

FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES  
APRIL 10, 2009

FINANCE & PERSONNEL COMMITTEE MEMBERS PRESENT: G. Hall, Brown, LaPointe, Trinkle, Scribner, Rymph, Shay, Lindsay, Hurley, Campbell

FINANCE & PERSONNEL COMMITTEE MEMBERS ABSENT: Henke

SUPERVISORS: Wilbur, Banks, Suprenant, Alexander

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Dan Martindale, Deputy County Attorney

Bill McCarty, Director RPTS

Barbara Winchell, Personnel Director

Nick Riesman, Post Star

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – March 12, 2009
- 3) Department Reports/Requests:
  - A. Treasurer
    - a. Monthly Reports – HF Resource Recovery Plant Shortfall, Sales Tax
    - b. Convey Tax Sale Parcel (Road) to the Town of Dresden
  - B. County Administrator
    - a. Budget Amendment –
      - i. Mental Health - \$63,000 100% NYS OASAS Funds
    - b. Consider Proposal – Mike McCarthy – PV/PH Potential Options Regarding Delivery of Services
    - c. Debt Service
  - C. Handbook Change – Family Leave Act
  - D. Budget Workshop
- 4) Other Business
- 5) Adjournment

Chairman G. Hall called the meeting to order at 9:30 A.M.

A motion to approve the minutes of the March 12<sup>th</sup> meeting was moved by Mr. Scribner, seconded by Messrs. Lindsay and Shay and adopted.

MENTAL HEALTH – Rob York, Director of Community Services, and David Saffer, Director of Council for Prevention, addressed the funding from NYS OASAS for a gambling prevention initiative and distributed handouts as follows: Problem Gambling Fact Sheet and Health Awareness, Problem Gambling Often Overlooked, on file. The NYS Office of Alcohol and Substance Abuse Services has identified gambling in New York as a problem and have incorporated addressing that issue in their five-year plan. To accomplish that goal, they have designated a funding stream through a competitive process to allow counties to submit proposals for problem gambling prevention and the funding would allow the hiring of a coordinator. Mr. Saffer, Director of Council for Prevention, submitted proposals for both Warren and Washington Counties. A survey was done by the Council with youth in our County, we know that it is a matter that needs to be addressed. Warren County was awarded a similar grant. This is a community wide effort not just focused on adolescents. Forty-two counties in the state have gambling prevention programs. This is the third round of RFPs/funding, the first going to counties with racinos. The State dedicated \$4.8M to gambling addiction issues. This is not a county mandate. Mr. York stated he does not believe there is a deadline for accepting these funds. He stated they are concerned with the problem gambler that carries over to affecting their family life, job and mental health issues. The Council will hire someone to work in the county in the schools, community centers, and senior activities. The District Attorney praised the work of both the Council for Prevention and Mr. York, Community Services/Mental Health. A motion to amend 2009 Budget – Mental Health to accept \$63,000 in 100% OASAS funding to contract with the Council for Prevention

for gambling and suicide prevention was moved by Mr. LaPointe, seconded by Mr. Lindsay and defeated on the following roll call vote: AYES (5) G. Hall, LaPointe, Trinkle, Lindsay, Hurley, NOES (4) Brown, Scribner, Shay, ABSENT (2) Henke, Campbell, ABSTAIN (0). This matter was referred back to the Human Services Committee for further consideration. The committee requested a copy of the RFP submitted regarding this initiative.

Finance Committee Member - Mr. Campbell arrived at 10:15 A.M.

SHERIFF – Sheriff Leclaire stated he brought a proposal to apply for stimulus funds, COPS grant, to the Public Safety Committee addressing the deputy position due to the Village of Salem terminating their contract for coverage. He proposed a COPS grant that would require that the workforce remain constant. He contacted the Village of Salem to see if they would like to contribute (pay 4<sup>th</sup> year) or the other proposal submitted by the Sheriff was to pay out of his current personnel budget line and address in the next budget cycle. The Mayor of the Village of Salem was interested at looking at the fourth year payment. Chairman Hall stated if we approve this grant then the Sheriff's staff is locked in for four years. The grant-filing deadline is Tuesday, April 14<sup>th</sup>. Sheriff Leclaire stated there is no need to go forward with the grant if the County does not plan to move forward with acceptance. Captain Reynolds stated this is stimulus funding and recommends applying. The opposition to the grant is that it impacts future budgets. If the County accepts the COPS grant then the Sheriff's workforce remains constant and there is no opportunity to review or adjust the staffing level in the Sheriff's department. A motion to move forward with option A to apply for COPS grant was moved by Mr. Brown, seconded by Mr. Campbell and defeated. A motion to move forward with option B, "to take the amount of revenue loss out of the part-time budget line to cover the remaining months of 2009 and keep this officer on pending the 2010 budget and a potential retirement" per Sheriff's handout dated 4/7/09, was moved by Mr. Brown, seconded by Messrs. Lindsay and Scribner and adopted on the following roll call vote: AYES (6) G. Hall, LaPointe, Trinkle, Scribner, Lindsay, Hurley, NOES (4) Brown, Rymph, Shay, Campbell, ABSENT (1) Henke, ABSTAIN (0).

DEPARTMENT OF SOCIAL SERVICES – Tammy DeLorme, Commissioner Department of Social Services, addressed the revenue projection shortfall and distributed the attached handout. Kevin Hayes, County Administrator, stated the revenue numbers would be looked at by both the county and state auditors. Kevin stated this would take a few months to complete. These programs will be audited/analyzed for review by the Human Services Committee. Tammy believes the shortfall figure is more in the range of \$432,000. The County is receiving FMAP stimulus monies that will help close the revenue gaps but this funding is slated to end in 2011.

#### TREASURER:

Kevin Hayes, County Administrator, addressed the following items in the absence of the County Treasurer:

- Monthly Reports:
  - Sales Tax Report was distributed, on file. Under \$60,828.41 compared to the same reporting period last year. Sales taxes are under year to date a total of \$169,413.90 compared to last year at this same reporting period.
  - Shortfall Report 2008 distributed, on file.

Bill McCarty, Director of Real Property, addressed the following item in the absence of the County Treasurer:

- Conveys Tax Sale Parcel (Road) to the Town of Dresden – A private road in the Town of Dresden was acquired by the County and the resolution was never done to transfer this parcel to the Town of Dresden. A motion to convey tax sale parcel (road) to the Town of Dresden was moved by Mr. LaPointe, seconded by Messrs. Rymph and Scribner and adopted.

COUNTY ADMINISTRATOR:

- BUDGET AMEMDMENTS: Kevin Hayes, County Administrator, addressed the following budget amendments with the committee:
- Capital Project No. 73 – 911 Expedited Equipment Grant – A motion to close Capital Project No. 73 – 911 Expedited Equipment Grant and return any unspent local funds to the General Fund was moved by Mr. Shay, seconded by Mr. LaPointe and adopted
  - Authorize the Chairman to Sign Letter of Understanding with CSEA - A motion to authorize the Chairman to sign a side letter with CSEA agreeing to pay the same rate as the county approved mileage rate effective January 1, 2009 and to change the wording within the contract when and if the county changes the mileage reimbursement rate was moved by Mr. LaPointe, seconded by Mr. Lindsay and Mrs. Trinkle and adopted.
  - Amend 2009 Budget – Sheriff's Department to Purchase Photo ID System Using Crime Proceeds Funds – A motion to amend 2009 budget – Sheriff's Department, to purchase photo ID system using crime proceeds funds in the amount of \$4,100.00 was moved by Mr. Hurley, seconded by Messrs. Scribner and LaPointe and adopted.
  - Authorize Participation in the WeTip Anonymous Tip Line (proposal on file) and the Purchase of Child ID Kits and Amend 2009 Budget – District Attorney Crime Proceeds – A motion to authorize participation in the WeTip Anonymous Tip Line and purchase child ID kits for the Sheriff's Department to use in school presentations and the Washington County Fair at a cost of \$500 using crime proceeds for both requests was moved by Mr. LaPointe, seconded by Messrs. Scribner and Lindsay and adopted.
  - Authorize Chairman to Sign Agreement to Study Pleasant Valley and Home Health Nursing. Kevin Hayes, County Administrator, discussed the proposal submitted by McCarthy & Conlon, LLP to provide these consulting services, handout on file. A motion to authorize Chairman to sign agreement to study Pleasant Valley and Home Health Nursing was moved by Mr. Brown and seconded by Mr. Hurley. Discussion. Chairman G. Hall stated there are positions at both Pleasant Valley and Public Health that have not been funded and those funds can be used to pay for this study. Kevin stated the Adult Home should be looked at because it might be best not to be in that business. Mr. Hurley feels the Board should be able to make a decision prior to year-end on how the County proceeds. A motion to authorize the Chairman to sign agreement with McCarthy & Conlon, LLP to study Pleasant Valley and Home Health Nursing was moved by Mr. Brown, seconded by Mr. Hurley and adopted on the following roll call vote: AYES (7) G. Hall, Brown, LaPointe, Trinkle, Lindsay, Hurley, Campbell, NOES (3) Scribner, Rymph, Shay, ABSENT (1) Henke, ABSTAIN (0).

- Budget Amendment District Attorney – Kevin reported that the District Attorney is over budget for 2008 by about \$1,800 and a budget amendment is needed. He also stated that the District Attorney should explain why the need for this 2008 budget amendment to the Public Safety Committee. A motion to amend 2008 budget District Attorney moving funds from personnel to contractual was moved by Mr. Lindsay and seconded by Mr. Campbell. Discussion. Mr. Hurley asked for clarification on this budget amendment. Kevin Hayes, County Administrator, explained that he was unaware of this request until early this morning. The motion to amend 2008 budget District Attorney moving funds from personnel to contractual was moved by Mr. Lindsay, seconded by Mr. Campbell and adopted. Messrs. Brown and Hurley opposed.

DEBT SERVICE/BONDING – Kevin distributed and explained the attached County Borrowing handout. He also distributed the Treasurer’s schedule of debt principal and interest expenditures for the period January 1, 2008 through December 31, 2023, on file. The County Borrowing handout states “During the 2009 budget process, it was agreed that \$1million to cover repairs to County roads would be borrowed in 2009 and another \$1 million in 2010. It was also agreed that borrowing funds for the Colfax Radio Equipment Project, which was expected to total \$250,000, would be considered at the time the ACC \$2.5 million bond anticipation not (BAN) comes due. This BAN comes due in the middle of May 2009.” The County has to make the choice between BANs or serial bonds. Kevin recommends BAN for the entire amount. He stated another option is to pay some of the cost of Colfax down out of this year’s operating funds. Chairman G. Hall was leaning toward paying Colfax off. The consensus of the committee was to BAN the entire amount (Colfax included). Mr. Hurley would like the total County debt, how do we compare that with any state recommended limit and the comparison of our debt with other similar counties.

HANDBOOK CHANGES – Barbara Winchell, Personnel Director, addressed the following handbook change with the committee regarding Family and Medical Leave Act – Leave is Paid or Unpaid: (Note, a copy of the proposed handbook change attached.) The proposed change is additional wording clarifying leave time in the Family Medical Leave Act. A motion to approve handbook change for Family Leave Act was moved by Mr. Lindsay, seconded by Mr. Shay and adopted.

#### OTHER BUSINESS:

- Bill McCarty, Director of Real Property, discussed at the Public Safety Committee the option of reducing the work hours of Code Enforcement officers from 40 hours per week to 35 hours. He distributed a handout entitled: Code Enforcement Work Hour Options, attached and copies of applications submitted for 1/1/2005 – 4/8/2009, on file. A motion to accept option B, reduce hours from 40 to 35 hours per week working 7 hours per day, was moved by Mr. Hurley and seconded by Mr. Lindsay. Discussion. Bill stated that he has the option to allow staff to work over if needed without incurring overtime. A motion to amend that the Code Enforcement Administrator is authorized up to 40-hours as needed per employee was moved by Mr. Brown, seconded by Mr. Lindsay and adopted. The motion to accept option B, reduce hours from 40 to 35 hours per week working 7 hours per day was adopted as amended. The effective date of this change is April 30, 2009.
- IDA Appointment – Chairman Wilbur announced that Ted Berndt of Cambridge has expressed interest in serving on the Warren Washington Counties Industrial Development Agency.
- Authorizing the Retention of a Consultant for Needs Assessment of Internet Bandwidth and Intermunicipal Agreement between Counties of Warren, Washington and Hamilton, copy on file. This resolution is requesting that the County enter into an intermunicipal agreement to hire

a consultant to identify the broadband capacity available in the counties and to provide the impetus for the construction of such infrastructure to make sufficient broadband capacity available where it is currently not available. This intermunicipal agreement requires a \$40,000 funding commitment by the County. Discussion ensued on the company that recently made a presentation regarding this service to the Ag & Planning Committee and that broadband service was also included in of list of project submitted for stimulus funding. A presentation will be arranged for a future Ag & Planning Committee meeting with CBN Connect.

A motion to enter an executive for the purpose of collective negotiation pursuant to Article 14 of the Civil Service Law (the Taylor Law) was moved by Mr. Campbell, seconded by Mr. Hurley and adopted. A motion to return to regular session was moved by Mr. Brown, seconded by Mr. Hurley and adopted.

The Clerk announced that during executive session the Finance and Personnel committee considered and approved the following motion:

A motion to approve moving forward with exploring/investigating the option of summer hours, open at least 9 A.M. to 4 P.M., was moved by Mr. Lindsay, seconded by Mrs. Trinkle and adopted on the following roll call vote: AYES (7) G. Hall, Brown, LaPointe, Trinkle, Shay, Lindsay, Hurley, NOES (2) Scribner, Rymph, ABSENT (2) Henke, Campbell (note Mr. Campbell left the meeting at 1:27 P.M.), ABSTAIN (0).

No other action was taken during the executive session.

There being no other business, the meeting adjourned at 1:40 P.M.