

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, December 10, 2019*

*10:30 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  
Robert V. Nichols
- STAFF:** Jack K. Wheeler Christopher Brewer Jennifer Prossick  
Vince Spagnoletti John McNelis Wendy Jordan  
Andy Morse Pat Donnelly Tammy Hurd-Harvey  
Lise Reynolds Kathy Muller
- LEGISLATORS:** Joseph J. Hauryski Carol A. Ferratella K. Michael Hanna  
Hilda T. Lando Robin K. Lattimer John V. Malter  
Frederick G. Potter
- ABSENT:** Gary B. Roush
- OTHERS:** Jeffrey P. Horton, Legislator-Elect  
James Post, *The Leader*  
Mary Perham

**I. CALL TO ORDER**

Mr. Van Etten called the meeting to order at 10:30 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE NOVEMBER 12, 2019, MEETING MADE BY MS. FITZPATRICK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENT REQUESTS**

A. Real Property Tax Service Agency

1. **Tax Certiorari** – Mrs. Jordan informed the committee she has received a request from the Town of Campbell to participate in a tax certiorari for Kraft General Foods. She stated they have not yet received an estimate on the cost. Mr. Donnelly commented last time we had to do a trial-ready appraisal, the total cost was \$38,000 and then we portioned that out by the tax rate. He explained the County takes the appraisal fee and the school takes the attorney fees.

**MOTION: AUTHORIZING THE COUNTY’S PARTICIPATION IN A TAX CERTIORI RELATIVE TO KRAFT GENERAL FOODS, IN AN AMOUNT UP TO \$10,000 MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

B. Sheriff’s Office

1. **Budget Adjustments**

- *2019 End of Year Food & Kitchen Supplies* – Undersheriff McNelis requested authorization to transfer a total of \$50,400 from various line items within the Jail budget to cover the year end expenses for food and kitchen supplies for the Jail.

**MOTION: AUTHORIZING THE SHERIFF TO TRANSFER A TOTAL OF \$50,400 FROM VARIOUS LINE ITEMS WITHIN THE JAIL BUDGET TO COVER THE YEAR END EXPENSES FOR FOOD AND KITCHEN SUPPLIES FOR THE JAIL MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

- *Minor Equipment to Major Equipment* – Undersheriff McNelis requested authorization to transfer \$7,200 from Minor Equipment to Major equipment to purchase DroneSense Software and to fix a broken drone. He also requested authorization to amend the Major Equipment list to include the purchase of DroneSense Software.

**MOTION: AUTHORIZING THE SHERIFF TO TRANSFER A TOTAL OF \$7,200 FROM MINOR EQUIPMENT TO MAJOR EQUIPMENT TO PURCHASE DRONE SENSE SOFTWARE AND TO FIX A BROKEN DRONE AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THE PURCHASE OF THE DRONESENSE HARDWARE AND REPAIRS TO THE BROKEN DRONE MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Department of Social Services

1. **Approval to Purchase Servers for Mobility Project** – Ms. Muller requested authorization to spend \$18,000 from the Mobile Technology Capital Project to purchase two servers as part of their mobility project and to amend the major equipment list to reflect this addition. She stated they will be purchasing the servers off State contract.

**MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND \$18,000 OUT OF THE MOBILE TECHNOLOGY CAPITAL PROJECT TO PURCHASE TWO SERVERS FOR THE MOBILITY PROJECT AND TO AMEND THE MAJOR EQUIPMENT LIST TO ADD THE SERVERS MADE BY MS. FITZPATRICK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**  
*Resolution Required.*

D. Public Works

1. **CR 119/Canisteo River, Cameron, Federal Aid Bridge Project** – Mr. Spagnoletti requested authorization to transfer \$2,250 from the Future Bridge Projects – 5120HO and appropriate \$42,750 of Federal and State Bridge Aid to the CR 119 Bridge Project – 5120H1.

**MOTION: AUTHORIZING THE TRANSFER OF \$2,250 FROM FUTURE BRIDGE PROJECTS – 5120HO AND APPROPRIATING \$42,750 OF FEDERAL AND STATE BRIDGE AID TO THE CR 119 BRIDGE PROJECT – 5120HI MADE BY MS. FITZPATRICK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.** *Resolution Required.*

E. Commissioner of Finance

1. **Contract Renewal** – Mr. Donnelly informed the committee that they have a contract with Pirrung Auctioneers for tax sale services. This is a one year contract with the option for four, one-year renewals. He recommended renewing for one year under the same terms and conditions.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RENEW THE CONTRACT WITH PIRRUNG AUCTIONEERS FOR TAX SALE SERVICES FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. MOTION CARRIES 3-0-1. (MS. FITZPATRICK ABSTAINED DUE TO A CLIENT RELATIONSHIP)**

2. **Recognition** – Mr. Van Etten stated he would like to recognize Mr. Donnelly upon his retirement as Commissioner of Finance. Thank you for doing a great job. Mr. Donnelly stated it has been his honor and pleasure to be the last County Treasurer and the first Commissioner of Finance. He appreciates the Legislature's confidence in him and he is leaving the office in good hands.

**MOTION: TO ADJOURN MADE BY MR. NICHOLS. 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, January 14, 2020**  
**Legislative Committee Room**  
**9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office**  
**NO LATER THAN NOON**  
**Wednesday, January 8, 2020**