

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, May 10, 2016

10:00 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

- COMMITTEE:** Scott J. Van Etten, Chair Gary D. Swackhamer, Vice Chair Kelly H. Fitzpatrick
Gary B. Roush Brian C. Schu
- STAFF:** Jack Wheeler Mitchell Alger Pat Donnelly
Tammy Hurd-Harvey David Cole Shawn Corey
Vince Spagnoletti Andy Morse Judy Hunter
Wendy Flaitz
- LEGISLATORS:** Carol A. Ferratella Hilda T. Lando John V. Malter
- OTHERS:** Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 12, 2016, MEETING MADE BY MR. SCHU. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. County Clerk

1. **Semi-Annual Mortgage Tax Distribution** - Mrs. Hunter informed the committee collections were up \$80,000 from the same period last year and were up \$50,000 from November 2015.

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

B. Sheriff

1. **Finger Lakes SPCA Donation** – Sheriff Cole requested authorization to accept a donation of \$5,000 in equipment from the Finger Lakes SPCA. They are transferring the equipment that their previous Animal Cruelty Officer used and this equipment will now be used by Sheriff’s Deputy Todd Terwilliger.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION OF EQUIPMENT TOTALING \$5,000 FROM THE FINGER LAKES SPCA TO BE USED BY DEPUTY SHERIFF TODD TERWILLIGER MADE BY MR. ROUSH. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Wineglass Marathon Donation** – Sheriff Cole requested authorization to accept a donation of two bicycles, two helmets and two uniforms from the Wineglass Marathon. With this donation, we will now be able to have four Road Patrol deputies assigned to the event. Additionally, they will also allow us to use these bicycles for other events in the County.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT A DONATION OF TWO BICYCLES, TWO HELMETS AND TWO UNIFORMS FROM THE WINEGLASS MARATHON MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

C. Finance

1. **Monthly Reports** – Mr. Donnelly asked if there were any questions on the monthly reports. Mr. Swackhamer commented the landfill is not up to the percent it should be for the expenditures, as it is only showing 22 percent of the budget having been expended. Mr. Spagnoletti stated the April revenue is not showing and it also does not account for the equipment and capital projects that have been prorated for the year.

Mr. Van Etten stated we have received 45 percent of the WC revenue in the first quarter. Mrs. Hurd-Harvey stated the largest portion has been paid out as we pay the towns a lump sum in January. The county pays monthly.

2. **2016 Notice to Bidders and Terms of Sale** – Mr. Donnelly stated they have made some minor adjustments to clarify some language. These changes have been approved by the Law Department.

MOTION: APPROVING THE 2016 NOTICE TO BIDDERS AND TERMS OF SALE AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. SWACKHAMER. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Acceptance of Online Payments** - Mrs. Hurd-Harvey presented a proposed resolution authorizing the County to accept online payments. Most of the language in the proposed resolution was taken directly from General Municipal Law, which governs this and defines all of the components. One of the requirements is that the Legislature adopt a resolution. She commented that they did issue an RFP for this service and will be interviewing three vendors tomorrow. Fees for this service will be assessed to the taxpayer. Mrs. Hurd-Harvey commented they are also looking for other departments to utilize this as well, such as Personnel, Mental Health, Probation and the Jail.

MOTION: AUTHORIZING THE ONLINE COLLECTION OF VARIOUS FEES MADE BY MR. SCHU. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **Sales Tax Reports** – Mr. Donnelly commented that he emailed the sales tax reports to the committee last week. We are currently up 4.4 percent from last year. We should have been up more. The trend is the same as last year and has been dropping.

D. County Manager

1. **Budget Transfer** – Mr. Wheeler stated the AIP Committee awarded the bid for the sealing and striping of County parking lots. There are eight projects total, and the cost is \$24,540. We have \$17,417.29 available in the sealing and striping capital project. He requested authorization to pay the remaining \$7,122.71 from the Public Safety Building Seal and Striping Capital project.

MOTION: AUTHORIZING THE EXPENDITURE OF \$7,122.71 OUT OF THE PUBLIC SAFETY BUILDING SEAL AND STRIPING CAPITAL PROJECT TO PAY FOR THE 2016 SEALING AND STRIPING PROJECTS FOR VARIOUS COUNTY LOTS, WITH THE BALANCE OF \$17,417.29 BEING PAID OUT OF THE SEAL AND STRIPING OF COUNTY LOTS CAPITAL PROJECT MADE BY MR. SCHU. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

MOTION: AUTHORIZING A HARDSHIP DEFERRAL RELATIVE TO PARCEL #316.11-02-094.000, SITUATE IN THE TOWN OF ERWIN, EXPIRING MARCH 31, 2017 MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NON-REFUNDABLE UNDERTAKING OF \$1,000 RELATIVE TO PARCEL #317.11-01-003.000, SITUATE IN THE CITY OF CORNING, SAID UNDERTAKING TO BE PAID WITHIN THIRTY DAYS TO DEFER THE ENFORCEMENT OF SALE UNTIL MARCH 31, 2017, 25 PERCENT PENALTY APPLICABLE MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NON-REFUNDABLE UNDERTAKING OF \$1,700 RELATIVE TO PARCEL #133.00-01-016.130, SITUATE IN THE TOWN OF URBANA, SAID UNDERTAKING TO BE PAID WITHIN THIRTY DAYS TO DEFER THE ENFORCEMENT OF SALE UNTIL MARCH 31, 2017, 25 PERCENT PENALTY APPLICABLE MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL RELATIVE TO PARCEL #419.00-01-023.210, SITUATE IN THE TOWN OF WOODHULL, EXPIRING MARCH 31, 2017 MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NON-REFUNDABLE UNDERTAKING OF \$1,000 RELATIVE TO PARCEL #017.12-01-030.000, SITUATE IN THE TOWN OF COHOCTON, TO DEFER THE ENFORCEMENT OF SALE UNTIL MARCH 31, 2017, SAID UNDERTAKING TO BE PAID WITHIN THIRTY DAYS MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO ACCEPT A NON-REFUNDABLE UNDERTAKING OF \$2,000 RELATIVE TO PARCEL #040.00-01-010.100, SITUATE IN THE TOWN OF DANVILLE, SAID UNDERTAKING TO BE PAID WITHIN THIRTY DAYS TO DEFER THE ENFORCEMENT OF SALE UNTIL MARCH 31, 2017, 25 PERCENT PENALTY APPLICABLE MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL RELATIVE TO PARCEL #344.00-01-013.110, SITUATE IN THE TOWN OF JASPER, EXPIRING MARCH 31, 2017 MADE BY MR. ROUSH. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A HARDSHIP DEFERRAL RELATIVE TO PARCEL #104.00-01-001.490, SITUATE IN THE TOWN OF URBANA, EXPIRING MARCH 31, 2017 MADE BY MR. ROUSH. 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. ROUSH. SECONDED BY MR. SWACKHAMER. 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, June 14, 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, June 8, 2016.**