record approving the agreement. He stated his only concern is if we do not define the operations with law enforcement. Mr. Swackhamer stated that is up to Public Safety & Corrections. This committee looks at finances.

**MOTION: REMOVING THE \$39,000 IN THE BUDGET FOR THE FINGER LAKES SPCA MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN FOR DISCUSSION.**

Mrs. Lando asked is the \$39,000 in the budget for administration only? Mr. Wheeler replied, no, it is for boarding. Mr. Van Etten commented that we need more information on whether we are responsible for any of this. Mr. Alger had talked while he was here that you could have a \$1 million department in the worst-case scenario. If that is the case, then this is a cheap fix. Are we legally responsible for this? Mr. Wheeler replied if we are responding to a call, then yes, we are responsible. It really follows the agency that responds to the case.

Mr. Van Etten asked how do we know that the next Sheriff will be interested in doing this? Mr. Crossett stated that we have four Deputies trained in this. Mr. Wheeler stated you have financial control when you provide the service. If you stop providing the service, then you have to examine continued funding of the position. Mr. Swackhamer commented that we are just adding another position that we do not need. Mr. Van Etten replied that he does not know if we need to do this, but we do need the position. A lot can happen in a year that could come back and bite us. Mr. Wheeler stated in the past couple of months since Officer Mazzo retired, we have seen significant operational issues.

Mr. Mullen commented on the graph you distributed none of the call categories seem to be super high. Mr. Wheeler stated we only have two months of information. He stated that he could get additional call information from the SPCA.

Mr. Swackhamer withdrew his previous motion pending further review by the Law Department on the legal responsibility of the County to provide animal cruelty services. Mr. Van Etten concurred.

Ms. Lattimer stated NYS Agriculture and Markets Law is very explicit and animal cruelty investigations are not something that the Dog Control Officers can do. Mr. Mullen asked if the Sheriff does get this additional position, could they be considered a shared service with the Towns? Mr. Wheeler replied in his personal opinion, he does not think that you can take over responsibility for dog control. He stated Mr. Reed had previously issued an opinion on this issue and he will ask him to resend that information and to verify the County's legal responsibility.

#### Corning Meals on Wheels

Mrs. Lando asked how much are we budgeting for Meals on Wheels? Mr. Wheeler replied they received \$6,800 this year and we have budgeted \$8,000 for 2016. Mr. Van Etten stated at the last Budget Workshop he had made the statement that it would be nice to increase their allocation. Ms. Lattimer informed the committee that the Nutrition Task Force is trying to scope out whether to revamp how the program is delivered. They are considering kitchen upgrades, and looking at whether or not to consolidate. The discussions are targeted at the big picture down the road and they are focusing on the entire program across the County. They are running out of space in the kitchen to produce the meals and have been looking at various programs to see how we can make it better.

Mrs. Lando stated they are talking specifically about Corning Meals on Wheels. The Office for the Aging gives some money to them, but is an increase in their allocation being considered? Mr. Wheeler replied Corning Meals on Wheels and ProAction both receive \$0.69 per meal. Corning Meals on Wheels receives \$30,000 annually and the proposed County contribution for 2016 is \$8,000. He suggested an executive session if the committee wanted to get into more specific contract details.

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. 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. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

### Computer Equipment

Mr. Mullen requested an explanation on why 20 laptops for Information Technology cost \$40,000? Mr. Wheeler replied that he will ask Mr. Peaslee for an explanation.

### Major Equipment

Mr. Mullen asked for an explanation of what the Asphalt Oven is? Mr. Wheeler replied he will ask Mr. Spagnoletti.

Mr. Mullen asked for an explanation of the Outboard Motor for Zodiac under Navigation? Mr. Wheeler replied in the past three budget cycles, the Sheriff has only been repairing the boat motor. The total cost is \$7,500, however, they will receive State reimbursement of \$3,750.

### Small Equipment

Mr. Mullen commented that he still believes that \$500.00 per chair for DSS is still too high.

### Capital Projects

Mr. Mullen asked what does the upgrade of the recycling facility at the Bath Landfill entail? Mr. Crossett replied that is just a general upgrade and has nothing to do with single-source recycling. Mr. Wheeler replied that is correct. This money is to upgrade the recycling sheds out front.

### Tax Cap

Mr. Wheeler informed the committee that the tax cap has been calculated at an allowable increase of \$522,713. He suggested anticipating additional sales tax revenue of \$200,000 which will put us well below the tax cap.

**MOTION: ANTICIPATING AN ADDITIONAL \$200,000 IN SALES TAX REVENUE IN THE 2016 BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING THE 2016 BUDGET AND FORWARDING TO THE FULL LEGISLATURE FOR THEIR REVIEW AND APPROVAL MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. 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, November 10, 2015*

*10:25 a.m.*

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

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

<b>COMMITTEE:</b>	Lawrence P. Crossett, Chair	Gary D. Swackhamer, Vice Chair	Scott J. Van Etten
<b>STAFF:</b>	Jack K. Wheeler Andy Morse Tammy Hurd-Harvey Wendy Flaitz	Shawn Corey Judy Hunter Jim Allard Brooks Baker	Vince Spagnoletti Pat Donnelly Alan Reed Tim Marshall
<b>LEGISLATORS:</b>	Carol A. Ferratella	Hilda T. Lando	Carol A. Ferratella
<b>ABSENT:</b>	K. Michael Hanna	Gary B. Roush	
<b>OTHERS:</b>	Mary Perham Jeff Smith, <i>The Leader</i>		

**I. CALL TO ORDER**

Mr. Crossett called the meeting to order at 10:25 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE OCTOBER 13, 2015 AND OCTOBER 26, 2015, MEETINGS MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENT REQUESTS**

A. Public Works

1. **Appropriating 2015 Road Grinder Revenue into Road Grinder Repair Account** – Mr.

Spagnoletti requested authorization to appropriate 2015 Road Grinder Revenue in the amount of \$44,000 into the Road grinder Repair Account.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO APPROPRIATE THE 2015 ROAD GRINDER REVENUE OF \$44,000 INTO THE ROAD GRINDER REPAIR ACCOUNT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. County Clerk

1. **Semi-Annual Mortgage Tax Distribution** – Mrs. Hunter informed the committee that they have

distributed \$523,108.11 to 33 municipalities. This is down from the same period last year.

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

C. Sheriff

1. **Grants** – Undersheriff Allard requested authorization to accept a \$5,000 DCJS Grant for the Drug Tip Line and a \$20,000 Livescan Equipment Grant.

**MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A \$5,000 DCJS GRANT FOR THE DRUG TIP LINE AND A \$20,000 LIVESCAN EQUIPMENT GRANT MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

D. Finance

1. **Monthly Financial Reports** – Mr. Van Etten asked why are there negative amounts on the Purchase Order report? Mrs. Hurd-Harvey replied the negatives show purchases orders that have been voided, closed or liquidated. Mr. Van Etten asked for a description of the Robot Coupe? This showed up as a negative on the report. It is listed under the Sodium Reduction Grant. There is a quantity of 8 listed for a total of \$6,904.

*Secretary's Note: Mrs. Hurd-Harvey reported after the meeting that the Robot Coupes are commercial grade food processors that Public Health distributes to hospitals and senior meal programs. To help sustain the lower sodium program by making it easier to use more fresh produce.*

Mr. Swackhamer asked for an explanation of the transfer to cover the audit? Mrs. Hurd-Harvey explained when we pay bills, we call those audits. The transfer covered the bills for that particular bill run.

Mr. Swackhamer commented the Jail looks to be running out of money. Undersheriff Allard explained we had an increase of almost 5 – 7 percent from last year in the number of inmates. Mr. Wheeler commented they are housing more outside inmates, but along with that comes the expenses related to that. Mr. Van Etten asked is the revenue received for those inmates timely? Undersheriff Allard replied it comes in as a reimbursement from the Federal Government. We try to pay our bills as they come in with what we have in the budget.

Mr. Swackhamer asked for an explanation about the training for navigation? Undersheriff Allard explained as a condition of use receiving free equipment from the office of Parks and Recreation, the deputies assigned to navigation patrol are required to attend a week-long training.

Mr. Swackhamer commented that it seems as though we are paying more for gas even though the price is cheaper. Mr. Crossett stated the departments are billed for using the County pumps. Mr. Wheeler stated it may be that they are transferring money out of that account to pay for other expenses.

2. **RFP to Provide Online Acceptance of Credit Card Payments** – Mrs. Hurd-Harvey requested authorization to put out an RFP to provide online acceptance of credit card payments. This would allow individuals to pay their tax bills online by using their credit card. The individual would be responsible for any fees associated with that.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO PUT OUT AN RFP TO PROVIDE FOR THE ONLINE ACCEPTANCE OF CREDIT CARD PAYMENTS MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **RFP – Swipe Card Payment Machines** – Mrs. Hurd-Harvey informed the committee that they currently use M & T for the swipe card payment machines. She requested authorization to put out an RFP for Swipe Card Payment Machines.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO PUT OUT AN RFP FOR A SWIPE CARD PAYMENT SYSTEM MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

4. **Investment Policy** – Mr. Donnelly requested authorization to amend the investment policy to increase the rating for Key Bank from 15 percent to 35 percent.

**MOTION: AUTHORIZING AN AMENDMENT TO THE INVESTMENT POLICY INCREASING THE RATING FOR KEY BANK FROM 15 PERCENT TO 35 PERCENT MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

E. County Manager

1. **Statewide Interoperable Grant** – Mr. Wheeler requested authorization for the Director of the Emergency Management Office to accept a FY 14 Statewide Interoperable Communications Grant in the amount of \$2,946,865.00. This funding is from Round 4 of the grant and will allow us to take the fire service off low band and move them to VHF. This grant will also provide four mobiles and four portables to each department switching over to VHF.

**MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A FY 14 STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT IN THE AMOUNT OF \$2,946,865.00 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

2. **Card Access System** – Mr. Wheeler informed the committee that they have received \$135,000 for the buyback of 911 equipment. We are in the process of looking at our card reader access system and it looks as though it may be more expensive than what we had originally anticipated. He requested authorization to appropriate the \$135,000 into the Security System Capital Project.

**MOTION: AUTHORIZING THE APPROPRIATION OF \$135,000 INTO THE SECURITY SYSTEM CAPITAL PROJECT MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **Worker's Compensation Study** – Mr. Wheeler informed the committee that they have received a quote from Signal Risk Management of \$8,000 to perform a Worker's Compensation Study. This study will determine the market rate for all of the participants in our plan.

**MOTION: AUTHORIZING THE PAYMENT OF \$8,000 FROM THE WORKER'S COMPENSATION FUND FOR A MARKET RATE STUDY CONDUCTED BY SIGNAL RISK MANAGEMENT. MADE BY MR. SWACKHAMER. 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 OFFICER'S LAW, ARTICLE 7§ 105.1D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION AND ARTICLE 7§ 105.1H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, 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 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRAL EXTENSION RELATIVE TO PARCEL #276.11-01-008.000 SITUATE IN THE TOWN OF THURSTON, SAID EXTENSION TO EXPIRE MARCH 31, 2016 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: APPROVING A HARDSHIP DEFERRAL EXTENSION RELATIVE TO PARCEL #197.07-01-041.000 SITUATE IN THE VILLAGE OF CANISTEO, SAID EXTENSION TO EXPIRE MARCH 31, 2016 MADE BY MR. VAN ETTEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO HOLD A PUBLIC AUCTION ON TUESDAY, DECEMBER 8, 2015, AT 6:00 P.M. AT THE CIVIL DEFENSE FIRE TRAINING CENTER RELATIVE TO THE FOLLOWING THREE PARCELS: PARCEL #279.16-01-003.000 SITUATE IN THE TOWN OF ERWIN; PARCEL #364.05-02-002.000 SITUATE IN THE TOWN OF WOODHULL; AND PARCEL #349.12-01-007.000 SITUATE IN THE VILLAGE OF ADDISON MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE PRIVATE SALE OF PARCEL #019.00-02-034.100 SITUATE IN THE TOWN OF PRATTSBURGH TO RAYMOND STUBBS FOR A TOTAL OF \$5,732.09, INCLUSIVE OF DEED FEES MADE BY MR. VAN ETEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: AUTHORIZING THE COUNTY ATTORNEY TO JOIN NASSAU COUNTY IN THEIR HOTEL TAX LITIGATION SUIT VS. EXPEDIA, ET AL MADE BY MR. VAN ETEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

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

**IV. OTHER BUSINESS**

A. *2016 Budget* - Mr. Wheeler informed the committee that he had made an error in the 2016 Budget and did not remove the \$100,000 from Public Works that the committee had authorized during the budget workshop. Because of that, we only need to appropriate \$100,000 of Sales Tax Revenue, not \$200,000.

**MOTION: REDUCING THE ANTICIPATED SALES TAX REVENUE INCREASE FROM \$200,000 TO \$100,000 IN THE 2016 BUDGET MADE BY MR. VAN ETEN. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

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

**Tuesday, December 8, 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, December 2, 2015.**

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, December 8, 2015*

*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
- STAFF:** Jack K. Wheeler      Hank Chapman, Psy.D.      David Wallace  
Pat Donnelly      Vince Spagnoletti      Andy Morse  
Alan Reed      Noel Terwilliger      Tammy Hurd-Harvey  
Brooks Baker      Amy Dlugos      Shawn Hogan
- LEGISLATORS:** Joseph J. Hauryski      Carol A. Ferratella      Robin K. Lattimer  
Hilda T. Lando      Randolph J. Weaver
- OTHERS:** Mary Perham  
Shawn Hogan, Mayor, City of Hornell  
Leo Burdett, Building Inspector – Code Enforcement Officer, City of Hornell

**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 4, 2015, AND NOVEMBER 10, 2015, MEETINGS MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. PRESENTATION**

A. **Land Banks** – Mayor Hogan stated several months ago the Attorney General held a meeting in the City of Hornell and invited all of the elected officials in the County to attend. He was trying to promote participation in land banks. Mr. Wheeler attended this meeting. The Attorney General indicated that if we applied for land bank funding and were successful, there would be a pool of money available from the State. Mayor Hogan stated that he provided the Legislature with copies of an article regarding the land banks and how they are utilized in New York. The State Legislature passed legislation creating 10 land banks. There is the Erie-Niagara Land Bank, Onondaga Land Bank and the Chautauqua Land Bank, among others. These have been used successfully to combat the problem of “zombie” properties. Communities have been impacted by abandoned properties and the City of Hornell has 75 properties that have been abandoned or foreclosed. In a foreclosure process, the lending institutions do not have to take responsibility for the care of the property. With the Attorney General’s efforts, many banks have voluntarily begun to accept responsibility and maintain foreclosed properties.

Mayor Hogan stated that he has had discussions with Allegany County and they had indicated they would like to partner with us. Then, after numerous discussions, they realized that it would probably be best if they applied for a land bank on their own. He stated that he had then asked Steuben County to look at this. The Finance Committee had a discussion and tabled it. Land banks are made up of a committee of representatives and the concern has been that the land bank would cherry-pick properties from the tax sale. That is not the intent of a land bank, nor would it be the intent here in Steuben. The Attorney General is encouraging us as a County or counties, to file an application.

Mayor Hogan stated that he is here today to make a plea to the Finance Committee to look at this program. There is a significant problem with “zombie” properties and we need to be proactive. If we are trying to develop our economic climate, we need to improve our housing stock. In the City of Hornell, Alstom is hiring a large number of engineers and other employees and there is not enough housing.

Mr. Swackhamer asked how do you see this working? Mayor Hogan replied we would participate much like the cities do now. We assume equal representation of municipalities and the County on the board. The properties would not necessarily be those in the tax sale and we would rehab and sell them. We would be promoting home ownership. He stated that he does not blame the committee for raising red flags and being wary of anyone bearing gifts.

Mrs. Lando stated last month’s InterCounty meeting was held in Chautauqua County and they did a presentation on their land bank. It may be interesting and worthwhile to have them come and give a presentation. They stated they have been doing it for the past four to five years.

Mr. Wheeler stated he appreciates Mayor Hogan taking the time to come and talk to the committee. To our credit, the Attorney General was impressed with the program the cities and the County has in working together to get ourselves made whole on taxes and getting the properties for the community. With the Erie-Niagara land bank, there was a concern about cherry-picking the tax sale; that all comes down to how you construct the board and how you oversee it. There are a few properties in the tax sale that make up for those that we lose on. This is a significant concern for the County. If there was no State funding available, there would not be a lot of reason to do this. The State funding is a reason to do it, however, there are strings attached. The first time you go through a rehab and sale, there are income eligibility requirements and that limits the pool you are targeting. There is also the issue of establishing a board. Every County that has done this has had to put up seed money. You also have to have everything in place prior to submitting your application. There is good and bad to this and it is certainly something we can talk about again.

Mr. Weaver commented by allowing the land bank to go forward, it will help those neighborhoods in flux prevent their property values from falling. The assessed values in the County are dropping. Mr. Roush stated Three Rivers did a housing study recently which targeted the southeastern portion of the county. The trend toward housing is rental properties, whether they are single-family residences, condos or apartments. He does not feel the County should be in the rental business. The tax sale works and we have been very successful working with municipalities. Why interfere with the free enterprise system? Mr. Swackhamer commented that was what the committee thought.

Mr. Reed commented a land bank is allowed to manage the tax liens for another county. If the land bank wanted to, and we wanted to, we could have a project and the land bank would be authorized to handle that particular project, however, it would not be in the control of the land bank. He stated on a project basis, municipalities can work with the Commissioner of Finance to guarantee the lien. They would have the standing to enter into an agreement with us. That is still an option for the in rem process for all municipalities. Mr. Wheeler stated any taxing jurisdiction that collects and guarantees taxes can form their own land bank.

Mr. Swackhamer stated when we first looked at this a number of years ago, we looked at all aspects and that is how we started working with the cities of Corning and Hornell. The process seems to be working well at this point.

#### **IV. DEPARTMENT REQUESTS**

##### **A. Office of Community Services**

1. **Budget Adjustments** - Dr. Chapman requested authorization to accept \$30,000 in State OMH funding and pass through to Arbor Development for the oversight of the hospital diversion crisis beds. There are four locations throughout the County.

**MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ACCEPT \$30,000 IN STATE OMH FUNDING AND PASS THROUGH TO ARBOR DEVELOPMENT FOR THE OVERSIGHT OF THE HOSPITAL DIVERSION CRISIS BEDS MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Dr. Chapman requested authorization to transfer \$75,000 from the wages line item and appropriate \$50,000 to the Contracts for Services line item in the Mental Health Clinic budget and \$25,000 to the Contracts for Services line item in the Alcohol Clinic – Corning budget. This is due to staff leaving employment and replacing with contract staff.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$75,000 FROM THE WAGES LINE ITEM AND APPROPRIATING \$50,000 TO THE CONTRACTS FOR SERVICES LINE ITEM IN THE MENTAL HEALTH CLINIC BUDGET \$25,000 TO THE CONTRACTS FOR SERVICES LINE ITEM IN THE ALCOHOL CLINIC – CORNING BUDGET MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Dr. Chapman requested authorization to accept an OMH COLA adjustment of \$3,742 and an OPWDD COLA adjustment of \$1,809 and appropriating \$1,370 to Arbor Development (Sheltered Care), \$352.00 to Catholic Charities (Welfare), \$2,020.00 to Steuben ARC (Psychiatric Rehabilitation) and \$1,809.00 to Steuben ARC (Sheltered Workshop).

**MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ACCEPT AN OMH COLA ADJUSTMENT OF \$3,742 AND AN OPWDD COLA ADJUSTMENT OF \$1,809 AND APPROPRIATING \$1,370 TO ARBOR DEVELOPMENT (SHELTERED CARE), \$352.00 TO CATHOLIC CHARITIES (WELFARE), \$2,020.00 TO STEUBEN ARC (PSYCHIATRIC REHABILITATION) AND \$1,809.00 TO STEUBEN ARC (SHELTERED WORKSHOP) MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. Sheriff's Office

1. **Budget Adjustment** – Mr. Wheeler stated the Sheriff is requesting authorization to transfer a total of \$60,000 from various line items within the Sheriff's Office budget to the Jail's food line item to cover the remainder of 2015. He commented the inmate population is up 12 percent. Mr. Swackhamer asked how is the Sheriff able to transfer \$40,000 out of his Salary/Wage line item? Mr. Wheeler explained there was a budgeted vacancy that they did not fill and there has also been some turnover in the department.

**MOTION: AUTHORIZING THE SHERIFF TO TRANSFER A TOTAL OF \$60,000 FROM LINE ITEMS WITHIN THE SHERIFF'S OFFICE BUDGET TO THE JAIL'S FOOD LINE ITEM MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

C. District Attorney

1. **Dispersal of Traffic Diversion Funds** – Mr. Baker informed the committee that the law enforcement portion of the funds is \$124,500. We have not yet developed a formula for distribution and he will be working with Mr. Wheeler and the police chief's on that. This year the disbursement is related to the size of the department. We also have included \$20,000 for an Active Shooter Regional Training/Equipment Program. This program will be training law enforcement, EMS and school administration how to respond to a critical incident. We will be using the vacant Greenwood School to conduct the training. The total cost of that program is \$60,000, but we are going to check with our State representatives to see if there is grant funding available to cover the difference. Long-range we expect this to be a self-sustaining program.

Mr. Swackhamer asked do you plan to have a new line item for this? Mr. Baker replied this would be a capital project. Whatever we do not spend would be distributed to law enforcement. Mr. Wheeler commented we will need to do a resolution establishing the capital project.

**MOTION: MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO DISPERSE THE LAW ENFORCEMENT PORTION OF THE TRAFFIC DIVERSION PROGRAM REVENUE OF \$124,500 AS FOLLOWS: NEW YORK STATE POLICE - \$25,000; STEUBEN COUNTY SHERIFF'S OFFICE - \$14,500; CORNING POLICE DEPARTMENT - \$14,500; HORNELL POLICE DEPARTMENT - \$14,500; BATH VILLAGE POLICE DEPARTMENT \$14,500; ADDISON POLICE DEPARTMENT - \$3,500; CANISTEO POLICE DEPARTMENT - \$3,500; PAINTED POST POLICE DEPARTMENT - \$3,500; WAYLAND POLICE DEPARTMENT - \$3,500; COHOCTON POLICE DEPARTMENT - \$2,250; HAMMONDSPORT POLICE DEPARTMENT - \$2,250; NORTH HORNELL POLICE DEPARTMENT - \$2,000; CATON CONSTABLE - \$1,000; ACTIVE SHOOTER REGIONAL TRAINING/EQUIPMENT PROGRAM - \$20,000 AND AUTHORIZING THE COMMISSIONER OF FINANCE TO CREATE A CAPITAL PROJECT ENTITLED "TRAFFIC DIVERSION PROGRAM" MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

D. Commissioner of Finance

1. **Monthly Financial Reports** – Mr. Roush asked for an explanation of the significant improvement in the Landfill? Mrs. Hurd-Harvey explained up until 2016, we always adjusted the revenue budget to equal expenses. We have changed that for 2016. Mr. Wheeler stated they are still in good shape, but not as good as it looks. Mr. Spagnoletti explained previously the committee wanted to make the revenues equal expenses for the final budget. For 2015 it should show the \$600,000 anticipated loss. Mr. Wheeler stated from a cash standpoint the Landfill is in a good position. Things are becoming more of a challenge when you factor in the post-closure costs.

2. **Salary and Fringe Transfer** – Mrs. Hurd-Harvey requested authorization to transfer a total of \$430,785 among various line items to cover shortages in the health insurance and retiree health insurance line items.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER A TOTAL OF \$430,785 AMONG VARIOUS LINE ITEMS TO COVER SHORTAGES IN HEALTH INSURANCE AND RETIREE HEALTH INSURANCE LINE ITEMS MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **Contract** – Mr. Donnelly requested authorization to renew the contract with Pirrung Auctioneers to run the tax sale auction. He asked that as a condition of this a letter be executed offering the County protection from any sales requiring a commission. They will include that requirement in the RFP that they issue next year.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RENEW THE CONTRACT WITH PIRRUNG AUCTIONEERS TO RUN THE TAX SALE AUCTION, CONDITIONAL UPON THE EXECUTION OF A LETTER OF AGREEMENT OFFERING THE COUNTY PROECTION FROM ANY SALES REQUIRING A COMMISSIONER MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

4. **Tax Foreclosure** – Mr. Donnelly informed the committee that they have sent out the annual letter for tax foreclosures. We have fewer this year, 416 compared to 592 last year.

E. County Manager

1. **I-86 Study** - Mr. Wheeler informed the committee that at the recent Southern Tier Central board meeting, the I-86 group requested funding to update the I-86 benefits study. This study has not been updated in 10 years. This study is used for marketing, promotion and for lobbying the State as to why finishing the I-86 corridor is important. Corning Enterprises has committed \$5,000 and they are requesting \$2,000 each from Chemung and Steuben Counties and \$1,000 from Schuyler County. We do have money in the budget for this.

**MOTION: AUTHORIZING THE COUNTY MANAGER TO APPROPRIATE \$2,000 FROM THE STC-GIS STUDY LINE ITEM IN THE 2015 BUDGET TO HELP PAY FOR AN UPDATED I-86 BENEFITS STUDY MADE BY MR. HANNA. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

2. **County Office Building Fiber** – Mr. Wheeler stated that he would like to hold this item until the January meeting as they are in the process of finalizing the study.

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**\*\*NEXT MEETING SCHEDULED FOR\*\*  
Tuesday, January 12, 2016.  
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 6, 2016.**

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

**Joint Meeting**

*Monday, December 21, 2015*

*9:45 a.m.*

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

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

**COMMITTEE:** Brian C. Schu, Chair Dan C. Farrand, Vice Chair Eric T. Booth  
Steven Maio

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

**STAFF:** Jack K. Wheeler Alan Reed

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

**ABSENT:** Aaron I. Mullen  
Lawrence P. Crossett, Chair

**I. CALL TO ORDER**

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

**II. GENERAL BUSINESS**

A. County Manager

1. **Contingent Fund Transfer – Assigned Counsel** – Mr. Wheeler requested authorization to transfer \$170,000 from the Contingent Fund to Assigned Counsel to cover costs. He stated that approximately \$70,000 of this is the result of a couple of attorneys catching up their billing from 2012. Mr. Schu commented next year we should have a more accurate accounting of the true costs of the program with the new bill submission deadlines.

**MOTION: AUTHORIZING A TRANSFER OF \$170,000 FROM THE CONTINGENT FUND TO THE ASSIGNED COUNSEL BUDGET TO COVER YEAR-END COSTS MADE BY MR. VAN ETTEN. SECONDED BY MR. FARRAND. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE.**

**MOTION: TO ADJOURN MADE BY MR. FARRAND. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0 PS&C AND 4-0 FINANCE.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature