

FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES
FEBRUARY 12, 2009

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

FINANCE & PERSONNEL COMMITTEE MEMBERS ABSENT: None

SUPERVISORS: Wilbur, Banks, Alexander

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Dan Martindale, Deputy County Attorney

Bill McCarty, Director RPTS

Nick Riesman, Post Star

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – January 8, 2009
- 3) Department Reports/Requests:
 - a) Real Property
 - (1) Discuss Corrected Tax Bill Applications
 - b) Treasurer
 - (1) Monthly Reports – HF Resource Recovery Plant Shortfall, Sales Tax
 - (2) SEQR & Bond Resolutions – Sewer District #2
 - (c) County Administrator
 - a. 2008 Budget Amendments
 - i. DSS – Foster Care - \$120,000
 - ii. Public Defender - \$55,000
 - iii. County Road Machinery – Fuel - \$40,000
 - b. 2009 Budget Amendments
 - i. DSS – HEAP - \$38,000
 - ii. Public Health – Child Passenger Safety Program \$12,800
 - c. PDR – Moses Farm
 - (d) Budget Workshop
- 4) Other Business
- 5) Adjournment

Chairman G. Hall called the meeting to order at 9:40 A.M.

A motion to approve the minutes of the January 8th meeting was moved by Mr. Campbell, and seconded by Mr. Lindsay. Discussion. The January 8th minutes stated the following “ Mr. Hurley would like a report at the end of 2009 on all unanticipated 2008 expenses that are addressed in 2009. The Audit Committee will issue a report at the end of 2009 on stale vouchers.” Mr. Hurley stated he is requesting that information within the first ninety days of 2009. He would like this information for all funds at the same time, 2008 items carried over for payment in 2009. This would be items that were unknown, i.e. White Creek bridge issue. Kevin stated the Treasurer does report out on these items at the May Finance meeting. The motion to approve the minutes of the January 8th meeting was moved by Mr. Campbell, seconded by Mr. Lindsay and adopted.

REAL PROPERTY – Bill McCarty, Director of Real Property, addressed the following items with the committee:

- Discuss Corrected Tax Bill Applications – A motion to correct errors on tax roll for several parcels was moved by Mr. Brown, seconded by Mrs. Trinkle, Messrs. Banks and Lindsay and adopted.
- Auction Dates – A motion to set auction date of June 13th for sale of County owned parcels at the Kingsbury Firehouse was moved by Mr. Campbell, seconded by Messrs. Scribner and Banks and adopted. A motion to set June 20th as a backup date was moved by Mr. Campbell, seconded by Mr. Brown and adopted.

- Food & Gas Property – Reinstate Property on Tax Roll – A motion to restore parcel, former Food & Gas property, to taxable portion of assessment roll was moved by Mr. Scribner, seconded by Mr. Lindsay and adopted.

Treasurer – In the absence of Phyllis Cooper, Treasurer, Kevin Hayes, County Administrator, addressed the following items with the committee:

- Monthly Reports:
 - Sales Tax Report was distributed, on file. Under \$5,176.74 compared to the same reporting period last year.
 - Shortfall Reports for 2008 & 2009 were distributed, on file. To date, no true-up figures for November and December 2008. Favorable energy rates helped the net shortfall figure and an anticipated \$100,000 credit. A final report will be coming on the true up.
 - Cash History Report distributed, on file. The Treasurer is concerned with the cash flow. The January 2009 General fund figure does not include the payment for the ACC appropriation or settlements with the towns compared to this time last year.
- SEQR & Bond Resolutions – Sewer District #2 – A motion to classifying the SD#2 Disinfection Improvement Project as a type II action was moved by Mr. Lindsay, seconded by Messrs. Henke and Scribner and adopted. A motion to bond \$545,000 to finance the installation of an ultra violet lighting disinfection system for SD#2 was moved by Mr. Lindsay, seconded by Messrs. Scribner and Campbell and adopted. A motion to bond \$405,000 to finance the cost of the design of a long term control plan for SD#2 was moved by Mr. Lindsay, seconded by Messrs. Campbell and Shay and adopted.

County Administrator:

- BUDGET AMENDMENTS: Kevin Hayes, County Administrator, addressed the following budget amendments with the committee:
 - Amend 2008 Budget Department of Social Services – A motion to amend budget, Department of Social Services, in the amount of \$120,000 due to an expected overage in the Foster Care line item was moved by Mr. Campbell and seconded by Mr. Scribner. Discussion. Mr. Hurley would like to know if there are an insufficient number of foster care providers by the next meeting. The motion to amend budget, Department of Social Services, in the amount of \$120,000 due to an expected overage in the Foster Care line item was moved by Mr. Campbell, seconded by Mr. Scribner and adopted.
 - Amend 2008 Budget Public Defender – A motion to amend 2008 budget Public Defender by \$55,000 due to increased number of Family Court conflict cases was moved by Mr. Shay, seconded by Messrs. Lindsay and Campbell and adopted.
 - Amend 2008 Budget County Road Machinery – A motion to amend 2008 budget County Road Machinery fund in the amount of \$40,000 due to increased fuel cost was moved by Mr. Brown, seconded by Mr. Scribner and adopted. Mr. Brown opposed.
 - Amend 2009 Budget DSS Home Energy Assistance Program - A motion to amend 2009 DSS budget recognizing increased Home Energy Assistance (HEAP) allocation in the amount of \$38,000 was moved by Mr. Lindsay, seconded by Mr. Shay and adopted.
 - Amend 2009 Budget – Public Health Child Passenger Safety Program – A motion to amend 2009 budget for Public Health Child Passenger Safety Program grant in the amount of \$12,800 was moved by Mr. Hurley, seconded by Mr. Scribner and adopted. Mr. Henke opposed.

- Amend Budget – Planning Department – Farmland Protection Grant – Purchase of Development Rights – Moses Farm - A motion to amend budget for Ag & Farmland Protection grant in the amount of \$317,300 was moved by Mr. Banks, seconded by Messrs. Scribner and Hurley and adopted.
- Intent to Support the Adirondack Community College Capital Investment Improvement Projects for 2009 - A motion to support ACC capital investment Improvements for various capital needs (New facility master plan \$150,000, Improvements to the south parking lot lights \$82,013, Upgrades to various building fire alarms systems \$326,228, retrofit and/or replace three elevators \$655,100 and roof replacement Warren Hall \$54,675) totaling \$1,269,016 was moved by Mr. Lindsay, seconded by Mrs. Trinkle and adopted. Mr. Rymph opposed. At a Community College committee meeting, future costs associated with the ACC Higher Learning Center on our appropriation/funding will be discussed.
- Amend 2008 Budget – Various Funds – A motion to amend budget 2008 various funds (General Fund - District Attorney contractual, Sheriff equipment, Employee Benefits unemployment, Sewer District – Employee Benefits Social Security and County Road Fund Snow Removal State Contract) to cover year-end expenses was moved by Mr. LaPointe, seconded by Messrs. Lindsay and Campbell and adopted.
- Create a Capital Project to Replace Light Fixtures in Building A & B of the County Complex – (Lighting project handout on file) – The proposal is to use Master Plan capital project funds of \$75,000 toward this project to replace lights in Building A & B for energy savings (estimated cost to replace lighting \$124,189.00). The application deadline is June 2008 for a rebate, capped at \$30,000. Buildings and Grounds staff would be doing this work and it is estimated to be completed within two years. The bid will include doing all three buildings. The projected savings from replacing the lights in Buildings A & B is \$15,000 yearly. A motion to create a capital project to replace light fixtures in Buildings A & B moved by Mr. Hurley, seconded by Messrs. Henke and Campbell and adopted.
- To Close Capital Project No. 96 – County Complex Master Plan - A motion to close out project No. 96 in the amount of \$75,000 and return funds to the General Fund was moved by Mr. Brown, seconded by Mr. Campbell and adopted.
- Authorizing Washington County to Enter into a Contact with Intergrys Energy Services of New York, Inc. for Electricity and/or Gas - A motion authorizing Washington County to enter into a contract with Intergrys Energy Services of New York, Inc. for Electricity and Gas for electric and gas savings was moved by Mrs. Trinkle, seconded by Mr. Campbell and adopted. Currently the County participates with the Adirondack Chamber regional energy pricing and the County may receive a better price with Municipal Electric and Gas Alliance (MEGA).
- Amend 2009 Budget to Adjust the Traffic Safety Grant – A motion to amend budget to reduce Traffic Safety grant contractual and increase Sheriff personal services by \$6,000 as earmarked in the grant was moved by Mr. Lindsay, seconded by Mrs. Trinkle and Mr. Shay and adopted.

Other Business:

- Authorize the Cancellation and Exemption of Certain parcels located in the Town of Greenwich from Taxation (United Fibers, LLC –2 parcels) handout on file – A motion to authorize the cancellation and exemption of certain parcels located in the Town of Greenwich from Taxation pursuant to RPTL article 11 was moved by Mr. Brown, seconded by Messrs. Rymph, Henke and Scribner and adopted. The portion of the canceled tax, which was guaranteed to other

Municipal corporations and school districts, will be charged back to those parties. This will result in a loss of revenue to the county offset by the chargeback amounts.

- Maple Bend Island – The Nature Conservancy is requesting that the Washington County Board of Supervisors donate Maple Bend Island (Town of Dresden 283-acre county-owned parcel) to the State. The Nature Conservancy is applying for a federal grant to purchase property, Chubb's Dock, and then donate it to New York State. This local match will help with the grant. A motion to present a resolution stating the County is willing to donate the property to the State if the grant comes through was moved by Mr. Scribner, and seconded by Messrs. LaPointe, Campbell and Lindsay. Discussion The grant proposal is due March 6th per Mr. Maron, Champlain Valley Program Director Nature Conservancy. The resolution will state that the parcel must go to the State, sold in its entirety to the state. The motion that the County is willing to donate the property (Maple Bend) to the state if the grant is received (Nature Conservancy) was moved by Mr. Scribner, seconded by Messrs. LaPointe, Campbell and Lindsay and adopted.
- Mr. Henke, Chairman of the Government Operations Committee, informed the committee that a special election date has been set for March 31st to fill the vacant congressional seat and it will cost approximately \$50,000 that is not included in the 2009 budgeted. He also noted that an issue still remains with the fire company in Granville regarding payment for use of the facility. The Government Operations Committee has discussed this issue and a resolution will be presented indicating that Washington County will not reimburse for costs associated with polling sites.

BUDGET WORKSHOP – Chairman G. Hall has added an additional item to the “To Do” list, Mandated Services – look at the level of services performed under “mandated services”. Status update on the “To Do” list as follows:

- #1 Transportation - not completed at this time. Mr. Brown has been trying to work on these topics for discussion into his committee meeting but the current focus/time/attention is on the Solid Waste/transfer station matters;
- #2 County Vehicles - not completed, see above;
- #3 Hiring/Staffing Committee - on going;
- #4 Pleasant Valley Infirmary – Supervisors G. Hall and Scribner met with Fort Hudson Nursing Home ongoing talks – will tie into Public Health and Pleasant Valley;
- #5 Solid Waste – moving forward with a scenario that reduces staff and cuts hours of operation and increases the sticker fee;
- #6 Home Health Agency/Long Term Care – discussed with Fort Hudson;
- #7 Hospice – see above;
- #8 Cell Phones – Kevin Hayes, County Administrator, stated that 23 cell phones were removed from the billing and now trying to look at bundling minutes. It was noted that the Public Health Committee recently approved an additional 30 cell phones for Public Health;
- #9 Countywide Assessing – Chairman G. Hall stated an ad hoc citizen committee meeting will be scheduled within the next couple of weeks;
- #10 Early Intervention (EI)/Children with Special Needs – on hold due to State budget;
- #11 Paving – Mr. Brown has had discussions with Willy Grimmke, Superintendent of Public Works;
- #12 Snow and Ice – same as above;
- #13 Human Resources Department – Mr. Henke has talked with Barb Winchell, Personnel Director;
- #14 Benefits (New Hires) – Personnel Director is collecting data from other counties;
- #15 Prescription Coverage – The Insurance sub committee is discussing prescription coverage during union negotiations and looking at options;

- #16 Unified Services – met with Warren County over change to 50/50 funding.
- #17 Comptroller - Chairman Hall stated this is still on the table;
- #18 Union Negotiations 2010 – working on,
- #19 Department Head Evaluations – Mr. Henke stated looking into different forms;
- #20 Sick Time Policy – Personnel Director working on gathering information,
- #21 Mandated Services – new item.

The meeting adjourned at 12:59 P.M.