

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, February 11, 2020

10:15 a.m.

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

****MINUTES****

- COMMITTEE:** Kelly H. Fitzpatrick, Vice Chair John V. Malter Robert V. Nichols
Gary B. Roush
- STAFF:** Jack K. Wheeler Christopher Brewer Darlene Smith
James Allard Steve Orcutt Noel Terwilliger
Hank Chapman Craig Patrick Patty Baroody
Jennifer DeMonstoy Nate Alderman Kathy Muller
Lise Reynolds Pat Donnelly Tammy Hurd-Harvey
Vince Spagnoletti
- LEGISLATORS:** Scott J. Van Etten Carol A. Ferratella K. Michael Hanna
Jeffrey P. Horton Steven P. Maio Frederick G. Potter
- ABSENT:** Gary D. Swackhamer, Chair
- OTHERS:** Mary Perham
James Post, *The Leader*

I. CALL TO ORDER

Ms. Fitzpatrick called the meeting to order at 10:15 a.m. and asked Mr. Roush to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 14, 2020, AND JANUARY 27, 2020, MEETINGS MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REQUESTS

A. Sheriff's Office

1. **State Criminal Alien Assistance Program Grant** – Sheriff Allard requested authorization to accept a 2019 State Criminal Alien Assistance Program Grant in the amount of \$2,987. This is a reimbursement for housing non-documented individuals at the Jail.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE 2019 STATE CRIMINAL ALIEN ASSISTANCE PROGRAM GRANT IN THE AMUONT OF \$2,987 MADE BY MR. ROUSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Accept Trinity/Swanson Grant** – Sheriff Allard informed the committee that he had applied for the Trinity/Swanson Grant to purchase safety and security equipment for the Jail, specifically Tasers for the Supervisors in the Jail. He was awarded \$13,380 and he requested authorization to accept the non-matching grant.

MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE TRINITY/SWANSON GRANT IN THE AMOUNT OF \$13,380 FOR THE PURCHASE OF TASERS FOR THE SUPERVISORS AT THE JAIL MADE BY MR. MALTER. SECONDED BY MR. NICHOLS FOR DISCUSSION.

Mr. Van Etten asked are we good as far as the concerns that Ms. Mori had about it? Ms. Prossick replied she believes the question on the table is that we have a contract with an entity and they are a vendor. There were concerns about the grant process. Mr. Van Etten asked does this vendor handle the commissary? Sheriff Allard replied yes. They provide services to the inmates and the inmates pay for those services. He stated Trinity/Swanson came up with a grant specifically for this purpose and we applied and were awarded.

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

B. Office for the Aging

1. Mrs. Baroody requested authorization to accept \$102,000 in additional EISEP funds and appropriate it into various line items and contracts in the 2019 and 2020 budgets.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT AN ADDITIONAL \$102,000 IN EISEP FUNDS INTO THE 2019 AND 2020 BUDGETS AND APPROPRIATE TO VARIOUS EQUIPMENT AND CONTRACT LINE ITEMS WITHIN THE 2019 AND 2020 BUDGETS MADE BY MR. ROUSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Department of Social Services

1. **Budget Appropriation** – Ms. Muller stated they had appropriated \$438,000 in the 2019 Foster Care budget in anticipation of the Raise the Age expenditures. We have anticipated that the 2019 expenditures will be close to \$800,000. The State has indicated that they will provide 100 percent reimbursement to counties under the tax cap, which we are, for the incremental costs associated with implementing Raise the Age. She requested authorization to accept \$347,081 in State revenue and appropriate the same to the 2019 Foster Care budget.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT AND APPROPRIATE STATE REVENUE IN THE AMOUNT OF \$347,081 INTO THE 2019 BUDGET REVENUE LINE AND APPROPRIATING \$347,081 INTO THE 2019 BUDGET FOSTER CARE EXPENSE LINE ITEM MADE BY MR. NICHOLS. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Office of Community Services

1. **Budget Adjustment** - Dr. Chapman requested authorization to transfer a total of \$220,000 from 2019 contracted services lines into the 2019 line item for the Mental Hygiene Law to cover 2019 expenses. He explained when an individual is arrested on felony charges and is deemed incompetent to stand trial, they are sent to the Rochester Psychiatric Center (RPC) for treatment. The cost for that is \$20,000 per month. At this point in time we have an individual who has been on that unit the entirety of 2019 and continues to be there. We also had an adolescent that needed to be evaluated at the Elmira Psychiatric Center (EPC). The total bill for 2019 was \$270,000, and we typically only budget \$20,000 in this line item.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$160,000 FROM THE CONTRACTS FOR SERVICES LINE ITEM IN THE MENTAL HEALTH CLINIC COST CENTER AND \$60,000 FROM THE CONTRACTS FOR SERVICES LINE ITEM IN THE EMERGENCY OUTREACH COST CENTER IN THE 2019 BUDGET AND APPROPRIATING \$220,000 INTO THE MENTAL HYGIENE LAW LINE ITEM WITHIN THE MENTAL HEALTH ADMINISTRATION COST CENTER IN THE 2019 BUDGET TO COVER THE 2019 MENTAL HYGIENE BILL COSTS MADE BY MR. ROUSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Public Health

1. **Diabetes Coalition** – Mrs. Smith informed the committee that the Diabetes Coalition had been formed on October 15, 2010 and this coalition served Steuben, Chemung and Schuyler counties. This coalition was later disbanded on July 17, 2019. Over the years the coalition had raised \$4,559.29 and the group decided to set these funds aside for children, in the three-county area, with a diabetes diagnosis to be able to attend the American Diabetes Association’s Camp Aspire. She requested authorization to transfer these funds from the Diabetes Coalition to the S2AY Rural Health Network, who has agreed to accept and distribute these scholarships for Camp Aspire.

MOTION: AUTHORIZING THE TRANSFER OF \$4,559.29 FROM THE DIABETES COALITION TO THE S2AY RURAL HEALTH NETWORK FOR THE PURPOSE OF DISTRIBUTING SCHOLARSHIPS FOR CAMP ASPIRE MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Public Works

1. *Budget Transfer* – Mr. Spagnoletti requested authorization to transfer \$2,400 from the 2019 Major Equipment line to the 2019 contractual line to pay for year-end invoices.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$2,400 FROM THE 2019 MAJOR EQUIPMENT LINE TO THE 2019 CONTRACTUAL LINE TO PAY FOR YEAR-END INVOICES MADE BY MR. ROUSH. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

G. Emergency Management Office

1. **Acceptance of FY19 SICG Grant** – Mr. Wheeler requested authorization to accept a FY19 Statewide Interoperable Communications Grant in the amount of \$796,257. These funds will be used for radio maintenance and ongoing radio projects.

MOTION: AUTHORIZING THE DIRECTOR OF THE EMERGENCY MANAGEMENT OFFICE TO ACCEPT A FY19 STATEWIDE INTEROPERABLE COMMUNICATIONS GRANT IN THE AMOUNT OF \$796,257 MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

H. District Attorney

1. **Budget Transfer** - Mr. Terwilliger requested authorization to transfer \$6,000 from the 2019 Fringe line into the 2019 contractual lines to cover expenses, specifically for witness fees and travel reimbursements. He explained they had more grand juries and they also had an extradition to California.

MOTION: AUTHORIZING THE DISTRICT ATTORNEY TO TRANSFER \$6,000 FROM THE 2019 FRINGE LINE ITEM INTO THE 2019 CONTRACTUAL LINE ITEMS TO COVER EXPENSES, SPECIFICALLY FOR WITNESS FEES AND TRAVEL REIMBURSEMENT MADE BY MR. ROUSH. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

I. Commissioner of Finance

1. **Monthly Reports** – Ms. Fitzpatrick asked there was a budget transfer in the Jail Budget between other expenses and minor sales – other. What is that? Mrs. Hurd-Harvey replied that is an annual transfer that we use to set up the Commissary budget.

2. **Year-End Budget Transfers and Adjustment** – Mrs. Hurd-Harvey presented the year-end budget transfer for approval. These include adjusting the actual sales tax payments to municipalities; fund the General Fund Salary and Fringe Items; fund the Landfill Salary and Fringe lines; fund the County Road Salary and Fringe lines; a 2019 end of year Records budget adjustment; fund the end of year IT chargebacks; 2019 Workers’ Comp Reserve end of year transfers; transfer out of Machine Fund to Diesel and Unleaded Fuel lines

and appropriating a total of \$1.5 million of additional Landfill revenue and appropriating \$300,000 into OPEB, \$10,000 into Workers' Compensation Reserve, \$15,000 into IT Chargeback, \$700,000 into post closure expenses, \$186,000 into leave accruals and \$100,000 into miscellaneous accounts.

MOTION: APPROVING THE 2019 YEAR-END BUDGET TRANSFERS AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. ROUSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Hurd-Harvey presented 2020 budget transfers for approval. The first is setting up the budget line for the forfeiture accounts for the State Police, District Attorney and Sheriff; \$16,760 for the State Police, \$24,329 for the District Attorney and \$12,353 for the Sheriff. The second transfer is rolling forward the Suicide Prevention donation for the Office of Community Services in the amount of \$4,486.

MOTION: APPROVING THE 2020 BUDGET TRANSFERS TO SET UP THE FORFEITURE ACCOUNTS AND ROLLING FORWARD THE SUICIDE PREVENTION DONATION AS PRESENTED BY THE COMMISSIONER OF FINANCE MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Contingent Fund Transfer** – Mrs. Hurd-Harvey requested authorization to transfer \$35,000 from the 2019 Contingent Fund to the Nichol Inn Capital project to pay for engineering costs related to the environmental monitoring of the Nichol Inn property. Mr. Orcutt explained we are still doing the well monitoring and there are costs associated with the sampling of the wells.

MOTION: AUTHORIZING A TRANSFER OF \$35,000 FROM THE 2019 CONTINGENT FUND INTO THE NICHOL INN CAPITAL PROJECT TO PAY FOR ENGINEERING COSTS RELATED TO THE ENVIRONMENTAL MONITORING OF SAID PROPERTY MADE BY MR. ROUSH. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Mr. Malter asked what is the plan for this property? Mrs. Hurd-Harvey replied they have had several people who have expressed interest. Ms. Prossick stated they have actively been working to come up with a plan.

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. NICHOLS. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CANCEL TAXES AND ISSUE A CERTIFICATE OF PROSPECTIVE CANCELLATION RELATIVE TO PARCEL #151.80-01-041.000 SITUATE IN THE CITY OF HORNELL MADE BY MR. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CANCEL TAXES AND CHARGE TAXES BACK TO THE SCHOOL DISTRICT AND TOWN RELATIVE TO PARCEL #563.00-06-004.000 MADE BY MR. MALTER. 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. NICHOLS. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. MALTER. 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, 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, March 4, 2020