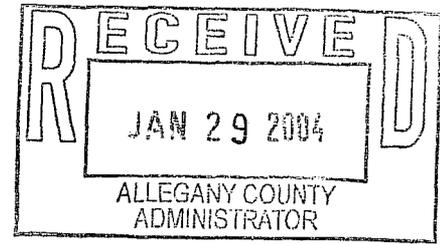


NOT
APPROVED

FINANCE COMMITTEE

January 20, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, J. Palmer

Department Liaisons: D. Button, M. Cherre

Others Present

J. Margeson, S. Myers, B. Rigby, T. Ross, E. Sherman

Media Present

A. Carlson – Cuba Patriot, D. LeBlanc – Olean Times Herald, K. Torok – Wellsville Daily Reporter

Department Liaisons

Committee members welcomed all Department Heads in attendance. Legislator Palmer, Chairman of the Board, stated that he attended a Department Head meeting last week, and the Department Heads chose Deborah Button, IT Director; Margaret Cherre, Commissioner of Social Services; and Terrence Parker, District Attorney; as liaisons to attend the Finance Committee meetings and report back to the other departments.

Financial Reports

Legislator Crandall, Chairman of the Finance Committee, distributed copies of a sample financial report. The forms will be distributed to departments and revisions might be possible depending on departmental input. Committee members discussed the fact that the larger departments may need to use a summarized version of the financial report and submit it by category.

Ms. Cherre indicated that real numbers for the financial report might be six weeks behind, but that estimated numbers could be obtained more quickly. Committee members suggested that she submit the true numbers but also offer her estimated figures. All financial reports should indicate how current the billing is.

Committee members discussed a departmental reporting schedule and agreed that quarterly reporting should be fine for the smaller departments; whereas, the financial reports for some of the larger departments may need to be looked at monthly. Terri Ross, County Treasurer, will provide committee members with a list showing the departments in order of greatest local share, and a list showing the departments by greatest total appropriations.

Ms. Cherre and Ms. Button will take a copy of the financial report to the next Department Head meeting scheduled for February 11.

Memorandums of Explanation

Committee members reviewed a sample Memorandum of Explanation to use for requests to accept grant funding. Committee members will make some minor changes to the sample. A motion was made by Heineman, seconded by Sobeck and carried to require a Memorandum of Explanation similar to the sample for all requests to accept grant funding. Ms. Cherre and Ms. Button also plan to present this form at the next Department Head meeting.

Vouchers

All vouchers will now go through this committee for approval, and the Finance Committee will approve bills twice a month. John Margeson, County Administrator, and Terri Ross, County Treasurer, explained the basic voucher process. Ms. Ross will be working on a schedule for departments to submit vouchers. A motion was made by Sobeck, seconded by Heineman and carried to implement the new voucher process by May 1, 2004. Legislator Crandall suggested that each legislator should take a turn following the voucher process one time to gain a better understanding of how things are handled

REFERRALS FROM OTHER COMMITTEES:

Human Services Committee

The Health Department requests restoration of grant conference expense monies.

Ms. Ross explained that the budget is done, and if departments want to put money in the budget for conference expenses then the money has to come from somewhere.

A motion was made by Heineman, seconded by Bennett and carried requesting Mr. Margeson to ask Dr. Ogden, Public Health Director to identify the following:

1. A list of conferences that are mandatory to maintain certifications, licenses, etc. for 2004.
2. A summary of why each conference is required and what entity requires it.
3. An estimate of how much money will be required to attend the mandatory conferences.
4. Identify where the money to finance the conferences will come from.

A motion was made by Heineman, seconded by Bennett and carried to table the Health Department's request until more information is submitted.

The Finance Committee plans to carefully review requests to attend conferences and will expect the specific questions mentioned above to accompany all requests.

Public Safety Committee

The Public Safety Committee requests a resolution accepting a \$40,000 member grant from Senator Patricia McGee for the purpose of obtaining mobile radios for various fire department vehicles. A motion was made by Bennett, seconded by Heineman and carried approving the request and authorizing the County Treasurer to assign the necessary account numbers. Prepare Resolution

Public Works Committee

The Public Works Department requests a resolution approving a Community Projects Appropriation Contract with New York State in the amount of \$20,000. The legislative Member Initiative Project is for the testing and repair of several concrete bridge decks in Allegany County. The funds should be appropriated to a capital project established by the County Treasurer. The request was approved on a motion by Heineman, seconded by Sobeck and carried. **Prepare Resolution**

The Public Works Department requests a resolution establishing the 2004 County Bridge Capital Projects. The bridges are in the Towns of Almond, Andover, and Burns. The request was approved on a motion by Bennett, seconded by Heineman and carried. **Prepare Resolution**

The Public Works Committee requests that one or two newsletters covering all County departments be prepared and mailed instead of several departments doing their own. Funds budgeted separately in each department to cover the costs of newsletters should be combined. A motion was made by Bennett, seconded by Sobeck and carried to refer the matter to the Department Heads at their next meeting.

Personnel Cuts

Legislator Heineman requested that someone provide the names of the people in the positions that were abolished during the 2004 budget process as well as where those people are now. Mr. Margeson verbally provided the information.

Jail Issues

Legislator Heineman indicated that Sheriff Belmont is going to give the deputies a schedule for six weeks, and then they will try another schedule the following six weeks. The Sheriff has two or three plans and hopes to meet with the union this week or next to discuss the matter.

Legislator Heineman commented that he noticed that \$20,000 had been set aside for consulting services related to financing the jail. It was noted that David Allardice is advising the County on other financial issues as well. Ms. Ross indicated that when we bond money, we have to have bond counsel as well as a private financial consultant.

Meeting Dates

The Finance Committee plans to meet the 2nd and 4th Mondays of the month at 11:00 a.m. If Monday is a holiday, their meeting will move to 11:00 a.m. on Tuesday. On January 26 the committee will plan to meet after the regular Board meeting as the Technology Committee already plans to meet at 11:00 a.m.

Executive Session

A motion was made by Heineman, seconded by Sobeck 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 Heineman, 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: Public Safety

DATE: 1/12/04

Request a resolution to accept a \$40,000 member grant from Senator Patricia McGee. The grant is to obtain mobile radios for various fire department vehicles to improve emergency radio communications.

FISCAL IMPACT: Revenue funds - \$40,000

For further information regarding this matter, contact:

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

5/94

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: JANUARY 07, 2004

Request a Resolution be prepared approving a Community Projects Appropriation Contract with New York State in the amount of \$20,000.00. The Legislative Member Initiative Project is for the testing and repair of several concrete bridge decks in Allegany County.

A Capital Project in the amount of \$20,000.00 is also requested to be established by the County Treasurer.

FISCAL IMPACT: \$ 0

For further information regarding this matter, contact:

David S. Roeske
Superintendent

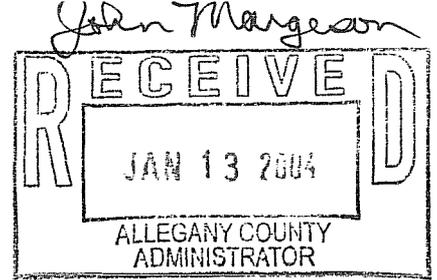
(585)268-9230

DSR/ymr

**NOT
APPROVED**

FINANCE COMMITTEE

January 12, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, J. Palmer

Future Meetings

Committee members briefly discussed possible meeting dates and agreed that the committee should plan to meet two times a month. The first meeting is scheduled for Tuesday, January 20, at 3:00 p.m. Some committee members would like to schedule future meetings on the same day that the full Board meets.

Adjournment

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

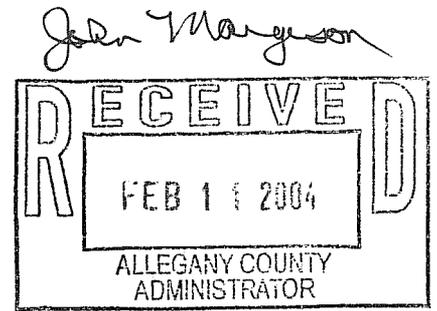
Respectfully submitted,

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

NOT
APPROVED

FINANCE COMMITTEE

February 9, 2004



Committee Members Present

C. Crandall, R. Soback, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaisons: D. Button, M. Cherre

Others Present

D. Aumick, J. Margeson, G. Ogden, B. Rigby, T. Ross, K. Toot

Media Present

A. Carlson – Cuba Patriot, D. LeBlanc – Olean Times Herald, S. Liebler– Wellsville Daily Reporter

Approval of Minutes

The minutes of January 12, 20, and 26, 2004 were approved on a motion by Bennett, seconded by Nielsen and carried.

2004 Conferences – Health Department

Dr. Gary Ogden, Public Health Director, distributed a Memorandum of Explanation outlining the conferences that are mandatory to maintain funding, certifications, licenses, etc. in the Health Department for 2004 along with a description of why each conference is required and what entity requires it. Two of the thirteen conferences were only reimbursed at 30 percent, and Dr. Ogden omitted them from his request. Dr. Ogden's report included the cost to attend each conference along with the corresponding reimbursement rate. Dr. Ogden plans to work with Terri Ross, County Treasurer, to identify the proper accounts from which to transfer to fund the .405 conference accounts. A motion was made by Heineman, seconded by Nielsen and carried approving attendance at the listed conferences and authorizing the necessary transfer of funds to finance the conferences as long as the transfers are from other Health Department accounts.

Prepare Resolution

REFERRALS FROM OTHER COMMITTEES

Personnel Committee

Robert Christman, County Clerk, requested approval to pay \$150 for NYS Association of County Clerk's dues. A resolution is also requested to transfer \$150 from A1410.403 (County Clerk – Maintenance Contracts) to A1410.409 (County Clerk – Fees). The request was approved on a motion by Bennett, seconded by Heineman and carried. It was noted that a resolution is not necessary; John Margeson, County Administrator, can approve the transfer.

Public Works Committee

The Public Works Department requests a resolution to increase State Aid Revenue account #D10.3501.00 (State Aid Chips) by \$43,360 and increase appropriation account #D5112.223 (County Road – CHIPS Paving) by \$43,360 to allocate the SFY 03-04 County Highway Improvement Program (CHIPS) funds remaining from 2003. The request was approved on a motion by Nielsen, seconded by Bennett and carried. ***Prepare Resolution***

NYS Comptroller's November 3, 2003 Letter

Committee members briefly discussed a letter sent by the NYS Comptroller's office on November 3, 2003 regarding our 2004 tentative budget. Committee members agreed to bring the letter to the next meeting to discuss further.

Departmental Revenue & Expense Reports

Terri Ross, County Treasurer, distributed preliminary Departmental Revenue/Expense Reports for committee members to review. The reports show the highest top 20 appropriation accounts with the corresponding revenue accounts that offset the expenses. Committee members will review the reports and let Ms. Ross know if this is how they would like future reports to appear. Committee members will also decide how often they would like to see reports from each department.

Memorandums of Explanation

Legislator Crandall, Chairman of the Finance Committee, brought up the need for a standardized Memorandum of Explanation and suggested that Ms. Rigby and Ms. Ross create one for committee review.

Sales Tax on Cellular Phones

Legislator Palmer, Chairman of the Board, indicated that he spoke with representatives regarding their problems collecting sales tax revenue on cellular phones to determine if we might face a similar problem in Allegany County. Chairman Palmer will continue to investigate the matter and keep committee members informed of his findings.

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: PUBLIC WORKS

DATE: February 04, 2004

Request Account D5112.223 be increased in the amount of \$43,360.00. This is the amount of SFY 03-04 County Highway Improvement Program (CHIPS) funds remaining from 2003.

INCREASE STATE AID REVENUE:

D10.3501.00	State Aid CHIPS	\$43,360
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INCREASE APPROPRIATION:

D5112.223	County Road CHIPS Paving	\$43,360
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FISCAL IMPACT: Additional \$43,360

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

TRANSFER MEMORANDUM

FROM: Robert L. Christman, Allegany County Clerk

TO: John E. Margeson, County Administrator

-and-

Terri L. Ross, County Treasurer

PLEASE MAKE THE FOLLORING TRANSFERS:

BUDGET:

<u>From Account No.</u>	<u>To Account No.</u>	<u>Amount</u>
A1410.403	A1410.409	\$ 150.00

TOTAL: \$ 150.00

EXPENDITURES:

<u>Date of Check</u>	<u>Check #</u>	<u>From Acct. No.</u>	<u>To Account No.</u>
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TOTAL: \$ _____

Departmental Authorization: Robert L. Christman
(signature)

Date: 2/12/04

Co. Administrator Authorization: _____
(signature)

Date: _____

Committee Authorization: _____
(signature)

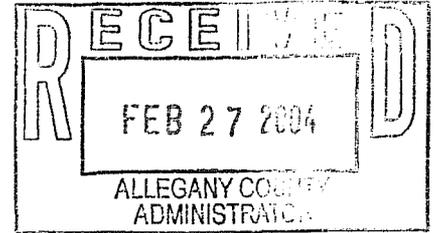
Date: _____

Submit this form to the County Administrator to authorize individual departmental transfers of funds within any personnel services, equipment or contractual expenses appropriation account in amounts of up to \$5,000 per transaction. (Local Law No. 3 of 95). All other transactions must have committee of jurisdiction approval.

NOT
APPROVED

FINANCE COMMITTEE

February 23, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen

Department Liaisons: D. Button, M. Cherre

Others Present

J. Margeson, B. Morris, S. Myers, B. Rigby, K. Toot

Approval of Minutes

The minutes of February 9, 2004 were approved on a motion by Nielsen, seconded by Sobeck and carried.

Solid Waste Management Facilities

Legislator Crandall, Chairman of the Finance Committee, distributed copies of the 2004 Cost Summary for the operation of the Allegany County Solid Waste Management Facilities.

REFERRALS FROM OTHER COMMITTEES

Planning and Development Committee

The Employment and Training Department requests approval to lease a Xerox copy machine from March 14, 2004 through March 13, 2007 in the total amount of \$9,509.76. The total cost of leasing the copier will be financed with Federal funding. The request was approved on a motion by Sobeck, seconded by Nielsen and carried.

Human Services Committee

The Health Department requests a resolution accepting \$36,170 in additional monies under the Bio-terrorism Grant for smallpox related activities. The 2004 budget should be amended as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Heineman, seconded by Sobeck and carried. Prepare Resolution

Bond Anticipation Note

John Margeson, County Administrator, requested a bond resolution for the purpose of reconstructing three County bridges at an estimated cost of \$775,000. The \$775,000 includes all

incidental improvements and expenses associated with the bond (i.e. official statement preparation, legal ad fees, bond counsel, etc.) The bridges are as follows:

BR #02-04	CR15 Allen	\$225,000
BR #04-01	CR2A Almond	\$285,000
BR #23-04	CR7E Rushford	\$245,000

Mr. Margeson indicated that the BAN would be for five years, but that it would need to be renewed annually. The request was approved on a motion by Heineman, seconded by Sobeck and carried. Prepare Resolution

NYS Comptroller's November 3, 2003 Letter

Legislator Heineman expressed concern that the Comptroller's letter required an official response. Mr. Margeson noted that the Comptroller's letter was based on our tentative budget, rather than our final budget, and that some of the issues addressed in the letter were no longer applicable. Mr. Margeson commented on our final 2004 budget figures compared to the Comptroller's projections. Mr. Margeson also indicated that we should be looking at a small surplus when the 2003 books are closed. A motion was made by Heineman, seconded by Bennett and carried requesting John Margeson to officially respond to the NYS Comptroller's November 3 letter and include a copy of our 2004 final budget with the letter.

Proposed Procedures and Timetable for the 2005 Budget

Legislator Crandall distributed proposed procedures and timetable for the 2005 budget. Although legislators plan to discuss the timetable further before finalizing it, the proposed timetable calls for department heads to submit their budget estimates to the Budget Officer by June 4. Another proposed change was that the Budget Officer would review the budget estimates with the Finance Committee, rather than Committee of Jurisdiction, and department heads. In addition the Budget Officer will file the tentative budget with the Finance Committee rather than the Ways and Means Committee.

Margaret Cherre, Commissioner of Social Services, suggested that department heads could supply their committee of jurisdiction an explanation of expenses highlighting any significant changes.

Legislator Crandall suggested that Finance Committee members consider attending some of the department head meetings to keep the lines of communication open.

Staffing Advisor

Legislator Crandall suggested the possibility of bringing in a staffing advisor to determine the staffing level requirements to efficiently staff a given department.

Two key questions are what services *must* Allegany County provide and what services does Allegany County want to provide for its citizens. Legislator Sobeck commented that it's important for department heads to know if their programs are cost effective.

A motion was made by Bennett, seconded by Heineman and carried requesting Mr. Margeson to investigate the following issues:

1. What would a staffing advisor cost?
2. Comparing our staffing level with other counties.
3. Examine departmental structures and personnel loads.

Assigned Counsel

Legislator Heineman commented on assigned counsel caseloads. Legislator Heineman stated that Steuben County now contracts for assigned counsel cases, and he encouraged the Public Safety Committee to look into it. **Refer to Public Safety**

Belvidere Property

Legislator Graffrath expressed concern regarding the appraisal of the County-owned property in Belvidere. Legislator Graffrath stated that \$135,000 seems high for a 2+acre lot that doesn't have sewer, water, or gas. Mr. Margeson indicated that the property was appraised at its highest possible commercial value. After a brief discussion, Legislator Graffrath indicated that he would bring the matter up at the Facilities Planning and Management Committee.

Executive Session

A motion was made by Sobeck, 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 Heineman, seconded by Sobeck 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

LEASE PURCHASE AGREEMENTS

Pursuant to Resolution No. 141-97

FROM: Employment & Training
Department

TO: Planning & Development
Committee of Jurisdiction

EXPLANATION:

Explain below as completely as possible the type of equipment you wish to lease purchase. Provide the name of the Leasing Company, the term of the Lease Purchase Agreement, including the beginning date and the ending date, the amount of the Lease payments and the total cost of the Lease. **Please attach a copy of the proposed Lease Purchase Agreement.**

Equipment to be leased: Xerox Copy Centre 35 Copier System
Leasing Company: Copy Connection
Terms: 36 Month Lease Plan
Monthly Payments:
1-6 Months - \$187.66
7-36 Months- \$279.46
Total Cost: \$9,509.76
Beginning Date: 3/14/2004
Ending Date: 3/13/2007
Includes 10,000 copies per month
10,001 + at.0084 per copy
NOTE: This is a lease agreement(will not be purchased) Includes all parts, labor & on-site service calls, all consumable supplies except paper, delivery and installation, and end user training

DEPARTMENT APPROVAL:



Department Head

2/9/04

Date

COMMITTEE OF JURISDICTION APPROVAL:

Committee Chairman

Date

WAYS AND MEANS COMMITTEE APPROVAL:

Committee Chairman

Date

*This form should be submitted to the Committee of Jurisdiction, then to the Ways and Means Committee for recommendation of a proposed resolution to be acted on by the Board of Legislators.

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services Committee

DATE: February 11, 2004

The Health Department requests a resolution accepting \$36,170 in additional monies under the Bioterrorism Grant for smallpox related activities. The 2004 budget should be amended as follows:

Appropriation Accounts:

A02.4189.201	Equipment	\$5,642
A02.4189.401	Postage	\$500
A02.4189.403	Equipment Maintenance	\$4,500
A02.4189.408	General Supplies	\$2,278
A02.4189.456	Contractual	\$23,250

Revenue:

A11.4489.4189	Federal Aid	\$36,170
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FISCAL IMPACT: NO IMPACT ON COUNTY DOLLARS. PROGRAM 100% FUNDED BY FEDERAL DOLLARS.

For further information regarding this matter, contact:

Tom Hull, Deputy Public Health Director

X254

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

X247

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Finance

DATE: February 23, 2004

Requesting a 2004 Bond Resolution for the purpose of Reconstruction of 3 County Bridges at an estimated cost of \$775,000. This amounts includes all incidental improvements and expenses associated with the bond (i.e. official statement preparation, legal ad fees, bond counsel, etc)

The bridges are as follows:

BR #02-04	CR15 Allen	\$ 225,000
BR #04-01	CR2A Almond	\$ 285,000
BR #23-04	CR7E Rushford	\$ 245,000

FISCAL IMPACT: Repayment schedule will be determined after sale and principal and interest will be budgeted in future years as necessary.

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

268-9290

PROPOSED PROCEDURES & TIMETABLE – 2005 BUDGET

By JUNE 4, 2004

Department heads submit budget estimates to Budget Officer.

JUNE 7 – JUNE 25, 2004

Budget Officer reviews estimates with department heads.

JUNE 28 – SEPTEMBER 10, 2004

Budget Officer reviews budget estimates with Finance Committee and department heads.

SEPTEMBER 22, 2004

Budget Officer files tentative budget, along with budget message, with Clerk of the Board, Finance Committee (Budget Committee).

SEPTEMBER 23 – OCTOBER 12, 2004

Budget Committee files report with Clerk of the Board, and any resolutions, to amend the tentative budget.

OCTOBER 12 – NOVEMBER 8, 2004

Committee of the Whole meeting is scheduled to review budget. Department heads may be requested to attend and will be notified of any recommended changes.

OCTOBER 25, 2004

Board establishes, by resolution, date for public hearing on tentative budget. Copies of tentative budget will be available on this date for the public and media.

NOVEMBER 8, 2004

Public hearing is held on tentative budget.

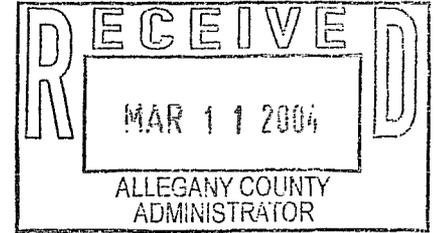
NOVEMBER 22, 2004

Board meeting – acts on any resolutions to change tentative budget and adopts final budget.

NOT
APPROVED

FINANCE COMMITTEE

March 8, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaisons: D. Button, M. Cherre

Others Present

D. Aumick, R. Belmont, R. Christman, W. Dibble, J. Foels, J. Kenyon, J. Margeson, B. Reynolds, D. Reynolds, B. Rigby, T. Ross, E. Ruckle, D. Russo,

Approval of Minutes

The minutes of February 23, 2004 were approved on a motion by Nielsen, seconded by Sobeck and carried.

Request to Attend Conference/Financial Conference

Robert Christman, County Clerk, requested a resolution transferring \$750 from A1990.4 (Contingency) to A1410.405 (County Clerk – Conference) to finance the cost of four one-day DMV training programs for \$400 and attendance at the NYS Association of County Clerks' Conference for \$350. Mr. Christman indicated that he doesn't have any money in his budget, and he believes it is important to attend training programs and conferences if we are going to improve and modernize the facility. Mr. Christman also indicated that this is his first year serving as a County Clerk, and he felt it was especially important to attend the Clerk's Conference.

Mr. Christman indicated that the State gave the former County Clerk discretionary money to use for the betterment of the office. Mr. Christman indicated the funds (approx. \$15,000) were turned over to the County at the end of last year, and with those funds no longer available, Mr. Christman just doesn't have any flexibility.

Committee members authorized attendance at the DMV training programs and County Clerk's Conference, but indicated that the transfer of funds should come from within the County Clerk's accounts for now. Margaret Cherre, Commissioner of Social Services, suggested that Mr. Christman might be able to save additional money by driving a County vehicle instead of charging mileage.

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

The Department of Social Services indicated that the NYS Office of Temporary and Disability Assistance wants to provide our Child Support Unit with 16 computers and 4 network printers that will enable us to comply with Federal requirements. Failure to comply will result in huge fiscal penalties (\$55 million across NYS). Ms. Cherre indicated that the new software couldn't be used on the old computers. The State will be recouping a minimum of \$6,000 and a maximum of \$11,800 for these computers and printers. We will neither appropriate the costs nor the revenues for these computers. Instead the State will send us \$6,000-\$11,800 less than we claim making our federal revenue less than

budgeted. Ms. Cherre indicated that she would know the exact amount later. A motion was made by Nielsen, seconded by Bennett and carried authorizing Ms. Cherre to move forward with the installation of the 16 computers and 4 network printers. The motion included a request to prepare a resolution to adjust the revenue once the figure has been determined (between \$6,000-\$11,800). **Prepare Resolution at a Later Date**

Personnel Committee

The Human Resources Office requests permission for two people to attend the NYS Association of Personnel and Civil Service Training at a cost of \$950 for two. Committee members authorized attendance at the conference and indicated that the funds needed to finance attendance at the conference should be transferred from within the Human Resources accounts.

Public Safety Committee

The Sheriff's Office requests a resolution authorizing Allegany County Sheriff to apply for funding with NYS Department of State for Wireless Enhanced 911 expedited deployment Grant Program. Sheriff Randal Belmont indicated that any necessary matching funds would be paid from 911 funds. The request was approved on a motion by Bennett, seconded by Heineman and carried. **Prepare Resolution**

The Public Safety Committee requests a resolution accepting a \$10,000 member item grant from Assemblyman Burling for Homeland Security. The \$10,000 will be used to purchase equipment and weapons for the multi-jurisdictional task force (ALERT). Sheriff Belmont indicated that the County would not be required to provide any matching funds. The funds should be appropriated as follows:

A3110.205 (Sheriff – Equipment) \$10,000

A10.3389.3110 (Sheriff – Other State Aid) \$10,000 (Revenue Account)

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

Board Clerk's Conference

Brenda Rigby, Clerk of the Board, requested approval for two people to attend the NYS Board Clerk's Conference in Elmira from May 19-21, 2004. Ms. Rigby noted that although the conference is not mandatory, she is an officer for the association and the conference is very beneficial. The request was approved on a motion by Sobeck, seconded by Nielsen and carried noting that the funds to finance the conference should be transferred from within one of the Clerk's accounts or a central service account.

Insurance Payment

Ms. Rigby indicated that she received a \$2,663 check from NYMIR for the value of an Office for the Aging 1995 Chevrolet Lumina Van that was totaled on February 12, 2004. It was noted that there was a \$500 deductible. A motion was made by Bennett, seconded by Sobeck and carried to accept the funds and appropriate them to an account to be determined by the County Treasurer.

Home Rule Request – Sale Tax

John Margeson, County Administrator, indicated that Senator McGee sent him correspondence notifying the County that Senate Bill B.6162 and Assembly Bill A.9831 have been introduced authorizing Allegany County to impose an additional one-half of one percent above the current sales and compensating use tax rate until November 30, 2005. A motion was made by Heineman, seconded by Bennett and carried (Voting No: Sobeck) requesting a resolution approving and requesting passage of said bills. Prepare Resolution

State Comptroller's November 3, 2003 Letter

Mr. Margeson informed committee members that as requested at the last meeting, he sent a response to Robert Meller, Chief Examiner of Local Government Services and Economic Development, from the NYS Comptroller's Office regarding their November 3 letter.

Labella Associates, PC – Belvidere Area Engineering Report

Legislator Crandall, Chairman of the Finance Committee, distributed copies of Labella's February 19, 2004 Belvidere Area Engineering Report. Legislator Crandall stated that the proposal indicates that Labella could perform an engineering study to determine the most feasible way of getting sewer and water to the Belvidere area for a fee of \$12,900.

Legislator Heineman expressed concern asserting that other areas in the County also need developing, and he doesn't want to see a sewer and water project piggyback on the bond for the jail. Legislator Heineman added that he doesn't believe the County should be taking these things over, and that we need to focus on some of the fundamental problems the County has.

Legislators Bennett and Sobeck both mentioned that there might be an existing study in place that could be updated. Legislator Sobeck indicated that he would investigate the matter further. In previous projects that Legislator Sobeck has been involved with, the engineering work has been done for free until grant funding was established. Unfortunately we cannot apply for funding without a study. Perhaps if grant funding is generated, the cost of the study could be tied in with the overall project.

Committee members discussed the fact that it could be very difficult to develop the area without sewer and water. Although no business has committed to building in the Belvidere area, no one wants to talk about building until you have something for businesses to connect into.

Committee members also discussed the need to involve the neighboring towns. John Foels, Development/IDA Director, stated that the Planning Board has scheduled a meeting on March 31 at the Crossroads Building at 7:00 pm in the hope of creating a forum between the Town of Amity, Friendship, Belfast, Belmont, Angelica, and the County Legislators.

Several committee members expressed a desire to move forward with the study so that we can determine the best course of action, but they also indicated the need to discuss the matter with the whole board especially if contingency funds will be used.

Financial Reporting

Terri Ross, County Treasurer, distributed summaries showing the top 30 departments in order of tax-funded share, revenue received, and expenses paid as of December 31, 2003. Committee members indicated that they would like the top seven departments through the Development Office and

excluding the Treasurer's Office to attend the Finance Committee meeting scheduled for March 22. Ms. Ross plans to contact the departments.

Ms. Ross's reports included information on the budgetary items so that committee members can see sales tax, etc. Ms. Ross indicated that we usually carry about \$4 million in delinquent taxes.

Split-Payment Taxes

Legislator Heineman mentioned the resolution recently forwarded to the Board by the Allegany County Grange requesting the Board to implement a split-payment system, without penal ties, for tax payment. Ms. Ross has contacted other County Treasures regarding this matter and will plan to report back to the committee next month.

Grant Application

Randal Belmont, Sheriff, requested approval to apply for a Brynes Grant with the Cattaraugus County Sheriff's Office and three police departments. The \$100,000 program will scan fingerprint cards and automatically tell officers if the fingerprints are useable. The grant requires a 25 percent match; however, the need to redo fingerprints will be alleviated resulting in a potential savings. The request was approved on a motion by Sobeck, seconded by Heineman and carried.

Executive Session

A motion was made by Heineman, seconded by Nielsen 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 Heineman, seconded by Sobeck and carried.

Relocation of Development Office

John Foels, Development/IDA Director, requested approval to relocate his department to the Crossroads Conference Center. Mr. Foels indicated that the Houghton Foundation owns the building and is leasing it to the Industrial Development Agency. The only expense to the County would be a \$500/month payment. A motion was made by Heineman, seconded by Bennett and carried authorizing the expenditure from the Development Office's budget. The County Attorney is requested to review and/or prepare the necessary contracts for Ways and Means approval. **Refer to County Attorney/Ways and Means**

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: February 23, 2004

The New York State Office of Temporary and Disability Assistance wants to provide our Child Support unit with 16 computers and 4 network printers. When such hardware has been provided in the past, there has been no local cost. This time, however, the State will be recouping a minimum of \$6,000 and a maximum of \$11,800 for these computers and printers. (Final amount to be determined by the State upon installation, dependent upon amount of cabling needed.) These computers and the programs they will provide are required for NYS to be in compliance with Federal requirements. Failure to maintain compliance will result in huge fiscal penalties (\$55 million across NYS).

We will neither appropriate the costs nor the revenues for these computers. Instead, the State will simply send us \$6,000 - \$11,800 less than we claim.

FISCAL IMPACT: Our federal revenues (4610) will be between \$6,000 and \$11,800 less than budgeted.

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

Date: March 3, 2004

I would like to request a resolution to apply and receive grant money from the State of New York of \$47,794.00 (Forty seven thousand seven hundred ninety four dollars) for the purchase voice logging recorder and a net clock. The equipment to be purchased will be used to replace defective equipment and comply with wireless 911 standards. The sum of \$9,000.00 will be used from 911 surcharge monies. Total for equipment is \$56,794.00

Please refer to attached grant and paperwork.

Fiscal Impact: Revenue \$47,794.00

For further information regarding this matter, contact

Randal J. Belmont, Sheriff

Name and Department

Ext. 200

Telephone Number

*To Finance
Committee*

Memorandum of Explanation

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

Committee: Public Safety

Date: February 23, 2004

I would like to request a resolution to accept grant money from the State of New York of \$10,000.00 (Ten thousand dollars) for the purchase of equipment. The equipment to be purchased will be used to continue preparedness for violent incidents, conformity to Federal and State standards for terrorist type incidents and enhancing safety to its citizens and law enforcement personnel within Allegany County. Some of the equipment purchased will be assigned and/or given to other law enforcement agencies within Allegany County.

At this time the only documentation that I have received from Assemblyman Burling is a letter notifying me of his ability to secure funding. There has been no receipt of any other paperwork from the State of New York, upon arrival it will be filed with appropriate committees.

Fiscal Impact: Revenue \$10,000.00

For further information regarding this matter, contact

Randal J. Belmont, Sheriff
Name and Department

Ext. 200
Telephone Number

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Public Safety Date: February 11, 2004

Explanation of Grant: This grant is a State Legislative member item from Assemblyman Burling. It will be used to purchase needed equipment and weapons for the multi-jurisdictional task force, also known as A.L.E.R.T. The only documentation received to date is the attached award letter from Assemblyman Burling.

Appropriations (\$10,000.00)

A 3110.2.05 Sheriff - Equipment \$10,000.00

Revenues (\$10,000.00)

A 10.3389.3110 Sheriff - Other State Aid \$10,000.00

ISCAL IMPACT: Total grant: \$10,000.00

Local county share: \$0.00

State Grant? Yes Revenue # A .10.3389.3110 \$ 10,000.00

Federal Grant? No Revenue # _____ \$ _____

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number _____ - _____

This grant is _____ renewal of existing grant funded program or XXX new grant fund program.

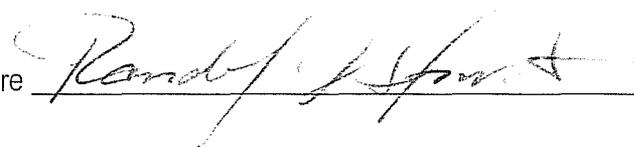
Grant Fiscal Year - 2004 (I'm guessing here because it is a member item it's only good for 2004?)

Obligation of County after grant expires: None

Major benefits of accepting this grant are:

The grant would allow the county to continue preparedness for violent incidents, conformity to Federal and State standards for terrorist type incidents and enhancing safety to its citizens and law enforcement personnel within Allegany County.

Department Head Signature



SPLIT -PAYMENT TAXES

WHEREAS; the financial balancing of government budgets now consists of passing unfunded mandates down to the next level, and

WHEREAS; this system is creating devastating results for low income taxpayers who have difficulty managing a huge increase in tax assessment in one payment,

THEREFORE BE IT RESOLVED, that Allegany County Grange requests the Allegany County Board of Legislators to implement a split-payment system, without penal ties, for tax payment.

Elnora Dowd, Secretary
Allegany County Grange
7366 Old County Rd. 26
Belfast ny 14711

RECEIVED

MAR - 5 2004

**ALLEGANY COUNTY
BOARD OF LEGISLATORS**

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Planning & Development

DATE: 3/8/04

A RESOLUTION IS REQUESTED AUTHORIZING THE ALLEGANY COUNTY BOARD OF LEGISLATORS TO APPROVE A LEASE AGREEMENT BETWEEN THE ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY AND ALLEGANY COUNTY FOR THE OFFICES OF DEVELOPMENT, PLANNING AND TOURISM TO RELOCATE TO THE CROSSROADS COMMERCE & CONFERENCE CENTER LOCATED AT ROUTE 19, BELMONT, NEW YORK.

BE RESOLVED:

1. That the Allegany County Board of Legislators will enter into a lease agreement with the Allegany County Industrial Development Agency for \$500.00 per month for the Offices of Development, Planning and Tourism to relocate to the Crossroads Commerce and Conference Center building. Funding for 2004 will be appropriated from the County Contingency Fund for the time period April 1, 2004 to December 31, 2004 in the amount of \$4,500.00.
2. That the Allegany County Industrial Development Agency will provide a premium location for and partner with the Offices of Tourism and Development in the establishment and operation of a Visitor Information Center.
3. That the Staff and all equipment, computers, filing cabinets and office furniture assigned to the Offices of Development, Planning and Tourism be relocated to the Crossroads Commerce and Conference Center building, located at Route 19, Belmont, New York 14813.
4. That the Lease Agreement between Allegany County and the Allegany County Industrial Development Agency will be in effect for a period of three years at a rate of \$500.00 per month gross (all utilities and all maintenance included).
5. That a T-1 line (provided at no additional expense by ACIDA) will be linked to the County Data Processing system to provide service to the Offices of Development, Planning and Tourism.

FISCAL IMPACT:

For further information regarding this matter, contact:

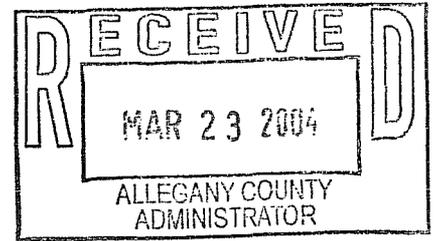
JOHN E. FOELS, Director of Development
Name and Department

268-9229
Telephone Number

NOT
APPROVED

FINANCE COMMITTEE

March 22, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, J. Palmer

Department Liaison: K. Toot

Others Present

E. Burdick, P. Cockle, J. Conklin (Intern), T. Hull, J. Margeson, S. Myers, K. Quinn (Intern), B. Rigby, D. Roeske, K. Wilson (Intern)

Media Present

A. McCracken – Cuba Patriot

Approval of Minutes

The minutes of March 8, 2004 were approved on a motion by Bennett, seconded by Sobeck and carried.

REFERRALS FROM OTHER COMMITTEES

Public Works Committee

The Public Works Committee requests a resolution to adjust the following accounts to reflect reimbursement from the Health Department for services of a Licensed Professional Engineer to review and seal septic systems:

Revenue Account #D09.2801.20	\$10,500
Appropriation Account #D5020.1	\$10,500

Pam Cockle, Health Department Accountant, Thomas Hull, Deputy Public Health Director, and David Roeske, Public Works Superintendent, attended the meeting to discuss the matter with committee members. The account adjustment is being requested so that the Licensed Professional Engineer in the Public Works Department can be compensated for reviewing and sealing septic systems that he plans to do on nights and weekends. Ms. Cockle indicated that she is required to show the expense as a .4 contractual expense in order to claim state aid. Ms. Ross confirmed that the Public Works Department will be taking the full \$10,500 up front and then adjusting the bi-weekly payroll as well as submitting quarterly vouchers to Public Works for state aid reimbursement purposes. After discussing a few options, the request was approved on a motion by Bennett, seconded by Heineman and carried. Prepare Resolution

Resource Management Committee

The Resource Management Committee requests a resolution accepting revenues totaling \$6,525 from gifts and grants representing the local share match for the Byrne Grant monies. The funds should be appropriated as outlined on the attached Memorandums of Explanation. The request was approved on a motion by Heineman, seconded by Sobeck and carried. **Prepare Resolution**

2003 Budget

At the March 10 Human Service Committee meeting, Margaret Cherre, Commissioner of Social Services, indicated that the Department of Social Services returned \$1.8 million to the County general fund.

Terri Ross, County Treasurer, indicated that some of the figures used to calculate the \$1.8 million were not final budget figures, and the actual amount applied to the general fund was \$890,617. The surplus was created because the Department of Social Services used less than they had originally anticipated. Ms. Ross asserted that overall this unused "DSS surplus" is applied against other County departments that may have been over budget. If there does end up being any type of surplus for 2003, the excess will fall to fund balance and any positive balance can be applied to the 2005 budget.

2005 Budget

Legislator Crandall, Chairman of Finance, stated that he didn't believe that the State budget would be as long and drawn out as sometimes. Legislator Crandall indicated that we plan to start the 2005 budget six weeks earlier than last year.

Legislator Crandall indicated that there will be a certain increase just to maintain the status quo, and we need to determine what type of increase we will be looking at if no changes are made. Committee members also noted the increasing gas prices, and the need to replace computers, vehicles, and other equipment just to continue operating at current levels.

Departmental Financial Reports

Committee members briefly discussed the financial reports they will begin to receive from department heads at the April 26 meeting and will plan to compile a list of what they will be looking for. Some of the items might include: Are revenue projections realistic? Do expenses match revenues? What are the variables?

Study of Potable Water and Waste Water Service at Belvidere

Committee members discussed the resolution authorizing Labella Associates to proceed with a study for the supply of potable water and the disposal of sewage at the intersection of Interstate 86 and New York State Route 19 at a cost not to exceed \$12,900. Chairman James Palmer is offering the resolution for consideration at today's Board meeting. Some of the items discussed included:

- Having a specific committee sponsor the resolution.
- Financing the cost of the study.
- Interest in and use of the Crossroads Building.

A meeting is scheduled for March 31 at the Crossroads Building at 7:00 p.m. in the hope of creating a forum between the towns of Amity, Friendship, Belfast, Belmont, Angelica, and the County Legislators. Chairman Palmer offered to pull the resolution until after that 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

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: MARCH 15, 2004

Request the following adjustments be made to reflect reimbursement from the Health Department for the services of Licensed Professional Engineer to review and seal septic systems.

Increase Revenue Account D09.2801.20	\$10,500.00
Increase Appropriation D5020.101	\$10,500.00

FISCAL IMPACT: none to the Public Works Department

For further information regarding this matter, contact:

David S. Roeske (585)268-9230
Superintendent

DSR/ymr

MEMORANDUM OF EXPLANATION

For acceptance of Donations & Grants

INTRODUCTION NO: _____
(Clerk's Use Only)

Committee of Jurisdiction: Resource Management Date: March 8, 2004

Explanation of Grant:

Resolution needed to accept Revenues totaling \$2975 from the following:

Angelica Lions Club	\$75
Alfred Lions Club	\$100
Wellsville BPO Elks	\$50
Alleg. County Youth Bureau	\$500
ACASA	\$1000
Mental Health	\$1000
United Way	\$250

Total gifts/grants: \$2975

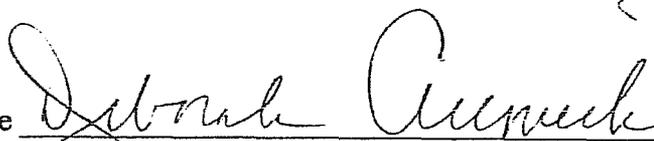
into account A08.2705.3825 Gifts & Donations/Youth Court

Grant Fiscal Year: 7/1/2003 – 6/30/2004

These gifts and grants represent the local share match for the Byrne Grant monies.

FISCAL IMPACT: No Tax Dollars

Department Head Signature



MEMORANDUM OF EXPLANATION

For acceptance of Donations & Grants

INTRODUCTION NO: _____
(Clerk's Use Only)

Committee of Jurisdiction: Resource Management Date: March 16, 2004

Explanation of Grant:

Resolution needed to accept Revenues totaling \$3550 from the following:

ACCORD Corp. o/b/o	
Senator Pat McGee-Member Grant	\$3000
American Legion	50
Bolivar Lions	500
Total gifts/grants:	<u>\$3550</u>

into account A08.2705.3825 Gifts & Donations/Youth Court

Grant Fiscal Year: 7/1/2003 – 6/30/2004

These gifts and grants represent the local share match for the Byrne Grant monies.

FISCAL IMPACT: No Tax Dollars

Department Head Signature



RESOLUTION AUTHORIZING STUDY OF POTABLE WATER AND WASTE WATER SERVICE AT BELVIDERE

Offered by: Legislator James G. Palmer

WHEREAS, Allegany County is in need of tourism and economic development activities, and

WHEREAS, on March 8, 2004 the Board of Legislators adopted a strategic development plan, the number one priority of which was to develop a plan for economic activity at the intersection of Interstate 86 and New York State Route 19, and

WHEREAS, the development of a system to deliver water and dispose of sewage at the intersection of Interstate 86 and Route 19 is necessary for the economic development of the area, and

WHEREAS, LaBella Associates, P. C. has submitted a Belvidere Area Engineering Report dated February 19, 2004 wherein LaBella proposes to study and develop a plan for the supply of potable water and the disposal of sewage at the intersection of Interstate 86 and Route 19, now, therefore, be it

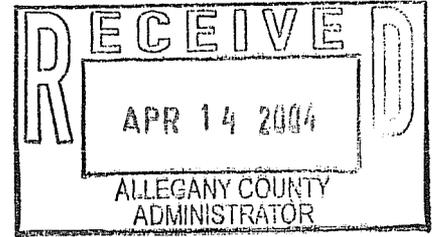
RESOLVED:

1. That based upon the Belvidere Area Engineering Report dated February 19, 2004, LaBella Associates, P. C. is authorized to proceed with a study for the supply of potable water and the disposal of sewage at the intersection of Interstate 86 and New York State Route 19 at a cost not to exceed \$12,900.

NOT
APPROVED

FINANCE COMMITTEE

April 12, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaison: D. Button, M. Cherre, and K. Toot

Others Present

R. Belmont, P. Cockle, W. Dibble, J. Graffrath, T. Hull, J. Mancuso, J. Margeson, B. Rigby, T. Ross,

Media Present

A. McCracken – Cuba Patriot

Approval of Minutes

The minutes of March 22, 2004 were amended as follows and then approved on a motion by Bennett, seconded by Sobeck and carried:

Page 1

Replace: Ms. Ross confirmed that the Public Works Department will be taking the full \$10,500 up front and then adjusting the bi-weekly payroll as well as submitting quarterly vouchers to Public Works for state aid reimbursement purposes.

With: Ms. Ross confirmed that the Public Works Department plans to voucher the Health Department on a monthly or quarterly basis at a rate of \$35 per septic system. The Health Department will then seek state aid reimbursement.

Audit Review

The Finance Committee is now responsible for approving all audits before final Board approval. Terri Ross, County Treasurer, explained the detailed audit sheets and stated that a copy of the Board audit summary will be available for committee members to review at future meetings. If committee members have questions regarding any items on the summary, they can look back to the detailed sheets for explanation.

Legislator Crandall reiterated his suggestion that committee members each take a turn following the voucher/audit process through one complete cycle to give them a better understanding of the process.

A motion was made by Heineman, seconded by Nielsen and carried approving the April 12 audit in the amount of \$2,014,206.33. **Forward to Full Board for Final Approval**

Finance School

Ms. Ross requested approval to attend the Finance School in Syracuse on May 6 and 7 as well as a transfer for \$500 from A1325.409 (County Treasurer – Fees) to A1325.405 (County Treasurer – Conference) to cover expenses associated with attending the Finance School. Ms. Ross stated that the conference requires a two-night stay for two days of conferences including sessions on Local Revenue Options, Implementation of the New Indigent Legal Services Fund, GASB issues, 207C Issues, and Employee Benefits/Pension Update. Ms. Ross indicated that she would use her own vehicle and not require reimbursement for mileage or any meals. The request was approved on a motion by Nielsen, seconded by Sobeck and carried. It was noted that John Margeson, County Administrator, could approve the transfer request.

REFERRALS FROM OTHER COMMITTEES

Public Safety Committee

The Public Safety Committee requests a resolution to accept a \$47,794 grant through the New York State Wireless Expedited Grant Program to purchase a new voice logging recorder and time synchronization system. The funds should be appropriated to account A3510.203) Fire E-911 – Equipment) with a like sum to revenue account A10.3305.3510. The request was approved on a motion By Sobeck, seconded by Bennett and carried. Prepare Resolution

The voice recording system is an integral part of the E-911 Emergency Communications Center in Allegany County, and failure of the system would be detrimental to the life and health of the citizens of Allegany County. The Public Safety Committee requests a resolution as follows: Determination of Public Emergency and Waiving of Competitive Bidding to Allow Purchase of E-911 Recording System. The request was approved on a motion by Bennett, seconded by Sobeck and carried. Prepare Resolution

Expenditures from .405 and .421 Accounts

Brenda Rigby, Clerk of the Board, requested clarification on the use of departmental .405 (conference expense) and .421 (education expense) accounts indicating that the funds in those accounts were removed from the 2004 budget. Committee members indicated that the .405 and .421 accounts might be used if a department is able to transfer funds to those accounts from another account within their departmental main account number.

Computer/Network Issues with Relocation of Offices to Crossroads Center

Deborah Button, IT Director, distributed copies of an e-mail indicating that she felt a few items should be incorporated into a contract with the IDA regarding the proposed relocation of the Development and Tourism offices to the Crossroads Center. Ms. Button wrote that it is her understanding that the IDA will be purchasing the necessary hardware and software (server, routers, switches, cables, etc.) to connect the Crossroads Building with the County Complex. Ms. Button expressed concern regarding the County's network asserting that we must choose all of the equipment that will be used for the project. Ms. Button indicated that we will need a designated room (minimum 9' X 9') for security that only IT personnel will have access to, and any hardware to secure this room will be at the expense of the IDA. Ms. Button stated that all current computers now existing in the Office of Development/Tourism must be upgraded to Windows XP, and the upgrade will be done at the expense of the IT Department. No computer will be allowed on the network that is not a County-owned computer and pre-approved by the IT Department. Ms. Button indicated that because the IDA operates

the building, a contract for services from the IT Department should be considered. Ms. Button suggested a figure of \$25,000 for time and travel.

After a brief discussion, Legislator Heineman indicated that the resolution approving the relocation of the Development and Tourism Offices was going to be tabled at this afternoon's Board meeting, and that discussion regarding a contract between the IDA and the IT Department could be continued at a later date.

Unfunded Medicaid Expenses and New Jail

Legislator Sobeck requested committee members to consider sponsoring a resolution wherein we request the state to waive our Medicaid payments for the next three years to help finance a new jail. Such an action would help balance the unfunded mandates – the commission is requiring us to build a jail, and the state is imposing the 25 percent Medicaid costs. We are also close to our constitutional taxing limit, and if the state agreed to waive our Medicaid payments for the next three years it would ensure that we would be able to stay below that limit. The state must be concerned about the viability and growth in the rural counties, and this is one way that they could assist us. The request was approved on a motion by Sobeck, seconded by Nielsen and carried. **Prepare Resolution for April 26**

Executive Session

A motion was made by Heineman, seconded by Nielsen and carried to enter into executive session to discuss collective negotiations pursuant to article fourteen of the civil service law. Following the executive session a motion was made by Sobeck seconded by Bennett and carried to return to regular session.

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

COPY

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Finance

DATE: April 12, 2004

Requesting permission to attend Finance School, Syracuse, NY on May 6 and 7th. Will require a two night stay for two days of sessions including sessions on Local Revenue Options, Implementation of the New Indigent Legal Services Fund, GASB issues, 207C issues, Employee Benefits/Pension update.

Cost of Finance School \$ 130.00

Two nights lodging \$ 250.00 *** estimate

I will use my own vehicle and not request reimbursement for mileage or any meals.

FISCAL IMPACT: \$ 380.00 to be transferred within departments .4's.

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

268-9290

Memorandum of Explanation

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

Committee: Public Safety

Date: March 3, 2004

I would like to request a resolution to apply and receive grant money from the State of New York of \$47,794.00 (Forty seven thousand seven hundred ninety four dollars) for the purchase of voice logging recorder and a net clock. The equipment to be purchased will be used to replace defective equipment and comply with wireless 911 standards. The sum of \$9,000.00 will be used from 911 surcharge monies. Total for equipment is \$56,794.00

Please refer to attached grant and paperwork.

Supplement:

Date: April 6, 2004:

This grant has been approved by the Wireless 911 Board of the New York Office of State. It is possible that the 911 surcharge monies will not be needed to purchase said equipment due to a price reduction.

Also, due to the unforeseen rapid deterioration of the condition of the present recorder a declaration of a public emergency needs to be declared. The declaration of an emergency will allow a waiver of competitive bid allowing the replacement recorder to be purchased immediately because of health and safety issues to the citizens of Allegany County.

Fiscal Impact: Revenue \$47,794.00

For further information regarding this matter, contact

Randal J. Belmont, Sheriff

Name and Department

Ext. 200

Telephone Number

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____
(Clerk's use only)

Committee of Jurisdiction: Public Safety Date: 4/08/04

Explanation of Grant:

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

This grant was awarded through the New York State Wireless Expedited grant program and will be used to purchase a new voice logging recorder and time synchronization system.

FISCAL IMPACT: Total grant: \$47,794

Local county share: None

State Grant? XX Revenue # A 10.3305.3510 \$ 47,794

Federal Grant? Revenue # _____ \$ _____

if Federal, please list Federal Catalog of Federal Domestic Assistance
(CFDA) number _____ - _____

Appropriation breakdown? # A3510.203
\$ 47,794

\$ _____

\$ _____

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

For further information regarding this matter please contact:

Sheriff Belmont X 200
Jody Kenyon X 244

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Public Safety Date: 4/08/04

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)

Appropriations (\$47,794)

A 3510.203	Fire E911 Equipment	\$ 47,794
A XXXX.XXX		\$

Revenues (\$47,794)

A 10.3305.3510	Fire-E911 State Aid	\$ 47,794
A XX.XXXX.XXXX		\$

FISCAL IMPACT: Total grant: \$47,794

Local county share: None

State Grant? XX Revenue # A3510.203 \$ 47,794

Federal Grant? Revenue # \$

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number -

This grant is renewal of existing grant funded program or XX new grant fund program.

Grant Fiscal Year - 2004

Obligation of County after grant expires: None

Major benefits of accepting this grant are: This grant will be used to replace our voice logging recorder system and install a time synchronization unit.

Department Head Signature

Button, Deborah M.

From: Guiney, Daniel J.
Sent: Monday, April 12, 2004 10:24 AM
Subject: RE: Crossroads project

Deborah: Have you run this by your Committee? I think the terms of the agreement should have the approval of Technology Committee and Finance. I think an agreement is an excellent idea.

Dan

-----Original Message-----

From: Button, Deborah M.
Sent: Monday, April 12, 2004 9:26 AM
To: Guiney, Daniel J.
Subject: Crossroads project

Dan,

In the event the Board passes the resolution today for the Tourism and Development to move out to the crossroads, the Information Technology Department will need a few things incorporated in the contract. It is my understanding from a Finance Committee meeting that IDA will be purchasing the necessary hardware and software to connect the two buildings (Server, routers, switches, cables, etc.). My concern is our network. We must choose all equipment that will be used in this project. We will need a designated room (minimum 9x9) for security with only IT access. Any hardware to secure this room will be at the expense of IDA. All current computers now existing in the Office of Development/Tourism must be upgraded to Windows XP. This will be done at the expense of the IT Department. No computer will be allowed on the network that is not a county owned computer and pre-approved by the IT Department. Because this building is owned by IDA a contract for services from the IT Department should be considered. A minimum of \$25,000 for our time and travel would be appropriate. If you can think of anything we have missed please give me a call. Thanks.

*Deborah M. Button, Director
Information Technology
Allegany County, Belmont, NY
585-268-9288/Fax 585-268-9473
mailto:buttondm@alleganyco.com*

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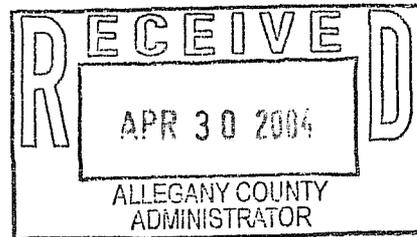
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John Margeson

**NOT
APPROVED**

FINANCE COMMITTEE

April 26, 2004



Committee Members Present

C. Crandall, R. Soback, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaisons: D. Button, M. Cherre, and K. Toot

Others Present

R. Belmont, E. Burdick, J. Case, W. Dibble, R. Hartwick, M. Herman, J. Margeson, B. Morris, S. Myers, T. Norton, G. Ogden, L. Palmer, Y. Rechichi, P. Regan, D. Reynolds, B. Reynolds, B. Rigby, D. Roeske, T. Ross, D. Russo, E. Sherman, D. Sirianni

Media Present

A. McCracken – Cuba Patriot, D. LeBlanc – Olean Times Herald, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The minutes of April 12, 2004 were approved on a motion by Nielsen, seconded by Bennett and carried.

Probation Department – Financial Review

David Sirianni, Probation Director, distributed his department's financial reports as of March 31, 2004. (Legislator Crandall, Chairman of Finance, stated that a copy of each department's year-end financial report for December 31, 2003 had been placed in their packets.)

Mr. Sirianni indicated that he was comfortable with his department's financial status for the first quarter. Mr. Sirianni stated that revenue account A1580.01 (Supervision Administrative Fees) has already received more than initially budgeted, and he projects that that account could receive approximately \$12,000 for the year. State aid claims will be filed in April for the reimbursement of first quarter expenses, and electronic home monitoring revenues will be increased effective in the second quarter.

Mr. Sirianni stated that there is a fee bill under consideration in the assembly that would allow Probation Departments to charge additional supervision fees. The reimbursement rate for 2004 is 21 percent.

Public Works Department – Financial Review

David Roeske, Public Works Superintendent, distributed copies of the required financial reports as of March 31, 2004 as well as copies of the forms used by his office summarizing account information as of today.

Mr. Roeske indicated that it is early for many of the revenues to have started coming in. Mr. Roeske stated that they would need to watch the out-of-county waste revenue as the year progresses. The price of steel is quite high right now so our sale of scrap will be higher than anticipated. Mr. Roeske noted that we would not match what we are getting this year for scrap next year.

With higher fuel prices this year, Mr. Roeske indicated that they are taking measures to conserve this summer. Mr. Roeske will have a better idea of where we stand with fuel costs in September or October. Mr. Roeske noted that there is an acceleration and deceleration clause in the contracts for fuel, so the actual costs will fluctuate with the market.

Mr. Roeske does not believe that they will receive the O&M (Operations & Maintenance) that Public Works received last year which will leave us about \$300,000 shorter than last year.

Hazardous Mitigation Grant Program Funds for Local Bridges

David Roeske requested a resolution authorizing an application to the State Emergency Management Office for Hazard Mitigation Grant Program Funds for the replacement of local Bridge No. 08-06 in the Town of Belfast and Bridge No. 06-02 in the Town of Andover. The breakdown of costs is summarized on the attached Memorandum of Explanation. It was noted that the County's 12.5 percent share of the costs associated with the bridges could be in-kind work. The request was approved on a motion by Heineman, seconded by Sobek and carried. **Prepare Resolution**

Sheriff's Office – Financial Review

Randy Belmont, Allegany County Sheriff, distributed his department's financial reports for the quarter ended March 31, 2004.

Sheriff Belmont estimates that his revenue accounts will fall approximately \$28,500 below the projected amounts. The reports indicate that we could be even further behind, but most of the revenues come from the state, and they don't always pay in a timely manner. Sheriff Belmont stated Revenue Account A3389.3310 (Sheriff-Mig) is listed as \$20,000, and he does not know why as that particular revenue number is associated with a \$10,000 member grant item. Revenue Account A2801.3150 (Sheriff-MH Medications) is budgeted for \$30,000, and the Sheriff estimates that only \$11,415 will be received in revenues.

Sheriff Belmont estimated that his appropriation accounts will fall short approximately \$100,500. Sheriff Belmont indicated that the personal property, gas & oil, and phone accounts look like they will all be over budget. His phone account was completely zeroed out during the budget process, and he still receives a monthly bill that must be paid. The Sheriff stated that they are getting a handle on overtime, but the housing out account is going to be in trouble estimating that they will be approximately \$65,000 over budget.

Although Sheriff Belmont cannot foresee any reason why the jail population might go up or the variances might not be renewed, he expressed concern that we could be in trouble if they did.

State Domestic Incident Preparedness Program

Sheriff Belmont requested a resolution accepting and appropriating a \$25,000 grant from the NYS Division of Criminal Justice Services associated with a State Domestic Incident Preparedness Program to be used for equipment and planning. It was noted that no local county share is required.

The funds should be allocated as indicated on the attached Memorandum of Explanation. The request was approved on a motion by Heineman, seconded by Bennett and carried. **Prepare Resolution**

Development & Tourism Offices – Financial Review

John Foels, Development Director, distributed his department's financial reports as of March 31, 2004. Mr. Foels stated that the amounts budgeted to his line items appear to be accurate and very close to projections with the exception of Account A8020.493. No funds were ever allocated for the approved Planning Specialist Contract (A8020.493) in the amount of \$4,800. When the Planner resigned, no money was left in that account.

Mr. Foels indicated that if his department receives authorization to relocate to the Crossroads Center, he plans to pay the \$500 monthly lease payment from his marketing account. Mr. Foels asserted that they would not be paying additional fees. As far as IT is concerned, we do not see any extraordinary costs – IDA or Houghton College are responsible for the infrastructure in the building.

Future Departmental Financial Reviews

Committee members requested Brenda Rigby, Clerk of the Board, to obtain copies of departmental financial reports and distribute them to committee members prior to the meeting so that they can be reviewed.

Audit Review/Approval

Ms. Rigby distributed copies of the April 26 audit. A motion was made by Nielsen, seconded by Bennett and carried authorizing that the April 26 audit in the amount of \$840,597.48 be forwarded to the full Board for approval.

Terri Ross, County Treasurer, indicated that our cash flow is fine right now because the taxes have come in, but she reminded committee members that shortly we would be required to spend approximately \$2.4 million to make the schools and towns whole.

Ms. Ross stated that \$700,000 was budgeted for 2004 state tobacco money. That particular amount was used because the state notified us that our amount would be approximately 17 percent less than the preceding year. The actual tobacco money revenue received for 2004 was \$817,000.

Bonuses Paid to Health Department Nurses

Linda Palmer, AFSCME President, reminded committee members that they recently requested AFSCME members to consider taking one day each month off without pay. Ms. Palmer expressed concern that nurses in the Health Department were recently paid a non-negotiated bonus. Ms. Palmer wondered why that money could not be appropriated to save a position. Ms. Palmer also requested to know who authorized payment of the bonus or which committee approved a non-contracted bonus for one department.

Dr. Gary Ogden, Public Health Director, stated that the NYS Department of Health mandated a recruitment and retention enhancement to the Medicaid rate for homecare personnel who provide direct services to patients in Medicaid-funded homecare operations. The funds must be used for recruitment and retention of hands-on employees and cannot be used for clerical or administrative purposes. Dr. Ogden stated that the 3 percent enhancement amounted to approximately \$30,000 in 2003, and he has

no idea when the money will be cut off. It is over and above any contractual obligation and was divided between contract employees and in-house employees.

Dr. Ogden indicated that the Finance Committee elected not to have this enhancement subsidize education, etc. A few committee members commented that they did not remember this. Legislator Crandall stated that if there were any other way to use the money and still receive it, we would look into it.

Ms. Palmer reminded committee members that the union has offered to meet with them to talk about possible savings. Ms. Palmer indicated that they are available to discuss some of these issues at any time and are waiting to be invited to speak again.

REFERRALS FROM OTHER COMMITTEES:

Human Services Committee

The Office for the Aging requests a resolution accepting grant funds totaling \$1,000 to extend the enrollment of a Title V participant in a temporary slot. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Bennett, seconded by Nielsen and carried. **Prepare Resolution**

The Office for the Aging requests a resolution accepting grant funds totaling \$525 passed through the Health Department from the HIV/AIDS Over 50 Education Consortium. The funds will be used to sponsor an information table at the Allegany County Office for the Aging Senior Picnic and information in one of the newsletters. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Sobeck, seconded by Nielsen and carried. **Prepare Resolution**

The Health Department requests a resolution accepting \$30,530 in Federal Aid under the Bio-Terrorism Disaster Preparedness Program. The funding is being offered/passed through the NYS Division of Criminal Justice Services and will be used to further develop its Disaster Preparedness Program by funding the purchase of equipment to utilize in trainings and to provide further monies to aid in the development of our emergency preparedness plan. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Bennett, seconded by Nielsen and carried. **Prepare Resolution**

Public Safety Committee

The Probation Department requests a resolution accepting \$6,456 for the balance of the Juvenile Accountability Incentive Block Grant due to an extension in the contract period. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Heineman, seconded by Bennett and carried. **Prepare Resolution**

Beth Farwell, Public Defender, requested approval to attend the annual meeting and conference of the New York State Defenders Association on July 26, 2004 through July 28, 2004. Attendance at this meeting fulfills the continuing legal education requirement of the New York State Bar. The approximate cost of the conference is \$600, and Ms. Farwell is requesting a transfer from A1170.433 (Public Defender Contractual) to A1170.405 (Public Defender Conference) which John Margeson has the authority to approve. The request was approved on a motion by Heineman, seconded by Bennett and carried.

The Sheriff's Office requests a resolution to transfer \$47,794 from A1990.4 (Contingency) to A3510.203 (Fire E-911 Equipment) to finance the purchase of a new voice recorder for the 911 Dispatch Center. We received a \$47,794 grant through the New York State Wireless Expedited Grant Program to finance the purchase of our failing equipment; however, the funds have not yet arrived. The contingency fund will be reimbursed when the grant funds are received. Terri Ross, County Treasurer, suggested that account A3510.203 be allowed to go over budget, and the grant funds can be used to replenish that account rather than using the contingency fund. Committee members agreed.

The Sheriff's Office requests a resolution accepting a \$1,000 gift to the Allegany County Jails CERT Team for the purchase of specialized equipment to enhance safety for employees and inmates. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Heineman, seconded by Bennett and carried. **Prepare Resolution**

Public Works Committee

The Public Works Department requests a resolution establishing a Capital Project for the flood repair work at the Sanatorium Lot in the Town of Amity. The project is being done under FEMA due to last summer's flooding. The total estimated cost of the project is \$35,998.986 with \$27,357.62 from Federal Aid, \$4,499.61 from State Aid, and \$4,139.63 represents the County's share. The referral included a request to finance the County's share from the Contingency Fund. The request was approved on a motion by Nielsen, seconded by Sobeck and carried. **Prepare Resolution**

The Public Works Department requests a resolution establishing a Capital Project for the flood repair work on County Road 8 in the Town of Wirt. The project is being done under FEMA due to last summer's flooding. Culvert #08-41 will be replaced, and the total cost of the project is \$126,146. The Federal Aid will be \$94,609.50, the State Aid will be \$15,768.25, and the County Share is \$15,768.25. The referral included a request to finance the County's share from the Contingency Fund. The request was approved on a motion by Bennett, seconded by Heineman and carried. **Prepare Resolution**

Bicentennial Funds

Terri Ross and Legislator Myers requested a resolution authorizing the establishment of a special account for the Bicentennial funds. The resolution should include authorization to appropriate \$826 that has already been received. Legislator Myers indicated that the Bicentennial budget is \$25,000, and that no funds will ever be spent unless the money is in the account. The request was approved on a motion by Heineman, seconded by Nielsen and carried. **Prepare Resolution**

Financial Report on Budgetary Funds

Ms. Ross reported on the status of the budgetary line items through the first quarter. Ms. Ross indicated that we were able to recoup approximately \$3,000 on personal income tax.

Bond for Capital Projects

Ms. Ross stated that we would be closing on the bond for the capital projects on April 29. Altogether we will bond \$2.395 million that includes \$1.25 million rolled over from last year. We were able to secure a rate of 1.25 percent.

Legislators' Payroll

The legislators' vouchers for expenses covering the period February 24 through March 22, 2004 were reviewed. The vouchers for expenses covering this period were approved for payment on a motion by Sobeck, seconded by Bennett and carried.

Executive Session

A motion was made by Nielsen, 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 Heineman, seconded by Bennett and carried.

Budget Cuts

A motion was made by Heineman, seconded by Bennett and carried requesting John Margeson, County Administrator, to send a memorandum to all department heads requesting that they specify which accounts they will be making the proposed cuts from. Mr. Margeson previously distributed a memo to all departments outlining the amount they should plan to cut from their budgets.

Fire Investigator Training

The Public Safety Committee submitted a referral whereon they authorized attendance at the NYSFI (New York State Fire Investigator) 2004 Spring Seminar from May 21-23, 2004. The funds to finance the conference will be taken from A3410.447. A motion was made by Heineman, seconded by Nielsen and carried authorizing attendance at the conference.

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

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Finance and Public Works

Date: April 29,2004

Explanation of Grant:

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

New York State Emergency Management Office Grant Program For Hazard Mitigation due to Flooding. This grant if approved by the State would provide funds for the replacement of two bridges, Local bridge # 08-06 in the Town of Belfast and Local Bridge # 06-02 in the Town of Andover. This program includes Federal funds and is Administered By the State of New York. The breakdown of costs are as follows:

Local Bridge # 08-06 B.I.N. 3330030
County Road #26 Town Of Belfast over Wigwam Creek

(FEMA) Federal Share	\$225,000.00	75%
(SEMO) State Share	\$ 37,500.00	12.5%
(LOCAL) County Share* (2005 Budget)	\$ 37,500.00	12.5%
Total	\$300,000.00	100%

Local Bridge # 06-02 B.I.N. 3330720
County Road # 21 Town of Andover over Dyke Creek

(FEMA) Federal Share	\$262,500.00	75%
(SEMO) State Share	\$43,750.00	12.5%
(LOCAL) County Share* (2005 Budget)	\$43,750.00	12.5%
Total	\$350,000.00	100%

* In- Kind contribution if grant is accepted

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Public Safety Date: April 22, 2004

Explanation of Grant: This grant is a State Domestic Incident Preparedness Program to be used for equipment and planning. The grant application was accepted by D.C.J.S. and the full amount was awarded.

Appropriations (\$25,000.00)

A 3110.2.05	Sheriff - Equipment	\$20,000.00
A 3110.1.03	Sheriff - Premium Pay (OT)	\$2,000.00
A 3110.4.47	Contractual - this would be a pass through to other agencies listed below	
	Alfred Police Department	\$ 750.00
	Cuba Police Department	\$ 750.00
	Wellsville Police Department	\$1,500.00

Revenues (\$25,000.00)

A 10.3389.3110	Sheriff - Other State Aid	\$25,000.00
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FISCAL IMPACT: Total grant: \$25,000.00

Local county share: \$0.00

State Grant? Yes Revenue # A .10.3389.3110 \$ 25,000.00

Federal Grant? No Revenue # _____ \$ _____

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number _____ - _____

This grant is _____ renewal of existing grant funded program or XXX new grant fund program.

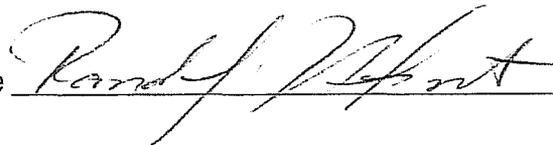
Grant Fiscal Year - 2004

Obligation of County after grant expires: None

Major benefits of accepting this grant are:

The grant would allow the county to continue preparedness for violent incidents, conformity to Federal and State standards for terrorist type incidents and enhancing safety to its citizens and law enforcement personnel within Allegany County.

Department Head Signature



MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Human Services Date: April 14, 2004

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)

The Title V grant is a Senior Employment Program. The Office for the Aging has received \$1,000.00 in supplemental funds to extend the enrollment of a Title V participant in a temporary slot.

Appropriations (\$1,000.00)

A 6774.101 Regular Pay	\$ 800.00
A 6774.424 Advertising	\$ 150.00
A 6774.803 F.I.C.A.	\$ 50.00

Revenues (\$1,000.00)

A 11 4772.02 Sr. Employ. Program	\$1,000.00
----------------------------------	------------

FISCAL IMPACT: Total grant: 1,000.00

Local county share: 0.00

State Grant? _____ Revenue # _____ \$ _____

Federal Grant? Revenue # A 11 4772.02 \$ 1,000.00

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number 17-235

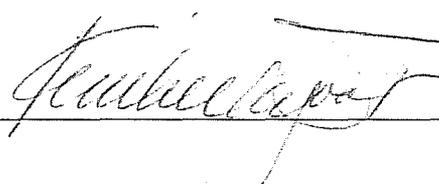
This grant is _____ renewal of existing grant funded program or _____ new grant fund program.

Grant Fiscal Year – 7/1/03 – 6/30/04

Obligation of County after grant expires: None. Enrollee is told they are temporary and enrollment ends when the grant ends.

Major benefits of accepting this grant are: Being able to provide employment to a low-income senior who is placed in a community service position.

Department Head Signature _____



MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Human Services Date: April 14, 2004

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)

Grant passed through the Health Department from the HIV/AIDS Over 50 Education Consortium. This grant will be used to sponsor an information table at the Allegany Co. Office for the Aging Senior Picnic and information in one of the OFA newsletters.

Appropriations (\$525.00)

A 6772.409 Fees	\$ 200.00
A 6773.401 Postage	\$ 125.00
A 6773.419 Printing	\$ 200.00

Revenues (\$525.00)

A 02 1972.00 Nutrition	\$ 200.00
A 02 1972.01 OFA Support	\$ 325.00

FISCAL IMPACT: Total grant: 525.00

Local county share: 0.00

State Grant? _____ Revenue # _____ \$ _____

Federal Grant? _____ Revenue # _____ \$ _____

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number _____ - _____

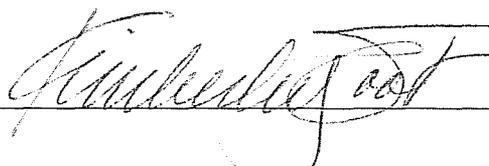
This grant is _____ renewal of existing grant funded program or _____ new grant fund program.

Grant Fiscal Year – 2004

Obligation of County after grant expires: None

Major benefits of accepting this grant are: Being able to target a large number of people in the age group the information is intended to educate.

Department Head Signature _____



MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Human Services Date: April 14, 2004

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)

Appropriations (\$30,530)

A 4010.101	Personnel	\$5,000
A 4189.201	Equipment	\$6,860
A 4189.456	Contractual	\$7,155
A 4189.405	Conferences	\$10,050
A 4189.402	Mileage	\$225
A 4189.408	Gen Supplies	\$1,000
A 41893407	Office Supplies	\$240

Revenues (\$30,530)

A 4489.4189	Bio-Terrorism Preparedness	\$30,530
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FISCAL IMPACT: Total grant: \$30,530

Local county share: \$ -0-

State Grant? _____ Revenue # _____ \$ _____

Federal Grant? XX Revenue # A11,4489.4189 \$ 30,530

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number 16-007

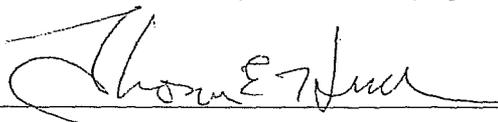
This grant is _____ renewal of existing grant funded program or XX new grant fund program.

Grant Fiscal Year – 8/1/2002 – April 30, 2005

Obligation of County after grant expires: NONE

Major benefits of accepting this grant are: Will allow Allegany County Department of Health to further develop it's Disaster Preparedness Program by funding the purchase of equipment to utilize in trainings and to provide further monies to contract with consultants to aide in the development of our emergency preparedness plan. Will reimburse Allegany County 100% of any overtime earned by ACDOH employees in the process of carrying out the approved workplan.

Department Head Signature _____



MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services Committee

DATE: April 14, 2004

The Health Department requests a resolution accepting \$30,530 in Federal Aid under the Bioterrorism Disaster Preparedness Program. This funding is being offered/passed through the New York State Division of Criminal Justice Services. Acceptance of this funding will allow Allegany County to further develop it's Disaster Preparedness Program by funding the purchase of equipment to utilize in trainings and to provide further monies to aide in the development of our emergency preparedness plan.

The 2004 budget should be amended as follows:

Appropriation Accounts:

A.4010.101	Personnel Svcs.	\$5,000
A.4189.201	Equipment	\$6,860
A.4189.456	Contractual	\$7,155
A.4189.405	Conference/Training	\$10,050
A.4189.402	Mileage	\$225
A.4189.408	General Supplies	\$1,000
A.4189.407	Office Supplies	\$240

Revenue:

A11.4489.4189	Federal Aid – Bioterrorism	\$30,530
---------------	----------------------------	----------

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

For further information regarding this matter, contact:

Tom Hull, Deputy Public Health Director

_____ X254

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

_____ X247

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Public Safety

Date: 4/13/04

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)

*A resolution is needed to spend the balance of the Juvenile Accountability Incentive Block Grant due to an extension in the contract period.

Appropriations (\$6,456.00)

	Description	\$
A 3140.201	Equipment	\$ 6,456.00
A		\$
A		\$
A		\$

Revenues (\$6,456.00)

	Description	
A 02.4307.00	Juvenile Accountability Incentive Block Grant	\$ 6,456.00

FISCAL IMPACT: Total grant: \$6,456.00

Local county share: \$0.00

State Grant? _____ Revenue # _____ \$ _____

Federal Grant? Revenue # A02.4307.00 \$ 6,456.00

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number _____ - _____

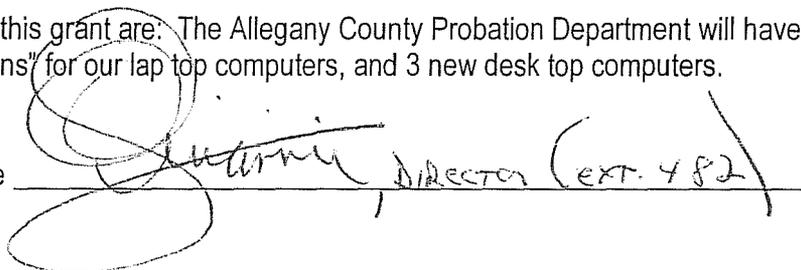
This grant is renewal of existing grant funded program or _____ new grant fund program.

Grant Fiscal Year: 10/1/01 – 9/30/02 (Extension has been approved.)

Obligation of County after grant expires: None

Major benefits of accepting this grant are: The Allegany County Probation Department will have the ability to purchase 15 "docking stations" for our lap top computers, and 3 new desk top computers.

Department Head Signature _____


DIRECTOR (EXT. 482)

ALLEGANY COUNTY PUBLIC DEFENDERS' OFFICES

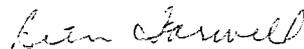
BETH E. FARWELL
PUBLIC DEFENDER
118 NORTH MAIN STREET
WELLSVILLE, NEW YORK 14895

ASSISTANT PUBLIC DEFENDERS
BARBARA J. KELLEY
PATRICIA K. FOGARTY

I would like to request permission to attend the annual meeting and conference of the New York State Defenders Association on July 26, 2004 through July 28, 2004. This is an annual conference and includes a meeting of the Chief Defenders. This meeting provides updates in criminal defense caselaw and statutory changes as well as exceptional speakers on topics concerning public defenders. Attendance at this meeting fulfills the continuing legal education requirement of the New York State Bar.

Although there is no money budgeted for this conference and annual meeting, I would propose to transfer funds from the Public Defender Account No. A11470.433. The approximate cost of the conference is \$600.00 including the attendance fee and lodging.

Very truly yours,



Beth E. Farwell

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Public Safety Date: April 14,
2004

Explanation of Grant:

This is a gift to the Allegany County Jails CERT team for the purchase of specialized equipment to enhance safety for employees and inmates.

FISCAL IMPACT: Total grant: \$1,000.00

Local county share: \$0.00

State Grant? No Revenue # A.08.2705.3110 \$ _____

Federal Grant? No Revenue # _____ \$ _____

if Federal, please list Federal Catalog of Federal Domestic Assistance
(CFDA) number _____ - _____

Appropriation breakdown?	# <u>3150.2.12 Equipment Other</u>	\$ <u>1,000.00</u>
	# _____	\$ _____
	# _____	\$ _____

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

For further information regarding this matter please contact:

Sheriff Randal J. Belmont

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: April 14, 2004

Request a Capital Project be established for Flood Repair Work to be at the Sanatorium Lot in the Town of Amity. Project is being done under FEMA due to last summers flooding.

The total estimated cost of this project is \$35,996.86

Funding is as follows:

Federal Aid	\$27,357.62
State Aid	\$ 4,499.61
County Share	\$ 4,139.63

FISCAL IMPACT: \$4,139.63 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: April 14, 2004

Request a Capital Project be established for Flood Repair Work to be done on Culvert #8-41 in the Town of Wirt. Project is being done under FEMA due to last summers flooding.

The total estimated cost of this project is \$126,146.00

Funding is as follows:

Federal Aid 75%	\$94,609.50
State Aid 12 ½ %	\$15,768.25
County Share	\$15,768.25

FISCAL IMPACT: \$15,768.25 in County Funds

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: Finance

DATE: April 26, 2004

Requesting permission on behalf of the Allegany County Bi-Centennial Committee to accept the following dollars in Gifts and Donations towards the funding of the 2006 Celebration.

Budget Adjustments needed.



Donations received to date:

ACCORD CORP	\$ 346.00	ck #41895
Misc Donations	\$ 280.00	cash

Donations not received but committed this month:

Div for Youth	\$ 200.00
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Budget Adjustments to be made:

Revenue A 08.2705.7550	\$ 826.00
Expense A 7550.447	\$ 826.00

FISCAL IMPACT: no fiscal impact.

For further information regarding this matter, contact:

Terri Ross, Allegany County Treasurer

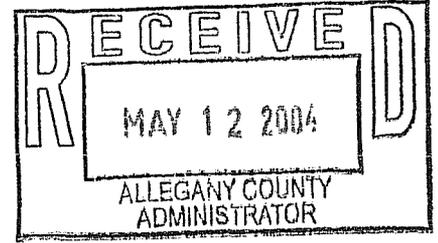
268-9290

John Margeson

**NOT
APPROVED**

FINANCE COMMITTEE

May 10, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaisons: D. Button, M. Cherre, and K. Toot

Others Present

D. Aumick, E. Burdick, P. Cockle, J. Graffrath, D. Horan, J. Margeson, G. Ogden, V. Pettit, B. Rigby, T. Ross, E. Sherman

Media Present

D. LeBlanc – Olean Times Herald

Approval of Minutes

The minutes of April 26, 2004 were approved on a motion by Nielsen, seconded by Bennett and carried.

Social Services Department – Financial Review

Margaret Cherre, Social Services Commissioner, distributed her department's financial reports as of March 31, 2004. Ms. Cherre stated that both revenues and expenses tend to start the year slowly, and we should be much closer to the projected figures than what the paperwork indicates today.

Ms. Cherre indicated that the biggest problem she faces with revenue collection is waiting for the state budget to pass.

Don Horan, Director of Administrative Services, stated that the County should plan on a \$1.4 million MMIS (Medicaid) accrual at the end of the year.

Health Department – Financial Review

Dr. Gary Ogden, Public Health Director, distributed copies of the required financial reports as of April 30, 2004 as well as copies of forms summarizing additional account information. Dr. Ogden believes the figures are accurate and very close to projections indicating that the only place the Health Department is behind is where the state owes us money in state aid. Dr. Ogden indicated our that state aid is very much tied to the state budget. For the state to be behind only one quarter is good.

Dr. Ogden indicated that we are way ahead of accounts receivable collections compared to 2002. Claims submission has improved – we are constantly billing. Dr. Ogden stated that we received a five percent enhancement in Medicaid that will augment our revenue.

Dr. Ogden stated that we might not reach our revenue projections in the Family Planning Benefit Program. Dr. Ogden explained that NYS sold the program as a non-local share Medicaid effort. They then cut back the benefit package to the point where it pays for very little of what eligible clients need. Dr. Ogden also indicated that the Governor is proposing another non-local share Medicaid effort with the Long Term Care Program.

Dr. Ogden stated that he does not have any other concerns at this time, and believes the Health Department appears to be in line with projections.

Office for the Aging – Financial Review

Kimberley Toot, Office for the Aging Director, distributed copies of her department's financial report as of March 31, 2004. Ms. Toot stated that the Office for the Aging operates with 17 grants on four different fiscal years – county, state, and two federal years.

Ms. Toot indicated that revenue collection at the end of the first quarter is at 13 percent. Vouchering for state and federal grants is done monthly. The federal budget was not approved on time and the Notices of Grant Awards (NGA's) were not released until April. Ms. Toot stated that the expenses are at 16 percent for the year. Expenses that bear watching include:

- **Caterer (meals)** – Ms. Toot stated that we are serving more meals than we budgeted for. Member item funding has helped us in the past and may again this year. Ms. Toot indicated that they are also looking at fundraising and working with the Senior Foundation.
- **Gas and oil** – Ms. Toot stated that we did not budget for the sharp increase in gasoline prices. Ms. Toot also expressed concern that the County gas pumps are unreliable – one day the pumps work, and one day they don't. Ms. Toot asserted that we end up paying full price at a gas station on many days, and we have nine vehicles on the road every day.

Audit Review/Approval

Ms. Rigby distributed copies of the May 10 audit. A motion was made by Bennett seconded by Nielsen and carried authorizing that the May 10 audit in the amount of \$2,069,427.32 be forwarded to the full Board for approval.

REFERRALS FROM OTHER COMMITTEES:

Personnel/Public Safety Committee

The appointment of Beth Farwell as full-time Public Defender at a salary of \$70,350 effective June 1, 2004 has been approved. The abolishment of an Assistant Public Defender position will cover the increased salary for Ms. Farwell. A resolution is requested to transfer \$13,500 from A1990.4 (Contingency) to A1170.1 to cover the unbudgeted increase in salary for Ms. Farwell's secretary. The request was approved on a motion by Sobeck, seconded by Bennett and carried. Voting No: Heineman Prepare Resolution

It was noted that the Public Safety Committee is in favor of paying the lease at the building the Public Defender currently works from in Wellsville. The lease is \$500 a month, which includes utilities.

Committee members briefly discussed potential savings resulting from the Public Defender going full time. John Margeson, County Administrator, estimates that the County could save \$20,000-\$25,000 in assigned counsel fees.

Public Works Committee

The NYSDMV is requiring a new emission inspection of OBDII vehicles, model years 1996 and newer weighing less than 8,500 pounds. The County inspects vehicles at the landfill and at the highway shop. The required units to inspect the vehicles cost \$1,622.04 plus a \$.365 per call fee, and two units will be needed. The Public Works Department requests a resolution transferring \$3,325 from A1990.4 (Contingency) to DM5130.202 (Road Machinery – Equipment). Legislator Bennett indicated that when the matter was discussed at the Public Works Committee meeting, they agreed that they could probably get along with one unit. There are two County inspection stations – one station can be used to inspect lighter vehicles and the other can be used for heavier vehicles. Mr. Margeson would like to find \$1,622 in the Public Works' budget rather than taking it out of Contingency. **No further action was taken at this time.**

Resource Management Committee

The Youth Bureau requests a resolution accepting \$16,000 from the Rural Justice Institute at Alfred University for the Youth Court. The funds should be allocated to various A7321 accounts as summarized on the attached Memorandum of Explanation with a like sum placed in Revenue Account #A08.2705.3825 (Donations/Youth Court). The request was approved on a motion by Bennett, seconded by Sobek and carried. **Prepare Resolution**

County Attorney's Office

The County Attorney's Office requests a resolution to transfer \$4,000 from Account #A1990.4 (Contingency) to A1420.4 (County Attorney – Fees) for professional services rendered by Colucci & Gallaher, PC regarding the Allegany County Landfill Evaluation. The request was approved on a motion by Bennett, seconded by Nielsen and carried. **Prepare Resolution**

Emergency Services

The Office of Emergency Services requests a resolution accepting and appropriating a \$75,000 grant from the NYS Division of Criminal Justice Services State Homeland Security Program. The grant fiscal year is December 1, 2003 through December 1, 2005. The major benefits of accepting this grant include: Enhance the County Government's Information Technology, including computer upgrades, IT Department intrusion detection/prevention to mainframe, physical security upgrade for IT including security doors, electronic locks, partition, x-ray unit to screen complex visitors' packages, enhance CBRN incident response equipment, PPE for two area hospitals in the county, to provide capability to receive CBRN exposed patients. The funds should be allocated as summarized on the attached Memorandum of Explanation, and no local County share is required. The request was approved on a motion by Heineman, seconded by Sobek and carried. **Prepare Resolution**

Sheriff's Office – Vehicle Status Report

At the April 28 Facilities Planning and Management Committee meeting, committee members reviewed a report summarizing the maintenance history on the vehicles in the Sheriff's Office.

Committee members requested Sheriff Belmont to investigate various options including the replacement of older vehicles with program vehicles and take the documentation, estimates, etc. to the Finance Committee. Mr. Margeson indicated that Sheriff Belmont is still in the process of researching the matter and plans to bring it to committee at a later date.

Financing Proposed Jail

A motion to sponsor a resolution authorizing a bond for the proposed jail was defeated at the April 28 Facilities Planning and Management Committee and referred to the Finance Committee. Mr. Margeson indicated that the timing we are working on is for the legislators to vote on the bond issue at the first meeting in June. If we go past June 12, we will end up holding up the site work. Legislator Curt Crandall, Chairman of Finance, requested Ms. Rigby to put the matter on the May 24 Finance Committee agenda.

2005 Budget

John Margeson, County Administrator/Budget Officer, stated that he plans to meet with department heads tomorrow morning to start the budget process. The necessary paperwork will be distributed and e-mailed to department heads with the request that budget proposals should be turned in to Mr. Margeson by June 11.

Budget Cuts

After the April 26 Finance Committee meeting, Mr. Margeson distributed a memo to all department heads requesting that they cut their budgets by a certain amount. Mr. Margeson indicated that he has received a response from all departments and will plan to make a recommendation as to how we should proceed at the next meeting.

Solid Waste

Legislator James Graffrath, Chairman of the Public Works Committee, announced that there would be a special joint meeting between the Public Works Committee and Facilities Planning & Management Committee after the Board meeting on May 24 to discuss options regarding the Landfill and disposal of solid waste. Legislator Graffrath indicated that the goal is to present some options and scenarios that may alleviate the property tax burden of running the County Landfill.

Terri Ross, County Treasurer, suggested legislators consider leaving the cost to operate the Landfill right in the general fund and continue to use it like we are. Ms. Ross noted that if the revenues are raised it will reduce the levy amount which in turn will reduce our constitutional tax limit.

Legislator Robert Heineman, District V Legislator, commented that the costs and revenues associated with the Landfill would be more readily identifiable if a separate district was created. Ms. Ross expressed concern that it would not be to our benefit to pull everything out January 1 – it should be something we work into if the Board desires to move in that direction.

Sales Tax

On March 22, 2004 the Board passed Resolution No. 70-04 approving a State Legislative Bill authorizing Allegany County to impose an additional one and one-half percent of sales and

compensating use taxes until November 30, 2005; declaring existence of necessity and requesting passage of Bill by State Legislature. It was noted that our Senate and Assembly representatives have agreed to support the increase in sales tax.

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

For acceptance of Donations & Grants

INTRODUCTION NO: _____
(Clerk's Use Only)

Committee of Jurisdiction: Resource Management Date: May 10, 2004

Explanation of Grant:

Resolution needed to accept Revenue totaling \$16,000 from the Rural Justice Institute at Alfred University for Youth Court. Please put into Revenue Account #A08.2705.3825 Gifts & Donations/Youth Court Program.

Note: Please put into appropriation funding as follows:

A7321.101	Salary	\$6,000
A7321.402	Mileage	\$2,000
A7321.405	Conference	\$6,500
A7321.407	Office Supplies	\$1,000
A7321.409	Fees	\$ 500

Grant Fiscal Year: 7/1/2004 – 12/31/2004

FISCAL IMPACT: No Tax Dollars

Department Head Signature



MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____
(Clerk's use only)

Committee of Jurisdiction: Public Safety/Finance Date: May 6, 2004

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)

Appropriations (\$ 75,000.00)

A 3640.201 Description Equipment
28,395.00 Information Technology Enhancements
24,500.00 X-Ray Security Scanner
19,605.00 Hazmat Response Enhancements
2,500.00 Hospital personal protective Equipment – Jones – 1,500.00/Cuba 1,000.00

Revenues (\$ 75,000.00)

A .11 4305.3640 Homeland Security Grant/Emergency Service

FISCAL IMPACT: Total grant: 75,000.00

Local county share: 0

State Grant? _____ Revenue # _____ \$ _____

Federal Grant? Y Revenue # A 11.4305.3640 \$ 75,000.00

if Federal, please list Federal Catalog of Federal Domestic Assistance

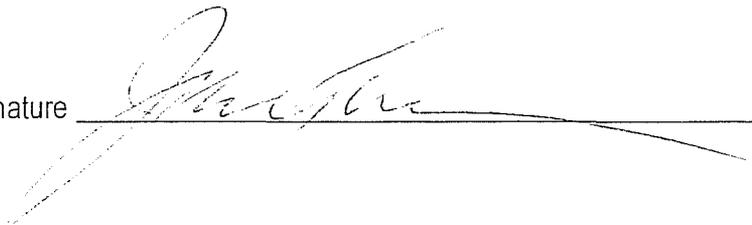
(CFDA) number 16 - 007

This grant is _____ renewal of existing grant funded program or X new grant fund program.

Grant Fiscal Year – 12/01/03 – 12/01/05

Obligation of County after grant expires: None

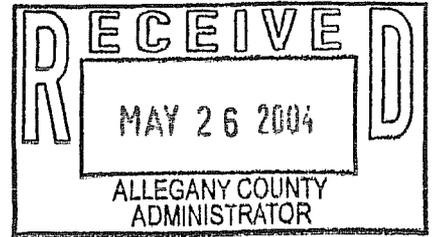
Major benefits of accepting this grant are: Enhance the County Government's Information Technology, including computer upgrades, IT Department intrusion detection/prevention to mainframe, physical security upgrade for IT including security doors, electronic locks, partifion, x-ray unit to screen complex visitors packages, enhance CBRN incident response equipment, PPE for two area hospitals in the county, to provide capability to receive CBRN exposed patience.

Department Head Signature  _____

**NOT
APPROVED**

FINANCE COMMITTEE

May 24, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaisons: D. Button, M. Cherre, and K. Toot

Others Present

R. Belmont, W. Dibble, J. Graffrath, D. Hanchett, J. Margeson, S. Myers, B. Reynolds, B. Rigby, T. Ross

Media Present

A. McCracken – Cuba Patriot, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The minutes of May 10, 2004 were approved on a motion by Heineman, seconded by Nielsen and carried.

Financing Proposed Jail

John Margeson, County Administrator, distributed a copy of the projected budget figures relating to the proposed jail building project that was presented to the Committee of the Whole on March 15. The handout shows a breakdown of costs for a 164-cell/bed jail for a projected total of \$23,731,000. Although we won't know the actual cost until it goes out to bid, Mr. Margeson believes that the projected \$23.7 is a good figure to use.

Mr. Margeson indicated that he has been working with the construction manager and architect, and they would like to begin site preparation for the facility in early August. Mr. Margeson indicated that we will need to have cash on hand to finance associated costs and requested the committee consider sponsoring the following resolution: *A RESOLUTION AUTHORIZING THE CONSTRUCTION OF A NEW PUBLIC SAFETY AND TRAINING FACILITY IN AND FOR THE COUNTY OF ALLEGANY, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$23,731,000, AND AUTHORIZING THE ISSUANCE OF \$23,731,000 BONDS OF SAID COUNTY TO PAY THE COST THEREOF.* The request was approved on a motion by Bennett, seconded by Heineman and carried. **Prepare Resolution**

Mr. Margeson indicated that if the bond resolution passes, the construction manager would begin writing the bid specifications for the preliminary site work and construction of the foundation right away. Sheriff Belmont stated that Homeland Security might be willing to make a capital contribution to help offset the cost of the new facility, but they will not respond until the Public Safety Complex becomes a definite project.

Public Safety Complex Debt Reserve

Mr. Margeson mentioned that he believes it was Legislator Myers who expressed an interest in establishing a reserve fund to offset debt service payments on the Public Safety Complex. After a brief discussion, a motion was made by Nielsen, seconded by Heineman and carried to establish a Public Safety Complex Debt Reserve Fund. All revenues received from boarding inmates in the facility would be dedicated to the reserve fund to assist on an annual basis with making debt service payments for as long as there is debt service. Mr. Margeson stated that the law dictates that the reserve fund would be established for this specific purpose and this specific purpose only. *Prepare Resolution*

Bicentennial Funds

Terri Ross, County Treasurer, requested a resolution accepting miscellaneous donations totaling \$3,625 to be used toward the funding of the 2006 celebration. The fund should be placed in revenue account A08.2705.7550 (Gifts and Donations) with a like amount in appropriation account A7550.447 (Bicentennial Donations). The request was approved on a motion by Sobeck, seconded by Bennett and carried. *Prepare Resolution*

2004 Budget Reductions

As previously requested by the Finance Committee, Mr. Margeson presented a memo summarizing \$200,000 in 2004 departmental budget cuts. To keep the funds separated from other actions or requests from contingency, Mr. Margeson suggested that the funds be transferred to the equipment account in the budget of the Board of Legislators. Any remaining funds will fall to fund balance at year-end. After clarification on a few specific transfer amounts, a motion was made by Nielsen, seconded by Heineman and carried to sponsor a resolution transferring the funds as outlined on the attached memo. *Prepare Resolution*

Audit Review/Approval

Ms. Rigby distributed copies of the May 24 audit summary along with an abbreviated form of the audit summary. A motion was made by Bennett seconded by Sobeck and carried authorizing that the May 24 audit in the amount of \$760,813.42 plus pre-pays be forwarded to the full Board for approval. Committee members agreed that the abbreviated form of the audit summary would be fine for distribution at future meetings.

Legislator Heineman asked Ms. Ross the status of our revenue situation. Ms. Ross indicated that we currently have cash available to pay the bills.

Vehicles - Sheriff's Office

Sheriff Randal Belmont distributed a memorandum from Deputy Dan Hanchett, Fleet Administrator, regarding the vehicles in the Sheriff's Office.

The report indicates that there are currently only eight operable vehicles in the Sheriff's Office. Based on the increasing use and current condition of these vehicles, Mr. Hanchett indicates that the operable vehicles could easily drop to two in the near future. Sheriff Belmont asserted that their vehicles are wearing out and maintenance costs are high. Sheriff Belmont projects that they would need to purchase six new vehicles to stay within the vehicle maintenance budget. Sheriff Belmont stated that the Sheriff's Office has only received one new vehicle in the last three years. Sheriff

Belmont stated that the financial burden and maintenance costs would be less if they purchased vehicles on an annual, vehicle-rotating basis. Sheriff Belmont reminded committee members that the vehicles he has requested in his last few annual budgets have been removed during the budget process.

The report included state bids on new vehicles configured with a police package, and numerous quotes on program vehicles. Deputy Hanchett stated that OSHA requires certain things on a vehicle that won't be on a program car off the lot, and that any vehicle would have to be brought up to OSHA standards before it could be used. Deputy Hanchett noted that the cost to bring a program car up to code would make the new vehicles already configured with a police package on state bid about the same price as the program cars.

Committee members also discussed safety factors regarding the use of older, high-mileage vehicles.

A motion was made by Heineman, seconded by Bennett and carried to transfer \$50,000 from A1990.4 (Contingency) to A3110.2 (Sheriff's Office – Equipment-Vehicles) to finance the cost of buying new vehicles. **Prepare Resolution**

Executive Session

A motion was made by Heineman, seconded by Sobeck and carried to enter into executive session to discuss proposed litigation. Following the executive session a motion was made by Heineman seconded by Bennett and carried to return to regular session.

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 Public Safety Complex

March 15, 2004

Project Budget

<u>164 cells/164 beds</u>	<u>Building Area SF</u>	<u>Project Cost</u>
Public Safety	22,000	\$2,822,000
Jail Services	22,000	4,429,000
Jail Housing	50,000	<u>9,573,000</u>
Building Total	94,000	\$16,824,000
Sitework		<u>2,090,000</u>
Total Construction Cost		\$18,914,000
Construction Contingency	5.0%	946,000
Incidental Costs		3,371,000
New Water Line	per County	<u>500,000</u>
Project Total		\$23,731,000

Projected Annualized Costs

First year of operation 2006	New Jail 164 Beds	Continued Use of Existing Jail
Annual Operating Expense	\$5,775,903	\$5,932,204
“Board-out” Cost (28 inmates)	0	919,800
“Board-in” Revenue (15 inmates)	(492,750)	0
Annual Capital Cost	1,902,550	36,825
Total	<u>\$7,185,703</u>	<u>\$6,888,829</u>
Added Cost per Year New Facility	\$296,874 or approx. 1½% increase	

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Finance

DATE: May 26, 2004

Requesting permission on behalf of the Allegany County Bi-Centennial Committee to accept the following dollars in Gifts and Donations towards the funding of the 2006 Celebration.

Budget Adjustments needed.

Donations received to date: 4/30/04 thru 5/21/04

See Attached	Misc Donations	\$ 3,625.00
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Donations not received but committed this month:

Budget Adjustments to be made:

Revenue A 08.2705.7550	\$ 3,625.00
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Expense A 7550.447	\$ 3,625.00
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FISCAL IMPACT: no fiscal impact.

For further information regarding this matter, contact:

Terri Ross, Allegany County Treasurer

268-9290

County Bicentennial Donations: A08.2705.7550 (Revenue) A7550.447 (Expense)

Donations received from 4/30/04 thru 5/21/04

DATE	NAME/ORGANIZATION	CHECK NUMBER	DEPOSITS	BALANCE
4/30/2004	LaForge Disposal	2871	\$250.00	\$250.00
	Edward Coll	3446	\$250.00	\$500.00
	Houghton College	66708	\$250.00	\$750.00
5/6/2004	Warren Emerson	1370	\$50.00	\$800.00
	Craig Braack	1732	\$25.00	\$825.00
	Charles Joyce	4861	\$250.00	\$1,075.00
	Hamilton Shoe Store	5699	\$100.00	\$1,175.00
	Cashier Check (Steu Trust)	116403	\$250.00	\$1,425.00
5/10/2004	Cash		\$50.00	\$1,475.00
	Karl Graves	3610	\$25.00	\$1,500.00
	Edward Coll Jr.	3463	\$50.00	\$1,550.00
	Lee Gridley	7676	\$25.00	\$1,575.00
	Gary Ogden	1371	\$100.00	\$1,675.00
	Nico Van Zwanenberg	2621	\$250.00	\$1,925.00
	Friendship Dairies	362124	\$250.00	\$2,175.00
5/14/2004	Great Lakes Cheese	100108947	\$100.00	\$2,275.00
	Roland Miles	3798	\$25.00	\$2,300.00
	George Toot	3807	\$50.00	\$2,350.00
	Larry Clark	2636	\$100.00	\$2,450.00
	Arthur VanTyne	883	\$250.00	\$2,700.00
	Richard Hollis	6066	\$50.00	\$2,750.00
5/19/2004	Paul Gallmann	1733	\$50.00	\$2,800.00
	Curtis Crandall	660	\$50.00	\$2,850.00
	Mary Huntington	2241	\$25.00	\$2,875.00
	Town of West Almond	5207	\$50.00	\$2,925.00
5/21/2004	Cash		\$50.00	\$2,975.00
	Bonita Blair-Coundit	819	\$25.00	\$3,000.00
	Terri Ross	1663	\$25.00	\$3,025.00
	Jean Lang	3130	\$50.00	\$3,075.00
	Gertrude Butera	4108	\$25.00	\$3,100.00
	Wendall Brown	1590	\$50.00	\$3,150.00
	William Heaney	8390	\$50.00	\$3,200.00
	Carolyn Miller	1250	\$50.00	\$3,250.00
	Robert Christman	2426	\$50.00	\$3,300.00
	Susan Myers	604	\$50.00	\$3,350.00
	Town of Genesee	3120	\$50.00	\$3,400.00
	L. Chandler Whitford	3640	\$50.00	\$3,450.00
	Cashier Check (Steu Trust)	290048	\$25.00	\$3,475.00
	Cashier Check (Steu Trust)	290044	\$150.00	\$3,625.00

Memo

To: Finance Committee
James G. Palmer, Chairman

From: John E. Margeson, County Administrator 

Date: May 18, 2004

Re: A Resolution to Reduce Departmental Budgets and Transfer Funds

Should the Finance Committee wish to reduce departmental appropriation levels and "protect" these funds, the following action needs to be put in resolution form.

It is my recommendation the funds be transferred to an equipment account in the budget of the Board of Legislators.

If unspent at years end, these funds will fall to surplus/fund balance.

Transfer: \$ 300.00 from A1010.1 BOL Personnel to A1010.2 BOL-Equipment
 \$ 175.00 from A1010.402 BOL Mileage to A1010.2 BOL-Equipment
 \$ 200.00 from A1040.401 Clerk – BOL-Postage to A1010.2 BOL-Equipment
 \$ 30.00 from A1040.402 Clerk – BOL – Mileage to A1010.2 BOL -Equipment
 \$ 200.00 from A1040.419 Clerk – BOL- Printing to A1010.2 BOL-Equipment
 \$ 150.00 from A1011.401 Co. Admin. – Postage to A1010.2 BOL-Equipment
 \$ 200.00 from A1011.402 Co. Admin. – Mileage to A1010.2 BOL-Equipment
 \$ 1,160.00 from A1165.417 Dist. Atty. – Office Supplies to A1010.2 BOL-Equipment
 \$ 500.00 from A1170.409 Pub. Def. – Fees to A1010.2 BOL-Equipment

Transfer: \$ 550.00 from A1171.430 Assign Counsel – Contract to A1010.2 BOL-Equipment
\$ 1,110.00 from A1325.409 Treasurer – Fees to A1010.2 BOL-Equipment
\$ 780.00 from A1355.407 Assessments – Supplies to A1010.2 BOL –Equipment
\$ 718.00 from A1410.415 Co. Clerk – Xerox to A1010.2 BOL-Equipment
\$ 1,042.00 from A1410.407 Co. Clerk – Supplies to 1010.2 BOL-Equipment
\$ 161.00 from A1420.201 Co. Atty. – Office Equipment to A1010.2 BOL-Equipment
\$ 619.00 from A1420.407 Co. Atty. – Supplies to A1010.2 BOL-Equipment
\$ 200.00 from A1420.419 Co. Atty. – Printing to A1010.2 BOL-Equipment
\$ 485.00 from A1430.405 Human Res. – Conference to A1010.2 BOL-Equipment
\$ 65.00 from A1430.419 Human Res. – Printing to A1010.2 BOL-Equipment
\$ 430.00 from A1450.402 Elections – Mileage to A1010.2 BOL-Equipment
\$ 850.00 from A1680.408 Cent. Serv. Comp.– Supplies to A1010.2 BOL-Equipment
\$ 1,000.00 from A2495.421 Comm. Colleges –Education to A1010.2 BOL-Equipment
\$ 2,500.00 from A3110.101 Sheriff – Personnel to A1010.2 BOL-Equipment
\$ 250.00 from A3112.201 Dispatch – Equipment to A1010.2 BOL-Equipment
\$ 500.00 from A3112.411 Dispatch – Repairs to A1010.2 BOL-Equipment
\$ 2,000.00 from A3140.413 Probation – Rentals to A1010.2 BOL-Equipment
\$ 400.00 from A3140.407 Probation – Supplies to A1010.2 BOL-Equipment
\$ 1,000.00 from A3150.215 Jail – Equipment to A1010.2 BOL-Equipment
\$ 750.00 from A3150.407 Jail – Supplies to A1010.2 BOL-Equipment
\$ 750.00 from A3150.408 Jail – Gen. Supplies to A1010.2 BOL-Equipment
\$ 750.00 from A3150.423 Jail – Food to A1010.2 BOL-Equipment
\$ 4,200.00 from A3150.425 Jail – Clothing to A1010.2 BOL-Equipment
\$ 275.00 from A3410.406 Fire – Insurance to A1010.2 BOL-Equipment
\$ 200.00 from A3640.416 Em. Serv. – Telephone to A1010.2 BOL-Equipment

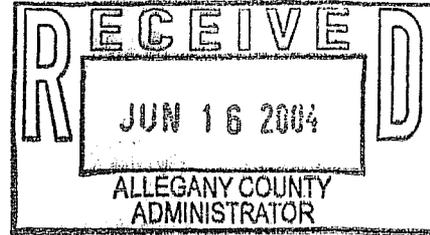
Transfer: \$ 250.00 from A3640.427 Em. Serv. – Electric to A1010.2 BOL-Equipment
 \$17,800.00 from A4010.406 Health – Insurance to A1010.2 BOL-Equipment
 \$ 1,780.00 from A4310.201 Ment. Health – Equipment to A1010.2 BOL-Equipment
 \$ 5,000.00 from A4310.409 Ment. Health – Supplies to A1010.2 BOL- Equipment
 \$79,875.00 from A6101.475 DSS – Med. Trans. to A1010.2 BOL-Equipment
 \$14,625.00 from A6101.474 DSS – MMIS to A1010.2 BOL-Equipment
 \$ 630.00 from A6430.474 Ec. Dev. – Contract to A1010.2 BOL-Equipment
 \$ 200.00 from A6510.401 Veterans – Postage to A1010.2 BOL-Equipment
 \$ 100.00 from A6610.210 Cons. Aff. – Equipment to A1010.2 BOL-Equipment
 \$ 600.00 from A6989.402 Tourism – Mileage to A1010.2 BOL-Equipment
 \$ 150.00 from A6989.407 Tourism – Supplies to A1010.2 BOL-Equipment
 \$ 3,700.00 from A6772.474 OFA – Nutrition to A1010.2 BOL-Equipment
 \$ 75.00 from A7180.408 Beach – Supplies to A1010.2 BOL-Equipment
 \$ 100.00 from A7310.402 Youth Bureau – Mileage to A1010.2 BOL-Equipment
 \$ 100.00 from A7510.484 Historian – Contracts to A1010.2 BOL-Equipment
 \$ 50.00 from A8020.401 Planning – Postage to A1010.2 BOL-Equipment
 \$ 2,250.00 from S1720.430 Work. Comp – Claimant Med. to A1010.2 BOL-Equipment
 \$ 1,700.00 from CD1 6400.101 WIA – Personnel to A1010.2 BOL-Equipment
 \$ 1,500.00 from CD1 6400.201 WIA – Equipment to A1010.2 BOL-Equipment
 \$ 500.00 from CD1 6400.409 WIA – Fees to A1010.2 BOL-Equipment
 \$ 200.00 from A1620.205 Buildings – Furniture to A1010.2 BOL-Equipment
 \$ 50.00 from A1620.401 Buildings – Postage to A1010.2 BOL-Equipment
 \$ 1,200.00 from A1620.404 Buildings – Maint. Cont. to A1010.2 BOL-Equipment
 \$ 50.00 from A1620.407 Buildings – Supplies to A1010.2 BOL-Equipment
 \$ 6,000.00 from A1620.408 Buildings – Gen. Supplies to A1010.2 BOL-Equipment

Transfer: \$ 6,500.00 from A1620.412 Buildings – Repairs to A1010.2 BOL-Equipment
 \$ 3,000.00 from A1620.413 Buildings – Rentals to A1010.2 BOL-Equipment
 \$25,400.00 from D5110.408 Cty. Road – Gen. Supp to A1010.2 BOL-Equipment
 \$ 2,115.00 from CSH 9061.806 Risk Ret. – Medical to A1010.2 BOL-Equipment

**NOT
APPROVED**

FINANCE COMMITTEE

June 14, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaison: D. Button

Others Present

R. Belmont, E. Burdick, R. Hartwick, J. Margeson, P. Regan, D. Reynolds, B. Rigby, T. Ross

Media Present

A. McCracken – Cuba Patriot, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The minutes of May 24, 2004 were approved on a motion by Heineman, seconded by Nielsen and carried.

REFERRALS FROM OTHER COMMITTEES:

Personnel Committee

The Veterans' Office requests a resolution accepting a \$1,860 grant from the New York State Division of Veterans' Affairs to assist the Veterans' Service Agency in the ongoing training requirements necessary to maintain accreditation requirements in accordance with American Legion standards. The funds should be appropriated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Nielsen, seconded by Sobeck and carried. **Prepare Resolution**

Planning & Development Committee

The Employment and Training Center requests a resolution approving a contract between the County of Allegany, County of Cattaraugus, and Cattaraugus-Allegany Workforce Investment Board for the contract period commencing July 1, 2003 and ending June 30, 2004. The request was approved on a motion by Bennett, seconded by Heineman and carried. **Prepare Resolution**

Public Safety Committee

The Sheriff's Office requests a resolution amending the Security Agreement, Contract No. C200225, with the Unified Court System to increase the allocation from \$183,136 to \$192,427. The \$9,291 increase should be allocated to revenue account A03.2260.00. The request was approved on a motion by Bennett, seconded by Heineman and carried. **Prepare Resolution**

Public Works Committee

The Public Works Department proposes a feasibility study to determine if expanding the current landfill footprint by approximately three acres would be feasible. The cost of the study is \$77,000 as proposed by TVGA Consultants. TVGA are our present landfill consultants, and this is step one in the procedure to expand the landfill. John Margeson, County Administrator/Budget Officer, requested that committee members consider tabling the request until the County Treasurer and he can investigate possible funding options. Mr. Margeson indicated that they should be able to make a recommendation to the committee at the next Finance Committee meeting. A motion was made by Sobeck, seconded by Heineman and carried to table the matter until the next Finance Committee meeting. **Table Until June 28, 2004.**

Sheriff's Office Overtime

Legislator Curt Crandall, Chairman of the Finance Committee, stated that he requested Terri Ross, County Treasurer, to report on the current overtime figures in the Sheriff's Office. Legislator Crandall asserted that overtime has been a big issue for the last couple of years, and he wants to make sure that the Finance Committee has a handle on it especially as we approach the summer months when overtime is historically higher. Ms. Ross reported that as of today, 37 percent of the overtime in account A3110.1 (Sheriff's Administrative Account) and 48 percent of the overtime in account A3150.1 (Jail Account) have been used.

Sheriff Randal Belmont stated that the deputies' contract is very specific on what we can and cannot do – contracts, court mandates, state mandates, etc. – different factors all affect overtime. Sheriff Belmont indicated that using part-time employees whenever possible helps tremendously, but it is not always possible to get a part-time employee to come in. Sheriff Belmont indicated that if he could keep his part-time slots/roster filled that would increase his pool of potential part-time employees that are available. The Sheriff stated that he also has three full-time employees off on 207-C (injured in the line of duty) who receive their full salary in addition to what must be paid to backfill the position.

Executive Session

A motion was made by Heineman, seconded by Nielsen 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 was made by Heineman, seconded by Nielsen and carried to return to regular session.

Transfer of Funds

John Margeson, County Administrator, requested a resolution to transfer \$12,900 from A1990.4 (Contingency) to A1011.4 (County Administrator – Contractual) to finance the cost of a study of potable water and waste water service at Belvidere. The study, which was approved by Resolution No. 75-04, will be completed by LaBella Associates. The request was approved on a motion by Heineman, seconded by Bennett and carried. (Voting No: Sobeck) **Prepare Resolution**

Audit Review/Approval

Ms. Rigby distributed copies of the June 14 audit summary. A motion was made by Heineman, seconded by Sobeck and carried authorizing that the June 14 audit in the amount of \$665,923.11 plus pre-pays be forwarded to the full Board for approval.

Assembly Republican Medicaid Restructuring Plan

Legislator Rodney Bennett asked committee members if they would like to sponsor a resolution in support of the Assembly Republican Medicaid Restructuring Plan recently received from Assemblyman Daniel Burling and Assemblywoman Catharine Young. Committee members briefly discussed the rising cost of Medicaid and noted that Medicaid in some counties is as much as their entire property tax. Legislator Bennett stated that New York State paid \$44 billion for Medicaid last year and Pennsylvania's entire budget is only \$22 billion. A motion was made by Bennett, seconded by Heineman and carried to sponsor a resolution in support of the Assembly Republican Medicaid Restructuring Plan. **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: Personnel/Finance

Date: 05/24/04

A resolution is requested for the acceptance of a \$1,860 grant from the New York State Division of Veterans' Affairs.

The funds should be appropriated to A10.3710.6510 with the following dollar amounts divided into A6510.402 - \$900, A6510.405 - \$480 and A6510.104 - \$480.

The \$1,860 grant has been approved to assist the Veterans' Service Agency in the ongoing training requirements necessary to maintain accreditation requirements in accordance with American Legion standards.

Project Period: April 1, 2003 – March 31, 2004

FISCAL IMPACT: This appropriation will enable the Allegany County Veterans' Service Agency to continue education for both the Director and Assistant Director.

For further information regarding this matter, contact:

H. Scott Spillane, Director
Allegany County Veterans' Service Agency

268-9388

Memorandum of Explanation

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

Committee: Finance

Date: June 14, 2004

The Sheriff's Office requests authorization to amend Security Agreement Contract No. C200225 between Unified Court System and Allegany County for period April 1, 2003 – March 31, 2004. The amendment increases the contract allocation from \$183,136.00 to \$192,427.00; the amount billed the Unified Court System for court security services during New York State fiscal year ending March 31, 2004.

Fiscal Impact: Increases revenue \$9,291.00

For further information regarding this matter, contact

Randal J. Belmont, Sheriff

Ext. 204

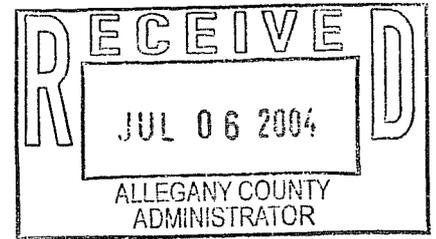
June 14, 2004
Finance Committee

Health Department	\$749.40
Mental Health	121.16
Social Services (Share of Central Purchasing)	1,571.92
Office for the Aging	398.17
County Clerk	3,598.38
Human Resources	2,397.33
Board of Elections	1,596.60
Unallocated Insurance	833.33
Insurance Reserve (Risk Retention)	223.21
Office of Development	6,425.30
Tourism	6,381.51
Planning	400.00
Employment & Training	21,844.28
District Attorney	4,999.08
Public Defender	1,855.07
Grand Jury	237.25
Sheriff	4,212.13
Traffic Safety Program	843.90
Probation	8,418.78
Jail	24,104.99
Other Correction Agencies	15,555.00
Traffic Control	75.00
Fire Service	1,718.04
Emergency Services	5,909.98
Weights & Measures	210.97
Public Works - Administration	1,077.26
Buildings & Grounds	4,024.88
Solid Waste	13,837.62
County Road	67,718.67
Road Machinery	7,467.30
Capital Projects - Public Works	92,994.20
STOP DWI	204.87
Central Service Computer	136.32
Legislative Board	1,446.50
County Administrator	10,558.54
Clerk, Legislative Board	90.00
Treasurer	3,748.81
Assessments (Real Property Tax)	2,581.60
County Attorney	4,361.04
Central Service Copying	2,108.37
Central Service Postage	10,002.68
Bus Transportation	61,970.83
Capital Projects - Law Enforcement	266,912.84
Total	\$665,923.11

**NOT
APPROVED**

FINANCE COMMITTEE

June 28, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, J. Palmer

Department Liaison: K. Toot

Others Present

D. Aumick, J. Margeson, D. Reynolds, B. Rigby, T. Ross

Media Present

A. McCracken – Cuba Patriot, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The minutes of June 14, 2004 were approved on a motion by Bennett, seconded by Sobeck and carried.

Financial Reports

Terri Ross, County Treasurer, distributed copies of financial reports dated June 25, 2004. Ms. Ross indicated that we have claimed or received approximately 52 percent of the projected revenues for the general fund, and we have spent approximately 41 percent of the projected appropriations for the general fund.

With the exception of the occupancy tax and OTB surtax, the revenue accounts are accurate and very close to projections. Our sales tax collections are about \$225,000 higher than last year at this time. Ms. Ross stated that the appropriation accounts are accurate and very close to projections.

Ms. Ross stated that although we are within our budget numbers at this point in time, and we haven't had to hold any audits yet, our cash flow is dwindling fast.

Ms. Ross indicated that individual departmental billing review is about one month behind the service provided.

Landfill Expansion Feasibility Study

John Margeson, County Administrator/Budget Officer, indicated that he is still investigating funding options for the three-acre landfill expansion study. Mr. Margeson requested Ms. Ross to look at the Reserve Funds stating that there is approximately \$47,000 in the County Road Repair Reserve. Mr. Margeson plans to talk with David Roeske about possible options for the remaining \$30,000 that is needed.

Mr. Margeson indicated that the life of the landfill was originally projected for thirteen years; however, taking in outside waste has cut that number in half. A feasibility study must be completed before any new cells can be built.

Children with Special Needs Accounts

Legislator Sobeck noted that we have only collected 10 percent and 5 percent state aid reimbursement for two line items within the Children with Special Needs accounts and requested Ms. Ross to determine why.

REFERRALS FROM OTHER COMMITTEES:

Human Services Committee

The Health Department requests a resolution accepting an additional \$12,994 from the NYS Department of Health for Family Planning/Women's Reproductive Health Services provided to residents of Allegany County. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Heineman, seconded by Bennett and carried. **Prepare Resolution**

Audit Review/Approval

Ms. Rigby distributed copies of the June 28 audit summary. A motion was made by Sobeck, seconded by Heineman and carried authorizing that the June 28 audit in the amount of \$845,746.54 plus pre-pays be forwarded to the full Board for approval.

2005 Budget

Legislator Curt Crandall, Chairman of the Finance Committee, stated that as we proceed into the budget process, each department head will come to the Finance Committee to discuss his/her budget. Ms. Ross suggested that the Finance Committee look at the budget as a whole before having departments come in.

Kimberley Toot, Office for the Aging Director, indicated that department heads are hopeful that the legislators will have an idea of which programs will be supported. Ms. Toot asserted that department heads are looking for more direction from the legislators.

Legislator Robert Heineman stated that a recent letter from the NYS Comptroller suggested we consider cutting services and programs. Legislator Heineman added that we have to move beyond just cutting increases. Once we obtain the totals from Mr. Margeson, we will have a better idea of how much needs to be cut.

Mr. Margeson indicated that he hopes to have the submitted budget figures together by the next meeting. He will also pick three or four departments and distribute copies of their budgets so that committee members can begin reviewing them.

Sales Tax

John Margeson stated that both houses passed our requested sales tax legislation last week. The potential income if the additional half percent is instituted would be approximately \$1.8 million.

Legislator Heineman commented that sales tax seems fairer than property taxes and distributes the burden more fairly.

Legislator Crandall indicated that if we decide to institute the additional half percent, he would like to see the funds go to something specific such as the Tax Stabilization Reserve Fund.

Executive Session

A motion was made by Heineman, seconded by Bennett and carried to enter into executive session to discuss collective negotiations pursuant to article fourteen of the civil service law. Following the executive session a motion was made by Heineman, seconded by Sobeck and carried to return to regular session.

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

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Human Services/Finance Date: June 9, 2004

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)

Appropriations (\$12,994)

A 4035.201	Equipment	\$ 5,469
A 4035.405	Conference	\$744
A 4035.408	General Supplies	\$6,401
A 4035.409	Fees	\$380

Revenues (\$12,944)

A 10.3450.00	State Aid: Family Planning Program/Grant	\$12,994
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FISCAL IMPACT: Total grant: \$12,994

Local county share: \$ -0-

State Grant? Yes Revenue # A10.3450.00 \$ 12,994

Federal Grant? Revenue # \$

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number -

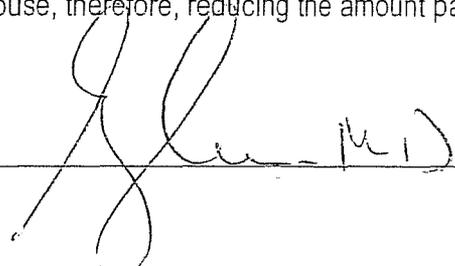
This grant is renewal of existing grant funded program or new grant fund program.

Grant Fiscal Year – 4/1/03 – 6/30/04

Obligation of County after grant expires: None

Major benefits of accepting this grant are: Will allow us to obtain a new exam table for use with the elderly/disabled and obtain prescriptions in-house, therefore, reducing the amount paid out to private drug stores who are currently supplying.

Department Head Signature _____



MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services Committee

DATE: June 9, 2004

The Health Department requests a resolution accepting an additional \$12,994 from NYS Department of Health for Family Planning/Women's Reproductive Health Services provided to residents of Allegany County. This money represents one time Legalastive add-on funding from the NYS DOH and must be expended by June 30, 2004. The 2004 Budget should be amended with funding being appropriated as follows:

A4035.201 – Office Equipment	\$5,469
A4035.405 – Conference	\$744
A4035.408 – General Medical Supplies/Contraceptives	\$6,401
A4035.409 – Fees: Laboratory	\$380

Revenue: A10.3450.00 State Aid/Family Planning Clinics \$12,994

**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

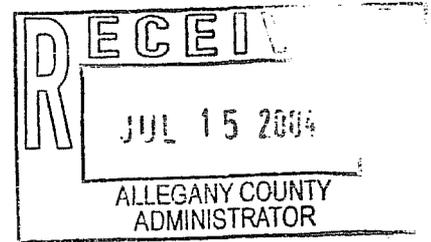
June 28, 2004
Finance Committee

Health Department	\$317,883.59
Mental Health	184,199.76
Office for the Aging	53,144.47
Employment & Training	20,893.80
Public Works - Administration	129.95
Buildings & Grounds	5,958.91
Solid Waste	17,834.14
County Road	125,169.29
Road Machinery	6,866.30
Capital Projects - Public Works	54,827.80
STOP DWI	2,454.01
Beach and Pool	330.05
Youth	8,804.47
Cooperative Extension	47,250.00
Total	\$845,746.54

**NOT
APPROVED**

FINANCE COMMITTEE

July 12, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaison: K. Toot

Others Present

J. Margeson, S. Myers, B. Rigby, D. Roeske, T. Ross

Media Present

A. McCracken – Cuba Patriot, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The minutes of June 28, 2004 were approved on a motion by Heineman, seconded by Sobeck and carried.

Financial Records for Landfill

Legislator Robert Heineman (*District V*) stated that he would like to see a separate accounting procedure in the budget so that we can separate and identify the costs and revenues attributable to the landfill more clearly.

John Margeson, County Administrator/Budget Officer, indicated that he has been discussing the possibility of establishing an enterprise fund for the landfill with the County Treasurer. Mr. Margeson explained that the landfill is currently operated out of the general fund, and an enterprise fund is an off-book fund that would include all expenses and revenues associated with the maintenance and operation of the transfer stations and landfill including equipment, closure costs, wages, etc. Placing these expenses in an enterprise fund would help our constitutional tax limit cap. The fund would essentially be operated as a not-for-profit association. Mr. Margeson noted that any shortfall to operate the landfill would have to be contributed from the general fund. Mr. Margeson recommended establishing the enterprise fund in 2006 after the revenues to run the landfill have been established and there is at least a one-year history.

Terri Ross, County Treasurer, suggested that Legislator Heineman's objective could be accomplished for 2005 by setting up the A8160 cost code to include all costs associated with the transfer stations and landfill. After a brief discussion, a motion was made by Heineman, seconded by Nielsen and carried requesting John Margeson and Terri Ross to get started on separating all costs associated with the maintenance and operation of the transfer stations and landfill.

NYS MULTI-MODAL PROJECT AGREEMENTS

David Roeske, Public Works Superintendent, requested a resolution approving State Multi-Modal Project Agreements with the NYSDOT for the following projects:

BIN 3330440, County Road 7B, Rushford	\$100,000
Repaving of a portion of County Road 7, Rawson Road, Cuba	\$ 50,000
Replacement of Culvert 24-33, County Road 24, Grove	\$100,000

Mr. Roeske indicated that all of the projects have been completed, and the agreements just need to be approved and signed before the state will reimburse us. A motion was made by Heineman, seconded by Bennett and carried approving the three NYS Multi-Modal Project Agreements. **Prepare Resolution**

Financial Overview

Ms. Ross distributed a sheet showing our general fund spending from 1999-2003. Ms. Ross stated that the trend appears to show that we are continuing to spend more money than we are taking in. Ms. Ross asserted that we have completely depleted our fund balance, we are in the hole, and we need to keep this in mind for the rest of the year as well as when we are budgeting for 2005. Ms. Ross noted that at the end of 2002 our expenses were \$6.7 million more than our revenues, and our fund balance ended with a negative \$2.9 million. In 2003 we spent \$2.3 million more than we brought in resulting in a \$3.8 million deficit.

Ms. Ross stated that when the 2004 budget was finalized, our tax margin for the constitutional tax limit was \$1.9 million. Ms. Ross indicated that she will review the new assessments and report an updated tax margin figure at the next meeting.

2005 Budget

John Margeson, County Administrator/Budget Officer, stated that the Treasurer's Office is still entering his budget recommendations. Mr. Margeson indicated that until more information is available, he does not feel comfortable talking specifically about the budget; although, he believes that the results shouldn't be as shocking as last year. Mr. Margeson hopes to have figures for the next Finance Committee meeting.

August-September 2004 Sales Tax Exemption

Mr. Margeson notified committee members that he received correspondence from the County Attorney notifying him about the NYS Department of Taxation and Finance's letter regarding the August 31 through September 6, 2004 local sales tax exemption on the purchase of certain clothing and footwear. By Resolution No. 183-03 we elected to participate in the sales tax exemption for August-September 2003 and January-February 2004. As set forth in the NYS Department of Taxation and Finance's letter, if we wish to participate in the August-September 2004 sales tax exemption we are not required to take any action. The exemption for August 31, 2004 through September 6, 2004 will automatically go into effect if no action is taken. If the Board does not wish to participate in the sales tax exemption, a resolution must be adopted at today's Board meeting. After a brief discussion, committee members agreed to offer the exemption again.

Landfill Expansion Feasibility Study

Mr. Margeson stated that if the legislators want the Department of Public Works to move forward with the creation of new landfill cells, that we must have the feasibility study done. Mr.

Margeson proposes that the \$79,000 cost of the study be paid out of A8160.492 (Solid Waste Contractual). Mr. Margeson is requesting a resolution to transfer \$59,000 from D5110.408 (Maintenance Roads & Bridges – general supplies) to A8160.492 as well as \$20,000 from A1990.4 (Contingency) to A8160.492. The request was approved on a motion by Heineman, seconded by Bennett and carried. Prepare Resolution

It was noted that the only other option would be to hold off and place an extra \$79,000 in the 2005 budget to finance the study. Mr. Margeson stated that the Contingency account currently has \$165,000 in it. Mr. Margeson also noted that at some point in the future we may want to consider replenishing the D5220.408 account \$49,000 from the Repair Reserve Fund.

Cell Phone Taxes

Legislator Curt Crandall, Chairman of the Finance Committee, stated that although the County has not passed a resolution stating that cell phone taxes should go to the county where the person resides, Chairman Palmer spoke with several people and was assured that the issue of cell phone taxes going to the wrong county was all taken care of. Unfortunately it does not appear to be taken care of.

John Margeson has been talking with representatives at Steuben County who have faced similar problems, and he also has a contact at Verizon. Steuben County believes they have lost \$4-5 million over a period of time.

Chairman Palmer suggested that the media ask citizens to check their cell phone bills to make sure that the relevant taxes are going to Allegany County. Some phone vendors list the county receiving the tax right on the bills where others do not.

Audit Review/Approval

Ms. Rigby distributed copies of the July 12 audit summary. A motion was made by Heineman, seconded by Bennett and carried authorizing that the July 12 audit in the amount of \$635,108.78 plus pre-pays be forwarded to the full Board for approval.

Legislators' Payroll

The legislators' payroll covering the period April 27 through May 24, 2004 were approved for payment on a motion by Bennett, seconded by Heineman 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: PUBLIC WORKS

DATE: JULY 12, 2004

Request a resolution be prepared approving a State Multi-Modal Project agreement with the NYSDOT for the following project:

Replacement of BIN 3330440 on CR7B
Amount of Aid \$100,000.00

The cost and revenue for this project was in the 2003 budget.

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

Davis S. Roeske
Superintendent

(585)268-9230

DSR/ymr

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____

(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: JULY 12, 2004

Request a resolution be prepared approving a State Multi-Modal Project agreement with the NYSDOT for the following project:

Replacement of Culvert 24-33, CR24

Amount of Aid \$100,000.00

The cost and revenue for this project was in the 2003 budget.

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

Davis S. Roeske
Superintendent

(585)268-9230

DSR/ymr

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____

(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: JULY 12, 2004

Request a resolution be prepared approving a State Multi-Modal Project agreement with the NYSDOT for the following project:

Repaving of a portion of CR7, Rawson Road

Amount of Aid \$50,000.00

The cost and revenue for this project was in the 2003 budget.

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

Davis S. Roeske
Superintendent

(585)268-9230

DSR/ymr

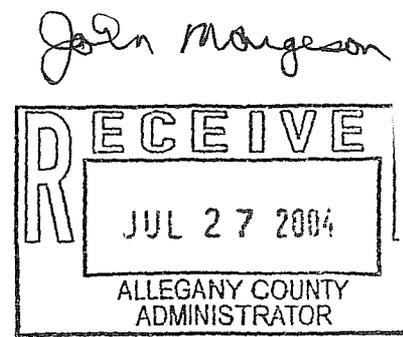
July 12, 2004
Finance Committee
Audit Summary

Health Department	\$1,752.05
Mental Health	161.76
Social Services (Share of Central Purchasing)	841.63
Office for the Aging	211.73
County Clerk	4,424.18
Human Resources	669.89
Board of Elections	1,420.13
Unallocated Insurance	833.33
Veterans' Service Agency	428.25
Insurance Reserve (Risk Retention)	3,500.58
Office of Development	3,771.30
Tourism	4,234.50
Planning	5,325.00
Employment & Training	12,244.24
District Attorney	2,472.76
Public Defender	1,409.23
Assigned Counsel	15,617.79
Grand Jury	621.45
Sheriff	5,684.27
E-911 Dispatch	229.15
Traffic Safety Program	1,057.85
Probation	8,284.64
Jail	14,074.41
Other Correction Agencies	8,760.00
Traffic Control	60.00
Fire Service	40,714.18
Emergency Services	4,071.07
Weights & Measures	118.17
Public Works - Administration	24.90
Buildings & Grounds	2,875.50
Solid Waste	6,344.35
County Road	46,364.76
Road Machinery	10,182.97
Capital Projects - Public Works	21,682.13
STOP DWI	46.22
Central Service Telephone	937.00
Central Service Computer	189.08
Legislative Board	1,347.82
County Administrator	7,923.57
Clerk, Legislative Board	84.78
Treasurer	1,359.96
Assessments (Real Property Tax)	998.58
County Attorney	8,367.05
Central Service Copying	1,543.30
Accounting & Auditing	35,000.00
Central Service Postage	10,284.36
Community Colleges	168,581.35
Bus Transportation	56,561.08
Capital Projects - Law Enforcement	111,416.48
Total	\$635,108.78

**NOT
APPROVED**

FINANCE COMMITTEE

July 26, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaison: K. Toot

Others Present

D. Aumick, R. Belmont, J. Margeson, S. Myers, G. Ogden, B. Rigby, T. Ross

Media Present

A. McCracken – Cuba Patriot, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The minutes of July 12, 2004 were approved on a motion by Heineman, seconded by Nielsen and carried.

Constitutional Tax Limit

Terri Ross, County Treasurer, reported that our 2005 estimated constitutional tax limit is \$20,706,675. This figure is about \$400,000 higher than last year's limit of \$20,297,000. For the 2004 budget our tax levy was \$18,363,765.

Committee members briefly discussed proposals by the state legislature to delay pension payments from December 15 to February 1. The proposal would allow us to increase our amortization or bond years from 5 to 10 years and calls for a possible reduction in the 8 percent interest rate. Ms. Ross indicated that we paid the minimum in 2004, and we will have to do something, either borrow or amortize the balance of the 2004 payment. We have budgeted \$1.8 million for the minimum payment in December.

Agreements for Transportation Services

Dr. Gary Ogden, Public Health Director, presented a referral from the Human Services Committee requesting a resolution approving transportation contracts with 15 central school districts and Livingston-Wyoming ARC to provide transportation services to eligible preschool children. Dr. Ogden stated that the area school districts have contracted with the County to provide transportation services for the last 11 to 12 years, and the collaborative effort has saved the County an estimated \$150,000 to \$200,000 per year in transportation costs. The County is reimbursed 59.5 percent of total transportation costs, with the remaining 40.5 percent being the County's fiscal responsibility. The request was approved on a motion by Heineman, seconded by Nielsen and carried. Prepare Resolution

MEMORANDUM

DATE: July 19, 2004

TO: Sheriff Randal Belmont
Undersheriff Denis Reynolds

FROM: Deputy Dan Hanchett, Fleet Administrator

SUBJECT: Agency Fleet

In 2003 the Allegany County Sheriffs Office accumulated approximately 471,803 miles utilizing a total of eleven (11) vehicles, seven (7) of which were assigned to transports. In 2004 the Allegany County Sheriffs Office will undoubtedly travel the near same miles, utilizing a *maximum* (as of this date) of seven (7) vehicles, with four (4) assigned to transports. This will result in an average annual miles per vehicle of 67,400, a 57% increase over the 2003 average of 42,891. Based on our historical repair costs (full remand) I anticipate the 2004 repair cost per vehicle to be approximately \$10,000.00 to \$12,000.00, for an annual cost in the range of \$70,000 to \$84,000. All this compared to the cost to maintain a new vehicle, historically being about \$400.00 for the first year of service, with the second year averaging just under \$1000.00, per vehicle. The projected cost savings to purchase the seven units requested in vehicle maintenance alone would be approximately \$70,000.

Seven (7) vehicles were recently auctioned due to their high mileage and repair costs that would have exceeded the useful value of the vehicle. Several of these vehicles have been out of service for over twelve months. This results in an operational agency fleet of seven (7) vehicles with four (4) of those assigned to transport.

This lack of operational vehicles *will* result in your agency not being able to comply with its legal requirements for transporting inmates, juveniles, mental health patients, warrant execution, service of orders of protection, and the civil process.

The five agency vehicles sold were:

2000 Ford Crown Victoria	Marked for transport
2000 Ford Crown Victoria	Marked for transport
2000 Chevrolet Impala	Marked for transport
1995 Chevrolet Caprice	Marked for transport
1996 Ford Taurus	Assigned Civil

The remaining operable vehicles are:

102	1997 Ford Crown Victoria	162,894 miles	Assigned CMVE/DPW
104	2000 Chevrolet Impala	104,185 miles	Out of Service/Rear Suspension
105	2000 Chevrolet Impala	142,729 miles	Assigned Transport
107	2003 Chevrolet Van	31,735 miles	Assigned Transport
109	1999 Ford Crown Victoria	113,992 miles	Temporarily Assigned Task Force
114	2000 Chevrolet Impala	149,292 miles	Assigned Civil and Transport

The mileage on these vehicles is increasing at the rate of approximately 5,000 miles per month. At this rate of increase and with the current condition of these vehicles the agency fleet may very soon consist of two operable vehicles. The Task Force vehicles are specially equipped, unmarked vehicles, suitable only to undercover work.

The state bid for new vehicles configured with a police package are:

Dodge Intrepid	Not on state bid
Jeep Laredo 4X4	\$17,997
Ford Expedition	\$23,260
Ford Expedition 4X4	\$25,419
Ford Crown Victoria	\$21,364
Chevrolet Blazer	\$16,523
Chevrolet Blazer 4X4	\$18,273
Chevrolet Tahoe	Not on state bid
Chevrolet Tahoe 4X4	\$27,512
Chevrolet Impala	\$19,280

After speaking with Steuben, Livingston, Cattaraugus, Wyoming Counties, and with the New York State Police I have found the following:

That the Ford Expedition and the Chevrolet Blazer have had the abundance of complaints due to their high maintenance costs. The Jeep Laredo was deemed the most versatile and cost effective, but rated low due to size. The Chevrolet Impala had nearly the same maintenance problems as did the Blazer, those being the front hub assembly's. This a GM design failure evident in my previous maintenance reports. As of 2004 the New York State Police will no longer use the Ford Crown Victoria, instead turning to the Chevrolet Tahoe, both 2 and 4 wheel drive versions, with the Ford Taurus remaining as their unmarked investigators vehicle.

In accordance with the request from the Public Safety Committee I have also taken into consideration the option of purchasing "program vehicles" (used) having a maximum mileage of 15,000 miles. These vehicles are not configured with a police package. There would be additional costs associated with these vehicles to reconfigure them for police use as outlined in OSHA requirements. Failure to reconfigure these vehicles would result in maintenance costs of approximately one and one-half times the maintenance cost of police package vehicles and would open the door to potential lawsuits.

Prestons - Wellsville:

Impala	2003	\$12,000 to \$13,000
Tahoe	2003	\$25,000 to \$28,000
Trail Blazer	2003	\$15,000 to \$18,000

Kleiser - Wellsville

Ford Crown Victoria	\$14,000 to \$15,000
Ford Expedition	\$16,000 to \$16,500
Ford Explorer	\$22,000 to \$22,500

Simmons Rockwell - Hornell

Ford Crown Victoria	\$14,999
Ford Expedition	\$24,999
Chevrolet Tahoe	\$25,999
Chevrolet Impala	\$11,999 – 20,000 miles plus

A minimum purchase of seven (7) vehicles would greatly reduce the annual mileage per vehicle, thus directly affecting the maintenance costs. The purchase of these vehicles would have been much less of a burden on the budget had they been purchased in sets of two over the last three years, thereby rotating the fleet at a lower

mileage, perhaps in the 70,000 to 90,000 ranges. This would result in lower maintenance costs and allow the county to obtain a higher resale price at auction. The overall results would be a lower cost of annual operation for agency vehicles. This is evident in my previous maintenance report filed with the defacto transportation committee earlier this year (attached).

The purchased vehicles would replace the following vehicles:

102	1997 Ford Crown Victoria	161,504 miles	Assigned CMVE/DPW
104	2000 Chevrolet Impala	104,185 miles	Assigned Civil and Transport
105	2000 Chevrolet Impala	142,171 miles	Assigned Transport
106	2000 Ford Crown Victoria	90,229 miles	Out of Service
108	1998 Chevrolet Suburban	129,882 miles	Out of Service/Fatal MVA
114	2000 Chevrolet Impala	149,292 miles	Assigned Civil and Transport

I need to make it abundantly clear that the agency is in a near disastrous situation with the current fleet. As maintenance problems arise I will be removing additional vehicles from the fleet. With the fleet having such a low number of vehicles, just taking a vehicle out of service for a simple service and tire change will have a negative effect on how the agency will meet it's legal requirements. As of today's date Vehicle #104, a 2000 Chevrolet Impala is out of service for rear suspension failure, making it unsafe to operate. I would ask that you please take note of the immediate issues pertaining to both officer and inmate safety by allowing the use of vehicles with such high mileage.

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Public Safety

DATE: 7-19-04

Request resolution to allow receipt of an \$82.68 donation from the United Way.

(To be applied to revenue account #A1589.02)

FISCAL IMPACT: \$82.68 in revenue

For further information regarding this matter, contact:

<u>John C. Tucker, Director OES</u>	<u>ext. 244</u>
Name and Department	Telephone Number

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MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: July 12, 2004

Request to transfer \$700.00 to cover cost of attendance at the NYS County Highways Summer Continuing Education and Professional Development Program for a Public Works Deputy.

From D5110.408 General Supplies
To D5110.405 Conference Expense

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

MEMORANDUM OF EXPLANATION

For acceptance of Donations & Grants

INTRODUCTION NO: _____
(Clerk's Use Only)

Committee of Jurisdiction: Resource Management Date: July 15, 2004

Explanation of Grant:

Resolution needed to accept Revenues totaling \$25.00 from the following:

Hornell Elks Lodge	\$25.00
Total gifts/grants:	<u>\$25.00</u>

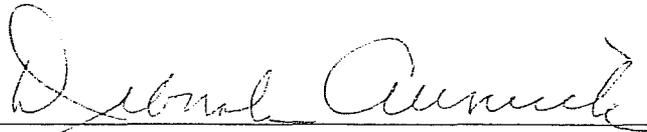
into account A08.2705.3825 Gifts & Donations/Youth Court (Appropriation #7321.405)

Grant Fiscal Year: 4/2004 – 4/2005

These gifts and grants represent the local share match for the Byrne Grant monies.

FISCAL IMPACT: No Tax Dollars

Department Head Signature



MEMORANDUM OF EXPLANATION

For acceptance of Donations & Grants

INTRODUCTION NO: _____

(Clerk's Use Only)

Committee of Jurisdiction: Resource Management Date: June 25, 2004

Explanation of Grant:

Resolution needed to accept Revenues totaling \$1,000 from the following:

United Way	\$1,000.00
Total gifts/grants:	<u>\$1,000.00</u>

into account A08.2705.3825 Gifts & Donations/Youth Court (Appropriation #7321.405)

Grant Fiscal Year: 4/2004 – 4/2005

These gifts and grants represent the local share match for the Byrne Grant monies.

FISCAL IMPACT: No Tax Dollars

Department Head Signature



MEMORANDUM OF EXPLANATION

For acceptance of Donations & Grants

INTRODUCTION NO: _____
(Clerk's Use Only)

Committee of Jurisdiction: Resource Management Date: June 10, 2004

Explanation of Grant:

Resolution needed to accept Revenues totaling \$20 from the following:

Brenda & Mervin Lehman	\$20.00
Total gifts/grants:	<u>\$20.00</u>

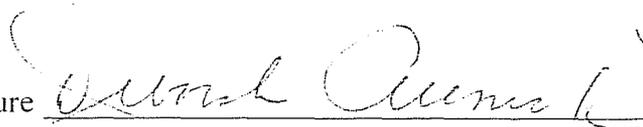
into account A08.2705.3825 Gifts & Donations/Youth Court

Grant Fiscal Year: 7/1/2003 – 6/30/2004

These gifts and grants represent the local share match for the Byrne Grant monies.

FISCAL IMPACT: No Tax Dollars

Department Head Signature



MEMORANDUM OF EXPLANATION

For acceptance of Donations & Grants

INTRODUCTION NO: _____
(Clerk's Use Only)

Committee of Jurisdiction: Resource Management Date: July 16, 2004

Explanation of Grant:

Resolution needed to accept Revenues totaling \$197.35 from the following:

Can drive/bake sale/car wash (fundraiser):	\$197.35
Total donations:	<u>\$197.35</u>

into account A08.2705.3825 Gifts & Donations/Youth Court (Appropriation #7321.405)

Grant Fiscal Year: 4/2004 – 4/2005

These gifts and grants represent the local share match for the Byrne Grant monies.

FISCAL IMPACT: No Tax Dollars

Department Head Signature Deborah Almeida/ff

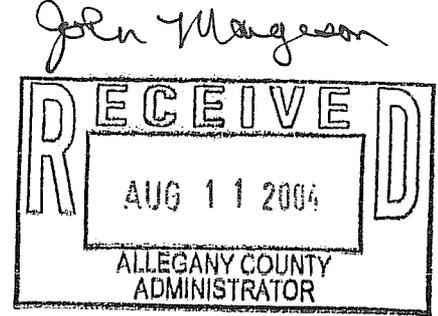
July 26, 2004
Finance Committee

Coroners & Medical Examiners	\$1,119.38
Health	\$345,743.93
Mental Health	166,230.60
Office for the Aging	59,946.37
Employment & Training	8,146.94
Public Works - Administration	613.36
Buildings & Grounds	6,418.74
Solid Waste	26,036.82
County Road	51,812.56
Road Machinery	19,595.53
Capital Projects - Public Works	61,404.35
STOP DWI	1,381.03
Beach and Pool	122.10
Youth	5,240.48
Total	\$753,812.19

**NOT
APPROVED**

FINANCE COMMITTEE

August 9, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Others Present

R. Christman, D. Horan, J. Margeson, S. Myers, B. Rigby, T. Ross, P. Schmelzer

Media Present

D. LeBlanc – Olean Times Herald, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The minutes of July 26, 2004 were approved on a motion by Heineman, seconded by Sobeck and carried.

County Clerk – Budget Review

Robert Christman, County Clerk, distributed copies of his 2005 budget. It was noted that Mr. Christman projects an \$80,000 increase in revenues for 2005. Mr. Christman indicated that he tried to budget conservatively, and that the revenue figures should be slightly higher than projected.

Mr. Christman stated that the largest increase would come from fees for collecting mortgage tax. Mr. Christman asserted that the majority of the counties in New York State started keeping a portion of the mortgage tax fees collected, and Mr. Christman recommends that we also take the fees we are eligible for. Legislator Robert Sobeck asked if we should have been collecting this fee all along. Mr. Christman stated that the action might upset some of the towns noting that the fee the County would be eligible for is not an additional fee – the County would be taking their share off what they would normally pay to the towns and villages. Mr. Christman stated that although he would be responsible for collecting the fee, the action would have to be approved by the Board.

Mr. Christman stated that he has been advertising that the County receives 12 percent of any motor vehicle transactions handled by his office to encourage citizens to either come directly to the Motor Vehicle Department in Belmont or mail renewals, etc. to the Belmont office rather than sending them to Albany.

Committee members briefly discussed the possibility of raising the A02.1255.01 (Additional Mortgage Tax Revenue) from \$165,000 to \$170,000 and raising the A01.1136.00 (Auto Use Tax) from \$210,000 to \$215,000. Mr. Christman believes that he could meet the suggested changes.

Social Services – Budget Review

Patricia Schmelzer, Acting Commissioner of Social Services, distributed copies of her 2005 budget along with other financial reports. Donald Horan, Director of Administrative Services, also attended the meeting to answer any questions committee members might have.

Committee members reviewed a financial report as of June 30. Mrs. Schmelzer noted that they might not be able to collect reimbursement for some foster care cases due to changes in eligibility requirements for funds. The reclassification of foster children is occurring because of the Federal IV-E audit statewide.

As committee members began reviewing the 2005 Social Services budget, the following items were noted and/or questioned:

1. **Appropriation Account A6010 (Social Services Administration)** is \$5.6 million, up \$213,000 from last year. It was noted that \$100,000 of the increase is in personnel expenses. (Working papers – p. 124)
2. **Appropriation Account A6010.201 (Social Services Admin. – Office Equipment)** is currently budgeted for \$70,000. Mrs. Schmelzer indicated that they received federal and state grants totaling \$65,000. The funds will be used to purchase a computer and software programs to process payments for day care providers. Three computers and a printer were also requesting using these funds. (Working papers – p. 123)
3. **Appropriation Account A6010.402 (Social Services Admin. – Mileage)** is up approximately \$10,000 (16%). Mrs. Schmelzer indicated that last year they were directed to reduce mileage expense. This year many of the supervisors need to travel to meetings, etc. (Working papers – p. 123)
4. **Appropriation Account A6010.405 (Social Services Admin. – Conference)** is up \$12,000 (140%). Mrs. Schmelzer stated that last year almost all conference funds were removed from the budget, and that some of the conferences should be attended this year. (Working papers – p. 123)
5. **Appropriation Account A6010.406 (Social Services Admin. – Insurance)** is up 20 percent. This figure is a pro-rated fixed fee based on insurance premiums paid by the Clerk of the Board's office. (Working papers – p. 123)
6. **Appropriation Account A6010.407 (Social Services Admin. – Office Supplies)** is actually down about 4 percent from last year, but it may be possible to reduce the figure more. (Working papers – p. 123)

Mr. Horan indicated that everything in the A6010.4 category is partially reimbursable.

7. **Appropriation Account A6011 (Social Services – CAP)** – Mrs. Schmelzer stated that CAP is budgeted separately because they are eligible for a higher rate of reimbursement. (Working papers – p. 125)
8. **Appropriation Account A6055 (Day Care Block Grant)** – Legislator Robert Heineman expressed concern regarding the fact that day care costs, etc. continue to rise when our population isn't growing. Mrs. Schmelzer indicated that eligibility requirements continue to change often resulting in a larger pool of eligible people. Mr. Horan indicated that the .474 account is reimbursed at 75 percent and the .475 account is reimbursed at 100 percent. (Working papers – p. 127)
9. **Appropriation Account A6070 (Services for Recipients)** – This account is offset with federal funds under a TANF transfer to Title 20 allocation. We will want to take a closer look at this account after the state budget passes as the reimbursement rates might change. (Working papers – p. 128)
10. **Appropriation Account A6101 (Medical Assistance)** – This account budgeted at \$10.2 million is Medicaid. Mrs. Schmelzer stated that it seems to be leveling off slightly. Mr. Horan noted that a year- end accrual totaling approximately \$1.3 million goes into this account. There is usually a two-month billing lag. Mr. Horan indicated that this account is all County dollars. Mr. Horan continues to track the account from the weekly reports he receives. We may want to revisit this account in the future. (Working papers – p. 129)

11. **Appropriation Account A6109 (Aid to Dependent Children)** – This account is budgeted for \$4 million, and approximately 25 percent is the County's share. Mrs. Schmelzer noted that this is the account she mentioned at the beginning of the meeting where the foster children will be claimed differently. (Working papers – p. 131)
12. **Appropriation Account A6119 (Child Care)** – This account is budgeted for \$2.4 million, and we might be able to reduce it further. (Working papers – p. 133)
13. **Appropriation Account A6140 (Home Relief)** is up over \$100,000 (11%). Mrs. Schmelzer indicated that this includes people that have received their five years of aid. (Working papers – p. 136)
14. **Appropriation Account A6141 (State Fuel Crisis Assistance)** is budgeted the same as last year at \$2.7 million. No local County share is required; the account is entirely federally funded. (Working papers – p. 137)

Mr. Margeson noted that Margaret Cherre prepared the Social Services 2005 budget before she left.

Human Services Committee Referrals

Community Services requests a resolution accepting \$31,490 from Camp Get-A-Way for the Western Care Coordination Project. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Heineman, seconded by Nielsen and carried. **Prepare Resolution**

The Health Department requests a resolution accepting \$77,443 state aid to extend the current Family Planning Program/Grant through December 31, 2004. The funds should be allocated as outlined on the attached Memorandum of Explanation. It was noted that no local county share is required. The request was approved on a motion by Bennett, seconded by Nielsen and carried. **Prepare Resolution**

The Office for the Aging requests a resolution approving a contract with Prestige Services, Inc. to provide meals for the Nutrition Program. The County shall compensate Prestige at the rate of \$3.24 per meal including disposable paper products from January 1, 2005 through December 31, 2005. The total amount paid in 2005 shall not exceed \$360,000. The County shall compensate Prestige at the rate of \$3.29 per meal including disposal paper products from January 1, 2006 through December 31, 2006, and the total amount paid in 2006 shall not exceed \$375,000. The request was approved on a motion by Heineman, seconded by Sobeck and carried. **Prepare Resolution**

Insurance Proceeds

Brenda Rigby, Clerk of the Board, stated that she received an \$8,930 check from NYMIR for the 1999 Chevy Suburban that was totaled in the July 2 motor vehicle accident. A motion was made by Nielsen, seconded by Sobeck and carried to accept the funds and allocate \$8,930 to Revenue account A07.2680.00 (Insurance Recovery). **Prepare Resolution** (Please note that this action was amended at the August 9 Board meeting to include an appropriation to the Sheriff's vehicle account to help finance the purchase of two vehicles.)

Legislative Payroll

The legislative payroll for the period May 25 through June 28, 2004 was approved for payment on a motion by Heineman seconded by Sobeck and carried.

Audit Review/Approval

Ms. Rigby distributed copies of the August 9 audit summary. A motion was made by Nielsen, seconded by Bennett and carried authorizing that the August 9 audit in the amount of \$1,129,844.28 plus pre-pays be forwarded to the full Board for approval.

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: 7/21/04

Camp Get-A-Way

Appropriation A4310.45 \$31,490

Revenue A103490.122 31,490

Western Care Coord. Project

FISCAL IMPACT: None

For further information regarding this matter, contact:

Robert W. Anderson, Ph.D.

585-593-1981

Name and Department

Telephone Number

Community Services

5/94

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Human Services/Finance Date: July 21, 2004

Explanation of Grant:

The Health Department requests authorization to accept funding in the amount of \$77,443 to extend our current family planning program/grant through December 31, 2004 (see attached documentation). Funding should be allocated as follows:

Appropriations (\$77,443)

A4010.101	Personnel	\$30,508
A 4035.405	Conference	\$2,250
A 4035.408	General Supplies	\$10,627
A 4035.409	Fees	\$22,560
A 4035.414	Rental: Real Property	\$6,348
A 4035.416	Telephone	\$2,950
A 4035.427	Electricity	\$1,000
A4035.428	Natural Gas	\$1,200

Revenues (\$77,443)

A 10.3450.00	State Aid: Family Planning Program/Grant	\$77,443
--------------	--	----------

FISCAL IMPACT: Total grant: \$77,443

Local county share: \$ -0-

State Grant? Yes Revenue # A10.3450.00 \$ 77,443

Federal Grant? Revenue # \$

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number -

This grant is xx extension of current contract/grant or new grant fund program.

Grant Fiscal Year – 4/1/03 – 12/31/04

Obligation of County after grant expires: None

Major benefits of accepting this grant are: Extension of current contract. Funding will cover operating expense associated with the program

Department Head Signature _____



STATE OF NEW YORK DEPARTMENT OF HEALTH

Corning Tower The Governor Nelson A. Rockefeller Empire State Plaza Albany, New York 12237

Antonia C. Novello, M.D., M.P.H.
Commissioner

Dennis P. Whalen
Executive Deputy Commissioner

July 2, 2004

RECEIVED

JUL 06 2004

**ALLEGANY COUNTY
HEALTH DEPARTMENT**

Gary Ogden, Public Health Director
Allegany County Department of Health
Co Office Bldg
7 Court St
Belmont, NY 14813

Re: Family Planning
July 1, 2004 – December 31, 2004

Dear Dr. Ogden:

Enclosed are two copies of Appendix X extending your current Family Planning contract, number C-014684, by an additional six months and one copy of Appendices B (Summary Budget) and D-1 (Comprehensive Workplan) for the amended 21-month period 4/1/03 – 12/31/04.

The grant award for the extension period July 1, 2004 – December 31, 2004 is \$77,443 for a total revised award of \$284,043.00 covering the period April 1, 2003 through December 31, 2004, as reflected in Appendix B. This funding remains contingent upon the approval of the Office of the State Comptroller.

A standardized comprehensive family planning workplan is attached and will be used to expedite approval of this contract amendment. However, since this second extension will lengthen the period of the contract considerably, any significant changes to staffing, clinic hours or sites, or the workplan must be submitted for approval.

The following administrative documents and budget documents allocating the six-month extension award amount should be completed and submitted by July 20, 2004, for review and approval by DOH staff:

- Assurance,
- Clinic Services Schedule, (copy as needed)
- Performance Site Data Form ,
- Summary Budget Request,
- Detailed PS budget request/cont. Sheet, (copy as needed)
- Detailed OTPS budget Request (3 pages),
- Family Planning Services – Narrative Budget Justification, and the
- Equipment Inventory Form (copy as needed)

In order to expedite the contract amendment process, Appendix B currently shows your family planning six-month extension amount on an uncommitted line. You will receive a revised Appendix B allocating these amounts into your current budget as soon as your budgets have been reviewed and approved by program staff.

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services

DATE: 07/21/04

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: \$3.24 per meal. Included in 2005 proposed budget.

For further information regarding this matter, contact:

Kim Toot
Name and Department

x392
Telephone

ALLEGANY COUNTY OFFICE FOR THE AGING

17 COURT STREET • BELMONT, NY 14813
TELEPHONE 585-268-9390 • TOLL FREE 866-268-9390
FAX 585-268-9657

KIMBERLEY TOOT
Director

DANIEL WASHBURN
Coordinator Of Services
CHERYL CZWORKA
Nutrition Services Coordinator

B I D F O R M

Kimberley Toot, Director
Allegany County Office for the Aging
17 Court Street
Belmont, NY 14813

Dear Ms. Toot,

I submit the following bid for the Allegany County Office for the Aging Senior Nutrition Program.

At a price per meal of \$ 3.24 for 1/1 - 12/31/2005.

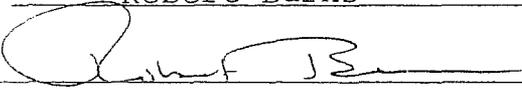
At a price per meal of \$ 3.29 for 1/1 - 12/31/2006.

I also agree to the terms and conditions of the specifications set forth in the 2005-2006 "Bids for Senior Citizen Meal Service".

I enclose executed non-collusive bidding certification.

Printed Name Robert Burns

Date 05/28/2004

Signature 

Company Prestige Services, Inc.

Address 743 Pierce Road

City, State, Zip Clifton Park, NY 12065

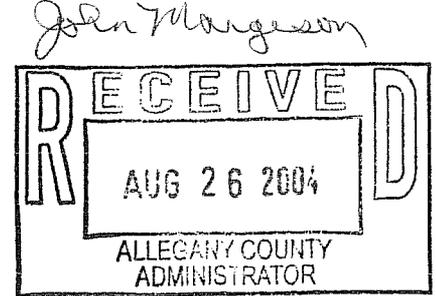
August 9, 2004
Finance Committee
Audit Summary

Health Department	\$1,936.27
Mental Health	983.51
Social Services (Share of Central Purchasing)	1,764.71
Office for the Aging	782.91
County Clerk	4,681.39
Human Resources	297.31
Board of Elections	998.00
Unallocated Insurance	833.33
Veterans' Service Agency	69.10
Disability Insurance	14,541.29
Insurance Reserve (Risk Retention)	3,890.30
Office of Development	3,915.98
Tourism	4,227.68
Planning	400.00
Employment & Training	3,937.58
District Attorney	4,679.31
Public Defender	1,641.07
Assigned Counsel	22,408.53
Grand Jury	468.00
Sheriff	6,463.41
Drug Program	644.09
E-911 Dispatch	67.84
Traffic Safety Program	2,245.12
Probation	6,470.51
Jail	23,941.73
Other Correction Agencies	12,990.00
Traffic Control	551.88
Fire Service	363.26
Fire E-911	43,500.00
Emergency Services	9,890.93
Weights & Measures	190.02
Public Works - Administration	405.79
Buildings & Grounds	2,342.95
Solid Waste	15,953.94
County Road	660,715.46
Road Machinery	11,838.90
Capital Projects - Public Works	27,491.65
STOP DWI	207.66
Youth Programs	29.24
Central Service Telephone	205.00
Central Service Computer	15,323.70
Legislative Board	792.44
County Administrator	18,607.04
Clerk, Legislative Board	23.87
Treasurer	4,053.44
Assessments (Real Property Tax)	21,541.41
County Attorney	4,243.30
Central Service Copying	1,346.85
Accounting & Auditing	10,000.00
Central Service Postage	10,000.00
Community Colleges	8,555.77
Bus Transportation	56,038.58
Capital Projects - Law Enforcement	80,352.23
Total	\$1,129,844.28

**NOT
APPROVED**

FINANCE COMMITTEE

August 16, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Others Present

R. Belmont, D. Button, W. Dibble, B. Farwell, J. Gallman, D. Guiney, E. Herdman, J. Margeson, D. Martin, B. Morris, S. Myers, T. Parker, S. Presutti, Y. Rechichi, D. Reynolds, B. Rigby, D. Roeske, T. Ross, D. Sirianni

Media Present

S. Liebler – Wellsville Daily Reporter

Attorney/Client Session

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

County Attorney – Budget Review (Working Papers p. 42, Acct. A1420)

Daniel Guiney, County Attorney, stated that revenues are collected quarterly, and when he receives payment for the second quarter billings, he will have received in excess of 60 percent of his budgeted revenue. Attorney Guiney indicated that his office almost always exceeds the budgeted revenues, and he projected an increase of approximately five percent for the 2005 budget.

Committee members questioned the 16 percent increase in personnel expenses. Attorney Guiney indicated that the amount reflects requested increases for himself and staff.

It was noted that account A1420.432 in the amount of \$52,000 is a pass through for the Social Services attorney, and part of the mileage expense is also a pass through for Social Services. Overall, Attorney Guiney reduced his .4 appropriation requests for 2005 by 13 percent.

Legislative Board – Budget Review (Working Papers p. 26, Acct. A1010)

Committee members briefly reviewed the 2004 figures and 2005 requests. Committee members hope that the \$200,000 transferred from various departmental budget appropriations to the Board's equipment account (Res. No. 115-04) will fall to fund balance at the end of the year.

County Administrator – Budget Review (Working Papers p. 27, Acct. A1011)

John Margeson, County Administrator, stated that the wild card in his budget is line item .409. This line item reflects payments for labor negotiation and any fees toward arbitration. Mr. Margeson stated that he only budgeted \$5,000, and the past practice has been for him to request a transfer from contingency if he runs out.

Mr. Margeson plans to recheck his .424 (Legal Advertising) figures as the 2005 request appears low. This account will be used to finance the cost of publishing public notices for bid issues regarding the jail.

Contingent – Budget Review (Working Papers p. 63, Acct. A1990)

Some committee members expressed concern that the 2005 budget request for \$200,000 is too low. It was noted that there is approximately \$149,000 in the contingent account right now. Terri Ross, County Treasurer, explained that any activity in the account is done as a budget adjustment so the amounts listed in the actual expense columns is the amount remaining in the account rather than how much was spent.

District Attorney – Budget Review (Working Papers p. 30, Acct. A1165)

Terrence Parker, District Attorney, stated that preparing his budget requires constant guesswork as you never know for sure what is going to happen. For the .433 (Special Prosecutor) account, you never know how many cases there will be. In addition, the assigned counsel rates went up. Mr. Parker has negotiated with a few attorneys to perform work for less than the assigned counsel rate. Mr. Parker indicated that the .430 (Domestic Violence) account is 100 percent grant funded, and it should never have been cut to \$5,200 last year.

Grand Jury – Budget Review (Working Papers p. 35, Acct. A1190)

Mr. Parker stated that the Grand Jury accounts have remained about the same for years.

Public Defender – Budget Review (Working Papers p. 31, Acct. A1170)

Beth Farwell, Public Defender, indicated that the increase in personnel costs resulted from the Public Defender and secretary going to full time. Some of the contractual expenses will be lower due to losing an Assistant Public Defender. Committee members questioned the 14 percent increase in the .409 (Fees) account. Ms. Farwell indicated that this account could change drastically from year to year. If a judge orders something for one of Ms. Farwell's clients, she has to pay the fees.

Assigned Counsel – Budget Review (Working Papers p. 32, Acct. A1171)

Robert Hutter could not attend the meeting so Mr. Margeson discussed the account with committee members. Mr. Margeson indicated that we pay Southern Tier Legal Services approximately \$10,000 per month from this account. For 2004 we have spent approximately \$90,000 not including Mr. Hutter's fee. We don't know what Southern Tier Legal Services Contract will be for next year -- \$185,000 may not be enough. Mr. Margeson plans to analyze what we have spent from January through May to see what impact the Southern Tier Legal Services has had financially.

Treasurer – Budget Review (Working Papers p. 37, Acct. A1325)

Terri Ross, County Treasurer, stated that she budgeted 5 percent salary increases for non-unit personnel, put in some computer equipment, chairs and calculators. Ms. Ross indicated that her postage account has never been accurately funded, and she put it up to where it should be. Ms. Ross pointed out that although she didn't add it to her 2005 budget, she would need to replace some printers

eventually. Ms. Ross also noted that long-term fees are now being charged to the appropriate capital project rather than the Treasurer's budget.

Tax Sale – Budget Review *(Working Papers p. 40, Acct. A1362)*

Ms. Ross stated that this account is for mandatory advertising, and the amount needed varies depending on how many delinquent parcels there are.

Accounting & Auditing – Budget Review *(Working Papers p. 52, Acct. A1671)*

Ms. Ross indicated that this account reflects payments to the auditing firm.

Community Colleges – Budget Review *(Working Papers p. 65, Acct. A2495)*

Ms. Ross stated that through June of 2004 we have distributed \$256,457, and the 2nd half of the year is historically about 22 percent higher. Ms. Ross estimates that the 2004 budget for this account will fall short about \$45,000. Ms. Ross indicated that this account continues to rise because more students are taking long distance learning classes, and a portion of their tuition gets billed to us. Ms. Ross believes this trend will continue, and she anticipates that the requested \$575,000 for the 2005 budget is an accurate figure. Ms. Ross indicated that she would have a better idea after the fall semester starts, and we start receiving bills.

It was noted that Allegany County is required to pay the community colleges for Allegany County students attending the various community colleges because Allegany County does not have a community college. It was also noted that this expense is actually a town expense that the County has taken over. Chairman Palmer read a list of percentages for each town that had students who attended community colleges. Since 1999 the County has spent \$2.6 million on community colleges. Sixty-three percent of what we spend goes to Jamestown Community College.

Ms. Ross stated that when we get a bill from a community college, we make sure there is a certificate of residency. We do get adjustments or credits for students that end up quitting or dropping out.

Committee members agreed that we need to confirm whether or not we would have to pay the community college fees if a community college satellite was located in Allegany County.

Assessments – Budget Review *(Working Papers p. 39, Acct. A1355)*

Steven Presutti, Real Property Tax Director, stated that the increase in his .4 accounts reflects increases in contractual expenses like the rental of equipment as well as a slight increase for an update to the tax system. Mr. Presutti indicated that he is trying to restructure his office so that he won't have to fill the empty part-time position.

Elections – Budget Review *(Working Papers p. 45, Acct. A1450)*

The 2005 Elections budget request is \$575,285, which is 304 percent higher than last year. Almost all of the increases are a direct result of HAVA (Help America Vote Act). To help offset the large appropriation increase, there is a State Aid Elections HAVA revenue account A10.3089.1450 *(Working Papers p. 14)* in the amount of \$319,200.

James Gallman, Elections Commissioner, distributed information regarding HAVA and how it affects Allegany County. Both Mr. Gallman and Ms. Herdman expressed concern regarding the lack of information and direction that they have received from the New York State Legislature regarding HAVA. Mr. Gallman urged legislators to contact their state representative regarding HAVA. Mr. Gallman indicated that we are obligated by federal law to have equipment and training in place by 2006 and asserted that we can't wait until 2006 and have everything ready to go. Mr. Gallman noted that a piece of equipment that will do everything it's supposed to do has not even been approved.

Human Resources – Budget Review *(Working Papers p. 44, Acct. A1430)*

Bernard Morris, Personnel Officer, stated that he attempted to cut every line item that he could. The \$200 budgeted in .201 is for a new fax machine. Other than contractual obligations, such as the Employee Assistance Program, the remaining .4 line items have been reduced.

Public Works Administration - Budget Review *(Working Papers p. 46, Acct. A1490)*

David Roeske, Public Works Superintendent, distributed a 2004 budget overview. Mr. Roeske indicated that the Solid Waste revenues would be below the projected levels because we did not start taking waste from Hornell and Earthwatch until April, and a full year was budgeted. Mr. Roeske also indicated that they might end up with a shortfall in the fuel account.

Buildings – Budget Review *(Working Papers p. 48, Acct. A1620)*

Mr. Roeske stated that he would also need to hire maintenance people for the new jail. Committee members commented on the large increase for the .103 premium pay line item. Mr. Roeske asserted that he put it back up to what it should be noting that the Buildings employees have not been able to complete all of the work that they should be doing. Committee members questioned if it would be more prudent to hire a part-time position to complete some of the work. Mr. Roeske answered that some things need to be done after hours or on an emergency situation, and a part-time position would not alleviate the need for the premium pay. Mr. Margeson believes the line item could be trimmed.

Solid Waste – Budget Review *(Working Papers p. 181, Acct. A8160)*

Committee members questioned the 92 percent increase for .104 (Comp Time). Yvonne Rechichi, Accountant, indicated that some employees accumulate compensation time and want to be paid for it at the end of the year. Ms. Rechichi stated that they would most likely go over the \$6,000 budgeted for 2004.

Mr. Margeson cut the \$175,000 .204 request indicating that he will recommend that the Board use bonding issue to purchase heavy equipment. The \$23,000 in .210 is for eight manhole risers and to replace a card reader for the fuel dispensing system.

Some of the local revenues for Solid Waste can be found on page 4 (account A02.2130) of the working papers. We still need to decide what we plan to do regarding solid waste issues before 2005 revenues can be accurately budgeted. Solid Waste revenues also appear on page 6 and page 10 of the working papers. The total offset amount is \$1,101,000, but the offset does not include fringe benefits, debt service, capital improvements or closure costs. It was noted that the budget officer cut the \$150,000 request for .493 (closure costs). Committee members indicated that they would like to see a spreadsheet showing all expenses and revenues on one sheet.

County Road Fund – Budget Review (Working Papers p. 272-283, Acct. D3310, D5020, D5110, D5112, D5142, D9010, D9030, D9040, D9055, D9553)

Committee members commented on the increase in .103 (premium pay). There is offsetting revenue, and \$10,000 of the \$20,815 was for the Health Department permits that the engineer was going to do.

It was noted that the \$17,000 budgeted in D5110.210 (Working Papers p. 275) is for two Gasboy readers that are obsolete and in need of repair. One other Gasboy reader appears in a different account. It was noted that the budget officer removed \$532,000 (Bridge Materials Capital) from D5110.408 with the hope of bonding the costs of the bridges. Committee members briefly discussed the bridge program noting that the town pays 15 percent and the County pays 85 percent of the cost of the bridge. Mr. Margeson indicated that the last Board of Supervisors (1969) put this formula into place, and it has been followed ever since. It was also noted that we might not be able to bond town bridges because the County doesn't own them.

Committee members asked if the D5110.422 gas account needed to be budgeted at \$255,000 for 2005. Mr. Roeske stated that \$200,000 was budgeted for 2004, and they will be short in this account at year-end. Mr. Roeske indicated that they have been making ongoing efforts to conserve fuel.

The D5112.2 Road Construction account (Working Papers p. 277) reflects CHIPS funding. If the Governor doesn't veto it, we might end up with an extra \$340,000 this year. CHIPS funding is offset on the revenue side.

The D5142.4 Snow Removal account (Working Papers p. 278) is budgeted for \$1,510,000 – a 2 percent increase. The increased fuel costs also increase the towns' costs; Legislators would have to decide if they wanted to give towns a fuel adjustment.

Ms. Ross indicated that the 32 percent increase in D9040.8 (Workers' Comp) (Working Papers p. 281) more accurately represents the actual expense involved.

Committee members asked Mr. Margeson about the \$1 million adjustment for D9553.9 (Inter-Fund Transfers) (Working Papers p. 283). This matter is related to the removal of bridges from the 2005 budget in hopes of bonding the expense.

Road Machinery – Budget Review (Working Papers p. 284-301, Acct. DM5130, DM9010, DM9030, DM9040, DM9055, DM9553)

Committee members questioned the 25 percent increase in DM5130.103 (Road Machinery – Premium Pay) (Working Papers p. 295). Mr. Roeske indicated that the \$15,000 request is below the 2003 actual expense, and they continue to hold the line wherever they can. It was noted that almost \$400,000 was removed from the .2 account with the intention of bonding the equipment.

The large increase in DM9010.802 (Road Machinery – Retirement) (Working Papers p. 297) from \$10,000 to \$26,355 more accurately reflects the actual expense.

Central Service Computer – Budget Review (Working Papers p. 56-57, Acct. A1680)

Deborah Button, IT Director, stated that they are right on target with their 2004 figures. The \$20,450 requested in A1680.2 (Central Service Computer – Equipment) (Working Papers p. 56) represents computer upgrades for many different departments. None of this is offset from other sources; however, we do receive revenue from the Health Department and Social Services.

The A1610 (Shared Services – Telephone) (*Working Papers p. 47*) remains at 2004 levels. The equipment line item has been separated from the contractual line items.

Sheriff's Office – Budget Review (*Working Papers p. 67-73, Acct. A3110, A3111, A3112, A3113, A3114 and p. 81-84 Acct. A3150, A3170, A3310*)

The 2005 budget request for A3110.103 (Sheriff – Premium Pay) (*Working Papers p. 67*) account went from \$92,000 in 2004 to a requested \$40,000. Committee members expressed concern about the large reduction considering that we have spent \$46,789 out of the account through July 16, 2004. Sheriff Randal Belmont indicated that the large reduction is because of some of the cuts that have been made. When committee members questioned Mr. Margeson, he indicated that he doesn't generally add money to a department head's request if the department head believes he can work within the requested figure.

The budget officer removed \$84,000 from A3110.2 representing four vehicles at \$21,000 each with the plan to bond the vehicles. Ms. Ross explained that if you bond in 2005, you don't experience a payment until 2006 at which time you budget a BAN payment. You are pushing the payment off a year and spreading it out over several years. Legislator Reynolds expressed concern that we will be paying for vehicles five years down the road that aren't any good.

It was noted that the Budget Officer removed \$4,000 from A3110.408 (Sheriff – General Supplies) (*Working Papers p. 67*). This account is used to buy several different items like ammunition.

The A3111.447 (Sheriff Drug Program - Contractual) account (*Working Papers p. 69*) is used for public safety contracts such as Live Scan and a maintenance agreement with Live Scan. We have to pay the maintenance agreement to keep the program updated, serviced and maintained.

The A3112.416 (E911 Dispatch – Telephone) account (*Working Papers p. 70*) was deleted from the 2004 budget when the cell phones were moved to the Central Service Telephone account. The \$1,781 requested for 2005 represents line charges that should not have been removed from the 2004 budget.

Sheriff Belmont explained that there would be a gap in funding for the A3114 (Traffic Safety Program) account (*Working Papers p. 72*) as the grant expires on October 1, and the program needs to pass through the federal budget. Sheriff Belmont indicated that it is a good program and asked legislators if they would like to fund the program from October 1 until the federal budget is approved. The program is 100 percent funded, and offsetting revenues appear on p. 15 (\$118,503) and p. 11 (\$3,000) in the working papers. Legislator Heineman indicated that the program would continue to be funded unless the feds actually cut the program out.

The A3150.1 (Jail – Personnel) account (*Working Papers p. 81*) shows a 16 percent increase for 2005. Ms. Ross indicated that the increase reflects an increase in the contract amount including longevity, steps, increments, sick and vacation buy backs.

The A3170.4 (Other Correction Agencies – Contracts) account (*Working Papers p. 83*) represents what we are billed by other agencies when we house out inmates. The 2005 budget officer recommendation of \$200,000 is 14 percent higher than 2004.

Probation Department – Budget Review (*Working Papers p. 74, Acct. 3140 and p. 77-80, Acct. A3142, A3143, A3144, A3145*)

David Sirianni, Probation Director, complimented the way the Sheriff's Office handled and responded to a phone call received in the Probation Department regarding a potentially dangerous situation.

Mr. Sirianni indicated that his employees work on a modified work schedule; however, we are obligated to pay compensation or overtime when employees are called in after hours on emergencies.

Committee members commented on the low 2003 figure of \$13,777 for account A3143 (Probation – Intensive Supervision) (*Working Papers p. 78*). Ms. Ross indicated that the amount charged back in 2003 reflects only what we were reimbursed for.

Clerk, Legislative Board – Budget Review (*Working Papers p. 28, Acct. A1040*)

The A1040.1 (Clerk, Legislative Board – Personnel) account (*Working Papers p. 28*) shows a 23 percent increase for 2005. Ms. Rigby indicated that the majority of the increase results from her request to create a new position after having one abolished last year. In addition to slight increases in salaries, the figure also represents vacation and sick time buy backs. The .429 line item represents our contract with Maximus for cost allocation.

Central Service Accounts – Budget Review (*Working Papers p. 51-55, Acct. A1670, A1672, A1673*)

The A1670 (Central Service Copying) account (*Working Papers p. 51*) budgeted at \$22,000 for 2005 reflects a 14 percent decrease from 2004.

Committee members reviewed account A1672.4 (Central Service UPS) (*Working Papers p. 53*) and asked what types of things we ship via UPS. Ms. Rigby indicated that a variety of items are shipped such as cultures and samples from the various Health Department clinics and Tourism guides. Ms. Rigby stated that the 11 percent increase represents an increase in UPS rates.

The A1673 (Central Service Postage) account (*Working Papers p. 54*) budgeted at \$30,300 reflects a 1 percent decrease from 2004. The actual expense listed under prior years represents the amount actually used from this account above and beyond what is billed back to the individual departments.

Unallocated Insurance – Budget Review (*Working Papers p. 58, Acct. A1910*)

The A1910.4 (Unallocated Insurance) account (*Working Papers p. 58*) budgeted at \$446,151 reflects a 5 percent increase. Liability insurance premiums and our insurance consultant are paid from this account.

The next meeting will be on Tuesday, August 24 from 12:30 to 4:00 p.m.

Adjournment

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

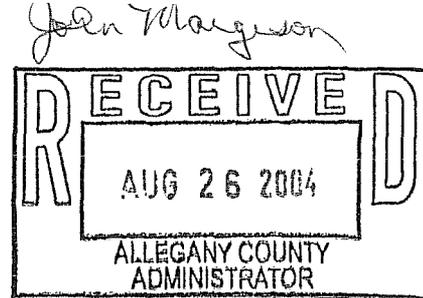
Respectfully submitted,

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

**NOT
APPROVED**

FINANCE COMMITTEE

August 23, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, E. Sherman

Department Liaison: Kimberley Toot

Others Present

D. Aumick, J. Margeson, S. Myers, B. Rigby, T. Ross

Media Present

D. LeBlanc – Olean Times Herald, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The minutes of August 9, 2004 were approved on a motion by Sobeck, seconded by Nielsen and carried.

Conference Attendance

Terri Ross, County Treasurer, requested approval for two of her employees to attend the Advanced Accounting School offered by the NYS Comptroller's Office which will be held in Schenectady this year. The cost is \$65 each plus the hotel stay. The request was approved on a motion by Nielsen, seconded by Sobeck and carried.

Sales Tax Increase

Brenda Rigby, Clerk of the Board, requested committee members approve and sponsor a resolution to amend Resolution 118-67, as amended, (last amended by Resolution No. 186-03) to increase the rate of Allegany County sales and use tax from three to four and one-half percent for the period beginning December 1, 2004 and ending November 30, 2005. The request was approved on a motion by Heineman, seconded by Bennett and carried. Prepare Resolution

John Margeson, County Administrator/Budget Officer, predicts that the additional one-half percent of sales tax will generate approximately \$1.8 million. Committee members commented that \$1.8 million represents approximately 10 percent on the property tax. Committee member believe that additional sale taxes help distribute the tax burden more equitably then additional property taxes.

Insurance Proceeds

Brenda Rigby stated that she received a \$2,572.05 check from NYMIR for the 2000 Chevy Impala assigned to the Sheriff's Office. The vehicle sustained damage in a deer/motor vehicle accident on July 29, 2004. A motion was made by Heineman, seconded by Bennett and carried to accept the funds and allocate \$2,572.05 to CS1931.429 (Risk Retention – Uninsured Property Loss) with a like sum placed in Revenue account CS07.2680 (Risk Retention – Insurance Recovery). Prepare Resolution

Legislative Payroll

The legislative payroll for the period June 29 through July 26, 2004 was approved for payment on a motion by Nielsen seconded by Bennett and carried.

REFERRALS FROM OTHER COMMITTEES:

Human Services Committee

Community Services requests a resolution to transfer \$7,555 from A4312.204 (Mental Health-Youth ICM – Vehicles) to A4315.806 (Mental Health ICM – Hospital Medical). It was noted that the total transfer request is for \$22,800, and the Human Services Committee authorized \$15,245 of the transfer. Committee members agreed that the requested transfers should all appear on the same resolution. A motion was made by Bennett, seconded by Heineman and carried to transfer a total of \$22,800 from A4312.204 to the various accounts listed on the Memorandum of Explanation. **Prepare Resolution**

The Health Department requests a resolution accepting \$84,071 in State grants to extend the current Integrated Cancer Services Program through March 31, 2005. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Heineman, seconded by Sobeck and carried. **Prepare Resolution**

The Department of Social Services requests a resolution approving a contract between Allegany County and New Directions Youth & Family Services, Inc. for Non-Secure Detention Services for the period July 1, 2004 through June 30, 2005. This is a mandated service and is already included in the 2005 budget. The request was approved on a motion by Sobeck, seconded by Heineman and carried. **Prepare Resolution**

Public Safety Committee

The Sheriff's Office requests a resolution transferring \$3,392 from A3110.408 (Sheriff – General Supplies) to A3112.421 (E911 Dispatch – Education). No money was appropriated in 2004 for education costs in the Dispatch Center. Required training and certification expenses for the approved filling of current vacancies of part-time Emergency Services Dispatchers will total \$3,391.08. The request was approved on a motion by Bennett, seconded by Nielsen and carried. **Prepare Resolution**

Audit Review/Approval

Ms. Rigby distributed copies of the August 23 audit summary. A motion was made by Heineman, seconded by Bennett and carried authorizing that the August 23 audit in the amount of \$772,970.15 plus pre-pays be forwarded to the full Board for approval.

Executive Session

A motion was made by Nielsen, seconded by Heineman 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 was made by Heineman seconded by Sobeck and carried to return to regular session.

Abolishment of Positions

A motion was made by Bennett, seconded by Sobeck and carried to sponsor a resolution abolishing positions in the Department of Social Services, Department of Public Works and Real Property Tax Service Agency and terminating the Jobtrak Program in the Department of Social Services effective immediately. **Prepare Resolution**

The following positions in the Department of Social Services will be abolished: one position of Social Welfare Examiner, one position of Jobtrak Supervisor and one position of Account Clerk Typist.

The following positions in the Department of Public Works will be abolished: two positions of Road Maintenance Supervisor and one position of Automotive Mechanic Supervisor.

The following position in the Real Property Tax Service Agency will be abolished: Account Clerk Typist.

Highway Districts

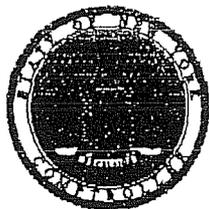
A motion was made by Sobeck, seconded by Heineman and carried to sponsor a resolution directing the Superintendent of Public Works to reduce the number of Highway Districts from five to three effective immediately. **Prepare Resolution**

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



OFFICE OF THE STATE COMPTROLLER
 Mark P. Pattison, Deputy Comptroller
 Division of Local Government Services
 and Economic Development

Alan G. Hevesi,

Advanced Accounting School
 (Accounting Principles and Procedures)

To register, please fill out the registration form below and return it at least three weeks before the start of the session. This will permit sufficient time for you to receive your textbook by mail and to review it before attending. Since payment is required, you must print and mail the registration form with the payment. Please don't forget to check the location you wish to attend. We will allow registration up to a week before the school provided there are seats available. With late registrations, you must pay at the door (check or voucher) and fax the registration forms to (518) 402-4436.

Checks should be payable to the STATE COMPTROLLER and mailed with the form below to:

Office of the State Comptroller
 Remittance Control - 110 State St., 2nd Floor - Albany, New York 12236

A registration confirmation letter along with the textbook will be sent to you unless you register late. Late registrants will pick their textbooks up at the door. Registrations are accepted on a first come first served basis. Questions can be referred to the Training Unit at (518) 473-0006 or e-mail: InstituteTraining@osc.state.ny.us.

Official 1	Official 2
Date: OCT 26-28, 2004	OCT 26-28, 2004
Attendee's Name: JOE BUDINGER	LISA WUERSIG
Attendee's Title: DEPUTY CO. TREAS.	ACCOUNTANT
Address: 7 COURT ST. BELMONT, NY Zip: 14813	7 COURT ST. BELMONT NY Zip: 14813
Municipality: ALLEGANY COUNTY	ALLEGANY COUNTY
Phone Number: 585-268-9289	585-268-9289

PLEASE CHECK LOCATION YOU WISH TO ATTEND

Location	County	Date	Fee - Government Employees	Fee - All Others
<input checked="" type="checkbox"/> NYS Dept. of Transportation Bldg - Schenectady	Schenectady	October 28 - 28	\$85.00	\$130.00
<input type="checkbox"/> H. Lee Dennison Building - Hauppauge	Suffolk	November 16 - 18	\$85.00	\$170.00

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services

DATE: 8/11/04

THE FOLLOWING BUDGET ADJUSTMENTS ARE BEING REQUESTED BY THE ALLEGANY CO. COMMUNITY SERVICES.

FROM	AMOUNT	TO	AMOUNT
A4312.204 MOTOR EQUIP.	\$ 22,800	A4312.101 REGULAR PAY	\$ 4,558
		A4312.405 CONFERENCE	\$ 269
		A4312.411 REPAIRS PER.	\$ 1,500
		A4312.412 REPAIRS REAL	\$ 8,382
		A4312.802 RETIREMENT	\$ 188
		A4312.803 F.I.C.A.	\$ 348
		A4316.806 HOSP./MED.	\$ 7,555
TOTAL	\$ 22,800		\$ 22,800

15,245

THERE IS NO COUNTY TAX IMPACT WITH THESE BUDGET ADJUSTMENTS.

15,245

FISCAL IMPACT: None

For further information regarding this matter, contact:

Robert W. Anderson, Ph.D. - Community Services

585-593-1991

Name and Department

Telephone Number

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services Committee

Date: August 11, 2004

Our contract for non-secure detention services with New Directions Youth & Family Services expired 6/30/04. There are no changes to their proposed contract from our existing contract with them.

Following discussion with the Probation Department Director, I am recommending that we retain our current number of contracted beds (two); this appears to be the most cost-effective option, and in keeping with our trend of decreasing usage of non-secure detention. Although we have on occasion exceeded that number, there has been little problem in placing children.

FISCAL IMPACT: This is a mandated service, and the existence of this contract should not change our currently budgeted figure.

For further information regarding this matter contact

Patricia Schmelzer, Department of Social Services
Name & Department

268-9356
Telephone

Memorandum of Explanation

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

Committee: Public Safety

Date: August 11, 2004

A transfer of \$3,391.08 from 3110.4.08 (General Supplies) to 3112.4.21 (Dispatch Center Education) is requested. No money was appropriated in 2004 for Education costs in the Dispatch Center. Required training and certification expenses for the approved filling of current vacancies of part-time Emergency Services Dispatchers will total \$3,391.08.

Fiscal Impact: none – transfer of funds within Sheriff's budget

For further information regarding this matter, contact:

Randal J. Belmont, Sheriff

Ext. 204

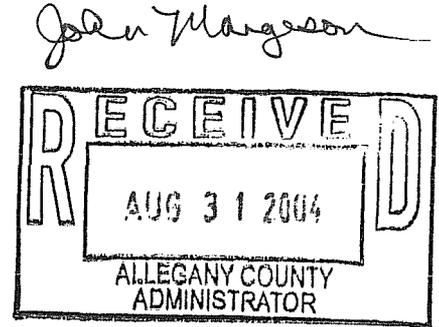
August 23, 2004
Finance Committee

Coroners & Medical Examiners	\$400.00
Health	273,500.31
Mental Health	147,425.68
Office for the Aging	57,941.12
Employment & Training	3,765.53
Public Works - Administration	97.71
Buildings & Grounds	4,579.36
Solid Waste	13,940.84
County Road	243,334.93
Road Machinery	13,182.68
Capital Projects - Public Works	10,188.75
STOP DWI	2,557.49
Beach and Pool	221.09
Youth	1,834.66
Total	\$772,970.15

**NOT
APPROVED**

FINANCE COMMITTEE

August 24, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Attorney/Client Session

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

STOP DWI Program – Budget Review (Working Papers p. 75-76, Acct. A3141)

Deborah Aumick, STOP DWI Program Coordinator, stated that all STOP DWI revenue is generated from fines and must be dedicated to STOP DWI activities. There is a reserve fund for STOP DWI.

The A3141.2 account is budgeted for \$2,500, the same amount as 2004. This account is used to purchase equipment such as breathalyzers, blood test kits, radar equipment, etc. for the police stations. We generally pay one-half of the equipment with the police station picking up the other half. The police station then takes responsibility for and ownership of the equipment.

STOP DWI will pay the entire phone and postage bills for Ms. Aumick's office which also includes the Youth Bureau. The Youth Bureau is supported with County funds. STOP DWI helps support youth activities – many STOP DWI programs are prevention related and very appropriate for youth.

Youth Bureau – Budget Review (Working Papers p. 167, p. 169, p. 177, Acct. A7310, 7312, 7321)

The Youth Bureau has transferred many of their expenses to STOP DWI. Ms. Aumick indicated that the net County cost to run the Youth Bureau is \$20,355.

The Youth Court (Working Papers p. 177) uses no local tax dollars, but they do take local donations. Ms. Aumick stated that they would be able to roll over \$10,000 from 2004 to 2005. It's dedicated money that must be used for Youth Court.

Fire Service – Budget Review (Working Papers p. 85-87, Acct. A3410, A3510)

Paul Gallmann, Fire Coordinator, stated that he should have about \$5,000-\$6,000 left this year in his equipment account because they will not be buying a generator originally budgeted for. In 2004 the County received a \$40,000 member grant that was used to buy mobile radios for fire department vehicles.

Committee members questioned the large increase in A3410.405 (Fire – Conference) for 2005. Mr. Gallmann indicated that the funds would be used for conferences and education necessary to keep certifications.

The \$47,000 in account A3510.203 (Fire-E-911 – Communications) for 2004 represents 911 grant money that was used to purchase the recorder and time clock. Mr. Gallmann indicated that the large increase in central service telephone expenses reflect the estimated costs now that the whole system has been upgraded. This expense comes out of 911 money.

Emergency Services – Budget Review *(Working Papers p. 88-89, Acct. 3640)*

John Tucker, Emergency Services Director, stated that his accounts could fluctuate quite a bit from year-to-year depending on what activities are going on. In 2004 we adjusted the .2 account for the \$75,000 Homeland Security Grant. These funds were used to upgrade computers, purchase a laptop and for security purposes. We used \$25,000 to purchase a screening x-ray machine for building security. Mr. Tucker indicated that we have until the end of 2005 to expend that money. Deborah Button, IT Director, has an itemized list of items that will be purchased with this money.

The A3640.474 account is used for EMS training programs and is 100 percent funded by the State. The NYS Department of Health requires that you can't make a profit on this funding – we get reimbursed for the expenditures we make.

Mr. Tucker estimates that about one-half of his total budget is either grant funded or financed from other non-County sources.

Health Department – Budget Review *(Working Papers p. 90-112)*

Committee members commented on the large increase for account A4010.103 (Health Department – Premium Pay). Dr. Gary Ogden, Public Health Director, indicated that although the 2005 request shows a 268 percent increase, the \$35,000 request is only slightly above the 2003 actual expense. Dr. Ogden believes they might not spend that much, and committee members may possibly want to reduce the figure.

Premium pay is also up for account A4011.103 (Health-Nurses – Premium Pay) *(Working Papers p. 92)*. Dr. Ogden stated that they would also be over the \$15,000 budgeted for 2004 but assured committee members that the employees understand the system now, and they have capped the amount of time spent on each patient.

Dr. Ogden indicated that the listed line items could be identified as follows:

- .409 data processing support, lab testing, professional licenses, Oracle maintenance
- .410 maintenance paid to the County
- .413 lease payments on copier
- .456 contract and home health aid (due to be negotiated)

Pamela Cockle, Accountant, explained that the A4011 account is used for the traditional program, and the A4040 account is used for the long-term program. The nurses are cross-hired between programs, and invoices and bills are broken down by program.

Terri Ross, Treasurer, distributed a sheet showing the expenses and revenues for the A4040 Long Term Program showing a projected County cost of \$29,000 for 2005. Between 58 and 63 patients are served, the County pays for 1.5 clients served, and Medicaid, insurance, private pay, etc, covers the rest. The Long Term Program lost about \$300,000 in 2003, but they hope to be in the black for 2004.

Ms. Cockle and Dr. Ogden identified the listed accounts and described their funding sources:

A4043 Rabies	100% funded	(working papers p. 98)
A4046 Physically Handicapped Child	50% state, 50% county	(working papers p. 99)
A4047 Community Health Assessment	36% state aid	(working papers p. 100)
A4050 Water Quality Management	100% funded	(working papers p. 101)
A4051 Tobacco Awareness	100% funded	(working papers p. 102)
A4051 Health Dept. IHAP	100% grant funded	(working papers p. 103)
A4053 Hep-B Vaccine	fees from clients	(working papers p. 104)
A4056 Immunization under 24 mos.	100% funded	(working papers p. 106)
A4060 Health Dept EIP	after revenue offset	
	50% state, 50% county	(working papers p. 107)

This is a federally mandated program. We have the highest Medicaid reimbursement in New York State.

A4070 TB Care & Treatment	100% funded	(working papers p. 108)
A4071 Cancer Screening	100% funded	(working papers p. 109)
A4083 Healthy Heart	100% funded	(working papers P. 110)
A4189 Bio-Terrorism Preparedness	100% funded	(working papers p. 111)
A4190 WIC	100% funded	(working papers p. 112)
A1185 Medical Exam & Coroners	100% County - We do get reimbursement for contract with Monroe	(working papers p. 34)

Mental Health – Budget Review (Working papers p. 114-121, Acct. A4310, A4311, A4312, A4314, AA4315, A4316, A4390)

Dr. Robert Anderson, Community Services Director, and James Mulholland, Accountant, discussed the various mental health related accounts. Mr. Mulholland indicated that the net cost to the County for all programs is \$204,517. This figure includes all fringe benefits and pay raises as well as the \$10,000 allocation for the Mental Hygiene Law which we have little control over.

Mr. Mulholland does not believe changes in the State budget will have much of an impact, but he did note that there might be some conversions of programs. Mr. Mulholland asserted that the County would not experience any increase due to the State budget.

Committee members briefly discussed the various accounts with Dr. Anderson and Mr. Mulholland.

Development, Planning & Tourism – Budget Review (Working Papers p. 141, p. 180, p. 161, Acct. A6430, A6989, A8020)

John Foels, Development Director, stated that his 2005 budget is flat; they have no increases. Account A6430.475 (Working Papers p. 141) represents the amount we contribute to the Friendship EDZ. Our account is used as a pass through to the EDZ, and we have paid this since inception. Mr. Margeson indicated that if the County stopped making their contribution, then New York State would also probably stop contributing. Mr. Foels described what some of the other accounts are used for noting that the .474 line item for marketing has been pared down considerably compared to prior years.

The A8020.492 (Planning – Contractual) account (working papers p. 180) budgeted for \$20,000 shows a 90% increase over 2004. Mr. Foels indicated that this account is used to pay our annual commitment to Southern Tier West. The annual payment was reduced to \$10,500 last year, but Mr. Foels feels that it should be increased to \$20,000. Other line items in the Planning budget remain basically the same. Committee members questioned the \$400/month contract with our previous Planner. Mr. Foels indicated that he works closely with the Planning Board, Development Office and various communities. GIS appears to have been left to individual departments. Committee members

briefly discussed the Pictometry Program noting that they do not believe it is being used to its full potential.

In the A6989 (Tourism) account (*working papers p. 161*) line items .401-Postage, .409-fees, .416-phone, .419-printing, .474, .475 and .476 are all paid for with I LOVE NY money. The .477 line item budgeted at \$37,400 represents the County's contract with Mr. Case.

Mr. Case indicated that he believes their grant funding will drop from approximately \$100,000 to around \$85,000. Line item .475 should be adjusted to reflect any possible reductions. Mr. Case will provide committee members with more accurate figures as soon as possible.

Veterans Service – Budget Review (*Working Papers p. 142, Acct. 6510*)

Committee members questioned the 10 percent increase in the .1 accounts. H. Scott Spillane, Veterans Director, indicated that the increase reflects a step, plus raises as well as vacation and sick buy backs. Mr. Spillane informed committee members that he just received a \$1,860 grant that will be applied against his 2004 expenses.

Consumer Affairs – Budget Review (*Working Papers p. 143, Acct. 6610*)

Committee members questioned the 32 percent increase in line item .101. Gilbert Green, Director of Weights and Measures, stated that he only worked eight months for the County last year so the 2004 figure was not based on a full years' wages.

Office for the Aging – Budget Review (*Working Papers p. 144-160, Acct. A6772, A6773, A6774, A6775, A6776, A6777, A6778, A6779, A6781, A6782, A6783, A6784, A6785, A6786*)

Kimberley Toot, Office for the Aging Director, distributed a spreadsheet showing her 16 grants and line items associated with the grants. Ms. Toot stated that her overall budget once the Budget Officer removed the \$17,000 for the van that they plan to bond shows a 1 percent increase over last year. The biggest increase is in personnel costs with a 2.9 percent increase over last year. The caterer line item increased by \$4,140 reflecting an increase in the cost per meal, not in the number of meals. Ms. Toot stated that she budgeted 112,000 meals for next year, which is about what they are serving this year.

Ms. Toot indicated that they decreased their home care line by 200 hours. Their home care money is capped. There is not a waiting list for the Meals on Wheels Program, but there is a waiting line for Home Care and Home Repair.

Ms. Toot asserted that if the legislators are looking for cuts then they will have to start looking at services. Ms. Toot added that the Governor vetoed add-ons for OFA programs, and Ms. Toot estimates that they will probably get approximately \$3,000 less spread across three grants.

Ms. Toot distributed a 2004 account summary showing that they have spent 42 percent of their appropriations and collected 31 percent of the revenues. Ms. Toot indicated that her revenues were low because of the state budget. Ms. Toot received a notice of some provisional grant awards.

Ms. Toot indicated that Home Care (EISEP Program, Acct. 6778) (*working papers p. 152*) is a concern. It does save us Medicaid funding, but some people on the waiting list have applied for Medicaid and been accepted.

Historian – Budget Review *(Working Papers p. 178, Acct. 7510)*

Committee members did not have any questions or concerns regarding this account at this time.

Conservation – Budget Review *(Working Papers p. 185, Acct. 8730)*

The A8730 account represents the annual appropriation made to the Allegany County Soil and Water Conservation District. Fred Sinclair, District Manager, distributed copies of his budget totaling \$226,410.61 for 2005. Last year the County's annual appropriation was cut 10 percent (from \$93,000 to \$81,000). Mr. Sinclair indicated that he hoped to receive \$90,000 this year but noticed that the Budget Officer dropped that figure to \$85,000.

Mr. Sinclair indicated that they will be opening forest product bids at the end of the week, and he believes that they could add approximately \$50,000 to the A07.2652.00 Sale of Forest Products revenue account *(working papers p. 10)*. Committee members discussed the sale of forest products and future potential revenue with Mr. Sinclair.

Employment & Training – Budget Review *(Working Papers p. 203-230, CD1 Fund)*

Jerry Garmong, Employment and Training Director, stated that his overall budget is down approximately 5 percent noting that their fiscal year runs from July 1 through June 30. Their expenditures and revenues for 2004 are on target. The CD1 Fund budget totals \$1,132,770 and Mr. Garmong has requested a \$21,300 County contribution *(see working papers p. 208, Interfund transfer)*. Employment and Training is audited by the New York State Department of Labor. Mr. Garmong indicated that his resources continue to decrease.

Beach & Pool – Budget Review *(Working Papers p. 163, Acct. 7180)*

Mr. Margeson indicated that this account allows us to operate the public beach and swim area at Rushford Lake. Fifty percent of the \$31,575 cost is supplied by state aid through the Youth Bureau *(See working papers p. 17, revenue acct. A10.3820.01 for \$15,750)*

Other Recreation – Budget Review *(Working Papers p. 166, Acct. A7185)*

Mr. Margeson indicated that this account is a 100 percent funded state grant for the development of snowmobile trails in the County. *(The offsetting revenue is on working papers p. 14)*

CS Risk Retention Fund – Budget Review *(Working Papers p. 238-246)*

Ms. Rigby stated that all liability insurance claims and professional services related to claims are paid from the CS Fund. Last year we used \$100,000 from reserve. Ms. Rigby indicated that we are required to maintain a certain balance in the CS Fund, and what isn't spent is carried over as a fund balance. We currently have a \$250,000 SIR deductible.

Ms. Ross asserted that there is no appropriated fund balance; however, we will take appropriated reserve from STOP DWI. The retirement payment could potentially fall to fund balance if we don't have to pay \$1.8 million until February.

CSH Risk Retention Health Fund – Budget Review *(Working Papers p. 254-259)*

Mr. Margeson indicated that we will exceed the \$1.2 million budgeted for 2004 in account CSH9063.806 *(Working Papers p. 258)*, and he isn't sure if the \$1.5 million he has budgeted for 2005 will be adequate. We have already increased co-pays and deductibles. Mr. Margeson stated that the \$133,029 listed as the actual expense for 2001 is not accurate as some of the drug costs were paid out of a different account.

V Debt Service Fund – Budget Review *(Working papers p. 316-324)*

Mr. Margeson stated that the \$129,200 in revenue account A09.2801.00 (Interfund Revenue)*(Working Papers p. 319)* represents CHIPS funds.

The V9710 expense accounts are for bond payments. Ms. Ross stated that we would need to decide what we want to do about making payments on our \$2.3 million BAN. We need a payment of about \$155,000, which should be added to this account. The interest payment is in the account, but principal has not been budgeted.

Mr. Margeson indicated that September 30 is the last date we have ever issued a tentative budget.

Next Meeting

The next meeting will be on Wednesday, September 1 at 12:30 p.m.

Executive Session

A motion was made by Bennett, seconded by Nielsen 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 was made by Nielsen, seconded by Bennett and carried to return to regular session.

Adjournment

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

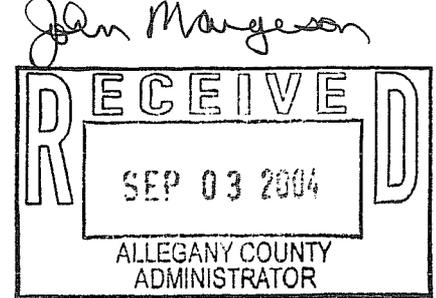
Respectfully submitted,

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

**NOT
APPROVED**

FINANCE COMMITTEE

September 1, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Department Liaison: K. Toot

Others Present

L. Childs, J. Margeson, T. Norton, B. Rigby, T. Ross

Media Present

S. Liebler – Wellsville Daily Reporter

2005 Budget

Legislator Curt Crandall, Chairman of the Finance Committee, stated that the compiled tentative budget comes from the Budget Officer, and until the tentative budget is filed, all recommended changes would go directly to the Budget Officer.

Mr. Crandall mentioned inviting the chairman of the committee of jurisdiction, other committee members and the department head for the budget centers being discussed.

Committee members discussed the following proposed pre-tentative budget changes:

1. **Sale of Tax Acquired Property – Revenue Account A01.1051.00** *(Working papers p. 1)*
Increase from \$250,000 to \$300,000 Difference: \$50,000

This revenue item represents proceeds from the annual property tax sale. Mr. Margeson indicated that this increase is a gamble because we don't know how many properties we will have to auction off. Terri Ross, County Treasurer, stated that last year we had some large properties that increased our revenue.

2. **Payment in Lieu of Taxes – Revenue Account A01.1081.00** *(Working papers p. 1)*
Increase from 0 to \$120,000 Difference: \$120,000

Mr. Margeson indicated that he is very comfortable with this increase. This revenue is primarily generated from IDA deals done in the past. Ms. Ross indicated that we have a new pilot coming on for 2005.

3. **Sales and Use Tax – Revenue Account A01.1110.00** *(Working papers p. 1)*
Increase from \$14,000,000 to \$16,200,000 Difference: \$2,200,000

Mr. Margeson stated that he recommends this increase based on the assumption that the legislators will approve the sales tax increase from 4 percent to 4.5 percent and the County will achieve a 2 percent growth in collections. Mr. Margeson believes that we may slightly exceed the \$14,000,000 budgeted for 2004.

22. **Medical Assistance-Contractual – Appropriation Account A6101.474** *(Working papers p. 129)*
Decrease from \$9,500,000 to \$9,000,000 Difference: \$500,000

Adjustment for State assuming cost of Family Health Plus. Legislator Robert Heineman (*District V*) stated that he thought the committee had previously discussed possibly reducing the account to \$3.82 million. Ms. Ross asserted that as of last Friday, the County has spent \$7.3 million from this account.

23. **Solid Waste-Regular Pay – Appropriation Account A8160.101** *(Working papers p. 181)*
Decrease from \$646,680 to \$623,680 Difference: \$23,000

Represents a request for the new position of laborer.

24. **Cooperative Extension – Appropriation Account A8751.492** *(Working papers p. 186)*
Decrease from \$223,000 to \$190,000 Difference: \$33,000

Committee members briefly discussed this account. Although there was a major cut back in 1992, the Board has generally granted small cost of living increases. Legislator Bennett indicated that a decrease in the County's appropriation would probably affect salaries. The County employs a few contractual employees through Cooperative Extension. Mr. Margeson noted that we reduced their rent obligation to the County two years ago. Mr. Margeson indicated that if we completely cut their appropriation, they would probably cease to exist.

25. **County Road-Regular Pay – Appropriation Account D5110.101** *(Working papers p. 275)*
Decrease from \$1,569,708 to \$1,460,708 Difference: \$109,000

Reflects positions abolished on August 23.

26. **County Road-Premium Pay – Appropriation Account D5110.103** *(Working papers p. 275)*
Decrease from \$70,000 to \$50,000 Difference: \$20,000

The proposed changes reflect a \$2,065,800 increase in revenues and a \$1,574,966 reduction in expenses for an overall \$3,640,766 decrease in required funds. A motion was made by Heineman, seconded by Bennett and carried to recommend to the Budget Officer that he make the above changes before filing the tentative budget.

Committee members briefly discussed possible adjustments to the Solid Waste accounts. Legislator Crandall stated that we would be in a better position to adjust the Solid Waste accounts once we have a Solid Waste budget put together using the scenarios that were passed at the joint meeting last week. The 2005 budget should reflect any changes the Board makes in fees, tonnage, etc. Mr. Margeson hopes to have the figures soon.

Committee members briefly discussed solid waste billing options for tax-exempt entities and municipalities as well as contracts to take waste from outside the County. Mr. Bennett estimates that the County could generate an extra \$500,000 in revenue if the proposals from last week pass.

Committee members discussed the variations in .1 accounts from one department to another. Mr. Margeson indicated that the .1 accounts would be addressed once some of the salaries are finalized. Mr. Margeson stated that we have firm figures for the nurse's union

employees and sheriff's union employees, but AFSCME is still negotiating. Many employees are eligible for step and increment increases, and the Board still needs to set the Section IV salaries.

Ms. Ross suggested that legislators might want to look at the individual departmental .1 budget sheets so that they can understand how the increases are figured. Ms. Ross noted that sick and vacation buyouts also result in the need for extra cash. Ms. Ross explained that department heads request an overtime amount plus a total .1 amount, and the individual line items for .1 are automatically figured on a percentage basis.

Legislator Sobeck asked for committee members' thoughts on summer help. Approximately \$70,000 split among numerous accounts was budgeted to pay for summer help in 2004. Mr. Margeson stated that the entire \$70,000 was not used. Ms. Ross will let committee members know what has been budgeted for summer help for 2005. Committee members talked about reducing the figure but not cutting it out completely. Summer help often results in a cost savings.

Committee members questioned Mr. Margeson about the Rushford Beach account A7180 (*Working papers p. 163*). Mr. Margeson indicated that we receive 50 percent state aid, and the net County cost ends up being approximately \$16,000.

Mr. Margeson will inform department heads if any changes were made to their accounts.

Kimberley Toot, Office for the Aging Director, serving as the departmental liaison stressed the importance of keeping department heads informed and involved as the budget process progresses. Ms. Toot indicated that false information is often spread when people aren't apprised of the facts.

Next Meeting

The next meeting will be on Wednesday, September 8 at 11:00 a.m.

Executive Session

A motion was made by Nielsen, seconded by Heineman 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 was made by Nielsen, seconded by Bennett and carried to return to regular session.

Adjournment

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

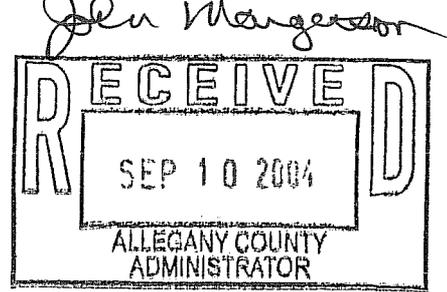
Respectfully submitted,

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

**NOT
APPROVED**

FINANCE COMMITTEE

September 8, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, K. Nielsen, E. Sherman, J. Palmer

Others Present

R. Christman, J. Margeson, T. Norton, B. Rigby, T. Ross

Media Present

S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The August 16, 2004 Finance Committee minutes were approved on a motion by Nielsen, seconded by Sobeck and carried.

The August 23, 2004 Finance Committee minutes were approved on a motion by Sobeck, seconded by Nielsen and carried.

The August 24, 2004 Finance Committee minutes were approved on a motion by Sherman, seconded by Nielsen and carried.

The September 1, 2004 Finance Committee minutes were approved on a motion by Sherman, seconded by Sobeck and carried.

Mortgage Tax Recording and Collection Fees

Robert Christman, County Clerk, distributed a draft resolution authorizing the Allegany County Clerk to request retention of necessary expenses for mortgage tax recording and collection.

Mr. Christman stated that the state has authorized County Clerks to receive all of their necessary expenses incurred for the administration of the mortgage tax program. Mr. Christman indicated that the majority of all counties in New York State have implemented a fee, and Allegany County is one of the few counties that has not. Mr. Christman stated that he spoke with many of the town supervisors, and although they do not like the idea of collecting less mortgage tax revenue, they understand why the County needs to implement a charge. Mr. Christman discovered that most town supervisors do not budget for the mortgage tax revenue:

Mr. Christman provided information showing that the total annual mortgage tax expenses are \$95,574.67 resulting in a total monthly expense of \$7,964.56. Mr. Christman requested that the resolution approve that \$7,964.55 per month be retained by the County for necessary expenditures for mortgage tax recording. Mr. Christman asserted that the key to the program is that we will be collecting almost \$20,000 from the state. The County will now keep funds that previously went to the state. The breakdown of charges will be 50 percent paid by towns, 25 percent paid by the County, and 25 percent paid by the state. It was noted that the increase in revenue has already been added to the County Clerk's 2005 budget. A motion was made by Sherman, seconded by

Sobeck and carried to send the requested resolution to the full Board for consideration. **Prepare Resolution**

Payment for Property

Brenda Rigby presented a referral from Daniel Guiney, County Attorney, requesting approval to pay Gene and Sandra Fanton for the value of property located in the Town of Amity taken by condemnation as determined by the courts for \$10,250 from account CS1932.430 (Risk Retention Fund – Actions Approved by Courts). The request was approved on a motion by Sobeck, seconded by Nielsen and carried.

2005 Budget

State Retirement, Account A9010.802 (Working papers p. 190)

Terri Ross, County Treasurer, received the estimated retirement bill for \$2.5 million. New York State has postponed the required payment until February 2005. Ms. Ross suggests that we accrue nine months of the bill out of 2004 appropriations. This would require us to make a budgetary appropriation of \$1.4 million in 2005.

We currently have \$1.9 million budgeted for the minimum payment in 2004. The nine-month accrual would allow any additional monies budgeted, but not needed, to offset over spending or fall to fund balance for 2004. We could also remove \$950,000 from the 2005 budget. Approximately \$174,000 of the retirement bill is paid from the County Road and Road Machinery Funds.

A motion was made by Bennett, seconded by Sherman and carried recommending that John Margeson, County Administrator/Budget Officer, change the \$2.2 million in account A9010.802 currently budgeted in the pre-tentative 2005 budget to \$1.25 million resulting in a \$950,000 savings.

Health-Nurses – Premium Pay, Account A4011.103 (Working papers p. 92)

A motion was made by Sobeck, seconded by Bennett and carried recommending that the Budget Officer change the \$25,000 in account A4011.103 to \$20,000. The action will also require a \$1,750 (35% of \$5,000) reduction in revenue account A10.3401.01 (Public Health Work) *(Working papers p. 15)*.

Health Department – Premium Pay, Account A4010.103 (Working papers p. 90)

A motion was made by Nielsen, seconded by Sobeck and carried recommending that the Budget Officer change the \$35,000 in account A4010.103 to \$20,000. The action will also require a \$5,250 (35% of \$15,000) reduction in revenue account A10.3401.01 (Public Health Work) *(Working papers p. 15)*.

Health Department – Insurance, Account A4010.406 (Working papers p. 90)

Committee members discussed the large increase in account A4010.406. Ms. Rigby indicated that the 2004 actual expense of \$21,054 was a pro-rated figure based on 2002 insurance premiums, and the \$43,475 budgeted for 2005 is based on 2003 insurance premiums. Ms. Rigby stated that there was a large increase in insurance premiums between 2002 and 2003, and the

\$43,475 represents the actual amount she will be charging back to the Health Department in July 2005. No adjustments were made to the account.

Health-Nurses – Fees, Account A4011.409 (Working papers p. 93)

Committee members discussed the large increase in account A4011.409. It was noted that \$30,000 of the \$30,330 increase is paid to the IT Department as revenue for services.

Mental Health, Accounts A4312, A4314, A4315, A4316, A4390 (Working papers p. 117-121)

Mr. Margeson stated that with the exception of the Mental Hygiene Law, the Mental Health accounts are 100 percent reimbursed.

Social Services Administration – Equipment, Account A6010.201 (Working papers p. 123)

Of the \$70,000 budgeted in this account, \$65,000 comes from a grant.

Child Care, Account A6119.474 (Working papers p. 133)

Committee members agreed that this account could possibly be cut slightly and plan to take a closer look at it in the future. The account is currently running at about \$125,000 per month, but the government may change the reimbursement formula.

Development, Account A6430 (Working papers p. 141)

Committee members noted that the entire Development budget comes from local money. A motion was made by Bennett, seconded by Sobeck and carried recommending that the Budget Officer change the \$35,195 in line item .474 to \$20,000.

Tourism, Account A6989 (Working papers p. 161 & 17)

Mr. Margeson stated that Jesse Case, Tourism Specialist, recently submitted an adjusted budget based on known I LOVE NY grant figures. A motion was made by Sobeck, seconded by Bennett and carried recommending that the Budget Officer change the \$106,150 in line item .475 to \$85,000. This action also requires a change in the corresponding revenue account A10.3715.00 (Working papers p. 17). A motion was made by Sobeck, seconded by Bennett and carried recommending that the Budget Officer change the \$101,258 budgeted under the revenue account to \$85,000. The Budget Officer will verify the amounts and make any necessary adjustments.

Planning, Account A8020.492 (Working papers p. 180)

Mr. Margeson indicated that the \$20,000 budgeted in this account is based on an established formula. Allegany County contributes approximately 19 percent of the Southern Tier West budget, Cattaraugus County contributes 30 percent and Chautauqua County contributes 51 percent. Mr. Margeson indicated that he isn't sure why the 2004 budget item was reduced to \$10,500, but we have an obligation to contribute the \$20,000.

Solid Waste, Account A8160 (Working papers p. 181-182)

Committee members agreed that the Solid Waste accounts would need to be adjusted to reflect any changes made in the Solid Waste System.

Community Colleges, Account A2495 (Working papers p. 65)

Legislator Robert Sobeck stated that the issue of Community College payments was brought up at the last District IV meeting. Mr. Sobeck indicated that Community Colleges might be in violation of their charter if they have student housing on campus. It was noted that many of the Community Colleges now offer student housing. Has the charter changed? Do we have to pay them if they are in violation of their charter? A motion was made by Sobeck, seconded by Bennett and carried to refer the matter to the County Attorney for further investigation. **Refer to County Attorney**

Mr. Sobeck stated that he recently read that Cattaraugus County asked their department heads to reduce the .2 and .4 line items in their budgets to compensate for any increases in the .1 line items due to contractual raises. Mr. Margeson indicated that Allegany County department heads had this goal in mind when they prepared their 2005 budgets, but it would be impossible for some of the departments to realistically achieve this goal. Mr. Margeson believes that the department heads have already trimmed their budgets to "bare bones."

Legislator Rodney Bennett stated that in order to cut the budget further, services and programs would need to be cut.

Adjournment

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

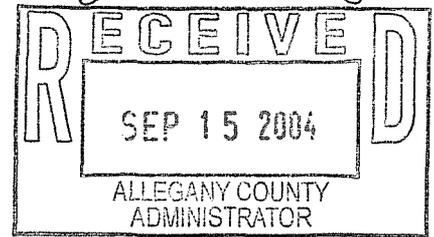
Respectfully submitted,

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

NOT
APPROVED

FINANCE COMMITTEE

September 8¹³, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, E. Sherman, J. Palmer

Departmental Liaison: K. Toot

Others Present

D. Aumick, K. Buffington, J. Case, J. Graffrath, J. Margeson, B. Morris, S. Myers, T. Norton, B. Reynolds, B. Rigby, T. Ross

Media Present

S. Liebler – Wellsville Daily Reporter

City Status for Wellsville

Jesse Case, Deputy Mayor for the Village of Wellsville, acting on behalf of the Village of Wellsville, requested a resolution supporting state approval of city status for Wellsville.

Legislator Curt Crandall, Chairman of the Finance Committee, stated that the Village of Wellsville does not need the Board's approval to proceed with their request. Mr. Case indicated that our state representatives requested the Village to get support at the County level, and the Village feels a resolution of support would be very beneficial.

Committee members briefly discussed how the sales tax might be shared. Mr. Crandall noted that a resolution of support would not get into specific details; it would be a statement indicating that the Board is in favor of the state looking at the city status issue.

Legislator Robert Sobeck (*District IV*) stated that Wellsville's plan includes all town and villages and would benefit all towns and villages. Mr. Sobeck then made a motion that we pre-file a resolution for the September 27 Board meeting to support city status for the Village of Wellsville. Legislator Edgar Sherman (*District III*) stated he would second the motion to get it on the floor. (Voting No: Bennett (*District I*)) **Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES:

Personnel Committee

The Personnel Committee approved and forwarded a referral from the Public Safety Committee authorizing the payment of 100 percent of the accumulated sick time of Deputy Derek Ward to his family. The request was approved on a motion by Sobeck, seconded by Bennett and carried.

Public Safety Committee

The Public Safety Committee indicated that the Traffic Safety Program would not be receiving as much funding as planned and recommended that the Finance Committee find the

Legislator Robert Heineman (*District V*) asked Mr. Margeson how much could be saved if AFSCME members did not receive salary increases in 2005. Mr. Margeson indicated that approximately \$300,000 could be saved. Mr. Heineman then asked, "Is there any way we can compensate for the \$300,000 – has the union made any concessions?"

Occupancy Tax

A motion was made by Heineman and seconded by Sobeck to repeal Local Law No. 3 of 2003 that imposed a tax on the occupancy of hotel or motel rooms providing lodging on an overnight basis within Allegany County.

Terri Ross, County Treasurer, stated that \$125,000 was placed in the 2004 budget under revenue account number A01.1113.00 in anticipation of occupancy tax revenue, but she estimates that we will only receive \$50,000 to \$60,000. The next payment is due September 20, and Ms. Ross will plan to provide a more accurate figure at the following meeting.

Committee members discussed the matter. Some wondered if such a small amount of revenue was worth the extra hassle, conflict and work. Others pointed out that we would need to find somewhere else to obtain \$50,000 to \$60,000 if the Local Law was rescinded.

A motion was made by Nielsen, seconded by Sherman and carried to table the matter until the next meeting. (Voting No: Sobeck)

Executive Session

A motion was made by Bennett, seconded by Nielsen and carried to enter into executive session to discuss matters leading to the employment, dismissal or removal of a particular person. Following the executive session a motion was made by Heineman seconded by Sherman and carried to return to regular session.

County Programs and Services

Committee members requested Mr. Margeson to look at the different programs and services offered by the County and report the impact of each on the County budget.

Next Meeting

Committee members agreed to move the time of the next Finance Committee meeting on Monday, September 27 from 10:30 a.m. to 11:00 a.m.

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

September 13, 2004
Finance Committee
Audit Summary

Health Department	\$804.85
Mental Health	65.32
Social Services (Share of Central Purchasing)	1,636.55
Office for the Aging	247.45
County Clerk	4,511.43
Human Resources	3,442.14
Board of Elections	1,880.95
Unallocated Insurance	833.33
Veterans' Service Agency	393.40
Disability Insurance	9,750.27
Insurance Reserve (Risk Retention)	320.00
Office of Development	9,120.83
Tourism	13,304.91
Planning	4,653.78
Housing Rehabilitation	3,158.33
Employment & Training	24,026.87
District Attorney	12,248.13
Public Defender	5,045.14
Assigned Counsel	29,780.57
Grand Jury	293.10
Sheriff	19,680.39
Drug Program	107.10
Traffic Safety Program	2,272.33
Probation	6,956.10
STOP DWI	655.81
Jail	18,249.97
Other Correction Agencies	19,974.34
Fire Service	5,880.67
Fire E-911	4,192.00
Emergency Services	22,543.82
Weights & Measures	110.60
Youth	2,321.42
Public Works - Administration	784.77
Buildings & Grounds	5,819.80
Solid Waste	11,519.36
County Road	113,604.74
Road Machinery	14,634.51
Capital Projects - Public Works	96,928.45
Legislative Board	1,164.56
County Administrator	12,975.91
Clerk, Legislative Board	245.69
Treasurer	758.72
Assessments (Real Property Tax)	3,126.65
County Attorney	5,757.22
Central Service Telephone	47.98
Central Service Copying	1,635.37
Central Service Postage	100.26
Central Service Computer	10,944.65
Community Colleges	19,349.74
Bus Transportation	56,609.08
Capital Projects - Law Enforcement	40,822.28
Total	\$625,291.64

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Public Safety
Finance Committee

DATE: September 8, 2004

Since Jan. 15, 1998, the New York State Governor's Traffic Safety Committee has fully funded a traffic safety program serving Allegany County. On Oct. 1, 2001, the program and funding moved from Cornell Cooperative Extension to the Sheriff's Office.

The fiscal year for the program begins Oct. 1, 2004. The GTSC has awarded \$14,000 for the 2004-05 Child Passenger Safety Program. They have not yet awarded 2004-05 funds for Buckle Up New York (\$2,511 applied for) or a STEP enforcement program centered on speeding and aggressive driving in school zones (\$16,372 applied for).

The GTSC awarded \$50,000 for the 2004-05 primary traffic safety program (Sharing Roads Safely), which covers the coordinator's salary and most of the benefits. The application was for \$68,074. No money was allocated from the state for phones, postage, mileage, contract services, program materials, conference costs, etc.

To make up the shortfall, the GTSC is requesting is that the Sheriff's Office, Allegany County, make up the difference. For this program, \$4,745 is needed to meet the budgeted benefits expenses and \$4,750 will cover enough of the .4s to operate the program successfully. Because of the differing fiscal years, \$2,374 is needed for FY 2004 and \$7,121 for FY 2005.

FISCAL IMPACT: \$9,495 -- \$2,374 in 2004 and \$7,121 in 2005

For further information regarding this matter, contact:

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

\$559,986 – Money awarded for grants written by Kath Buffington, 1998 - 2004

Grant applications written and received with funding from the National Highway Traffic Safety Administration via the NYS Governor's Traffic Safety Committee

Oct. 1, 1998 to Sept. 30, 1999 – \$26,096

\$26,096 – traffic safety program

Oct. 1, 1999 to Sept. 30, 2000 – \$77,869

\$48,409 – traffic safety program

\$12,475 – child passenger safety

\$11,003 – radar units for Allegany County Sheriff's Office and ½ of county Pds

\$2,550 used (\$5,632 awarded) – Buckle Up New York (formerly Occupant Restraint Enforcement)

\$350 – car seat and helmet donations

Oct. 1, 2000 to Sept. 30, 2001– \$81,496

49,978 – traffic safety program

\$9,124 – child passenger safety

\$17,320 – radar units for Sheriff's Office and other ½ of county police departments plus money for overtime hours for designated speed patrols by Alfred, Andover, Angelica, Cuba, Friendship and Wellsville police departments and the Sheriff's Office

\$4,224 – Buckle Up New York

\$850 – car seat and helmet donations

Oct. 1, 2001 to Sept. 30, 2002 – \$102,970

\$56,370 – traffic safety program

\$15,000 – child passenger safety

\$1,700 – car seat and helmet donations

\$1,656 – Buckle Up New York

wrote grants for other police departments

\$4,590 – T. Cuba – STEP enforcement

\$5,300 – T. Alfred – STEP enforcement

\$4,890 – T. Andover – STEP enforcement

\$2,602 – T. Andover – Buckle Up New York

\$4,752 – T. Angelica – STEP enforcement

\$1,731 – T. Alfred – Buckle Up New York

\$251 – T. Independence – Buckle Up New York

\$3,554 – V. Wellsville – Buckle Up New York

\$574 – T. Willing – Buckle Up New York

Oct. 1, 2002 to Sept. 2003 – \$84,493

\$70,237 – traffic safety program

\$9,650 – child passenger safety

\$2,306 – Buckle Up New York

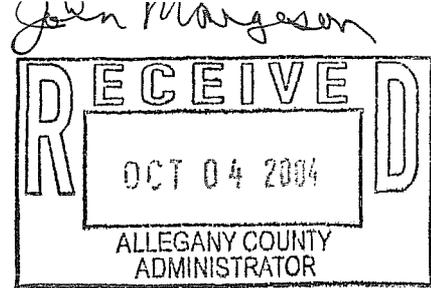
\$2,300 – car seat and helmet donations

over

NOT
APPROVED

FINANCE COMMITTEE

September 27, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, E. Sherman, J. Palmer

Departmental Liaison: K. Toot

Others Present

D. Aumick, R. Belmont, K. Buffington, R. Eastlack, M. Gasdik, J. Margeson, T. McDonald, B. Morris, S. Myers, T. Norton, D. Reynolds, B. Rigby, T. Ross

Media Present

S. Liebler – Wellsville Daily Reporter

Approval of Minutes

A motion was made by Nielsen, seconded by Sherman and carried to amend the Public Health Work revenue account listed in paragraphs six and seven on page 2 of the September 8, 2004 minutes from A10.3401.01 to A10.3401.00. The September 8 Finance Committee minutes were then approved as amended on a motion by Sobeck, seconded by Nielsen and carried.

A motion was made by Nielsen, seconded by Sherman and carried to amend the date on the heading of the September 13, 2004 committee minutes to reflect the correct date of September 13, rather than September 8. The amended September 13 minutes were then approved on a motion by Sherman, seconded by Sobeck and carried.

Occupancy Tax

Terri Ross, County Treasurer, reported that the first 11 months (10/03 – 08/04) of collecting occupancy tax yielded a little over \$68,000. Ms. Ross stated that the 2004 budget listed \$125,000 for occupancy tax revenue.

A motion was made by Heineman and seconded by Sobeck to repeal Local Law No. 3 of 2003 imposing a tax on the occupancy of hotel or motel rooms.

Legislator Robert Heineman (*District V*) stated that payment of the tax is basically on the honor system and expressed concern about who is and who is not paying. Mr. Heineman indicated that the tax places a burden on the small businessman.

Ms. Ross noted that enforcements and penalties for non-payment are included in the law. Ms. Ross indicated that once a quarter her office sends out forms. Initially the setup was very time consuming, but now it's a part of the normal routine.

Comments were made indicating that repealing the occupancy tax would be a small consolation for the increased sales tax. Legislator Susan Myers (*District II*) stated that the increased sales tax has only been approved for one year and questioned if they planned to reinstate the occupancy tax if additional sales tax did not continue to be collected. Legislator Rodney Bennett

(District 1) stated that he plans to vote yes on the motion so that the full Board can vote on the matter but pointed out that people not living in Allegany County pay the occupancy tax.

Legislator Kenneth Nielsen (District 1) expressed concern about recovering \$68,000 in lost revenue if the Local Law is repealed.

The previous motion by Heineman and seconded by Sobek to repeal Local Law No. 3 of 2003 imposing a tax on the occupancy of hotel or motel rooms was voted on and approved.

Prepare Resolution

Traffic Safety Program

Legislator Curt Crandall (District 1), Chairman of the Finance Committee, provided a brief background regarding the funding of the Traffic Safety Program. Last week Mr. Crandall spoke with an auditor from the Governor's Traffic Safety Board who indicated that they need a commitment that Allegany County is willing to support the program in 2005 before any money can be awarded. The Traffic Safety Program fiscal year runs from October 1 through September 30, and the total cost commitment for Allegany County is approximately \$9,000-\$10,000. Mr. Crandall noted that the Board would be considering a resolution to transfer \$2,374 from Contingency to the Traffic Safety Program to fund the program through December 31, 2004 at this afternoon's Board meeting. The Governor's Traffic Safety Board wants to ensure that Allegany County is willing to support the Traffic Safety Program through their fiscal year ending September 30, 2005 before any funds are awarded.

Kath Buffington, Traffic Safety Program Coordinator, distributed a summary (*attached to original minutes*) outlining the activities of the Traffic Safety Program for the last seven years. Ms. Buffington also presented a notebook of releases and clippings that have appeared in local newspapers over the years evidencing that the Traffic Safety Program enhances the reputation of the County. Ms. Buffington indicated that a list of grants that she has secured for the County was distributed to legislators at a previous meeting.

Mr. Crandall invited those that attended the meeting in support of the Traffic Safety Program to say a few words.

Tom McDonald, NYS Trooper, spoke in support of the Child Seat Program. Mr. McDonald stated that motor vehicle accidents are a number one killer of children, and having our children secured in properly installed car seats is extremely important. Over 1,200 car seats have been distributed since March 2000, and Allegany County is one of the top counties in the state for getting the car seats to those that need them. Mr. McDonald asserted the importance of continuing the program because of the ever-changing audience. Mr. McDonald also noted that one of the most important features of the Child Seat Program is education.

Madeleine Gasdik, Director of Administrative Services at Allegany ARC, indicated that Ms. Buffington's programs are a huge part of their injury prevention program. Ms. Gasdik frequently sees children and adults with traumatic injuries some of which could have been prevented. Caring for individuals with traumatic injuries is very expensive.

Ralph Eastlack, Director of Youth for Christ, indicated that the Traffic Safety Program has helped in providing safety equipment for at-risk children.

Randy Belmont, Allegany County Sheriff, briefly talked about the equipment and support the Traffic Safety Program has provided for local police departments.

No action was taken at this time.

REFERRALS FROM OTHER COMMITTEES:

Human Services Committee

The Office for the Aging requests a resolution accepting \$15,910 from the Federal Older Americans Act Grant. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Bennett, seconded by Sobeck and carried. **Prepare Resolution**

The Office for the Aging requests a resolution allocating \$9,500 to A6778.474 (OFA-EISEP – Contractual) and revenue account A02.1972.06 (EISEP – Cost Share & Contributions) due to an increase in client cost share and contributions over the amount budgeted. The request was approved on a motion by Bennett, seconded by Sobeck and carried. **Prepare Resolution**

Planning and Development Committee

The Employment and Training Center requests a resolution transferring funds between appropriation accounts as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Nielsen, seconded by Sherman and carried. **Prepare Resolution**

Audit Review/Approval

Ms. Rigby distributed copies of the September 27 audit summary. It was noted that none of the listed accounts are currently over budget. A motion was made by Nielsen, seconded by Sherman and carried authorizing that the September 27 audit in the amount of \$894,661.61 plus pre-pays be forwarded to the full Board for approval.

Transfer of Funds

Terri Ross, County Treasurer, requested a resolution to transfer \$4,800 from A1990.4 (Contingency) to A8020.493 (Planning – Contractual) to finance the cost of the Planning Specialist Contract that was previously approved. It was noted that the contract with Kier Dirlam for \$400/month was entered into after the 2004 funds were established, and a transfer was not previously made to fund the contract obligation. The request was approved on a motion by Bennett, seconded by Sherman and carried. **Prepare Resolution**

Legislative Payroll

The legislative payroll for the period July 27 through August 23, 2004 was approved for payment on a motion by Bennett seconded by Sobeck and carried.

Executive Session

A motion was made by Heineman, seconded by Bennett and carried to enter into executive session to discuss matters leading to the employment, dismissal or removal of a particular person. Following the executive session a motion was made by Nielsen seconded by Bennett and carried to return to regular session.

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 Traffic Safety Program

1998 to 2004

Campaigns

Whistle Stop train safety awareness program, pre-K to 12 – 2,602 people
Busted for Being Smart – high school students rewarded for wearing seat belts – 13 schools, 573 students
Predict the Snow Contest – helmet use with skateboards
Bill Harley Smart Fun Tour, 16 school presentations (songs and stories) -- 2,622 students and teachers, public concert in Cuba -- 361
Allegany Inline, Cuba Dairy Days, free lessons and skate rental with instruction from Rochester instructors, followed by exhibition skating, 27 lessons, 180 exhibition.
AARP Driver Safety Program – since Oct. 2003 – 14 classes, 266 students
Smart Thinking, panel of teens resident in addictions recover programs, 5 schools - 665
Party in the Parking Lot, free car seats, low-cost helmets, fun events – 450 people, 90 seats distributed, 300+ helmets distributed
Prize Patrol, incidental to patrol or driving, 4 police departments, rewarded people for wearing helmets – 125 people
Crossing Guard Support – 2 workshops, purchasing equipment
Ice Scraper “thanks for being a good driver” – 1,000 distributed, many at grocery stores during first few snowfalls
Shift Workers Drowsy Driving Campaign – 15 employers, all police departments, all highway departments, plus individuals as requested – 1,377 booklets
Scott Briggs, son of man killed in road rage incident in Wayne Co. – 3 presentations, 120 high school students
Drive Smart Campaign, aimed at people passing through the county to warn them to expect slower traffic (traditional buggies, farm machinery, horseback riders, wildlife) – 73,000 placements distributed through 19 restaurants

Allegany Buckles Up Children Coalition

since March 2,000 – 1,215 seats checks, 923 distributed without charge
(informed of cost and given envelope for donations)
presented a 4-day Child Passenger Safety Technician course

annual activities

school and community programs as requested – 10 to 70 per year
Traffic Safety Booth at fair
information distribution – between 4,000 and 12,000 piece of literature annually,
at last 40 news releases per year, 500+ phone queries per year, 1,200
“freebies” with traffic safety message per year
write or assist with grant-writing

original research

3 years, Whaddya Think?, attitudes toward traffic safety
“Vehicles Roads and People Survey”\
cell phone use
Observational Study: Stop Sign Compliance
summaries of NYS DMV annual statistical reports

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services

DATE: 09/08/04

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 client cost share and contributions over the amount budgeted in EISEP.

Increase **Revenue** Account Number:

A 02 1972.06	EISEP – Cost share & Contr.	\$9,500.00
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Increase **Expenditure** Account Number:

A6778.474 HOME CARE	\$9,500.00
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FISCAL IMPACT: Increase local contributions.

For further information regarding this matter, contact:

Kimberley Toot, Office for the Aging
Name and Department

268-9390
Telephone

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Human Services

Date: September 8, 2004

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)

Resolution to finalize revenues and appropriations for the Federal Older Americans Act grants. Please appropriate funding as follows:

Appropriations (\$15,910)

A 6772.474	Caterer	\$ 5,556
A 6773.201	Off.Euip. (Comp.Prog.)	\$ 2,414
A 6781.402	Mileage	\$ 490
A 6783.402	Mileage	\$ 127
A 6786.474	Home Care	\$ 7,323

Revenues (\$15,910)

A 11 4772.00	Title III-C Federal	\$ 5,556
A 11 4772.01	Title III-B Federal	\$ 2,414
A 11 4772.05	Title VII Federal	\$ 490
A 11 4772.07	Title III-D Federal	\$ 127
A 11 4772.10	Title III-E Federal	\$ 7,323

FISCAL IMPACT: Total grant: \$15,910
Local county share: \$ 0

			(CFDA) Numbers
Federal Grant? <u>Y</u>	Revenue # A 11 4772.00	\$5,556.00	93-045
	Revenue # A 11 4772.01	\$2,414.00	93-044
	Revenue # A 11 4772.05	\$ 490.00	93-042
	Revenue # A 11 4772.07	\$ 127.00	93-043
	Revenue # A 11 4772.10	\$7,323.00	93-052

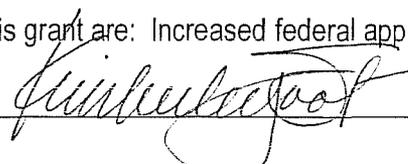
This grant is _____ renewal of existing grant funded program or _____ new grant fund program.

Grant Fiscal Year- 01/01/04 – 12/31/04

Obligation of County after grant expires: None

Major benefits of accepting this grant are: Increased federal appropriations of already accepted grants.

Department Head Signature _____



MEMORANDUM OF EXPLANATION

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

COMMITTEE: Planning and Development

DATE: 9/20/04

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 6402.101 WIA Adult Regular Pay	CD1 6400.101 WIA Adm. Regular Pay	20,000.00
CD1 6402.101 WIA Adult Regular Pay	CD1 6400.474 WIA Adm. WIB Expense	5,000.00
CD1 6402.101 WIA Adult Regular Pay	CD1 6400.806 WIA Adm. Hosp./Med. Insurance	1,000.00
CD1 6402.475 WIA Adult OJT Contracts	CD1 6400.806 WIA Adm. Hosp./Med. Insurance	6,000.00
CD1 6402.475 WIA Adult OJT Contracts	CD1 6401.474 WIA Adult Supportive Services	4,000.00
CD1 6402.806 WIA Adult Hosp./Med. Ins.	CD1 6401.474 WIA Adult Supportive Services	6,000.00
CD1 6403.101 DSS Regular Pay	CD1 6401.474 WIA Adult Supportive Services	2,000.00
CD1 6403.101 DSS Regular Pay	CD1 6403.474 DSS Client FSET Payments	10,000.00
CD1 6403.101 DSS Regular Pay	CD1 6406.474 WIA D/W CRT Expense	5,000.00
CD1 6403.101 DSS Regular Pay	CD1 6406.806 WIA D/W Hosp./Med. Insurance	1,000.00
CD1 6404.101 CASP Regular Pay	CD1 6407.474 WIA D/W Supportive Services	2,000.00
CD1 6404.101 CASP Regular Pay	CD1 6410.101 WIA Youth Regular Pay	5,000.00
CD1 6404.806 CASP Hosp./Med Ins.	CD1 6410.101 WIA Youth Regular Pay	2,000.00
CD1 6408.101 WtW Regular Pay	CD1 6410.101 WIA Youth Regular Pay	7,000.00
CD1 6408.476 WtW OJT Contracts	CD1 6410.101 WIA Youth Regular Pay	8,000.00
CD1 6410.476 WIA Youth SYEP Contract	CD1 6410.806 WIA Youth Hosp./Med. Insurance	8,000.00
CD1 6412.101 Youth Contract Regular Pay	CD1 6413.101 Youth Contract Participant Reg. Pay	4,600.00
CD1 6412.101 Youth Contract Regular Pay	CD1 6413.803 Youth Contract Participant FICA	700.00
CD1 6794.101 TANF Regular Pay	CD1 6794.806 TANF Hosp. Med. Insurance	800.00
	TOTAL	98,100.00

Revenues

From:	To:	Amount:
CD1 4701.6402 WIA Adult	CD1 4701.6400 WIA Adm.	32,000.00
CD1 4701.6402 WIA Adult	CD1 4701.6401 WIA Adult Supportive Services	10,000.00
CD1 2801.6403 DSS Program	CD1 4701.6401 WIA Adult Supportive Services	2,000.00
CD1 2801.6403 DSS Program	CD1 4701.6406 WIA D/W	6,000.00
CD1 2801.6404 DSS CASP Program	CD1 4701.6406 WIA D/W	2,000.00
CD1 2801.6404 DSS CASP Program	CD1 4701.6410 WIA Youth	7,000.00
CD1 4701.6408 Welfare to Work	CD1 4701.6410 WIA Youth	15,000.00
	TOTAL	74,000.00

FISCAL IMPACT: **No Fiscal Impact**

For further information regarding this matter, contact:

Jerry Garmong, Employment & Training Director
Name and Department

Ext. 240
Telephone Number

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Finance

DATE: September 27, 2004

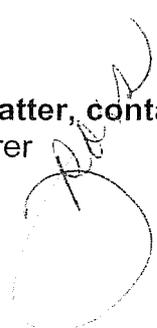
At the April 26th, 2004 Finance Committee, Mr. Foels pointed out that account # A 8020.493 did not have any funds allocated for the approved Planning Specialist Contract in the amount of \$4,800. At that time a resolution was not requested to allocate any funds.

I would like to request that a transfer be made from contingency A1990.429 to A8020.493 to cover this approved expense, so that this account does not reflect a negative balance at year-end.

FISCAL IMPACT: \$ 4,800.00 from contingency to cover Planner Specialist 2004 Contract of \$ 400.00 per month.

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

268-9290



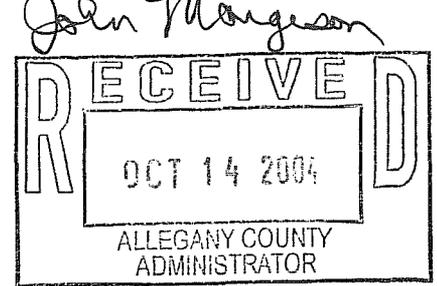
Finance Committee
Audit Summary
September 27, 2004

Assigned Counsel	\$18,243.55
Coroners & Medical Examiners	1,222.25
Health	255,480.86
Mental Health	182,073.87
Office for the Aging	56,641.33
Employment & Training	30,435.71
Public Works - Administration	212.32
Buildings & Grounds	3,051.59
Solid Waste	21,507.13
County Road	83,245.08
Road Machinery	13,719.32
Capital Projects - Public Works	169,458.35
STOP DWI	2,484.91
Beach and Pool	410.00
Youth	9,225.34
Cooperative Extension	47,250.00
Total	\$894,661.61

NOT
APPROVED

FINANCE COMMITTEE

October 12, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, E. Sherman, J. Palmer

Others Present

D. Aumick, K. Buffington, R. Christman, W. Dibble, J. Margeson, S. Myers, B. Rigby, T. Ross, D. Russo

Media Present

D. LeBlanc – Olean Times Herald, S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The September 27, 2004 minutes were approved on a motion by Nielsen, seconded by Sherman and carried.

Mortgage Tax Recording and Collection Fees

At the September 27 Board meeting, the full Board referred Resolution Intro. No. 193-04 (Authorizing Allegany County Clerk to Request Retention of Necessary Expenses for Mortgage Tax Recording and Collection) back to the Finance Committee.

Robert Christman, County Clerk, informed committee members that he has been discussing the resolution with the County Attorney. Legislator Daniel Russo (*District IV*) will be working with Daniel Guiney, County Attorney, to produce a resolution reflecting fee retention options. The matter will be discussed further at the next Finance Committee meeting on October 25.

REFERRALS FROM OTHER COMMITTEES:

Public Safety Committee

The Sheriff's Office requests a resolution to transfer \$4,600 from A3150.425 (Jail – Clothing) to A3110.204 (Sheriff – Motor Vehicles). Please note that the \$4,600 represents the portion of a Public Safety Committee approved request to transfer \$11,600 that requires Finance Committee approval. The request was approved on a motion by Heineman, seconded by Sherman and carried. (Voting No: Sobeck) Prepare Resolution

The Sheriff's Office requests a resolution to transfer \$580 from A3150.425 (Jail – Clothing) to A3110.208 (Sheriff – Police). Please note that the \$580 represents the portion of a Public Safety Committee approved request to transfer \$1,580 that requires Finance Committee approval. The request was approved on a motion by Sherman, seconded by Bennett and carried. (Voting No: Sobeck) Prepare Resolution

The Youth Bureau requests a resolution to accept \$250 from the United Way. The funds should be appropriated to account A7321.405 (Youth Court – Conference) with a like sum placed in revenue account A08.2705.3825 (Youth Court Gifts and Donations). The request was approved on a motion by Sobeck, seconded by Nielsen and carried. Prepare Resolution

2005 Tentative Budget

Legislator Curt Crandall (*District I*), Chairman of the Finance Committee, stated that John Margeson, County Administrator/Budget Officer, released the 2005 tentative budget along with the budget message. The tentative budget calls for a 6.25 percent real property tax increase. Mr. Crandall stated that the 2005 tentative budget would now go to the Committee of the Whole for further consideration and adjustment.

Legislator Robert Heineman (*District V*) requested clarification regarding the handling of the pension fund. Terri Ross, County Treasurer, indicated that the estimated bill is \$2.5 million, and New York State has postponed the required payment until February 2005. Currently we plan to accrue a portion representing nine months of the bill out of 2004 funds. The remainder of the \$2.5 million will be paid out of 2005 funds. Ms. Ross noted that she plans to attend a meeting regarding this issue later in the month.

Mr. Heineman also requested clarification regarding the \$2.2 million increase in sales tax revenue. It was noted that the September 1 Finance Committee meeting minutes reflect Mr. Margeson's recommendation to increase the sales tax account by \$2.2 million based on the assumption that the legislators will approve the sales tax increase from 4 percent to 4.5 percent and the County will achieve a 2 percent growth in collections. Ms. Ross reported that the revenue from sales tax is approximately \$53,000 less than the amount received at this time last year. Mr. Heineman expressed concern about this account falling short in 2005.

2004 Budget

Mr. Crandall suggested that the committee move back to the 2004 budget and work with individual departments to ensure that revenues are being met and expenses are being kept in line. Committee members asked Mr. Margeson to request a few departments to attend the next Finance Committee meeting. The department heads should bring a sheet summarizing the activity in their accounts.

Terri Ross, County Treasurer, stated that the unemployment and housing out accounts are currently over budget, and the medical insurance account is close. Ms. Ross will continue to watch these accounts. Ms. Ross requested department heads to project any accounts that may be over budget by year-end. Ms. Ross also requested department heads to maintain a positive balance in all accounts and make necessary transfers right along to maintain positive balances. Committee members noted that we still have a deficit from 2002 and 2003 so we do not want to overspend in 2004.

Audit Review/Approval

Ms. Rigby distributed copies of the October 12 audit summary. Ms. Ross previously noted that the unemployment and housing out accounts are over budget. A motion was made by Heineman, seconded by Bennett and carried that the October 12 audit in the amount of \$924,202.93 plus pre-pays be forwarded to the full Board for approval.

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: September 23, 2004

Request to transfer money:

Transfer **from** the following accounts:

3110.4.47 – Public Safety Contract (Lake)	\$1,000.00
3110.4.25 – Clothing	\$6,000.00
3150.4.25 – Clothing	\$4,600.00
Total:	<u>\$11,600.00</u>

Transfer **to** the following accounts:

3110.2.04 – Motor Vehicles replace	\$11,600.00
Total:	<u>\$11,600.00</u>

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: September 23, 2004

Request to transfer money:

Transfer **from** the following accounts:

3110.4.03 – Maintenance Contract	\$1,000.00
3150.4.25 – Clothing	\$ 580.00
Total:	<u>\$1,580.00</u>

Transfer **to** the following accounts:

3110.2.08 – Police	\$1,580.00
Total:	<u>\$1,580.00</u>

Fiscal Impact: None

For further information regarding this matter, contact

Randal J. Belmont, Sheriff

Name and Department

Ext. 200

Telephone Number

MEMORANDUM OF EXPLANATION

For acceptance of Donations & Grants

INTRODUCTION NO: _____
(Clerk's Use Only)

Committee of Jurisdiction: Public Safety Date: September 24, 2004

Explanation of Grant:

Resolution needed to accept Revenue totaling \$250.00 from the Allegany County United Way, Inc., Wellsville, NY.

Into account A08.2705.3825 Gifts & Donations/Youth Court
(Increase will be in Account #A7321.405)

Grant Fiscal Year: 7/1/2004 – 12/31/2004

FISCAL IMPACT: No Tax Dollars

Department Head Signature



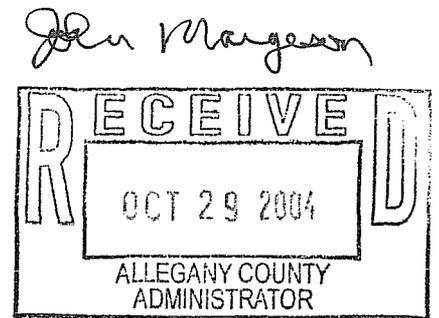
Finance Committee
Audit Summary
October 12, 2004

Health Department	\$1,248.76
Mental Health	124.49
Social Services (Share of Central Purchasing)	1,103.07
Office for the Aging	260.73
County Clerk	3,586.37
Human Resources	202.73
Board of Elections	8,244.74
Unallocated Insurance	833.33
Veterans' Service Agency	42.70
Disability Insurance	4,725.62
Insurance Reserve (Risk Retention)	9,125.18
Office of Development	21,001.85
Tourism	8,534.57
Planning	667.13
Employment & Training	16,586.73
District Attorney	2,661.83
Public Defender	2,576.57
Assigned Counsel	19,748.54
Grand Jury	80.00
Sheriff	11,595.68
E-911 Dispatch	2,128.50
Traffic Safety Program	10,926.53
Probation	7,549.30
STOP DWI	1,037.64
Jail	21,965.35
Other Correction Agencies	51,325.00
Fire Service	3,169.39
Emergency Services	19,923.56
Weights & Measures	97.86
Youth	6,059.94
Public Works - Administration	691.66
Buildings & Grounds	3,576.22
Solid Waste	6,699.78
County Road	463,307.50
Road Machinery	5,934.85
Capital Projects - Public Works	13,570.46
Legislative Board	1,514.09
County Administrator	14,224.14
Clerk, Legislative Board	1,553.34
Treasurer	1,615.64
Assessments (Real Property Tax)	442.43
County Attorney	3,692.27
Central Service Copying	1,291.73
Accounting & Auditing	8,000.00
Central Service Postage	10,000.00
Community Colleges	4,075.83
Bus Transportation	56,628.08
Capital Projects - Law Enforcement	90,251.22
Total	\$924,202.93

NOT
APPROVED

FINANCE COMMITTEE

October 25, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, E. Sherman, J. Palmer

Departmental Liaison: K. Toot

Others Present

P. Cockle, W. Dibble, D. Horan, J. Margeson, G. Ogden, B. Rigby, T. Ross, P. Schmelzer

Media Present

S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The October 12, 2004 minutes were approved on a motion by Sobeck, seconded by Sherman and carried.

Health Department – 2004 Budget Review

Dr. Gary Ogden, Public Health Director, distributed copies of his financial report through September 30, 2004. The Health Department has collected 64.6 percent of its \$5.8 million projected 2004 revenues. The only area that is significantly behind is state aid. The Health Department has used 62.4 percent of its 2004 budgeted appropriations. Dr. Ogden indicated that utilization is up on the Long Term Home Program so appropriations are ahead of what we intended. Fortunately the revenues are also up which helps to balance the budget. Overall the Health Department is down approximately \$23,000, and Dr. Ogden believes that can be made up. Legislator Robert Heineman (*District V*) expressed concern regarding the A4071 Cancer Screening account as the financial report indicates that 107.7 percent of the grant has been spent. Dr. Ogden explained that the fiscal years overlap, and we have not actually overspent the grant.

Social Services – 2004 Budget Review

Patricia Schmelzer, Acting Commissioner of Social Services, distributed copies of a report summarizing recent transfers and problem accounts. Ms. Schmelzer indicated that overall, the A6010.4 accounts have been 65 percent expended, but she does not anticipate that the account will exceed the 2004 local budget. Mrs. Schmelzer indicated that they are continuing to watch the following accounts:

1. Account A6055.474 – Daycare, Account A6141.474 – HEAP, Account A6150.474 – Food Stamps. These accounts are completely offset by funds other than local dollars. They are 100 percent federally funded, and if our appropriations increase, our revenues increase accordingly.

2. Account A6101.474 – Medicaid – This account pays the County's share of weekly Medicaid costs. Mrs. Schmelzer indicated that there is a preliminary lag of about \$1,254,000. She believes we will be able to stay within budget, but it will be close. The higher the lag factor, the higher the accrual.
3. Account A6101.475 – Medical Transportation – Mrs. Schmelzer indicated that contract negotiations are still taking place. We continue to pay \$25,000 per month, which is the originally negotiated amount, until we come to an agreement.
4. Account A6109.474 – UV-E Account – Costs of foster children not eligible for federal funding. The increase in these costs can be partly offset by A6119.474 (Child Welfare), but our allocation continues to decrease.

Transfer of Funds – Health Department

The Health Department requests a resolution approving the transfer of funds between cost centers within the department. The requested transfers total \$158,120 and are summarized on the attached Memorandum of Explanation. Pamela Cockle, Accountant, indicated that all of the transfer requests are to balance accounts. The request was approved on a motion by Bennett, seconded by Sherman and carried. **Prepare Resolution**

2004 Accounts

Terri Ross, County Treasurer, informed committee members that she requested department heads to make appropriate transfers so that no accounts carry a negative balance. Ms. Ross notified department heads that payment on vouchers creating a negative balance for accounts would be delayed until an appropriate transfer is "in the works." Department heads were requested to complete a form identifying any accounts estimated to be over budget by the end of 2004. Ms. Ross indicated that she is still missing these reports from some departments.

Transfer of Funds – Sheriff's Office

Ms. Ross presented the following transfer requests for the Sheriff's Office: *(It was noted that the transfer requests normally would have been approved by Public Safety and then referred to the Finance Committee.)*

The Sheriff's Office requests a resolution transferring \$1,000 from A3110.407 (Sheriff's Office – Supplies) to A3150.408 (Jail – General Supplies) to balance the account. The request was approved on a motion by Heineman, seconded by Nielsen and carried. **Refer to Public Safety** *(Resolution will be sponsored by both committees.)*

The Sheriff's Office requests a resolution to transfer \$22,000 from A3110.1 (Sheriff's Office – Personnel Services) to A3112.103 (Dispatch Center – Premium Pay). Please see the attached Memorandum of Explanation for further details and account breakdown. The request was approved on a motion by Heineman, seconded by Nielsen and carried. **Refer to Public Safety** *(Resolution will be sponsored by both committees.)*

Acceptance and Appropriation of Bicentennial Funds

Ms. Ross requested a resolution to accept \$5,990.78 representing miscellaneous donations for the 2006 Bicentennial celebration. The \$5,990.78 should be appropriated to A7550.447 (Celebrations) with a like amount placed in revenue account A08.2705.7550 (Gifts and Donations).

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

Meeting Schedule

Committee members agreed to hold the first Finance Committee meeting of the month at 11:00 a.m., and the second Finance Committee meeting of the month at 1:00 p.m.

Public Hearing on Tentative Budget

Brenda Rigby, Clerk of the Board, requested a resolution setting the date for a public hearing on the 2005 tentative budget for Wednesday, November 10, at 7:00 p.m. The request was approved on a motion by Heineman, seconded by Nielsen and carried. **Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES:

Public Works Committee

The Public Works Committee requests a resolution establishing a Capital Project for an approved Multi-Modal #3 Project with the NYS Department of Transportation for the replacement of a culvert on County Road 03. The amount of funding is \$75,000. The request was approved on a motion by Bennett, seconded by Nielsen and carried. **Prepare Resolution**

The Public Works Committee requests a resolution to establish a Capital Project for the County Landfill Expansion Study and to transfer \$79,000 from A8160.492 (Solid Waste – Contractual) to a capital account to be assigned by the County Treasurer for the County Landfill Expansion Study. Committee members briefly discussed the request, and a motion was made by Heineman, seconded by Bennett and carried to sponsor a resolution authorizing the establishment of a Capital Project for the County Landfill Expansion Study and requesting the County Treasurer to assign a capital account number for the project. **Please note that the transfer of funds was not approved at that time. Prepare Resolution**

Committee members briefly discussed the possibility of bonding the entire cost of the Landfill Expansion Study.

Legislative Payroll

The legislative payroll for the period August 24 through September 27, 2004 was approved for payment on a motion by Heineman, seconded by Sobeck and carried.

Audit Review/Approval

Ms. Rigby distributed copies of the October 25 audit summary. A motion was made by Nielsen, seconded by Heineman and carried that the October 25 audit in the amount of \$690,383.20 plus any pre-paid vouchers be forwarded to the full Board for approval.

Committee of the Whole

It was noted that there would be a Committee of the Whole meeting for the purpose of discussing the 2005 tentative budget tomorrow, October 26, at 1:00 p.m. in room 8.

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: October 20, 2004

The Health Department requests the following resolutions, totaling \$158,120, between cost centers within the Department. All transfers are being made from appropriation accounts estimated to be under budget for FY 2004. All transfers listed below are necessary in order to cover the remaining expenditures forecasted through December 31, 2004.

<u>Transfer from:</u>	<u>Transfer to:</u>	<u>Amount:</u>
A4011.204 – Vehicles	A4011.403 – Maintenance Contracts	\$2,000
A4011.206 – Health Equipment	A4011.408 – Medical Supplies	\$3,600
A4040.206 – Health Equipment	A4040.104 – Comp Pay	\$1,500
A4060.456 – Contractual EI Svcs.	A4040.101 – Regular Pay	\$35,000
A4060.456 – Contractual EI Svcs.	A4011.456 – Home Health Aides	\$50,000
A4060.456 – Contractual EI Svcs.	A4011.459 – Physical Therapy	\$15,000
A4035.802 – Retirement	A4046.456 – PHCP Medical Tx	\$2,200
A4035.803 – FICA	A4046.456 – PHPC Medical Tx	\$6,500
A4035.804 – Workers Comp	A4046.456 – PHCP Medical Tx	\$1,300
A4035.805 – Disability	A4046.456 – PHCP Medical Tx	\$500
A4051.456 – Contract ATUPA	A4040.464 – Private Duty Nursing	\$12,000
A4053.408 – Hep-B Vaccine	A4040.457B – Occupational Therapy	\$5,450
A4071.802 – Retirement	A4040.457A – Physical Therapy	\$400
A4071.803 – FICA	A4040.457A – Physical Therapy	\$2,000
A4071.804 – Worker's Comp	A4040.457A – Physical Therapy	\$470
A4071.805 – Disability	A4040.457A – Physical Therapy	\$200
A4071.456 – Contractual Cancer Svcs.	A4040.456 – Home Health Aides	\$20,000

FISCAL IMPACT: Zero. Money was allocated in the Department budget for 2004.

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: Public Safety

Date: October 25, 2004

Approval is requested for the transfer of funds totaling \$1,000 within the Sheriff's Office budget from 3110.4.07 (Office Supplies) to 3150.4.08 (General Supplies).

Jail General Supplies expenditures are projected to exceed appropriations by approximately \$1,000 at end of fiscal year.

Fiscal Impact: none – transfer of funds within Sheriff's budget

For further information regarding this matter, contact

Randal J. Belmont, Sheriff

Ext. 204

Memorandum of Explanation

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

Committee: Public Safety

Date: October 25, 2004

Approval is requested for the transfer of funds totaling \$22,000 within the Sheriff's Office budget to 3112.1.03 (Dispatch Center Premium Pay). The transferred funds would be from:

- 3110.1.01 in the amount of \$5,000;
- 3110.1.02 in the amount of \$5,000;
- 3110.1.05 in the amount of \$12,000.

The 2004 budget request of \$11,300 in this line item was unrealistically low while the escalation of expenses was unanticipated. A F/T dispatcher was appointed to Emer Comm Coordinator position at mid-year, leaving a F/T dispatcher vacancy while the pool of P/T dispatchers was low, resulting in a sharp increase in overtime hours worked by F/T dispatchers.

Fiscal Impact: none – transfer of funds within Sheriff's budget

For further information regarding this matter, contact

Randal J. Belmont, Sheriff

Ext. 204

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Finance

Date: November 8, 2004

Requesting permission on behalf of the Allegany County Bi-Centennial Committee to accept the following dollars in Gifts and Donations towards the funding of the 2006 Celebration.

Budget Adjustments needed.

· Donations received to date:	5/26/04 thru 10/11/04	
See Attached	Misc. Donations	\$5,990.78
· Donations not received but committed this month:		

Budget Adjustments to be made:

Revenue A 08.2705.7550	\$ 5,990.78
Expense A 7550.447	\$ 5,990.78

FISCAL IMPACT: None.

For further information regarding this matter, contact:

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

County Bicentennial Donations: A08.2705.7550 (Revenue) A7550.447 (Expense)

DATE	NAME/ORGANIZATION	CHECK NUMBER	DEPOSITS	EXPENDITURES	BALANCE
5/26/2004	Allegany Co. Stop DWI	292879	\$200.00		\$4,344.52
5/28/2004	Cash		\$25.00		\$4,369.52
	Martha Roberts	402	\$25.00		\$4,394.52
	James Raptis	4937	\$50.00		\$4,444.52
	Michael Raptis	2865	\$50.00		\$4,494.52
	Jerry Garmong	3263	\$20.00		\$4,514.52
	Clinton Gilkey	1620	\$50.00		\$4,564.52
	Edmund Burdick	5941	\$50.00		\$4,614.52
	John Foels	1193	\$25.00		\$4,639.52
	Fredrick Sinclair, Jr	1716	\$150.00		\$4,789.52
	Susan Myers	610	\$100.00		\$4,889.52
	Village of Cuba	5200	\$25.00		\$4,914.52
	Tracewell Systems, Inc	21068	\$25.00		\$4,939.52
	Wende Bush, DVM	5230	\$50.00		\$4,989.52
	Peter J. Hancher, DDS	13276	\$100.00		\$5,089.52
6/1/2004	Alice (Cash)			\$200.00	\$4,889.52
6/4/2004	Cash		\$515.50		\$5,405.02
	Gertrude Butera	3583	\$77.28		\$5,482.30
	Bette Stockman	1847	\$25.00		\$5,507.30
	Barbara Deming	3774	\$25.00		\$5,532.30
	George Fillgrove	1892	\$50.00		\$5,582.30
	Marjanne Laine	2777	\$50.00		\$5,632.30
	Lynn O'Brian	1312	\$25.00		\$5,657.30
	Patricia McGee	3863	\$25.00		\$5,682.30
	Patricia Fogarty	5012	\$25.00		\$5,707.30
	Lynn Spillane	6549	\$50.00		\$5,757.30
	Ronald Alsworth	2755	\$25.00		\$5,782.30
	Auxiliary Campus Enter.	21102	\$250.00		\$6,032.30
6/11/2004	Carolyn Miller	1266	\$100.00		\$6,132.30
	Richard Hollis	6080	\$200.00		\$6,332.30
6/1/2004	Alice (Paper)			\$16.00	\$6,316.30
6/2/2004	Moonwinks			\$1,611.80	\$4,704.50
6/7/2004	Gertrude Butera (logo)			\$8.17	\$4,696.33
	Bon Chance (pins)			\$1,093.56	\$3,602.77
6/21/2004	Stamps			\$22.20	\$3,580.57
7/9/2004	Alfred University	101106	\$250.00		\$3,830.57
	LC Whitford	41412	\$250.00		\$4,080.57
7/15/2004	Lee Gridley	7721	\$45.00		\$4,125.57
7/26/2004	Pin Sales (Cash)		\$480.50		\$4,606.07
		3844	\$7.00		\$4,613.07
8/10/2004	Bonchance, LTD			1089.47	\$3,523.60
8/17/2004	Terrace Parker	6122	\$100.00		\$3,623.60
8/23/2004	Pins		\$42.00		\$3,665.60
8/30/2004	Pins	4219	\$200.00		\$3,865.60
9/30/2004	Deb Aumick	1040	\$20.00		\$3,885.60
9/3/2004	Blucher's Buttons			1480.32	\$2,405.28
9/14/2004	Cash		\$91.00		\$2,496.28
	Kirby Jones		\$20.00		\$2,516.28
	Geraldine Lash		\$20.00		\$2,536.28

	Gertrude Butera		\$27.00	\$2,563.28
	Nancy Zeliff		\$5.00	\$2,568.28
	Edmund Burdick		\$20.00	\$2,588.28
	Kathryn Perre		\$40.00	\$2,628.28
	Adele Finnemore		\$20.00	\$2,648.28
	James Palmer		\$150.00	\$2,798.28
9/22/2004	Cash		\$20.00	\$2,818.28
	Robert Cummins	1500	\$26.50	\$2,844.78
	Alfred Business Assn.,Inc	1659	\$100.00	\$2,944.78
10/8/2004	Cash		\$65.00	\$3,009.78
	Robert W. Anderson, PHD	3027	\$20.00	\$3,029.78
	Deb Aumick	1080	\$20.00	\$3,049.78
	The Wellsville Daily Report.	11937	\$1,000.00	\$4,049.78
10/11/2004	Cash		\$184.00	\$4,233.78
	Julie Hall	5358	\$80.00	\$4,313.78
			\$5,990.78	

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: OCTOBER 13, 2004

Request a Capital Project be established for an approved Multi-Modal #3 Project with NYSDOT for the Replacement of a Culvert on County Road 03.

Amount of Funding is \$75,000.00.

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr



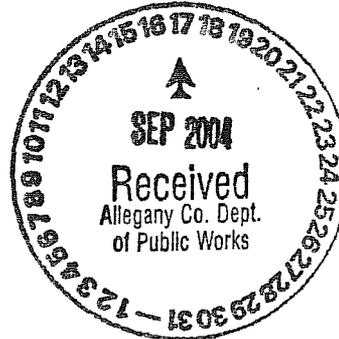
STATE OF NEW YORK
DEPARTMENT OF TRANSPORTATION
107 BROADWAY
HORNELL, N.Y. 14843

PETER E. WHITE, P.E.
REGIONAL DIRECTOR

JOSEPH H. BOARDMAN
COMMISSIONER

September 16, 2004

Mr. David Roeske
Superintendent
Allegany County DPW
7 Court Street, Room 210
Belmont, New York 14813



Re: **Multi-Modal #3 Program**
MM #S4291
Allegany County

Dear Mr. Roeske:

This is to advise you that the Multi-Modal 3 Program project identified in Schedule A of the attached contract agreement has been officially approved for funding. The next step in the approval process is the joint execution of this Contract Agreement between the NYSDOT and Allegany County. Reimbursement cannot occur before this contract is fully executed and approved by the State of New York.

Enclosed please find seven (7) copies of the contract agreement which require the signature of a municipal official who is authorized to enter into an agreement with the State of New York. Please have each copy signed and dated and return six (6) copies to the NYSDOT Hornell Regional Office. Keep one copy for your records. A signature is required on page 6 and is to be notarized. A signature is also required on the bottom of Schedule A, page 7. **A local resolution is not required with this agreement.**

When the agreement has been fully executed, a copy will be returned to the County and at that time you will then be notified, in writing, on a quarterly basis when you can apply for reimbursement for work that has been completed.

If you have any questions, please contact me at (607) 324-8415.

Sincerely,

Richard O. Rauber
Municipal Programs Coordinator
ROR:lf
Enclosures

Approved Multi-Modal #3 Program Project Listing
for the County of Allegany as of 21-SEP-04

Owner ID: 610000

Project ID: S4291

TITLE: Culvert Replacement on CR 3 in T/O Centerville
LOCATION: Town of Centerville
ROUTE: County Route #3
TYPE: Bridge Replacement
AMOUNT: \$ 75,000.00

David S. Roeske
contract

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____

(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: October 13, 2004

Request the following transfer be made to establish a Capital Project for the County Landfill Expansion Study.

~~Transfer \$79,000 from Account A8160.492 to a Capital Project Account to be assigned by the County Treasurer.~~

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

Davis S. Roeske
Superintendent

(585)268-9230

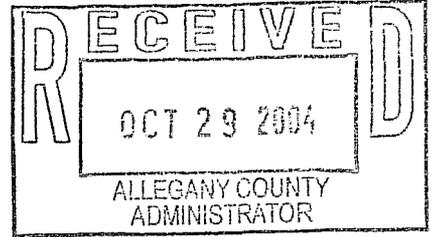
DSR/ymr

John Margison

NOT APPROVED

FINANCE COMMITTEE

October 26, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, E. Sherman, J. Palmer

Mortgage Tax Recording and Collection Fees

At the September 27, 2004 Board meeting, Resolution Intro. No. 193-04 was referred back to the Finance Committee for further review. This resolution authorizes the County Clerk to request retention of necessary expenses for mortgage tax recording and collection. The Finance Committee reviewed the proposed resolution, and a motion was made Bennett, seconded by Sherman and carried to send Resolution Intro. No. 193-04 as is back to the Board for consideration. Send to November 8 Board Meeting

A motion was then made by Sherman, seconded by Nielsen and carried to sponsor a resolution authorizing the semi-annual appropriation of funds received from the State of New York as reimbursement for Administration of Mortgage Tax Program. Prepare Resolution

Legislator Daniel Russo commended Robert Christman, County Clerk, for his work on this matter.

Mortgage Tax Apportionment

Brenda Rigby reported that the mortgage tax figures for the period April 1, 2004 through September 30, 2004 have been received and the apportionment to the towns and villages made in the County Clerk's Office. A motion was made by Bennett, seconded by Sherman and carried authorizing the apportionment to the towns and villages. Prepare Resolution

Year End Resolutions

The following requests for resolutions will need to be prepared for consideration at board meetings in November and December as follows:

1. A resolution for the relevely of returned village taxes - **November 8, 2004** Board meeting.
2. A resolution for the relevely of returned school taxes - **November 8, 2004** Board meeting.
3. A resolution for the levy of unpaid sewer and water rentals - **November 8, 2004** Board meeting.
4. A resolution for the adoption of the 2005 County Final Budget - **November 22, 2004** Board meeting.
5. A resolution making appropriations for the conduct of county government for fiscal year 2004 - **November 22, 2004** Board meeting.

6. A resolution levying the towns share of the 2005 Mutual Self Insurance Plan in the amount of \$286,529 - **November 22, 2004** Board meeting.
7. A resolution levying county taxes - **December 13, 2004** 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 13, 2004** Board meeting.
9. A resolution levying taxes and assessments required for the purposes of the annual budgets of the towns of Allegany County - **December 13, 2004** Board meeting.
10. A resolution authorizing transfers between appropriation accounts (balancing of accounts) for the end of the 2003 fiscal year – **December 27, 2004** (meeting date might be December 30) Board meeting.

The above requests were all approved on a motion by Bennett, seconded by Nielsen and carried.
Prepare Resolutions

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

MORTGAGE TAX APPORTIONMENT

For Period: April 1, 2004 - September 30, 2004

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)	0.99948456 (4b)				
Alfred	160,337,818 80,168,909	33,257,936		20.7424	13,684.00	13,676.94	10,840.01	2,836.93		Alfred
Allen	20,679,564				1,639.00	1,638.16	1,638.16			
Alma	27,028,499				5,106.00	5,103.37	5,103.37			
Almond	68,749,174 44,374,587	7,772,881		8.7583	14,084.09	14,076.83	12,843.95	1,232.88		Almond
Amity	84,775,626 47,387,813	16,210,437		17.1040	12,358.42	12,352.05	10,239.35	2,112.70		Belmont
Andover	98,312,704 49,156,352	18,643,269		18.9632	8,108.94	8,104.76	6,567.84	1,536.92		Andover
Angelica	82,784,080 41,397,045	15,207,930		18.3684	8,038.50	8,034.36	6,558.58	1,475.78		Angelica
Belfast	36,627,251				6,851.50	6,847.97	6,847.97			
Birdsall	12,450,880				607.50	607.19	607.19			
Bolivar	68,652,930 44,326,465	19,317,213	18,019,444 1,297,769	21.7897	8,047.50	8,043.35	6,290.73	1,752.62	1,634.88 117.74	Bolivar Richburg
Burns	63,641,958 31,820,979	8,725,603		13.7105	13,940.45	13,933.26	12,022.95	1,910.31		Canaseraga
Caneadea	54,130,857				11,206.89	11,201.11	11,201.11			
Centerville	22,066,187				4,449.43	4,447.14	4,447.14			
Clarksville	30,133,680				8,488.50	8,484.12	8,484.12			
Cuba	212,888,678 106,344,339	35,968,482		16.9113	20,113.89	20,103.52	16,703.75	3,399.77		Cuba
Friendship	39,647,815				7,068.02	7,064.38	7,064.38			
Genesee	43,440,665				6,673.80	6,670.36	6,670.36			
Granger	18,467,739				1,306.50	1,305.83	1,305.83			
Grove	28,160,198				5,547.00	5,544.14	5,544.14			
Hume	47,199,521				11,347.14	11,341.29	11,341.29			
Independence	45,402,196				3,859.80	3,857.81	3,857.81			
New Hudson	22,029,310				3,255.67	3,254.00	3,254.00			
Rushford	72,226,603				16,484.06	16,475.56	16,475.56			
Scio	42,466,845				9,632.32	9,627.35	9,627.35			
Ward	15,491,968				2,030.00	2,028.96	2,028.96			
Wellsville	427,592,280 213,796,140	117,855,789		27.5627	29,572.45	29,557.20	21,410.45	8,146.75		Wellsville
West Almond	14,364,780				1,533.00	1,532.21	1,532.21			
Willing	63,748,208				4,273.00	4,270.80	4,270.80			
Wirt	58,732,720 29,361,360	4,426,000		7.5371	3,279.50	3,277.81	3,030.76	247.05		Wirt
					242,586.87	242,461.83	217,810.12	24,651.71		

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 April 1, 2004 through September 30, 2004.

<u>TOWN</u>	<u>AMOUNT OF TAX</u>	<u>PAYABLE TO TOWN</u>	<u>PAYABLE TO VILLAGE</u>	<u>NAME OF VILLAGE</u>
Alfred	13,676.94	10,840.01	2,836.93	Alfred
Allen	1,638.16	1,638.16		
Alma	5,103.37	5,103.37		
Almond	14,076.83	12,843.95	1,232.88	Almond
Amity	12,352.05	10,239.35	2,112.70	Belmont
Andover	8,104.76	6,567.84	1,536.92	Andover
Angelica	8,034.36	6,558.58	1,475.78	Angelica
Belfast	6,847.97	6,847.97		
Birdsall	607.19	607.19		
Bolivar	8,043.35	6,290.73	1,634.88	(Bolivar)
			117.74	(Richburg)
Burns	13,933.26	12,022.95	1,910.31	Canaseraga
Caneadea	11,201.11	11,201.11		
Centerville	4,447.14	4,447.14		
Clarksville	8,484.12	8,484.12		
Cuba	20,103.52	16,703.75	3,399.77	Cuba
Friendship	7,064.38	7,064.38		
Genesee	6,670.36	6,670.36		
Granger	1,305.83	1,305.83		
Grove	5,544.14	5,544.14		
Hume	11,341.29	11,341.29		
Independence	3,857.81	3,857.81		
New Hudson	3,254.00	3,254.00		
Rushford	16,475.56	16,475.56		
Scio	9,627.35	9,627.35		
Ward	2,028.96	2,028.96		
Wellsville	29,557.20	21,410.45	8,146.75	Wellsville
West Almond	1,532.21	1,532.21		
Willing	4,270.80	4,270.80		
Wirt	3,277.81	3,030.76	247.05	Wirt
	-----	-----	-----	
	242,461.83	217,810.12	24,651.71	

DATED: _____

Brenda A. Rigby, Clerk
Allegany County Board of Legislators

2005 BUDGET FOR ALLEGANY COUNTY MUTUAL SELF-INSURANCE PLAN

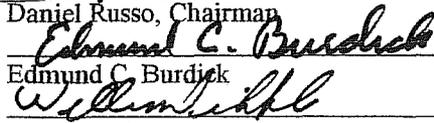
Pursuant to the provisions of Section 67, Subd. 1 of the Workers' Compensation Law of the State of New York and to Allegany County Local Law No. 3 of 2002, as amended establishing and continuing a Mutual Self-Insurance Plan, we hereby submit the following estimate of the amounts necessary for the operation of the Plan for the calendar year of 2005.

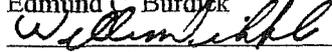
S1710.100	PERSONAL SERVICES		
S1710.101	Regular	\$ 52,380	
S1710.102	Holiday	2,480	
S1710.105	Vacation	4,690	
S1710.106	Sick	2,260	
S1710.107	Personal	1,140	
			\$ 62,950
S1710.201	EQUIPMENT	\$ 0	
			\$ 0
S1710.400	CONTRACTUAL EXPENSE		
S1710.401	Postage/UPS	\$ 1,600	
S1710.402	Administrative Mileage/Exp.	2,700	
S1710.406	Employers' Excess. Liab.	43,000	
S1710.407	Office Supplies	800	
	Dues, Books, Fees, Bonds	400	
S1710.409	State Assessments	72,000	
	Medical Evaluations	13,000	
	Attorney Fees	28,900	
	Physical Exams	7,000	
S1710.411	Equipment Repair	300	
S1710.413	Equipment Rental	0	
S1710.416	Telephone	1,100	
S1710.419	Copying & Printing	400	
S1710.421	Education	0	
S1710.432	Safety Program	7,000	
			\$ 178,200
S1710.801	EMPLOYEE BENEFITS		
S1710.802	Retirement	\$ 1,300	
S1710.803	FICA	4,700	
S1710.804	Workers' Compensation	1,200	
S1710.805	Disability	300	
S1710.806	North American	7,600	
			\$ 15,100
S1720.406	CLAIMANT INDEMNITY	\$ 310,000	
			\$ 310,000
S1720.409	FEEES (ATTORNEY)	\$ 10,000	
			\$ 10,000
S1720.430	CLAIMANT MEDICAL	\$ 195,000	
			\$ 195,000
S1720.431	CLAIMANT MILEAGE/MED.	\$ 7,500	
			\$ 7,500
	TOTAL 2004 BUDGET		\$778,750

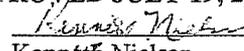
S510	REVENUE		
	Apportionment by Assessment	7,758	
	Apportionment by Experience	155,170	
	Apportionment by Payroll	612,922	
	Private Industry Council	2,900	
			\$ 778,750
			\$778,750

PERSONNEL COMMITTEE - APPROVED JULY 19, 2004

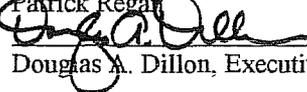

Daniel Russo, Chairman


Edmund C. Burdick


William Dibble


Kenneth Nielsen


Patrick Regan


Douglas A. Dillon, Executive Secretary

**ALLEGANY COUNTY MUTUAL SELF-INSURANCE PLAN
2005 BUDGETED PARTICIPANT ASSESSMENTS**

We, the duly appointed Personnel Committee of the Allegany County Board of Legislators, do hereby certify that, pursuant to Local Law No. 3 of 2002 as amended and Sections 66 and 67 of the Workers' Compensation Law, the amounts set forth below constitute the share due from each of the participants of the Allegany County Mutual Self-Insurance Plan as provided by budget for its operation during the calendar year 2005.

ALLEGANY COUNTY: \$ 414,973

TOWN OF:

Alfred	\$ 8,599
Allen	4,556
Alma	5,114
Almond	5,881
Amity	7,020
Andover	7,049
Angelica	5,258
Belfast	14,295
Birdsall	13,888
Bolivar	23,357
Burns	6,037
Caneadea	17,763
Centerville	4,520
Clarksville	6,101
Cuba	23,091
Friendship	16,614
Genesee	9,808
Granger	4,055
Grove	5,917
Hume	9,898
Independence	16,055
New Hudson	4,704
Rushford	14,109
Scio	9,275
Ward	3,618
Wellsville	21,328
West Almond	3,165
Willing	7,949
Wirt	7,505
	<u> </u>
	\$ 286,529

VILLAGE OF:

Alfred	\$ 15,816
Almond	146
Andover	4,436
Angelica	5,406
Belmont	4,287
Bolivar	3,780
Canaseraga	1,839
Cuba	10,264
Richburg	1,087
Wellsville	<u>27,287</u>
	\$ 74,348

PERSONNEL COMMITTEE – APPROVED JULY 19, 2004

Daniel Russo
Daniel Russo, Chairman

Edmund C. Burdick
Edmund Burdick

William Dibble
William Dibble

Kenneth Nielsen
Kenneth Nielsen

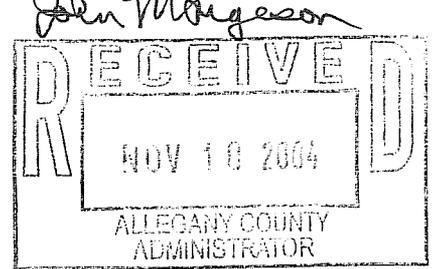
Patrick Regan
Patrick Regan

Douglas A. Dillon
Douglas A. Dillon, Executive Secretary

NOT APPROVED

FINANCE COMMITTEE

November 8, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, E. Sherman, J. Palmer

Departmental Liaison: K. Toot

Others Present

D. Aumick, W. Dibble, J. Margeson, S. Myers, B. Rigby, T. Ross

Approval of Minutes

The October 25 and 26, 2004 minutes were approved on a motion by Bennett, seconded by Nielsen and carried.

REFERRALS FROM OTHER COMMITTEES:

Human Services Committee

The Office for the Aging requests a resolution accepting and appropriating supplemental funds in the amount of \$524 received from the Federal Older Americans Act Grants for fiscal year 2004. The funds should be allocated as outlined on the attached Memorandum of Explanation. The request was approved on a motion by Heineman, seconded by Nielsen and carried. Prepare Resolution

The Office for the Aging requests a resolution to increase revenue account A02.1972.07 (SNAP-LTHHC) and appropriation account A6779.474 (Caterer) by \$3,500. The increase represents increases in the number of Long Term Home Health Care clients receiving meals under the Mobile Meals Program. Please note that the Human Services Committee previously approved a transfer in the amount of \$116 from A6775.101 (State LTCOP) to A6775.402 (State LTCOP Mileage). Ms. Toot explained that the Office for the Aging is paid \$5.25 per meal delivered to clients under the Long Term Home Health Care Program. The request was approved on a motion by Bennett, seconded by Sherman and carried. Prepare Resolution

Public Safety Committee

The Public Safety Committee approved a \$2,000 stipend for Deborah Aumick, the Youth Bureau Director, to oversee the Youth Court Program. Committee members discussed whether or not the \$2,000 represents an increase in salary. Deborah Aumick, Youth Bureau Director/STOP DWI Coordinator, indicated that the \$2,000 represents an administration fee and is intended to offset expenses that she incurs as the Youth Court Director. Grants, gifts, donations and fundraisers fund the Youth Court accounts. John Margeson, County Administrator, confirmed that payment of the \$2,000 would require a resolution and that Ms. Aumick should be issued a 1099 for the \$2,000.

Terri Ross, County Treasurer, expressed concern about how the \$2,000 will be reported and accounted for. Ms. Ross questioned whether or not a revenue account should be created under the Youth Bureau account and if receipts for actual expenses would need to be turned in.

A motion was made by Bennett, seconded by Sherman and carried to pay Ms. Aumick \$2,000 in one lump sum from a Youth Court account (A7321). Prepare Resolution

Public Works Committee

The Public Works Department requests a resolution transferring \$25,000 from County Road Fund account D5110.408 (Maintenance Roads & Bridges – General Supplies) as follows: \$20,000 to A8160.492 (Solid Waste – Landfill Service), and \$5,000 to A8160.222 (Solid Waste – Fuel). The request was approved on a motion by Sherman, seconded by Bennett and carried. **Prepare Resolution**

The Public Works Department requests a resolution transferring \$10,000 from County Road Fund account D3310.465 (Traffic Control – Striping) to Road Machinery Fund account DM5130.202 (Road Machinery) to cover the purchase of a tire balancer. The current balancer is broken and not repairable. It was noted that there is money in the D3310 account because the County was not required to do some of the striping that it normally would. The request was approved on a motion by Sherman, seconded by Nielsen and carried. **Prepare Resolution**

Tourism 2005 Budget

John Margeson, County Administrator/Budget Officer, stated that the I Love NY Grant came in less than expected and requested the following adjustments to the 2005 Tourism budget:

Appropriations – General Fund:

<u>Account No.</u>	<u>Account</u>	<u>Amt. of Change</u>	<u>Amendment</u>
A6989.409	Fees	(\$ 1,430)	from \$ 5,430 to \$ 4,000
A6989.416	Phone	(\$ 1,985)	from \$ 2,985 to \$ 1,000
A6989.419	Printing	(\$ 7,130)	from \$47,130 to \$40,000
A6989.474	Contract	(\$ 450)	from \$ 7,950 to \$ 7,500
A6989.475	Contract	(\$15,154)	from \$85,000 to \$69,846
A6989.476	Contract	<u>\$ 6,450</u>	from \$33,250 to \$39,700
	Total	(\$19,699)	from \$233,645 to \$213,946

Revenues – General Fund:

<u>Account No.</u>	<u>Account</u>	<u>Amt. of Change</u>	<u>Amendment</u>
A02.1989.01	Regional Matching Funds	(\$21,687)	from \$ 47,416 to \$25,729
A10.3715.00	State Aid	<u>(\$ 7,677)</u>	from \$ 85,000 to \$77,323
	Total	(\$29,364)	

The request was approved on a motion by Heineman, seconded by Sobeck and carried. **Prepare Resolution – Please include with tentative budget adjustment resolution**

Health Department – Healthy Heart Grant

Mr. Margeson stated that the Health Department has been notified that they will not be receiving the Healthy Heart Grant in 2005 and requested that the 2005 tentative budget be adjusted as follows:

Appropriations – General Fund:

<u>Account No.</u>	<u>Account</u>	<u>Amt. of Change</u>	<u>Amendment</u>
A4083.4	Contractual Expenses	(\$2,500)	from \$2,500 to 0

(Please see attached Memorandum of Explanation for specific .4 breakdown of adjustments.)

Revenues – General Fund:

<u>Account No.</u>	<u>Account</u>	<u>Amt. of Change</u>	<u>Amendment</u>
A10.3474.01	Healthy Heart Revenue	(\$2,500)	from \$2,500 to 0

The request was approved on a motion by Bennett, seconded by Nielsen and carried. **Prepare Resolution – Please include with tentative budget adjustment resolution.**

Audit Review/Approval

Ms. Rigby distributed copies of the November 8 audit summary. A motion was made by Heineman, seconded by Bennett and carried that the November 8 audit in the amount of \$581,990.23 plus pre-paid expenses be forwarded to the full Board for approval.

Cash Flow

Committee members asked Ms. Ross about the cash flow. Ms. Ross stated that she has had to do some short-term borrowing to meet current expenses and plans to borrow once more before going out for the BAN for the jail. Ms. Ross indicated that she has had to hold some audits one to one and a half weeks because of lack of funds, and the bills need to be paid.

Committee members discussed how the County's cash flow problems might be handled. Ms. Ross stated that her office keeps track of cash flow on a daily basis. Ms. Ross asserted that the issue isn't just to stay within budget as the revenue doesn't always come in time to pay our expenses. This is a tough time of year; we are waiting for third quarter funds to come in, and we have no money in the bank to borrow from ourselves to meet current expenses. Ms. Ross warned that the cash flow problems will get worse as vacation and sick time buyouts and compensation time payments are made. Ms. Ross stated that not having to pay the retirement bill has helped some.

Ms. Ross mentioned that former County Treasurer, James Mulholland, once suggested that departments receive their money on a quarterly basis.

Assigned Counsel

Legislator Robert Heineman asked how much money is left in the Assigned Counsel account. Ms. Ross estimates that the account will go over budget by approximately \$50,000. Mr. Heineman requested Mr. Margeson to get a report showing the activity in this account.

Capital Projects – Law Enforcement

The \$82,898.54 on the audit sheet represents excavating costs at the new jail site. So far we have spent approximately \$1.1 million on the project. Ms. Ross indicated that the closing on the BAN for the jail is scheduled for December 23, and that we will be able to reimburse ourselves before year-end.

Jamestown Community College

Committee members briefly discussed upcoming Resolution Intro. No. 231-04 authorizing the Chairman to continue discussions with Jamestown Community College to determine the feasibility of establishing an extension site in Allegany County.

Solid Waste Revenue

It was noted that solid waste revenue has already been placed in the 2005 budget. There will not be any increases in revenue as a result of this afternoon's resolutions.

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

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Human Services

Date: October 20, 2004

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)

Resolution for Supplements received from the Federal Older Americans Act grants for FY 2004. Please appropriate funding as follows:

Appropriations (\$524)

A 6773.419	Printing	\$	84
A 6783.402	Mileage	\$	32
A 6786.474	Home Care	\$	408

Revenues (\$524)

A 11 4772.01	Title III-B Federal	\$	84
A 11 4772.07	Title III-D Federal	\$	32
A 11 4772.10	Title III-E Federal	\$	408

FISCAL IMPACT: Total grant: \$524
Local county share: \$ 0

(CFDA) Numbers

Federal Grant? Y

Revenue # A 11 4772.01	\$ 84.00	93-044
Revenue # A 11 4772.07	\$ 32.00	93-043
Revenue # A 11 4772.10	\$ 408.00	93-052

This grant is renewal of existing grant funded program or new grant fund program.

Grant Fiscal Year- 01/01/04 – 12/31/04

Obligation of County after grant expires: None

Major benefits of accepting this grant are: Increased federal appropriations of already accepted grants.

Department Head Signature



MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services

DATE: October 20, 2004

The Allegany County Office for the Aging requests a resolution to increase the following revenue and expenditure accounts. This is due to unbudgeted increases in the number of clients receiving Long-term Home Health Care funds on the mobile meals program. A transfer of funds is also requested between the .1 and .4 accounts in the A6775 budget.

Increase Revenue Account Number:

A 02 1972.07	SNAP - LTHHC	\$3,500.00
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Increase Expenditure Account Number:

A6779.474	Caterer	\$3,500.00
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Transfer

From : A6775.101	Regular Pay	To: A6775.402	Mileage	\$116.00
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FISCAL IMPACT: No increase in county dollars.

For further information regarding this matter, contact:

Kimberley 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 03, 2004

In an effort to cover account shortfalls within our own department, we request to transfer \$25,000 from County Road Fund D5110.408 to the following Solid Waste Accounts

A8160.492 Landfill Service	\$20,000
A8160.422 Fuel	\$ 5,000

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 03, 2004

The following transfer is requested to cover the purchase of a Tire Balancer.
Current Balancer is broken and not repairable. .

FROM:

Traffic, Striping Account D3310.465 \$10,000

TO:

Road Machinery Account DM5130.202 \$10,000

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Finance

DATE: November 8, 2004

Request resolution to adjust the 2005 budgetary items currently budgeted as follows:

Health Heart

Rev	A 10.3474.01	\$2500
Exp	A 4083 4.01	\$ 50
	A 4083 4.02	\$ 250
	A 4083 4.05	\$ 750
	A 4083 4.08	\$ 750
	A 4083 4.09	\$ 350
	A 4083 4.16	\$ 100
	A 4083 4.19	\$ 250

All should be reset to zero dollars. The Health Dept was notified it would not be receiving this grant for 2005. Attached memo from Health Dept.

FISCAL IMPACT: no change to local tax levy.

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

268-9290

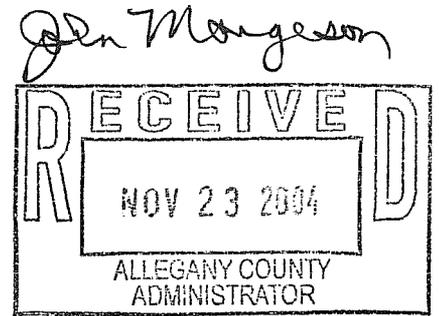
Finance Committee
Audit Summary
November 8, 2004

Health Department	\$1,936.22
Mental Health	321.65
Social Services (Share of Central Purchasing)	2,486.39
Office for the Aging	202.35
County Clerk	3,702.16
Human Resources	125.25
Board of Elections	7,183.14
Unallocated Insurance	833.33
Veterans' Service Agency	439.25
Insurance Reserve (Risk Retention)	4,222.50
Office of Development	5,214.48
Tourism	37,030.50
Other Recreation	800.00
Planning	400.00
Housing Rehabilitation	19,600.00
Employment & Training	10,042.76
District Attorney	4,701.53
Public Defender	1,570.63
Assigned Counsel	27,290.63
Grand Jury	160.55
Sheriff	19,538.15
E-911 Dispatch	295.32
Traffic Safety Program	1,747.10
Probation	4,218.98
STOP DWI	2,550.99
Jail	19,916.91
Fire Service	1,043.48
Fire E-911	1,607.50
Emergency Services	7,179.37
Weights & Measures	223.82
Youth	14,827.87
Public Works - Administration	517.35
Buildings & Grounds	7,227.76
Solid Waste	8,695.88
County Road	70,195.55
Road Machinery	7,213.30
Capital Projects - Public Works	1,170.00
Legislative Board	1,150.82
County Administrator	14,694.90
Clerk, Legislative Board	207.07
Treasurer	3,956.54
Assessments (Real Property Tax)	1,624.75
County Attorney	4,383.13
Central Service Copying	1,253.30
Central Service Postage	128.15
Central Service Computer	11,040.90
Community Colleges	109,233.90
Bus Transportation	54,985.58
Capital Projects - Law Enforcement	82,898.54
Total	\$581,990.23

NOT
APPROVED

FINANCE COMMITTEE

November 22, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, J. Palmer

Departmental Liaison: K. Toot

Others Present

D. Aumick, W. Dibble, J. Margeson, S. Myers, B. Rigby, T. Ross

Media Present

D. LeBlanc – Olean Times Herald; S. Liebler – Wellsville Daily Reporter; D. Shoen – Corning Radio

Approval of Minutes

The November 8, 2004 minutes were approved on a motion by Nielsen, seconded by Heineman and carried.

Hewlett-Packard Rebate Points

Brenda Rigby, Clerk of the Board, stated that we have been participating in a free program sponsored by Hewlett-Packard that enables us to earn points toward free Hewlett-Packard products and services just for buying everyday Hewlett-Packard supplies. Ms. Rigby indicated that we have accumulated enough points to receive a printer and requested permission to redeem the rebate points and accept a HP Business Inkjet 3000 printer for use in her office at no cost to the County from Hewlett-Packard. The request was approved on a motion by Nielsen, seconded by Heineman and carried.

REFERRALS FROM OTHER COMMITTEES:

Human Services Committee

The Office for the Aging requests a resolution transferring \$1,400 from A6777.101 (HEAP – Regular Pay) to A6773.2-1 (OFA-Supportive Services – Equipment) to finance the purchase of software adjustments required by the state and federal governments. The request was approved on a motion by Bennett, seconded by Nielsen and carried. Prepare Resolution

Planning and Development Committee

The Planning and Development Committee requests a resolution accepting the proposal from the Cornell Cooperative Extension for advertising in their quarterly newspaper. Cornell Cooperative Extension of Allegany and Cattaraugus Counties will charge Allegany County \$.015 per page, per copy, per issue. Issues are mailed to 21,463 households in Allegany County. The Planning and Development Committee suggested a four-page minimum, which would require the County to pay approximately \$1,300 each time we publish something in the Cornell Cooperative Extension newspaper.

Committee members discussed the referral. One suggestion was that the departments that use the service could pay the publishing costs. Committee members discussed the County newsletters that currently exist and how this might impact them. Kimberley Toot, departmental liaison, indicated that she would discuss the matter with the other department heads at their January 19 meeting. The committee will look at the issue again after the department heads have had a chance to discuss the matter.

The Planning and Development Committee requests a resolution approving an amended Interlocal Agreement between Allegany County and the County of Cattaraugus Workforce Investment Act of 1998 and authorizing the Chairman of the Board to executive said agreement. After a brief discussion, a motion was made by Heineman, seconded by Bennett and carried to refer the matter to the Ways and Means Committee. **Refer to Ways and Means Committee**

Public Safety Committee

Fire Service requests a resolution transferring \$1,617 from A889.0005 (E-911 Reserve Account) to A3510.203 (Fire Service – Equipment) to finance the purchase of four new flat screen monitors for the E-911 dispatch center at \$404.10 each. Two of the current monitors are going bad and will not last long. The new monitors will also give the dispatchers much needed workspace. The request was approved on a motion by Bennett, seconded by Heineman and carried. **Prepare Resolution**

Audit Review/Approval

Ms. Rigby distributed copies of the November 22 audit summary. A motion was made by Heineman, seconded by Bennett and carried that the November 22 audit in the amount of \$1,052,530.72 plus pre-paid expenses be forwarded to the full Board for approval.

Executive Session

A motion was made by Heineman, seconded by Nielsen 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 Heineman, seconded by Sobeck 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: November 17, 2004

The Allegany County Office for the Aging requests a resolution to transfer \$1,400.00 from HEAP Account 6777.101 Regular Pay to III-B Account 6773.201 Equipment. This transfer will make it possible to purchase software adjustments required by the state and federal governments.

FISCAL IMPACT: Transfer funds.

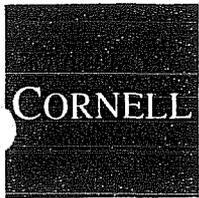
For further information regarding this matter, contact:

Kim Toot, Office for the Aging

Name and Department

268-9390

Telephone



Cooperative Extension

Sent from: **Allegany County**
Reply to: 5435A County Road 48
Belmont, NY 14813
Tel: 585 268-7644
888 256-2762
Fax: 585 268-5939

Sent from: **Cattaraugus County**
Reply to: 28 Parkside Drive
Ellicottville, NY 14731-9707
Tel: 716 699-2377
800 897-9189
Fax: 716 699-5701

www.cce.cornell.edu/allegany-cattaraugus

Proposal to Allegany County regarding the Cornell Cooperative Extension newspaper:

Cornell Cooperative Extension of Allegany and Cattaraugus Counties will charge Allegany County \$.015 per page, per copy, per issue. Issues are mailed to 21,463 households in Allegany County.

1 page per issue \$325.

4 pages per issue \$1300.

An 11x17 camera ready copy of each page will be e-mailed to the Extension office in Ellicottville.

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Public Safety

DATE: 10/25/04

The Fire Service requests approval to purchase four (4) new flat screen monitors for the E-911 dispatch center at \$404.10 each, totaling \$1,616.40.

Funds are available in the E-911 Revenue Account 1589.R4 account. Current balance is \$122,000.

Two of the current monitors are going bad and will not last long. This also will give the dispatchers much needed work space.

Also requested is a transfer of \$1,617 from the E-911 reserve account A889.0005 to fire service account A3510.203 to pay for the monitors.

FISCAL IMPACT:

For further information regarding this matter, contact:

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

Finance Committee
Audit Summary
November 22, 2004

Coroners & Medical Examiners	\$991.75
Health	307,160.20
Mental Health	96,494.26
Office for the Aging	52,339.16
Wildlife Habitat Improvement	2,300.00
Conservation	2,300.00
Employment & Training	4,936.27
Public Works - Administration	342.36
Buildings & Grounds	5,241.70
Solid Waste	10,943.18
County Road	63,826.00
Road Machinery	13,545.33
Capital Projects - Public Works	82,775.83
Capital Projects - Law Enf. - Jail	409,334.68
Total	\$1,052,530.72

Don Huinay
RECEIVED
DEC 20 2004
ALLEGANY COUNTY
ADMINISTRATOR

APPROVED

FINANCE COMMITTEE

December 13, 2004

Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, K. Nielsen, J. Palmer

Departmental Liaison: K. Toot

Others Present

D. Aumick, W. Dibble, J. Margeson, S. Myers, B. Rigby, T. Ross

Media Present

S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The November 22, 2004 minutes were approved on a motion by Nielsen, seconded by Sobeck and carried.

Transfer of Funds

John Margeson, County Administrator, requested a resolution transferring \$98,750 from the LLRW Reserve (A 889.0004) to Contingency (A1990.4).

Mr. Margeson explained that the LLRW Reserve was established in 1991 when Allegany County received a member item from Jess Present. Mr. Margeson indicated that there is currently approximately \$532,000 in the LLRW Reserve, and he has been working with Senator Patricia McGee to get the money freed up. In order for Allegany County to be able to use the reserve, state legislation is required, and the money must be used for a project that will benefit the public.

Cortland County also received the same amount of money that we did in 1991, and they used approximately \$98,750 toward LLRW-related expenses. Mr. Margeson further explained that the necessary state legislation was passed with the understanding that Allegany County would forward \$98,750 to Cortland County.

Mr. Margeson's request was approved pending approval of the County Attorney on a motion by Nielsen, seconded by Sobeck and carried. Prepare Resolution

Teen New Year's Eve Celebration

Deborah Aumick, STOP DWI Program Coordinator/Youth Bureau Director, requested approval to process a check in the amount of \$2,000 from A3141.421 (STOP DWI – Education) and a check for \$500 from A3141.452 (STOP DWI – Public Information) to Youth for Christ. The funds will be used toward the Teen New Year's Eve Celebration, and Youth for Christ is the pass-through agency for funding. The request was approved by Sobeck, seconded by Nielsen and carried.

Financial System Software

Terri Ross, County Treasurer, requested approval to purchase an additional software module for our financial system that will meet the requirements of the new GASB 34 regulations. Ms. Ross indicated that year-end 2003 was the first year we were required to report under the new GASB 34 regulations, and it was very labor intensive without software to pull information together. The total cost of the software and training is approximately \$22,100. Ms. Ross's request includes a transfer of \$18,600 from A1990.4 (Contingency). The request was approved on a motion by Nielsen, seconded by Bennett and carried.

Prepare Resolution

Financial Update

Ms. Ross updated committee members on some financial matters. Ms. Ross said that for the last three weeks they have been working on the financing for the first phase of the new jail. Allegany County borrowed \$15.5 million in the form of a revenue anticipation note (RAN). Of the \$15.5 million, \$13 million is for the jail, and \$2.5 million is for cash flow.

Ms. Ross stated that we would have to go out again next year and possibly in 2006 for additional money. Ms. Ross noted that we try to limit the number of times we borrow as it costs money to borrow money. It is difficult for us to get money. Ms. Ross indicated that we ended up getting a letter of credit to enhance our ability to borrow money. The letter of credit also enabled us to secure a lower interest rate resulting in savings of approximately \$65,000. Although Moody's downgraded our bond rating, they did remove the negative rating.

REFERRALS FROM OTHER COMMITTEES:

Human Services Committee

The Office for the Aging requests a resolution accepting \$6,480 from the Allegany Senior Foundation, Inc. to be used for the Home Delivered Meals Program. The funds should be appropriated to account A6779.4 (OFA – SNAP – Contractual Expenses) with a like sum placed in revenue account A09.2801.36. Kimberley Toot, Office for the Aging Director, indicated that Allegany County United Way contributed the \$6,480 to the Allegany Senior Foundation, Inc. The request was approved on a motion by Sobeck, seconded by Sherman and carried. Prepare Resolution

Personnel Committee

Due to the New York State minimum wage increase to \$6, the Office for the Aging requests an amendment to the Section 4 Salary Plan that will be approved on December 30, 2004. The pay range for the drivers and aides in the Section 4 Salary Plan should be changed from \$5.15-\$7.65 per hour to \$6.00-\$8.00 per hour. It was noted that this change would create a \$7,614 shortfall in the personnel services line item. Mr. Margeson stated that he would look at the 2005 Office for the Aging budget and request a transfer when it becomes necessary. The request was approved on a motion by Bennett, seconded by Sherman and carried. Prepare Resolution

The Personnel Committee requests a resolution establishing mileage allowance for County Officers and employees other than legislators and those County employees covered by a collective bargaining agreement when their own automobile is used for County business. The mileage reimbursement rate will match the IRS allowance which is currently \$.405 per mile. The request was approved on a motion by Bennett, seconded by Sherman and carried. It was noted that the change would become effective January 1, 2005. Prepare Resolution

Public Safety Committee

The Traffic Safety Program requests a resolution accepting and authorizing Chairman James G. Palmer to execute two contract amendments with the Governor's Traffic Safety Committee. The amendments are for a grant for \$30,00 for Sharing Roads Safely 2 and a grant for \$14,000 for the A.B.C. Coalition. The money has been appropriated in the 2004 and 2005 budgets. Committee members briefly discussed the program and how long it will be funded. Mr. Margeson indicated that the issue would be discussed further at the next Public Safety meeting. The request was approved on a motion by Sobeck, seconded by Nielsen and carried. **Prepare Resolution**

Public Works Committee

The Public Works Department requests a resolution transferring \$7,600 from D5110.408 (Maintenance Roads & Bridges – General Supplies) to DM5130.204 (Road Machinery – Equipment) to finance the purchase of a sander. The new sander is necessary due to the additional miles of road the County will be plowing. The request was approved on a motion by Bennett, seconded by Sherman and carried. **Prepare Resolution**

The Public Works Department requests a resolution approving an agreement with the New York State Department of Transportation providing for the reimbursement of funds in the amount of \$68,866 expended for flood restoration on Federal Aid Secondary Highways. The funds should be appropriated to an account designated by the County Treasurer. The request was approved on a motion by Bennett, seconded by Sherman and carried. **Prepare Resolution**

Legislative Payroll

The legislators' payroll and expenses for the period September 28 through October 25 was approved on a motion by Sobeck, seconded by Bennett and carried.

Audit Review/Approval

Ms. Rigby distributed copies of the December 13 audit summary. A motion was made by Bennett, seconded by Sherman and carried that the December 13 audit in the amount of \$755,224.51 plus pre-paid expenses be forwarded to the full Board for approval. (Voting No: Sobeck)

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: Finance

DATE: 12/13/04

Request permission to process a check of \$2,000 from Education/Schools account (STOP DWI) A3141.421 and a check of \$500.00 from Public Information (STOP DWI) A3141.452 to Allegany County Teen New Years Eve Celebration % Youth For Christ (pass through for funding)

FISCAL IMPACT: No Local Tax Dollars STOP DWI is funded by Drunk Driver fines.

For further information regarding this matter, contact:

Deborah Aumick
Name and Department

268-5394
Telephone Number

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Finance

DATE: December 13, 2004

I would like to request permission to purchase an additional software module for our Financial System. This software is now available meeting the requirements of the new GASB 34 regulations. Year End 2003 was the first year we were required to report under this regulation and it was very labor intensive without software to pull information together.

Unfortunately I do not have the funds in my current appropriations and would like to request money from contingency to purchase this in 2004 so that we can be trained and have the ability to use it for reporting year end 2004. A quote is attached. There is some additional software necessary for use with the module and I will be able to purchase that from my 2004 budget. I will also be able to pay for the prorated maintenance agreement from my 2004.

\$18,600 to be allocated as follows

A 1325.201	Equipment	\$ 13,000
A 1325.409	Fees (Training)	\$ 5,600 est **

** this amount could be much less depending on IT and myself determining the level of training necessary

FISCAL IMPACT: \$ 18,600 from A 1990.429

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

268-9290

ALLEGANY COUNTY, NEW YORK

PROPOSAL SUMMARY

December 3, 2004

A. STANDARD APPLICATION SOFTWARE

ITEM	DESCRIPTION	INVESTMENT
------	-------------	------------

- | | | |
|----|--|--------|
| 1. | Additional Logos® Financial Management Software | |
| | - Government Reporting Module | 13,000 |

TOTAL SOFTWARE LICENSE FEE^{1,2} **\$13,000**

B. SUPPORT SERVICES³

ITEM	DESCRIPTION	INVESTMENT
------	-------------	------------

- | | | |
|----|---|---------|
| 1. | 40 hours of Support Services at \$140/hour to include, as required: | \$5,600 |
| | - Standard Software Installation | |
| | - User Education and Training | |
| | - Other Technical Support | |

C. THIRD PARTY COSTS

Not applicable

D. OTHER COSTS (ESTIMATES)

Not applicable

E. MAINTENANCE

ITEM	DESCRIPTION	INVESTMENT
------	-------------	------------

- | | | |
|----|---|--|
| 1. | STANDARD SOFTWARE MAINTENANCE AGREEMENT (SSMA) Per Year Cost | |
| | Annual SSMA to begin at the end of the 90 day warranty; year one cost to be prorated to run concurrently with customer's existing SSMA. | |

Year 1	budget 2006 \$2,080	\$2,080
Year 2		2,210
Year 3		2,340
Year 4		2,470
Year 5		2,600

\$ 20,680

PRICING VALID THROUGH MARCH 4, 2005.

ENDNOTES

- Prices assume that all software proposed is licensed.
- Any taxes or fees imposed are the responsibility of the purchaser and will be remitted when imposed.
- Training and Support Services are billed hourly as used. Travel and expenses are not included as they are billed at actual cost.

budget 2006

500/machine for original report

3 machines myself

2004 budget 18,000

22,100

Allegany County, New York

NEW WORLD SYSTEMS' Logos PUBLIC ADMINISTRATION SOFTWARE

CONFIDENTIAL AND PROPRIETARY

MEMORANDUM OF EXPLANATION

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

COMMITTEE: _____

DATE: _____

The Allegany County Office for the Aging requests a resolution to increase the following 2004 revenue and expenditure accounts. This is due to a donation from the Allegany Senior Foundation, Inc. for the Allegany County Office for the Aging Meals-on-Wheels program.

Increase Revenue Account Number:

A 09 2801.36	SNAP Contributions	\$6,480.00
--------------	--------------------	------------

Increase Expenditure Account Number:

A6779.474	Caterer	\$6,480.00
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FISCAL IMPACT: Increase local contributions.

For further information regarding this matter, contact:

Name and Department

Telephone

RESOLUTION ESTABLISHING MILEAGE ALLOWANCE FOR COUNTY OFFICERS AND EMPLOYEES OTHER THAN LEGISLATORS AND THOSE COUNTY EMPLOYEES COVERED BY A COLLECTIVE BARGAINING AGREEMENT WHEN THEIR OWN AUTOMOBILE IS USED FOR COUNTY BUSINESS

Offered by: Personnel and Finance Committees

Pursuant to County Law § 203

RESOLVED:

1. That the payment of the IRS compensation rate for mileage per mile is authorized for the miles actually and necessarily traveled on official business of the County by any County officer or employee, other than legislators and those County employees covered by a collective bargaining agreement, by the use of his or her own automobile.

2. This resolution shall take effect January 1, 2005 and remain in effect until changed by this Board.

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Public Safety

DATE: Dec. 8, 2004

The Traffic Safety Program requests a resolution to authorize Chairman James G. Palmer of the Allegany County Board of Legislators to sign two contract amendments with the Governor's Traffic Safety Committee. The amendments are for a grant for \$30,000 for Sharing Roads Safely 2 and a grant for \$14,000 for the A.B.C. Coalition. The money has been appropriated in the 2004 and 2005 budgets.

FISCAL IMPACT: already in 2004 and 2005 budgets

For further information, contact Kath Buffington, 268-9228.

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: November 08, 2004

Request to transfer \$7,600.00 from County Road Fund to Road Machinery Fund to purchase a sander. The sander is necessary due to the additional miles of road the county will be plowing

From D5110.408	\$7,600
To D5130.204	\$7,600

FISCAL IMPACT: \$0

For further information regarding this matter, contact:

David S. Roeske (585)268-9230
Superintendent

DSR/ymr



FAX (585) 584-8853

SALES & PARTS
(585) 584-3425

November 5, 2004

Allegany County Highway
7 Court Street
Room 210
Belmont, NY 14813

Attn: Steve Nease

Subject: Sanders

Steve, per our conversation this morning, I am quoting you the following:

Smith Metal Model SSV-10 Stainless Steel Sander
6.4 cubic yard capacity Selling price \$7,560 fob Newark, NY

Delivery can be in 3 to 4 weeks. If we know on or before November 9, 2004, we can have one by November 24.

Steel 6.4 cu yd **Warren Model AC2420 ten foot Sander with dump body mount**
Selling price \$6,100 fob Pavilion, NY

Delivery can be in 1 to 2 weeks. This sander is in stock at Warren and is subject to prior sale.

If you have any questions, please feel free to call the undersigned at 1-800-724-8722.

Best regards,

Mike Whalen
Mike Whalen
Territory Manager

CONSTRUCTION & MUNICIPAL
EQUIPMENT & SUPPLIES

7155 Big Tree Road • Pavilion, New York 14525

MEMORANDUM OF EXPLANATION

INTRODUCTION NO: _____
(CLERK'S USE ONLY)

COMMITTEE: PUBLIC WORKS

DATE: DECEMBER 08, 2004

Request a Resolution be prepared approving an agreement with New York State Department of Transportation. This agreement provides for the reimbursement of funds expended for flood restoration on Federal Aid Secondary Highways within the County.

FISCAL IMPACT: \$ Approximately \$68,866 dependent upon repair costs

For further information regarding this matter, contact:

David S. Roeske
Superintendent

(585)268-9230

DSR/ymr

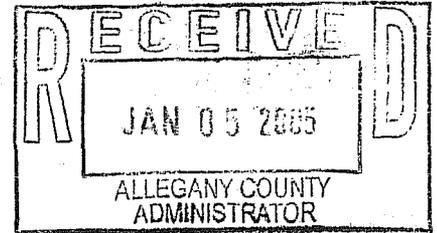
Finance Committee
 Audit Summary
 December 13, 2004

Health Department	\$1,518.92
Mental Health	183.96
Social Services (Share of Central Purchasing)	1,259.85
Office for the Aging	333.66
County Clerk	4,012.00
Human Resources	134.73
Board of Elections	1,649.68
Unallocated Insurance	833.33
Veterans' Service Agency	233.56
Insurance Reserve (Risk Retention)	15,136.10
Office of Development	3,980.64
Tourism	18,080.98
Planning	400.00
Housing Rehabilitation	4,620.00
Micro-Enterprise Grant	18,938.76
Employment & Training	10,781.71
District Attorney	2,206.77
Public Defender	2,250.84
Assigned Counsel	31,415.53
Grand Jury	339.00
Sheriff	13,624.87
E-911 Dispatch	330.00
Probation	4,736.71
STOP DWI	4,317.03
Jail	23,303.13
Other Correction Agencies	49,365.00
Traffic Control (A3310)	513.25
Fire Service	8,192.83
Emergency Services	6,872.27
Weights & Measures	401.34
Youth	18,371.55
Public Works - Administration	835.40
Buildings & Grounds	4,882.08
Solid Waste	23,130.73
County Road	173,790.84
Road Machinery	18,216.02
Capital Projects - Public Works	87,153.24
Legislative Board	1,542.70
County Administrator	16,147.89
Clerk, Legislative Board	514.04
Treasurer	4,060.65
Assessments (Real Property Tax)	393.53
Tax Sale & Redemption	9,350.40
County Attorney	4,248.31
Central Service Copying	1,260.80
Central Service Postage	10,002.68
Central Service Computer	1,578.09
Community Colleges	6,985.29
Bus Transportation	55,534.08
Capital Projects - Law Enforcement	87,259.74
Total	\$755,224.51

NOT
APPROVED

FINANCE COMMITTEE

December 30, 2004



Committee Members Present

C. Crandall, R. Sobeck, R. Bennett, R. Heineman, K. Nielsen, E. Sherman, J. Palmer

Others Present

W. Dibble, J. Margeson, B. Rigby, T. Ross

Media Present

S. Liebler – Wellsville Daily Reporter

Approval of Minutes

The December 13, 2004 minutes were approved on a motion by Sherman, seconded by Nielsen and carried.

Auditing Services

Terri Ross, County Treasurer, stated that the contract with Deloitte for auditing services expires soon, and she has requested bids for proposal. Ms. Ross indicated that she has received two bids and hopes to have two additional bids to bring back to the committee for a decision.

Condemnation Proceeding

Committee members reviewed a memorandum from Daniel Guiney, County Attorney, requesting a resolution approving a court ordered increase in the settlement to Eugene and Sandra Fanton resulting from a condemnation proceeding. On September 8, 2004, the Finance Committee approved a payment from the Risk Retention Fund – Actions Approved by the Courts (CS1932.430) of \$10,250 as ordered by County Court. Since that time, the Fantons made a motion for fees and expenses associated with the proceeding, and Attorney Guiney opposed their motion. On December 3, 2004 the Court awarded the Fantons an additional \$3,416.66, which is less than half the amount requested. The total amount to be paid is \$13,666.66 rather than \$10,250. The request was approved on a motion by Bennett, seconded by Sobeck and carried. Prepare Resolution

REFERRALS FROM OTHER COMMITTEES:

Planning and Development Committee

The Planning and Development Committee requests a resolution approving an agreement with the Allegany County Federation of Snowmobilers, Inc. The appropriation of non-budgeted State grant-in-aid for \$163,975 should be allocated to A7185.483 (Other Recreation – Contractual) with a like amount placed in revenue account A10.3089.01. The request was approved on a motion by Sobeck, seconded by Bennett and carried. Prepare Resolution

Public Safety Committee

The Sheriff's Office requests a resolution accepting a \$5,000 communications equipment grant from the NYS Division of Criminal Justice Services. The \$5,000 should be appropriated to account A3110.201 (Sheriff – Equipment) with a like amount placed in revenue account A10.3389.3110 (Sheriff – Other State Aid). The funds will be used to obtain new radio equipment. The request was approved on a motion by Bennett, seconded by Sherman and carried. **Prepare Resolution**

Legislative Payroll

The legislators' payroll and expenses for the period October 26 through November 22, 2004 was approved on a motion by Sherman seconded by Bennett and carried.

Audit Review/Approval

Ms. Rigby distributed copies of the December 30 audit summary. A motion was made by Nielsen, seconded by Bennett and carried that the December 30 audit in the amount of \$775,649.30 plus pre-paid expenses be forwarded to the full Board for approval.

Railroad Transportation

Committee members discussed the "Rail Authority Looks at a \$15 M Investment" article that appeared in the December 29, 2004 Wellsville Daily Reporter. The Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority anticipates investing an additional \$15 million of public funds in capital rehabilitation of the line over the next three years.

It was noted that there are about four to five years left on the Railroad Authority's eight-year tax exemption. The exemption is worth approximately \$1 million.

Legislator Robert Heineman asserted that there was no prior chance to negotiate and suggested that the County ask for a cut of the \$15 million. Mr. Heineman indicated that they could ask for \$1 per car or ton.

John Margeson, County Administrator, stated that he doubts that the state can mandate sharing revenue, and he suggested that we deal directly with the members of the Railroad Authority, which is made up of the four counties, to see what their reaction to sharing the funds would be.

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

OFFICE OF THE
ALLEGANY COUNTY ATTORNEY

County Office Building • Room 213
7 Court Street • Belmont, New York 14813-1039
Phone 585-268-9410 • Fax 585-268-9651

DANIEL J. GUINEY
County Attorney

THOMAS A. MINER
Assistant County Attorney

LESLIE J. HAGGSTROM
Assistant County Attorney

MEMORANDUM

December 14, 2004

To: Brenda A. Rigby, Clerk, Board of Legislators
From: Daniel J. Guiney
Subj: Eugene and Sandra Fanton – Condemnation proceeding

Brenda: At a meeting held on September 8, 2004, the Finance Committee approved a payment from the Risk Retention Fund - Actions Approved Courts Acct. (CS1932.430) in the above matter in the amount of \$10,250 as ordered by County Court. Subsequent to that approval the Fantons made a motion for fees and expenses in the proceeding as authorized by Section 701 of the Eminent Domain Procedure Law. I opposed their application and by a Decision an Order dated December 3, 2004, the Court awarded them the amount of \$3,416.66, which is less than half the amount they requested. Therefore, the total amount to be paid is \$13,666.66 rather than \$10,250. Will you please ask the Committee to approve the correct total of \$13,666.66. If you or the Committee have any questions please contact me.



MEMORANDUM OF EXPLANATION

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

COMMITTEE: Planning and Development

DATE: 12/29/04

Resolution approves a contract between the County and the Allegany County Federation of Snowmobilers whereby the County acts as sponsor for applications for Snowmobile trail development grants through the New York State Office of Parks, Recreation and Historic Preservation.

Resolution also accepts a 2004-05 snowmobile development grant and appropriates the funds which are passed through to the Federation of Snowmobilers.

FISCAL IMPACT: Acceptance and appropriation of \$163,975

For further information regarding this matter, contact:

John E. Margeson

Name and Department

268-9217

Telephone Number

LG04048469

Chapter 55 of the Laws of 2004
Page 515, Lines 1 - 15

2004-05

Assembly Minority Initiative Form

Project Title: Allegany County Sheriff's Department
(Incorporated name of Organization)

Location of Project: Belmont
(Including County) Franklin County

Project Description: For the purchase of portable radios.

Funding Level: \$5,000

Requested Agency to Administer Program:

Division of Criminal Justice Services

Program Contact Information:

Name: Randal J. Belmont, Sheriff

Address: 7 Court Street
Belmont, New York 14813

Phone: (585)268-9200

Date: 10/25/04

Signature: Rebecca P. P'Azate

A.D. 147

MEMORANDUM OF EXPLANATION

For acceptance and budgeting of GRANTS

INTRODUCTION NO: _____

(Clerk's use only)

Committee of Jurisdiction: Public Safety Date: December 2, 2004

Explanation of Grant: This grant is sponsored by Assemblyman Daniel Burling as a member item to enhance portable radio communications for Allegany County Sheriff's Office.

Appropriations (\$5,000.00)		
A 3110.2.0†	Sheriff - Equipment	\$5,000.00

Revenues (\$5,000.00)		
A 10.3389.3110	Sheriff - Other State Aid	\$5,000.00

FISCAL IMPACT: Total grant: \$5,000.00

Local county share: \$0.00

State Grant? Yes Revenue # A .10.3389.3110 \$ 5,000.00

Federal Grant? No Revenue # _____ \$ _____

if Federal, please list Federal Catalog of Federal Domestic Assistance

(CFDA) number _____ - _____

This grant is _____ renewal of existing grant funded program or XXX new grant fund program.

Grant Fiscal Year - 2005

Obligation of County after grant expires: None

Major benefits of accepting this grant are:

The grant would allow county emergency services to continue preparedness for violent incidents, conformity to Federal and State standards for terrorist type incidents and enhancing safety to its citizens and law enforcement personnel within Allegany County.

Department Head Signature



Finance Committee
Audit Summary
December 30, 2004

Coroners & Medical Examiners	\$12,753.63
Health	285,121.14
Mental Health	226,391.08
Office for the Aging	53,859.41
County Historian	599.25
Employment & Training	4,280.16
Buildings & Grounds	10,243.48
Solid Waste	25,731.48
County Road	69,008.45
Road Machinery	7,586.09
Capital Projects - Public Works	80,075.13
Total	\$775,649.30