

FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES
MAY 5, 2009

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

FINANCE & PERSONNEL COMMITTEE MEMBERS ABSENT: Henke, Trinkle

SUPERVISORS: Wilbur, Banks, Suprenant, Alexander

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Bill McCarty, Director RPTS

Phyllis Cooper, Treasurer

Barbara Winchell, Personnel Director

Nick Riesman, Post Star

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – April 10, 2009
- 3) Department Reports/Requests:
 - A. Treasurer
 - a. Monthly Reports – HF Resource Recovery Plant Shortfall, Sales Tax
 - B. Health Insurance Discussion
 - C. Union Negotiations Update
 - D. County Administrator
 - a. Budget Amendments
 - E. 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 April 10th meeting was moved by Mr. Scribner, seconded by Mr. Lindsay and adopted.

NORTHEAST RAIL/BATTENKILL RAILROAD – Bruce Ferguson addressed the committee on behalf of Northeast Rail. NYSDOT has picked out a project they feel is very important, rehabilitation of the bridge over Co. Rt. 372, Northeast Rail. The project funding application states the proposed project would “repair severely decayed unreinforced concrete substructure of bridge and repair bearings. Project requires jacking superstructure, removing all brittle concrete, and reinforcing and reforming piers and abutments. Repair defective and displaced bearings.” The amount of the State grant requested is \$770,000.00. This rehab of the bridge would be beneficial to the agricultural community as the rail lines go to Cargil and CaroVail. Willy Grimmke, Superintendent of Public Works, and Chris DeBolt, Planning Director, will be assisting on the County level with this project. Chairman Wilbur stated he supports this project and feels it is beneficial to the future economic development of our county. Bruce stated that Bill Taber is the new owner/president of Battenkill Railroad. He is requesting a resolution of support for this project. A motion to support a resolution endorsing this project, repair of River Bridge, Village of Greenwich – Northeast Rail, was moved by Mr. Scribner and seconded by Mr. LaPointe. Discussion. It was suggest that it should be improved so that trucks can go under it. This proposed improvement will help a little with the height issue. This grant addresses a non standard structure and also some highway sight issues and moving the abutment back. Northeast Rail is the applicant. This resolution would be a nonbinding endorsement. Northeast Rail will compensate the county for the use of our funds to cash flow this project. The motion to support a resolution endorsing this project, repair of River Bridge, Village of Greenwich – Northeast Rail, was moved by Mr. Scribner, seconded by Mr. LaPointe and adopted.

TREASURER: Phyllis Cooper, County Treasurer, addressed the following items with the committee:

➤ Monthly Reports:

- Sales Tax Report was distributed, on file. Under \$150,868.98 compared to the same reporting period last year. Sales taxes are under year to date a total of \$320,282.88 compared to last year at this same reporting period. Overall the County's sale tax is down approximately 7%.
- Shortfall Report 2008 distributed, on file. The net shortfall for 2008 was \$1,196,314.71. The 2009 shortfalls will probably be in the \$2M range, \$1.8M to \$2M the following year and then the debt service reserve will be used in 2011.
- Recapitulation of Solid Waste Management Revenue and Expenditures Close Outs to Fund Balance for the period of 1/1/99-12/31/08, on file.
- Hypothetical Fund Balance Exclusive of the Interfund Transfers from General Fund regarding Solid Waste Fund, on file.

The Treasurer has filed the 2008 annual report and will report out on all funds, 2008 year-end figures, at the June Finance and Personnel Committee meeting.

- Summary of Appropriated Fund Balance Utilized by Fund, handouts on file. In 2008, 77% of the fund balance appropriated, \$3.892M out of \$5M was used leaving an unused appropriated fund balance of \$1.115M. Also distributed were budget variance reports, on file. Kevin distributed a proposed handout that summarizes the General Fund expenses, on file. He will continue to work on a format to present monthly.
- General fund equity of \$12M and \$8.6M of that amount is unappropriated, unreserved.
- Cash History report, on file \$15.6M

Mr. Hurley would like a report on the shortage detected several months ago in DSS at the next meeting.

HARTFORD LANDFILL PROPERTY – At the Public Works Committee it was discussed and decided to place the Hartford Landfill property in the County auction in June. The auctioneer questioned if the parcel should be divided down into smaller parcels. It was purchased in three separate parcels and the deeds were never consolidated. These parcels were purchase in 1992. One of the three parcels is landlocked. The auctioneer suggested offering five 100-acre parcels with the high bidder getting the choice and at the end offers all parcels to high bidder for an additional \$20,000. Warren County has to approve the sale. Possibly subdivide into smaller parcels, i.e. 30 acre parcels, was suggested and discussed. A motion to put the three parcels in the auction along with the option that someone can purchase all of them and add a right of way subject to approval of Warren County was moved by Mr. Brown, seconded by Mr. Campbell and adopted.

A motion to enter an executive session to discuss collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law) was moved by Mr. Brown, seconded by Mr. LaPointe and adopted.

A motion to return to regular session was moved by Mr. Brown, seconded by Mr. Campbell and adopted.

No action was taken during the executive session.

STAFFING REVIEW UPDATE - Barbara Winchell, Personnel Director, distributed a handout listing 2009 budget savings from the actions of the Staffing Review Committee, attached. The handout lists positions that have been eliminated, not backfilled or hours reduced for a projected annual savings of \$225,557.99.

CODE ENFORCEMENT – The Code Enforcement Officers hours were reduced from 40 to 35 hours per week and do their accruals need to be adjusted, handout on file. When this has been done in the past, i.e. going from 35-hours a week to 40-hours a week their accrual time at the time of the change was converted and increased from seven hours up to the eight hours. Kevin stated the same principle would be used going backwards, i.e. an eight-hour day on the accrual would be used for the new seven-hour workday, a day for a day. Now that they are working seven-hours their time will accrue at seven hours. Chairman G. Hall stated clarification is needed because they are looking at other 40 hour positions and they should all be treated the same. A motion to not adjust on back hours only change going forward with the new accruals was moved by Mr. Campbell, seconded by Mr. LaPointe and adopted.

HEALTH INSURANCE DISCUSSION – Kevin Hayes, County Administrator, distributed a handout entitled: Health Insurance Costs, attached. The County has changed insurance carriers from Blue Shield to Blue Cross and an adjustment is needed which is basically a buyout. This change will save the County money in the long run. A motion to amend General Fund budget, Health Insurance for changing health insurance providers increasing General Fund interfund transfer Health Insurance fund \$700,000, decreasing employee benefits - hospital and medical insurance \$500,000, increase appropriated fund balance \$200,000, and adjust the Health Insurance fund increasing appropriation health claims \$500,000 and drug claims \$200,000 and increase revenue interfund transfer \$700,000 was moved by Mr. Shay, seconded by Mr. Brown and adopted. A motion to amend budget Health Insurance fund for new health reimbursement account (HRA) \$200,000 and authorize the Chairman to sign agreement was moved by Mr. Brown, seconded by Mr. Hurley and adopted. The union requested that the employee deductions be taken out bi-monthly verses the current monthly deduction. A motion to approve bi-monthly health insurance installments was moved by Mr. Rymph, seconded by Mr. LaPointe and adopted.

COUNTY ADMINISTRATOR:

BUDGET AMENDMENTS: Kevin Hayes, County Administrator, addressed the following budget amendments with the committee:

- A motion to amend budget, Public Health to accept Ryan White funds in the amount of \$4000 to conduct ongoing HIV health education and outreach activities in Washington County was moved by Mr. Shay, seconded by Mr. Lindsay and adopted. Mr. Hurley asked for an explanation of this grant. Mr. Scribner, Health Committee Chairman, will have Public Health report out on this grant.
- A motion to amend budget Sheriff's Department for DCJS Grant – Live Scan Technology for Electronic fingerprinting in the amount of \$29,935 was moved by Mr. Hurley, seconded by Mr. Lindsay and adopted.
- A motion to amend budget Sheriff's Department to purchase hardware and software to allow the Sheriff's Department to file fingerprints sent in from area police departments and authorize intermunicipal agreements with the area police department for a one time payment for this service in the amount of \$10,513 was moved by Mr. Lindsay, seconded by Mr. Campbell and adopted.
- A motion to amend 2009 budget to correct error in 2009 budget to reflect \$49,500 in debt interest (BAN) erroneously placed in debt interest (serial bonds) was moved by Mr. LaPointe, seconded by Messrs. Shay and Campbell and adopted.
- A motion to amend 2008 budget for ACC Capital project for accrued interest on \$2.5 M BAN in the amount of \$10,082 was moved by Mr. LaPointe, seconded by Mr. Lindsay and adopted.

- A motion to amend budget District Attorney for funds received under the Assistant District Attorney Retention grant and authorize the distribution of the money received in the amount of \$2,080 was moved by Mr. Lindsay, seconded by Messrs. Shay and LaPointe and adopted. Mrs. G. Hall opposed.
- A motion to amend Resolution No. 5 of 2009 to designate depositories to include JP Morgan Chase as an official depository of the County of Washington with a limit of \$5,000,000 was moved by Mr. LaPointe, seconded by Mr. Brown and adopted.
- A motion to amend budget Department of Social Services recognizing funding received, \$25,000 for the non-residential domestic violence services approved plan and \$6,326 for the intensive case services-3 approved plan was moved by Mr. Scribner, seconded by Mr. LaPointe and adopted.
- A motion to amend budget Pleasant Valley to transfer funds between line items due to the piping for fuel tanks in the amount of \$20,000 was moved by Mr. Scribner, seconded by Messrs. Lindsay and Shay and adopted.
- A motion to set operating hours for Lake Lauderdale Park, establish a parking fee and amend 2009 budget was moved by Mr. Lindsay, seconded by Mr. Brown and adopted. Mr. Brown requested envelopes and stamps for mailing back passes as the Town of Jackson is collecting those funds and then transferring them to the County.
- A motion to set operating hours for Huletts Park and amend 2009 budget \$15,500 personal services and increase revenue reimbursement from the Town of Dresden \$14,000 and parks and recreation charges \$1,500 was moved by Mr. Lindsay, seconded by Messrs. Hurley and Scribner and adopted.
- A motion to amend 2009 budget County Road fund to reflect increase in state aid for the consolidated highway improvement program (CHIPS) was moved by Mr. Hurley, seconded by Mr. Campbell and adopted.

OTHER BUSINESS:

PARKS:

A motion to amend salary schedule to establish salary of the park managers at \$4000 each and a per diem rate of \$100/day for the Park Manager at Lauderdale for above the 49 scheduled days was moved by Mr. Lindsay, seconded by Mr. Scribner and adopted.

A motion to establish Senior Lifeguard title to fill in for manager at Lauderdale Park at a \$1.00 more per hour was moved by Mr. Rymph and seconded by Mr. LaPointe. Discussion. Mr. Lindsay mentioned that new regulations require all lifeguards to be trained for use of a defibrillator and there must be one at the facility and that need will have to be taken into account for the County Parks. Kevin stated that Mr. Banks would like to have two assistant managers each \$4,000 in lieu of the senior lifeguard position. Mr. Banks can amend from the floor for his requested change. Harrison Steves, Superintendent of Buildings and Grounds, requested that if Dresden needs an assistant then it should not be a member of the manager's family. It was suggested that the Assistant manager position at Huletts be the Superintendent of Buildings and Grounds appointment not left to the Park Manager. The motion to establish Senior Lifeguard title to fill in for manager at Lauderdale Park at a \$1.00 more per hour was moved by Mr. Rymph, seconded by Mr. LaPointe and adopted.

VOTING MACHINES – The committee considered a request from the Election Transparency Coalition NY seeking Washington County leadership and support for fiscal responsibility: save our lever voting system, handout on file. A motion support request to keep our current level machines was moved by Mr. LaPointe, seconded by Mr. Brown and adopted.