

STEBEN COUNTY FINANCE COMMITTEE

Tuesday, October 9, 2018

10:25 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
- STAFF:** Jack K. Wheeler Mitchell Alger Pat Donnelly
Tammy Hurd-Harvey Kathy Muller Lise Reynolds
Jennifer Prossick Jim Allard Brooks Baker
Judy Hunter Hank Chapman
- LEGISLATORS:** Joseph J. Hauryski Carol A. Ferratella K. Michael Hanna
Hilda T. Lando John V. Malter Frederick G. Potter
Thomas J. Ryan
- ABSENT:** Gary B. Roush Brian C. Schu
- OTHERS:** Mary Perham
James Bassage, Steuben Prevention Coalition
Colleen Banik, Steuben Prevention Coalition
James Post, *The Leader*

I. CALL TO ORDER

Mr. Van Etten called the meeting to order at 10:25 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 11, 2018, MEETING MADE BY MS. FITZPATRICK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENT REQUESTS

A. Sheriff's Office

1. **Grants** – Sheriff Allard requested approval of the following grants: STEP for \$9,630, Child Passenger Safety for \$10,000, Bicycle Safety for \$12,500, Homeland Security for \$32,491, Legislative Initiative funding from Senator O’Mara in the amount of \$8,000 to be used for the purchase of steel plate carriers and Legislative Initiative funding from Senator O’Mara in the amount of \$15,000 for the purchase of a License Plate Reader.

MOTION: APPROVING THE FOLLOWING GRANTS FOR THE SHERIFF’S OFFICE: STEP - \$9,630; CHILD PASSENGER SAFETY - \$10,000; BICYCLE SAFETY - \$12,500; HOMELAND SECURITY - \$32,491; LEGISLATIVE GRANT FOR STEEL PLATE CARRIERS – \$8,000; AND LEGISLATIVE GRANT FOR LICENSE PLATE READER - \$15,000 MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Create Capital Project for Fencing** - Sheriff Allard stated he has funding in his Major Equipment line for fencing around the Jail. The initial estimate one year ago was \$26,300. We just rebid and it came in at \$39,975 due in large part to increases in the cost of materials. We still have money available in that

line item. He requested authorization to create a capital project and budget for this project next year and have it done in early spring.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CREATE A CAPITAL PROJECT FOR THE FENCING OF THE JAIL AND TRANSFERRING \$26,300 FROM THE 2018 JAIL MAJOR EQUIPMENT LINE INTO SAID CAPITAL PROJECT MADE BY MS. FITZPATRICK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

3. **Approve Second Phase of Water Line Project** - Sheriff Allard informed the committee that they have been working on replacing the water lines in the Jail as there has been significant erosion and failures. We are doing the project over the course of three years. He requested authorization to start the second phase of the project next year. The second phase will cost \$91,972.88 and they have money available in the capital project.

MOTION: AUTHORIZING THE SHERIFF TO PROCEED WITH THE SECOND PHASE OF THE WATER LINE PROJECT IN 2019 MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Department of Social Services

1. **Child Advocacy Center** – Ms. Muller informed the committee that they have received a grant from the State to create a Child Advocacy Center (CAC). We are one of only six counties in the State that do not have a CAC and they are asking us to develop one. One component of the grant is to use funding to purchase a Winnebago for a mobile unit. Having a mobile unit reduces the number of times a child is interviewed and helps to reduce the trauma. The funding from the State will allow for both a mobile unit and a stationary site. We have been talking with Ira Davenport Hospital about establishing a site on their property. Having a stationary site at Ira Davenport Hospital will also provide easy access to doctors and nurses to do medical evaluations.

Mr. Baker stated the mobile piece is huge. This would be a custom made Winnebago. A single CAC does not work in a County of our size. We can send the mobile unit almost as an emergency response vehicle. Ms. Muller explained the total amount of funding over three years is \$750,000. The first year would be \$250,000 for the purchase of the Winnebago, \$150,000 for start-up and general operating expenses and \$50,000 for vehicle maintenance. The second and third years would be \$100,000 for operational expenses and \$50,000 for vehicle maintenance. In addition to this funding, the Office of Children & Families has put out an RFP and if we apply, we may be eligible for an additional \$50,000 to incorporate child fatality reviews. This would also enhance how to prevent child fatalities in the future. If approved, that would be a \$50,000 per year grant for five years and would supplement what we are doing with the CAC. Additionally the Office of Victim Services is putting out an RFP that will also award a five-year allocation to continue funding for both of these programs.

Mr. Wheeler stated that is one of the conversations we have had; the long-term plan. Should the funding run out, then that would be a stopping point and a re-evaluation of what you do.

Mr. Van Etten commented you will never spend \$50,000 per year on maintenance of the Winnebago. Will there be an on-board generator? Otherwise, you will need to keep the Winnebago running in order to have electricity, water, etc. Mr. Baker replied the Winnebago has not been built, and that is something that we can tweak to have included. Mr. Van Etten asked what will this look like putting it into the community and parking? Mr. Baker replied the State will require us to have a logo on it; however, the idea is to make it look like a Winnebago.

Mr. Ryan asked with the situation with court space, has any thought been given to using the third floor for the CAC? Mr. Wheeler replied currently we are undergoing a space review with the State courts and he does not believe that the third floor of the new building will be vacant for long.

Mr. Baker stated one of the critical pieces is getting medical evidence and if the stationary site is closer to a medical facility, then hopefully there will be a better chance of cooperation.

Mr. Swackhamer asked what kind of personnel will be needed to staff this? Ms. Muller replied there will be a part-time coordinator and then we would have individuals on staff that we currently employ. That would include a representative from Child Protective, District Attorney, Law Enforcement, Behavioral Health, medical staff and a victim advocate. Mr. Baker stated these individuals are already participating on the CART team.

Ms. Fitzpatrick asked of the other counties that have a CAC, how many have a mobile unit? Ms. Muller replied we would be the first. Mr. Baker stated the mobile units are relatively rare and are mostly utilized in the western states. Ms. Fitzpatrick asked what is the average number of these cases that we have had over the last five years? Ms. Muller replied we did a three-year look back and probably have 12 new cases per month that would go through the CAC.

Mrs. Ferratella asked what is the age range? Mr. Baker replied the CAC is primarily for minors 17 and under. We could use the mobile unit for a bad domestic violence case, or any other. Ms. Muller stated we have had abuse cases for children as young as 2 years.

Ms. Fitzpatrick asked how do we currently handle these cases? Mr. Baker replied they are interviewed at a school, police department, State Police and sometimes in the home. However, there are no videotaping capabilities. Ms. Fitzpatrick asked could we contract with other counties? Mr. Baker replied we do not contract with other counties, although once in a while we have used an agency in Rochester, but you need to schedule appointments.

Mrs. Lando asked what happens at the end of three years? Ms. Muller replied if we decide that the mobile unit is not an effective tool, we would give it back to the State. Sheriff Allard stated we need a safe place for child witnesses. You want to have a safe place to interview a child and provide counseling to them after the fact. Almost every domestic violence incident we investigate, there is almost always a child involved in that. Having to take them to Rochester or Chemung increases the trauma on a child who is an unintentional victim and witness to a crime.

Mr. Swackhamer asked who would be in charge of this? Mr. Wheeler replied it would be a contract with Social Services. Mr. Van Etten commented you may find after three years that the permanent site serves you better than the mobile and you could create another permanent site in a different area of the County.

Ms. Fitzpatrick stated this is arguably a lot of money and she is not against helping children, but she is having a hard time with the money; no matter where it is coming from. She also has concerns about the Winnebago driving from the ends of the County in the winter. The other big piece is the medical.

Mr. Swackhamer asked who will be driving the mobile unit and how are we paying for that? Mr. Baker replied there is money in the grant that will be used to pay the driver and the driver may be someone in law enforcement that is trained. Mr. Swackhamer stated the person would need to be on call 24/7. Ms. Fitzpatrick stated that is not built into the price. Mr. Wheeler stated there is \$50,000 for vehicle maintenance and there is \$200,000 over two years that you could use to fund that part. Mr. Baker commented we may be able to find an individual who is retired from law enforcement to do this.

Mr. Van Etten stated he agrees that this is taxpayer money whether from the County or State, but if the State is giving away three mobile units and we are getting one at no cost to us for three years, then it is worth doing. At the end of three years, we will have learned a lot. If we do not take it, the State will give that money away to another county. Ms. Fitzpatrick stated it is not just about the money. It is about something we need to do for things that are happening in this County; we can't just do it for a year and then walk away. She believes more in the stationary CAC's as it seems as though those might be less expensive. Her concerns are with who is driving the mobile unit, driving the Winnebago during the winter and the salt destroying the Winnebago. Mr. Swackhamer stated and what about pipes freezing in the winter if it is not winterized. Mr. Van Etten stated there are people that stay in campers during the winter and they do not have issues with freezing. Mr. Baker commented he has to presume that the State has thought about those issues.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT GRANT FUNDING FROM THE STATE IN THE AMOUNT OF \$750,000 OVER THREE YEARS TO IMPLEMENT A MOBILE CHILD ADVOCACY CENTER WITH THE UNDERSTANDING THAT AT THE END OF THREE YEARS THIS WILL BE DISCONTINUED UNLESS DISCUSSED AGAIN MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Office of Community Services

1. **Budget Adjustment** - Dr. Chapman requested authorization to transfer \$130,000 from the Mental Health Clinic contracts for services line item and reallocating to the contracts for services line items in the following cost centers: Alcohol Clinic – Bath - \$10,000; Alcohol Clinic – Corning - \$30,000; Health Homes – Children - \$15,000; and PROS Services - \$75,000.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$130,000 FROM THE MENTAL HEALTH CLINIC CONTRACTS FOR SERVICES LINE ITEM AND REALLOCATING TO THE CONTRACTS FOR SERVICES LINE ITEMS IN THE FOLLOWING COST CENTERS: ALCOHOL CLINIC – BATH - \$10,000; ALCOHOL CLINIC – CORNING - \$30,000; HEALTH HOMES – CHILDREN - \$15,000; AND PROS SERVICES - \$75,000 MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Swackhamer asked would your department work with the Child Advocacy Center? Dr. Chapman replied yes. That is a specialty of Family Services and we do work with them. In many instances there are other mental health issues that are relevant.

2. **Prevention Coalition Funding Request** – Dr. Chapman introduced Colleen Banik and Jim Bassage from the Steuben Prevention Coalition. They unfortunately did not get the DFC grant funding that they have received for the past five years. They are requesting approval of gap funding in the amount of \$5,681 to get them through the end of 2018. Catholic Charities has already committed to giving them \$10,000. Mrs. Lando explained this is bare bones gap funding.

MOTION: AUTHORIZING A TRANSFER OF \$5,681 FROM THE CONTINGENT FUND AND APPROPRIATING TO THE STEUBEN PREVENTION COALITION FOR GAP FUNDING THROUGH THE END OF 2018 MADE BY MS. FITZPATRICK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

Mr. Van Etten asked if they could also explain to them their gap funding request for 2019. Ms. Banik replied for 2019 we are looking at gap funding of \$37,724 and that's with Catholic Charities committing to provide \$25,000. This funding will allow for the continuation of multiple trainings, annual TIPS training, the Prevention Needs Assessment Survey, among many other things. This will also help with website and resource maintenance.

Mr. Swackhamer asked did you apply for other funding? Mr. Bassage replied yes and no. Catholic Charities is contributing \$25,000 for 2019. Our coalition members are approaching different entities to ask for funding for certain specific activities with the hopes that those entities would continue to provide sustainability funding.

Mr. Wheeler asked if Catholic Charities would be open to covering the administrative costs as well. He is looking at the sustainability at very bare bones. Mr. Bassage replied he thinks Catholic Charities already is contributing in-kind to those kinds of things. We are covering those costs with this budget. Mrs. Lando stated next year they will resubmit for DFC grant funds. Mr. Van Etten asked would the Corning Foundation entertain providing some funding? Mrs. Lando stated she thinks they are being asked.

D. Commissioner of Finance

1. **Monthly Reports** – Mr. Donnelly asked if there were any questions on the monthly reports.

2. **Tax Foreclosures** – Mr. Donnelly explained we had a tax foreclosure on two properties in 1984, Tax Map #'s 166.05-01-021.000 and 166.05-01-022.000 both situate in the City of Hornell. The foreclosure was conducted pursuant to Article 10 of RPTL, and that law was repealed in 1992 or 1993. The former owners, both of whom are now deceased, did not record the re-conveyance instrument we sent them in December 1984. An attorney for the estate has requested replacement deeds. Mr. Donnelly stated he will confer with the Law Department regarding the type of document. Mr. Reed stated the issue is what is the best way to do this. We could do an affidavit with attachment, or a replacement deed.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TAKE APPROPRIATE ACTIONS PURSUANT TO THE LAW DEPARTMENT'S RECOMMENDATIONS RELATIVE TO REPLACEMENT DEEDS FOR PARCEL # 166.05-01-021.000 AND #166.05-01-022.000 MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Request to Cancel Taxes** – Mr. Donnelly requested authorization to cancel taxes on a number of parcels, including four that are owned by the Land Bank.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO WITHDRAW THE FOLLOWING PARCELS FROM THE TAX FORECLOSURE AND CANCEL THE TAXES AS UNCOLLECTABLE: #166.25-03-059.000 SITUATE IN THE CITY OF HORNELL, #166.26-01-037.000 SITUATE IN THE CITY OF HORNELL, #299.19-02-088.000 SITUATE IN THE CITY OF CORNING, #299.19-03-060.000 SITUATE IN THE CITY OF CORNING, #166.00-01-016.200/48 SITUATE IN THE TOWN OF HORNELLSVILLE, #136.05-01-023.220/14 SITUATE IN THE TOWN OF HORNELLSVILLE, #136.05-01-023.220/104 SITUATE IN THE TOWN OF HORNELLSVILLE AND #424.00-01-057.111/1 SITUATE IN THE TOWN OF LINDLEY MADE BY MR. SWACKHAMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Ms. Fitzpatrick stated she received a call from the Bath Village Mayor regarding the park at Mossy Bank not being exempt like the rest of the property. The park also encompasses the pond. Somehow the exemption is on the mapping software, but not on the assessments. She stated there is a similar issue in the Village of Savona relative to a park that is near the school and some playground equipment and is near the salt storage and big hill. This is not currently exempt by the County. Mr. Donnelly stated with regard to Mossy Bank there was a similar issue with the park in Hammondsport and it was exempted as it was not contiguous with the village. We will need to look at it. Mr. Wheeler commented the area the Mayor is referring to is the fishing pond and pavilion before the entrance to the park. We will research the options and bring it back to committee next month. Mr. Donnelly commented we will look at the options in Savona and see if there is any land that is contiguous and bridges the gap.

MOTION: TO ADJOURN MADE BY MS. FITZPATRICK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

**Tuesday, November 13, 2018
Legislative Committee Room
9:30 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, November 7, 2018**

****BUDGET WORKSHOP****

**Wednesday, November 7, 2018
Legislative Committee Room
11:00 a.m.**