

FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES
DECEMBER 11, 2008

FINANCE & PERSONNEL COMMITTEE MEMBERS PRESENT: G. Hall, LaPointe, Brown, Wilbur, Banks, Scribner, Alexander, Lindsay, N. Hall, Hurley

FINANCE & PERSONNEL COMMITTEE MEMBERS ABSENT: Henke

SUPERVISORS: Trinkle, Rymph, Sady, Shay, Campbell

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Roger Wickes, County Attorney

Phyllis Cooper, Treasurer

Nick Reisman, Post Star

Dave Cedarstrom, Chronicle

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – November 5, 2008 & November 13, 2008
- 3) Department Reports/Requests:
 - a) Presentation – Maynard Baker – Adirondack Park Issue –
 - b) Treasurer
 - (1) Monthly Reports – HF Resource Recovery Plant Shortfall, Sales Tax
 - c) County Administrator
 - (1) Budget Amendments:
 - (i) Various Departments – Year End Budget Amendments
- 4) Other Business
- 5) Union Negotiations Update – L. Paltrowitz
 - a) ACC Support Staff
 - b) PV – Teamsters
 - c) PH Nurses
- 6) Adjournment

Chairman G. Hall opened the meeting at 9:30 A.M.

A motion to approve the minutes of the November 5th and 13th meetings was moved by Mr. Banks, seconded by Mr. Wilbur and adopted.

- PRESENTATION – Maynard Baker addressed the committee regarding no access to the Adirondacks by disabled veterans and mobility impaired people, handout on file. He is requesting a commitment by the Board to financially support bringing Article 78 proceedings against the APA and charge them with discrimination. He is requesting \$2,500.00 from each County within the Adirondack Park. The consensus of the committee was that the County could not financially support this at this time. A motion to sponsor a resolution supporting access for mobility impaired persons by seaplanes to various lakes and other bodies of water in the Adirondack Park was moved by Mr. Brown, seconded by Mr. Scribner and adopted. Mr. Hurley opposed.

Treasurer – Phyllis Cooper, Treasurer, addressed the following items with the committee:

- Sales Tax Report was distributed, on file. The 2008 sales tax is \$1,579,208.25 over year-to-date. \$16.5M was budgeted for 2008 and \$17.2M budgeted for next year.
- Shortfall Report was distributed, on file. The net shortfall is \$1,174,197.10, no true up since July 08. Kevin highlighted concerns that there has been no true up to date. He stated \$1.5 was budgeted as a shortfall and we should be within budget. With the decline in oil prices, the Niagara Mohawk revenue has declined. The plant is operating well. As far as garbage, there are several different items controlling that commodity – regional area landfills are accepting garbage at very good rates. Another true up could be owed but it depends on how

Wheelabrator does during the year sometimes they owe us and sometimes we owe them. \$1.5M should be close in next year's budget.

- School, Village and Sewer Releives totaled \$6.2M. Compared to last year, schools are up \$232,000, villages are up \$100,000 and sewer is up \$30,000. The schools, villages and sewer are made whole in April.

County Administrator:

- Court System Reimbursement for court cleaning and minor repairs, handout on file. – A motion to authorize the chairman to sign contract for Court System cleaning reimbursement contract was moved by Mr. Scribner, seconded by Messrs. Banks and Lindsay and adopted.
- GASB 45 – handout on file. Government Accounting Standards Board (GASB) 45 is a change in the reporting requirements a County of our size must comply with for fiscal year 2008. Firms have been interviewed and Kevin recommends contracting with Milliman, Inc. for a two-year agreement for \$13,900 for the first year and an estimate of \$5,000 for the second year assuming no major changes in the current retiree's health insurance coverage. He will also need a budget amendment in the amount of \$6,000 to cover the 2008 fee for these services.
- BUDGET AMEMDMENTS: Kevin Hayes, County Administrator, addressed the following budget amendments with the committee:
 - A motion to amend budget Board of Elections due to HAVA election law changes in the amount of \$27,000 was moved by Mr. Banks, seconded by Mr. Wilbur and adopted.
 - A motion to amend budget County Administration for GASB45 report and authorize the Chairman to sign two-year agreement was moved by Mr. Banks, seconded by Messrs. LaPointe and Lindsay and adopted.
 - A motion to amend budget Lake Lauderdale transferring funds between line items to covering an outstanding invoice in the amount of \$2,000 was moved by Mr. Banks, seconded by Mr. Wilbur and adopted.
 - A motion to create a Capital Project for replacement of an air conditioning unit within Data Processing in the amount of \$40,000 was moved by Mr. Banks and seconded by Mr. Scribner. Discussion. The motion to create a Capital Project for replacement of an air conditioning unit within Data Processing in the amount of \$40,000 was moved by Mr. Banks, seconded by Mr. Scribner and adopted.
 - A motion to amend budget Sewer District No. 2 transferring funds between line items for year end adjustments in the amount of \$6,500 was moved by Mr. Brown, seconded by Mr. Wilbur and adopted.
 - A motion to amend Pleasant Valley budget transferring funds between line items to ensure adequate funding for 2008 was moved by Mrs. N. Hall, seconded by Mr. Scribner and adopted.
 - A motion to amend budget Sewer District No. 2 for BAN payment in the amount of \$1,474 was moved by Mr. Brown, seconded by Mr. Banks and adopted.
 - A motion to amend budget Self Insurance fund due to increased claims in the amount of \$120,000 funding from appropriated fund balance was moved by Mr. Banks, seconded by Mrs. G. Hall and adopted.
 - A motion to amend budget Personnel Department to reflect the final cost of having a Deputy Personnel Officer in the amount of \$10,500 was moved by Mrs. N. Hall, seconded by Messrs. Wilbur and Banks and adopted. Mrs. N. Hall would like the total cost related to this matter. A motion to amend budget Grand Jury due to a higher number of cases presented in the amount of \$8,500 was moved by Mr. Brown, seconded by Messrs. Wilbur, Hurley and Banks and adopted.

- A motion to adjust 2008 Mental Health Budget for increased 2008 funding in the amount of \$11,960 for a cost of living adjustment was moved by Mr. Wilbur, seconded by Mr. Scribner and adopted.
- A motion to amend budget Self Insurance to purchase a copier in the amount of \$600 transferring funds between line items was moved by Mr. Banks, seconded by Messrs. Brown and Scribner and adopted.
- A motion to amend budget to ratify agreement between Washington County and New York State Nurses Association Public Health was moved by Mr. Scribner, seconded by Mr. Banks and adopted. Mr. Brown opposed.
- A motion to amend budget Sheriff and Jail to cover anticipated shortfalls in the amount of \$133,510 was moved by Mr. Banks, seconded by Mr. LaPointe and adopted. The consumption of food by others (non-inmates) will be checked into and reported back to the Public Safety Committee.
- A motion to authorize the County Superintendent of Public Works to order a replacement truck for the 2002 truck that was totaled was moved by Mr. Banks, seconded by Mr. Lindsay and adopted. The cost of the truck will be added to the budget impact statement.
- A motion to authorize an increase in hauler permit fees within Solid Waste was moved by Mr. Banks, seconded by Mr. LaPointe and adopted.
- A motion to amend budget – CSEA contract settlement was moved by Mr. Brown and seconded by Messrs. Banks and Wilbur. Discussion on when the retro checks will be issued and these funds were budgeted for in the contingency account last year. A motion to amend budget – CSEA contract settlement was moved by Mr. Brown, seconded by Messrs. Banks and Wilbur and adopted.
- A motion to approve change order for Capital Project No. 52 – EMS Equipment and Consoles was moved by Mr. Banks, seconded by Mr. Scribner and adopted.
- A motion to amend budget – Capital Project No. 52 and authorize payment to Infinigy Engineering Company was moved by Mr. Brown, seconded by Messrs. Banks and Scribner and adopted.
- A motion to amend budget – Fire Bureau to cover year-end personal services expenses in the amount of \$500.00 was moved by Mr. Wilbur, seconded by Mr. Brown and adopted.
- A motion to amend budget – Capital Project No. IAQ91 – Higher Education Construction Project was moved by Mr. Banks and seconded by Messrs. Alexander and Lindsay. Discussion. Several of the change orders are related to having to shift the site of the building due to a survey error. A motion to amend to exclude building shift items until advised of legal status was moved by Mr. Brown, seconded by Mr. Wilbur and defeated on the following roll call vote: AYES (5) Brown, Wilbur, Scribner, N. Hall, Hurley, NOES (5) G. Hall, LaPointe, Banks, Alexander, Lindsay, ABSENT (1) Henke. Mr. Banks stated the work was done and they need to get paid. Who is responsible for the error needs to be worked out. Chairman G. Hall stated that she will withdraw this amendment at this time and get further information/ explanation on this budget amendment by the meeting on the 19th and will submit a resolution under her name.
- A motion to amend budget to transfer funds to the Self Insurance Employee Health Benefits Fund in the amount of \$300,000 was moved by Mr. Brown, seconded by Mr. Wilbur and adopted.
- A motion to amend budget – District Attorney for crime proceeds expenses was moved by Mr. Banks and seconded by Mr. Wilbur. Discussion. The Treasurer stated that another budget amendment is needed for payments due the local police agencies. Mrs. N. Hall asked why is the County paying for State Police cell phones. The District Attorney explained that the County keeps a portion of the state's forfeiture funds to pay for these cell phones.

- 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 was moved by Mr. Banks and seconded by Mr. Lindsay. Discussion. The amounts to be distributed are still being calculated. Mrs. G. Hall stated they have received a substantial increase in recent years. Kevin Kortright, District Attorney, explained how the Assistant District Attorneys salaries were brought up to the level of other attorneys within the County, these adjustments were needed. The motion to amend budget – District Attorney for Funds received under the Assistant District Attorney Retention Grant and authorize the distribution of the money received was moved by Mr. Banks, seconded by Mr. Lindsay and adopted. Mrs. G. Hall and Mr. Wilbur opposed.
- A motion to amend budget Probation for year-end expenses for car pool and drug testing and after hours visits was moved by Mr. Banks, seconded by Messrs. Scribner and Wilbur and adopted.
- A motion to amend budget, County Road Machinery Fund for Sale of Diesel to other Departments and Overtime for mechanics was moved by Mr. Banks, seconded by Mr. Lindsay and adopted.
- A motion to authorize agreements for Public Defender Conflict Counsel services was moved by Mr. Wilbur, seconded by Mr. LaPointe and adopted.
- Additional budget amendments are needed for the following:
 - Award bid for drugs for the Jail, low bidder - ChemX - represents a cost savings of about \$10,000 based on last year's usage.
 - DA Crime proceeds to local police agencies budget amendment.

COUNTY ATTORNEY: Roger Wickes, County Attorney, stated the County is involved in the Medicaid drug litigation and he has two small settlements that he recommends we accept, approximately \$3,030 less 15% attorney's fees. The larger claims still remain to be settled. A motion to recommend accepting settlements and amend budget if needed was moved by Mr. Banks, seconded by Messrs. Lindsay and LaPointe and adopted.

OTHER BUSINESS:

Budget Resolution (2009 tentative budget) – A motion to move \$250,000 from fund balance for the purpose of creating more wholeness in Cooperative Extension in the total of \$125,000 and fund \$14,500 to each park, revenue to go to the park that the service was for and vow to do everything possible to keep the parks running without tax dollars and vow to get it down to zero next year and the remaining \$96,000 toward reducing the tax levy was moved by Mr. Brown and seconded by Mr. Scribner. Mr. Brown commented that the Board has an enormous amount of work in January seeing how we put this budget together. Brian Gilchrist addressed the committee in response to not coming to the meetings to address his funding cuts. His work is building partnerships and collaborations not fighting. He stated his original budget represented a 3.2% increase. After two budget meetings they cut \$44,000 and resubmitted another budget request for less. Extension is here to provide programs and this budget cut will result in a large decrease in programs. This reduction will result in the loss of six to eight positions. The benefits are paid for by Cornell. Brian stated \$75,000 of County funds are used to match state and federal grants and the proposed reduction will limit ability to contract with state and county agencies. Ag is still important to Washington County as stated in the County's economic development plan. With half of the funding restored, he will still have to eliminate 3-4 positions.

UNION NEGOTIATIONS: A motion to enter an executive session to discuss union negotiations was moved by Mr. Banks, seconded by Mr. Hurley and adopted.

A motion to return to regular session was moved by Mr. Wilbur, seconded by Mr. Banks and adopted.

No action was taken during the executive session.

The committee readdressed the resolution to amend budget – Capital Project No. IAQ91 – Higher Education Construction Project. Discussion. Mr. Long stated that the building shift is in the process of being litigated. During the construction some additional parking lots were torn up and the decision was made to repair the parking lots. The parking changes were not part of the original project therefore are a change order. The Treasurer stated there is an additional change order changing the change order figure to \$197,993.58. The motion to amend budget – Capital Project No. IAQ91 – Higher Education Construction Project was moved by Mr. Banks, seconded by Mr. LaPointe and adopted.

A motion to enter an executive session for union negotiations regarding Pleasant Valley Teamsters and Public Health Nurses was moved by Mr. Banks, seconded by Mr. Lindsay and adopted.

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

No action was taken during the executive session.

Employee Furlough – Kevin distributed a handout providing information the option of an employee furlough, on file. He stated a furlough is basically a lay off and civil service rules must be followed.

2009 Tentative Budget Resolutions: Chairman G. Hall presented for consideration several budget amendments to the 2009 tentative budget. She is not in agreement with all of these proposed changes.

- A motion to adjust 2009 tentative budget for the lower fuel cost was moved by Mr. Scribner, seconded by Mr. Lindsay and adopted.
- A motion to adjust price for two trucks in the County Road Machinery 2009 Tentative budget was moved by Mr. Banks and seconded by Mr. Scribner. Discussion. A motion to amend to delete one truck and apply those funds toward the County parks and Cooperative Extension was moved by Mr. Wilbur and seconded by Mr. Brown. Discussion on a study on the plowing routes and possibly changing the plow routes. The motion to amend to delete one truck and apply those funds toward the County parks and Cooperative Extension was moved by Mr. Wilbur, seconded by Mr. Brown and defeated on the following roll call vote: AYES (5) Brown, Wilbur, Scribner, N. Hall, Hurley, NOES (5) G.Hall, LaPointe, Banks, Alexander, Lindsay, ABSENT (1). The motion to adjust price for two trucks in the County Road Machinery 2009 tentative budget was moved by Mr. Banks, seconded by Mr. Scribner and adopted.
- A motion to adjust the 2009 Tentative budget for anticipated savings for the targeted hiring freeze was moved by Mr. Wilbur and seconded by Messrs. Scribner and Brown. Chairman G. Hall explained that these funds are coming from the contingency account, \$133,750.00 therefore leaving no funds in contingency for the “what ifs”. The motion to adjust the 2009 Tentative budget for anticipated savings for the targeted hiring freeze was moved by Mr. Wilbur, seconded by Messrs. Scribner and Brown and adopted.

- A motion to adjust the 2009 Tentative budget to correct an error in the Probation Department budget was moved by Mr. Scribner, seconded by Mr. Banks and adopted.
- A motion to adjust the 2009 Tentative budget to zero out the contingency account to fund the County parks was moved by Mr. Scribner and seconded by Mr. Banks. Discussion on restoring some funding to the parks. Mr. Alexander stated there are a lot of people willing to volunteer services for these parks. The motion to adjust the 2009 Tentative budget to zero out the contingency account to fund the County parks was moved by Mr. Scribner, seconded by Mr. Banks and defeated on the following roll call vote: AYES (4) G. Hall, Banks, Scribner, Alexander, NOES (6) LaPointe, Brown, Wilbur, Lindsay, N. Hall, Hurley, ABSENT (1) Henke.
- A motion to take \$250,000 from fund balance for the purpose creating more wholeness in Cooperative Extension in the amount of \$125,000, fund \$14,500 to each park making sure revenue goes to the park that the service was for and vow to do everything possible to keep the parks open without tax dollars and get to zero by next year and the remainder reduces the tax levy, \$96,000 was moved by Mr. Brown and seconded by Mr. Wilbur. Discussion. A motion to amend to reduce the amount of fund balance by \$154,000, eliminating the \$96,000 amount to reduce the tax levy from the original motion was moved by Mr. Banks, seconded by seconded by Mr. Scribner and adopted. Mrs. G. Hall opposed. Discussion on the percent of increase of the budget with these proposed changes. Mr. Banks stated slightly under 4% increase. A motion to amend to reduce the use of fund balance to \$160,000 was moved by Mr. Brown and seconded by Mr. Scribner. The County Administrator stated based on the approved resolutions, the levy would be reduced by \$126,429 or 4.01% increase. A motion to take \$160,000 out of fund balance and take \$6,000 out of the amount to be raised by taxes was moved by Mr. Brown, seconded by Mr. Scribner and adopted. Mrs. G. Hall opposed. The motion was adopted as amended. Mrs. G. Hall opposed.

The meeting adjourned at 1:53 P.M.