

**STEBEN COUNTY FINANCE COMMITTEE**

*Tuesday, January 14, 2020*

*9:50 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, NY 14810*

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

<b>COMMITTEE:</b>	Kelly H. Fitzpatrick, Vice Chair Gary B. Roush	John V. Malter	Robert V. Nichols
<b>STAFF:</b>	Jack K. Wheeler Jennifer Prossick Andy Morse Tammy Hurd-Harvey	Christopher Brewer Craig Patrick Darlene Smith Noel Terwilliger	Vicki Olin Rob Wolverton Patty Baroody James Allard
<b>LEGISLATORS:</b>	Scott J. Van Etten Jeffrey P. Horton	Carol A. Ferratella Frederick G. Potter	K. Michael Hanna
<b>ABSENT:</b>	Gary D. Swackhamer, Chair		
<b>OTHERS:</b>	Mary Perham, <i>The Leader</i>		

**I. CALL TO ORDER**

Ms. Fitzpatrick called the meeting to order at 9:50 a.m. and asked Mr. Malter to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE DECEMBER 10, 2019, AND DECEMBER 16, 2019, MEETINGS MADE BY MR. NICHOLS. SECONDED BY MR. ROUSH. MOTION CARRIES 3-0-1. (MR. MALTER ABSTAINED AS HE WAS NOT A MEMBER OF THE COMMITTEE AT THAT TIME)**

**III. DEPARTMENT REQUESTS**

A. Elections

1. **Budget Transfer** – Mrs. Olin requested authorization to transfer a total of \$109,000 from various 2019 budget line items into the Voting Machines Capital Project for the future purchase of voting machines. She explained they did not have a full primary last year so there was some extra money.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER A TOTAL OF \$109,000 FROM VARIOUS 2019 BOARD OF ELECTIONS OPERATING ACCOUNTS INTO THE VOTING MACHINES CAPITAL PROJECT MADE BY MR. NICHOLS. SECONDED BY MR. ROUSH FOR DISCUSSION.**

Mr. Nichols asked when will the machines be purchased? Mrs. Olin replied they will begin purchasing in 2021, but not later than 2022. Mr. Nichols asked will they be the same style of machine? Mrs. Olin replied there is one machine that is from the same company they currently are using that has some revisions, but we are not thrilled with it. The company did not change the software and it is very cumbersome. There is another machine that is a touchscreen and it is very large and we think it will be better because voters will not have to fill in the ovals. This machine also comes with a curtain and has a paper printout and shows on the screen your votes before you cast your ballot. The problem is when the ballot is printed, it prints with a bar code and you cannot read the bar code.

Mrs. Olin stated when they went to their State conference they saw another new machine, but that has not yet been certified.

Mr. Nichols asked are there any concerns with the touchscreen that the votes will not get counted? Mrs. Olin replied if the machine has been certified it has gone through rigorous testing and we do our own testing on each machine prior to the election. Mr. Horton asked when you purchase the machines, will the entire County get new machines? Mrs. Olin replied last time we did a replacement, it was across the board. She stated she would rather do it all at once for training purposes.

**VOTE ON PREVIOUS MOTION. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

B. District Attorney

1. **Re-appropriate 2019 Equipment Funding to Purchase Surveillance Equipment** – Mr. Terwilliger requested authorization to re-appropriate \$16,000 in unexpended funds from the 2019 Major Equipment line to the 2020 Major Equipment line and amend the Major Equipment List to include the purchase of covert surveillance equipment. He stated this was approved by the Public Safety & Corrections Committee. Since that meeting, things have come to light with regard to Discovery. Now the criminal histories are being provided to defense counsel and that will require more data entry. He stated that at this time, the District Attorney does not want to spend this money on equipment as he may need to go to committee to request additional staff.

Mr. Wheeler suggested the committee re-appropriate the funding to the 2020 Major Equipment line and if the District Attorney wants to do something different, he will need to come back to the committee for authorization.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RE-APPROPRIATE \$16,000 OF UNEXPENDED MAJOR EQUIPMENT LINE FUNDS FROM THE DISTRICT ATTORNEY'S 2019 BUDGET INTO THE 2020 BUDGET, AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE COVERT SURVEILLANCE EQUIPMENT MADE BY MR. ROUSH. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Sheriff's Office

1. **Accept 2020 Police Traffic Services Grant** – Sheriff Allard requested authorization to accept the 2020 Police Traffic Services Grant from the Governor's Traffic Safety Committee in the amount of \$8,010. This funding will pay for overtime costs for seatbelt details, specialized enforcement and car seat details.

**MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE 2020 POLICE TRAFFIC SERVICES GRANT FROM THE GOVERNOR'S TRAFFIC SAFETY COMMITTEE IN THE AMOUNT OF \$8,010 MADE BY MR. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Re-Appropriate Funds for UPS with Bypass Switch** - Sheriff Allard informed the committee they were unable to get the bids done in 2019 for the replacement of the UPS with Bypass Switch. He requested authorization to re-appropriate \$7,700 from the 2019 Major Equipment line item into the 2020 Major Equipment line item to purchase and install the UPS with Bypass Switch.

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RE-APPROPRIATE \$7,700 FROM THE JAIL'S 2019 MAJOR EQUIPMENT LINE ITEM TO THE 2020 MAJOR EQUIPMENT LINE ITEM FOR THE PURCHASE AND INSTALLATION OF A UPS WITH BYPASS SWITCH FOR THE CONTROL ROOM IN THE STEUBEN COUNTY JAIL AND AMENDING THE JAIL'S 2020 MAJOR EQUIPMENT LIST TO REFLECT THE SAME MADE BY MR. ROUSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0**

3. **Re-appropriate Funds for Water Line Capital Project** - Sheriff Allard explained they had previously budgeted \$37,500 to purchase a dishwasher for the Jail. After some analysis, they determined it would be better to lease the dishwasher for \$4,800 per year. That leaves us with \$32,700. Sheriff Allard explained they

are currently on year three of the water line replacement project and the prices have increased from the original bid. He requested authorization to re-appropriate the \$32,700 from the 2019 Major Equipment line into the capital project entitled "Replace Water Lines in the Jail".

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO RE-APPROPRIATE \$32,700 FROM THE JAIL'S 2019 MAJOR EQUIPMENT LINE TO THE CAPITAL PROJECT ENTITLED "REPLACE WATER LINES IN THE JAIL" MADE BY MR. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

D. Public Health

1. **Lead Grant** – Mrs. Smith requested authorization to accept a Lead Grant from the United Way of the Southern Tier in the amount of \$3,000. This is unrestricted funding and our intent is to use some of these funds to purchase supplies to assist families in the remediation of lead in their homes.

**MOTION: AUTHORIZING THE PUBLIC HEALTH DIRECTOR TO ACCEPT A LEAD GRANT IN THE AMOUNT OF \$3,000 FROM THE UNITED WAY OF THE SOUTHERN TIER MADE BY MR. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

E. Office for the Aging

1. **Approving New Contract with Comfort Keepers** – Mrs. Baroody requested authorization to enter into a new contract with Comfort Keepers for Level I EISEP Home Care Services for \$10,000 annually. This is new home care funding that was not budgeted for. Mr. Nichols asked is this to help keep seniors in their homes? Mrs. Baroody replied this service is for anyone over the age of 60 that meets the qualifications for home care.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ENTER INTO A NEW CONTRACT WITH COMFORT KEEPS FOR LEVEL I EISEP HOME CARE SERVICES FOR \$10,000 ANNUALLY MADE BY MR. ROUSH. SECONDED BY MR. NICHOLS FOR DISCUSSION.**

Mr. Roush asked are there income requirements? Mrs. Baroody replied we have a sliding scale. The rate is \$30.00 per hour and we are allowed to reduce that by \$0.36 per hour because we do the assessment for the cases. Ms. Fitzpatrick asked how many hours of coverage will you get for this? Mrs. Baroody replied our advocacy efforts have paid off and the funding is coming from the EISEP Program. There is never enough and this funding will not go far. This is a new vendor and is just to get them started. Mr. Nichols asked is this for cleaning and laundry? Mrs. Baroody replied yes, the only thing that is excluded is hands-on care and that would be Level II.

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

F. Commissioner of Finance

1. **Monthly Reports** – Mr. Malter asked with regard to the budget transfers for the Jail, if we are reducing the population at the Jail, why are we making transfers into the food and kitchen accounts? Mr. Wheeler replied these transfers are to pay the bills prior to when we saw the population reduction.

Ms. Fitzpatrick asked on page four of the Budget Transfers, what are the transfers into and out of Social Services Admin accounts for overtime? Mrs. Hurd-Harvey replied there are multiple over time lines by program or by grant and they needed to move the overtime money around. Ms. Fitzpatrick stated that with budget transfers into and out of the same accounts, is there any way to combine those into one entry? Mrs. Hurd-Harvey replied it is difficult as much are initiated by the departments.

G. County Manager

1. **Mortgage Tax Extension** - Mr. Wheeler informed the committee that we are required to request an extension of our Mortgage Tax. He is requesting approval to request the legislation.

**MOTION: REQUESTING AN EXTENSION OF THE MORTGAGE TAX UNDER TAX LAW SECTION 253-S MADE BY MR. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

2. **Broadband Expansion Study** – Mr. Wheeler requested authorization to spend up to \$75,000 on the Broadband Expansion Study out of the Southern Tier Fiber Capital Project. The estimated cost of the study is \$55,000. Mr. Malter asked how many studies are ongoing at this point? Mr. Wheeler replied we have this one and the EMS study.

**MOTION: AUTHORIZING THE COUNTY MANAGER TO SPEND UP TO \$75,000 ON THE BROADBAND EXPANSION STUDY, THE COST TO BE PAID OUT OF THE SOUTHERN TIER FIBER CAPITAL PROJECT MADE BY MR. ROUSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

Mr. Nichols asked how many other areas in the County are bad with respect to internet access? Mr. Wheeler replied we have areas in Bath, Bradford, Avoca, Howard, Town of Dansville, Urbana and Wayne. Mrs. Ferratella commented Hornby and Caton are also bad.

**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 CORPORATION AND SECTION 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. MALTER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO PUT PARCEL #283.00-01-044.110, SITUATE IN THE TOWN OF CORNING, BACK INTO THE 2020 TAX FORECLOSURE SALE 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. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: REQUESTING LEGISLATION FOR AN EXTENSION AUTHORIZING AN ADDITIONAL ONE PERCENT SALES TAX FOR STEUBEN COUNTY AND RECOMMENDING THAT \$820,000 BE PAID TO THE CITY OF CORNING; \$820,000 BE PAID TO THE CITY OF HORNELL; AND THE SUM OF \$790,000 BE PAID TO THE TOWNS AND VILLAGES BASED UPON THEIR RESPECTIVE EQUALIZED FULL VALUE MADE BY MR. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

**MOTION: TO ADJOURN MADE BY MR. NICHOLS. 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, February 11, 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, February 5, 2020**