

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

January 6, 2003

John Margeson
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JAN 06 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

R. Heineman, R. Bennett, C. Crandall, J. Graffrath, B. Reynolds, R. Truax, E. Sherman

Others Present

E. Burdick, W. Dibble, D. Guiney, J. Margeson, B. Morris, J. Palmer, B. Rigby

Executive Session

A motion was made by Graffrath, seconded by Reynolds and carried to enter into executive session to discuss the medical, financial, credit or employment history of a particular person. Following the executive session, a motion to return to regular session was made by Graffrath, seconded by Reynolds and carried.

Reorganization in Sheriff's Office

A motion was made by Truax, seconded by Bennett and carried to abolish two positions of Deputy Sheriff Lieutenant, two positions of Senior Account Clerk Typist and one temporary position of Data Analyst; creating one position of Accountant and one position of Secretary to the Undersheriff. Prepare Resolution

Request to Fill Position in Aging Office

Due to a recent resignation, the Office for the Aging requests approval to fill the vacancy of Caregiver Services Coordinator. This position is classified as an Aging Services Technician, and it is part-time (17 hours a week) with no benefits. The request was approved on a motion by Truax, seconded by Bennett and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk
Allegany County Board of Legislators

John Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

January 29, 2003

RECEIVED

FEB 03 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

M. Cherre, W. Dibble, J. Palmer, J. Margeson, G. Ogden, S. Presutti, T. Ross, D. Russo, T. Claypool, H. Evans, V. Gaeta, S. Rennie, A. Finnemore

Media Present

Ms. Cronk – Cuba Patriot

Approval of Minutes

The December 30, 2002 and January 6, 2003 minutes were approved on a motion by Truax, seconded by Myers and carried.

Tax Corrections

Steven Presutti, Real Property Tax Service Agency Director, presented a request to have the following changes made to the tax rolls:

The following parcel should be removed from the tax rolls and charge backs made for the indicated years because it has been combined with another parcel:

TOWN OF CLARKSVILLE, 2002/2003 School Kenneth G. Reiss	Tax Map Number: 244.-1-21.45 Refund: \$125.91
---	--

TOWN OF CLARKSVILLE, 2003 Kenneth G. Reiss	Tax Map Number: 244.-1-21.45 Charge Back: \$163.77
---	---

The following parcel should be removed from the tax rolls because the trailer on it was removed prior to March 1, 2002:

TOWN OF AMITY, 2003 Donald & Nita Shelly	Tax Map Number: 197.-1-915 Charge Back: \$673.68
---	---

The following parcel should be removed from the tax rolls because it was purchased by the Town in July 2001 and should be exempt:

TOWN OF BELFAST, 2003 Town of Belfast	Tax Map Number: 105.10-1-22.1 Charge Back: \$1,404.52
--	--

The following parcel should be removed from the tax rolls because it was purchased by NYS DOT in June 2002. Under section 404 of Real Property Tax Law this parcel is exempt from that date:

TOWN OF WELLSVILLE, 2003
State of NY NY DOT

Tax Map Number: 227.-1-3.1
Charge Back: \$1,436.68

The tax rolls should be corrected for the following parcel, as it was charged for a light district based on its full assessment when it should only be charged on a \$500 assessment:

TOWN OF GROVE, 2003
Joan R. Carpenter

Tax Map Number: 33.-1-37.2
Charge Back: \$1,214.78

The request was approved on a motion by Truax, seconded by Bennett and carried. Mr. Presutti noted that pursuant to Resolution No. 97-02, a resolution would be required because the action results in a complete removal of tax or a correction over \$1000. **Prepare Resolution.**

Certificate of Prospective Cancellation

Terri Ross, County Treasurer, requested a resolution for a Certificate of Prospective Cancellation for the following two parcels:

TOWN OF BURNS
Assessed to Rural TV Cable

Tax Map Number: 500.-1-996

TOWN OF BURNS
Assessed to Rural TV Cable

Tax Map Number: 500.-1-997

These parcels have back taxes to 1998 and in 2002, the assessor has chosen to delete these parcels from the tax rolls as there is no land with them and deemed them as non-assessable property. A Certificate of Withdrawal was filed in the County Clerk's Office on January 29, 2003. The request was approved on a motion by Bennett, seconded by Truax and carried.

Prepare Resolution.

Position in Health Department

Dr. Gary Ogden, Public Health Director, presented a request to allow the department to hire a temporary employee to fill in for a Senior Typist out on sick leave. If the position were to be left open, the billing cycle would fall behind delaying anticipated revenues. A motion was made by Truax, seconded by Reynolds and carried to fill the Senior Typist position vacated due to sick leave for a period of 90 days, or less if the person comes back sooner. If the temporary position is needed longer than the 90 days, it will need to be referred back to the Ways and Means Committee for approval.

Community-Based Health Center Project/Lease Proposal

Dr. Ogden distributed information on a Community-Based Health Center project in Friendship that includes a lease proposal which will be fully funded. This is a collaborative effort between health and human service providers offering information, resources and support in areas such as reproductive health, community health, parenting, mental health, food pantry, domestic violence, and alcohol and substance abuse. A site has been located on Baxter Street for the

"Friendship House". Friendship School will be helping with equipment and phones and the other agencies involved will bring their own resources. The Health Department saved furniture from the nurse's room renovation to use at the site. One of the main justifications for the project is the increase in teen pregnancy rates and having the local site will eliminate transportation problems. The \$30,000 in funding earmarked so far comes from the S2AY Network, ACCORD Corporation and Title 10 (all state and federal tax dollars coming back to Allegany County). Personnel involved would probably amount to four employees for 16 hours per week covering the Health Department's services. Action on the Community-Based Health Center project and lease proposal was tabled until the next meeting on a motion by Heineman, seconded by Crandall and carried.

Bonds for Purchase of Equipment and Bridge Construction

Terri Ross, County Treasurer, requested a bond resolution authorizing the purchase of equipment and apparatus for construction and maintenance in and for the County of Allegany at a maximum estimated cost of \$654,000 (including incidental expenses), and authorizing the issuance of not exceeding \$654,000 bonds of said County to pay the cost thereof. The request was approved on a motion by Graffrath, seconded by Crandall and carried. **Prepare Resolution.**

Ms. Ross also requested a bond resolution authorizing the undertaking of the County's share of the reconstruction and/or replacement of bridge structures (of stone, concrete or steel or a combination of two or more of such materials) in said County, at a maximum estimated cost to said County of \$966,000, and authorizing the issuance of not exceeding \$966,000 bonds of said County to pay such share. The request was approved on a motion by Graffrath, seconded by Bennett and carried. **Prepare Resolution.**

Travel Reimbursement Guidelines

Terri Ross, County Treasurer, distributed spreadsheets compiling information received from four other counties and the IRS related to reimbursement rates for meals and lodging. She recommended that rather than using a per diem, we pay actual claims up to a given maximum. A policy needs to be established addressing maximum rates, reimbursement for alcohol, tipping and lunch guests. Discussion ensued with a general consensus being that guest expenses be reimbursed as long as listed and named, tipping reimbursed at 15%, and no alcohol charges will be allowed. Bennett will speak with the County Attorney about drafting a policy and the matter was tabled until the draft is written up.

Executive Session

A motion was made by Graffrath, seconded by Bennett and carried to enter into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation. Following the executive session, a motion to return to regular session was made by Heineman, seconded by Reynolds and carried.

Health Department Audit

A motion was made by Reynolds, seconded by Truax and carried directing the County Auditor to henceforth audit the Health Department accounts rather than the Board of Health.

Departmental Financial Statements

Legislator Graffrath offered a recommendation that each department be required to submit to their committee of jurisdiction a monthly report of revenue and expenses with columns included for Adopted Budget, Transfers/Adjustments, Amended Budget, Expenses/Revenue to Date, Current Audit, Total Expenses/Revenue, and Budget Balance. The reports should be standardized to facilitate ease in perusal from one committee to the next. This process would allow a more accurate tracking of account status. Motion to approve the policy was made by Heineman, seconded by Reynolds and carried.

Building Security

Legislator Daniel Russo, Chairman of the Building Security Committee, addressed the status of measures recommended by the committee. A building security plan was approved by the Building Security Committee in October, by the Public Safety Committee in November, but now seems to be stalled. He recommended that the plan be implemented by July 7, 2003 when the hiring freeze has expired and to allow time for work on the entrance doors and signage and for employees to acquire ID tags.

Signature Pages

Legislator Bennett suggested that a standard signature page for support letters written on behalf of the Board of Legislators or a particular committee for county agencies' program funding applications could be copied repeatedly and used for subsequent requests. This would save some time in obtaining signatures every time a new request is received. The downside would be an occasional instance when one person may not want his signature used and is absent from a meeting. E-mail could be used to obtain approval for each use. Bennett will discuss with the County Attorney to develop guidelines.

REFERRALS FROM OTHER COMMITTEES

Ms. Finnemore presented the following referrals from other committees:

Human Services Committee

The Health Department requests a resolution accepting an additional \$16,978 from the NYS Department of Health for Family Planning/Women's Reproductive Health Services provided to residents of Allegany County. The 2003 budget should be amended as follows:

A4035.201 (Family Planning Clinic – Equipment)	\$ 5,261
A4035.408 (Family Planning Clinic – Supplies/Contraceptives)	\$11,717
Revenue: A10.3450.00 (State Aid-Health - Family Planning Clinics)	\$16,978

The request was approved on a motion by Truax, seconded by Bennett and carried.

Prepare Resolution.

The Health Department requests a resolution accepting \$13,000 from the Maternal Child Health Care Network of WNY. This funding is provided to the County for reimbursement of services provided by our Supervising Public Health Educator. The funds should be allocated as follows:

A4010.101 (County Health Department – Personnel Services) \$13,000

Revenue: A02.1601.04 (Departmental Income – MCHCN Contribution) \$13,000

The request was approved on a motion by Truax, seconded by Crandall and carried.

Prepare Resolution.

The Health Department requests a resolution accepting an additional \$2,294 from the NYS Department of Health for Early Intervention Respite Services provided to families. The 2003 budget should be amended as follows:

A4060.457 (Health Dept. E.I.P. – Respite Services) \$ 2,294

Revenue: A10.3489.02 (State Aid-Health-EIP-Respite Services) \$ 2,294

The request was approved on a motion by Truax, seconded by Bennett and carried.

Prepare Resolution.

The Department of Social Services had requested from the Human Services Committee a resolution to create a Senior Caseworker position in Child Protective Services as outlined on the attached Memorandum of Explanation. Ms. Cherre requested that the position be considered under the hiring freeze exception for emergency personnel as it entails emergency response services. The CPS team is overwhelmed due to dealing with nearly 30% more cases with the same number of investigators as in 1994. The request to fill the position once created was approved on a motion by Truax, seconded by Myers and carried (Opposed: Bennett).

Public Works Committee

The Public Works Department requests a resolution approving funding under the County/Town Bridge Cost Sharing Program for the reconstruction of Local Bridge No. INDEP-01 in the Town of Independence. The request was approved on a motion by Graffrath, seconded by Truax and carried. **Prepare Resolution.**

The Public Works Department requests a resolution approving funding under the County/Town Bridge Cost Sharing Program for the reconstruction of Local Bridge No. 06-20, BIN #2215330, in the Town of Andover. The request was approved on a motion by Graffrath, seconded by Truax and carried. **Prepare Resolution.**

Resource Management Committee

The Youth Bureau requests a resolution accepting grant funding for the period 7/02 through 6/03 from the NYS Division of Criminal Justice Services in the amount of \$26,500. The Youth Bureau will act as a "pass through" for the funding that will actually go to ACCORD for the operation of the Allegany County Youth Court. The funds should be allocated as follows:

A7321.483 (Youth Programs - Youth Court - ACCORD)	\$26,500
Revenue: A10.3825.7321 (State Aid - Youth Court - ACCORD)	\$26,500

The request was approved on a motion by Myers, seconded by Graffrath and carried.

Prepare Resolution.

Memo from Bernie Morris

A memo was received from Bernie Morris, Personnel Officer, requesting confirmation of approval to fill the position of Accountant and position of Secretary to the Undersheriff created in the Sheriff's Office on January 6 per Resolution No. 3-2003. Even though the positions were created, permission has not been given to fill the positions due to the hiring freeze. No action was taken at this time.

Legislators' Payroll

The legislators' vouchers for expenses covering the period November 26 through December 31, 2002, and one voucher for the period September 24 through October 28, 2002 were reviewed. The vouchers for expenses covering these periods were approved for payment on a motion by Bennett, seconded by Truax and carried.

Qualifications for Architect and Construction Manager

John Margeson, County Administrator, distributed completed Requests for Qualifications for Architectural Services and Construction Management Services for the Jail and Public Safety Facility. Funds to pay for these services will come from Contingency through 2003 and will be included in the budget for 2004. The mailing/distribution lists for the requests was discussed.

The Request for Qualifications for Professional Services in the Design and Construction of a Jail and Public Safety Facility for Allegany County, New York was approved for release on a motion by Graffrath, seconded by Reynolds and carried.

The Allegany County Jail and Public Safety Facility Construction Management Services Request for Qualifications was approved for release on a motion by Bennett, seconded by Truax and carried.

Tax Sale

The tax sale was discussed. The committee agreed to retain Wes Cline as auctioneer.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Adele Finnemore, Deputy Clerk
Allegany County Board of Legislators

January 2003 Corrections

TOWN	PROPERTY OWNER & TAX MAP	CURRENT TAX	CORRECT TAX	AMOUNT OF CORRECTION
Amity	Donald & Nita Shelly 197.-1-915	\$ 673.68	\$ -	Charge Back \$673.68
Belfast	Town of Belfast 105.10-1-22.1	\$ 1,404.52	\$ -	Charge Back \$1,404.52
Clarksville	Kenneth G. Reiss 244.-1-21.45	\$ 125.91	\$ -	Charge Back \$125.91
Clarksville	Kenneth G. Reiss 244.-1-21.45	\$ 163.77	\$ -	Charge Back \$163.77
Grove	Joan R. Carpenter 33.-1-37.2	\$ 1,983.38	\$ 768.60	Charge Back \$1,214.78
Wellsville	State of NY NY DOT 227.-1-3.1	\$ 1,436.68	\$ -	Charge Back \$1,436.68

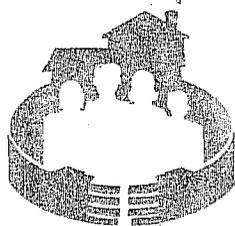
Who's Welcome? Everyone!

The Friendship House is a collaborative effort between health and human service providers to coordinate better services for the residents of Friendship, New York.

We are committed to provide the most comprehensive, confidential assistance possible in one, central location to serve you better.

Please provide us with a list of any services/agencies you may be interested in having participate in the Friendship House, as well as any feedback that can help us better serve the community. We are dedicated to this project and respect your opinion!

Thank you for your ideas!



Draft 1/29/03

Friendship House

Community Resource Center



*Baxter Place
Friendship, New York*

For further information, please call

1-800-797-0581

*Providing assistance to any family
or individual in the area.*

Can We Help??

- Food Pantry
- Clothing
- Support Groups
- Information & Resources
- Positive Activities for Families
- Referral for Additional
- Access to Facilitated Enrollment through Family Health Plus and Child Health
- Smoking Cessation Programs
- Reproductive Health Services
- Family, Group & Individual

Thank you to the following contributors. . .

ACCORD Corporation's CHOICES for Youth
S2AY Rural Health Network
New York State Department of Health
Friendship Central School

Community Services

- ACCORD Corporation
*Domestic Violence Services
Homeless Prevention Program
Teen Age Service Act*
- Support Groups
Parenting Support Group
- Allegany County
Department of Health
*Reproductive Health Services
Community Health Services*
- Allegany Council on Alcoholism & Substance Abuse, Inc.
Individual & Group Counseling
- Cornell Cooperative Extension
Child and Parent Programs
- Allegany BOCES Evenstart
Child and Parent Programs
- Allegany County Tobacco Awareness Coalition
Smoking Cessation Programs
- The Counseling Center
*Family, Individual & Group Counseling
And Still Growing!*

MEMORANDUM OF EXPLANATION

Intro. No: _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

DATE: January 15, 2003

The Health Department requests a resolution accepting an additional \$16,978 from NYS Department of Health for Family Planning/Women's Reproductive Health Services provided to residents of Allegany County. This money represents one time funding from the NYS DOH and must be expended by March 31, 2003. The 2003 Budget should be amended with funding being appropriated as follows:

A4035.201 – Office Equipment \$5,261

A4035.408 – General Medical Supplies/Contraceptives \$11,717

Revenue: A10.3450.00 State Aid/Family Planning Clinics \$16,978

**FISCAL IMPACT: NO IMPACT ON COUNTY DOLLARS. PROGRAM 100%
FUNDED BY STATE & FEDERAL DOLLARS.**

For further information regarding this matter, contact:

Pamela L. Cockle, Accountant - ACDOH _____ X458

Gary W. Ogden, M.D., Public Health Director _____ X247

MEMORANDUM OF EXPLANATION

Intro. No: _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

DATE: January 15, 2003

The Health Department requests a resolution accepting \$13,000 from the Maternal Child Health Care Network of WNY. This funding is provided to the County for reimbursement of services provided by our Supervising Public Health Educator. This money should be appropriated as follows:

4010.101 – Personal Services/Regular Pay \$13,000

Revenue: A02.1601.04 MCHCN Contributions \$13,000

FISCAL IMPACT: Results in a decrease of \$13,000 County Contribution for Health Department Personal Services.

For further information regarding this matter, contact:

Pamela L. Cockle, Accountant - ACDOH

_____ X458

Gary W. Ogden, M.D., Public Health Director

_____ X247

MEMORANDUM OF EXPLANATION

Intro. No: _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

DATE: January 15, 2003

The Health Department requests a resolution accepting an additional \$2,294 from NYS Department of Health for Early Intervention Respite Services provided to families. The 2003 Budget should be amended with funding being appropriated as follows:

A4060.457 – Respite Services EI \$2,294

Revenue: A10.3489.02 State Aid/Respite Services \$2,294

FISCAL IMPACT: NO IMPACT ON COUNTY DOLLARS. PROGRAM 100% FUNDED BY STATE & FEDERAL DOLLARS.

For further information regarding this matter, contact:

Pamela L. Cockle, Accountant - ACDOH _____ X458

Gary W. Ogden, M.D., Public Health Director _____ X247

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

Date: January 15, 2003

The Allegany County Department of Social Services requests a resolution to create a Senior Caseworker position. This position will add a much-needed staff member to our CPS team, providing emergency response services. This position is included in my 2003 budget.

An additional CPS worker is needed because:

- Child abuse reports rose 9% in 2001 and an additional 14% in 2002, hitting an all-time high of 813 reports last year (15 new reports each week).
- During the first 13 days of 2003 we almost received almost twice as many calls as we did for the same period last year (43 reports vs. 25 in 2002), an ominous start to the year.
- We are operating with the same number of CPS investigators as we had in 1992-1994, when we received 150 to 350 fewer reports.
- Reports that are received are of increasing complexity and severity, requiring significant amounts of staff time to investigate and intervene.
- Current staff have barely enough time to assess and address critical priority situations. Documentation and compliance with mandated reporting time frames have suffered dramatically. An overwhelming majority of CPS investigation determinations are currently overdue; the situation continues to worsen.

FISCAL IMPACT: This position was included in the 2003 budget. Costs are eligible for the uncapped CPS reimbursement, which results in a local share of approximately 17.5%. This local share is estimated at \$7,833 for 2003, including salary and fringe benefits.

For further information regarding this matter contact

Margaret A. Cherre, Department of Social Services
Name & Department

268-9303
Telephone

MEMORANDUM OF EXPLANATION

Intro No. _____
(Clerk's Use Only)

COMMITTEE: Resource Management

DATE: 1/21/03

To allow the Allegany County Youth Bureau to accept grant funding (for the year 7/02 – 6/03) from the New York State Division of Criminal Justice Services in the amount of \$26,500. To allow the Youth Bureau to “pass through” this funding in the amount of \$26,500 to ACCORD Corp. for the latter's operation of the Allegany County Youth Court.

FISCAL IMPACT: None

FOR FURTHER INFORMATION REGARDING THIS MATTER, CONTACT:

Deborah Aumick
NAME AND DEPARTMENT

585-268-5394
TELEPHONE NUMBER



ALLEGANY COUNTY
DEPARTMENT OF HUMAN RESOURCES AND CIVIL SERVICE

7 COURT STREET, COUNTY OFFICE BUILDING, ROOM 216

BELMONT, NEW YORK 14813-1081

Telephone 585-268-9212

Fax 585-268-9742

BERNARD J. MORRIS

Personnel Officer

ELLEN RUCKLE

Human Resources Specialist

To: Chairman Nielsen & Members of the Ways & Means Committee

From: Bernie Morris, Personnel Officer

Date: 01/27/2003

Re: Confirmation of approval to fill positions in Sheriffs' Dept.

On January 6, Resolution 3-2003 created one (1) position of Accountant and one (1) position of Secretary to the Undersheriff. While sponsorship of the resolution by Public Safety and Ways & Means implies approval to fill the positions, in light of Resolution 265-2002 as amended by Resolution 296-2002 am I correct in assuming permission has been given to proceed with filling these vacant positions?

Thank You. --

John Margison

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FEB 11 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

February 10, 2003

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

E. Burdick, W. Dibble, J. Palmer, P. Regan, B. Rigby, D. Russo, R. Sobeck

Democratic Elections Commissioner

On Friday, February 7, a Supreme Court decision ordered the Allegany County Legislators to appoint one of the two women (B. Joan Lester, Diane Martin) recommended by the Democratic Committee to replace the current Democratic Elections Commissioner whose term expired December 31, 2002. A motion was made by Myers, seconded by Truax and carried to appeal the decision.

Attorney/Client Session

A motion was made by Graffrath, seconded by Bennett and carried to enter into attorney/client session. Following the attorney/client session, a motion to return to regular session was made by Bennett, seconded by Graffrath and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk
Allegany County Board of Legislators

John Ferguson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

February 10, 2003

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FEB 11 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, B. Reynolds, R. Truax, E. Sherman

Others Present

E. Burdick, J. Foels, G. Ogden, J. Palmer, B. Rigby, T. Ross, D. Russo, R. Sobeck

Legislator Signature Sheets/Meal Expense Reimbursement

Legislator Bennett distributed a draft resolution authorizing the Clerk of the Board to attach facsimile signatures of legislators to certain types of correspondence, and a draft resolution regarding the policy for reimbursement for meal expenses. Committee members will review the draft resolutions and plan to take formal action at the next Ways and Means meeting.

Acme Electronics

The Planning and Development Committee requested a resolution authorizing and consenting to the assumption of rights and obligations of Acme Electronics, LLC by Tracewell Systems, Inc. The request was approved on a motion by Truax, seconded by Bennett and carried.

Prepare Resolution

Community-Based Health Center Project/Lease Proposal

Dr. Gary Ogden, Public Health Director, requested committee members to reconsider his request to lease a building in Friendship for a Community Resource Center that was tabled at the January 29 Ways and Means Committee meeting. Dr. Ogden reiterated that Friendship is a "high-needs" community and that S2AY Network and ACCORD Corporation plan to provide funding toward this project for one year.

After a lengthy discussion involving financial concerns, leasing buildings, other clinic sites, and project location, committee members agreed to leave the matter on the table and have the Public Works Department assess the proposed lease site.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk
Allegheny County Board of Legislators

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

February 26,, 2003

John Margeson

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FEB 28 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

D. Aumick, R. Belmont, M. Damiano, W. Dibble, H. Evans, J. Margeson, B. Morris, K. Morris, G. Ogden, Z. Presutti, D. Reynolds, T. Ross, B. Rigby, D. Russo

Media Present

P. Sawyer – Cuba Patriot

Approval of Minutes

The January 29 and February 10 (two sets dtd. 2/10) were approved on a motion by Truax, seconded by Graffrath and carried.

Vacant Intensive Case Manager

Michael Damiano, on behalf of Dr. Anderson from Community Services, requested approval to replace an Intensive Case Manager who recently resigned. Mr. Damiano indicated that the position is 100 percent funded. A motion was made by Truax, seconded by Reynolds and carried to fill the vacant Intensive Case Manager position.

Acceptance of Funds

Mr. Damiano also presented a request for a resolution accepting \$9,626.42 from the NYS Criminal Justice Agency. The funds should be appropriated to account A7320.483 (General Government Support Contract) with a like sum placed in revenue account A10.3824.7320. The request was approved on a motion by Reynolds, seconded by Truax and carried. Prepare Resolution

Community-Based Health Center Project/Lease Proposal

Kathy Morris, School to Home Coordinator at Friendship Central School, distributed letters supporting a Community-Based Health Center in Friendship. Ms. Morris stated that she was here on behalf of Charles Tyo, Superintendent of Schools at Friendship, and that the school is committed to providing assistance to the project.

Ms. Morris distributed a statistics sheet and discussed the need to provide more character education for our youth. Ms. Morris mentioned the high teen pregnancy rate as well as other factors making Friendship a "high needs" community. Ms. Morris stated that she looked at the

Friendship House as a pilot project, and she believes other communities could benefit from similar projects. Ms. Morris urged committee members to support the Friendship House Project indicating that it would eliminate many of the barriers such as transportation that keep citizens from getting needed services as well as allow for better case management and utilization of available services.

The Committee also received a memorandum from David Roeske, Public Works Superintendent, regarding his inspection of the offices located on Baxter Place in Friendship.

Maximus Agreement

Terri Ross, County Treasurer, requested a resolution approving an agreement with Maximus to prepare County-wide cost allocation plan and related indirect cost rate proposals for 2002 and 2003 for federal aid. Ms. Ross indicated that the two-year cost rose from \$13,500 to \$14,400. Attorney Guiney has reviewed and approved the agreement. The request was approved on a motion by Truax, seconded by Reynolds and carried. **Prepare Resolution**

Tax Sale Auction

Ms. Ross distributed booklets summarizing the properties listed for the tax sale auction to be held on Saturday, May 3, in the Genesee Valley Central School Auditorium. The booklets will be released on Friday, and Ms. Ross plans to charge \$10 per book. Committee members complimented Ms. Ross on the booklets.

Revenue and Expense Reports

Ms. Ross distributed a sample revenue and expense report, and committee members indicated that the sample report contained the information they would like to see from each department every month. Ms. Ross will send a memo to all departments requesting that they submit a revenue and expense report to their committee of jurisdiction every month starting in April. All revenue and expense reports will be forwarded to the Ways and Means Committee after the committee of jurisdiction reviews them.

Ms. Ross also distributed a list of budgeted revenues for all funds in the budget. Ms. Ross indicated that the list was also distributed to departments so that they can check anticipated revenues against revenues received.

County Treasurers' Meeting

Ms. Ross attended a County Treasurers' meeting yesterday where Ken Cornell from NYSAC discussed the state budget and the effects it might have on counties. Ms. Ross indicated that some of the proposals could create a huge deficit in our budget.

Bond Sale Date

Ms. Ross stated that the bonding sale date begins March 20 and closes April 1. We do not yet have the interest rate, but Terri will be meeting with Bond Counsel March 6.

Executive Session

A motion was made by Heineman, seconded by Reynolds and carried to enter into executive session to discuss the proposed acquisition, sale or lease of real property. Following the executive session, a motion to return to regular session was made by Truax, seconded by Bennett and carried.

Friendship House

A motion was made Truax, seconded by Myers and carried (Voting No: Graffrath) approving a three-month lease of the offices located on Baxter Place in Friendship with an option to extend the lease an additional three months. These offices will house the "Friendship House Project," which committee members have agreed to allow the Health Department to oversee and fund through grants for three months. Although committee members have agreed to consider a possible three-month extension, it is with the understanding that the partners involved with the Friendship House Project are actively seeking other funding sources and lead agencies to oversee the project. Prepare Resolution

Signature Pages

After the last Ways and Means Committee meeting, Legislator Bennett distributed copies of a draft resolution authorizing the Clerk of the Board to attach facsimile signatures of legislators to certain types of correspondence to forward such correspondence under certain terms and conditions. A motion was made by Bennett, seconded by Truax and carried to sponsor the resolution. Prepare Resolution

Travel Reimbursement Guidelines

Legislator Bennett also distributed copies of a draft resolution regarding a policy for reimbursement for meal expenses for all officers and employees of the County. A motion was made by Bennett, seconded by Heineman and carried to amend the draft resolution to include a paragraph stating that Ways and Means has the right to approve expenses beyond the stated guidelines. Prepare Resolution

Corrective Deed

Committee members reviewed a letter from Daniel Guiney, County Attorney, wherein he states that he received a request from the Allegany Abstract Company to issue a corrected deed for the Mary J. Gregory Tax Sale Parcel. The tax sale purchaser, Cornerstone Fund, Inc., is attempting to secure title insurance for the property and the title insurance company is requesting that the County issue a corrective deed due to the fact that the tax deed from the County Treasurer into the County of Allegany appears to be dated after the deed from the County to Cornerstone. Therefore, it appears that the County conveyed the tax property to Cornerstone before the County received title to it from the County Treasurer. This results from the software package used by the County Treasurer which predates the deeds in a tax sale. A motion was made by Bennett, seconded by Reynolds and carried authorizing a corrective deed and directing the Chairman to execute the deed when prepared. Prepare Resolution

Sales Tax

If the additional one (1) percent sales tax is to be extended beyond the November 30, 2003 expiration date as set forth in Resolution 213-01, it will be necessary to adopt a resolution requesting our state legislative representatives to introduce and seek passage of the required legislation to continue the one (1) percent county sales tax for three years. A motion was made by Graffrath, seconded by Truax and carried to sponsor a resolution. **Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES

Ms. Rigby presented the following referrals from other committees:

Human Services Committee

The Health Department requests a resolution transferring \$6,605 from A4010.101 (County Health Department – Personnel) to A4050.456 (Water Quality Management – Contractual) to cover the cost of their Contracted Water Coordinator, Steve Woodbridge. Please note that this money is 100 percent funded through the Drinking Water Enhancement Program. The request was approved on a motion by Truax, seconded by Reynolds and carried. **Prepare Resolution**

Planning & Development Committee

The Development Office requests a resolution accepting and re-appropriating \$10,000 from a US Environmental Protection Agency grant. The \$10,000 grant was approved (Resolution No. 241-02) to assist the Planning Specialist in the administration of parcel-by-parcel GIS coverage of disposal systems. The funds should be allocated as follows: \$7,800 to A8020.495 (Planning – Contractual), \$2,200 to A8020.201 (Planning – Equipment), and \$10,000 to Revenue account A11.4989.8020. The request was approved on a motion by Reynolds, seconded by Graffrath and carried. **Prepare Resolution**

Public Safety Committee

The Public Safety Committee requests direction regarding filling three positions in the Sheriff's Office. Sheriff Belmont stated that the three positions are mandated correction officer posts that are currently being filled by employees working overtime. Sheriff Belmont estimates that he could save approximately \$16,000 per person by hiring temporary employees to fill the vacant positions rather than paying overtime. A motion was made by Bennett, seconded by Graffrath and carried (Voting No: Myers) to hire three temporary, full-time correction officers.

Public Works Committee

The Public Works Department requests a resolution transferring \$30,000 from A1990.4 (Contingency) to D5110.466 (Hauling in County Road) to cover transportation costs of 20 Pre-Cast Concrete Inverset Panels from Boston, MA. The panels are being given free of charge by the Massachusetts Transit Authority. Legislator Graffrath stated that Tom Windus inspected the panels, and they meet engineering requirements. The request was approved on a motion by Graffrath, seconded by Bennett and carried. **Prepare Resolution**

The Public Works Department requests a resolution authorizing the following transfers from Public Works' accounts to the CHIPS Paving Account:

FROM:	A8160.204	Motor Vehicles	\$ 70,500
	D9553.904	Interfund Transfer to Capital	\$ 14,500
	DM9553.904	Interfund Transfer to Capital	\$ 90,000
TO:	D5112.223	County Road CHIPS Paving	\$175,000

The request was approved on a motion by Truax, seconded by Bennett and carried. **Prepare Resolution**

CHIPS Funding

Legislator Myers stated that she just attended a NYS DOT meeting and that towns and villages can't afford to expend CHIPS dollars until they actually get the funds in hand. Legislator Myers asked Legislator Graffrath, Chairman of Public Works, to request David Roeske, Public Works Superintendent, to write a letter to NYSAC regarding this issue.

Finance Committee

Committee members discussed the idea of creating a Finance Committee to serve as a subcommittee of the Ways and Means Committee. The Finance Committee would look at financial issues and report back to Ways and Means. They might recommend cuts, savings options, etc. It was suggested that Kenneth Nielsen, Chairman of the Ways and Means Committee, would also serve as chairman of the Finance Committee with John Margeson, Budget Officer/County Administrator, and Terri Ross, County Treasurer/Deputy Budget Officer also taking an active part. Committee members suggested that newer legislators and legislators not currently serving on Ways and Means might allow for more input and unbiased opinions for the Finance Committee. A motion was made by Reynolds, seconded by Truax and carried approving the creation of a Finance Committee and requesting Legislator Nielsen to begin the process of setting up the Finance Committee.

2004 Budget

Legislator Bennett suggested that the Chairman call a Committee of the Whole so that legislators can begin discussing what our 2004 budget is going to look like. After a brief discussion, it was noted that a Committee of the Whole will be scheduled sometime in the future.

Office Space

John Margeson indicated that Dr. Ogden, Public Health Director, requested to use the room currently housing the vending machines on the ground floor as office space for the Public Health Educator. In addition to housing the vending machines, the room is currently used by employees on breaks and lunch. After a brief discussion, committee members requested Mr. Margeson to ask Dr. Ogden to look for other options.

Office of Court Administration

Mr. Margeson stated that Chairman Sherman and he met with representatives from the Office of Court Administration this morning regarding our building plans. Mr. Margeson also distributed a letter dated February 10 from Harry Brand, Executive Assistant with the NYS Unified Court System, wherein he indicates that unless the County puts forward a credible plan to meet the needs of the courts on a defined timetable, and shows serious intent to advance and implement such plan, the County is liable to face a renewed disapproval and re-initiation of the process leading for financial sanctions.

MRB's plan designated the second floor in the County Office Building to the courts; however, we would need to develop a more detailed floor plan. Mr. Brand indicated that the proposal was agreeable to the judges and the bar association; however, OCA feels the old building is a security risk. We will work with the judges and the bar association to come up with a feasible plan.

Legislators' Payroll

The legislators' vouchers for expenses covering the period January 1 through January 27, 2003, were reviewed. The vouchers for expenses covering these periods were approved for payment on a motion by Graffrath, seconded by Bennett and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services

DATE: 02/12/03

Community Services requests a resolution accepting \$9,626.42 in non-budgeted State grant in aid. It should be appropriated to A7320.483 General Government Support Contract Account with a like sum credited to Revenue Account A10.3824.7320.

FISCAL IMPACT: None

For further information regarding this matter, contact:

Robert W. Anderson, Ph.D.

585-593-1991

AUTHORIZATION TO CLERK OF BOARD OF LEGISLATORS

1. The Clerk of the Board of Legislators is authorized to attach facsimile signatures of legislators to certain types of correspondence and to forward such correspondence under certain terms and conditions.
2. This may only be done after each legislator has been contacted and informed as to the reason for the request to attach and send facsimile signatures and consent of each legislator obtained. If any legislator objects to having his facsimile signature attached to any document or correspondences then no facsimile signatures may be attached to such document or correspondence.
3. This authorization shall be used by the Clerk of the Board in those situations in which legislators are requested to support or oppose state or federal legislation, or urge the state or federal government to perform or not perform any act or to take or not to take any position regarding an issue and there is not sufficient time to have each legislator individually sign the document.

POLICY FOR REIMBURSEMENT FOR MEAL EXPENSE

1. All public officers and employees of the County who expend personal funds for meals while on county business shall be entitled to be reimbursed for the meal expense up to a maximum amount per meal.
2. The maximum daily reimbursement for each meal shall be as follows:
 - a. Breakfast - \$10.00
 - b. Lunch - \$10.00
 - c. Dinner - \$25.00

In addition to the above maximums reimbursement may be obtained for a gratuity of 15% in addition to the cost of the meal.

3. In the event a public officer or employee seeks reimbursement for meal expense paid on behalf of another individual, the public officer or employee seeking such reimbursement must submit with the voucher the name or names of the other individual or individuals for whom the employee paid a meal expense. The above maximum amounts of reimbursement shall apply to meals paid for by a public officer or employee for another individual.

4. Reimbursement for meal expense shall not include the cost of any alcoholic beverage.

MEMORANDUM OF EXPLANATION

Intro. No: _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

DATE: February 12, 2003

The Health Department requests a resolution transferring \$12,855 to its Drinking Water Enhancement accounts. This transfer is necessary to cover the cost of our Contracted Water Coordinator, Mr. Steve Woodbridge. Please note this money is 100% funded through the Drinking Water Enhancement Program.

<u>From Account:</u>	<u>To Account:</u>	<u>Amount:</u>
A4050.414 Rental Real Property	A4050.456 Contractual	\$6,250
A4010.101 – Personnel Services	A4050.456 – Contractual	\$6,605

FISCAL IMPACT: 100% FUNDED BY STATE GRANT. ZERO COUNTY IMPACT.
Funding was included in adopted 2003 County Budget.

For further information regarding this matter, contact:

Pamela L. Cockle, Accountant - ACDOH

X458

Gary W. Ogden, M.D., Public Health Director

X247

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Planning & Development

DATE: 2/10/03

A resolution is requested for the acceptance and re-appropriation of a \$10,000 grant from the US Environmental Protection Agency.

The funds should be appropriated as follows:

A8020.495 = \$7,800.00

A8020.201 = \$2,200.00

A like sum of \$10,000.00 to be appropriated to revenue account A11.4989.8020 EPA.

The \$10,000 grant was approved (Resolution No.241-02) to assist the Planning Specialist in the administration of parcel-by-parcel GIS coverage of disposal systems.

Project Period: September 15, 2002 - September 15, 2003

FISCAL IMPACT:

For further information regarding this matter, contact:

Kier Dirlam, Planning

Name and Department

268-9229

Telephone Number

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: FEBRUARY 5, 2003

Request \$30,000 from Contingency to cover transportation costs of 20 Pre-cast Concrete Inverset Panels from Boston, MA. The panels are being given free of charge by the Massachusetts Transit Authority.

There is a possibility of obtaining more structures if other municipalities decline the panels. At that time Public Works may ask for additional funds to cover the transportation costs.

A5110.466 (Hauling in County Road)

FISCAL IMPACT: \$30,000

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____

(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: FEBRUARY 05, 2003

Request the following transfers be made within Public Works accounts to transfer funds into the CHIPS Paving Account.

FROM:

A8160.204	Motor Vehicles	\$ 70,500
D9553.904	Interfund Transfer to Capital	\$ 14,500
DM9553.904	Interfund Transfer to Capital	\$ 90,000

TO:

D5112.223	County Road CHIPS Paving	\$175,000
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FISCAL IMPACT: None

For further information regarding this matter, contact:

David S. Roeske (585)268-9230
Superintendent

DSR/ymr

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

March 26, 2003

John Margeson

RECEIVED

MAR 28 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, R. Heineman, S. Myers, B. Reynolds, R. Truax,
E. Sherman

Others Present

M. Cherre, J. Margeson, J. Palmer, S. Presutti, B. Rigby, T. Ross, D. Russo, K. Toot

Approval of Minutes

The February 26, 2003 minutes were approved on a motion by Truax, seconded by Reynolds and carried.

Replace Office for the Aging Vehicle

At the March 3 Personnel Committee meeting, committee members agreed to accept an insurance payment of \$2,834.91 representing 90 percent of the damages sustained to our Office for the Aging's 1995 Pontiac Grand Am in a motor vehicle accident on January 30. Kimberley Toot, Director of Office for the Aging, requests a resolution to accept these funds into account A6772.204 (Nutrition – Equipment/Vehicles) with a like sum to revenue account A07.2680.00 (Insurance Recoveries). In addition, Ms. Toot is requesting a resolution to transfer \$966 from A1990.4 (Contingency) to A6772.204 (Nutrition – Equipment/Vehicles) to include with the insurance money to purchase a used 2000 Saturn for \$6,500 to deliver meals-on-wheels. The request was approved on a motion by Reynolds, seconded by Truax and carried. Prepare Resolution

Meals-on-Wheels Drivers

Ms. Toot requested approval to hire one part-time, no benefits, meals-on-wheels driver and one substitute meals-on-wheels driver. The request was approved on a motion by Truax, seconded by Heineman and carried.

Tax Corrections

Steven Presutti, Real Property Tax Service Agency Director, presented a request to have the following changes made to the tax rolls:

TOWN OF WIRT
Tyler, Leonard & Kathryn

Tax Map Number: 187.-1-984
Charge Back - \$59.40 (2003)

There has been no production from the well, and the parcel should have been deleted from the roll.

TOWN OF AMITY
CCAS Southern Tier Ext. Railroad

Tax Map Number: 172.13-1-67
Charge Back - \$4,102.04 (2002)

This parcel is in Roll Section 8 and is wholly exempt from tax and should not have been given a village relevely.

TOWN OF FRIENDSHIP
CCAS Southern Tier Ext. Railroad

Tax Map Number: 182.12-1-1
Charge Back - \$1,275.86 (2002)

This parcel is in Roll Section 8 and is wholly exempt from all taxes.

TOWN OF FRIENDSHIP
CCAS Southern Tier Ext. Railroad

Tax Map Number: 182.12-1-1
Charge Back - \$1,211.64 (2003)

This parcel is in Roll Section 8 and is wholly exempt from all taxes.

TOWN OF CLARKSVILLE
Hershey, Wilson J.

Tax Map Number: 231.-1-28.22
Charge Back - \$2,456.52 (2003)

This parcel is a duplicate parcel and should have been deleted from the file.

The requests were approved on a motion by Truax, seconded by Bennett and carried. Mr. Presutti noted that pursuant to Resolution No. 97-02, a resolution would be required because the action results in a complete removal of tax or a correction over \$1,000. **Prepare Resolution**

Taxes in Almond

Legislator Heineman asked Terri Ross, County Treasurer, if anything could be done for the people in Almond regarding the tremendous increase in their taxes. Ms. Ross indicated that Allegany County does not currently have any provisions for making partial tax payments; however, once taxes are turned over to the Treasurer, they may be paid with a credit card. Our web page has a link listing a website that will allow people to pay their taxes online. Credit cards can only be used for delinquent taxes, and the most current owed tax must be paid first. Ms. Ross indicated that Allegany County generally collects approximately 93 percent of the tax levy.

Snow and Ice Contracts

Legislator Heineman commented that the Northern Allegany County Towns were not happy with the low increase in the Snow and Ice Contract. One committee member stated that the contracts were worked out with the Department of Public Works and the Town Highway Superintendents, and that the contracts went from a four year to a five year contract. After a brief discussion, Legislator Reynolds stated that he would request David Roeske to contact the town supervisors regarding the contracts.

Motor Vehicle Use Tax

Legislator Bennett stated that correspondence has been received from the Allegany County Farm Bureau and the Allegany County Grange as well as individual farmers requesting the Board to exempt vehicles registered for agricultural and farm use from the Motor Vehicle Use Tax. Legislator Bennett stated that there are currently 88 farm and 284 agricultural vehicles registered in Allegany County. A motion was made by Bennett, seconded by Reynolds and carried to exempt vehicles registered for agricultural and farm use from the Motor Vehicle Use Tax. Committee members requested Brenda Rigby to send a letter to the Grange and Farm Bureau advising them of our intention to exempt agricultural and farm vehicles from the tax. **Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES

Ms. Rigby presented the following referrals from other committees:

Human Services Committee

The Office for the Aging requests a resolution to increase the following revenue and expenditure accounts due to an increase in Federal grant in-aid:

Revenue account #A11.4772.08 (Federal Aid – Home & Community Services) \$5,988

Account #A6784.402 (OFA Weatherization – Mileage) \$ 988

Account #A6784.408 (OFA Weatherization – General Supplies) \$5,000

The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

The Department of Social Services requests approval to fill an open Caseworker position. The position is 100 percent funded, including salary, fringe benefits, and overhead costs from grant monies. The request was approved on a motion by Truax, seconded by Crandall and carried.

Public Safety Committee

The Sheriff's Office requests a resolution approving a lease agreement from May 1, 2003 through April 30, 2004 with the State of New York Office of General Services Cuba Lake Reservation for the former Ranger Cabin and Boathouse (lots 338 & 339) at Cuba Lake for the annual sum of \$1. The request was approved on a motion by Bennett, seconded by Heineman and carried. **Prepare Resolution**

The Sheriff's Office requests a resolution to accept (as previously appropriated) \$70,237 from the New York State Governor's Committee on Traffic Safety to further authorize Chairman Sherman to sign amendments to contract C-000862, Child Passenger Safety Program (A.B.C. Coalition), \$10,000 (for Grant CS-0200072, FY 10/1/02 to 9/30/03); and to contract C-000861, Ride Smart III, \$58,281 (for Grant OP-0200062, FY 10/1/02 to 9/30/03). For grant PT-0200034 (FY 10/1/02 to 9/30/03, Buckle Up New York!), \$1,956, the state does not require a contract; the award letter is sufficient. This will enable the County to operate a Traffic Safety Program at no

cost to the County, and the funds have already been included in the 2003 budget. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

The Sheriff's Office requests a resolution transferring \$5,000 from A3110.203 (Sheriff – Equipment/Communication) to A3110.413 (Sheriff – Contractual/Lease or Rental Property) to lease/purchase a tamperproof identification system. It was noted that the ID system has the capability to produce magnetic strips on ID cards, and the Sheriff plans to work in conjunction with the Human Resources Office to produce employee ID cards. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

Fire Service requests a resolution transferring \$2,987 from A02.1589.R4 (E-911 Municipal Surcharge) to A3510.203 (Fire E-911 – Equipment) to upgrade recorder equipment at the Wellsville Police Department PSAP. The request was approved on a motion by Bennett, seconded by Reynolds and carried. **Prepare Resolution**

Personnel Committee

The Personnel Committee requests approval to fill the Assistant Director's position in the Veterans Service Agency effective July 1, 2003. The request was approved on a motion by Bennett, seconded by Reynolds and carried.

Legislators' Payroll

The legislators' vouchers for expenses covering the period January 28 through February 24, 2003, were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Reynolds, seconded by Bennett and carried.

Proposals for Design and Construction Management of Public Safety Complex

Earlier this week John Margeson, County Administrator, distributed packets to committee members summarizing the DPW administrative staff's review and ratings of the construction management firms and the architecture/engineering firms that submitted proposals for the Public Safety Complex. Also included in the packet was Mr. Margeson's analysis of the proposals.

Committee members discussed the various proposals as well as whether or not it would be necessary to hire an outside consultant to also review the proposals. A motion was made by Heineman, seconded by Myers and carried to have Mr. Margeson contact the NYS Commission of Corrections to see if they would recommend a consultant to assist the County in selecting a construction manager. Mr. Margeson stated that he would ask Karl Graves to participate when he contacts the NYS Commission of Corrections, and he will then report back to the committee. It was noted that it might be necessary to hold an additional Ways and Means Committee meeting regarding this matter.

Legislator Palmer stated that he has had experience in building projects and offered his assistance if the Ways and Means Committee members desire additional input.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee Date: March 12, 2003

The Office for the Aging requests approval to transfer \$965.09 from contingency to A6772.201 to purchase a used 2000 Saturn to deliver meals on wheels (replace car destroyed in crash)

\$2,834.91	- Check from insurance company for damaged vehicle
\$2,700.00	- money in equipment account currently
\$ 965.09	- Contingency
\$6,500.00	- Total cost

FISCAL IMPACT:

For further information regarding this matter, contact:

Kim Toot

Ext. 390

TAX BILL CORRECTIONS FOR THE MONTH OF MARCH 2003

TOWN	PROPERTY OWNER & TAX MAP #	CURRENT TAX	CORRECT TAX	AMOUNT OF CORRECTION/ REFUND
Wirt	Leonard & Kathryn Tyler 187.-1-984 *Parcel deleted from roll	\$59.40	\$0.00	Charge Back \$59.40
Amity	CCAS Southern Tier Ext. Railroad 172.13-1-67 *Parcel wholly exempt	\$4,102.04	\$0.00	Charge Back \$4,102.04
Friendship	CCAS Southern Tier Ext. Railroad 182.12-1-1 *Parcel wholly exempt	\$1,278.86	\$0.00	Charge Back \$1,278.86
Friendship	CCAS Southern Tier Ext. Railroad 182.12-1-1 *Parcel wholly exempt	\$1,211.64	\$0.00	Charge Back \$1,211.64
Clarksville	Wilson J. Hershey 231.-1-28.22 *Duplicate parcel	\$2,456.52	\$0.00	Charge Back \$2,456.52

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: March 12, 2003

The Allegany County Office for the Aging requests a resolution to increase the following revenue and expenditure accounts. This is due to an increase in Federal grant-in-aid.

Increase Revenue Account Number:

A 11 4772.08	WRAP	<u>5,988.00</u>
	TOTAL	\$ 5,988.00

Increase Expenditure Account Numbers:

A6784.402 Mileage	988.00
A6784.408 General Supplies	<u>5,000.00</u>
TOTAL	\$ 5,988.00

FISCAL IMPACT: Increase Federal Revenue

For further information regarding this matter, contact:

Kim Toot, Office for the Aging

Name and Department

268-9390

Telephone

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

Date: March 11, 2003

The Allegany County Department of Social Services requests permission to fill an open Caseworker position. This position is 100% funded, including salary, fringe benefits, and overhead costs, by a grant the Department receives. The position has been filled to this point, although a recent opening has resulted. This is one of the grant-funded positions that has been approved by the Legislature on an annual basis, and one which will be abolished if the funding ceases to exist.

FISCAL IMPACT: This position is included in the 2003 budget. There will be NO local share for salaries, fringe benefits, A-87 costs, MLR, or overhead.

For further information regarding this matter contact

Margaret A. Cherre, Department of Social Services
Name & Department

268-9303
Telephone

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

**COMMITTEE: Public Safety
Ways and Means**

DATE: Feb. 26, 2003

The Sheriff's Office requests a resolution to accept (as previously appropriated) \$70,237.00 from the New York State Governor's Committee on Traffic Safety and to further authorize Chairman Edgar Sherman to sign amendments to contract C-000862, Child Passenger Safety Program (A.B.C. Coalition), \$10,000 (for grant CS-0200072, FY 10-1-02 to 9-30-03); and to contract C-000861, Ride Smart III, \$58,281 (for grant OP-0200062, FY 10-1-02 to 9-30-03). For grant PT-0200034 (FY 10-1-02 to 9-30-03, Buckle Up New York!), \$1,956, the State does not require a contract; the award letter is sufficient.

FISCAL IMPACT: The County will be able to operate a Traffic Safety Program at no cost to the County. Funds already included in 2003 budget.

For further information regarding this matter, contact:

**Randal J. Belmont, Sheriff, 268-9200
Allegany County Office of the Sheriff**

Memorandum of Explanation

Intro. No. _____
(Clerk's Use Only)

Committee: Public Safety

Date: February 20, 2003

I would like to transfer \$5,000.00 to lease/purchase a tamper proof identification system.

Transfer from:	A 3110.203 (Communication)	\$5,000.00
Transfer to:	A 3110.413 (Lease or Rental Property)	\$5,000.00

Fiscal Impact: none

For further information regarding this matter, contact

Randal J. Belmont, Sheriff
Name and Department

Ext. 200
Telephone Number

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: 3/5/03

The fire service requests a resolution to transfer \$2,987.00 from the E-911 revenue account A.02 1589.R4 to the E-911 equipment account A3510.203.

These funds will be used to upgrade recorder equipment at the Wellsville Police Department PSAP.

FISCAL IMPACT: \$2,987.00

For further information regarding this matter, contact:

Paul W. Gallmann, Fire Coordinator ext 244
Name and Department Telephone Number

J. Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

SPECIAL MEETING

Minutes of April 14, 2003

RECEIVED

APR 15 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

J. Margeson, D. Guiney, W. Dibble, R. Sobeck, D. Russo, J. Palmer, A. Finnemore

Sale of Real Estate

County Attorney Daniel Guiney presented information regarding the proposed sale of real estate to Conesco. The parcel being considered, located in the Town of Clarksville, was accepted by the County in November 2002 as a reconveyance from a tax sale due to an error in procedure (Resolution No. 267-02). Conesco (mortgage holder) desires to purchase the parcel for the \$8342.47 owed for back taxes. This transaction would also put the property back on the tax rolls. A motion was made by R. Bennett, seconded by R. Truax and carried to sponsor a resolution approving this real estate sale. **Prepare Resolution**

Sales Tax

On March 10, 2003 the Board passed Resolution 58-03 – *Requesting State Legislative Representatives to Introduce and Seek Passage of Legislation Authorizing Allegany County to Continue the Additional One Percent County Sales Tax for Three Years*. We received notification that Senator McGee and Assemblywoman Young have introduced legislation, Senate Bill S.3207/Assembly Bill A.7251, which would extend the additional one percent sales and compensating use tax until November 30, 2005. A motion was made by C. Crandall, seconded by S. Myers and carried to sponsor a resolution approving and requesting passage of said bills. **Prepare Resolution**

Wireless Communication Service Surcharges

Senator McGee's office notified us that Senate Bill S.1736 and Assembly Bill A.6094 were introduced to amend the county law in relation to authorizing wireless communications service surcharge in the County of Allegany. In June 2002, the Board had requested the New York State Legislature to enact bills authorizing the county to impose a monthly wireless communications service surcharge to help fund the E-911 routing system. The bills were re-introduced during this current legislative session. A motion was made by J. Graffrath, seconded by R. Bennett and carried to sponsor a resolution approving and requesting passage of said bills. **Prepare Resolution**
(Previous request – Res. No. 187-02)

Hotel and Motel Taxes

On December 9, 2002 the Board passed Resolution 295-02 – *Requesting State Legislative Representatives to Introduce and Seek Passage of Legislation Authorizing Allegany County to Impose an Occupancy Tax*. We received notification that legislation has been introduced, Senate Bill S.2632 and Assembly Bill A.6276, an act to amend the tax law, in relation to authorizing the County of Allegany to impose hotel and motel taxes. A motion was made by J. Graffrath, seconded by R. Truax and carried to sponsor a resolution approving and requesting passage of said bills (B. Reynolds and R. Heineman were opposed). **Prepare Resolution**

Director of Weights & Measures

The Public Safety Committee requests approval to appoint Gilbert Green as Director of Weights and Measures from the eligible Civil Service list. The request was approved on a motion by R. Bennett, seconded by R. Truax and carried. **Prepare Resolution**

Appropriation of Insurance Recovery

The Clerk of the Board's office requests a resolution to accept a \$584 check from New York Central Mutual representing the full estimate of the cost to repair a Health Department 2000 Chevrolet Cavalier. This vehicle was damaged on March 17, 2003 when a truck parked in a garage backed out and struck it. The funds should be appropriated to CS1931.429 (Risk Retention – Uninsured Property Loss) with a like sum placed in revenue account A07.2680.00 (Insurance Recovery). A motion was made by R. Bennett, seconded by R. Heineman and carried to accept and appropriate said funds. **Prepare Resolution**

Public Safety Building Update

James Graffrath presented information on the process to select a construction manager and architectural firm for the new public safety building project. The Department of Public Works staff, with input by County Administrator J. Margeson, completed a survey and compiled a chart to rate the applicants. J. Graffrath moved to choose the top three in each category and move the process along. At a previous meeting, it had been decided to look into hiring a consultant to help with the selection process and also to hire the construction manager first to have his input on the hiring of the architectural firm. Discussion followed ranging from saving time and money by performing the selection internally to hiring a consultant, with concerns raised on partiality and qualifications of staff. It was decided to have the sub-committee, headed by K. Nielsen, select the top four construction managers and perform a background check on the last three projects completed by each, speaking with the person who was the liaison between the manager and employer. It was suggested that information could be e-mailed to Ways and Means Committee members; then a short meeting will be held on April 28, 2003 to go over results prior to scheduling interviews.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Adele Finnemore, Deputy Clerk
Allegany County Board of Legislators

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Ways and Means

DATE: April 14, 2003

RE: Appropriation of Insurance Recovery

The Clerk of the Board's office requests a resolution to accept a \$584 check from New York Central Mutual representing the full estimate of the cost to repair a Health Department 2000 Chevrolet Cavalier.

On March 17, 2003 the Health Department's 2000 Chevrolet Cavalier was damaged when New York Central Mutual's insured backed truck parked in garage out and struck our vehicle.

The funds should be appropriated to CS1931.429 (Risk Retention – Uninsured Property Loss) with a like sum placed in revenue account A07.2680.00 (Insurance Recovery).

Date of Accident: March 17, 2003

Health Department – 2000 Chevrolet Cavalier
VIN #161JF5240Y7459377

Estimate performed by VanPelt Collision, Inc. on March 18, 2003.

FISCAL IMPACT: None

For further information regarding this matter, contact:

Brenda A. Rigby, Clerk of the Board

268-9220

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

SPECIAL MEETING

APRIL 14, 2003

J. Margison

RECEIVED

APR 14 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, R. Heineman, S. Myers, B. Reynolds, E. Sherman

Meeting was called to order at 1:35 p.m. by K. Nielsen.

REFERRAL FROM OTHER COMMITTEE

Public Safety Committee:

The Fire Service Department requests a resolution to accept a \$ 15,000 member item grant from Senator Patricia McGee for the purchase of defibrillators for fire departments.

The resolution will authorize the Chairman of the Board to enter into the contract and will appropriate \$ 15,000 unanticipated State Aid to A3410.210 (Fire Other) and credit the \$ 15,000 to A10.3305.3410 (State Aide-Fire Defibrillator).

The request was approved on a motion by Heineman, seconded by Myers and carried.

Prepare Resolution

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Rodney K. Bennett

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: April 14, 2003

A resolution is requested to accept a \$15,000 member item grant from the Senator Patricia Mcgee for the purchase of defibrillators for fire departments.

The resolution will authorize the Chairman of the Board to enter into the contract and will appropriate \$15,000 unanticipated State Aid to A3410.210 (Fire Other) and credit the \$15,000 to A10.3305.3410 (State Aid-Fire Defibrillator).

FISCAL IMPACT:

For further information regarding this matter, contact:

Paul W. Gallmann, Fire Service

ext. 244

Name and Department

Telephone Number

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

April 30, 2003

J. Margeson

RECEIVED

MAY 02 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, E. Sherman

Others Present

R. Belmont, T. Claypool, C. Dickerson, V. Fegley, D. Horan, J. Margeson, B. Morris, G. Ogden, S. Presutti, D. Reynolds, B. Rigby, D. Russo, R. Sobeck

Media Present

P. Sawyer – Cuba Patriot

Approval of Minutes

The March 26 and April 14, 2003 minutes were approved on a motion by Heineman, seconded by Reynolds and carried.

Tax Corrections

Steven Presutti, Real Property Tax Service Agency Director, presented a request to have the following changes made to the tax rolls:

TOWN OF HUME
Tw Fanch

Tax Map Number: 600.-1-988
Charge Back \$514.53 (2003)

TOWN OF HUME
Tw Fanch

Tax Map Number: 600.-1-988
Charge Back \$347.52 (2003-2003 School)

Mr. Presutti indicated that the parcel no longer exists and should have been deleted from the roll. The requests were approved on a motion by Bennett, seconded by Crandall and carried. Mr. Presutti noted that pursuant to Resolution No. 97-02, a resolution would be required because the action results in a complete removal of tax. Prepare Resolution

Real Property Tax Departmental Account Summary

Mr. Presutti presented the year-to-date financial summary for the accounts in his office. No questions were asked at this time.

Lease of Automobiles (Health Dept.)

Resolution Intro. No. 109-03 – Approval of Three Year Lease of Four Chevrolet Malibu Automobiles From Preston Auto/Truck Center, Inc.; Authorizing Health Department Director to Execute Lease – was defeated at the April 28, 2003 Board meeting.

Dr. Gary Ogden, Public Health Director, addressed the committee regarding the defeated resolution indicating that he understood and agreed with some of the legislators' concerns regarding the practice of leasing vehicles; however, the Health Department has a short term need with no short term solution.

Teresa Claypool, Office Manager – Health Department, stated that the buyout figure to purchase the four vehicles whose lease expires at the end of May is \$26,833. Ms. Claypool stated that if a leased vehicle is driven more than 60,000 miles in one year, the extra charge is 15 cents per mile. If a vehicle is driven less than 45,000 miles, the Health Department receives a reimbursement. We were unable to determine if the mileage reimbursement would still be received if another vehicle is not leased. Legislator Graffrath offered to stop at Prestons on his way home to get clarification on this issue.

Some of the issues committee members discussed regarding this matter included:

1. The maintenance and repair costs associated with keeping an older vehicle operational and safe.
2. Buying vehicle off of state bid, and then turning them over quickly.
3. Cost of lease obligations compared to cost of buying cars when the lease expires.
4. The need for a long-range fleet plan and policies indicating when vehicles should be replaced.
5. The possibility of financing the purchase of numerous cars by bonding the cost. The current bond rate is less than two percent.

A motion was made by Heineman, seconded by Graffrath and carried to refer the matter to the Transportation Committee to investigate the best way to handle replacing the four Health Department vehicles. The motion included the statement that a recommendation from the Transportation Committee should be referred back to the Ways and Means Committee for final approval. Possible funding options if the four vehicles are bought could include the unused budgeted portion of lease money in the amount of \$6,888, up to \$9,000 from Contingency, and approximately \$4,500 in mileage reimbursement from the lease contract if we will still receive the funds even though the vehicles are not being turned in. **Refer to Transportation Committee**

Bail Payments by Credit Card

Randy Belmont, Sheriff, requested a resolution to enter into agreement with GPS (Government Payment Services, Inc.) to enable the Sheriff's Office to accept credit cards for bail payments. The County Attorney reviewed the agreement. The request was approved on a motion by Graffrath, seconded by Bennett and carried. **Prepare Resolution**

Grant for Sheriff's Office

Sheriff Belmont requested a resolution accepting a \$20,000 grant from New York State to finance the purchase of an upgrade for the computer aided dispatch, radios, antennas, mount kits, headsets, storage unit, radio batteries, and chargers. Sheriff Belmont indicated that the County is not required to match any funds; it is a straight grant, and the County Attorney reviewed the agreement. The funds should be appropriated to accounts designated by the County Treasurer. The request was approved on a motion by Bennett, seconded by Heineman and carried. Prepare Resolution

Watercraft for Lake Patrol

Sheriff Belmont requested a resolution to accept the use of a personal watercraft (jet ski) through a loan program. The personal watercraft will be given to the Sheriff's Office for use on Cuba and Rushford Lakes for a period of one year at no cost to the County by Pioneer Motor Sports. Sheriff Belmont indicated that the only obligation the County has is to pick the watercraft up and insure it. Sheriff Belmont indicated that the matter was presented to the Rushford Lake Association, and they loved the idea of being able to get into areas that boats can't go into. The request was approved on a motion by Bennett, seconded by Heineman and carried. Prepare Resolution

Property Line Dispute

Legislator Graffrath mentioned a property dispute regarding a parcel of property bordering the Towns of Ward and Andover. Mr. Presutti stated that tax maps were developed in 1972, and property descriptions are only as good as the deed recorded. Tax mapping has a four percent tolerance when doing adjustments in property. Instrument surveys are the most accurate form we have, and it is the policy of the Real Property Tax Department to accept a surveyed description over anything else. When there are questions about a survey, the owner of the bordering property can have his own property surveyed. If the adjusted property line appears to be correct, the owner can go to the assessor and ask for a refund on taxes for the last three years. If the adjusted property line appears to be incorrect, the courts may have to settle the dispute.

REFERRALS FROM OTHER COMMITTEES

Ms. Rigby presented the following referrals from other committees:

Finance Committee

The Finance Committee requests approval to authorize the County Administrator to file the 2004 Tentative Budget with the Finance Committee rather than the Ways and Means Committee. The Finance Committee will then review the budget and make recommendations to the Ways and Means Committee. The request was approved on a motion by Crandall, seconded by Reynolds and carried (Voting No: Heineman). Legislator Myers stated that the Finance Committee should send a committee member to other committee meetings.

Human Services Committee

The Health Department requests a resolution to reduce the following accounts in the 2003 budget reflecting the removal of anticipated aid that will not be received:

Revenue Account #A11.4489.4189 (Federal Aid – Bio-Terrorism)
\$40,000

Approp. Account #4189.201 (Bio-Terrorism Preparedness – Equipment)
\$20,000

Approp. Account #4010.101 (County Health Department – Personnel)
\$20,000

The request was approved on a motion by Crandall, seconded by Bennett and carried.

Prepare Resolution

The Department of Social Services requests a resolution accepting federal and state grant-in-aid in the amount of \$22,320 through the 90% Enhanced Federal Matching Grant to purchase 12 complete work stations, network printer, procure cards, and server. The remaining 10 percent of costs will be covered through the department's regular Medicaid Managed Care Grant. Legislator Crandall indicated that he had discussed the matter with Deborah Button, Information Technology Director. The funds should be allocated as follows:

Revenue Account #A11.4610.00 (Federal Administrative Reimbursement)
\$11,160

Revenue Account #A10.3610.00 (State Administrative Reimbursement)
\$11,160

Approp. Account #A6010.201 (DSS Computer Equipment)
\$22,320

The request was approved on a motion by Crandall, seconded by Bennett and carried.

Prepare Resolution

The Department of Social Services requests approval to temporarily fill an open Caseworker position. There are currently two Caseworker openings resulting from existing staff on indeterminate medical leaves. Both leaves may be long-term, and the Department of Social Services is seeking permission to fill one of the positions. It was noted that the hiring freeze includes a provision for hiring an employee that will result in an overall reduction of staff. The request was approved on a motion by Crandall, seconded by Bennett and carried.

The Office for the Aging requests a resolution accepting a bequest of \$1,000 from the Estate of Mary C. Harding. The bequest is to be placed in the Nutrition Program account to be used for home delivered meals, and the funds should be allocated as follows:

Revenue Account #A02.1972.00 (Dept. Income, OFA – Nutrition) \$1,000

Approp. Account #6772.474 (OFA – Nutrition – Contractual) \$1,000

The request was approved on a motion by Heineman, seconded by Bennett and carried.
Prepare Resolution

Planning and Development Committee

The Employment and Training Center requests a resolution to transfer funds as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Reynolds, seconded by Heineman and carried. **Prepare Resolution**

The Development Office requests a resolution to reduce the 2003 Tourism budget by \$1,245 to reflect the monies actually received from the projected 2003 I Love New York Matching Funds Grant. The funds should be adjusted as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Reynolds, seconded by Heineman and carried. **Prepare Resolution**

Public Safety Committee

The District Attorney's Office requests a resolution to transfer \$1,170 from A1165.405 (District Attorney – Conference Exp.) to A1165.204 (District Attorney – Vehicles). When the budget request was submitted last summer, monies for Courtroom presentation equipment were included. That equipment was actually purchased from 2002 funds under the Aid to Prosecution Grant. The 2003 Aid to Prosecution Grant (which was approved after the 2003 Budget was approved) included funding for a replacement motor vehicle, which was authorized by the Public Safety Committee in January. The request was approved on a motion by Bennett, seconded by Graffrath and carried. **Prepare Resolution**

Departmental Financial Summaries

Brenda Rigby distributed copies of the year-to-date financial summaries for the County Attorney, County Treasurer, and Clerk of the Board.

Mortgage Tax Apportionment

Ms. Rigby reported that the mortgage tax figures for the period October 1, 2002 through March 31, 2003, have been received and the apportionment to the towns and villages made in the Clerk's office. A motion was made by Crandall, seconded by Bennett and carried to request the County Attorney to prepare a resolution authorizing the apportionment to the town and village. **Prepare Resolution**

Legislators' Payroll

The legislators' vouchers for expenses covering the period February 25 through March 24, 2003, were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Heineman, seconded by Bennett and carried.

Executive Session

A motion was made by Reynolds, seconded by Bennett and carried to enter into executive session to discuss the medical, financial, credit or employment history of a particular corporation. Following the executive session, a motion to return to regular session was made by Crandall, seconded by Graffrath and carried.

Construction Management Firms

At the April 14 Ways and Means Committee meeting, a decision was made to perform background checks on the last three projects completed by various construction management firms that submitted proposals for the design and construction management of the Public Safety Complex.

John Margeson, County Administrator, distributed information regarding those background checks to committee members. A motion was made by Reynolds, seconded by Heineman and carried to interview the top four companies. The interviews will be held on May 14 at 1:00 p.m. and May 15 at 9:00 a.m. Although all legislators may attend the interviews, the core interview group will consist of John Margeson, Kenneth Nielsen, Brent Reynolds, and Thomas Windus.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators



ALLEGANY COUNTY REAL PROPERTY TAX SERVICE

COURTHOUSE - 7 COURT STREET • BELMONT, NEW YORK 14813

TELEPHONE (585) 268-9381 • FAX (585) 268-9614

www.alleganyco.com

STEVEN G. PRESUTTI

Allegany County Treasurer ^{Director} Office
Attn: Terri Ross, Treasurer

April 3, 2003

TOWN	OWNER OF RECORD	TAX MAP NUMBER	LAND/TOTAL ASSESSMENT	TAX YEAR CORRECTING
Hume	Tw Fanch	600.-1-988	\$21,841	2003

Pursuant to Section 554 / 556 of the Real Property Tax Law, I, as Director of the Real Property Tax Service Agency for Allegany County, am to investigate any claimed error. I am to submit a written report of my finding and my recommendations for action. The following is my report:

This parcel no longer exist and should have been deleted from the roll.

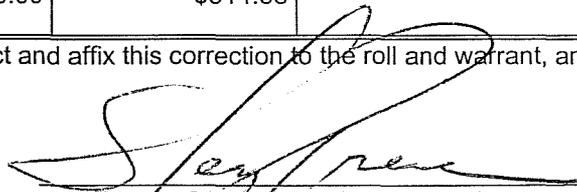
CLERICAL ERROR	X	ERROR IN ESSENTIAL FACT	UNLAWFUL ENTRY
----------------	---	-------------------------	----------------

I therefore recommend that the tax levying body, the Board of Legislators, make an order setting forth the correct tax as shown below and the County Treasurer is directed to make the following charges on her books:

	CORRECTED TAXABLE VALUE	CORRECTED TAX	CHARGE BACK	(For Treasurer Office use)
	\$0.00			
Allegany County		0.00	245.98	A342
Town		0.00	255.92	A430
Fire		0.00	12.63	A430
Village Relevy				A441
School Relevy				A440
Special Districts				
School				A440 (All School \$'s)
Library				A440 (All School \$'s)
Interest & Penalties				A1090 – Interest
				A430 - 2 nd Notice
Total		\$0.00	\$514.53	

I also direct the officer having jurisdiction of the Tax Roll to correct and affix this correction to the roll and warrant, and therefore shall become part thereof.

THIS CORRECTION NEEDS BOARD APPROVAL
(over \$1,000 and/or complete removal of tax)


 Steven G. Presutti, Director RPTS

(For County Administrators Use Only for Refund/Corrections \$1,000 and below, per Res # 97 - 02)

The tax in the amount of \$514.53 was not paid.

A corrected tax in the amount of \$0.00 is due from the applicant.

Dated: _____

Approved by _____

John E. Margeson, County Administrator

CC: Tax Collector, Assessor



ALLEGANY COUNTY REAL PROPERTY TAX SERVICE

COURTHOUSE • 7 COURT STREET • BELMONT, NEW YORK 14813
TELEPHONE (585) 268-9381 • FAX (585) 268-9614

www.alleganyco.com

STEVEN G. PRESUTTI

Allegany County Treasurer ^{Director} Office
Attn: Terri Ross, Treasurer

April 3, 2003

TOWN	OWNER OF RECORD	TAX MAP NUMBER	LAND/TOTAL ASSESSMENT	TAX YEAR CORRECTING
Hume	Tw Fanch	600.-1-988	\$21,841	2002-2003 School

Pursuant to Section 554 / 556 of the Real Property Tax Law, I, as Director of the Real Property Tax Service Agency for Allegany County, am to investigate any claimed error. I am to submit a written report of my finding and my recommendations for action. The following is my report:

This parcel no longer exist and should have been deleted from the roll.

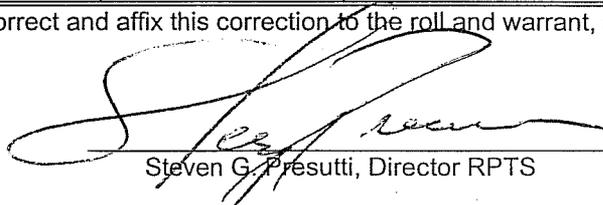
<input type="checkbox"/>	CLERICAL ERROR	<input checked="" type="checkbox"/>	ERROR IN ESSENTIAL FACT	<input type="checkbox"/>	UNLAWFUL ENTRY
--------------------------	----------------	-------------------------------------	-------------------------	--------------------------	----------------

I therefore recommend that the tax levying body, the Board of Legislators, make an order setting forth the correct tax as shown below and the County Treasurer is directed to make the following charges on her books:

	CORRECTED TAXABLE VALUE	CORRECTED TAX	REFUND	(For Treasurer Office use)
	\$0.00			
Allegany County				A342
Town				A430
Fire				A430
Village Relevy				A441
School Relevy				A440
Special Districts				
School- Fillmore Central School		0.00	346.39	A440 (All School \$'s)
Library		0.00	1.13	A440 (All School \$'s)
Interest & Penalties				A1090 – Interest
				A430 - 2 nd Notice
Total		\$0.00	\$347.52	

I also direct the officer having jurisdiction of the Tax Roll to correct and affix this correction to the roll and warrant, and therefore shall become part thereof.

THIS CORRECTION NEEDS BOARD APPROVAL
(over \$1,000 and/or complete removal of tax)


Steven G. Presutti, Director RPTS

(For County Administrators Use Only for Refund/Corrections \$1,000 and below, per Res # 97 - 02)

The tax in the amount of \$347.52 was not paid.

A corrected tax in the amount of \$0.00 is due from the applicant.

Dated: _____

Approved by _____

John E. Margeson, County Administrator

CC: Tax Collector, Assessor

MEMORANDUM OF EXPLANATION

Intro. No: _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

DATE: April 9, 2003

The Health Department requests a resolution reducing the 2003 budget . When the budget was prepared last July, we were under the impression that the State was going to give us \$40,000.00 directly. We have since found out they are not.

From Account: _____ **To Account:** _____ **Amount:** _____

Reduction to the 2003 Budget as per the Attached Memo

A11.4489.4189 – Federal Aid – BioTerrorism	(\$40,000)
A02.4189.201 – Equipment	(\$20,000)
A02.4010.101 – Personal services	(\$20,000)

Reduction to Revenues = \$40,000
Reduction to Appropriations = \$40,000

For further information regarding this matter, contact:

Pamela L. Cockle, Accountant - ACDOH _____ X458

Gary W. Ogden, M.D., Public Health Director _____ X247

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

Date: April 9, 2003

The Allegany County Department of Social Services requests permission to modify the following revenue and expenditure accounts in our budget. This request is the result of a grant-in-aid that will provide both Federal and State revenue (grant name – 90% Enhanced Federal Matching). The remaining 10% of costs will be covered through the Department's regular Medicaid Managed Care Grant.

Increase Revenue Account Numbers

A11 4610.00 (Federal Administrative Reimbursement) by	\$11,160.00
A10 3610.00 (State Administrative Reimbursement) by	<u>\$11,160.00</u>
Total	<u>\$22,320.00</u>

Increase Expenditure Account Numbers

A 6010.201 (DSS computer equipment) by	<u>\$22,320.00</u>
--	--------------------

Cost includes 12 complete work stations, network printer, procure cards, and server.

Increase to Local Share	\$-0-
-------------------------	-------

FISCAL IMPACT: There is no local cost for the purchase and installation of these 12 workstations, with **all costs covered 100% by state and federal revenues.**

For further information regarding this matter contact

Margaret A. Cherre, Department of Social Services
Name & Department

268-9303
Telephone

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

Date: April 9, 2003

The Allegany County Department of Social Services requests permission to fill an open Caseworker position.

We have two Caseworker openings, both the result of existing staff on indeterminate medical leaves. Both leaves may be long-term, and we are therefore seeking permission to fill one of them.

This fits into the Legislature's provision in the hiring freeze regarding staff reduction – we will fill only one of our two openings.

FISCAL IMPACT: Both positions are included in the 2003 budget. The County pays approximately 25% of total costs. Total salary and benefits for this position are estimated at \$27,000 for the remainder of this calendar year, with the County cost estimated at \$6,750. We would realize a similar savings from budget projection by filling only one of the two openings.

For further information regarding this matter contact

Margaret A. Cherre, Department of Social Services
Name & Department

268-9303
Telephone

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: 04/09/03

The Allegany County Office for the Aging requests a resolution to accept a bequest of \$1,000.00 from the Estate of Mary C. Harding. The bequest is to be placed in the Nutrition Program account to be used for Home Delivered Meals.

Expenditure Account #

A6772.474 Caterer \$1,000.00

Revenue Account #

A 02 1972.00 \$1,000.00

FISCAL IMPACT: Increase local contributions.

For further information regarding this matter, contact:

Kim Toot, Office for the Aging
Name and Department

268-9390
Telephone

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Planning and Development

DATE: 4/14/2003

The Allegany County Employment and Training Center is requesting that the Board of Legislators approve a resolution for the transfer of funds within the following appropriation accounts.

Appropriations

From:	To:	Amount:
CD1 6403.804 DSS W/C	CD1 6402.806 DSS Hosp/Med	2,000.00
CD1 6403.101 DSS Regular Pay	CD1 6402.101 WIA Adult Reg. Pay	25,000.00
CD1 6403.475 DSS Voc. Training	CD1 6402.101 WIA Adult Reg. Pay	5,800.00
CD1 6403.802 DSS Retirement	CD1 6402.101 WIA Adult Reg. Pay	1,500.00
CD1 6403.803 DSS FICA	CD1 6402.101 WIA Adult Reg. Pay	2,500.00
CD1 6403.805 DSS Disability	CD1 6402.101 WIA Adult Reg. Pay	1,200.00
CD1 6404.474 CASP OJT Contracts	CD1 6402.409 WIA Adult Fees	3,300.00
CD1 6404.474 CASP OJT Contracts	CD1 6402.474 WIA Adult CRT	1,200.00
CD1 6405.101 CASP W.E. Pay	CD1 6402.474 WIA Adult CRT	4,800.00
CD1 6408.101 WtW Reg. Pay	CD1 6402.474 WIA Adult CRT	9,000.00
CD1 6408.101 WtW Reg. Pay	CD1 6402.475 WIA Adult OJT	14,000.00
CD1 6408.476 WtW OJT Contracts	CD1 6402.475 WIA Adult OJT	5,000.00
CD1 6408.803 WtW FICA	CD1 6402.475 WIA Adult OJT	2,000.00
CD1 6408.806 WtW Hosp/Med	CD1 6402.475 WIA Adult OJT	4,000.00
CD1 6408.806 WtW Hosp/Med	CD1 6402.803 WIA Adult FICA	1,000.00
CD1 6409.101 WtW W.E. Wages	CD1 6402.803 WIA Adult FICA	1,600.00
CD1 6409.101 WtW W.E. Wages	CD1 6402.806 WIA Adult Hosp/Med	400.00
CD1 6412.201 Youth Contract Equip.	CD1 6402.806 WIA Adult Hosp/Med	2,000.00
CD1 6412.474 Youth Contract CRT	CD1 6402.806 WIA Adult Hosp/Med	4,400.00
CD1 6412.474 Youth Contract CRT	CD1 6401.474 WIA Adult Support Serv.	7,000.00
CD1 6412.474 Youth Contract CRT	CD1 6406.101 WIA DW Reg. Pay	600.00
CD1 6413.474 Youth Contract S/S	CD1 6406.101 WIA DW Reg. Pay	3,000.00
CD1 6794.101 TANF SYEP Reg. Pay	CD1 6406.101 WIA DW Reg. Pay	18,700.00
CD1 6794.408 TANF SYEP Supplies	CD1 6406.101 WIA DW Reg. Pay	1,000.00
CD1 6794.474 TANF SYEP Contr. Tr.	CD1 6406.101 WIA DW Reg. Pay	400.00
CD1 6794.474 TANF SYEP Contr. Tr.	CD1 6406.409 WIA D/W Fees	3,500.00
CD1 6794.474 TANF SYEP Contr. Tr.	CD1 6406.803 WIA D/W FICA	1,000.00
CD1 6794.474 TANF SYEP Contr. Tr.	CD1 6406.806 WIA D/W Hosp/Med	100.00
CD1 6794.803 TANF SYEP FICA	CD1 6406.806 WIA D/W Hosp/Med	2,100.00
CD1 6794.804 TANF SYEP W/C	CD1 6406.806 WIA D/W Hosp/Med	1,100.00
CD1 6794.806 TANF SYEP Hosp/Med	CD1 6406.806 WIA D/W Hosp/Med	1,700.00
CD1 6794.806 TANF SYEP Hosp/Med	CD1 6410.101 WIA Youth Reg. Pay	2,300.00
CD1 6795.101 TANF SYEP W.E. Pay	CD1 6410.101 WIA Youth Reg. Pay	4,700.00
CD1 6795.101 TANF SYEP W.E. Pay	CD1 6410.201 WIA Youth Equipment	1,000.00
CD1 6795.101 TANF SYEP W.E. Pay	CD1 6410.408 WIA Youth Supplies	1,000.00
CD1 6795.101 TANF SYEP W.E. Pay	CD1 6410.409 WIA Youth Fees	3,500.00
CD1 6795.101 TANF SYEP W.E. Pay	CD1 6410.806 WIA Youth Hosp/Med	2,200.00
CD1 6795.101 TANF SYEP W.E. Pay	CD1 6400.407 WIA Adm. Office Supplies	1,000.00
CD1 6795.101 TANF SYEP W.E. Pay	CD1 6400.408 WIA Adm. Gen. Supplies	1,000.00
CD1 6795.101 TANF SYEP W.E. Pay	CD1 6400.414 WIA Adm. Rent Real Property	1,600.00
CD1 6795.803 TANF SYEP W.E. FICA	CD1 6400.414 WIA Adm. Rent Real Property	1,200.00
CD1 6795.804 TANF SYEP W.E. W/C	CD1 6400.414 WIA Adm. Rent Real Property	200.00
CD1 6795.804 TANF SYEP W.E. W/C	CD1 6400.474 WIA Adm. WIB Expense	1,000.00

TOTAL ~~152,600.00~~
\$ 149,600.00

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Planning and Development

DATE: 4/14/2003

The Allegany County Employment and Training Center is requesting that the Board of Legislators approve a resolution for the transfer of funds within the following appropriation accounts.

Revenues

<u>From:</u>	<u>To:</u>	<u>Amount:</u>
CD1 2801.6403 DSS Jobs Program	CD1 4701.6402 WIA Adult Program	36,000.00
CD1 2801.6404 DSS CASP Program	CD1 4701.6402 WIA Adult Program	9,300.00
CD1 3792.6408 WtW State Match	CD1 4701.6402 WIA Adult Program	7,000.00
CD1 4701.6408 WtW Federal	CD1 4701.6402 WIA Adult Program	30,000.00
CD1 4701.6412 Youth Contracts	CD1 4701.6402 WIA Adult Program	6,400.00
CD1 4701.6412 Youth Contracts	CD1 4701.6401 WIA Adult Supportive Service	7,000.00
CD1 4701.6412 Youth Contracts	CD1 4701.6406 WIA D/W Program	3,600.00
CD1 11 4701.12 TANF SYEP Program	CD1 4701.6406 WIA D/W Program	29,600.00
CD1 11 4701.12 TANF SYEP Program	CD1 4701.6410 WIA Youth Program	14,700.00
CD1 11 4701.12 TANF SYEP Program	CD1 4701.6400 WIA Administration	6,000.00
	TOTAL	149,600.00

FISCAL IMPACT: No Fiscal Impact

For further information regarding this matter, contact:

Jerry Garmong, Employment & Training Director Ext. 240
Name and Department Telephone Number

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Planning & Development

DATE: 12/9/02 4/14/03

A resolution is requested to amend the Tourism budget in the amount of \$1,245.00. These changes reflect the monies received from the projected 2003 I Love New York Matching Funds Grant.

Please reduce the following accounts:

	<u>2003 Budgeted</u>	<u>Amended Budget</u>	<u>Difference</u>
A6989.416 (Phone)	\$ 3,200	\$ 2,985	(215)
A6989.419 (Printing)	\$ 47,560	\$ 47,130	(430)
A6989.475 (Econ Dev)	\$106,750	\$106,150	<u>(600)</u>
Total Reduction			\$(1,245)

FISCAL IMPACT:

For further information regarding this matter, contact:

Jesse Case, Tourism
Name and Department

268-9229
Telephone Number

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: April 2, 2003

Permission is requested to transfer monies within the .2 accounts and from the .405 Conference Account to .204 Vehicle account.

When the budget request was submitted last summer, monies for Courtroom Presentation Equipment were included. That equipment was actually purchased from 2002 funds under the Aid to Prosecution Grant. The 2003 Aid to Prosecution Grant (which was approved after the 2003 Budget was approved) included funding for a replacement Motor Vehicle, which was authorized by this committee in January.

The transfers requested will allow payment of the invoices and have no effect on my overall budget.

FISCAL IMPACT: None

For further information regarding this matter, contact:

Terrence M. Parker, DA

268-9225

Name and Department

Telephone Number

5/95

M E M O R A N D U M

FROM: District Attorney
(Department)

TO: John E. Margeson, County Administrator
-and-
~~James E. Makkakka~~, County Treasurer
Teri Ross

PLEASE MAKE THE FOLLOWING TRANSFERS:

B U D G E T:

<u>From Account No.</u>	<u>To Account No.</u>	<u>Amount</u>
A1165.405 (Conference)	A1165.204 (Vehicle)	\$ 1,170.00

TOTAL: = \$ 1,170.00

E X P E N D I T U R E S:

Date of
Check Check # From Account No. To Account No.

\$

TOTAL: = \$ _____

DEPT. AUTHORIZATION: 
(signature)

DATED: 04-02-03

CO. ADMIN. AUTHORIZATION _____
(signature)

DATED: _____

COMMITTEE AUTHORIZATION _____
(signature)

DATED: _____

SUBMIT THIS FORM TO COUNTY ADMINISTRATOR TO AUTHORIZE INDIVIDUAL DEPARTMENTAL TRANSFERS OF FUNDS WITHIN ANY PERSONAL SERVICES, EQUIPMENT OR CONTRACTUAL EXPENSES APPROPRIATION ACCOUNT IN AMOUNTS OF LESS THAN \$5,000 PER TRANSACTION. ALL OTHER TRANSACTIONS MUST HAVE COMMITTEE OF JURISDICTION APPROVAL.

Memorandum of Explanation

Intro. No. _____
(Clerk's Use Only)

Committee: Public Safety
Ways and Means

Date: April 2, 2003

I would like to request a resolution for adoption by the Board of Legislators for the enclosed agreement. With the approval of this agreement the Office of Sheriff will be able to accept credit cards to pay bail for inmates (including undertakings and fines reduced to bail).

This would be another means of attempting to reduce the inmate population in our jail.

Fiscal Impact: There is no cost of implementation of the system. However, there is a possible reduction of inmate population which cannot be determined at this time without the past history.

For further information regarding this matter, contact

Randal J. Belmont, Sheriff
Name and Department

Ext. 200
Telephone Number

Memorandum of Explanation

Intro. No. _____
(Clerk's Use Only)

Committee: Public Safety

Date: April 16, 2003

I would like to request a resolution to accept grant money from the State of New York of \$20,000.00 (Twenty thousand dollars) for the purchase of equipment. Equipment to purchase will be an upgrade for the computer aided dispatch, radios, antennas, mount kits, headsets, storage unit, radio batteries, and charges.

Fiscal Impact: Revenue \$20,000.00

For further information regarding this matter, contact

Randal J. Belmont, Sheriff
Name and Department

Ext. 200
Telephone Number

PROPERTY TAX APPORTIONMENT

Period: October 1, 2002 - March 31, 2003

TOWNS	TOWN ASSESSMENT (1)	VILLAGE ASSESSMENT (2)		RATE FOR VILLAGE SHARE (3)	AMOUNT ALLOCATED FOR EACH TAX DISTRICT		TOWN SHARE (5)	VILLAGE SHARE (6)		VILLAGES
					Rate: (4a)	0.99958250 (4b)				
Bedford	157,857,714 78,928,857	32,575,850		20.6362	9,689.54	9,685.50	7,686.78	1,998.72		Alfred
Barnes	20,614,643				1,905.31	1,904.52	1,904.52			
Barnes	21,987,578				3,549.00	3,547.52	3,547.52			
Barnes	87,933,364 43,966,682	7,769,598		8.8358	8,797.10	8,793.42	8,016.45	776.97		Almond
Barnes	95,258,192 47,629,096	16,241,711		17.0502	7,341.55	7,338.49	6,087.26	1,251.23		Belmont
Barnes	85,506,036 42,753,018	16,598,045		19.4115	5,802.83	5,800.41	4,674.46	1,125.95		Andover
Barnes	81,094,640 40,547,320	15,014,181		18.5144	6,009.10	6,006.60	4,894.51	1,112.09		Angelica
Barnes	36,494,640				6,426.97	6,424.29	6,424.29			
Barnes	12,242,511				877.50	877.14	877.14			
Barnes	88,121,320 44,060,660	19,250,717	17,897,015 1,353,702	21.8457	14,810.75	14,804.56	11,570.41	3,234.15	3,006.73 227.42	Bolivar Richburg
Barnes	63,464,446 31,732,223	8,580,066		13.5195	5,765.00	5,762.60	4,983.53	779.07		Canaseraga
Barnes	53,666,084				14,997.52	14,991.25	14,991.25			
Barnes	20,617,204				2,913.50	2,912.29	2,912.29			
Barnes	29,739,617				6,032.04	6,029.53	6,029.53			
Barnes	212,622,516 106,311,258	36,354,321		17.0981	20,745.50	20,736.83	17,191.23	3,545.60		Cuba
Barnes	39,413,226				5,843.06	5,840.62	5,840.62			
Barnes	43,007,483				9,435.58	9,431.65	9,431.65			
Barnes	18,507,567				2,213.15	2,212.23	2,212.23			
Barnes	27,771,259				3,005.50	3,004.25	3,004.25			
Barnes	46,493,435				43,489.40	43,471.22	43,471.22			
Barnes	44,306,825				2,933.22	2,932.00	2,932.00			
Barnes	22,026,625				1,044.00	1,043.56	1,043.56			
Barnes	71,872,462				14,810.74	14,804.55	14,804.55			
Barnes	41,976,213				7,015.20	7,012.27	7,012.27			
Barnes	15,386,598				1,294.98	1,294.44	1,294.44			
Barnes	391,614,512 195,807,256	108,171,727		27.6220	29,373.01	29,360.73	21,250.71	8,110.02		Wellsville
Almond	14,177,871				1,455.50	1,454.90	1,454.90			
Barnes	63,606,725				4,278.50	4,276.71	4,276.71			
Barnes	57,571,154 28,785,577	4,431,807		7.6980	2,865.09	2,863.89	2,643.43	220.46		Wirt
					244,720.14	244,617.97	222,463.71	22,154.26		

ATTACHMENT TO
RESOLUTION NO. _____

TO: THE TREASURER OF ALLEGANY COUNTY, NEW YORK

Pursuant to the authority conferred by the Tax Law of the State of New York, the Board of Legislators of Allegany County, New York, does hereby order and direct that there be paid by you to the proper officers of the several tax districts entitled thereto, the mortgage tax moneys now in your hands and belonging to the several towns and villages of the county for the period October 1, 2002 through March 31, 2003.

<u>TOWN</u>	<u>AMOUNT OF TAX</u>	<u>PAYABLE TO TOWN</u>	<u>PAYABLE TO VILLAGE</u>	<u>NAME OF VILLAGE</u>
Alfred	9,685.50	7,686.78	1,998.72	Alfred
Allen	1,904.52	1,904.52		
Alma	3,547.52	3,547.52		
Almond	8,793.42	8,016.45	776.97	Almond
Amity	7,338.49	6,087.26	1,251.23	Belmont
Andover	5,800.41	4,674.46	1,125.95	Andover
Angelica	6,006.60	4,894.51	1,112.09	Angelica
Belfast	6,424.29	6,424.29		
Birdsall	877.14	877.14		
Bolivar	14,804.56	11,570.41	3,006.73	(Bolivar)
			227.42	(Richburg)
Burns	5,762.60	4,983.53	779.07	Canaseraga
Caneadea	14,991.25	14,991.25		
Centerville	2,912.29	2,912.29		
Clarksville	6,029.53	6,029.53		
Cuba	20,736.83	17,191.23	3,545.60	Cuba
Friendship	5,840.62	5,840.62		
Genesee	9,431.65	9,431.65		
Granger	2,212.23	2,212.23		
Grove	3,004.25	3,004.25		
Hume	43,471.22	43,471.22		
Independence	2,932.00	2,932.00		
New Hudson	1,043.56	1,043.56		
Rushford	14,804.55	14,804.55		
Scio	7,012.27	7,012.27		
Ward	1,294.44	1,294.44		
Wellsville	29,360.73	21,250.71	8,110.02	Wellsville
West Almond	1,454.90	1,454.90		
Willing	4,276.71	4,276.71		
Wirt	2,863.89	2,643.43	220.46	Wirt
	244,617.97	222,463.71	22,154.26	

DATED: _____

Brenda A. Rigby, Clerk
Allegany County Board of Legislators

J. Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

RECEIVED

MAY 30 2003

May 28, 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

R. Belmont, T. Claypool, D. Guiney, J. Margeson, T. Miner, J. Palmer, B. Rigby, T. Ross, D. Russo, R. Sobeck, T. Windus

Media Present

P. Sawyer – Cuba Patriot

Approval of Minutes

The April 30 and May 12, 2003 minutes were approved on a motion by Truax, seconded by Crandall and carried.

Request to Fill Position

Daniel Guiney, County Attorney, requested approval to fill the secretarial position that became vacant when his secretary retired on December 13, 2002. After a brief discussion, a motion was made by Truax, seconded by Graffrath and carried authorizing Attorney Guiney to fill the vacant secretarial position effective July 1, 2003. (Voting No: Bennett, Reynolds)

Tax Sale Auction

Terri Ross, County Treasurer, presented the list of bids (attached to original minutes) that were made at the recent tax sale auction on May 3, 2003. The list showed that on the parcels receiving bids, 52 were sold and 7 were forfeited. A motion was made by Truax, seconded by Reynolds and carried to accept the bids. Prepare Resolution

Ms. Ross stated that back-up bids were recorded at the auction, and Ms. Ross requests permission to contact the second bidders on the forfeited parcels to see if they are still interested in obtaining the parcels. The request was approved on a motion by Truax, seconded by Crandall and carried.

Attorney/Client Session

A motion was made by Reynolds, seconded by Graffrath and carried to enter into attorney/client Session. Following the attorney/client session, a motion to return to regular session was made by Bennett, seconded by Heineman and carried.

Re-conveyance of Parcel in Hume

A motion was made by Graffrath, seconded by Truax and carried authorizing Thomas Miner, Assistant County Attorney, to negotiate the settlement of a re-conveyance of a lot in the Town of Hume to Gregory A. Day, Sr. and William H. Day, Sr.

Request for Return of Bid Deposit

Terri Ross stated that she received a request for return of deposit from the tax sale on parcel 247.-1-41. Committee members briefly discussed the circumstances and agreed to stick to the policy of not refunding deposits on tax sale parcels.

Executive Session

A motion was made by Truax, seconded by Bennett and carried to enter into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Following the executive session, a motion to return to regular session was made by Truax, seconded by Reynolds and carried.

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

The Office for the Aging requests approval to fill a part-time Aging Services Technician position. The Caregiver Services Coordinator position is 17 hours per week with no benefits. The request was approved on a motion by Truax, seconded by Crandall and carried.

The Office for the Aging requests a resolution to accept \$429 from the Cuba Council of Churches to be used for the Luncheon Center Program in Cuba. The \$429 should be allocated to A6772.408 (Nutrition – General Supplies) with a like sum to Revenue account #A02 1972.00 (Departmental Income – Office for the Aging – Nutrition). The request was approved on a motion by Reynolds, seconded by Truax and carried. **Prepare Resolution**

The Health Department requests approval to fill the Deputy Public Health Director position. The position will be entirely funded by the Water Enhancement Grant. The request was approved on a motion by Truax, seconded by Crandall and carried.

The Health Department requests approval to fill an account clerk typist position. Teresa Claypool, Office Manager, stated that there are two vacant support staff positions in the department, but they should be able to manage if one is filled as one of the new computer programs has helped alleviate the need for some of the support staff. Committee members discussed sharing employees between departments and specifically mentioned Public Works' offer several months ago to help short-staffed departments. A motion was made by Truax, seconded by Crandall and carried to hire an account clerk typist and make a referral back to Human Services to abolish the other vacant position of Senior Typist. **Refer to Human Services**

Resource Management Committee

The Resource Management Committee requests the Ways and Means Committee to co-sponsor a resolution for a proposed contract agreement between the County and the New York State Department of Agriculture and Markets for acceptance of a \$12,500 Agriculture and Farmland Protection Planning Grant. The \$12,500 should be allocated to A8020.496 (Planning – Contractual) with a like sum to Revenue account #A.10.3902.8020. The request was approved on a motion by Myers, seconded by Reynolds and carried. **Prepare Resolution**

Public Safety Committee

Weights and Measures requests a resolution to renew the NYS Petroleum Product Quality Testing Program Agreement for the period April 1, 2003 through March 31, 2004 for \$15,525 which is \$4,224 more than last year. The request was approved on a motion by Bennett, seconded by Reynolds and carried. **Prepare Resolution**

Fire Service requests a resolution to transfer \$5,197 from revenue account A.02.1589.R4 (E-911 Municipal Surcharge) to A3510.203 (Fire E-911 Equipment) to finance the purchase of telemetry equipment for alarm systems at the three radio tower sites. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

The Office of Emergency Services requests a resolution to accept \$1,750 from the Southwestern Regional EMS Council to be used for unfunded training programs. The \$1,750 should be allocated to A3640.447 (Emergency Services – Contractual/EMS Training) with a like sum to revenue account #A.08.2705.3640 (Gifts and Donations – Emergency Services). The request was approved on a motion by Bennett, seconded by Reynolds and carried. **Prepare Resolution**

Departmental Financial Summaries

Brenda Rigby distributed copies of the year-to-date financial summaries for the County Attorney, and Clerk of the Board.

Legislators' Payroll

The legislators' vouchers for expenses covering the period March 25 through April 28, 2003, were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Heineman, seconded by Bennett and carried.

Mortgage Recording Taxes

On December 9, 2002, Resolution No. 294-02 – *Requesting State Legislative Representatives to Introduce and Seek Passage of Legislation Authorizing Allegany County to Impose a Mortgage Record Tax*, was approved. John Margeson, County Administrator, stated that he received notification from Senator McGee that Senate Bill S.2606-A and Assembly Bill A6095-A have been drafted, and Mr. Margeson requests a resolution approving

and requesting passage of said bills. The request was approved on a motion by Bennett, seconded by Graffrath and carried. Voting No: Reynolds **Prepare Resolution**

Transfer of Funds

Mr. Margeson requested a resolution to transfer \$20,000 from A1990.4 (Contingency) to A1011.409 (County Administrator – fees) to fund current and anticipated expenses relative to the contractual agreement with Associated Labor Consultants. The request was approved on a motion by Truax, seconded by Graffrath and carried. **Prepare Resolution**

Executive Session

A motion was made by Graffrath, seconded by Bennett and carried to enter into executive session to discuss the medical, financial, credit or employment history of a particular corporation. Following the executive session, a motion to return to regular session was made by Crandall, seconded by Graffrath and carried.

Construction Management Firms

A motion was made by Crandall, seconded by Myers and carried (Voting No: Reynolds) to enter into agreement with Ciminelli-Cowper as construction managers of the Public Safety Complex contingent upon Mr. Margeson's and Attorney Guiney's approval of the contract. The contract should include an 11th month inspection guarantee. **Prepare Resolution**

Committee members briefly discussed the proposed building site.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Planning & Development

DATE: 5/27/03

A resolution is requested for the Ways and Means Committee to co-sponsor a resolution for a proposed contract agreement between the County and the New York State Department of Agriculture and Markets for acceptance of a \$12,500 Agriculture and Farmland Protection Planning Grant.

The \$12,500 should be allocated to A8020.496 with a like sum to Revenue account A10.3902.8020, Ag Farm Protection Planning Grant.

FISCAL IMPACT:

For further information regarding this matter, contact:

Kier Dirlam, Planning
Name and Department

268-9229
Telephone Number



STATE OF NEW YORK
DEPARTMENT OF AGRICULTURE AND MARKETS

George E. Pataki
Governor

Nathan L. Rudgers
Commissioner

March 28, 2003

Mr. Edgar Sherman, Chairman
Allegany County Board of Legislators
County Office Building
Belmont, New York 14813

Dear Mr. Sherman:

The Allegany County Agricultural and Farmland Protection Planning Grant Application has been reviewed by the Department of Agriculture and Markets and the Advisory Council on Agriculture. The application is consistent with the approval criteria contained within 1NYCRR of Part 372. The Department is, therefore, prepared to provide Allegany County with a planning grant in the amount of \$12,500 as soon as a contract has been consummated between the Department and the County.

We are looking forward to working with the County Agricultural and Farmland Protection Board to successfully complete the various tasks identified in the plan. Once completed, the public will have a better understanding of how agriculture and agricultural enterprises contribute to the County's economy, employment, quality of life, open space, and natural resources. County planners and decision makers will also have more data to help resolve potential land use concerns and issues as they relate to the protection of prime, unique, and important farmlands and agricultural enterprises.

Ken Grudens, the Department's Farmland Protection Program Manager, will maintain contact with County personnel regarding the progress of contract approval between the Department and the County. In the meantime, if you have any questions regarding the grant, please contact Ken at (518) 457-2713.

Sincerely,

Nathan L. Rudgers
Commissioner

NLR/kg

cc: Rodney Bennett, Chair, Allegany County AFPB
✓ Kier Dirlam, Allegany County Office of Development

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: 5/7/03

Resolution to renew Petroleum Product
Quality Contract Amendment for
Period 4/1/00 to 3/31/04 as of
4/1/03

FISCAL IMPACT:

\$15,525 in revenue 4.2% increase

For further information regarding this matter, contact:

Robert Green W4M
Name and Department

268-5002
Telephone Number

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: 5/7/03

The fire service requests a resolution to transfer \$5,197.00 from the E-911 revenue account A.02 1589.R4 to the E-911 equipment account A3510.203.

These funds will be used to purchase telemetry equipment for alarm systems at three (3) tower sites.

FISCAL IMPACT: \$5,197

For further information regarding this matter, contact:

<u>Paul W. Gallmann, Fire Coordinator</u>	<u>ext 244</u>
Name and Department	Telephone Number

J. Margison

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

RECEIVED

MAY 19 2003

May 12, 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

J. Garmong, B. Rigby

Summer Youth Program

Jerry Garmong, Employment & Training Director, addressed a referral from the Planning and Development Committee requesting the Ways and Means Committee's approval to hire temporary counselors for the Summer Youth Program. The counselors will be paid out of TANF Funds, and these funds were included in the original 2003 budget. No County money will be necessary. The request was approved on a motion by Graffrath, seconded by Truax and carried.

Health Department Automobiles

At the April 30 Ways and Means Committee meeting, committee members reviewed the issues related to the defeat of Resolution Intro. No. 109-03 – *Approval of Three Year Lease of Four Chevrolet Malibu Automobiles From Preston Auto/Truck Center, Inc.* The matter was then referred to the Ad Hoc Transportation Committee to investigate the best way to handle replacing the four Health Department vehicles whose lease expires at the end of this month.

Legislator Graffrath stopped to discuss the matter with representatives from Preston Auto/Truck Center, and they agreed to let the County purchase the four Chevrolet Cavalier vehicles with expiring leases for \$21,000. The \$21,000 price includes a \$4,800 credit for low mileage. A motion was made by Bennett, seconded by Reynolds and carried to authorize the purchase of the four vehicles for \$21,000 and to finance the purchase by making the following transfers:

\$12,000	From Account #A4011.413 to Account #A4011.204
\$ 9,000	From Account #A1990.4 (Contingent) to Account #A4011.204

Prepare Resolution

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk
Allegany County Board of Legislators

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

June 9, 2003

J. Margeson

RECEIVED

JUN 10 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

W. Dibble, J. Margeson, J. Palmer, B. Rigby

Executive Session

A motion was made by Bennett, seconded by Truax and carried to enter into executive session to discuss the proposed acquisition, sale or lease of real property. Following the executive session, a motion to return to regular session was made by Truax, seconded by Bennett and carried.

Sale of Property

A motion was made by Graffrath, seconded by Bennett and carried to sell 1.9 acres of the southern portion of County-owned property located on Route 19 in Belmont to Herald Ford, Inc. for the appraised value. The County will maintain all mineral rights, and Herald Ford, Inc. will pay for the survey and legal fees. *Prepare Resolution*

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk
Allegheny County Board of Legislators

J. Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

RECEIVED

JUL 01 2003

June 25, 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

J. Case, M. Cherre, W. Dibble, J. Foels, K. Graves, J. Margeson, B. Morris, J. Palmer, S. Presutti, B. Rigby, T. Ross

Media Present

P. Sawyer – Cuba Patriot

Approval of Minutes

The May 28 and June 9, 2003 minutes were approved on a motion by Bennett, seconded by Truax and carried.

Tax Corrections

Steven Presutti, Real Property Tax Service Agency Director, presented a request to have the following parcels removed from the tax rolls because they have been combined with other parcels:

TOWN OF WIRT Shawn S. Milne	Tax Map Number: 248.-1-36 Charge Back: \$1,671.46 (2003)
TOWN OF WILLING Thomas & Gladys Hopwood	Tax Map Number: 265.-2-26.4 Charge Back: \$21.83 (2003)
TOWN OF WILLING Thomas & Gladys Hopwood	Tax Map Number: 265.-2-26.4 Charge Back: \$19.92 (2002)

The request was approved on a motion by Truax, seconded by Graffrath and carried. Pursuant to Resolution No. 97-02, a resolution would be required because the action results in a complete removal of tax. Prepare Resolution

Financial Reports

Terri Ross, County Treasurer, distributed current revenue and expense reports as well as a separate sales tax revenue report. As of June 13, we have received \$5,335,842.05 in sales tax revenue.

Transfer of Funds

Ms. Ross requested a resolution to transfer \$3,981 from A1990.429 (Contingent) to A1325.409 (Treasurer – fees) to finance the cost of bond fees. The request was approved on a motion by Bennett, seconded by Reynolds and carried. **Prepare Resolution**

Transfer of Property

Ms. Ross presented a request to transfer the former Peter Spero property in the Town of West Almond to the NYS DEC as an addition to the Tumpike State Forest. The request was approved on motion by Graffrath, seconded by Reynolds and carried. **Prepare Resolution**

Tax Sale Bids

Ms. Ross indicated that she contacted the second bidders on the forfeited parcels from the May 3 tax sale to see if they were still interested in obtaining the parcels. None of the bidders wanted the parcels for the cost that was forfeited; however, two did put in additional bids. After a brief discussion, a motion was made by Bennett, seconded by Truax and carried (Voting no: Myers) to accept a bid of \$3,501 plus 2003 taxes and fees for Tax Map Number 247.-1-41 (Richburg Hill, 11.30 acres) in the Town of Wirt. **Prepare Resolution**

Executive Session

A motion was made by Heineman, seconded by Bennett and carried to enter into executive session to discuss the proposed acquisition, sale or lease of real property. Following the executive session, a motion was made by Truax, seconded by Bennett and carried to return to regular session. *No action was taken at this time.*

REFERRALS FROM OTHER COMMITTEES

Finance Committee

The Finance Committee recommends that the Ways and Means Committee sponsor a resolution dictating that the approval to fill a position must be considered by the committee of jurisdiction, and then referred to the Ways and Means Committee for final approval. A motion to sponsor said resolution was made by Crandall, seconded by Bennett and carried. **Prepare Resolution**

The Finance Committee recommends that the Ways and Means Committee require the completion of a "Request to Fill Position Form" (see *attached*) any time a department requests to fill a position. The form would summarize basic information such as funding percentage, full-time/part-time, union/non-union, mandated, etc. A motion was made by Crandall, seconded by Truax and carried to approve the request with the addition of the question, "Will a position be eliminated due to this request?" **Form to be distributed with above resolution**

Human Services Committee

The Office for the Aging requests a resolution to increase the revenue and expenditure accounts summarized on the attached Memorandum of Explanation due to an increase in Federal grant-in-aid. The request was approved on a motion by Truax, seconded by Bennett and carried.

Prepare Resolution

The Office for the Aging requests a resolution to accept \$219 from the First Presbyterian Church of Cuba. The money will be used toward the rental of the A.A. Arnold Building (Fire Hall) for the Senior Luncheon Center Program in Cuba. The \$219 should be appropriated to account #A6772.414 (Nutrition – Contractual) with a like sum placed in revenue account #A.02.1972.00 (Departmental Income, Office for the Aging – Nutrition). The request was approved on a motion by Reynolds, seconded by Bennett and carried. Prepare Resolution

The Department of Social Services requests permission to fill an open Account Clerk Typist position. The Account Clerk Typist opening is the result of the filling of one of our two Caseworker openings, both the result of existing staff on indeterminate medical leave. The Account Clerk Typist position, and the anticipated opening that will result from filling this position, are included in the 2003 budget. The County pays approximately 25 percent of total costs. Total salary and benefits for an Account Clerk Typist are estimated at \$14,700 for the remainder of this calendar year, with the County cost estimated at \$3,675. The request was approved on a motion by Truax, seconded by Crandall and carried.

The Department of Social Services requests permission to abolish one position of Community Services Worker (CSW), Grade 10, and create one position of Social Welfare Examiner (SWE), Grade 11. Upgrading the position from CSW to SWE will allow the Department more flexibility in making assignments, increasing our efficiencies, particularly during the non-HEAP season. DSS also seeks permission to fill the newly created Social Welfare Examiner position and any resulting openings. All positions are included in our budget. The total annual difference in cost, including both salary and fringe benefits, between a Grade 10 position (CSW) and a Grade 11 position (SWE) are estimated at \$1,160. Because the Department intends to assign the newly created SWE to the HEAP Program, 100 percent of costs will be absorbed by HEAP funding for at least nine months per year. Maximum County contribution for the upgrade is estimated at less than \$100. The request was approved on a motion by Truax, seconded by Bennett and carried. Prepare Resolution

Public Safety Committee

The Sheriff's Office requests approval to fill a vacant Jail Supervisors position due to retirement. The NYS Commission of Corrections mandates the staffing levels for the jail, and this position is one of our mandated supervisory posts. Lieutenant Graves was present to answer questions and confirmed that the position is mandated and must be filled with a sergeant. The request to fill the position was approved on a motion by Bennett, seconded by Truax and carried. (Voting No: Myers)

Public Works Committee

The Public Works Department requests a resolution to record additional state aid to be received under the County Highway Improvement Program (CHIPS). The funds should be allocated as follows:

Revenue account #D10.3501.00 (State Aid CHIPS)	\$331,962
Appropriation account #D5112.223 (County Road CHIPS Paving)	\$331,962

The request was approved on a motion by Graffrath, seconded by Truax and carried. **Prepare Resolution**

The Public Works Department requests a resolution transferring \$20,000 from A1990.4 (Contingency) to D5110.466 (Maintenance Roads & Bridges – Contractual) to cover the additional costs associated with the transportation of 33 Pre-cast Concrete Inverset Panels from Boston, MA. The request was approved on a motion by Graffrath, seconded by Truax and carried. **Prepare Resolution**

Technology Committee

The Technology Committee requests a resolution adopting the attached E-mail/Computer Policy as an official Allegany County policy to be distributed and followed by all departments. The request was approved on a motion by Crandall, seconded by Graffrath and carried. **Prepare Resolution**

The Office of Information Technology requests a resolution to accept a \$50,000 grant from the New York State Archives Local Government Records Program to be used for active records projects. The funds should be appropriated to the following accounts: A1680.201 (IT-Equipment) - \$33,000; A1680.408 (IT – General Supplies) - \$5,000; and A1680.430 (IT – Contractual) - \$12,000 with \$50,000 placed in revenue account A.10.3060.00 (State Aid). The request was approved on a motion by Crandall, seconded by Graffrath and carried. **Prepare Resolution**

Planning and Development Committee

The Planning and Development Committee requests a resolution to enter into a lease agreement with Genesee Valley Ventures for the use of the facility in Belvidere known as the South Campus of Houghton Academy. The purpose for this lease is to establish a tourism promotional presence at the intersection of Interstate 86 and State Route 19. The lease will be for 12,600 square feet of space and is expected to cost approximately \$63,000 annually to be paid from, as yet, unidentified County funds.

John Foels, Development/IDA Director, indicated that the lease amount should be changed to \$30,000, and the \$30,000 could be paid from the Development Marketing Fund. Mr. Foels stated that the building would be an adjunct to the County – an arms length asset of the County funded with IDA partners and the IDA itself generated by IDA fees.

After a lengthy discussion, a motion was made by Crandall, seconded by Bennett and defeated to table the matter. (Voting No: Reynolds, Heineman, Myers) a few concerns expressed by committee members included the following:

1. The proposal and terms appear to keep changing.
2. How will the building be maintained and serviced, i.e. cleaning, mowing, snowplowing, telephone lines, computer lines/access, etc.
3. Financial responsibility and commitment of County.

A motion was made by Reynolds, seconded by Myers and carried to enter into a lease agreement with Genesee Valley Ventures for use of the facility in Belvidere known as the South

Campus of Houghton Academy for an amount not to exceed \$30,000 to be paid out of the Development Marketing Fund for five years with an option to renew. The lease agreement must be reviewed and approved by the County Attorney. **Refer to County Attorney**

Executive Session

A motion was made by Crandall, seconded by Bennett and carried to enter into executive session to discuss the proposed acquisition, sale or lease of real property. Following the executive session, a motion was made by Bennett, seconded by Truax and carried to return to regular session.

Belmont School

A motion was made by Crandall, seconded by Heineman and carried authorizing John Margeson to solicit proposals to obtain a study on the cost to renovate the former Belmont Central School Campus to office space. The motion included authority to expend up to \$10,000 for an engineering firm to prepare said study along with approval to transfer \$10,000 from A1990.4 (Contingent) to A1011.409 (County Administrator – Fees). **Prepare Resolution**

Architect Firms

Mr. Margeson stated that Ciminelli-Cowper reviewed and ranked the proposals submitted by six architect firms regarding the construction of the Public Safety Complex. A motion was made by Bennett, seconded by Truax and carried to interview the top three architect firms as soon as possible. Mr. Margeson will make the necessary arrangements and try to schedule interviews for July 10, 11, and 12.

Departmental Financial Summaries

Brenda Rigby distributed copies of the year-to-date financial summaries for the County Attorney, and Clerk of the Board.

Legislators' Payroll

The legislators' vouchers for expenses covering the period April 29 through May 27, 2003, were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Bennett, seconded by Crandall and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

MEMORANDUM OF EXPLANATION

Introduction No: _____
(clerk's use only)

COMMITTEE: WAYS AND MEANS

DATE: JUNE 25, 2003

Transfer of funds from Contingent to cover bond fees charged to A1325.409.

JP Morgan Chase Bank:	Invoice #0000256354	Debt Service Billing	\$2,550.00
	Invoice #20030114887	Administrative Fee	\$ 530.00
	Invoice #20030114888	Administrative Fee	\$ 901.00

FISCAL IMPACT: \$3,981.00 from Contingent

For further information regarding this matter, contact:

Terri L. Ross, Allegany County Treasurer
(585) 268-9289

Request to Fill Position

Date: _____ Committee of Jurisdiction: _____

I would like to fill the following position:

Title _____ Department _____

This position is an:

Existing position? _____ Newly Created Position? _____ created by Resolution # _____

This position will be:

Full Time? _____ Part Time? _____ Permanent? _____ Temporary? _____

This position will be:

Non Union? _____ Union? _____ covered by the _____ bargaining unit.

Grade _____ Step _____ Hourly pay rate _____

Annual salary of position _____ Cost of benefits for position _____

Does this position support a mandated program/grant? _____

Name of program/grant? _____

Source of funding for position?

_____ % County _____ % State _____ % Federal _____ % Other

Amount in current years budget for this position _____

Reason for need to fill this position at this time?

Department Head Signature _____

Date

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: June 11, 2003

The Allegany County Office for the Aging requests a resolution to increase the following revenue and expenditure accounts. This is due to an increase in Federal grant-in-aid.

Increase Revenue Account Numbers:

A 11 4772.00	III-C	642.00
A 11 4772.07	III-D	63.00
A 11 4772.10	III-E	<u>9,040.00</u>
	TOTAL	\$ 9,745.00

Increase Expenditure Account Numbers:

A6772.201 Office Equipment	642.00	
A6783.474 Subcontractor	63.00	
A6786.402 Mileage	700.00	
A6786.408 General Supplies	3,240.00	
A6786.409 Fees	2,000.00	
A6786.474 Respite	<u>3,100.00</u>	
	Sub-Total	9,040.00
	TOTAL	\$ 9,745.00

FISCAL IMPACT: Increase Federal Revenue

For further information regarding this matter, contact:

Kim Toot, Office for the Aging
Name and Department

268-9390
Telephone

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

Date: June 11, 2003

The Allegany County Department of Social Services requests permission to fill an open Account Clerk Typist position,

The Account Clerk Typist opening is the result of the filling of one of our two Caseworker openings, both the result of existing staff on indeterminate medical leave. We were approved to fill one Caseworker opening in April, 2003.

We continue to leave one Caseworker position open, retaining the provisions of the Legislature's hiring freeze regarding staff reduction.

FISCAL IMPACT: The Account Clerk Typist position, and the anticipated opening that will result from filling this position, are included in the 2003 budget. The County pays approximately 25% of total costs. Total salary and benefits for an Account Clerk Typist are estimated at \$14,700 for the remainder of this calendar year, with the County cost estimated at \$3,675.

For further information regarding this matter contact

Margaret A. Cherre, Department of Social Services
Name & Department

268-9303
Telephone

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

Date: June 11, 2003

The Allegany County Department of Social Services seeks permission to abolish one position of Community Services Worker (CSW), Grade 10, and create one position of Social Welfare Examiner (SWE), Grade 11. This title has long existed and has a well-established job description.

Upgrading the position from CSW to SWE will allow the Department more flexibility in making assignments, increasing our efficiencies, particularly during non-HEAP season.

We also seek permission to fill the newly-created Social Welfare Examiner position and any resulting openings.

FISCAL IMPACT: All positions are included in our budget. The total annual difference in cost, including both salary and fringe benefits, between a Grade 10 position (CSW) and a Grade 11 position (SWE) are estimated at \$1,160. Because the Department intends to assign the newly-created SWE to the HEAP program, 100% of costs will be absorbed by HEAP funding for at least 9 months per year. Maximum County contribution for the upgrade is therefore estimated at less than \$100.

For further information regarding this matter contact

Margaret A. Cherre, Department of Social Services
Name & Department

268-9303
Telephone

Memorandum of Explanation

Intro. No. _____
(Clerk's Use Only)

Committee: Public Safety
Ways and Means

Date: June 18, 2003

With the retirement of Sergeant Richard Lord the Sheriff's Office is short one (1) correction sergeant. I request that the Board permit the filling of this vacancy. The New York State Commission of Corrections mandates the staffing levels for our jail. This position fills one of our mandated supervisory posts.

Fiscal Impact: It is likely that this vacancy will be filled with an officer junior to Sgt. Lord, thus reducing pay. Additionally, filling the mandated slot with a full time officer avoids the costs of back filling with full-timer overtime.

For further information regarding this matter, contact

Randal J. Belmont, Sheriff

Name and Department

Ext. 200

Telephone Number

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____

(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: June 04, 2003

Request the following be made within Public Works accounts to record additional state aid to be received under the County Highway Improvement Program (CHIPS).

INCREASE STATE AID REVENUE:

D10.3501.00	State Aid CHIPS	\$331,962
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INCREASE APPROPRIATION:

D5112.223	County Road CHIPS Paving	\$331,962
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FISCAL IMPACT: Additional \$331,962

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Technology Date: June 23, 2003

Explanation of Grant:

(please attach copy of grant application and award letter and/or renewal letter with original resolution # and list any future requirements of the grant after expiration)

Local Government Records Management Improvement Fund

Future requirements: Maintain T1 line expense at approximately \$4,000.00 per year.

FISCAL IMPACT: Total grant: 50,000.00

Local county share: In-kind maintenance service approx. \$762.00

State Grant? X Revenue # A.10 3060.00 \$ \$50,000.00

Federal Grant? _____ Revenue # _____ \$ _____

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number _____ - _____

Appropriation breakdown?	# <u>A 1680.201 - Equipment</u>	\$ <u>\$33,000.00</u>
	# <u>A.1680.408 - Gen. Supplies</u>	\$ <u>\$ 5,000.00</u>
	# <u>A.1680.430 - Contract Serv</u>	\$ <u>\$12,000.00</u>

Please contact County Treasurer for new account numbers for any new grants.

For further information regarding this matter please contact:

Debbie Button, Director

Information Technology

Ext. 800

John Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

RECEIVED

SPECIAL MEETING

JUL 15 2003

Minutes of July 14, 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax,
E. Burdick, E. Sherman

Others Present

W. Dibble, D. Guiney, J. Margeson, J. Palmer, P. Regan, B. Rigby, D. Russo, R. Sobeck

Hotel and Motel Occupancy Tax

County Attorney Daniel Guiney stated that the Assembly and Senate recently passed bills authorizing the County of Allegany to impose a four (4) percent hotel and motel occupancy tax. A motion was made by Truax, seconded by Bennett and carried (Voting No: Heineman) to sponsor a resolution setting a date for a public hearing on a local law to impose the occupancy tax. **Prepare Resolution**

Additional One Percent County Sales Tax

On April 28, 2003, the Board passed Resolution No. 96-03 – *Approval of a State Legislative Bill which Authorizes the Extension of Allegany County's Additional One Percent Sales and Use Tax Until November 30, 2005; Declaring the Existence of Necessity and Requesting Passage of Bill by State Legislature.* Attorney Guiney stated that the bills have been passed by State Legislature and requested a resolution to amend Resolution No. 118-67, as amended, to increase the rate of Allegany County's sales and use tax from three to four percent for the period beginning December 1, 2003, and ending November 30, 2005. The request was approved on a motion by Truax, seconded by Bennett and carried. **Prepare Resolution**

Executive Session

A motion was made by Bennett, seconded by Truax and carried to enter into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular corporation. Following the executive session, a motion to return to regular session was made by Graffrath, seconded by Crandall and carried.

Architectural Services for Proposed Public Safety Complex

A motion was made by Bennett, seconded by Graffrath and carried to sponsor a resolution to enter into agreement with Kimball Associates of Pennsylvania, PC, to provide architectural services for the proposed Public Safety Complex after the County Attorney's approval of the agreement. Committee members requested John Margeson to contact Kimball Associates regarding the matter. **Prepare Resolution**

Waterline for Public Safety Complex

James Graffrath brought up the subject of a waterline for the Public Safety Complex. Committee members discussed the size of such a waterline as well as the costs associated with installing a waterline. Committee members also discussed the possibility of applying for grants to help defray some of the costs.

A motion was made by Graffrath to authorize John Margeson to hire the lowest bidder to install a waterline to the proposed Public Safety Complex site. The motion was not seconded. A motion was made by Heineman, seconded by Myers and carried (Voting No: Graffrath) to table the matter until the other bids to install a waterline are received. Mr. Margeson will discuss financing the cost of installing a waterline with David Roeske.

Financial Considerations

Committee members discussed the idea of hiring a financial consultant to work with the County regarding the financial issues associated with building the proposed Public Safety Complex. Legislator Crandall expressed concern about paying for incidental expenses with current funds and suggested that they might want to consider putting together a package for a large bonded amount to finance the entire project.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

July 30, 2003

John Margeson

RECEIVED

AUG 01 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Others Present

R. Belmont, M. Cherre, W. Dibble, D. Foster, P. Gallmann, D. Guiney, J. Kenyon, J. Margeson, J. Palmer, S. Presutti, D. Reynolds, B. Rigby, T. Ross, D. Russo, R. Sobeck

Media Present

P. Sawyer – Cuba Patriot

Approval of Minutes

The June 25 and July 14, 2003 minutes were approved on a motion by Heineman, seconded by Crandall and carried.

Property Dispute

Dale Foster of Andover distributed copies of a letter he received from the Allegany County Real Property Tax Service Department along with copies of a map showing Mr. Foster's property in the Town of Ward.

Mr. Foster alleges that he lost approximately 8.4 acres when adjoining property was surveyed and caused the Great Lot line on the tax map to be corrected by 110 feet. Mr. Foster has applied for the allowable three-year reimbursement on the corrected tax, and the County Attorney confirmed that the Board of Legislators does not have any authority to reimburse more than three years.

Steven Presutti indicated that Mr. Foster's disagreement should be with the survey, and that he should have his property surveyed to show if there is a discrepancy with the existing survey. Mr. Foster's deed does not specifically describe his parcel, and tax maps are only as good as the deeds filed. Mr. Presutti asserts that Mr. Foster didn't actually lose any property. Surveys are legal instruments, and the surveys filed with Mr. Presutti indicate that Mr. Foster's property line was not actually where he thought it was.

Committee members expressed concern regarding Mr. Foster's allegations of lost property and timber. **No Further Action Was Taken**

Transfer of Funds for Microwave Link

Paul Gallmann, Fire Coordinator, presented a referral from the Public Safety Committee requesting a resolution to transfer \$27,543 from A889.005 (E911 Reserve Account) to A3510.203

(E911 Equipment) to finance the cost of replacing the microwave link between the County Building and Corbin Hill. Mr. Gallmann stated that our current system is obsolete, and the manufacturer no longer makes equipment for it. Mr. Gallmann also noted that the phone lines currently being used in this system would be eliminated at a cost savings of approximately \$6,000 a year. The request was approved on a motion by Reynolds, seconded by Graffrath and carried. **Prepare Resolution**

Tax Correction

Steven Presutti, Real Property Tax Service Agency Director, presented a request to have the following parcel removed from the tax rolls because the parcel is wholly exempt.

TOWN OF GRANGER
New York State DEC

Tax Map Number 6.-3-1
Charge Back: \$1,783.37 (2003)

The request was approved on a motion by Truax, seconded by Graffrath and carried. Pursuant to Resolution No. 97-02, a resolution would be required because the action results in a complete removal of tax. **Prepare Resolution**

Enhanced Building Security System

Legislator Daniel Russo, Chairman of the Building Security Committee, presented a referral from the Public Safety Committee requesting the Ways and Means Committee to authorize the necessary expenditures to move forward with an enhanced building security system. Legislator Russo also distributed *Proposed Policies and Procedures * Weapon Screening & Controlled Access* (attached to original minutes). A motion was made by Graffrath, seconded by Truax and carried authorizing John Margeson to place \$30,000 in the 2004 budget for building security. The motion also included authorization to expend and transfer the necessary funds from an account to be determined by Mr. Margeson to get started on the security system this year. **Potential Preparation of Resolution**

Bids on Tax Sale Properties

Terri Ross, County Treasurer, presented two bids on parcels that were forfeited at the May tax sale.

A motion was made by Truax, seconded by Graffrath and carried to accept a bid of \$200 plus 2003 taxes and fees from James Mead for Tax Map #239.14-2-17 (146 Rauber Street, Wellsville, .19 acre). **Prepare Resolution**

A motion was made by Heineman, seconded by Truax and carried to **NOT** accept a bid of \$300 plus 2003 taxes and fees from Kevin Knorr for Tax Map #1.-1-35.2 (Cadwell Road, Centerville, 230' X 200'). **No Further Action Required**

Financial Summaries

Ms. Ross distributed financial summaries of all funds noting that we have used approximately 49 percent of our 2003 budgeted appropriations, and we have received approximately 52 percent of our 2003 budgeted revenues. Ms. Ross asserted that although we

have received 52 percent of the total revenues, many of the revenue accounts are under 50 percent, and she will be sending a memorandum to all departments requesting that they review line items that they might be able to collect.

Committee members commented that there seems to be large expenditures for overtime, and they wondered if a policy could be adopted regarding the matter. Legislator Nielsen, Chairman of the Ways and Means and Finance Committees indicated that the Finance Committee planned to address this issue and make a referral back to Ways and Means at their meeting this afternoon.

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

The Department of Social Services requests approval to fill a caseworker position for the Child Welfare Services Program as outlined on the attached Request to Fill Position Form. The request was approved on a motion by Truax, seconded by Crandall and carried.

The Department of Social Services requests approval to fill a typist position for the Temporary Assistance Program in the CAP Office as outlined on the attached Request to Fill Position Form. The request was approved on a motion by Truax, seconded by Crandall and carried.

The Department of Social Services requests a resolution for approval and execution of the Agreement with New Directions Youth and Family Services, Inc. for Non-Secure Detention Services for the period July 1, 2003 through June 30, 2004. This agreement guarantees two beds at all times for Allegany County juveniles. The request was approved on a motion by Heineman, seconded by Truax and carried. **Prepare Resolution**

Public Safety Committee

The District Attorney's Office requests a resolution accepting the Crime Victim's Board grant of \$90,600 to fund the Crime Victim Services Program through the Allegany County District Attorney's Office. This grant is for three annual award amounts of \$30,200 each, payable in quarterly installments, beginning October 1, 2003 and running through September 30, 2006. The grant pays the salary and fringe benefits of the Crime Victim Services Coordinator, together with costs of travel, telephone, supplies, etc. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

The District Attorney's Office requests a resolution to raise the five Assistant District Attorney's salaries to correspond with the Assistant Public Defender's salaries. The request was approved on a motion by Reynolds, seconded by Bennett and carried. **Prepare Resolution**

Legislator Bennett stated that the assigned counsel fee is going to be changed from the current \$25/out of court, \$40/in court rates to a straight \$75 per hour rate. This additional unfunded mandate could double the budgeted assigned counsel appropriation.

The Sheriff's Office requests a resolution to transfer \$15,000 from A1990.4 (Contingent) to A3110.411 (Sheriff – Contractual-Repairs) for anticipated repairs to vehicles. Sheriff Belmont and

Undersheriff Reynolds indicated that the original repair budget was \$14,000, and that has been depleted. John Margeson, County Administrator/Budget Officer, stated that there is approximately \$93,000 remaining in the Contingent Account. Following a brief discussion, a motion was made by Reynolds, seconded by Bennett and carried to transfer \$10,000 from A1990.4 (Contingent) to A3110.411 (Sheriff – Contractual-Repairs). Voting No: Myers, Truax **Prepare Resolution**

Public Works Committee

The Public Works Department requests a resolution approving the NYSDOT Master Federal Aid and Marchiselli agreement for a project on CR 7-B, Rushford. The resolution covers preliminary engineering, final design and ROW incidental work, and the \$140,000 should be appropriated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

Tobacco Settlement Securitization

Mr. Margeson stated that he received correspondence from Robert Gregory, Executive Director of NYSAC, indicating that NYSAC is polling counties in the state to determine interest in forming a group to facilitate the process of securing the remaining tobacco settlement. Committee members requested Mr. Margeson to research the matter, determine the anticipated proceeds and report back to the committee.

Belmont Central School

Mr. Margeson indicated that he issued a Scope of Work and Request for Proposals to five separate architectural firms inviting them to submit their cost to conduct a study of the overall condition of the Belmont Central School campus, estimate the cost to make necessary repairs and provide a potential floor plan for locating certain county agencies in the facility. After a discussion regarding the quotes, a motion was made by Truax, seconded by Graffrath and carried to accept the MRB Group proposal. **Prepare Resolution**

Executive Session

A motion was made by Heineman, seconded by Graffrath and carried to enter into executive session to discuss the medical, financial, credit or employment history of a particular person. Following the executive session, a motion to return to regular session was made by Graffrath, seconded by Bennett and carried.

Application for Mass Transportation Funds

Brenda Rigby presented a draft resolution from the County Attorney authorizing the Chairman to execute the application for Federal Mass Transportation funding for the 2003 and 2004 fiscal year and to execute all necessary documents, including any necessary agreement with Progressive Transportation. A motion was made by Bennett, seconded by Graffrath and carried approving the draft and requesting a resolution. **Prepare Resolution**

Equipment Space Agreement

The Health Department requests a resolution to empower the Chairman of the Board to execute a lease with Dobson Cellular Systems, Inc. allowing them to place cell phone repeaters on the existing vertical roof antennae on the County Office Building. The repeaters are being purchased by the NYS Department of Health for our use to enhance cell phone service in the area. The County Attorney has reviewed and approved the lease agreement. The request was approved on a motion by Reynolds, seconded by Crandall and carried after the Public Works Department confirms that there will be no damage to the County Office Building roof. **Refer to Public Works, Prepare Resolution**

Mortgage Tax

The NYS Legislature has enacted Senate Bill S.2606-A and Assembly Bill A6095-A regarding authorization of Allegany County to impose a Mortgage Recording Tax. The current Tax Law provides for imposition of said tax, and a motion was made by Heineman, seconded by Reynolds and carried to repeal the following resolutions so that Allegany County can impose a Mortgage Recording Tax:

Resolution No. 112-71: RESOLUTION SUSPENDING ADDITIONAL MORTGAGE TAX FOR AN INDEFINITE PERIOD OF TIME AND RESCINDING RESOLUTION No. 93-70

Resolution No. 93-70: SUSPENSION OF ADDITIONAL MORTGAGE TAX UNTIL JUNE 30, 1972

In addition to repealing the above resolutions, the motion included a request to the County Attorney to prepare any additional resolutions that may be required to impose the Mortgage Tax.

Prepare Resolution

Legislators' Payroll

The legislators' vouchers for expenses covering the period May 28 through June 23, 2003, were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Bennett, seconded by Crandall and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators



ALLEGANY COUNTY REAL PROPERTY TAX SERVICE

COURTHOUSE • 7 COURT STREET • BELMONT, NEW YORK 14813

TELEPHONE (585) 268-9381 • FAX (585) 268-9614

www.allcganyco.com

STEVEN G. PRESUTTI

Allegany County Treasurer ^{Director} Office
Attn: Terri Ross, Treasurer

TOWN	OWNER OF RECORD	TAX MAP NUMBER	LAND/TOTAL ASSESSMENT	TAX YEAR CORRECTING
Granger	N.Y. State D.E.C.	6.-3-1	\$45,300	2003

Pursuant to Section 554 / 556 of the Real Property Tax Law, I, as Director of the Real Property Tax Service Agency for Allegany County, am to investigate any claimed error. I am to submit a written report of my finding and my recommendations for action. The following is my report:

This parcel is in Roll 8 and is wholly exempt.

<input checked="" type="checkbox"/>	CLERICAL ERROR		ERROR IN ESSENTIAL FACT		UNLAWFUL ENTRY
-------------------------------------	----------------	--	-------------------------	--	----------------

I therefore recommend that the tax levying body, the Board of Legislators, make an order setting forth the correct tax as shown below and the County Treasurer is directed to make the following charges on her books:

	CORRECTED TAXABLE VALUE	CORRECTED TAX	CHARGE BACK	(For Treasurer Office use)
Allegany County		0.00	504.67	A342
Town		0.00	452.40	A430
Fire		0.00	32.18	A430
Village Relevy				A441
School Relevy		0.00	794.12	A440
Special Districts				
School				A440 (All School \$'s)
Library				A440 (All School \$'s)
Interest & Penalties				A1090 – Interest
				A430 - 2 nd Notice
Total		\$0.00	\$1,783.37	

I also direct the officer having jurisdiction of the Tax Roll to correct and affix this correction to the roll and warrant, and therefore shall become part thereof.

THIS CORRECTION NEEDS BOARD APPROVAL
(over \$1,000 and/or complete removal of tax)

Steven G. Presutti, Director RPTS

(For County Administrators Use Only for Refund/Corrections \$1,000 and below, per Res # 97 - 02)

The tax in the amount of \$1,783.37 was not paid.

A corrected tax in the amount of \$0.00 is due from the applicant.

Dated: _____

Approved by _____

John E. Margeson, County Administrator

CC: Tax Collector, Assessor

APPLICATION FOR CORRECTED TAX ROLL FOR THE YEAR 2003

Part 1: To be completed in duplicate by Applicant. APPLICANT MUST SUBMIT BOTH COPIES TO COUNTY DIRECTOR OF REAL PROPERTY TAX SERVICES. (In Nassau and Tompkins Counties submit to Chief Assessing Officer).

NOTE: To be used only prior to expiration of warrant for collection. For wholly exempt parcel, attach statement signed by assessor or majority of board of assessors substantiating that assessor(s) have obtained proof that parcel should have been granted tax exempt status on tax roll.

Form fields for owner information: N.Y. State D.E.C, 1a. Name of owner (625 Broadway), Albany, NY 12233, 1b. Mailing address, Day () Evening (), 2. Telephone No., 3. Parcel Location (Otis Smith Road), 4. Description of real property (#6.-3-1).

5. Account no. 1, 6. Amount of Taxes Currently Billed \$1,783.37

7. I hereby request a correction of tax levied by Allegany County/Town of Granger (County/city/school district; town in Westchester County) for the following reason (use additional sheets if necessary): This parcel is in Roll 8 and is wholly exempt.

This is a clerical error.

Date 06/30/03, Signature of Applicant (Diane Regan)

Part II: For use by County director: Note: County Director shall attach written report (including documentation of error in essential fact) and recommendation. Indicate type of error and paragraph of subdivision 2,3 or 7 of Section 550 under which error falls.

Date application received: 6/30/03, Period of warrant for collection of taxes: 01/01/03-12/31/03, Recommendation: XXX Approve application, Deny application, Date 06/30/03, Signature of County Director

Part III: For use by TAX LEVYING BODY or OFFICIAL DESIGNATED BY RESOLUTION, APPLICATION APPROVED, Amount of taxes currently billed: \$, Notice of approval-date mailed to applicant: Corrected tax: \$, Order instructing collecting officer to correct tax: date mailed, APPLICATION DENIED, Reasons:

Seal of Office, Date, Signature of Chief Executive Officer or Official Designated by Resolution

APPLICATION FOR CORRECTED TAX ROLL FOR THE YEAR 2003

Part 1: To be completed in duplicate by Applicant. APPLICANT MUST SUBMIT BOTH COPIES TO COUNTY DIRECTOR OF REAL PROPERTY TAX SERVICES. (In Nassau and Tompkins Counties submit to Chief Assessing Officer).

NOTE: To be used only prior to expiration of warrant for collection. For wholly exempt parcel, attach statement signed by assessor or majority of board of assessors substantiating that assessor(s) have obtained proof that parcel should have been granted tax exempt status on tax roll.

1a. Name of owner: N.Y. State D.E.C, 625 Broadway, Albany, NY 12233
2. Telephone No.
3. Parcel Location: Ottis Smith Road
4. Description of real property: #6.-3-1

5. Account no. 1
6. Amount of Taxes Currently Billed \$1,783.37

7. I hereby request a correction of tax levied by Allegany County/Town of Granger
for the following reason (use additional sheets if necessary): This parcel is in Roll 8 and is wholly exempt.

This is a clerical error.

Date: 06/30/03
Signature of Applicant: Duane Ayler

Part II: For use by County director:

Note: County Director shall attach written report (including documentation of error in essential fact) and recommendation. Indicate type of error and paragraph of subdivision 2,3 or 7 of Section 550 under which error falls.

Date application received: 6/30/03
Period of warrant for collection of taxes: 01/01/03-12/31/03
Recommendation: XXX Approve application
Signature of County Director

Part III: For use by TAX LEVYING BODY or OFFICIAL DESIGNATED BY RESOLUTION

APPLICATION APPROVED
Amount of taxes currently billed: \$
Notice of approval-date mailed to applicant:
Corrected tax: \$
Order instructing collecting officer to correct tax:
date mailed
APPLICATION DENIED
Reasons:

Seal of Office
Date
Signature of Chief Executive Officer or Official Designated by Resolution

ADDITIONAL BIDS
 07/30/03 TO WAYS AND MEANS COMMITTEE

SERIAL #	TOWN	OWNER(S)/FORMER OWNERS(S)	TAX MAP #	ORIGINAL BID AMOUNT	ORIGINAL BIDDER #
511-01	CENTERVILLE	FLOYD, KEITH BID 7/30/2003 Kevin Knorr **see attached letter 11891 Cadwell Rd Bliss, NY 14024 \$ 300.00 plus 2003 Tax and Fees	1.-1-35.2 Cadwell Rd 230.' x 200.'	\$4,200.00 6/25/2003 \$500.00	#17 FORFEITED not accepted at W&M
991-00	WELLSVILLE	DIXON, WILSON BID 7/30/2003 James Mead 696 Stone Dam Rd Wellsville, NY 14895 \$ 200.00 plus 2003 Tax and Fees	239.14-2-18 146 Rauber St .19 Acre	\$ 200.00	#295 FORFEITED

Request to Fill Position

Date: 7/16/03

Committee of Jurisdiction: Human Services

I would like to fill the following position:

Title Caseworker Department Social Services

Will any positions be eliminated? No If yes, which one? _____

This position is an:

Existing position? X Newly Created Position? _____ created by Resolution # _____

This position will be:

Full Time? X Part Time? _____ Permanent? _____ Temporary? X

This position will be:

Non Union? _____ Union? X covered by the AFSCME bargaining unit.

Grade 16 Step depends on whether filled internally Hourly pay rate at minimum \$14.85

Annual salary of position at minimum \$27,491. Cost of benefits for position \$8,110

Does this position support a mandated program/grant? Yes

Name of program/grant? Child Welfare Services

Source of funding for position?

25 % County 25 % State 50 % Federal _____ % Other

Amount in current years budget for this position \$29,926 – salary min.

Reason for need to fill this position at this time?

I have two caseworkers with the same assignment, one of these caseworkers has already been on medical leave for 4 months. The absent worker will be out for an indeterminate period of time. The second caseworker with this assignment will begin a medical leave on August 4th with a planned leave ending date of 1/4/04. Staff have been doing double duty since the 1st leave began in March, and cannot continue to do so without their own work suffering noticeably. Both positions need to be filled for the duration of leaves.

Department Head Signature Margaret A. Oller

Date 7/16/03

06/17/03

Request to Fill Position

Date: 7/16/03

Committee of Jurisdiction: Human Services

I would like to fill the following position:

Title Typist Department Social Services

Will any positions be eliminated? No If yes, which one? _____

This position is an:

Existing position? Newly Created Position? _____ created by Resolution # _____

This position will be:

Full Time? Part Time? _____ Contingent
Permanent? Temporary? _____

This position will be:

Non Union? _____ Union? covered by the AFSCME bargaining unit.

Grade 4 Step -- Hourly pay rate \$10.98

Annual salary of position \$20,202 Cost of benefits for position \$5,960

Does this position support a mandated program/grant? Yes

Name of program/grant? Temporary Assistance – at our CAP Office

Source of funding for position?

25 % County 25 % State 50 % Federal _____ % Other

Amount in current years budget for this position \$20,919 – salary

Reason for need to fill this position at this time?

This is the only clerical support position at our offsite CAP office. I cannot send down staff from our main Office for more than brief periods because I have already left two clerical support positions vacant – a Senior Typist and a Community Service Aide.

Department Head Signature Margaret O'Cherrie

Date 7/16/03

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Public Safety/ Ways & Means

DATE: 07/30/03

The District Attorney's Office requests a resolution accepting the Crime Victim's Board Grant of \$90,600 to fund the Crime Victim Services Program through the Allegany County District Attorney's Office and further authorizing the Chairman of the Board to sign accepting the award. The grant pays the salary and fringe benefits of the Crime Victim Services Coordinator, together with the costs of travel, telephone, supplies, etc.

Grant Period: The grant is for three annual award amounts of \$30,200 each, payable in quarterly installments, beginning October 1, 2003 and running through September 30, 2006.

The \$30,200 for the first year should be allocated as follows:

Revenue Account

A10.3031.01 (District Attorney Crime Victim Brd. Grant	\$30,200
--	----------

Appropriation Accounts

A1165.101 (District Attorney – Personnel Services)	\$22,800
A1165.8 (District Attorney – Employee Benefits)	\$ 3,886
A1165.405 (District Attorney – Conference Exp.)	\$ 3,000
A1165.4 (District Attorney – Contractual)	\$ 514

FISCAL IMPACT: None (The existing position is fully funded from grant funds in the current budget year.)

For further information regarding this matter, contact:

Terrence M. Parker, District Attorney

268-9225

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Public Safety

DATE: July 2, 2003

RE: ADA Salary Adjustments

Approval is requested for a change in salary for certain Assistant District Attorney positions, to bring them into parity with the salaries paid to Assistant Public Defenders. As currently set, the Assistant Public Defenders make from \$500.00 to almost \$5,000.00 more than the corresponding Assistant District Attorney.

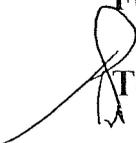
It is requested to raise the Section 4 salary for the following positions:

- 1st Assistant District Attorney from \$28,170.00 to \$32,950.00
- 2nd Assistant District Attorney from \$25,800.00 to \$26,340.00
- 3rd Assistant District Attorney from \$25,800.00 to \$26,340.00
- 4th Assistant District Attorney from \$24,515.00 to \$25,000.00.
- 5th Assistant District Attorney remains at \$22,250 (grant funded—unfilled).

Sufficient monies exist within the .101 account to make the transfer without resort to contingency.

FISCAL IMPACT: The requested changes will result in additional payroll cost of \$3,172.50 for the balance of the current year, but will be paid from monies previously appropriated to .101 accounts. Overall impact: None.

For further information regarding this matter, contact:

 Terrence M. Parker, District Attorney

268-9225

Memorandum of Explanation

Intro. No. _____
(Clerk's Use Only)

Committee: Public Safety

Date: June 30, 2003

A resolution is requested approving additional appropriation of \$^{10,000}~~15,000~~ into Repair Personal Property account No. 3110.411. This is necessary to pay for the anticipated maintenance and repair costs for Sheriff's Office vehicles. Five of the twelve vehicles in our fleet have exceeded 100,000 miles service, requiring increased maintenance and repair costs to keep these vehicles road worthy.

Contingency

^{10,000}
Fiscal Impact: \$~~15,000~~.

For further information regarding this matter, contact

Randal J. Belmont, Sheriff

Ext. 204

7/30/03 Ways - Means authorized \$10,000

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: JANUARY 09, 2002

Request Resolution be prepared approving the Master Federal Aid and Marchiselli Aid on the project for Bridge 23-11, CR7B, Rushford. This resolution is to cover Preliminary Engineering, Final Design and ROW Incidental Work.

Also, request funding appropriated in the 2003 Budget for this project be set up.

H5607.200 Total Appropriation		\$140,000
H10.3089.5607	State Aid 15%	\$ 21,000
H11.4591.5607	Federal Aid 80%	\$112,000
H12.5032.5607	County Share 5%	\$ 7,000

FISCAL IMPACT: \$7,000.00 County Share

For further information regarding this matter, contact:

David S. Roeske (585)268-9230
Superintendent

DSR/ymr

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Ways and Means Committee

DATE: July 30, 2003

CellularOne Antenna Lease

The Allegany County Department of Health requests a resolution to empower the Chairman of the Board of Legislators to execute a lease with Cellular One Inc. to allow them to place cell phone repeaters on the existing Vertical Roof Antennae on the County Office Building.

The repeaters are being purchased by the New York State Department of Health for the use of the Allegany County Government to enhance cell phone service in the area immediately around the County Office Complex as the area of the Village of Belmont is a relative poor reception area.

The duration of this lease is at the discretion of the Board of Legislators. The County Attorney has reviewed the language and content of the lease.

FISCAL IMPACT: Zero dollars (New York State Department of Health absorbs all expenses related to this project.)

For further information regarding this matter, contact:

Gary W. Ogden, M.D., Public Health Director

X - 247

John Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

SPECIAL MEETING

Minutes of July 28, 2003

RECEIVED

JUL 30 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, J. Graffrath, R. Heineman, S. Myers, B. Reynolds, R. Truax,
E. Sherman

Others Present

W. Dibble, J. Margeson, J. Palmer, B. Rigby, T. Ross, D. Russo, R. Sobeck

Executive Session

A motion was made by Truax, seconded by Crandall and carried to enter into executive session to discuss the financial history of a particular corporation. Following the executive session, a motion to return to regular session was made by Graffrath, seconded by Truax and carried.

Waterline for Public Safety Complex

A motion was made by Graffrath, seconded by Reynolds and carried to enter into agreement with Brent Rohrabacher to survey the property from Carpets Unlimited at 86 Schuyler in Belmont to the proposed Public Safety Complex building site for \$9,500 for the intention of installing a waterline. The motion included authorization for the Public Works Department to finance the cost of the survey.

Prepare Resolution

Construction Manager & Architect for Proposed Public Safety Complex

Committee members requested John Margeson to schedule an introductory meeting with the County, Ciminelli-Cowper, and Kimball Associates to discuss the proposed Public Safety Complex.

Meeting Time Change

It was noted that the time of the Ways and Means Committee meeting on Wednesday, July 30, has been changed from 1:00 p.m. to 1:30 p.m. so that committee members can attend the Summer Youth Program at the BOCES Center.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

John Margeson

**NOT
APPROVED**

SPECIAL PERSONNEL AND
WAYS & MEANS COMMITTEE MEETING

RECEIVED

AUG 26 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Minutes of August 25, 2003

Committee Members Present

K. Nielsen, D. Russo, E. Burdick, C. Crandall, W. Dibble, R. Heineman, S. Myers, B. Reynolds, R. Truax, E. Sherman

Insurance Settlement

Brenda Rigby, Clerk of the Board, informed committee members that the St. Paul Insurance Company has agreed to pay the requested amount for the October 17, 2002 fire damage claim on the maintenance building less the \$1,000 deductible. A motion was made by Russo, seconded by Crandall and carried to accept St. Paul's check in the amount of \$100,256.47 to cover the October 17, 2002 fire claim. The funds should be appropriated to accounts designated by the County Treasurer.

Prepare Resolution

Tobacco Settlement Securitization

John Margeson, County Administrator, reported that he investigated the tobacco settlement securitization matter and was informed that Allegany County would be eligible to receive a lump sum of \$6.5 million. Mr. Margeson indicated that if Allegany County decided to participate, they would need to pass a local law by September 16.

Committee members discussed the advantages and disadvantages of taking a lump sum for the tobacco settlement. Committee members then agreed that it would be more advantageous to continue to take the annual tobacco settlements rather than a lump sum.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

August 28, 2003

John Margeson

RECEIVED

SEP 02 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, S. Myers, B. Reynolds, D. Russo, R. Truax, E. Sherman

Others Present

M. Cherre, W. Dibble, D. Guiney, J. Kenyon, J. Margeson, G. Ogden, J. Palmer, S. Presutti, D. Reynolds, B. Rigby, D. Roeske, T. Ross

Approval of Minutes

The July 30 and August 25, 2003 minutes were approved on a motion by Myers, seconded by Bennett and carried.

County Attorney – Budget Review

Daniel Guiney, County Attorney, presented his 2004 budget. Attorney Guiney briefly described some equipment such as a scanner and filing cabinet that his office needs. A motion was made by Bennett, seconded by Crandall and carried to approve the County Attorney's 2004 departmental budget as recommended by the Budget Officer, John Margeson.

Real Property Tax Department – Budget Review

Steven Presutti, Real Property Tax Director, presented his 2004 budget. Mr. Presutti indicated that the only substantial change was a \$3,000 increase in the RPS licensing fees. To help absorb some of the increase, Mr. Presutti plans to increase the charge backs to the towns from \$1.10 a parcel to \$1.20 a parcel. When questioned about Pictometry revenue, Mr. Presutti indicated that there have not been any Pictometry sales to private individuals. A motion was made by Reynolds, seconded by Truax and carried to approve the Real Property Tax Department's 2004 budget as recommended by the Budget Officer.

County Treasurer – Budget Review

Terri Ross, County Treasurer, presented her 2004 budget. Ms. Ross also presented a detailed analysis of a network printer that she would like to lease. A motion was made by Truax, seconded by Reynolds and carried to approve the Treasurer's 2004 departmental budget as recommended by the Budget Officer.

Legislator Heineman asked Ms. Ross if she would need to hire a part-time person to handle the work involved with collecting the new Hotel or Motel Occupancy Tax. Ms. Ross stated that she hopes the extra work can be absorbed, but indicated that the initial setup of contacting everyone and having the necessary forms produced would be quite a bit of work.

Bids on Tax Sale Properties

Ms. Ross presented a bid on a parcel that was forfeited at the May tax sale:

A motion was made by Bennett, seconded by Myers and carried to table the decision to accept a bid of \$500 plus 2003 taxes and fees from Ronald Krotz for tax map #138.-1-32 (Sugar Hill Road, Almond, 2.30 acres) until next month. **Table Until Next Month**

Certificate of Prospective Cancellation

Ms. Ross presented a request for a resolution for a Certificate of Prospective Cancellation for the following parcel:

Town of Friendship
Assessed to Ritter Burton Ritter Marion
Tax Map #182.15-1-58

Ms. Ross stated that the parcel has back taxes for 2002 and 2003, and due to findings of an environmental lien, it was determined that this parcel should be removed from the tax sale proceedings. A Certificate of Withdrawal was filed in the County Clerk's Office on August 20, 2003. The request was approved on a motion by Truax, seconded by Crandall and carried.

Prepare Resolution

Replacement Deed

A motion was made by Crandall, seconded by Truax and carried approving the issuance of a replacement tax sale deed to Robert Stafford and Betty Stafford of Whitesville. The Staffords purchased approximately 23 acres of land in the 1982 tax sale, and the deed was never recorded.

Prepare Resolution

Moody's Bond Rating

Ms. Ross distributed information from Moody's Investors Service indicating that Moody has downgraded Allegany County's general obligation debt from A3 to Baa1 and placed the rating on a 90-day watch list for possible downgrade.

Committee members questioned what this new rating might do to our borrowing ability. John Margeson, County Administrator/Budget Officer, indicated that it would probably increase our rate about ¼ percent right now. Mr. Margeson stated that we have had this bond rate before, and we were able to get it up.

Law Enforcement Capital Project

Ms. Ross requested a resolution to establish a Capital Project for the proposed Jail construction. The expenditure account will be #H3197.200 (Law Enforcement Capital Project), and the revenue account will be #H 13.5710.3197 (Proceeds from Serial Bond Issue). Ms. Ross indicated that she will be talking to bond counsel again on Friday, and that the dollar amount

(approximately \$20 million) will be established later. The request was approved on a motion by Bennett, seconded by Reynolds and carried. Prepare Resolution

Executive Session

A motion was made by Bennett, seconded by Myers and carried to enter into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Following the executive session a motion to return to regular session was made by Truax, seconded by Reynolds and carried.

Legislative Board – Budget Review

Brenda Rigby presented the Legislative Board 2004 budget. A motion was made by Truax, seconded by Crandall and carried to approve the Legislative Board's 2004 budget as recommended by the Budget Officer, John Margeson.

Clerk of the Board – Budget Review

Ms. Rigby presented her 2004 budget. A motion was made by Truax, seconded by Crandall and carried to approve the Clerk of the Board 2004 budget as recommended by the Budget Officer.

Municipal Association Dues – Budget Review

Ms. Rigby presented the Municipal Association Dues 2004 budget. A motion was made by Truax, seconded by Crandall and carried to approve the 2004 budget as recommended by the Budget Officer.

Central Services – Budget Review

Ms. Rigby presented the Central Services (UPS, Printing and Postage) 2004 budgets. A motion was made by Truax, seconded by Crandall and carried to approve the 2004 Central Services budgets as recommended by the Budget Officer.

REFERRALS FROM OTHER COMMITTEES

Finance Committee

The Finance Committee requests a resolution to cut all overtime and compensation time for non-union Sheriff Office employees.

The Finance Committee requests a resolution to cut all overtime and compensation time for ~~union and~~ non-union Health Department employees. *(It was noted that it was not the intention of the Finance Committee to include union employees in this referral.)*

The County spent \$1.2 million on overtime and compensation time in 2002. Legislator Crandall indicated that in a survey recently held by the Finance Committee, overtime was the number one concern of employees. The Finance Committee requested the County Treasurer to provide them with some overtime information which revealed that several employees received \$25,000-\$30,000 in overtime/compensation time payments with many others receiving \$10,000-\$25,000 in payments.

Dr. Gary Ogden, Public Health Director, and Denis Reynolds, Undersheriff, attended the meeting and were asked for input on the referrals:

Undersheriff Reynolds indicated that cutting all overtime for non-union Sheriff Office employees would be unworkable for them. Undersheriff Reynolds stated that he understood the need to cut costs, but asserted that the Sheriff's Office operates seven days a week.

Dr. Ogden stressed that a proper investigation establishing that there is no need for non-union employee overtime in the Health Department has never been performed, and it would be impossible to eliminate all overtime as the Health Department is a 24/7 operation. Dr. Ogden does, however, believe that some things could be done about overtime, and then suggested that the Board consider making all non-union employees salaried with no compensation for overtime hours.

Committee members had a lengthy discussion regarding the referrals from the Finance Committee and agree that overtime is a long-standing problem, and that something needs to be done about it. A motion was made by Crandall, seconded by Bennett and carried (Voting No: Myers, Russo) to table the referrals until next month's Ways and Means Committee meeting when the Sheriff and Public Health Director will be requested to report on their ideas about reducing overtime in their departments. The motion included a request to John Margeson, County Administrator, to contact Randal Belmont, Sheriff, and Gary Ogden, Public Health Director, regarding the matter. Legislator Crandall commented that the best thing that Sheriff Belmont and Dr. Ogden could do would be to report to the committee that overtime has been reduced by 50 percent.

Human Services Committee

The Office for the Aging requests permission to hire a part-time substitute driver for meals-on-wheels. The substitute only works when a regular driver is off. The request was approved on a motion by Truax, seconded by Crandall and carried.

The Office for the Aging requests permission to hire a part-time Site Manager for the Cuba Luncheon Center starting October 1, 2003. The current site manager is retiring, and the position is already budgeted. The request was approved on a motion by Truax, seconded by Crandall and carried.

The Department of Social Services requests permission to fill the Community Service Aide 6-month position for the HEAP Program. The Community Service Aide is an entry level, grade four, non-competitive position that must be filled by a recipient of TANF of Safety Net Assistance, and the position is paid 100 percent by our HEAP administrative allocation with no local share. The request was approved on a motion by Truax, seconded by Bennett and carried.

The Health Department requests permission to fill the Physically Handicapped Children's Program Coordinator position due to the current coordinator resigning. The position is a grade 5,

non-union position with an annual salary of \$27,685, and it is funded 50 percent by the State and 50 percent by the County. The request was approved on a motion by Truax, seconded by Crandall and carried.

Public Safety Committee

The Sheriff's Office requests permission to fill the position of Secretary to the Sheriff. The existing position is a grade 2, non-union position with an annual salary of \$28,516, and it is financed completely by the County. The Sheriff's Office indicates that the position of Data Analyst eliminated by Resolution No. 3-03 will be eliminated effective at the end of August. The request was approved on a motion by Russo, seconded by Reynolds and carried. (Voting No: Myers, Truax)

Public Works Committee

The Public Works Department requests permission to fill the Laborer position in Maintenance District #5 which has been vacant since September 20, 2002. The position is a grade 9, union position with an annual salary of \$22,547.20, and is financed completely by the County.

The Public Works Department requests permission to fill the Cleaner position in Buildings and Grounds that has been vacant since September 30, 2002. The position is a grade 5, union position with an annual salary of \$20,493.20, and is financed completely by the County.

Committee members requested David Roeske, Public Works Superintendent, to address the committee regarding these issues. Legislator Russo commented that Mr. Roeske already addressed the Public Works Committee, and Public Works referred the matter to Ways and Means. Mr. Roeske indicated that the absence of the Laborer position in Maintenance District #5 compromises safety and increases liability especially when no one is available to flag traffic. Mr. Roeske stated that they used to have three cleaners, and now they are down to one, and it really shows in the building. The current cleaner probably works an extra 15 hours of overtime every week.

A motion was made by Myers, seconded by Reynolds and carried to not approve Public Works' hiring requests.

Transfer of Funds

Ms. Rigby indicated that the legal advertising account in her office will be over budget by approximately \$1,200 at the end of the year due to unanticipated larger than normal expenses. Mr. Margeson suggested that the funds be transferred from A8710.101. A motion was made by Bennett, seconded by Myers and carried to transfer \$1,200 from A8710.101 (County Reforestation Personnel Services) to A1040.424 (Clerk of the Board Legal Advertising). Prepare Resolution

Memorandums of Explanation

Legislators have commented at recent Board meetings, that many of the resolutions do not include a Memorandum of Explanation, and they would like to see this changed. Ms. Rigby indicated that the Board Rules already address the matter and state that a resolution lacking a required memorandum may be tabled upon the affirmative vote of five County Board members.

Committee members requested John Margeson to send a memo to every department head stating that all resolutions will require a Memorandum of Explanation or they will not be considered.

Copier

Ms. Rigby stated that the lease on the central service copier expires in October 2003. Ms. Rigby distributed a spreadsheet comparing five different copiers and indicated that her office received quotes from seven different companies on seventeen machines. All five of the copiers listed on the spreadsheet were very close in features and price. After a brief discussion, a motion was made by Bennett, seconded by Truax and carried requesting Ms. Rigby to make arrangements to lease the copier of her choice.

Transfer of Funds

Mr. Margeson requested a \$20,000 transfer from A8710.101 (County Reforestation Personnel Services) to H3197.200 (Law Enforcement Capital Project) to finance payments for Construction Manager and Architect/Engineering Services. The request was approved on a motion by Bennett, seconded by Truax and carried. Prepare Resolution

County Administrator – Budget Review

John Margeson distributed his 2004 budget. A motion was made by Truax, seconded by Myers and carried to approve the 2004 budget as recommended by the Budget Officer.

Contingency – Budget Review

John Margeson distributed the 2004 budget for Contingency. A motion was made by Truax, seconded by Myers and carried to approve the 2004 Contingency budget as recommended by the Budget Officer.

Legislators' Payroll

The legislators' vouchers for expenses covering the period June 24 through July 28, 2003, were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Truax, seconded by Reynolds and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

08/28/03 TO WAYS AND MEANS COMMITTEE

SERIAL #	TOWN	OWNER(S)/FORMER OWNERS(S)	TAX MAP #	ORIGINAL BID AMOUNT	ORIGINAL BIDDER #
137-01	ALMOND	KLEM, SOPHIA BID 8/28/2003 Ronald Krotz 7487 Gleason Hill Rd Belfast, NY 14711 \$ 500.00 plus 2003 Tax and Fees	138.-1-32 Sugar Hill Rd 2.30 Acres	\$ 1,700.00	#349 FORFEITED #7 Backup FORFEITED

Ways and Means
August 28, 2003

Requesting a resolution for a Certificate of Prospective Cancellation for the following described parcel:

Town of Friendship
Assessed to Ritter Burton Ritter Marion
Tax Map #182.15-1-58

This parcel has back taxes for 2002 and 2003. Due to findings of environmental lien, it was determine that this parcel should be removed from tax sale proceedings.

A Certificate of Withdrawal was filed in the County Clerk's Office on August 20, 2003.

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Ways and Means

DATE: August 28, 2003

Requesting that a replacement deed be given to Robert & Betty Stanford/Independence.

Original tax sale was approved by Resolution #131-82 for the following described parcel –

Town of Independence

Lots 14-15-31

Saunders Rd

23.20 Acres

Tax Map # 308.-1-13.1

\$2,035.75

The original deed appears to have never been recorded from the County of Allegany to the Stanford's. This replacement will correct a "break" in the title chain.

FISCAL IMPACT: none, owner pays recording costs.

For further information regarding this matter, contact:
Terri Ross, Allegany County Treasurer

268-9290

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Ways and Means

DATE: August 28, 2003

Requesting that a Capital Project be established for the proposed Jail construction.

Expenditure

Account # H 3197.200

Law Enforcement Capital Project

Revenue

Account # H 13.5710.3197

Proceeds from Serial Bonds Issues

(Amounts to be determined at a later date)

FISCAL IMPACT: Project will be paid for thru bonds and debt payments will be budgeted accordingly

For further information regarding this matter, contact:
Terri Ross, Allegany County Treasurer

268-9290

Request to Fill Position

Date: 8/13/03

Committee of Jurisdiction: Human Services

I would like to fill the following position:

Title Substitute Driver Department Office for the Aging

Will any positions be eliminated? no If yes, which one? _____

This position is an:

Existing position? Newly Created Position? _____ created by Resolution # _____

This position will be:

Full Time? _____ Part Time? Permanent? Temporary? _____

This position will be:

Non Union? Union? _____ covered by the _____ bargaining unit.

Grade _____ Step _____ Hourly pay rate \$5.15

Annual salary of position varies Cost of benefits for position 0

Does this position support a mandated program/grant? no

Name of program/grant? Meals on Wheels/SNAP - Supplemental Nutrition Assistance Program

Source of funding for position?

_____ % County 100 % State _____ % Federal _____ % Other

Amount in current years budget for this position _____

Reason for need to fill this position at this time?

The substitute driver fills in when a regular driver calls in sick or needs time off.

Because the regular driver is part-time, they are not paid when they're off. The

substitute only works when a regular driver is off, so there's no impact on the budget.

Department Head Signature [Signature]

Date 8/7/03

Date: 08/13/03

Committee of Jurisdiction: Human Services

I would like to fill the following position:

Title Site Manager- Cuba Department Office for the Aging

Will any positions be eliminated? no If yes, which one? _____

This position is an:

Existing position? Newly Created Position? _____ created by Resolution # _____

This position will be:

Full Time? _____ Part Time? Permanent? Temporary? _____

This position will be:

Non Union? Union? _____ covered by the _____ bargaining unit.

Grade _____ Step _____ Hourly pay rate \$6.50

Annual salary of position \$5,408 Cost of benefits for position 0

Does this position support a mandated program/grant? no

Name of program/grant? Senior Luncheon Program/IIC-1

Source of funding for position?

30 % County 0 % State 70 % Federal 0 % Other

Amount in current years budget for this position \$5,824

Reason for need to fill this position at this time?

The current site manager, Nancy Heary, is retiring October 1, 2003.

Department Head Signature *Kirchler*

Date 8/7/03

COPY

06/17/03

Request to Fill Position

Date: 8/13/03

Committee of Jurisdiction: Human Services Committee

I would like to fill the following position:

Title Community Service Aide Department Social Services

Will any positions be eliminated? No If yes, which one? _____

This position is an:

Existing position? Newly Created Position? _____ created by Resolution # _____

This position will be:

Full Time? Part Time? _____ Permanent? _____ Temporary?

This position will be:

Non Union? _____ Union? covered by the AFSCME bargaining unit.

Grade 4 Step Min. Hourly pay rate \$10.98

6 month
Annual salary of position \$4,996. Cost of benefits for position \$1,474

Does this position support a mandated program/grant? Yes

Name of program/grant? HEAP

Source of funding for position?

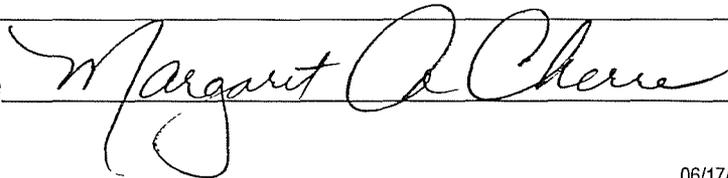
_____ % County _____ % State 100 % Federal _____ % Other

Amount in current years budget for this position \$8,950.

Reason for need to fill this position at this time?

Request permission to fill Community Service Aide – 6 month position for the HEAP Program. This is an entry level, Grade 4, non-competitive position that must be filled by a recipient of TANF or Safety Net Assistance.

Department Head Signature



Date 8/13/03

Request to Fill Position

Date: 8/13/03

Committee of Jurisdiction: Human Services

I would like to fill the following position:

Title Physically Handicapped Children's Program Coordinator Department Health

Will any positions be eliminated? no If yes, which one? _____

This position is an:

Existing position? Newly Created Position? _____ created by Resolution # _____

This position will be:

Full Time? Part Time? _____ Permanent? _____ Temporary? _____

This position will be:

Non-Union? Union? _____ covered by the _____ bargaining unit.

Grade 5 Step _____ Hourly pay rate \$15.2115/hr

Annual salary of position \$27,685 Cost of benefits for position 35.10% of Sala

Does this position support a mandated program/grant? Yes (3)

Name of program/grant? 1) Children w/ special Health Care Needs
2) Physically Handicapped Children's Prog
3) Pre-K Special Ed Program.

Source of funding for position?

50 % County 50 % State _____ % Federal _____ % Other

Admin. Grant \$25,000 for Children w/ special Health Care Needs
Amount in current years budget for this position \$33,251

Reason for need to fill this position at this time?

Current Coordinator has resigned.

Department Head Signature _____

Date 8/13/03

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

Date: August 13, 2003

The Department of Social Services is seeking to re-institute a temporary Community Services Aide position to work in our HEAP program. This position has been created annually for several years.

This is an entry level, Grade 4, non-competitive position that must be filled by a recipient of TANF or Safety Net Assistance. I am seeking to fill this position for six months during HEAP season, beginning 10/14/03.

FISCAL IMPACT: Costs for this position (salary and fringe benefits) will be paid 100% by our HEAP administrative allocation. There is no local share.

For further information regarding this matter contact

Margaret A. Cherre, Department of Social Services
Name & Department

268-9303
Telephone

Request to Fill Position

Date: 8/1/03

Committee of Jurisdiction: Public Safety

I would like to fill the following position:

Title Secretary to the Sheriff Department Sheriff

Will any positions be eliminated? No Yes If yes, which one? Data Analyst

This position is an:

Existing position? Newly Created Position? created by Resolution #

This position will be:

Full Time? Part Time? Permanent? Temporary?

This position will be:

Non Union? Union? covered by the bargaining unit.

Grade 2 Step 7 Hourly pay rate \$13.7096

Annual salary of position \$28,516 Cost of benefits for position \$10,089.12

Does this position support a mandated program/grant? No

Name of program/grant?

Source of funding for position?

100 % County % State % Federal % Other

Amount in current years budget for this position \$23,882

Reason for need to fill this position at this time?

This position has been vacant for four months and the effects are being felt. With an ever increasing work load and the onset of jail construction, the position of Secretary to the Sheriff must be filled. The tasks and responsibilities normally performed by this person are now accomplished by myself and my command staff, putting a backlog on an

Department Head Signature Randall P. P. P.

Date 8/1/03

06/17/03

already busy force. The position of Data Analyst will be eliminated at the end of August.

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: August 06, 2003

The Public Works Department requests the following positions be filled:

Buildings & Grounds - Cleaner position

This position has been open and unfilled since 09/30/02.

Filling of position would cut down on the overtime which is being paid in a futile attempt to keep buildings clean.

County Road - Laborer position

This position has been vacant since 09/20/02.

This position is a vacancy in Maintenance District #5. We have compensated the lack of help with 2 Seasonal Workers. The districts are made up of 1 Supervisor and 4 Unit Employees. This district is short by 1 Unit Employee. This makes setting up and maintain work areas very difficult and unsafe, not to mention a further depletion within the district when sick or vacation time is used.

FISCAL IMPACT: \$0 Funding in budget

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

Denied by W+M 08/28/03

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: August 06, 2003

The Public Works Department requests the following positions be filled:

Buildings & Grounds - Cleaner position

This position has been open and unfilled since 09/30/02.

Filling of position would cut down on the overtime which is being paid in a futile attempt to keep buildings clean.

County Road - Laborer position

This position has been vacant since 09/20/02.

This position is a vacancy in Maintenance District #5. We have compensated the lack of help with 2 Seasonal Workers. The districts are made up of 1 Supervisor and 4 Unit Employees. This district is short by 1 Unit Employee. This makes setting up and maintain work areas very difficult and unsafe, not to mention a further depletion within the district when sick or vacation time is used.

FISCAL IMPACT: \$0 Funding in budget

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

Denied by W+M 08/28/03

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Ways and Means

DATE: August 28, 2003

A transfer of funds from County Reforestation Personnel Services (A8710.101) to Clerk of the Board Legal Advertising (A1040.424) in the amount of \$1200.00 is requested to cover legal ad costs through the end of 2003 due to unanticipated larger than normal expenses, i.e. the two bond resolutions (\$400) and the hotel occupancy tax public hearing (\$1,100). The 2003 budgeted amount for A1040.424 was \$970.

The types of legal notices required by law to be published that are paid from this account:

Local Laws (New taxes, Empire Zone Revisions, County Officer Salaries,
Retirement Incentives, etc.)
Public Hearing Notice – Full printing
Adoption – Summary
Bond Resolutions – Notices of Estoppel
Legislators' Compensation Table
Applications for Block Grants – Public Hearings
Tentative Budget – Public Hearing
Agricultural District Reviews/Revisions – Public Hearings
Bid Notices

FISCAL IMPACT:

For further information regarding this matter, contact:

Brenda A. Rigby, Clerk of the Board
Ext. 220

We are paying now

\$384.80 - lease

344.00 - average copies

\$728.80 / mo.

Complete Office Solutions Savin 2575	Business Methods Lanier LD075	Acme Business Mita KM-7530	Schwab Company Mita KM-7530	Schwab Company Ricoh Aficio 1075
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36 month lease payment	\$ 418.16 \rightarrow 472.78	\$ 474.00 \rightarrow 516.50	\$ 439.66 \rightarrow 471.91	\$ 434.33 \rightarrow 468.33	\$ 417.58 \rightarrow 459.64
Network option	(\$54.62/mo)	(42.50/mo)	(\$32.25/mo)	(\$34.00/mo)	(\$42.06/mo)
Folding option	-----	-----	(\$24.83/mo)	(\$26.00/mo)	-----
Extra 4,000 sheet holder	-----	(\$30.00/mo)	(\$35.47/mo)	-----	-----

60 month lease payment	\$ 293.34 \rightarrow 331.65	\$ 338.00 \rightarrow 368.00	\$ 308.39 \rightarrow 331.01	\$ 291.06 \rightarrow 316.06	\$ 288.04 \rightarrow 317.05
Network option	(\$38.31/mo)	(\$30.00/mo)	(\$22.62/mo)	(\$25.00/mo)	(\$29.01/mo)
Folding option	-----	-----	(\$17.41/mo)	(\$19.00/mo)	-----
Extra 4,000 sheet holder	-----	(\$20.00/mo)	(\$24.88/mo)	-----	-----

Maintenance & Supplies	\$ 317.33/mo (includes staples)	\$ 270.00 (no staples)	0.0065/copy (est. 46,000 cp/mo = \$299.00/mo)	0.006/copy (est. 46,000 cp/mo = \$276.00/mo)	0.0058/copy (est. 46,000 cp/mo = \$266.80/mo)
	36/mo - 790.11	36/mo - 786.50	(no staples)	(no staples)	(no staples)
	60/mo - 648.98	60/mo - 638.00	36/mo - 770.91	36/mo - 744.33	36/mo - 726.44
			60/mo - 630.01	60/mo - 592.06	60/mo - 583.85
Copies per month	560,000/yr	45,000/mo	-----	-----	-----
Per copy overage charge	0.0075	0.006	-----	-----	-----

Lease + mainr
w/network
option

Copies per minute	75	75	75	75	75
First copy/seconds	3.5	3.5	3.2	3.2	3.5
Account codes	500	500	1,000	1,000	500
Copier memory	128 MB	128 MB	128 MB	128 MB	128 MB
Print Resolution	1,200 dpi	1,200 x 1,200 dpi	1800 x 600 dpi	1800 x 600 dpi	1,200 x 1,200 dpi
Service Call Wait	½ day	½ day	½ day	½ day	½ day

Other features:	* Stapler	* Stapler	*Stapling	*Stapling	*Stapling
	* 3 hole punch	*2/3 hole punch	*Weekly Timer	*2/3 hole punch	*2/3 hole punch
	*Reduce/Enlarge	*Reduce/Enlarge	*Budget Printing	*Reduce/Enlarge	*Reduce/Enlarge
			*2/3 hole punch		

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Ways & Means

DATE: August 30, 2003

Request a resolution to transfer \$20,000 from A8710.101 (County Reforestation - Personnel Services) to H3197.200 (Law Enforcement Capital Project) to finance payments for Construction Manager and Architect/Engineering Services.

FISCAL IMPACT: None

For further information regarding this matter, contact:

John E. Margeson, County Administrator/Budget Officer

#268-9217

John Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

SPECIAL MEETING

Minutes of September 22, 2003

RECEIVED

SEP 23 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, J. Graffrath, S. Myers, B. Reynolds, D. Russo, R. Truax, E. Sherman

Small Cities Grant

John Margeson, County Administrator, requested a resolution to accept a \$230,000 grant and execute the NYS Small Cities Program Community Development Block Grant Agreement. The project will run from September 1, 2003 through September 30, 2005. The funds will be used to re-establish the cap on the revolving loan fund, and appropriated to accounts designated by the County Treasurer. The request was approved on a motion by Reynolds, seconded by Russo and carried.

Prepare Resolution

Youth Court

A motion was made by Myers, seconded by Crandall and carried to sponsor a resolution appropriating \$26,500 of non-budgeted state grant-in-aid from the NYS Division of Criminal Justice Services from July 1, 2003 through June 30, 2004 for the Youth Court Program. The funds should be appropriated to account A7123.483 with a like sum placed in revenue account A10.3825.7321.

Prepare Resolution

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegheny County Board of Legislators

John Margeson

RECEIVED

SEP 25 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

September 24, 2003

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, J. Graffrath, S. Myers, B. Reynolds, D. Russo, R. Truax, E. Sherman

Others Present

R. Belmont, M. Cherre, W. Dibble, J. Margeson, B. Morris, G. Ogden, S. Presutti, D. Reynolds, B. Rigby, T. Ross, R. Sobeck

Media Present

A. Carlson – Cuba Patriot; D. LeBlanc – Olean Times Herald

Approval of Minutes

The August 28, 2003 minutes were approved on a motion by Truax, seconded by Reynolds and carried. The September 8 minutes representing a joint meeting with Resource Management were approved on a motion by Truax, seconded by Reynolds and carried.

Employee Reclassification

Bernard Morris, Personnel Officer, requested approval to reclassify the position of Medical Records Computer Operator working for the Family Planning Clinic in the Health Department to Clinic Secretary, a union grade 13, step 4 position. The clerical work necessary to run clinics previously done by the nurse practitioner was reassigned to a Medical Records Computer Operator. The reclassification recognizes the additional more responsible tasks added to the incumbent employee's position. The request was approved on a motion by Truax, seconded by Reynolds and carried. Prepare Resolution

Overtime and Compensation Time

At the August 28 Ways and Means meeting, committee members reviewed a referral from the Finance Committee requesting a resolution to cut all overtime and compensation time for non-union Sheriff Office and Health Department employees. The matter was tabled until today to give Dr. Ogden and Sheriff Belmont an opportunity to report on their ideas about reducing overtime in their departments.

Dr. Ogden, Public Health Director, indicated that in 2002 the Health Department spent approximately \$42,000 in overtime reflecting about 10 percent of the department's total gross salaries. Although 10 percent is not an outrageous figure, most of the Health Department's overtime is centered on the nursing division. The nursing division is a 24/7 operation. The alternate work schedule has helped save some overtime costs. So far in 2003 the Health Department has spent approximately \$28,000 in overtime.

Dr. Ogden indicated that he plans to personally review all travel and overtime in advance. He also suggested that the County could quit reimbursing for travel time, put employees serving in supervisory capacities on a fixed salary, and look into a staggered workweek to reduce overtime costs.

Dr. Ogden indicated that one of the other factors contributing to overtime is the traveling. Some Health Department employees do a lot of traveling, as that is the best way to get information on what other people are doing to handle certain problems. A video conferencing station was recently installed, and this should also cut down on some of the overtime costs.

Dr. Ogden reiterated that the Health Department is a 24/7 operation and asserted that it would be nearly impossible to operate without overtime. Many clients would not receive the services they need.

Dr. Ogden and Bernard Morris, Personnel Officer, will work together on some possible cost saving measures and report back to the committee next month.

Randal Belmont, Sheriff, also indicated that the Sheriff's Office is a 24/7 operation. Sheriff Belmont stated that the Sheriff or Undersheriff must now approve all non-union overtime.

Executive Session

A motion was made by Crandall, seconded by Reynolds and carried to enter into executive session to discuss the medical, financial, credit or employment history of a particular person. Following the executive session, a motion to return to regular session was made by Bennett, seconded by Truax and carried.

Sheriff Belmont also plans to work on some cost saving measures and report back to the committee next month.

Committee members would like Mr. Morris to identify non-union employees that would fit into the category of salaried employees rather than hourly employees. Mr. Morris will report back to the committee.

Bids on Tax Sale Properties

At the August 28 Ways and Means meeting, Terri Ross, County Treasurer, presented a bid on a parcel that was forfeited at the May tax sale. The bid of \$500 plus 2003 taxes and fees from Ronald Krotz for tax map #138.-1-32 (Sugar Hill Road, Almond, 2.30 acres) was tabled until today so that additional information could be obtained.

Ms. Ross stated that the property is assessed at \$5,800, and she distributed maps identifying the location of the property. A motion was made by Russo, seconded by Graffrath and carried denying Mr. Krotz' bid. (Voting No: Myers)

Revenue Anticipation Note (RAN)

Ms. Ross requested a resolution delegating the County Treasurer the power to authorize, from time to time and year to year, the issuance and sale of revenue anticipation notes of said

County in anticipation of the receipt of state and federal aid. The resolution should have a 10-year duration and indicate that the County Treasurer shall not issue notes in excess of \$10 million. Ms. Ross indicated that a similar resolution (Res. No. 5-03) was approved in January 2003 with a limit of \$2 million.

Ms. Ross emphasized that the RAN would be an advance on our anticipated state aid. Any state aid coming into the county would go toward paying the RAN. Ms. Ross indicated that we would need approximately \$7 million to get us through the end of the year. Ms. Ross stated that we need to have cash on hand to pay our current expenses, and that she has had to hold audits since June.

Legislator Truax asked how the RAN would affect the County's ability to borrow money. Ms. Ross indicated that our debt ratio is ok – we are very low on debt ratio.

The request was approved on a motion by Graffrath, seconded by Bennett and carried.

Prepare Resolution

4th Assistant District Attorney

Terrence Parker, District Attorney, requested approval to fill the position of 4th Assistant District Attorney from now until the end of the year. It was noted that the money to finance the position is in Attorney Parker's 2003 budget. The 3rd Assistant District Attorney was terminated in late June, and the current 4th Assistant will be moved to the 3rd Assistant slot. Due to the part-time nature of the positions, and the lack of interest by local attorneys in accepting the slot, there is a limited pool available. The applicant under consideration has recently taken the bar and is interested in an entry-level position. If the position is not filled at this point, services will need to be curtailed to a level that can be managed by the remaining staff. The request was approved on a motion by Reynolds, seconded by Truax and carried.

Freezing Equipment (.2) Accounts

A motion was made by Graffrath, seconded by Reynolds and carried to freeze all equipment (.2) accounts for the purchase of equipment or transfer of funds. Committee members requested John Margeson to send a memo to all departments notifying them that no equipment purchases will be allowed without prior approval from the committee of jurisdiction after today, September 24, 2003. **Prepare Resolution**

Public Hearing on the 2004 Tentative Budget

Brenda Rigby, Clerk of the Board, requested a resolution for consideration at the October 27, 2003 board meeting, setting the date of the public hearing on the 2004 tentative budget to be held on Thursday, November 13, 2003 at 7:00 p.m. The request was approved on a motion by Graffrath, seconded by Truax and carried. **Prepare Resolution**

Transfer of Funds

Ms. Rigby requested a resolution to transfer \$408 from A1670.415 (Central Service Copying – Contractual) to A1670.201 (Central Service Copying – Equipment) to finance the cost of

replacing the central service binder. The request was approved on a motion by Reynolds, seconded by Truax and carried. **Prepare Resolution**

Transfer of Funds

The County Attorney's Office requests a resolution to transfer \$300 from A1420.413 (County Attorney – Contractual) to A1420.201 (County Attorney – Equipment) to finance the buyout purchase of the copiers they have been leasing. The request was approved on a motion by Reynolds, seconded by Crandall and carried. **Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

The Office for the Aging requests a resolution to increase the revenue and expenditure accounts outlined on the attached *Memorandum of Explanation* due to a \$3,000 increase in State grant-in-aid. The request was approved on a motion by Truax, seconded by Crandall and carried. **Prepare Resolution**

The Office for the Aging requests a resolution to increase the revenue and expenditure accounts outlined on the attached *Memorandum of Explanation* due to a \$30,280 increase in client contributions in the Nutrition Program. The request was approved on a motion by Truax, seconded by Reynolds and carried. **Prepare Resolution**

The Office for the Aging requests approval to hire a part-time Site Manager for the Wellsville Luncheon Center. The current site manager resigned September 4, 2003. The annual salary is \$5,408, and no benefits are associated with this position. The request was approved on a motion by Truax, seconded by Bennett and carried.

The Health Department requests a resolution transferring funding within its Public Health and Drinking Water Enhancement accounts as outlined on the attached *Memorandum of Explanation*. The transfers are necessary in order to cover expenditures that were contracted instead of done in-house as originally budgeted. The request was approved on a motion by Truax, seconded by Bennett and carried. **Prepare Resolution**

The Department of Social Services requests approval to fill the planned temporary vacancy of a Social Welfare Examiner. The Examiner will begin a medical leave on or about October 9, 2003, and she is not expected to return to work until approximately March 1, 2004. The associated costs are outlined on the attached *Request to Fill Position*. The request was approved on a motion by Truax, seconded by Bennett and carried.

Personnel Committee

The Personnel Committee recommends the placement of the title of Planner in Grade 7 of the non-unit salary plan. The request was approved on a motion by Russo, seconded by Bennett and carried. **Prepare Resolution**

Planning and Development Committee

The Employment and Training Center requests a resolution transferring funds as outlined on the attached *Memorandum of Explanation*. The request was approved on a motion by Reynolds, seconded by Myers and carried. **Prepare Resolution**

The Employment and Training Center requests a resolution to increase their budget as outlined on the attached *Memorandum of Explanation* to reflect the unanticipated receipt of surplus WIA Adult and WIA Dislocated Worker funds from the Department of Labor. The request was approved on a motion by Reynolds, seconded by Truax and carried. **Prepare Resolution**

Public Safety Committee

The Sheriff's Office requests a resolution to transfer \$15,000 from A1990.4 (Contingency) to A3170.447 (Other Correction Agencies – Contractual) to cover the anticipated shortfall. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

The Office of Emergency Services requests a resolution to enter into agreement with the NYS Emergency Management Office for a \$28,988 Pre-Disaster Mitigation Planning Grant. The grant will assist in the development of a countywide pre-disaster mitigation plan, which is a requirement to be eligible for the '406' mitigation Grant Program funds. The request was approved on a motion by Bennett, seconded by Graffrath and carried. **Prepare Resolution**

Legislators' Payroll

The legislators' vouchers for expenses covering the period July 28 through August 25, 2003 were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Truax, seconded by Bennett and carried.

2004 Tentative Budget

John Margeson, County Administrator and Budget Officer, presented the 2004 tentative budget to the committee together with the budget message. The tentative budget calls for a 55 percent increase in county real property taxes as compared to the amount levied in 2003. The 2004 tentative budget calls for total general fund expenditures of approximately \$70.8 million. This is an increase of \$5.6 million or 8.5 percent over 2003. Mr. Margeson indicated that our cash surpluses are exhausted and our budgetary revenue collection projections are either flat or decreasing.

It was noted that the tentative budget is not approved or disapproved – it is presented. Legislator Heineman asked what would happen if the legislators rejected the final budget. Mr. Margeson explained that if the legislators do not adopt a final budget by December 10, the tentative budget plus any approved resolutions become the final budget.

After a brief discussion, committee members agreed that the Finance Committee would begin a careful analysis of the tentative budget and report back to the Ways and Means Committee.

Jail

Legislator Graffrath brought up the subject of the new jail and stated that we have an architect and engineer, but they can't go any further until we answer some questions. Legislator Graffrath indicated that we need to decide if we are going to house inmates for others, and how big of a jail we plan to build.

Legislator Graffrath said that the state is giving Clinton County \$1.8 million in capital costs for a contract or letter of intent to house inmates for approximately \$76/day. Committee members discussed the possibility of housing federal prisoners.

Legislator Graffrath held up plans showing both a 4-pod and 5-pod jail. A pod costs approximately \$1.2 to \$1.5 million. Mr. Graffrath indicated that it would take a 4-pod jail to house our own different classifications. A 5-pod jail would better enable us to take inmates from other places. It was noted that the jail would have to be staffed as if it's full. Most committee members agreed that we should plan to house-in inmates and build the 5-pod jail.

Legislator Dibble suggested that we should determine if there are any hidden costs on housing federal prisoners before committing to house them. Some expenses might include Sheriff Office staffing requirements and costs to the District Attorney's Office.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

John Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

SPECIAL MEETING

Minutes of October 14, 2003

RECEIVED

OCT 15 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, J. Graffrath, S. Myers, B. Reynolds, D. Russo, R. Truax, E. Sherman

Transfer of Funds

John Margeson, County Administrator, requested a resolution to transfer \$50,000 from A1990.4 (Contingency) to A1621.4 (Architectural Services) to pay invoices from Kimball Associates. Mr. Margeson indicated that he had received invoices for \$38,000 and \$28,000 so far. It was noted that the accounts will be replenished once the money for the new jail has been bonded. A motion approving the request was made by Graffrath, seconded by Russo and carried. Prepare Resolution

Equipment Purchase

Dr. Robert Anderson, Community Services Director, requested approval to purchase \$6,340.24 of equipment, furnishings and supplies that will enable Community Services to offer parenting courses to families with severely emotionally disturbed children. It was noted that the funds are fully reimbursable and no County dollars are involved. The request was approved on a motion by Truax, seconded by Reynolds and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

John Margeson

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

October 22, 2003

RECEIVED

OCT 29 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, S. Myers, B. Reynolds, D. Russo, R. Truax, E. Sherman

Others Present

R. Belmont, D. Button, W. Dibble, R. Heineman, T. Hull, J. Mancuso, J. Margeson, B. Morris, G. Ogden, J. Palmer, S. Presutti, D. Reynolds, B. Rigby, T. Ross, D. Sirianni, R. Sobeck, K. Toot. Several employees from the Sheriff's Office were also in attendance.

Media Present

A. Carlson – Cuba Patriot; K. Torok – Wellsville Daily Reporter

Approval of Minutes

The September 24 and October 14, 2003 minutes were approved on a motion by Reynolds, seconded by Bennett and carried.

Finance Committee Referral to Abolish Position

Deborah Button, Information Technology Director, addressed the committee regarding the Finance Committee's referral to abolish a position in her department and asked that they reconsider the matter. Ms. Button distributed a memo wherein she explained that her department currently receives \$60,000 a year in revenues from the Health and Social Services Departments, and this amount is applied toward salaries. If a position is eliminated she will lose revenue, and she will not have the manpower to give employees the additional assistance they require. There would be more down time, and this in turn could affect revenues from other departments. Committee members agreed not to eliminate a position in the IT Department at this time.

Solid Waste Revenues

John Mancuso, Deputy Public Works Superintendent, distributed worksheets outlining possible revenue from the disposal of solid waste. Mr. Mancuso indicated that the suggestions were strictly possibilities on known waste volumes. The tipping fees at the landfill are based on our current tonnage, and we could take in approximately 10,000 tons of out-of-County waste a year. Our current landfill is estimated to have about a 10-year life, and taking additional waste would limit that life span. We are one of a few municipalities that do not charge for waste disposal.

Committee members briefly discussed possible fee structures at the transfer stations and landfill. Mr. Mancuso asserted that if changes were implemented, we would need two people at each station so that the garbage could be monitored more closely, and the punch cards or other paying process could be taken care of. Some committee members expressed concern that we will

receive less waste if we start charging or that more people will dispose of waste by using burn barrels, dumping, or disposal on their property.

Committee members requested Mr. Mancuso to investigate the possibility of closing some of the transfer stations. They requested Mr. Mancuso to put together a proposal outlining the impact as well as how a charging system might be structured. Committee members requested Mr. Mancuso to take the matter to the Public Works Committee for their approval first. **Refer to Public Works**

Salaried Employees vs. Hourly Employees

Bernard Morris, Personnel Officer, reported on compensating certain non-unit employees with salary rather than by the hour. Mr. Morris indicated that the biggest factor is administrative control and stated that the overtime incurred in the Sheriff's Office by non-unit employees has decreased drastically.

As far as putting specific people on salary, Mr. Morris suggested that only senior management type positions in the larger departments be considered. Mr. Morris indicated that we should look at the average compensation for these individuals asserting that it is really something that needs to be looked at dispassionately to see if senior management should be put on a salary similar to department heads. Committee members requested Mr. Morris to take the matter to the next Personnel Committee meeting for further discussion. **Refer to Personnel**

Retirement Incentives

Mr. Morris stated that he had the opportunity to talk to personnel officers in Wyoming and Ontario Counties regarding recently implemented local retirement incentives. After a brief discussion, committee members requested Mr. Morris to take the matter to the next Personnel Committee meeting for further discussion. **Refer to Personnel**

Health Department – Cost Saving Measures

Dr. Gary Ogden, Public Health Director, and Mr. Morris stated that there are eleven non-unit employees in the Health Department. Dr. Ogden sent a memo to all of them declaring that there should be no non-emergency overtime with the exception of the three nursing supervisors.

Sheriff's Office

Randal Belmont, Sheriff, indicated that they were not agreeing about who should be salaried and who should not, but he is continuing to work with Mr. Morris on the matter.

2003 Financial Status

Terri Ross, County Treasurer, informed committee members that in order to meet tomorrow's payroll, she was not able to pay the audit that received Board approval on October 14. She has prioritized the checks and will pay them as the money comes in.

Ms. Ross suggested that the committee consider banning all non-essential spending until the end of the year. Freezing some accounts might help alleviate some cash flow issues. A motion was made by Crandall, seconded by Reynolds and carried to freeze all .4 accounts except utilities, contractual obligations, necessary postage, and contractual mileage effective today until the end of the year. All other .4 expenditures must receive prior approval from the committee of jurisdiction. **Prepare Resolution** (Rescinded 10/27/03)

Revenue Anticipation Note

Ms. Ross stated that the Revenue Anticipation Note will be for \$6.3 million, and the date of sale is currently set for November 12. Ms. Ross is investigating the possibility of obtaining a partial advance on the note.

Designated Depository

Ms. Ross requested a resolution to amend Resolution No. 254-96 adding JP Morgan Chase as a designated depository for the deposit of public funds. Ms. Ross indicated that in reviewing current interest rates and money market account rates, they appear to have significant increases in rates. This would allow us another option for obtaining the best rate of return for Allegany County. The request was approved on a motion by Bennett, seconded by Truax, and carried. **Prepare Resolution**

Consulting Firms

Ms. Ross stated that she, along with David Allardice, have met with two consulting firms that specialize in efficiency studies and implementation. Altreya Consulting, LLC is the company that recently worked with Monroe County's Department of Human and Health Services, and Monroe County reported \$29.2 million in savings.

Altreya believes that the opportunity exists to find \$750,000 to \$1 million in perpetual savings for Allegany County. Altreya's fee is usually 25 percent of what they find. Altreya would charge Allegany County a fixed \$45,000 fee plus 25 percent of whatever they find. Ms. Ross indicated that Altreya would be willing to start November 3 with results back by December 31, 2003. Committee members requested Ms. Ross to invite representatives from Altreya to attend the next Ways and Means Committee meeting to discuss the matter further.

Youth Court Coordinator

A resolution to create the position of Youth Court Coordinator will be considered by the Board on Monday. The Resource Management Committee requests a resolution to fill the position of Youth Court Coordinator. The position is funded by grant money and will only be filled while the grant money is available. The request was approved on a motion by Burdick, seconded by Myers and carried.

Finance Committee

Legislator Russo spoke regarding the duties of the Finance Committee stating that the Finance Committee was created as a sub-committee of Ways and Means and has no official authority. Every idea the Finance Committee recommends must be approved by the Ways and Means Committee and ultimately by the full Board in resolution form. Legislator Russo asserted that many things came to light through the employee survey, and that no member of the Finance Committee has a political agenda – they are trying to do what the taxpayers elected them to do.

Mortgage Tax Apportionment

Brenda Rigby, Clerk of the Board, reported that the mortgage tax figures for the period April 1, 2003 through September 30, 2003 have been received and the apportionment to the towns and villages made in the Clerk's Office. A motion was made by Bennett, seconded by Truax and carried authorizing the apportionment to the towns and villages. *Prepare Resolution*

Year-End Resolutions

Ms. Rigby presented the following year-end resolution requests for consideration at board meetings in November and December:

1. A resolution for the relevy of returned village taxes - ***November 10, 2003*** board meeting.
2. A resolution for the relevy of returned school taxes - ***November 10, 2003*** board meeting.
3. A resolution for the levy of unpaid sewer and water rentals - ***November 10, 2003*** board meeting.
4. A resolution for the adoption of the 2004 County Final Budget - ***November 24, 2003*** board meeting.
5. A resolution making appropriations for the conduct of county government for fiscal year 2004 - ***November 24, 2003*** board meeting.
6. A resolution levying the towns' share of the 2004 Mutual Self Insurance Plan in the amount of \$266,063 - ***November 24, 2003*** board meeting.
7. A resolution levying county taxes - ***December 8, 2003*** board meeting.
8. A resolution approving the final assessment rolls with taxes extended thereon; authorizing and directing the preparation and execution of tax warrants and causing delivery of tax rolls to collecting officers - ***December 8, 2003*** board meeting.
9. A resolution levying taxes and assessments required for the purposes of the annual budgets of the towns of Allegany County - ***December 8, 2003*** board meeting.
10. A resolution authorizing transfers between appropriation accounts (balancing of accounts) for the end of the 2003 fiscal year – ***December 22, 2003*** board meeting.

11. A resolution fixing the date of the Organization Meeting for Monday, January 5, 2004 - ***December 22, 2003*** board meeting. (Must be before January 8.)
12. A resolution suspending the board rules affecting proposed resolutions for the Organization Meeting – ***December 22, 2003*** board meeting.

The year-end resolution requests were approved on a motion by Truax, seconded by Reynolds and carried. **Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

The Office for the Aging requests a resolution to accept \$634 raised by the First Congregational Church of Wellsville to benefit Allegany County Office for the Aging Nutrition Program. The funds should be appropriated to account #A6772.474 ((Nutrition – Contract) with a like sum placed in revenue account A.02.1972.00 (Departmental Income-OFA-Nutrition – Title III-C Contributions). The request was approved on a motion by Truax, seconded by Reynolds and carried. **Prepare Resolution**

The Office for the Aging requests approval to hire a part-time substitute driver for the Meals on Wheels Program to fill in when a regular driver calls in sick or needs time off. The request was approved on a motion by Truax, seconded by Crandall and carried.

The Health Department requests a resolution to transfer \$5,000 from account A4189.4 (Bio-Terrorism Preparedness – Contractual) to A4189.2 (Bio-Terrorism Preparedness – Equipment) to cover the cost of equipment purchased for security of the County Office Building. It was noted that the program is 100 percent funded by federal dollars. The request was approved on a motion by Truax, seconded by Bennett and carried. **Prepare Resolution**

Public Safety Committee

The Sheriff's Office requests a resolution to transfer \$18,000 from account #A3110.101 (Sheriff – Personnel Services) to account #A3150.447 (Jail – Contractual) to finance the cost of medical expenses for inmates. The medical account was budgeted at \$75,000 with expenses to date at \$83,502. It's estimated that the medical expenses through the end of the year will total an additional \$31,000. Sheriff Belmont stated that they do receive some reimbursement from Mental Health, but we are legally obligated to pay for medical services for inmates. The Sheriff's Office is investigating the possibility of trying to get a group bid together to have one vendor provide meds. The request was approved on a motion by Bennett, seconded by Reynolds and carried. **Prepare Resolution**

The Sheriff's Office requests a resolution allowing the department to charge the public for Sheriff ID cards. The Sheriff's Office recommends the following rates: 21 year and older - \$10, 16-20 years old - \$7, up to 16 years old - \$2. Any revenue generated will be placed in the General Sheriff Fees Account. The request was approved on a motion by Reynolds, seconded by Bennett and carried. **Prepare Resolution**

The Sheriff's Office requests approval to use \$1,000 from account #A3112.201 and \$625 from account #A3112.202 to purchase three new 24-hour heavy-duty chairs for the dispatch center, replacing chairs that are over six years old and in constant need of repair. These funds were received by the Sheriff's Office as part of a larger member item grant from New York State. Failure to use the money will result in the money being returned to NYS as unused funding. The request was approved on a motion by Bennett, seconded by Reynolds and carried.

Paul Gallmann, Fire Coordinator, requests a resolution to transfer \$20,000 from the E-911 reserve account #A889.0005 to account #A3510.416 (Fire E-911 – Contractual) to cover E-911 phone bills through the end of the year. The request was approved on a motion by Bennett, seconded by Reynolds and carried. **Prepare Resolution**

Public Works Committee

The Public Works Department requests permission to purchase a new used-oil furnace to replace an existing furnace at the Friendship Equipment Shop for approximately \$6,000. The existing furnace is approximately 20 years old and the firebox has cracked and cannot be repaired. The fuel for this type of furnace is free. This is one of two used-oil furnaces that are used to heat the shop during the winter months. This should reduce our natural gas consumption for this building substantially. The request was approved on a motion by Bennett, seconded by Truax and carried.

The Public Works Department requests permission to transfer \$30,000 from County Road account #D5110.408 to Solid Waste account #A8160.492 to cover shortfalls. The Landfill Service Account has been depleted due to large amounts of leachate that resulted from the heavy rainstorms this summer. The request was approved on a motion by Bennett, seconded by Reynolds and carried. **Prepare Resolution**

The Public Works Department requests a resolution renewing an agreement with the Villages of Cuba, Bolivar and Wellsville, the Town of Friendship, City of Olean, and the Houghton Sewer District (Town of Caneadea) for leachate disposal at \$.025 per gallon. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

The Public Works Department requests a resolution adopting a contract between the County and the New York State Unified Court System to provide reimbursement for the cleaning and minor repair of the court facilities. The new contract will cover the period of April 1, 2003 through March 31, 2008. The annual revenue is estimated at \$90,000. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

The Public Works Department requests a resolution to establish a Capital Project for the replacement of Bridge #16-06, CR1 in the Town of Friendship that was destroyed by flood damage. The estimated cost of the project is \$600,000 with the County's share estimated at \$75,000. The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

Legislators' Payroll

The legislators' vouchers for expenses covering the period August 26 through September 22, 2003 were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Reynolds, seconded by Bennett and carried.

Finance Committee Referrals

It was noted that most of the Finance Committee referrals are recommendations to adjust the tentative budget. Any recommendations approved by the Ways and Means Committee as adjustments to the tentative budget, will be acted upon collectively on one resolution at the November 24 Board meeting. A thorough summary of adjustments to each account will be provided at that time.

Road Machinery Fund

A motion was made by Crandall, seconded by Reynolds and carried to remove one backhoe (\$53,000), two tandem axle trucks (\$110,000), one bulldozer (\$65,000), one Fleet Manager position (\$33,000), one Automotive Mechanic position (\$26,187), and fleet maintenance tools (\$42,000) from the Road Machinery 2004 Tentative Budget. **Prepare Resolution – Budget Adjustment – November 24, 2003**

Retaining Wall

A motion was made by Crandall, seconded by Reynolds and carried to remove the repair of the retaining wall in the front parking lot (\$40,000) from the General Fund 2004 Tentative Budget. **Prepare Resolution – Budget Adjustment – November 24, 2003**

Three County Bridge Projects

Committee members discussed the pros and cons of removing or bonding the three County Bridge Projects. It was noted that all three of the bridges have been flagged. If we bond the bridges, we will experience revenue of \$510,000. While there is a considerably larger savings to this year's budget if we bond, we will still have to pay the bond back. Some committee members expressed concern about maintaining the County's infrastructure. Complete removal of the bridges will require that more bridges will need to be replaced in the future. The idea of changing the funding formula was discussed; however, we don't just want to move the costs to the towns. A motion was made by Truax, seconded by Bennett and carried to bond the three County bridges. (Voting No: Reynolds). **Prepare Resolution – Budget Adjustment – November 24, 2003**

County Road Fund - Supplies

A motion was made by Crandall, seconded by Bennett and carried to remove \$100,000 from General Supplies in the County Road Fund. This account is used to finance sluice pipe, gravel, etc. It was noted that the Public Works Department would have to skinny up the program; we just won't have as much money to do road maintenance. . **Prepare Resolution – Budget Adjustment – November 24, 2003**

Sheriff's Office – Vehicles

A motion was made by Bennett, seconded by Truax and carried to remove two vehicles budgeted for \$50,000 from the Sheriff's vehicle account, A3110.204. It was noted that two vehicles

were also previously removed from the Sheriff's vehicle account prior to the filing of the tentative budget. **Prepare Resolution – Budget Adjustment – November 24, 2003**

Health Department - Vehicles

The committee considered a referral from the Finance Committee to remove eight new vehicles from the Health Department budgets and lease them for an \$88,000 savings this year.

Legislator Burdick vehemently opposes leasing vehicles and suggested buying the four vehicles whose leases are going to expire. Legislator Burdick thinks that we need to manage the vehicles we have better and suggested that the County form a motor pool where vehicles will be taken out as needed. Burdick stated that we cannot control things when we continue to lease more vehicles, and the Transportation Committee might as well not exist.

Committee members discussed the matter further and consulted Dr. Ogden, Public Health Director, and Thomas Hull, Deputy Public Health Director. A motion was then made by Truax, seconded by Reynolds and carried to buy the four vehicles whose leases are going to expire and purchase two additional vehicles. The motion included a referral to the Transportation Committee to investigate the option of purchasing program cars. **Prepare Resolution – Budget Adjustment – November 24, 2003 – Also Refer to Transportation Committee**

Allocation to Libraries

A motion was made by Crandall, seconded by Sherman and carried to remove the \$12,000 allocation to the libraries (A1011.429). **Prepare Resolution – Budget Adjustment – November 24, 2003**

DSS Reimbursements

A motion was made by Truax, seconded by Crandall and carried to increase the medical assistance repaid to Social Services by \$50,000 (Rev. A02.1801.00). A motion was also made by Truax, seconded by Crandall and carried to increase the aid to dependent children repaid to Social Services by \$107,000 (Rev. A02.1809.00). John Margeson, County Administrator/Budget Officer confirmed that both of these accounts could expect to receive this additional revenue. **Prepare Resolution – Budget Adjustment – November 24, 2003**

Sales of Forest Products

A motion was made by Truax, seconded by Crandall and carried to increase the revenue from the sale of forest products by \$20,000 (Rev. A07.2652.00). **Prepare Resolution – Budget Adjustment – November 24, 2003**

Unemployment Insurance

A motion was made by Crandall, seconded by Truax and carried to add \$30,000 to the Unemployment Insurance Account CS9050.807 as it was inadvertently omitted from the tentative budget. (This action will also affect A9560.910 and Rev. CS12.5031.00) **Prepare Resolution – Budget Adjustment – November 24, 2003**

Sheriff's Office – Referral to Abolish Positions

The Finance Committee forwarded a referral to abolish twelve Correction Officer positions, one Lieutenant, and one Accountant in the Sheriff's Office.

Sheriff Belmont stated that law mandates the jail's staffing requirements, and that a manpower study performed by the Commission of Corrections set the staffing requirements at 90,520 hours or 50.5 people. Sheriff Belmont estimated that if the 12 Correction Officer positions were abolished, the County could spend over \$800,000 in overtime to makeup the hours we'll be short.

Committee members discussed the COPS Grant that enabled the County to hire the 12 additional Correction Officers. A motion by Crandall, seconded by Russo and carried to table the decision on abolishing the positions in the Sheriff's Office until Monday. Sheriff Belmont will provide additional information and ideas at that meeting. **Tabled until October 27, 2003**

Referrals to Abolish Positions

A motion was made by Crandall, seconded by Myers and carried to abolish two positions in the County Clerk's Office at an estimated savings of \$46,000 (A1410.101). **Prepare Resolution – Budget Adjustment – November 24, 2003**

A referral to abolish one position in the Probation Department at an estimated savings of \$23,000 (A3140.101) was considered. David Sirianni, Probation Director, stated that he had voluntarily omitted half of a position when he submitted his budget and requested to be allowed to completely abolish that position. A motion was made by Bennett, seconded by Truax and carried to honor Mr. Sirianni's request. It was noted that the estimated savings would be closer to \$10,000, rather than \$23,000, less than the tentative budget figure for this line item. **Prepare Resolution – Budget Adjustment – November 24, 2003**

A referral to abolish one position in the Real Property Tax Department at an estimated savings of \$24,000 (A1355.101) was considered. Steven Presutti, Real Property Tax Director, requested the option of cutting two positions to half time rather than completely abolishing one position. A motion was made by Crandall, seconded by Bennett and carried to take \$24,000 out of A1355.1 and allow Mr. Presutti to provide the scenario. **Prepare Resolution – Budget Adjustment – November 24, 2003** (Motion changed 10/27/03)

Sheriff's Office – Elimination of Non-Unit Overtime Accumulation

A referral to eliminate non-unit overtime accumulation in the Sheriff's Office was considered. Sheriff Belmont requested permission to be allowed to monitor non-unit overtime himself. Sheriff Belmont indicated that there are many situations where overtime cannot be avoided.

A motion was made by Reynolds, seconded by Bennett to eliminate non-unit overtime; however, a vote was never taken and committee members agreed to table the matter until October 27 when Sheriff Belmont will supply additional information. **Tabled until October 27, 2003**

Elimination of Conference and Education Fees

A motion was made by Reynolds, seconded by Crandall and carried to remove a total of approximately \$91,898 representing all .405 funds. A motion was also made by Reynolds, seconded by Crandall and carried to remove a total of approximately \$121,700 representing all .421 funds with the exception of reimbursement to Community Colleges and Education of Physically Handicapped Children. . **Prepare Resolution – Budget Adjustment – November 24, 2003**

Abolishing Various Positions

A motion was made by Truax, seconded by Crandall and carried to abolish additional positions as follows:

<u>Department</u>	<u>No. of Positions</u>	<u>Estimated Savings</u>
Clerk, Legislative Board	1 position	\$ 24,000
Public Works	4 positions	\$100,000
Social Services	4 positions	\$ 45,000
Health Department	2 positions	\$ 27,000
Planner	do not fill	\$ 43,000

Adjustments to Various Accounts

Committee members reviewed a referral to eliminate \$133,000 from various accounts. A motion was made by Crandall, seconded by Reynolds and carried to make adjustments to the various accounts as follows: **Prepare Resolution – Budget Adjustment – November 24, 2003**

<u>Account No.</u>	<u>Department</u>	<u>Tentative Approp.</u>	<u>Reduce By</u>	<u>New Amount</u>
A1165.407	District Attorney	12,500	2,000	\$10,500
A1165.4	District Attorney	10,000	4,800 (Adjusted)	\$ 5,200
A1410.103	County Clerk	4,500	2,000	\$ 2,500
A1450.401	Board of Elections	10,000	2,000	\$ 8,000
A1620.103	Buildings & Grounds	20,000	15,000	\$ 5,000
A1620.429	Buildings & Grounds	45,000	5,000	\$40,000
A3110.413	Sheriff's Office	11,300	10,000	\$ 1,300
A3110.416	Sheriff's Office	13,000	5,000	\$ 8,000
A3140.103	Probation Department	15,000	15,000	\$ 0-
A4010.408	Health Department	60,000	20,000	\$40,000
A4035.405	Health Family Planning	4,000	2,000	\$ 2,000
A4035.408	Health –Family Planning	40,000	5,000	\$35,000
A4040.103	Health- Long Term Home	8,000	3,000	\$ 5,000
A6010.103	Social Services	24,525	9,000	\$15,525
A6430.474	Development	70,000	30,000	\$40,000
D3310.103	Traffic Safety	1,000	1,000	\$ -0-
D5020.103	Engineering	6,000	2,000	\$ 4,000

\$105,800

It was noted that the District Attorney's reduction in the amount of \$5,000 for A1165.4 was reduced by \$200 to account for an amount allocated to a grant. The Sheriff's reduction in the amount of \$10,000 for A3110.413 was completely deleted because those funds are allocated to the identification system for the new County security system. The Probation reduction in the amount of \$15,000 for A3140.103 was tabled until David Sirianni, Probation Director, can provide additional information. Mr. Sirianni indicated that part of the Probation funds are used for electronic home monitoring. The Health-Family Planning reduction of \$2,000 for A4035.405 was previously done when the conference and education fees were eliminated.

Advertising for Delinquent Tax Parcels

Ms. Ross suggested raising the charge for advertising costs for delinquent tax parcels from the current rate of \$10 to \$25-\$30. A motion was made by Reynolds, seconded by Truax and carried to increase Revenue account #A01.1235.00 by \$10,000. **Prepare Resolution – Budget Adjustment – November 24, 2003**

Mailings for Delinquent Tax Parcels

Ms. Ross indicated that the cost to send certified mailings to delinquent taxpayers has increased to approximately \$4.50 a notice and the Treasurer's Office mails approximately 1,100. Ms. Ross suggested that the delinquent taxpayer be charged for the mailing to help decrease her overall cost. A motion was made by Reynolds, seconded by Truax and carried to increase Revenue account #A02.1235.01 by \$4,500. **Prepare Resolution – Budget Adjustment – November 24, 2003**

Elimination of Compensation Time

Committee members reviewed a referral from the Finance Committee to eliminate all compensation time for all departments for six months except where contractually required. After a brief discussion, the referral was retracted. Legislator Burdick requested that Ms. Ross provide a list of compensation, sick and personal time for all departments. **Refer to County Treasurer**

District Attorney's Office – Elimination of Position

Committee members reviewed a referral from the Finance Committee to abolish one Confidential Secretary in the District Attorney's Office. Terrence Parker, District Attorney, requested that the committee consider abolishing the 4th Assistant District Attorney Position instead for a potential savings of \$24,500. After a brief discussion, a motion was made by Crandall, seconded by Bennett and carried to approve Attorney Parker's request. **Prepare Resolution – Budget Adjustment – November 24, 2003**

Health Department – Reclassification

A motion was made by Truax, seconded by Russo and carried approving the following adjustments to the 2004 budget due to reclassification:

A4011.201	Change from \$20,000 to \$10,342	(\$9,658)
A4011.409	Change from \$20,000 to \$29,658	\$9,658
A4040.201	Change from \$7,290 to \$4,890	(\$2,400)
A4040.409	Change from \$5,000 to \$7,400	\$2,400

Prepare Resolution – Budget Adjustment – November 24, 2003

Sheriff's Office – Performance of Services

Committee members reviewed the following referral from the Finance Committee:

Except as specifically agreed to and authorized by the Board of Legislators, in the event any member of Allegany County Sheriff's Office is requested to perform non-mandated service for another municipality or entity, the County shall be compensated for the value of such service. If the municipality or entity requesting the service does not agree to compensate the County for such service, no Sheriff employee or officer shall perform the requested services.

The Sheriff indicated that he is obligated to provide mutual aid, and he doesn't know if the communities could be charged back for the services. A motion was made by Truax, seconded by Reynolds and carried to table the matter until October 27 when the Sheriff can provide additional information. It was noted that all towns, communities, etc. that the Sheriff's Office provides services for would have to be notified ahead of time if such a resolution were adopted. **Tabled until October 27**

Universal Grant Resolution

A motion was made by Truax, seconded by Reynolds and carried to sponsor a Universal Grant Resolution stating that when a grant runs out, the program also runs out. **Prepare Resolution**

Next Meeting

The next meeting will be on Monday, October 27, after the Board meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

November 12, 2003

John Margeson

RECEIVED

NOV 19 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, J. Graffrath, S. Myers, B. Reynolds, D. Russo, R. Truax, E. Sherman

Others Present

R. Belmont, D. Button, J. Case, M. Cherre, P. Cockle, W. Dibble, V. Gaeta, G. Green, L. Gridley, R. Heineman, T. Hull, J. Kenyon, J. Mancuso, J. Margeson, B. Morris, G. Ogden, J. Palmer, S. Presutti, D. Reynolds, B. Rigby, T. Ross, R. Sobeck, K. Toot. Several employees from the Sheriff's Office were also in attendance.

Media Present

A. Carlson – Cuba Patriot; K. Torok – Wellsville Daily Reporter; D. LeBlanc – Olean Times Herald

Approval of Minutes

The October 22 and 27, 2003 minutes were approved on a motion by Truax, seconded by Russo and carried.

Local Retirement Incentive

Bernard Morris, Human Resources Officer, presented a referral from the Personnel Committee to offer continuing prescription coverage for an employee and his/her spouse for a period of 24 months as a retirement incentive.

Mr. Morris indicated that it does not look like the state plans to offer an incentive this year. While the proposed local incentive could possibly add approximately \$5,000 in additional costs, it could also save about \$31,000 in salary costs (net savings = \$25,000) if the position was not filled.

A motion was made by Russo, seconded by Crandall and carried to offer the prescription coverage local retirement incentive to all employees. Prepare Resolution

Executive Session

A motion was made by Reynolds, seconded by Graffrath and carried to enter into executive session to discuss the medical, financial, credit or employment history of a particular corporation. Following the executive session, a motion to return to regular session was made by Russo, seconded by Bennett and carried.

Solid Waste – Revenue Streams

A motion was made by Graffrath, seconded by Bennett and carried to take contaminated soil from County sources as well as out-of-County sources for a fee of \$15 per ton. The estimated

revenue from taking contaminated soil is \$40,000 and the appropriate adjustment will appear on the budget adjustment resolution (Rev. #A02.2130.03). **Prepare Resolution**

A motion was made by Graffrath, seconded by Burdick and carried to take recycling from Cattaraugus County for the estimated revenue of \$40,000. The appropriate adjustment will appear on the budget adjustment resolution (Rev. #A02.2130.03). **Prepare Resolution**

A motion was made by Graffrath, seconded by Myers and carried to take 20,000 tons of out-of-County municipal solid waste (MSW) at no less than \$25 per ton. The estimated revenue from taking MSW is \$500,000. The appropriate adjustment will appear on the budget adjustment resolution (Rev. #A02.2130.03). **Prepare Resolution**

A motion was made by Graffrath, seconded by Bennett and carried to no long accept construction debris at the transfer stations. It must be taken to the landfill for a charge of \$5 per ton.

It was noted that the County's Municipal Solid Waste Law would have to be amended. It was also noted that we have to be able to distinguish between a person bringing in a very minor amount and actual C&D. **Amend Local Law/Prepare Resolution**

A motion was made by Graffrath, seconded by Crandall and carried to start charging \$1.50 per bag of waste. (Voting No: Myers, Truax) The bags will be 32-gallon capacity bags with an Allegany County logo on them. Individual citizens bringing garbage to the landfill or transfer stations must have their garbage in the specified bags. Town and village will be charged a tipping fee based on past use. Legislator Truax voted no and wanted to go on record stating that he is strongly opposed, feels it is very wrong, and a major inconvenience and expense to taxpayers. It was noted that the commercial fee would have to be determined. The estimated starting date is April 1, 2004, and the bag system is anticipated to generate \$1 million in revenue (Rev. #A02.2130.03). **Prepare Resolution** Rescinded on 11/18/03

Legislator Myers expressed concern that some people might not be able to pick up a 32 lb. bag and also noted that the citizens must be educated regarding the bag system. Legislator Myers also expressed concern about notifying the towns as they are also getting ready to pass their budgets.

Legislator Bennett commented that the bag system provides a more equitable collection of funds that need to be raised as it charges the users rather than just the taxpayers.

Legislator Crandall asserted that the County has held out as long as possible on not instituting an additional charge for disposing of garbage. We are one of two counties not charging a per bag fee. This additional charge will only help to offset some of the expenses associated with covering the cost of operating the landfill.

Committee members agreed that if the bag system is instituted, we will probably not be closing any of the transfer stations.

Budget Adjustments – Various Departments

Terri Ross, County Treasurer, indicated that the proposed budget changes listed below were recommended by the individual departments to the Committee of the Whole on 10/30/03:

	expenses general fund	revenues general fund	expense other funds	revenue other funds	net result general fund
<u>County Attorney</u>					
A 1420.407	(2,078.00)				
A 1420.409	(922.00)				(3,000.00)
<u>Info Technology</u>					
A 1680.201	(15,950.00)				
A 1680.401	(200.00)				
A 1680.402	(600.00)				
A 1680.424	(300.00)				
A 1680.407	(150.00)				(17,200.00)
<u>Fire Service</u>					
A 3410.203	(10,000.00)				(10,000.00)
<u>Bldg & Grounds</u>					
A 1620.203	(2,400.00)				(2,400.00)
<u>Solid Waste</u>					
A 8160.495	(10,000.00)				(10,000.00)
<u>Road Machinery</u>					
DM 5130.203			(1,500.00)		
A 9523.901	(1,500.00)				(1,500.00)
<u>Health Dept</u>					
A 2960.206	(800.00)				
A 10.3277.00		(324.00)			(476.00)
A 2960.409	(6,750.00)				
A 4052.409	(2,250.00)				
A 10.3277.00		(3,645.00)			(5,355.00)
A 4011.204	(20,000.00)				
A 4010.201	(1,500.00)				
A 4010.407	(500.00)				
A 4010.419	(250.00)				
A 4010.425	(2,000.00)				
A 4010.458	(3,000.00)				
A 4010.459	(5,000.00)				
A 10.3401.00		(13,770.00)			(18,480.00)
A 4046.456	(2,500.00)				
A 10.3446.00		(1,250.00)			(1,250.00)

A 4051.456	(4,828.00)		
A 10.3450.04		(2,528.00)	(2,300.00)
A 4047.407	(250.00)		
A 4047.409	(3,000.00)		
A 4047.416	(250.00)		
A 10.3401.00		(1,260.00)	(2,240.00)
A 4190.204	(7,000.00)		(7,000.00)
A 4052.201	(1,250.00)		(1,250.00)
A 4052.206	(1,000.00)		(1,000.00)
A 4056.201	(800.00)		(800.00)
A 4043.408	(800.00)		(800.00)
A 4037.403	(3,000.00)		
A 4037.419	(200.00)		(3,200.00)
A 4035.402	(1,000.00)		
A 4035.404	(250.00)		
A 4035.406	(2,250.00)		
A 4035.408	(8,000.00)		
A 4035.407	(1,500.00)		
A 4035.456	(3,000.00)		
A 4035.458	(7,000.00)		
A 10.3401.00		(10,584.00)	(12,416.00)
A 4010.104	(6,400.00)		(6,400.00)
A 4011.201	(4,890.00)		
A 4040.201	(4,890.00)		(9,780.00)
A 4040.461	(5,000.00)		
A 10.3401.00		(1,500.00)	(3,500.00)
<u>County Clerk</u>			
A 1410.401	(500.00)		
A 1410.402	(150.00)		
A 1410.409	(300.00)		
A 1410.411	(500.00)		
A 1410.201	(1,000.00)		(2,450.00)

2. Donation to Teen New Years Eve fund for down payment for activities - \$2,000 (A3141.421 & A3141.452).
3. October 24 SADD Conference at Club Boomers for breakfast and lunch at \$8/head for 114 youth - \$912 (A3141.421).

The request was approved on a motion by Reynolds, seconded by Graffrath and carried.

Sheriff's Office – Elimination of Correction Officers, Lieutenant, Accountant, Cook

Sheriff Belmont reiterated that abolishing 12 correction officer positions in the jail would ultimately end up costing more than the proposed savings. He asserted that the Commission of Corrections would depopulate our capacity immediately, and it could end up costing us millions.

A few legislators expressed frustration that the capacity is about the same as it was 20 years ago, but the manpower has increased drastically. They also questioned why more manpower is required when we are housing more out.

Sheriff Belmont stated that many of the conditions and requirements are set by the Commission of Corrections. Sheriff Belmont indicated that he would be meeting with the Commission of Corrections on December 16 to discuss the 9-inmate variance, and the Sheriff extended an invitation to the Legislators to also attend the meeting in hopes of having some of their questions answered.

A motion was made by Bennett, seconded by Truax and carried to table the elimination of the 12 correction officers, lieutenant, and accountant until after the December 16 meeting with the Commission of Corrections.

A motion was made by Truax, seconded by Crandall and carried to eliminate one Sheriff's Cook position at an estimated savings of \$25,230 (A3150.1). The account adjustment will appear on the budget adjustment resolution. **Prepare Resolution**

A motion was made by Truax, seconded by Crandall and carried to make the following account adjustments in the Sheriff's Office:

A3110.1	(15,000)	Personnel
A3110.203	(15,000)	Communications Center Equipment
A3110.208	(5,000)	Chemical Agents, Flares, Ammo, etc.
A3110.402	(1,000)	Mileage/Transportation
A3110.407	(2,000)	Office Supplies
A3110.416	(6,000)	Telephone
A3110.419	(1,500)	Printing/Microfilming
A3110.425	(2,000)	Uniform Expense
NEW Acct.	(4,000)	Chemical Agents, Flares, Ammo, etc.
A3111.411	(500)	Repairs to Personal Property
A3112.201	(500)	Office Equipment
A3112.203	(500)	Communications
A3112.425	(5,000)	Clothing
A3150.210	(5,000)	Jail Radios
A3150.411	(500)	Repairs to Personal Property
	<hr/>	
	(\$63,500)	

The account adjustments will appear on the budget adjustment resolution. **Prepare Resolution**

Emergency Services Dispatcher

The Sheriff requested permission to hire a temporary full-time Emergency Services Dispatcher. An Emergency Services Dispatcher has requested and been granted a leave of absence creating a vacant position. The request was approved on a motion by Bennett, seconded by Truax and carried.

Sheriff's Office – Performance of Services

At the October 22, 2003 Ways and Means Committee meeting, committee members reviewed the following referral from the Finance Committee.

Except as specifically agreed to and authorized by the Board of Legislators, in the event any member of the Allegany County Sheriff's Office is requested to perform non-mandated services for another municipality or entity, the County shall be compensated for the value of such service. If the municipality of entity requesting the service does not agree to compensate the County for such service, no Sheriff employee or officer shall perform the requested services.

The Sheriff indicated that such a resolution would be too restrictive. The committee members indicated that it was intended to be restrictive. A motion was made by Russo, seconded by Graffrath and carried to sponsor the above resolution. (Voting No: Reynolds, Bennett)
Prepare Resolution

Weights and Measures – Fees for Services

Committee members briefly discussed the possibility of charging fees for some of the services provided by the Director of Weights and Measures. Unfortunately the fees could not be collected at the time of service; they would have to be billed. Legislator Bennett explained that the Public Safety Committee felt that the small amount of revenue that could be generated was not worth the billing and collection hassle it would create.

Real Property Tax Service Agency – Elimination of Position

Steven Presutti, Real Property Tax Director, reiterated his comments from the last Ways and Means Committee meeting asserting that eliminating more than one position to part-time would present a hardship for his department. A motion was made by Graffrath, seconded by Bennett and carried to eliminate one position to part-time resulting in an approximate 12,000 savings (A1355.1). Mr. Presutti did indicate that he is working on a proposal to increase mapping fees to help offset the difference by generating additional revenue.

Civil Facility Revenue Bond

The Planning and Development Committee requests a resolution to approve the issuance of a Houghton College-Multimode variable rate Civil Facility Revenue Bond – Series 2003 with the

Industrial Development Corporation and Key Corp/McDonald Investments in the amount of \$10 million. This is for the refinancing of an existing debt and new capitalization. It was noted that there is no fiscal impact to the County. The request was approved on a motion by Truax, seconded by Reynolds and carried. **Prepare Resolution**

Contract with Hunt Engineers

The Planning and Development Committee requests a resolution to enter into a contract with Hunt Engineers for \$1,500 for the redevelopment plan on the Wellsville Downtown District. The request was approved on a motion by Reynolds, seconded by Bennett and carried. **Prepare Resolution**

Executive Session

A motion was made by Truax, seconded by Bennett and carried to enter into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Following the executive session a motion to return to regular session was made by Graffrath, seconded by Truax and carried.

Social Services – Elimination of Additional Position

A motion was made by Truax, seconded by Bennett and carried to eliminate an additional position for the Department of Social Services for a net County savings of \$7,353. The account adjustment will appear on the budget adjustment resolution. **Prepare Resolution**

Social Services – Sliding Fees Scale

A motion was made by Truax, seconded by Graffrath and carried to raise the minimum fee for home studies to \$200. The anticipated revenue for 2004 will appear on the budget adjustment resolution. **Prepare Resolution**

Conference and Education Expenses

Margaret Cherre, Commissioner of Social Services, stated that some of the training budgeted in the eliminated .405 and .421 account is stated state mandated. Ms. Cherre indicated that \$50,000 of the \$73,000 in her .421 account is 100 percent funded. The other \$23,000 is a contract running through June. A motion was made by Bennett, seconded by Truax and carried to restore \$50,000 to the Social Services .421 education account. The account adjustment will appear on the budget adjustment resolution. **Prepare Resolution**

A motion was also made by Bennett, seconded by Truax and carried to restore amounts previously eliminated from the .405 and .421 departmental accounts that are fully funded by outside sources. The account adjustments should appear on the budget adjustment resolution. **Prepare Resolution**

Travel

Ms. Cherre requested committee members to define "unnecessary travel." After a brief discussion, committee members suggested that Ms. Cherre have her employees plan to use a County car whenever possible, make more use of our teleconferencing, and take each separate issue to the Human Services Committee for now.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

Memorandum of Explanation

Intro. No. _____
(Clerk's Use Only)

Committee: Public Safety

Date: October 17, 2003

I am requesting permission to hire a temporary full-time Emergency Services Dispatcher. An Emergency Services Dispatcher has requested and been granted a Leave of Absence creating a vacant position.

Fiscal Impact:	Present employees' salary:	\$25,875.20
	Starting salary for ESD	\$24,398.40
	Differences:	\$ 1,476.80

If position is not filled with a temporary full-time ESD, it will have to be filled with overtime and part-time employees.

Randal J. Belmont, Sheriff
Name and Department

Ext. 200
Telephone Number

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

October 27, 2003

John Margeson

RECEIVED

NOV 06 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, S. Myers, B. Reynolds, D. Russo, R. Truax, E. Sherman

Security System

Legislator Truax presented a request from the Health Department to approve the payment of two invoices for approximately \$4,276 and \$9,230 to Lowry Security Group representing a portion of the total cost for the security system in the County complex. The invoices will be paid from the Health Department's Bio-terrorism account A4189.201. The account is 100 percent reimbursed and no County funds will be used. The request was approved on a motion by Truax, seconded by Bennett and carried.

Real Property Tax – Elimination of Position

At the October 22 Ways and Means Committee meeting, committee members considered a referral from the Finance Committee to abolish one position in the Real Property Tax Department. Mr. Presutti requested approval to cut two positions to half time rather than completely abolishing one position. Committee members agreed and moved to take \$24,000 out of A1355.1 and allow Mr. Presutti an opportunity to provide the scenario.

Mr. Presutti appeared before the committee today indicating that he could cut one position to half time, but cutting two positions to half time could end up costing more in overtime than it ends up saving.

Committee members requested Mr. Presutti to identify some other way that he could cut the difference from his accounts. Mr. Presutti indicated that his budget has already been cut, and he has already increased some fees; however, he will continue to investigate the matter.

Freeze on .4 Accounts

At the October 22 Ways and Means Committee meeting, committee members requested a resolution to freeze all .4 accounts except utilities, contractual obligations, necessary postage, and contractual mileage. After a brief discussion, committee members agreed that departments could order supplies that were absolutely necessary for the normal functioning of their offices through the end of the year. Departments should not be spending the remaining money in their budgets to stock up on supplies for next year. Each department head should be evaluating if certain supplies are absolutely necessary or if they can possibly wait until after the first of the year. **Rescinds**
10/22/03 Resolution Request

Sheriff's Office

Randal Belmont, Sheriff, distributed copies of his 2004 tentative budget noting additional changes. The Sheriff's original tentative budget was approximately \$4.4 million, and the Budget Office reduced it to approximately \$4.1 million. The Sheriff believes he could cut approximately \$61,000 more from his budget.

Committee members questioned emergency mutual aid provided by the Sheriff's Office to other entities. Committee members agreed that the County Attorney should define emergency mutual aid and determine if we can charge organizations and entities for services provided by the Sheriff's Office. **Refer to County Attorney**

Solid Waste

Committee members briefly discussed potential sources of revenue that could be generated from the disposal of solid waste.

Committee members discussed the feasibility of eliminating some of the transfer stations and cutting back to three or four.

The Public Works Department plans to investigate these issues and providing additional information at a later time.

Executive Session

A motion was made by Bennett, seconded by Reynolds and carried to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Following the executive session, a motion to return to regular session was made by Truax, seconded by Reynolds and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

November 18, 2003

John Nargison

RECEIVED

NOV 21 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, J. Graffrath, S. Myers, B. Reynolds, D. Russo, E. Sherman

Media Present

A. Carlson – Cuba Patriot; K. Torok – Wellsville Daily Reporter; D. LeBlanc – Olean Times Herald

Solid Waste – Revenue Streams

At the November 12, 2003 Ways and Means Committee meeting, committee members voted to institute a \$1.50 bag charge on waste going to the transfer stations and landfill, and a resolution was requested. A motion was made by Graffrath, seconded by Reynolds and carried to withdraw the request for the bag system resolution. (Voting No: Crandall)

County Refuse District

Legislator Reynolds expressed concern that many people might not buy permits if the fees are increased and suggested creating a County Refuse District indicating that the fees needed to operate the landfill would be added directly to the tax bill. Legislator Reynolds suggested tacking an extra \$100 on every dwelling to support a County Refuse District.

Legislator Crandall stated that a County Refuse District would put the entire cost of operating the landfill on the property owners rather than the people that are using the landfill. Legislator Crandall indicated that he is still in favor of the bag system.

Legislator Burdick stated that he has received numerous phone calls regarding solid waste disposal, and that he could not support a district that imposed an extra charge. Legislator Burdick said that he would support raising permit fees as well as raising the taxes.

Permit Fees

Legislator Graffrath suggested raising the permit fees from \$10 for seven years to \$50 annually, or \$75 for two years. Legislator Graffrath noted that the fees charged to villages and towns as well as commercial carriers would have to be adjusted based on the tonnage of municipal solid waste.

Constitutional Tax Limit

Legislator Heineman asserted that the limit on taxes is a constitutional limit. Legislator Heineman mentioned an incident in another County where a constitutional limit was exceeded, and the courts made the County repay the taxpayers.

Electronic Home Monitoring

David Sirianni, Probation Director, requested that committee members consider restoring \$4,000 of the \$15,000 in overtime earmarked to be removed from the budget to finance the cost of electronic home monitoring. A motion was made by Reynolds, seconded by Myers and carried to remove \$13,000 rather than \$15,000 from account A3140.1 in the 2004 tentative budget. The adjustment will be included in the budget adjustment resolution. **Prepare Resolution**

District Attorney – Conference Account

The District Attorney's Office requested committee members to restore \$3,000 previously earmarked for removal from the District Attorney's 2004 conference account. The funds are 100 percent funded from other sources. The request was approved on a motion by Bennett, seconded by Reynolds and carried. The change will be included in the budget adjustment resolution. **Prepare Resolution**

Social Services – Miscellaneous Accounts

Margaret Cherre, Commissioner of Social Services, submitted a summary of adjustments to the Social Services 2004 tentative budget. The net impact through expense reductions totals \$45,343, and the net impact through revenue enhancements totals \$84,200. The combined total of \$129,543 in adjustments were approved on a motion by Graffrath, seconded by Myers and carried. Many of the adjustments were referred to in previous minutes, and committee members requested Ms. Rigby to prepare the necessary adjustments for the budget adjustment resolution. **Prepare Resolution**

Social Services – Contract Position

There is \$23,000 earmarked to be removed from A6010.4, and it was noted that this amount reflects the contract position of the Staff Development Coordinator. Ms. Cherre stated that one other time when that position was not filled, many of the mandated state reports did not get completed. After a brief discussion a motion was made by Graffrath, seconded by Reynolds and carried to end the contract. **Prepare Resolution**

Increased Sales Tax

Legislator Heineman distributed a draft of a resolution requesting state legislative representatives to introduce and seek passage of legislation authorizing Allegany County to increase its County sales tax by one-half of one percent. This resolution would bring the County sales tax to 8.75 percent and would generate an estimated \$1.7 million annually. Legislator Heineman also indicated that the resolution would send a message to our representatives reinforcing the fact that their unfunded mandates are creating a financial hardship for counties.

Legislator Dibble suggested that we change the amount to .6 instead of .5. After a brief discussion, a motion was made by Myers, seconded by Reynolds and carried to bring the originally presented draft resolution from the floor at Monday's Board meeting. **Prepare Resolution**

Executive Session

A motion was made by Reynolds, seconded by Bennett and carried to enter into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Following the executive session, a motion to return to regular session was made by Russo, seconded by Bennett and carried.

Libraries

Numerous letters, faxes, and phone calls were received from representatives of the local libraries regarding the 2004 library appropriation that was recently cut from the County budget. Many representatives requested that the County consider reinstating \$100 for each library back into the budget. After a brief discussion, committee members agreed to leave the budget adjustment as it currently stands. A letter will be sent to all of the libraries.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

November 24, 2003

John Margeson

RECEIVED

NOV 25 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, J. Graffrath, B. Reynolds, D. Russo, R. Truax, E. Sherman

Media Present

A. Carlson – Cuba Patriot; K. Torok – Wellsville Daily Reporter; D. LeBlanc – Olean Times Herald

Information Technology – New Server Request

Deborah Button, Information Technology Director, requested a resolution to transfer \$10,000 from A1680.429 (Information Technology – Contractual) to A1680.201 (Information Technology – Equipment) to purchase a server and software to continue to collect data from web traffic. Ms. Button indicated that although we are currently collecting data, the current server is unable to keep up. The software we are using requires an update to help correct some of the problems associated with losing data. Daniel Guiney, County Attorney, confirmed that the County has a responsibility to maintain certain electronic data and recommended that we get this problem corrected as soon as possible. A motion was made by Crandall, seconded by Bennett and carried to allow Ms. Button to purchase the necessary equipment and software. A motion was also made by Crandall, seconded by Bennett and carried approving the request for a resolution to transfer \$10,000. Prepare Resolution

Conversion of Voice T-1

Brenda Rigby, Clerk of the Board, requested permission to authorize Ronco to cutover and reconfigure our AT&T T-1 circuit for approximately \$890. The Information Technology Department is no longer using this T-1 to transmit data, and removing the capability to transmit data will save about \$400 every month. The request was approved on a motion by Reynolds, seconded by Truax and carried.

Executive Session

A motion was made by Russo, seconded by Graffrath and carried to enter into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Following the executive session, a motion to return to regular session was made by Graffrath, seconded by Reynolds and carried.

Elimination of Positions

A motion was made by Graffrath, seconded by Burdick and carried to abolish the position of Deputy Public Health Director in the Health Department. (Voting No: Reynolds, Truax) Prepare Resolution

A motion was made by Crandall, seconded by Bennett and carried to abolish three deputy positions in the Sheriff's Office. (Voting No: Reynolds) These particular deputy positions were identified as a Patrol Deputy, Civil Deputy, and Drug Enforcement Deputy. **Prepare Resolution**

The Civil Deputy position was initially moved as a Civil Sergeant, but was then amended to Deputy on a motion by Bennett, seconded by Reynolds and carried. (Voting No: Graffrath, Truax, Russo)

A motion was made by Graffrath, seconded by Bennett and carried to change David Fleming's \$18,000 contract with the Development Office to \$6,000 per year. **Prepare Resolution**

A motion was made by Graffrath, seconded by Bennett and carried to change Jesse Case's \$18,000 contract with the Development Office to \$12,000 per year. **Prepare Resolution**

Solid Waste Permit Fees

A motion was made by Graffrath, seconded by Reynolds and carried to raise the permits for the landfills and transfer station to \$60 per year with a \$10 credit for anyone that currently has an existing permit that has not yet expired. **Prepare Resolution**

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Ways and Means

DATE: November 24, 2003

The Information Technology Department requests a resolution to transfer \$10,000.00 from A1680 4.29 to A1680 2.01 to purchase a server and necessary software to continue to collecting data from web traffic. We are currently collecting the data, however due to the volume the current server is unable to keep up. The software we are using requires an update to help correct some of the problems associated with loosing data. After discussing this with the County Attorney it is recommended that we get this problem corrected as soon as possible.

FISCAL IMPACT: None - money is in current budget

For further information regarding this matter, contact:

Debbie Button, Director of Information Technology

268-9800

**NOT
APPROVED**

WAYS & MEANS COMMITTEE

November 26, 2003

John Margeson
RECEIVED

DEC 01 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, R. Bennett, E. Burdick, J. Graffrath, B. Reynolds, D. Russo, R. Truax, E. Sherman

Others Present

D. Aumick, C. Brown, M. Cherre, W. Dibble, L. Gridley, R. Heineman, J. Mancuso, J. Margeson, B. Morris, G. Ogden, J. Palmer, D. Reynolds, B. Rigby, T. Ross,

Media Present

A. Carlson – Cuba Patriot; D. LeBlanc – Olean Times Herald; K. Torok – Wellsville Daily Reporter

Approval of Minutes

The November 12 and 18, 2003 minutes were approved on a motion by Truax, seconded by Reynolds and carried.

Capital Asset Guide

Terri Ross, County Treasurer, stated that as part of the requirement for GASB #34 (Government Accounting Standards Board) Allegany County was required to revise our Capital (Fixed) Asset Policy by December 31, 2003. This policy and guide will establish a basis for inventory, values of capital and infrastructure assets (based on threshold) and depreciation calculations (class, threshold and useful life).

Ms. Ross requested a resolution to adopt the distributed Capital Asset Guide for Allegany County. Ms. Ross indicated that the guide was developed through the combined efforts of Deloitte Touché LLP's Buffalo Office, Allegany County Treasurer's Office and the Allegany County Department of Public Works.

The request was approved on a motion by Truax, seconded by Burdick and carried.

Prepare Resolution

Charge Backs to Towns for Tax Supplies

The Real Property Tax Department requested a resolution ordering that the cost of the assessment rolls, field books and various other tax supplies purchased or provided by the County to the Towns within Allegany County shall be charged back to the towns on the 2004 tax rolls. The total charge back amount is \$40,188.70. (A list of each town and the respective charge back amount is attached to the original minutes.) The request was approved on a motion by Bennett, seconded by Truax and carried. **Prepare Resolution**

Legislative Journal of Proceedings

Brenda Rigby, Clerk of the Board, opened two bids for the printing and binding of the 2003 Journal of Proceedings. The bid from the Reporter Company of Walton, New York, was for \$4.55 per page. The bid from Two Brothers Printing in Moravia, New York, was for \$3.79 per page. A motion was made by Burdick, seconded by Truax and carried to accept the bid from Two Brothers Printing. **Prepare Agreement**

Purchase of Convex Mirror

Ms. Rigby requested approval to purchase a convex mirror for approximately \$43 so that the staff can tell when someone enters the office once the Account Clerk Typist position has been abolished. The request was approved on a motion by Truax, seconded by Bennett and carried.

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

The Health Department requests a resolution accepting \$19,342 unallocated monies from the NYS Department of Health WIC Grant. This money was allocated by NYS DOH for the purchase of a Chevy Van and Auto dialer system. This money is earmarked exclusively for these two items and cannot be allocated to any other line item. The funds should be allocated as follows:

A4190.201 (WIC – Equipment)	\$ 3,203
A4190.204 (WIC – Automobile)	\$16,139
Revenue A10.4452.00 Federal Aid WIC Grant	\$19,342

The request was approved on a motion by Truax, seconded by Reynolds and carried. **Prepare Resolution**

The Office for the Aging requests permission to lease a copier. The current copier is six years old and requires frequent repair. The maintenance contract on the current copier is \$290.51 per month. The proposed lease is for a comparable copier. The 60-month lease is for \$248.14 per month including supplies. The first six months of the lease is offered at \$204.14. The request was approved on a motion by Truax, seconded by Reynolds and carried.

The Office for the Aging requests approval to purchase and a resolution to transfer \$900 from A6776.474 (OFA – Community Service for Elderly – Contractual) to A6776.201 (OFA – Community Service for Elderly –Equipment) to purchase two meal carriers needed for the Home Delivered Meals Program. The request was approved on a motion by Truax, seconded by Bennett and carried. **Prepare Resolution**

The Office for the Aging requests a resolution to accept \$372.45 raised by the 2003 Crop Walk in Wellsville to benefit the Home Delivered Meals Program. The funds should be allocated as follows:

A6779.474 (OFA – SNAP – Contractual)	\$372.45
Revenue A09.2801.36 (OFA – SNAP)	\$372.45

The request was approved on a motion by Truax, seconded by Bennett and carried. **Prepare Resolution**

Planning and Development Committee

The Employment and Training Center requests a resolution approving the transfer of funds between accounts as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Reynolds, seconded by Graffrath and carried. **Prepare Resolution**

Public Safety Committee

A request was made to consider a fee for travel expenses for the Sealer when a requested calibration is cancelled without notice. A motion was made by Bennett, seconded by Truax and carried to institute a policy wherein a fee will be charged when a requested service by the Director of Weights and Measures is cancelled without notice. The County Attorney's approval will be required. **Prepare Policy/Prepare Resolution**

Public Works Committee

The Public Works Department requests a resolution to transfer \$30,000 from Capital Account H5603.200 to Capital Account H5606.200 to cover an overage in the account. The request was approved on a motion by Graffrath, seconded by Bennett and carried. **Prepare Resolution**

The Public Works Committee requests a resolution approving the sale of one (1) acre of land which is situated behind the former Back in Thyme building in the Town of Amity. The price of the sale was set at \$1,000. The request was approved on a motion by Graffrath, seconded by Bennett and carried. (Voting No: Truax) **Prepare Resolution**

Legislator Bennett indicated that a few artifacts were found where the County intends to build the new jail. They are moving to phase 2 to determine if there are items of more significance in the area.

The Public Works Committee requests a resolution approving the sale of existing and unused County-owned property on County Route 20 to the Friendship Dairies for \$1. This property is located between the Dairies on the old County Route 20 right-of-way. The request was approved on a motion by Graffrath, seconded by Truax and carried. **Prepare Resolution**

Legislators' Payroll

The legislators' vouchers for expenses covering the period September 23 through October 27, 2003 were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Truax, seconded by Bennett and carried.

Executive Session

A motion was made by Truax, seconded by Reynolds and carried to enter into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Following the executive session, a motion to return to regular session was made by Graffrath, seconded by Reynolds and carried.

Health Department – Reinstatement/Abolishment of Position

A motion was made by Reynolds, seconded by Truax and carried to accept the recommendation of Dr. Gary Ogden, Public Health Director, to rescind the motion to abolish the Deputy Public Health Director, and to instead abolish one position of Supervising Public Health Nurse. **Prepare Resolution**

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Ways and Means

DATE: November 26, 2003

As part of the requirement for GASB #34 (Government Accounting Standards Board) Allegany County was required to revise our Capital (Fixed) Asset Policy by December 31, 2003. This policy and guide will establish a basis for inventory, values of capital and infrastructure assets (based on threshold) and depreciation calculations (class, threshold and useful life).

Requesting a resolution to adopt attached Capital Asset Guide for Allegany County. This was developed thru a combined effort of Deloitte Touche LLP's Buffalo Office, Allegany County Treasurer's Office and Allegany County Dept of Public Works.

FISCAL IMPACT:

For further information regarding this matter, contact:
Terri Ross, Allegany County Treasurer


268-9290

TAX CHARGES FOR 2004 TOWN AND COUNTY TAXES

Number of Parcels X \$1.20 (Town on its own P/C)

Number of Parcels X \$1.70 (Town not on its own P/C)

TOWN	# OF PARCELS	PER PARCEL	TOTAL
ALFRED	1,234	\$ 1.20	\$ 1,480.80
ALLEN	553	\$ 1.20	\$ 663.60
ALMA	1,028	\$ 1.20	\$ 1,233.60
ALMOND	1,112	\$ 1.20	\$ 1,334.40
AMITY	1,413	\$ 1.20	\$ 1,695.60
ANDOVER	1,324	\$ 1.20	\$ 1,588.80
ANGELICA	1,057	\$ 1.20	\$ 1,268.40
BELFAST	1,146	\$ 1.20	\$ 1,375.20
BIRDSALL	561	\$ 1.20	\$ 673.20
BOLIVAR	1,594	\$ 1.20	\$ 1,912.80
BURNS	792	\$ 1.20	\$ 950.40
CANEADEA	1,368	\$ 1.20	\$ 1,641.60
CENTERVILLE	609	\$ 1.20	\$ 730.80
CLARKSVILLE	1,064	\$ 1.20	\$ 1,276.80
CUBA	2,224	\$ 1.20	\$ 2,668.80
FRIENDSHIP	1,274	\$ 1.20	\$ 1,528.80
GENESEE	1,187	\$ 1.20	\$ 1,424.40
GRANGER	582	\$ 1.20	\$ 698.40
GROVE	664	\$ 1.20	\$ 796.80
HUME	1,191	\$ 1.20	\$ 1,429.20
INDEPENDENCE	793	\$ 1.20	\$ 951.60
NEW HUDSON	743	\$ 1.20	\$ 891.60
RUSHFORD	1,664	\$ 1.20	\$ 1,996.80
SCIO	1,206	\$ 1.20	\$ 1,447.20
WARD	430	\$ 1.20	\$ 516.00
WELLSVILLE	3,743	\$ 1.20	\$ 4,491.60
WEST ALMOND	498	\$ 1.20	\$ 597.60
WILLING	1,078	\$ 1.20	\$ 1,293.60
WIRT (no P/C)	959	\$ 1.70	\$ 1,630.30
TOTAL	33,091		\$ 40,188.70

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: 11/12/03

The Office for the Aging requests permission to lease a copier. The current copier is 6 years old and requires frequent repair. The maintenance contract on the current copier is \$290.51 per month.

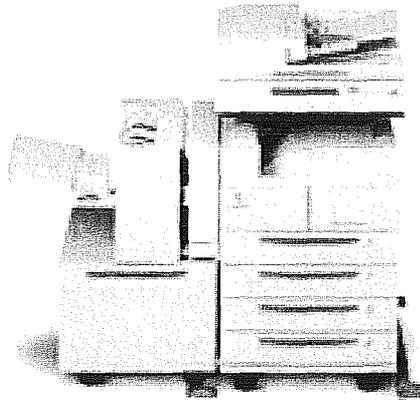
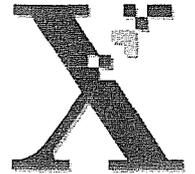
The proposed lease is for a comparable copier. The 60 month lease is for \$248.14 per month including supplies. The first 6 months of the lease is offered at \$204.14 per month. (proposal attached)

FISCAL IMPACT: \$766.44 savings in 2004
\$2,800.20 savings for the term of the lease.

For further information regarding this matter, contact:

Kim Toot
Name and Department

x 392
Telephone



Our Recommendation: Xerox Document Centre DC 432 Digital Copier

<p>Product Configuration</p>	<p align="center">Document Centre DC 432AS Digital Copier</p> <p align="center">Black & White Copies 32 ppm</p> <p>Automatic Document Feeder, Automatic Duplex, Unlimited Sorting with Offset Collation, Four Standard paper trays and High Cap. Paper Feeder, Finisher, convenience staplers, 25% - 400% R/E, Paper sizes up to 11" x 17" Bypass Tray for paper up to 110 lb. cardstock.</p> <p align="center">* see attached brochure for additional information</p>														
<p>NY State Contract Lease Plan 60 Months Plan</p>	<table border="0"> <tr> <td>Monthly Amount</td> <td align="right">\$ 248.14</td> </tr> <tr> <td>Includes 10,000 Mo. Copies</td> <td></td> </tr> <tr> <td>Ex. Chg. .0094 ea.</td> <td></td> </tr> <tr> <td> Bonus 1-6 Months</td> <td></td> </tr> <tr> <td>Monthly Amt.</td> <td align="right">\$ 204.14</td> </tr> <tr> <td>Includes 10,000 Mo. Copies</td> <td></td> </tr> <tr> <td>Ex. Chg. Only .0046 ea</td> <td></td> </tr> </table>	Monthly Amount	\$ 248.14	Includes 10,000 Mo. Copies		Ex. Chg. .0094 ea.		 Bonus 1-6 Months		Monthly Amt.	\$ 204.14	Includes 10,000 Mo. Copies		Ex. Chg. Only .0046 ea	
Monthly Amount	\$ 248.14														
Includes 10,000 Mo. Copies															
Ex. Chg. .0094 ea.															
 Bonus 1-6 Months															
Monthly Amt.	\$ 204.14														
Includes 10,000 Mo. Copies															
Ex. Chg. Only .0046 ea															

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: 11/12/03

The Allegany County Office for the Aging requests a resolution to transfer \$900.00 from A6776.474 (Subcontractors) to A6776.201 (Equipment) to purchase 2 meal carriers needed for the Home Delivered Meals program.

FISCAL IMPACT: None.

For further information regarding this matter, contact:

Kim Toot, Office for the Aging
Name and Department

268-9390
Telephone

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: November 05, 2003

Request to transfer \$30,000 from Capital Account H5603.200 to Capital Account H5606.200.

Transfer is necessary to coverage overage in account.

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: November 5, 2003

Request a Resolution approving the sale of one (1) acre of land which is situated behind the former Back in Thyme building in the Town of Amity. The price of the sale of this one-acre was set at \$1,000.00

FISCAL IMPACT: \$1,000.00

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585) 268-9230

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: November 5, 2003

Request a Resolution approving the sale of existing and unused County right-of-way to Friendship Dairies for the purpose of expanding their existing facility.

FISCAL IMPACT:

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585) 268-9230

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Planning and Development

DATE: 11/10/03

The Allegany County Employment and Training Center is requesting that the Board of Legislators approve a resolution for the transfer of funds within the following appropriation accounts.

Appropriations

From:	To:	Amount:
CD1 6400.201 WIA Adm. Equipment	CD1 6400.413 WIA Adm. Rent Personal Prop.	1,900.00
CD1 6400.101 WIA Adm. Regular Pay	CD1 6403.101 DSS Regular Pay	17,000.00
CD1 6400.806 WIA Adm. Hosp/Med. Ins.	CD1 6403.806 DSS Hosp/Med. Ins.	4,500.00
CD1 6401.474 WIA Adult Supp. Services	CD1 6407.474 WIA D/W Supp. Services	5,000.00
CD1 6402.474 WIA Adult CRT	CD1 6408.101 WtW Regular Pay	8,000.00
CD1 6402.475 WIA Adult OJT	CD1 6408.101 WtW Regular Pay	4,000.00
CD1 6402.475 WIA Adult OJT	CD1 6408.806 WtW Hosp/Med. Ins.	2,000.00
CD1 6404.101 CASP Regular Pay	CD1 6408.806 WtW Hosp/Med. Ins.	1,000.00
CD1 6406.101 WIA D/W Regular Pay	CD1 6406.474 WIA D/W CRT	4,000.00
CD1 6406.806 WIA D/W Hosp/Med. Ins.	CD1 6406.474 WIA D/W CRT	1,000.00
CD1 6411.101 WIA Youth Part. Reg. Pay	CD1 6406.475 WIA D/W OJT	7,000.00
CD1 6410.476 WIA Youth SYEP Contract	CD1 6406.475 WIA D/W OJT	2,000.00
CD1 6410.476 WIA Youth SYEP Contract	CD1 6403.101 DSS Regular Pay	2,000.00
	TOTAL	59,400.00

Revenues

From:	To:	Amount:
CD1 2801.6404 DSS CASP Program	CD1 3792.6408 WtW State Match Program	1,000.00
CD1 4701.6400 WIA Admin.	CD1 2801.6403 DSS Jobs Program	21,500.00
CD1 4701.6401 WIA Adult S/S	CD1 4701.6406 WIA D/W	5,000.00
CD1 4701.6402 WIA Adult	CD1 3792.6408 WtW State Match Program	14,000.00
CD1 4701.6410 WIA Youth	CD1 2801.6403 DSS Jobs Program	2,000.00
CD1 4701.6410 WIA Youth	CD1 4701.6406 WIA D/W	2,000.00
CD1 4701.6411 WIA Youth Part. & S/S	CD1 4701.6406 WIA D/W	7,000.00
	TOTAL	52,500.00

FISCAL IMPACT: **No Fiscal Impact**

For further information regarding this matter, contact:

Jerry Garmong, Employment & Training Director
Name and Department

Ext. 240
Telephone Number

LEGISLATIVE EXPENSES, PERIOD: 9/23/03 TO 10/27/03

legexp01.wk4
31-Oct-03

<u>ID #</u>	<u>LEGISLATOR</u>	<u>TOTAL MTGS</u>	<u>NO. OF MILES</u>	<u>MILEAGE @ \$.36</u>	<u>EXP.</u>	<u>TOTAL MILES & EXP.</u>	<u>GRAND TOTAL</u>
5298	BENNETT, Rodney K. (Majority Leader)	2 17	80 448	28.80 161.28	0.00 15.00	28.80 176.28	205.08
5331	BURDICK, Edmund C.	2 14	88 574	31.68 206.64	9.10 15.00	40.78 221.64	262.42
11985	CRANDALL, Curt	2 16	60 608	21.60 218.88	0.00 0.00	21.60 218.88	240.48
5333	DIBBLE, William G.	2 16	120 360	43.20 129.60	0.00 0.00	43.20 129.60	172.80
5975	GRAFFRATH, James A.	1 9	24 96	8.64 34.56	0.00 0.00	8.64 34.56	43.20
5956	HEINEMAN, Robert	2 2	60 60	0.00 0.00	0.00 0.00	0.00 0.00	0.00
5991	MYERS, Susan F.	2 24	34 327	12.24 117.72	2.71 18.52	14.95 136.24	151.19
6621	NIELSEN, Kenneth	2 13	70 325	25.20 117.00	0.00 0.00	25.20 117.00	142.20
13422	PALMER, James G.	2 10	0 0	0.00 0.00	0.00 0.00	0.00 0.00	0.00
5959	REGAN, Patrick	1 3	28 28	10.08 10.08	11.50 0.00	21.58 10.08	31.66
10193	REYNOLDS, Brent	2 6	60 90	21.60 32.40	0.00 0.00	21.60 32.40	54.00
10902	RUSSO, Daniel	2 19	48 245	17.28 88.20	0.00 0.00	17.28 88.20	105.48
5958	SHERMAN, Edgar (Chairman)	0 0	0 0	0.00 0.00	0.00 0.00	0.00 0.00	0.00
1637	SOBECK, Robert	2 9	40 110	14.40 39.60	0.00 0.00	14.40 39.60	54.00
5296	TRUAX, Ronald B.	2 13	68 246	24.48 88.56	0.00 0.00	24.48 88.56	113.04
		26 171	780 3517	259.20 1,244.52	23.31 48.52	282.51 1,293.04	
GRAND TOTALS		197	4297	1,503.72	71.83	1,575.55	1,575.55
CALCULATION CHECK		197	4297	1,503.72	71.83	1,575.55	1,575.55

John Nargison

RECEIVED

DEC 09 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

NOT
APPROVED

WAYS & MEANS COMMITTEE

December 8, 2003

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, J. Graffrath, B. Reynolds, D. Russo, R. Truax, E. Sherman

Organization Meeting

A motion was made by Truax, seconded by Myers and carried to set the date for the Organization meeting on Monday, January 5, 2004 at 3:00 p.m. Prepare Resolution

Newspaper Designations

The Republican Party members of the Board of Legislators requested a resolution designating official newspapers for the publication of local laws, notices and other matters required by law to be published in 2004. It was noted that the law provides that the last newspaper designation made by members of the minority party shall remain the designated newspaper of the Democrat Party. On a motion by Truax, seconded by Reynolds and carried the committee authorized the following newspaper designations: (Voting No: Burdick) Legislator Burdick indicated that he would like to go on the record as voting "No" due to a lack of circulation of the Wellsville Daily Reporter in his area. Prepare Resolution

Concurrent Resolutions for the Legislature:

Cuba Patriot & Free Press, Cuba, NY (Republican)
The Alfred Sun, Alfred, NY (Democrat)

Election Notices and Official Canvass:

Wellsville Daily Reporter, Wellsville, NY (Republican)
The Alfred Sun, Alfred, NY (Democrat)

Official Newspapers:

Wellsville Daily Reporter, Wellsville, NY (Republican)
The Alfred Sun, Alfred, NY (Democrat)

Records Retention and Disposition Schedule

In 1987 the Board approved Resolution No. 68-87 – ADOPTION OF STATE EDUCATION DEPARTMENT ISSUED RECORDS RETENTION AND DISPOSITION SCHEDULE CO-1 FOR USE BY COUNTY OFFICERS IN DISPOSING OF RECORDS; AUTHORIZING BOARD CHAIRMAN TO REQUEST CONSENT TO USE SUCH SCHEDULE FROM STATE EDUCATION DEPARTMENT; DIRECTING BOARD CHAIRMAN TO ORDER AND DIRECT COUNTY OFFICERS AND AGENCIES TO FOLLOW SUCH SCHEDULE AND OTHER CRITERIA BEFORE DISPOSING OF RECORDS.

At this time the Board needs to approve Records Retention and disposition Schedule CO-2 for use by Counties which supersedes and replaces Records Retention and Disposition Schedule CO-1. The State Archives issued Schedule CO-2 in 1990 and it was revised in 1993 and 2002. A motion was made by Burdick, seconded by Truax and carried to approve the use of Schedule CO-2 as the guide for disposing of records. *Prepare Resolution*

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

NOT
APPROVED

WAYS & MEANS COMMITTEE

December 29, 2003

John Margeson

RECEIVED

DEC 31 2003

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present

K. Nielsen, C. Crandall, R. Bennett, E. Burdick, J. Graffrath, S. Myers, B. Reynolds, D. Russo, E. Sherman

Approval of Minutes

The November 26, 2003 minutes were approved on a motion by Truax, seconded by Reynolds and carried.

County Financial Status

Terri Ross, County Treasurer, distributed information summarizing the County's current financial status. The budget performance report shows the activity in every major account number through December 29, 2003. The cash flow statement illustrates that our "cash out" exceeded our "cash in" in every month of 2003 except January and February. As of December 29, 2003, we show a cash deficit of \$674,625.24. This figures includes the \$6.3 million RAN recorded as "cash in."

Ms. Ross expressed concern about possibly not being able to meet current expenses and/or payroll. Ms. Ross urged legislators to seriously consider the necessity of all expenditures before approving them.

To help alleviate some of the County's cash flow problems, committee members discussed the possibility of freezing some accounts and/or any non-emergency spending. A motion was made by Graffrath, seconded by Reynolds and carried to freeze all spending except payroll until January 5, 2004.

Legislator Reynolds suggested that Mr. Margeson meet with department heads and union officers regarding the possibility of employees voluntarily taking days off without pay.

Committee members requested Mr. Margeson to develop a list suggesting 25 positions that could be cut. It was noted that normally when companies downsize it is because the demand for services has gone down. The demand for the County's services has not gone down.

Legislator Burdick stated that overtime is a problem, and it needs to be restricted and/or controlled better.

Legislator Heineman stated that the committee should develop a list with some basic goals to discuss and suggested the following:

1. Scheduling issues with the Sheriff's Deputies.
2. Landfill – what are our options?
3. Assigned Counsel.
4. Speak with representatives from Albany.

Legislator Crandall requested the County Treasurer and Budget Officer to come up with some short-term legitimate suggestions.

Tax Bills

Terri Ross distributed copies of a 2004 County and Town Tax Bill to alert legislators that the "%Change From Prior Year" column on the bills is a little confusing, and they may get telephone calls regarding the 43.5% figure. Committee member requested Ms. Ross to put together a memorandum explaining the percentage change.

Legislator Dibble suggested that the Taxpayer's Fact Sheet could be broken into 3-4 sections to be published as a public service notice.

Legislator Burdick believes that money could be saved if all thermostats in the building were automatically set and could not be individually controlled.

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

The Office for the Aging requests a resolution to enter into contract with Prestige Services, Inc. to provide meals for the nutrition program. The request was approved on a motion by Crandall, seconded by Burdick and carried. **Prepare Resolution**

The Office for the Aging requests a resolution to increase the revenue and appropriation accounts by \$2,456 as outlined on the attached Memorandum of Explanation due to an increase in Federal grant-in-aid. The request was approved on a motion by Crandall, seconded by Reynolds and carried. **Prepare Resolution**

The Office for the Aging requests a resolution to accept \$850 in donations from Cheryl & Mark Maxwell, Almond Union of Churches and the Wellsville Lioness Club to benefit the Home Delivered Meals Program. The funds should be appropriated to account #A6779.4 (OFA – SNAP) with a like sum credited to revenue account #A09.2801.36 (I/F Revenue – OFA – SNAP). The request was approved on a motion by Crandall, seconded by Bennett and carried. **Prepare Resolution**

Personnel Committee

The County Clerk's Office requests permission to fill the position of Senior Index Clerk. The *Request to Fill Position Form* indicates that the employee who held this position accepted a position in another office. The employee in the County Clerk's office with the greater seniority and skill (index clerk position) has been performing the Senior Index Clerk duties since July 2003 and has since passed the exam for this position. The Index Clerk position is being eliminated and will not be filled. Committee members tabled the matter. **Tabled**

Public Works Committee

The Public Works Department requests a resolution approving an agreement with Casella Waste to accept out-of-County municipal solid waste at the Department's discretion. The cost is

tentatively set for \$25 per ton. The request was approved on a motion by Graffrath, seconded by Reynolds and carried. **Prepare Resolution**

The Public Works Department requests that a Capital Project be established for Rip Rap placement on County Roads 19 and 24. Projects are being done under FEMA due to this summer's flooding. The total estimated cost of these projects is \$76,000 with funding as follows:

Federal Aid (75%)	\$57,000
State Aid (12-1/2%)	\$ 9,500
County Share	\$ 9,500

The request was approved on a motion by Graffrath, seconded by Reynolds and carried. **Prepare Resolution**

The Public Works Department requests that a Capital Project be established for Flood Repair Work to be done on County Road 48 in the Town of Angelica. The project is being done under FEMA due to this summer's flooding. The total estimated cost of this project is \$110,500 with funding as follows:

Federal Aid (75%)	\$82,875.00
State Aid (12-1/2%)	\$13,812.50
County Share	\$13,812.50

The request was approved on a motion by Graffrath, seconded by Reynolds and carried. **Prepare Resolution**

The Public Works Department requests approval to fill the empty Account Clerk typist position on a part-time basis. The person who would fill this position will also work part-time in the Clerk of the Board's Office. A motion was made by Bennett, seconded by Reynolds and carried to transfer an Account Clerk Typist from the Clerk of the Board's Office to the Public Works Department.

Legislators' Payroll

The legislators' vouchers for expenses covering the period October 28 through November 24, 2003 were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Crandall, seconded by Bennett and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned.

Respectfully submitted,

Brenda A. Rigby, Clerk of the Board
Allegany County Board of Legislators

2003

Jan. Cash In:	\$6,960,081.90	
Jan. Cash Out:		\$6,349,201.35
Feb. Cash In:	\$9,623,475.24	
Feb. Cash Out:		\$6,130,573.21
March Cash In:	\$5,517,708.19	
March Cash Out:		\$5,917,039.78
April Cash In:	\$7,800,461.57	
April Cash Out:		\$8,480,650.22
May Cash In:	\$4,365,446.16	
May Cash Out:		\$6,225,788.90
June Cash In:	\$5,101,193.40	
June Cash Out:		\$6,179,696.49
July Cash In:	\$5,243,949.01	
July Cash Out:		\$6,562,915.22
Aug. Cash In:	\$3,140,041.55	
Aug. Cash Out:		\$5,242,329.63
Sept. Cash In:	\$4,794,089.07	
Sept. Cash Out:		\$5,757,780.52
Oct. Cash In:	\$4,463,920.95	
\$2,000,000 RAN - 10/28/03	Oct. Cash Out:	\$6,339,122.64
Nov. Cash In:	\$5,218,108.94	
\$4,300,000.00 RAN - 11/14/03	Nov. Cash Out:	\$5,323,525.21
Dec. Cash In:	\$5,713,075.71	
Dec. Cash Out:		\$6,407,553.76
Total Year Cash In:	\$67,941,551.69	
Total Year Cash Out:		\$74,916,176.93
Difference:		<u>(\$6,974,625.24)</u>
RAN TOTALS		
\$6,300,000.00		
Total Year Cash In:	\$74,241,551.69	
Total Year Cash Out:		\$74,916,176.93
Difference:		<u>(\$674,625.24)</u>

Don
10/29/03
to W&M

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: 12/10/03

The Allegany County Office for the Aging requests permission to enter into a contract with Prestige Services, Inc. to provide meals for the nutrition program.

FISCAL IMPACT: \$3.22 and \$3.24 per meal. Included in 2004 budget.

For further information regarding this matter, contact:

Kim Toot

Name and Department

x392

Telephone

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: 12/10/03

The Allegany County Office for the Aging requests a resolution to increase the following revenue and expenditure accounts. This is due to an increase in Federal grant-in-aid.

Increase Revenue Account Numbers:

A 11 4772.08	WRAP	2,456.00
	TOTAL	\$ 2,456.00

Increase Expenditure Account Numbers:

A6784.101 Regular Pay		2,200.00
A6784.802 Retirement		44.00
A6784.803 F.I.C.A.		169.00
A6784.804 Worker's Comp.		<u>43.00</u>
-	Sub-total	256.00
	TOTAL	\$ 2,456.00

FISCAL IMPACT: Increase Federal Revenue

For further information regarding this matter, contact:

Kim Toot, Director Office for the Aging

Name and Department

268-9390

Telephone

Request to Fill Position

Date: 12/12/03

Committee of Jurisdiction: Personnel

I would like to fill the following position:

Title Sr. Index Clerk Department County Clerk

Will any positions be eliminated? yes If yes, which one? Index Clerk

This position is an:

Existing position? Newly Created Position? created by Resolution #

This position will be:

Full Time? Part Time? Permanent? Temporary?

This position will be:

Non Union? Union? covered by the bargaining unit.

Grade 8 Step 3 Hourly pay rate \$13.03

Annual salary of position Cost of benefits for position

Does this position support a mandated program/grant? no

Name of program/grant?

Source of funding for position?

100 % County % State % Federal % Other

Amount in current years budget for this position \$14.31

Reason for need to fill this position at this time?

The employee who held this position accepted a position in another office. The employee in our office with the greater seniority and skill (index clerk position) has been performing these duties since 7/03 and has since passed the exam for this position. The Index Clerk position she was hired for is being eliminated and will not be filled.

Department Head Signature Linda K. Healy, Deputy

Date 12/12/03

06/17/03

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: December 3, 2003

Request a resolution approving an agreement with Casella Waste to accept out-of-County municipal solid waste at the Department's discretion. The cost is tentatively set for \$25.00 per ton.

FISCAL IMPACT:

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585) 268-9230

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: December 03, 2003

Request a Capital Project be established for Rip Rap Placement on County Roads 19 and 24. Projects are being done under FEMA due to this summers flooding.

The total estimated cost of these projects is \$76,000.00.

Funding is as follows:

Federal Aid 75%	\$57,000
State Aid 12 ½ %	\$ 9,500
County Share	\$ 9,500

FISCAL IMPACT: \$9,500.00 in County Funds

For further information regarding this matter, contact:

David S. Roeske (585)268-9230
Superintendent

DSR/ymr

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: December 03, 2003

Request a Capital Project be established for Flood Repair Work to be done on County Road 48 in the Town of Angelica. Project is being done under FEMA due to this summers flooding.

The total estimated cost of this project is \$110,500.00

Funding is as follows:

Federal Aid 75%	\$82,875.00
State Aid 12 ½ %	\$13,812.50
County Share	\$13,812.50

FISCAL IMPACT: \$13,812.50 in County Funds

For further information regarding this matter, contact:

David S. Roeske (585)268-9230
Superintendent

DSR/ymr

**ALLEGANY COUNTY
2004 COUNTY AND TOWN TAX BILL**

Bill No. 000307
Sequence No. 296
Page No. 1 of 1

* For Fiscal Year 01/01/2004 to 12/31/2004 * Warrant Date 12/18/2003

CO. TAX LEVY

9,463,765.00000 03
594,633.00000 02
859,073.00000 *

2,869,073.00000 ÷
6,594,633.00000 =

INC - 0.435059*

8,900,000.00000 03
8,400,000.00000 02
500,000.00000 *

500,000.00000 ÷
8,400,000.00000 =

INC - 0.059524*

MEDICAID LEVY

8,369,073.00000 ÷
14,991,633.00000 =

INC - 0.224635*

TOTAL 2003
LEVY

MAKE CHECKS PAYABLE TO:

NADA LAWTON
TAX COLLECTOR
PO BOX 40-8296 MAIN STREET
LITTLE GENESEE, NY 14754
(585) 928-2178

TO PAY IN PERSON

TOWN HALL
MONDAY 9:00 AM TO 12 NOON &
1:00 PM TO 6:00PM; WEDNESDAY
& FRIDAY 9:00 AM TO 12 NOON &
1:00 PM TO 4:00 PM

SWIS S/B/L ADDRESS & LEGAL DESCRIPTION & CK DIGIT

025200 284.-1-38./1
Address: Sanford Holw
Town of: Genesee
School: Bolivar Richburg
NYS Tax & Finance School District Code:
210 - 1 Family Res Roll Sect. 1
Parcel Acreage: 0.10
Account No.
Bank Code

PROPERTY TAXPAYER'S BILL OF RIGHTS

The assessor estimates the Full Market Value of this property is:

18,947

The Total Assessed Value of this property is:

18,000

The Uniform Percentage of Value used to establish assessments in your municipality was:

95.00

If you feel your assessment is too high, you have the right to seek a reduction in the future. For further information, please ask your assessor for the booklet "How to File a Complaint on Your Assessment". Please note that the period for filing complaints on the above assessment has passed.

Estimated State Aid: CNTY 12,376,912
TOWN 61,694

Exemption	Value	Tax Purpose	Exemption	Value	Tax Purpose	Exemption	Value	Tax Purpose
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PROPERTY TAXES

Taxing Purpose	Total Tax Levy	% Change From Prior Year	Taxable Assessed Value or Units	Rates per \$1000 or per Unit	Tax Amount
County Tax	9,463,765	43.5	18,000.00	7.162729	128.93
Medicaid	8,900,000	5.9	18,000.00	6.736039	121.25
Town Tax	410,531	5.1	18,000.00	9.702090	174.64
Genesee Fire Dist 1 TOTAL	25,000	4.5	18,000.00	1.200359	21.61

SEE BACK FOR ADDITIONAL PAYMENT INFORMATION
AFTER 4/1 PAY TO COUNTY TREASURER 7 COURT ST BELMONT NY
14813. % OF CHANGE FROM PRIOR YEAR INDICATES CHANGE IN LEVY
AMOUNT. A \$2 CHARGE WILL BE ADDED TO THE MARCH AMOUNT
TO COVER THE COST OF A MANDATE SECOND NOTICE.

Property description(s): 284.-1-38 Stamour

PENALTY SCHEDULE	Penalty/Interest	Amount	Total Due
Due By: 01/31/2004	0.00	446.43	446.43
02/29/2004	4.46	446.43	450.89
03/31/2004	8.93	446.43	455.36

TOTAL TAXES DUE \$446.43

Apply For Third Party Notification By: 07/01/2004
Taxes paid by _____ CA CH

RETURN THE ENTIRE BILL WITH PAYMENT AND PLACE A CHECK MARK IN THIS BOX [] IF YOU WANT A RECEIPT OF PAYMENT. THE RECEIVER'S STUB MUST BE RETURNED WITH PAYMENT.

**2004 COUNTY AND TOWN TAX BILL
RECEIVER'S STUB**

Bill No. 000307
025200 284.-1-38./1
Bank Code

Town of: Genesee
School: Bolivar Richburg
Property Address: Sanford Holw

Pay By: 01/31/2004	0.00	446.43	446.43
02/29/2004	4.46	446.43	450.89
03/31/2004	8.93	446.43	455.36

**TOTAL TAXES DUE
\$446.43**