

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, April 12, 2016

10:10 a.m.

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

****MINUTES****

COMMITTEE:	Scott J. Van Etten, Chair Gary B. Roush	Gary D. Swackhamer, Vice Chair Brian C. Schu	Kelly H. Fitzpatrick
STAFF:	Jack Wheeler Hank Chapman, Psy.D. Patty Barody Pat Donnelly Shawn Corey	Mitchell Alger Lise Reynolds Andy Morse Tammy Hurd-Harvey	Vince Spagnoletti Ken Peaslee Wendy Flaitz Alan Reed
LEGISLATORS:	Carol A. Ferratella John V. Malter	K. Michael Hanna	Hilda T. Lando

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 8, 2016, MEETING MADE BY MR. SCHU. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Office of Community Services

1. **Budget Adjustment** - Dr. Chapman stated in February, the State Office of Mental Health approved our proposal and we received \$154,062 in Vital Access Provider Funds. He requested authorization to accept and appropriate this revenue into various accounts. He also requested authorization to purchase six scanners, three signature pads, one hard drive and one laptop for a total cost of \$21,300. Mr. Swackhamer asked how is the Dragon Software working? Dr. Chapman replied there have been some mixed results so far. It seems as though the less complicated version is working better than the medical version, but we are still testing.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AN APPROPRIATE \$154,062 IN VITAL ACCESS PROVIDER FUNDING, AUTHORIZING THE PURCHASE OF SIX SCANNERS, THREE SIGNATURE PADS, ONE HARD DRIVE AND ONE LAPTOP FOR A TOTAL COST OF \$21,300, AND AMENDING THE SMALL EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Purchasing

1. **Fax Board Purchase** – Mr. Morse informed the committee that the fax machine they use no longer is functional. To replace that machine would cost between \$700 - \$750. If we purchase a fax board for the central copier, the cost would be \$518.40 and he has money available in the copier capital project for this purpose.

MOTION: AUTHORIZING THE PURCHASING DIRECTOR TO PURCHASE A FAX BOARD FOR THE CENTAL COPY MACHINE AT A COST OF \$518.40, TO BE PAID OUT OF THE COPIER CAPITAL

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

C. Office for the Aging

1. **Cisco Phone Upgrade Project** – Mrs. Baroody requested authorization to replace the phones at the Corning and Hornell satellite offices. We received BIPP funding which can be used to pay for a portion of the cost. She stated that she has been working with Information Technology and this will provide better functionality for those offices and save money in long-distance calls. Mr. Wheeler stated the committee will be authorizing the transfer of BIPP funds into the major equipment capital project and authorizing Information Technology to spend up to \$10,000 out of the Phone Replacement Capital Project.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO TRANSFER \$2,605 IN BIPP FUNDS INTO THE INFORMATION TECHNOLOGY'S MAJOR EQUIPMENT CAPITAL PROJECT FOR THE PHONE REPLACEMENT PROJECT AT THE OFFICE FOR THE AGING SATELLITE OFFICES IN CORNING AND HORNELL MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE DIRECTOR OF INFORMATION TECHNOLOGY TO SPEND UP TO \$10,000 OUT OF THE PHONE REPLACEMENT CAPITAL PROJECT FOR THE PHONE REPLACEMENT PROJECT AT THE OFFICE FOR THE AGING SATELLITE OFFICES IN CORNING AND HORNELL MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Public Works

1. **Authorization to Advertise for Sale of Excavator on Internet Auction** – Mr. Spagnoletti informed the committee that three years ago they had purchased a rubber tire excavator which has been very problematic. We purchased the excavator from Monroe Tractor, who have made us an offer on a trade-in basis. He requested authorization to put the excavator up for sale on an internet auction to see if we could get more for it. We need to do this by May 15, 2016. Mr. Wheeler stated the Public Works Committee set the reserve price at \$106,030.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO PUT THE RUBBER TIRE EXCAVATOR ON AN INTERNET AUCTION WITH A MINIMUM RESERVE BID FOR \$106,030 MADE BY MR. ROUSH. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Department of Social Services

1. **Elder Abuse Education and Outreach Program Grant** – Ms. Reynolds requested authorization to accept and appropriate Elder Abuse Education and Outreach Program grant funds in the amount of \$6,253.43. She commented the funds will go through the Office for the Aging and they will use a portion to contract with TRIAD to provide five community trainings.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT \$6,253.43 FROM THE NEW YORK STATE OFFICE FOR THE AGING'S ELDER ABUSE EDUCATION AND OUTREACH PROGRAM GRANT MADE BY MR. SCHU. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

E. Commissioner of Finance

1. **Year-End Budget Transfers** – Mrs. Hurd-Harvey informed the committee they have two final year-end budget transfers for approval. The first is a transfer of \$3.5 million between revenue and expenses for the sales tax sharing agreements as we were paying out more in cash. The second is a transfer of \$145,000 from Corning Community College tuition to book for the liabilities.

MOTION: APPROVING 2015 YEAR-END BUDGET TRANSFERS AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. SCHU. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Corning Community College Chargebacks** – Mr. Donnelly informed the committee that they received a voucher from Corning Community College for \$1.2 million for chargebacks. Mr. Wheeler stated enrollment is down significantly. Mr. Van Etten commented the State did slightly adjust the share of FTE's.

3. **Sales Tax** – Mr. Donnelly stated that tomorrow they will receive the final payment for the end of the first year with sharing sales tax with the cities. The first three payments for this quarter increased 20 percent for the same period last year. However, we are not comparing apples to apples. Starting March 14, 2016, then the comparison will be more accurate. The payments for March were up 11.7 percent for the first payment and 7.5 percent for the second payment. We should be at 12.5 percent for everything to break even. The sales tax is not increasing as much as we would like. We advance one quarter to the cities. The final payment last year was \$1.6 million. We may need to adjust the advances going forward. Mr. Wheeler commented we did not get hit as hard as other counties with sales tax revenues dropping, however, we are not anticipating growth.

F. County Manager

1. **DSRIP Contract** - Mr. Wheeler informed the committee that the DSRIP contract spans multiple departments and represents nine projects, which is part of Medicaid Redesign. We had previously received \$60,000. He requested authorization to accept \$61,945 in revenue for the period October 1, 2015 through December 31, 2015.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ACCEPT \$61,945 IN REIMBURSEMENT FUNDS UNDER THE DSRIP CONTRACT FOR THE FOURTH QUARTER OF 2015 MADE BY MR. SWACKHAMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NONREFUNDABLE UNDERTAKING OF \$5,000 RELATIVE TO PARCEL #349.28-01-002.000, SITUATE IN THE VILLAGE OF ADDISON, TO DEFER THE ENFORCEMENT OF SALE UNTIL MARCH 31, 2017, SAID UNDERTAKNG TO BE PAID WITHIN 30 DAYS MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING NI FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL RELATIVE TO PARCEL #299.20-02.066.000, SITUATE IN THE CITY OF CORNING, EXPIRING MARCH 31, 2017, MADE BY MR. SCHU. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE PRIVATE SALE, PURSUANT TO RPTL 1166, OF PARCEL #247.16-01-020.110, SITUATE IN THE TOWN OF HORNBY, TO CORNING BEAVER DAMS VILLAGE, LLC, FOR \$15,305 INCLUSIVE OF RECORDING FEES MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #142.00-01-012.120, SITUATE IN THE TOWN OF BATH, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #299.75-01-079.000, SITUATE IN THE CITY OF CORNING, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #166.10-02-045.000, SITUATE IN THE CITY OF HORNEILL, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #282.00-02.044.000, SITUATE IN THE TOWN OF CORNING, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #060.00-01-034.210, SITUATE IN THE TOWN OF PRATTSBURGH, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #197.11-02-037.000, IN THE VILLAGE OF CANISTEO, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #127.00-01-035.220, SITUATE IN THE TOWN OF AVOCA, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #318.55-01-016.000, SITUATE IN THE CITY OF CORNING, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL, RELATIVE TO PARCEL #282.00-01-071.000, SITUATE IN THE TOWN OF HORNBLY, EXPIRING MARCH 31, 2017, MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NONREFUNDABLE UNDERTAKING OF AT LEAST \$5,000, RELATIVE TO PARCEL #306.00-01-026.000, SITUATE IN THE TOWN OF JASPER, TO DEFER ENFORCEMENT OF SALE UNTIL MARCH 31, 2017, SAID UNDERTAKING TO BE PAID WITHIN 30 DAYS MADE BY MR. SCHU. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE PRIVATE SALE, PURSUANT TO RPTL 1166, OF PARCEL #077.15-01-008.130, SITUATE IN THE TOWN OF WAYNE, FOR \$414.40 INCLUSIVE OF DEED FEES MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP EXTENSION FROM SEPTEMBER 30, 2015 TO MARCH 31, 2016, RELATIVE TO PARCEL #151.15-02-051.000, SITUATE IN THE CITY OF HORNEILL MADE BY MR. ROUSH. SECONDED BY MS. FITZPATRICK. MOTION CARRIES 4-0-1. (MR. SCHU ABSTAINED AS HE KNOWS THE INDIVIDUAL)

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NONREFUNDABLE UNDERTAKING OF AT LEAST \$3,500, RELATIVE TO PARCEL #091.00-02-001.300, SITUATE IN THE

TOWN OF URBANA, TO DEFER ENFORCEMENT OF SALE UNTIL MARCH 31, 2017 MADE BY MR. SWACKHAMER. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO EXECUTE NECESSARY DOCUMENTATION TO CONVEY TITLE OF PARCEL #003.13-02-044.000, SITUATE IN THE VILLAGE OF WAYLAND, TO THE VILLAGE OF WAYLAND IN SATISFACTION OF TAX LIENS MADE BY MR. SWACKHAMER. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Tuesday, May 10, 2016.
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, May 4, 2016.**