Click to Search
or push Ctrl F

BUDGET COMMITTEE
FEBRUARY 20, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, P. Curran, K. LaForge, T. O'Grady, (Absent: D. Fanton, D. Cady, C. Crandall)

Others Present: M. Alger, L. Ballengee, D. Burdick, D. Healy, J. Margeson, D. Pullen, B. Riehle, T. Ross, C. Santora, F. Sinclair

Media Present: No media present

Call to Order: The meeting was called to order at 1:47 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator O'Grady, and carried to approve the Budget Committee minutes of December 19, 2012.

Sales Tax Report

County Treasurer Terri Ross distributed the Sales Tax Report reflecting receipts through February 20, 2013, totaling $2,343,059.50. Receipts for the current period indicate a small decrease of 1.772% ($42,277.95) from one year ago for the same period.

Sales Tax Quarterly Collections Report Cash Comparison

Ms. Ross also distributed the State-wide figures, by county, for sales tax collection for the quarter ending in December 2012 (as well as a comparison between full year 2012 and full year 2011). Discussion followed regarding why some counties were down so dramatically. It was determined that some businesses may have suspended operations or closed permanently as a result of severe flooding the previous year. (Chenango and Schoharie counties were mentioned in particular.)

Department Budget Review Schedules

Ms. Ross presented a schedule for 2013 Department Budget Reviews: First Quarter reports from the "Big 5" (Department of Health, Department of Public Works, Department of Social Services, Office for the Aging, and the Sheriff's Office) will be scheduled for the Budget Committee meeting on April 17. Semi-annual reports from the "Big 5" as well as the remainder of the Departments are scheduled for the July 17 Budget Committee meeting. Third Quarter reports from the "Big 5" Departments will occur on October 16 at the Budget Committee meeting. Additionally, any of the smaller departments that need to be called back will also attend that meeting. The schedule as presented by the County Treasurer was adopted on a motion by Legislator LaForge, seconded by Legislator Curran, and carried.

Additionally, Ms. Ross distributed sample one-page financial reports which the departments will submit to the Clerk of the Board one week prior to the scheduled meeting.

Adjournment

There being no further business to come before the Committee, the meeting was

adjourned at 1:55 p.m. following a motion by Legislator LaForge, seconded by Legislator Curran, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
APRIL 17, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, K. LaForge, T. O'Grady, C. Crandall (Absent: P. Curran)

Others Present: M. Alger, L. Ballengee, H. Budinger, V. Grant, K. Graves, R. Hartwick, D. Healy, G. James, Y. Marks, T. Miner, D. Pullen, D. Rahr, B. Riehle, T. Ross, C. Santora, D. Scholes, F. Sinclair, J. Tomasi, K. Toot, R. Whitney

Media Present: B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 2:12 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator O'Grady, seconded by Legislator Fanton, and carried to approve the Budget Committee minutes of February 20, 2013.

Departmental Financial Reports

Health Department

Health Department Director Lori Ballengee reported that the 1st Quarter expenditures are well below the expected 25% range in all programs, except rabies which is at 22%. It was also discussed that revenues appear low because most of the grants voucher on a quarterly basis, so vouchers aren't even due yet for the 1st Quarter. The 1st Quarter is also skewed because of Cost of Living Adjustment (COLA) monies received by many of the programs. All in all, the Health Department is in excellent fiscal shape for the 1st Quarter of 2013.

Public Works

Public Works Superintendent Guy James reviewed with the Committee the Financial Report he had prepared. He indicated that in both the revenue and appropriation categories, the budget was accurate and close to projections. He did say thanks to lobbying efforts in Albany, the CHIPS account received an additional $380,000 which will be used for paving. He added that this is a two-year increase and expects that same amount next year. One area of concern, he noted, is that the Road Machinery .4 accounts may go over budget due to the age and condition of equipment which create the need for repairs.

Social Services

Deputy Commissioner of Social Services Julie Tomasi indicated to the Committee that although it is difficult to project figures during the first quarter, the numbers thus far are accurate and close to projections. She indicated that this could change, using the examples of the number of children in care without eligibility increases, or depending on information from the state. She reported that there is no information regarding sequestration at this time, and that DSS Commissioner Vicki Grant is in Albany attending a Commissioners' meeting.

Office for the Aging

Office for the Aging Director Kimberley Toot informed the group that revenue accounts are below the projected amount and will fall short by approximately $18,420. She did indicate, however, that OFA has not received notification of state funding and will voucher federal funding by the end of the month. Additionally, it was noted that the appropriations account are accurate and close to projections.

Sheriff's Office

Sheriff Rick Whitney addressed the group, saying that revenues are below the projected amount and will fall short by approximately $237,871. This, he says, is a result of less federal housing; ICE is down, and the increase in the "week-ender" population results in a decrease in housing for federal prisoners. He stated that the Jail needs to house in 72 prisoners per day to make the budget; however, it is averaging only 68 per day. The Sheriff also noted on his report that the appropriation accounts are more than the projected amount with an excess of approximately ($123,000). Particular issues in the Sheriff's financial report included the following comments:

- State Food was budgeted as revenue prior to our discontinuing the program due to costs of remaining exceeding benefits
- Federal Inmate Transports higher than budgeted due to renegotiation of reimbursement rate (from $28 to $32 per hour)
- Federal Inmate Housing lower due to budgeted revenue being increased over amount requested
- Jail personnel costs higher due to requested budgeted overtime being reduced

The Sheriff expressed concern about his budget, noting when the 2013 Budget was being developed, the Sheriff had told the Committee that he did not believe he could reduce has expenses and increase his revenues to accommodate the changes that were made to his requested budget figures.

Sales Tax Report

County Treasurer Terri Ross distributed the Sales Tax Report reflecting receipts through April 17, 2013, totaling $$5,656,033.24. Receipts for the current period indicate a small increase ($17,538.49; 0.311 percent) from one year ago for the same period.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 2:38 p.m. following a motion by Legislator O'Grady, seconded by Legislator LaForge, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
MAY 15, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, K. LaForge, T. O'Grady, C. Crandall (Absent: P. Curran)

Others Present: M. Alger, L. Ballengee, K. Graves, T. Miner, D. Pullen, T. Ross, C. Santora, F. Sinclair

Media Present: No media present

Call to Order: The meeting was called to order at 1:55 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator O'Grady, seconded by Legislator Fanton, and carried to approve the Budget Committee minutes of April 17, 2013.

Sales Tax Report

County Treasurer Terri Ross distributed the Allegany County Sales Tax Report reflecting receipts through May 15, 2013, totaling $7,003,337.48. Receipts for the current period indicate a small increase of $6,289.55 (0.090%) from one year ago for the same period.

Budget Timeline/Presentation Preferences

County Administrator Mitchell Alger distributed a proposed timetable for creating the 2014 Budget (see attached). Additionally, he and Ms. Ross requested that the Committee tentatively schedule August 8 and 9 (Thursday and Friday) as budget review days. Mr. Alger and Ms. Ross also told the Committee that they have been working on a different approach for this year's budget. Instead of the traditional three-ring binder plus white sheets, budgets will be entered by departments electronically into the County financial system. The financial system will generate a report that includes all of the same information that was previously included in the white sheets and line items. However, now it will all be in one report generated by the County financial software. Admittedly, this will increase the amount of work for this year's budget because all the white sheet information will need to be entered into the program, but future budgets will need only to update that information, thereby decreasing the need to enter information as well as decreasing the opportunity for errors. Mr. Alger and Ms. Ross sought the support of the Committee for the proposed timetable and the new reporting method, which they received.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 2:23 p.m. following a motion by Legislator LaForge, seconded by Legislator O'Grady, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
JUNE 19, 2013
**** NOT APPROVED ****

Committee Members Present: D. Fanton, D. Cady, P. Curran, K. LaForge, T. O'Grady, C. Crandall (Absent: T. Hopkins)

Others Present: M. Alger, S. Decker, K. Graves, L. Haggstrom, D. Healy, D. Pullen, B. Riehle, T. Ross, C. Santora, F. Sinclair

Media Present: No media present

Call to Order: The meeting was called to order at 1:35 p.m. by Budget Committee Vice Chairman Dwight Fanton

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator O'Grady, and carried to approve the Budget Committee minutes of May 15, 2013.

Sales Tax Report

County Treasurer Terri Ross distributed the 2012 Allegany County Sales Tax Report reflecting receipts through June 19, 2013, totaling $8,311,919.15. Receipts for the current period indicate a small increase from one year ago for the same period, of $14,668.94 (0.177 percent) over last year at this time.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:38 p.m. following a motion by Legislator LaForge, seconded by Legislator O'Grady, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
JULY 17, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, K. LaForge, T. O'Grady, C. Crandall

Others Present: M. Alger, L. Ballengee, H. Budinger, D. Burdick, M. Gasdik, K. Graves, R. Hartwick, D. Healy, D. Horan, T. Hull, G. James, T. Miner, J. Nelson, V. Pettit, D. Pullen, D. Rahr, B. Riehle, C. Santora, D. Scholes, F. Sinclair

Media Present: No media present

Call to Order: The meeting was called to order at 1:45 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator O'Grady, and carried to approve the Budget Committee minutes of June 19, 2013.

Sales Tax Report

Deputy County Treasurer Jenna Nelson distributed the 2013 Allegany County Sales Tax Report reflecting receipts through July 17, 2013, totaling $10,448,017.82. Receipts for the current period indicate a decrease ($3,112.21 or -0.030 percent) from one year ago for the same period.

Change in Dates for 2014 Budget Review

Legislator Hopkins requested a change in the scheduled dates for the 2014 Budget Review due to a conflict. It was determined that the Committee would meet Monday, August 12, from 9 a.m. until 11:45 a.m. and re-convene Wednesday, August 14, from 9 a.m. and hope to have the review completed by that afternoon.

Second Quarter Reports

Department of Health

Health Department Director Lori Ballengee reported that her department is in excellent shape, saying it is at 45 percent of expenses overall and 37 percent of revenues, explaining that some of the revenue monies won't be forthcoming until the fall. However, she also pointed out that the DoH has become an agency for services, explaining that it has been an agency for evaluation for a while, but this new designation means that DoH bills for all but two therapists, so for every service they provide, the DoH takes $14, which should average between $2,800 and $3,000 per month in additional revenues. Ms. Ballengee noted that she had considered hiring another biller to handle this new procedure, but EI (Early Intervention) Coordinator Linda Wilcox suggested shifting the work among the staff, which they were willing to do, resulting in negating the need for additional help. She went on to explain several other items, such as, because the Cancer Services contract is up, DoH is only doing screenings for those folks with problems and routine screenings are being delayed until the fall, resulting in lower revenues at this time. Special Education has been successful in increasing its efforts to recover outstanding claims. So, overall, Ms. Ballengee said, expenses are down, and the expected revenues will show up in the fall.

Department of Public Works

Superintendent of Public Works Guy James indicated that Solid Waste revenues had fallen below projected amounts, citing decreased permit sales (to the tune of $100,000), a decrease in tipping fees, and the department has backed off on the amount of auto fluff which it buries which will extend the life of the landfill, but which also decreases revenues. He indicated the Department is very close on its appropriations, but that there are some unanticipated jail repairs that need to be done which will overrun the allocated $20,000. He expects to request a transfer (overhead doors and locking mechanisms) from another account to cover that shortfall at the next Public Works Committee meeting.

Department of Social Services

Director of Administrative Services Donald Horan told the Committee that the Department of Social Services is on track for the year. It is his opinion that A6140 (Home Relief) will go over its budgeted amount, but he did not believe that would affect the amount of local share needed. HEAP revenues won't be seen until October, of course, but overall, the DSS budget is in pretty good shape.

Office for the Aging

Office for the Aging Director Madeleine Gasdik and Department Accountant Vicki Pettit told the Committee that the Department was on target so far this year. Ms. Gasdik noted OFA had lost a little funding in the Medicare Program, but the Department was making it up in other areas. She also noted that the Meals-on-Wheels suggested contributions are very healthy. When asked, she said that it is her understanding that the meals may increase by five cents for next year. As an aside, it was noted that recipients are very happy with the meals at this time.

Sheriff's Office

Sheriff's Office Accountant Randy Hartwick informed the group that there are a few changes since the last report. He predicts a little extra reimbursement from the DWI patrols that had not been anticipated. Revenues, he said, will fall short of projected amounts, due in part, to the increase of weekend inmates which prevents the jail from housing federal prisoners, a source of revenue. He also said he anticipated that appropriations will continue to exceed budgeted amounts, due, in part, to the overtime at the Jail.

Review of Semi-annual Reports from Smaller Departments

Legislator Hopkins noted that the financial reports from most of the remaining departments were attached to the agenda. He encouraged the Committee members to review them and bring any questions they might have to the next meeting. He also requested that he be notified of their questions so he could arrange to have the appropriate Department Heads present to answer those questions.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 2:15 p.m. following a motion by Legislator LaForge, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

Budget Committee
Special Budget Review
August 12, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, K. LaForge, C. Crandall (Absent: T. O'Grady)

Others Present: M. Alger, R. Anderson, L. Ballengee, D. Burdick, S. Decker, M. Gasdik, V. Grant, D. Hanchett, R. Hartwick, D. Healy, D. Horan, Y. Marks, V. Pettit, B. Riehle, T. Ross, D. Scholes, F. Sinclair, R. Whitney

Call to Order: Budget Committee Chairman Theodore Hopkins called the meeting to order at 9:00 a.m.

Department of Health – 2014 Budget Review

Public Health Director Lori Ballengee attended the meeting to discuss 2014 budget requests for the Health Department (A1185, A2960, A4010, A4011, A4035, A4037, A4043, A4046, A4050, A4051, A4052, A4053, A4054, A4056, A4060, A4070, A4071, A4072, A4073, A4189, and A4190). Ms. Ballengee stated that overall she is okay with the budget the way this it is. Special Education (A2960) is one area that does concern her. If we have one or two additional autistic children to care for, the Health Department will need to come back to ask for additional funding. Treatment for these kids is very expensive. One autistic child could add an additional $200,000 in expense. Mr. Alger added that his concern is they've changed the diagnosis of Autism. More kids are included in the Autism Spectrum. Asperger's Syndrome which is a milder form of Autism is now grouped with the more severe forms. Ms. Ballengee mentioned that the schools take over treatment of these kids when they reach age five. Early intervention covers children ages 0-3, which is run by the State Department of Health. Programs for children ages 3-5 are run by the State Department of Education. These programs are more expensive than those run by the State Department of Health. Another topic of conversation was the fees paid to coroners. Both Ms. Ballengee and the Budget Officer feel it's important to raise their fees. The Budget Officer stated that these are elected positions which leave the coroners with quite a bit of authority as to how things are taken care of. Presently the coroners are transporting bodies. The coroners could potentially hire an ambulance to pick up bodies and the County could be billed for the ambulance service. Ms. Ballengee noted that some counties are using their Sheriff's Department for transporting bodies. It was agreed that would not be a cost-efficient option. Ms. Ballengee also stated that they've been looking into the cost of autopsies. Currently we are using Monroe County for autopsies. We pay $700 per autopsy. We considered having the autopsies performed in Olean, but the autopsies were $900 each plus we'd have to pay additional fees to Olean General Hospital for the use of their facility. There was also discussion on the number of autopsies performed and what is the trend in the numbers of autopsies performed. Ms. Ballengee felt that she would need two more years of numbers to be able to come up with a better estimate. Legislator Curran asked what the plan was if/when the Federal and State Governments implement additional mandates. Ms. Ballengee stated that they would receive additional funding. Most of the programs are covered. She gave further explanation as to why some of the line items in her budget are what they are. Most of their programs are 100 percent covered by outside funding. The coroners are the only area that is covered 100 percent by County tax dollars. Mr. Crandall inquired about our contributions to Mercy Flight. We had been paying $2,500 to Mercy Flight, but that has been

cut from the budget. He stated that it was his understanding that we were one of the only municipalities contributing. Ms. Ballengee said that counties have stopped contributing because Mercy Flight is able to bill insurance companies for their services. A contribution to Mercy Flight would be 100 percent County tax dollars. We don't receive any contribution towards it. A motion was made by Legislator Fanon, seconded by Legislator Curran, and carried to accept the Health Department (A1185, A2960, A3645, A4010, A4035, A4037, A4043, A4046, A4050, A4051, A4052, A4053, A4054, A4056, A4060, A4070, A4071, A4072, A4189, and A4190) proposed budgets as recommended by the Budget Officer.

Community Services Agency – 2014 Budget Review

Dr. Anderson attended the meeting to discuss the 2014 budget requests for the accounts associated with Community Services (A4191, A4220, A4310, A4311, A4312, A4313, A4314, A4315, A4316, A4317, A4390). Dr. Anderson indicated that the amount he is requesting is down by about 11 percent. This will probably be the last year he is able to decrease the budget. At the end of 2014, Community Services will be losing discretionary money. For the past 10 years our office has received what they call Medicaid Federal Salary Sharing. We have been allowed to take money out of this for anything other than the Mental Hygiene Law which has to come from 100 percent County tax dollars. The Mental Hygiene Law says we have to pay for all forensic evaluations. This includes court-ordered evaluations and services for those inmates we are not able to maintain in our Jail, and $20,000 is what is usually appropriated for this. Sometimes we go over. Ms. Ross indicated that last year we spent over $56,000. Dr. Anderson also noted that $60,000 is being cut from the Medicaid Federal Salary Sharing. The Budget Officer commented that no changes had been made to this budget. Their net costs have stayed the same and they've even reduced what they're asking for. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Community Services (A4191, A4220, A4310, A4311, A4312, A4313, A4314, A4315, A4316, A4317, A4390) 2014 proposed budget as recommended by the Budget Officer.

Office for the Aging – 2014 Budget Review

Office for the Aging Director Madeleine Gasdik and OFA Accountant Vicki Pettit attended the meeting to discuss their 2014 budget requests for the Office for the Aging (A6772, A6773, A6774, A6775, A6776, A6777, A6778, A6779, A6781, A6782, A6783, A6784, A6785, A6786, A6787, A6788, and A6789). Ms. Gasdik distributed copies of a spreadsheet showing an overview and summary of the Office for the Aging accounts. Ms. Gasdik noted that they'd had an increase in requests for meals. She stated that they'd had a cut in their E.I.S.E.P. (in home services program) funding, so they were going to have to cut ten clients from the program. This will be done through attrition. They won't cut anyone from the program, they just won't be adding anyone back in those ten spots. They will have a waiting list for the program. Ms. Gasdik commented that they were getting more funding for their insurance counseling program, but that it's still not enough for the amount of time that they spend counseling people in the area. It is very labor intensive, taking about two hours per person. Also discussed was the request for a new van. The Budget Officer indicated that this request will be looked at separately. Ms. Gasdik conveyed to the committee the need for a new position. Someone retired last year, but the position wasn't filled again. The department did some shifting around to cover the responsibilities but everyone is getting behind. There are State requirements that we need to be kept up with. We have evaluations we are required to do. We are hoping to add an Aging Services Technician. The Budget Officer noted that the position is currently included

in the budget proposal, but it will be looked into at a later time. Also discussed was the increase in the cost of the meals for the Meals-on-Wheels Program. The provider is asking for an additional five cents per meal. Legislator Hopkins inquired if there was a chance the provider would be asking for an additional increase during the year. The Budget Officer commented that the Office for the Aging would be losing a little bit of Member Item money. Ms. Pettit indicated that she had already deleted the $5,000 for this. Ms. Pettit and Ms. Gasdik noted that it was a good thing they've got service organizations that are willing to donate towards the Blizzard Boxes. The Budget Officer noted that quite often the department receives more contributions than they budget for, but we can't count on that. Ms. Pettit added that Office for the Aging always spends all of its E.I.S.E.P. money. Other counties don't do that. Ms. Gasdik stated that others counties don't have the home health care agencies that we have. A motion was made by Legislator Fanton, seconded by Legislator Cady, and carried to accept the Office for the Aging (A6772, A6773, A6774, A6775, A6776, A6777, A6778, A6779, A6781, A6782, A6783, A6784, A6785, A6786, A6787, A6788, A6789) 2014 proposed budgets as recommended by the Budget Officer.

Department of Public Works – 2014 Budget Review

Deputy Superintendent Dean Scholes & Fiscal Manager Yvonne Marks attended the meeting to discuss the 2014 budget requests for the Public Works Department (A1490, A1620, A3310, A8160, D Fund, DM Fund, and H Fund). Legislator Hopkins brought up the vehicle and equipment requests. Some things should be included in the DPW budget and some need to be considered separately. Mr. Scholes showed pictures of a service truck at the Landfill that needs replacing. Ms. Ross stated that equipment for the Landfill has always been left under the Landfill cost center. The vehicles have always been considered separately. Any other equipment is left under the appropriate cost center. Mr. Scholes noted that they had requested the replacement of a tractor. The tractor is a 2000 International and has 338,000 miles on it. It is primarily used for hauling recyclables across the County. If the request isn't approved in this year's budget, it will be requested again next year. The Budget Officer noted that he shouldn't necessarily have taken out all of the vehicles and equipment. Equipment should be left in to properly reflect costs for particular cost centers. Legislator Fanton commented that they've got to talk more about the bridge projects in the budget. Marchiselli Aid has been lost. Legislator Healy commented that we should start keeping a running list of aid that the State cuts. Mr. Scholes stated that account D5142.465 may fall short by $10,000. Those are snow and ice removal contracts, and those contracts are still in negotiation. The budget for account D5110.408 (Maintenance Roads & Bridges – General Supplies) has also been cut. This includes all sorts of supplies for repairing roads. Ms. Marks noted that these expenses would decrease if a bridge is cut from the budget. The Budget Officer noted that he made the cut in order to try to keep the budget in line with what it was last year. Ms. Marks stated another concern was the cost of maintenance on the Jail. Mr. Scholes noted that because the building is in use 24 hours a day, seven days a week, things get worn out more quickly. Legislator Hopkins questioned why some of the cost for maintenance of the Jail is in the Sheriff's budget and some is in the DPW budget. Ms. Ross stated that it is a shared cost center. Certain parts of the facility are the responsibility of the DPW and certain parts are the responsibility of the Sheriff's Office. The Budget Officer brought up the topic of capping the Landfill. The committee discussed the timing of capping the Landfill and what the best way was to pay for it. The

committee decided that further discussion was needed before they could make a recommendation on the proposed budget.

Sheriff's Dept./Jail/E911 – 2014 Budget Review

Sheriff Rick Whitney, Accountant Randy Hartwick, & Lieutenant Dan Hanchett attended the meeting to discuss 2014 budget requests for the Sheriff's Office/Jail/E-911 (A3110, A3111, A3112, A3117, A3150, and A3152). Sheriff Whitney commented on the large cut that was made to his Office Equipment Budget (A3110.201). Computer upgrades need to be made. The computers are the original computers and they are just too slow. The Budget Officer questioned how much had been spent out of that account in the current year. Mr. Hartwick responded that they hadn't spent anything yet. Part of reason for the cut was because in 2012 nothing had been spent out of that account. The Budget Officer suggested maybe they replace computers this year instead. The problem is that the total budget for the Sheriff's Office is over. Mr. Hartwick noted that they are probably going to be over budget for all of the cost centers at year end. Sheriff Whitney had requested $49,600 for account A3110.208. This number was cut by the Budget Officer to $4,500. The actual amount spent in 2012 was $2,359. Sheriff Whitney is asking for extra money to cover the cost of new finger printing equipment. He stated that they need this equipment both in the Jail and out front. The cost is $20,000 for both units. The current equipment can no longer be upgraded and it doesn't work properly anymore. The requested amount of $49,600 included the cost of other equipment. The Sheriff asked that the budget be bumped up to at least $24,500 to cover finger printing equipment. The Budget Officer noted that part of his reason for reducing the number was because there are grants available to cover the costs of some of the equipment they are asking for. The Sheriff replied that some of the grants are not currently available to them. The bullet proof vests have to be replaced more often than the grants are available. According to the warranty, the vests should be replaced every five years. Legislator Hopkins questioned Account A3110.447. The Sheriff's Office is asking for a new boat lift, two new jet ski lifts, and repairs to be made to their cottage at Cuba Lake. He questioned the fact that we have a cottage at the lake. The department answered that it is the station at the lake. Legislator Hopkins wasn't aware we had property there. It was noted that 50-75 percent of this is reimbursed by the State. Sheriff Whitney brought up account A3110.403 (Sheriff Maintenance Contracts on Office Machines). He questioned why the budget amount was changed as these are set maintenance contracts. The Budget Officer replied that he went by the history of these contracts and the amount spent to date. Mr. Hartwick responded that they are trying to plan for expected increases in these contracts. The Budget Officer recommended that we could look at some other accounts to reduce in order to make up the $1,200 needed for the Maintenance Contracts on Office Machines. He suggested possibly taking some money out of the clothing budget. Mr. Hartwick responded that they've already spent $3,900 this year which is $900 more than is budgeted for next year. The Budget Officer questioned why there was such a large difference between the spending in 2012 ($1,125) and 2013 ($3,900). Mr. Hartwick explained that the A3110 and A3150 are sometimes used together. Sheriff Whitney expressed his concern over account A3110.408 (Sheriff - General Supplies). He requested $44,250, which was cut to $20,000. He stated that this is the account they use to purchase ammunition for the range, and the cost of ammunition has quadrupled in price. They've had a problem getting the ammunition because there is a shortage. He indicated that range time is a requirement his staff has been unable to complete. Legislator Hopkins commented that there is a lot of reworking to be done on the budget, so we might as well move on to the next item. Sheriff Whitney pointed out account

A3112.103 (E911 Dispatch - Premium Pay). He requested $130,000 and the Budget Officer cut it to $100,000 which is less than the actual amount of $114,769.89 spent in 2012. Committee members, the Sheriff, and Mr. Hartwick discussed new staff, scheduling, and the need for union approval. Ms. Ross is going to be moving some of the personnel line item numbers around, but the total numbers are what need to be looked at. Legislator Sinclair questioned whether the Sheriff's Office carries a large reserve of ammunition. The Sheriff indicated that what they are asking for in the 2014 budget would include building up their reserve. The next account of concern was A3112.203 (E911 Dispatch – Communications Equipment). The Sheriff had asked for $595,000 which included the cost of a new tower in Canaseraga. We are applying for the grant for this so we don't need the full $595,000. The Budget Officer reduced this amount to $40,000. The Sheriff would like to see the budget amount be $50,000. Account 3112.411 (E911 Dispatch – Repairs – Personal Property) was also of concern to the Sheriff. He had requested $15,000, and the Budget Officer reduced the amount to $8,000. The Sheriff's Office is looking to make necessary upgrades to the telephone system in order to handle E911 calls. They are expecting a grant for most of the cost. Ms. Ross indicated that the entire expense amount needs to be shown for this line. The associated revenue will offset this. Instead of netting the amounts of these projects, the entire expense needs to be shown, and then the grant should be listed as a revenue. Ms. Ross stated that it should be set up as a capital project. Sheriff Whitney stated he wants to appropriate the funds when received. The warranty has expired on the radio system; that is why we're asking for $15,000. The Sheriff is concerned that if they don't start replacing mattresses and food trays, inmates might start to be pulled from our facility. Ms. Ross raised concern over inventory control if we want to start carrying an inventory of parts. How are we going to record this and keep an inventory? The committee discussed account number A3152 (Public Safety Complex – Buildings & Grounds) and how we determine what things are the responsibility of DPW and what are the responsibility of the Sheriff's Office. The Sheriff brought up account A3150.404 (Jail - Maintenance Contract Other) noting that he had requested $231,500, the Budget Officer reduced this to $81,000. The Sheriff would like to see at least $145,000, which consists partly of Esitech costs of $100,000 for an Esitech update. Ms. Ross said this shouldn't be under .404. Mr. Hartwick said it's for an upgrade to the software. Sheriff Whitney commented on account A3150.408 (Jail – General Supplies), noting that he asked for $71,000, and it was dropped to $55,000. The Sheriff's Office needs to update the law library, and the subscription for LexisNexis has increased from $86/month to $500/month. Legislator Hopkins commented that there was a lot of work that needed to be done on this budget. The Budget Officer noted that he had pulled all vehicle requests out of this budget as well as personnel requests. The Sheriff feels that we should replace three vehicles per year to keep them up to date. The Sheriff also indicated the equipment needed for the vehicles was kept separate. The Budget Officer stated that this budget was a challenging one to go through. There are adjustments that need to be made. Legislator Hopkins stated that this budget will need further discussion.

Department of Social Services – 2014 Budget Review

Social Services Commissioner Vicki Grant and Director of Administrative Services Don Horan attended the meeting to discuss the 2014 budget requests for the Social Services Department (A6010, A6055, A6070, A6101, A6106, A6109, A6119, A6129, A6140, A6141, and A6142). Ms. Grant noted that there weren't a lot of changes, and most of the changes could be lived with. The revenues will need to be changed. Some of the budget is guesswork due to Medicaid. We probably will be losing staff in 2014, but we've left them in for now. We don't

want to abolish a position until we know where we stand. Chairman Crandall commented that there are so many unknowns. It was also noted that the vehicle request was taken out of this budget to be discussed with other vehicle requests. The Budget Officer noted that this was also a tough budget to go through. Cutting expenses affects revenues directly. Mr. Horan commented that for everything we spend, we get money back. Legislator Sinclair questioned how we know what type of reimbursement we get from different programs. The Budget Officer commented on the bottom line of the budget. The budget has gone up, but not as much as in past years. A motion was made by Legislator Curran, seconded by Legislator LaForge, and carried to accept the Social Services Department (A6010, A6055, A6070, A6101, A6106, A6109, A6119, A6129, A6140, A6141, and A6142) proposed budgets as recommended by the Budget Officer.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 11:47 a.m. following a motion by Legislator Fanton, seconded by Legislator Cady, and carried.

Respectfully submitted,

Sarah Decker, Deputy Clerk of the Board
Allegany County Board of Legislators

Budget Committee
Special Budget Review
August 14, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, K. LaForge, C. Crandall (Absent: T. O'Grady)

Others Present: M. Alger, C. Braack, H. Budinger, J. Budinger, D. Button, S. Decker, K. Dirlam, L. Edwards, J. Foels, G. Green, D. Healy, M. Hennesey, R. Hollis, B. Kelley, J. Luckey, R. Sobeck-Lynch, T. Miner, B. Riehle, T. Ross, F. Sinclair, K. Slep, R. Starks

Call to Order: Budget Committee Chairman Theodore Hopkins called the meeting to order at 9:00 a.m.

Board of Legislators/Clerk of the Board – 2014 Budget Review

Clerk of the Board Brenda Riehle attended the meeting to discuss her 2014 budget requests for the following cost centers: Legislative Board (A1010), Clerk of the Board (A1040), Central Services – Printing (A1670), Central Services – UPS (A1672), Central Services – Postage (A1673), Unallocated Insurance (A1910), Municipal Association Dues (A1920), and the CS Risk Retention Fund. Ms. Riehle mentioned the repair of the chamber chairs. She stated that the cost to repair the chairs would be around $300-$350 each. It was questioned what the cost to replace the chairs would be. She thought replacement might be around $1,000 each. She believes that all of the chairs need repair. Chairman Crandall noted that inexpensive replacements don't last. Ms. Riehle commented that the Clerk of the Board budget is pretty lean. The Budget Officer didn't make any changes. The only account of concern would be the Central Service Postage account. The Budget Officer reduced the budgeted amount from $24,000 to $20,000. Ms. Riehle explained that $10,000 at a time is used to buy postage. The Central Service Postage account (A1673) is replenished from the other departments on a monthly basis so it doesn't look like the entire annual budget is used every year; however, you need to have enough to fill the meter when needed. She feels that she might be able to get away with the lesser budgeted amount, but she's not sure. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Legislative Board (A1010), Clerk of the Board (A1040), Central Services – Printing (A1670), Central Services – UPS (A1672), Central Services – Postage (A1673), Unallocated Insurance (A1910), and Municipal Association Dues (A1920) 2014 proposed budgets as recommended by the Budget Officer.

Risk Retention CS – 2014 Budget Review

Clerk of the Board Brenda Riehle commented that we don't want to budget less than our self-insured retention. We may even want to have a reserve account at some point. Legislator Hopkins asked County Attorney Tom Miner if he felt $291,000 was an adequate amount, and whether the deductible amount was $250,000 per case. Ms. Ross stated that this account has a fund balance which will roll over. A motion was made by Legislator Curran, seconded by Legislator Fanton, and carried to accept the proposed 2014 budget as recommended by the Budget Officer.

County Attorney – 2014 Budget Review

County Attorney Tom Miner attended the meeting to discuss his 2014 budget requests for the County Attorney's Office (A1420). Mr. Miner stated that the only items he's concerned

about are office supplies and office equipment. He felt that $0 seemed unreasonable. His department relies heavily on it; if something breaks down, it needs to be replaced. The County Attorney's Office will need to ask for a transfer if anything needs replacing. The office supplies account includes the online law library where costs are split with the Public Defender and District Attorney. The price of the law books keeps going up. Chairman Crandall raised the issue of the Sheriff's Office being required to provide a law library for the inmates. He questioned whether we could save costs by including the Sheriff's Office in the online subscription. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the County Attorney's (A1420) 2014 proposed budget as recommended by the Budget Officer.

District Attorney – 2014 Budget Review

District Attorney Keith Slep attended the meeting to discuss his 2014 budget requests for the District Attorney's Office. Mr. Slep stated that the biggest hit to his budget was his office supplies account. Lexis Nexis doesn't replace some of the books that are necessary. Prices for law books are astronomical. He also indicated that the department cars are getting older and need repairs. There is the possibility for a trial which will include a need for a forensic psychologist. He feels he's going to be over budget this year across the board. Committee and Mr. Slep spoke about the increasing costs due to increasing crime rates and the early release of inmates. Repeat offenses are a common occurrence. A motion was made by Legislator Curran, seconded by Legislator Hopkins, and carried to accept the District Attorney's 2014 proposed budget as recommended by the Budget Officer.

County Attorney Tom Miner gave additional information about the Law Library. Some things are free; some cost money to use. Some things are by the minute. It would be difficult to share this type of system with the inmates who might abuse the system. Additionally the state dictates what inmates must have. Credit checks are also able to be done on the system used by the Attorney's Office. Confidentiality would be an issue if inmates were allowed to use the same system. We must determine what the minimum is that the inmates need.

Probation – 2014 Budget Review

Probation Director Robert Starks attended the meeting to discuss his 2014 budget requests for the Probation Department (A3140, A3142, and A3143). Mr. Starks indicated that a grant for revenue account A3140.3310.06 is not being renewed. This helped to pay for a Mental Health Counselor in the Jail, as well as probation and pre-trial. We are looking to apply for a separate grant to help pay for costs of a Mental Health Counselor, whose services are invaluable. Revenue account A3140.3310.06 should be removed from the budget for 2014. We just found out about another possible grant a week ago. If we find that we are able to get another grant before the tentative budget is filed, we can include it. It pays for about half the costs of that position which resides in the Sheriff's budget. If we don't have someone, we will have to outsource for any mental health issues. The Mental Health Counselor also does mental health assessments for the Probation Department. On another topic we raised our EHM fees to $20 per week. This increases our revenue $8,000 per year. Also, our contract with BI for our home monitoring equipment has changed. We now own our equipment and don't have to pay lease costs. This saved about $4,000 this year. The savings is reflected in account A3140.413 (Probation). Mr. Starks also stated that all of the drug tests are paid for by clients. Accounts are established up front and the money is taken out of their account each time a test is required.

The Budget Officer commented that he didn't really have to make any changes to Mr. Stark's budget because Mr. Starks did a nice job preparing the budget. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the proposed budget as recommended by the Budget Officer.

Real Property – 2014 Budget Review

Real Property Tax Director Joseph Budinger attended the meeting to discuss his 2014 budget requests for the Real Property Tax Department (A1355), noting the only increase in this year's budget is due to his having to travel to get certified. Most of the training is online, but there is testing that has to be done in Batavia. Ms. Ross asked if some of the training expense was reimbursable. Mr. Budinger stated that some of it is 100 percent reimbursable. He noted that the mileage budget amount is net of the reimbursement. Legislator Curran questioned if this amount was enough. Mr. Budinger felt that it was. Mr. Budinger also mentioned that there is a discrepancy between the previous Director's salary and his. Legislator Curran asked about the increase in account A1355.413 (RPT – Rentals, Personal Property). Mr. Budinger stated that this includes lease payments on equipment used in his office. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Real Property Tax budget as recommended by the Budget Officer.

Information Technology – 2014 Budget Review

Information Technology Director Deborah Button attended the meeting to discuss her 2014 budget requests for Information Technology and Central Service Telephone. Ms. Button noted that she cut down on her .4 accounts in order to increase her .1 accounts. The A1610 budget stays pretty much the same from year to year. The contract we have with Ronco is a three-year contract so that will stay the same. Legislator Hopkins inquired about the new internet system with ION. Ms. Button stated that falls under the A1610 budget. It isn't up and running yet, but we should see a savings. We are still using AT&T. The Budget Officer indicated that he had not adjusted the 2014 Budget to reflect the anticipated savings. They were going to wait and see. Legislator Curran questioned who we use for telephone service, and whether we could shop around for service and maintenance. Ms. Button stated that we use Verizon for the service and Ronco provides the maintenance. Both Verizon and Ronco are at a state contracted rate. Currently Ronco keeps our PBX updated, but we move our own phones which saves a lot of money. Legislator Crandall questioned account A1610.403 and whether this would be an area we could shave off the budgeted amount, especially once ION is up and running. The Budet Officer thanked Ms. Button for doing well with her budget. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Information Technology and Central Service Telephone 2014 proposed budgets as recommended by the Budget Officer.

County Clerk – 2014 Budget Review

Ms. Ross indicated that Mr. Christman was not available due to his Military Reserve duties. Because of staffing issues, no one was available from the County Clerk's office to discuss the County Clerk 2014 budget with the committee. The Budget Officer noted that Mr. Christman was concerned about expense account A1410.409 being cut by $500. The Budget Officer indicated that it was cut because they haven't spent much from this account. Ms. Ross stated she believed the fees were for IQS software. The Budget Officer said Mr. Christman could transfer funds from another area. Another area of concern was account A1410.430. Ms.

Ross stated that this is the account we reimburse the towns from. The more sales of property there are, the more this number goes up. Ms. Ross indicated that the Budget Officer may have cut from this account because he noticed money had been transferred out from it. This account should be off limits for transfers. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the County Clerk's (A1410) 2014 proposed budget as recommended by the Budget Officer.

Public Defender – 2014 Budget Review

Public Defender Barbara Kelley attended the meeting to discuss her 2014 budget requests for the Public Defender's Office (A1170). Ms. Kelley stated they have applied for money from the state to hire a part-time secretary. She hoped there won't be additional cost to the County and it will bring Continuing Legal Education requirements and evaluations up where they should be. Legislator Fanton questioned if we had any office equipment on hand that could be used for the new hire. The Budget Officer noted that the equipment will be paid for with the grant money. Ms. Kelley added that two of the desks they are currently using came from her private practice. They've really tried to make do with the equipment they have. Discussion ensued regarding the revenue and expenses for this department. The Budget Officer noted that Indigent Defense has to be looked at as a whole. Legislator Sinclair questioned the increase in conference expense. Ms. Kelley explained that CLE is mandatory. They are expecting $32,000 from the state to cover the CLE. The Budget Officer clarified that this is continuing education that is required for the attorneys. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Public Defender (A1170) proposed budget as recommended by the Budget Officer.

Treasurer/Accounting/Community College – 2014 Budget Review

County Treasurer Terri Ross attended the meeting to discuss her 2014 budget requests for the following cost centers: Treasurer (A1325), Tax Sale and Redemption (A1362), Auditing (A1671), and Community College (A2495). Ms. Ross noted that the postage account is a hit or miss depending on delinquency of property taxes. The transportation account she will try to live with. Account A1325.403 will need to be bumped back up because of software contracts. This is a known figure. Other than that, the budget is pretty self-explanatory. Legislator Hopkins asked for clarification on some of the revenue accounts. Ms. Ross explained some of the tax sale and redemption accounts. Ms. Ross also explained the A1671 account and the expenses associated with that. Ms. Ross gave detail on the expenses related to A2495 (Community College). She stated we are just getting bills for the Summer session. We are at $467,000 half way through the year. Fall is the biggest bill. In the Spring, people don't always return to school. Ms. Ross gave some additional information about what the County is responsible for in regards to Community College. Legislator Sinclair questioned what the average cost of tuition is. Both Ms. Ross and the Budget Officer stated that it varies. It depends on what school they choose to attend. Because we don't have a community college, we have to pay this tuition assistance. The Budget Officer reminded the committee that the Community College expense is actually a town expense; however, this is one of the things the County pays in lieu of sharing sales tax. Legislator LaForge questioned how long people are eligible for this assistance. Can people flunk out and keep going on to another? The Budget Officer stated that if they drop out, we still have to pay the full amount. Legislator Curran reminded the committee that the County doesn't pay for the whole cost of tuition. Legislator Sinclair asked for clarification on what the County pays. The Budget Officer indicated that the Student, County, and State each pay one

third. Ms. Ross said it does vary some. The County is currently at around 29 percent. Also, if we had a community college we would have a contribution to the college plus we'd still have to pay for those going outside the County. A motion was made by Legislator Cady, seconded by Legislator Curran, and carried to accept the Treasurer (A1325), Tax Sale and Redemption (A1362), Auditing (A1671), and Community College (A2495) 2014 proposed budgets as recommended by the Budget Officer.

Veterans – 2014 Budget Review

Veterans' Service Agency Director Michael Hennesey attended the meeting to discuss his 2014 budget requests (A6510). Mr. Hennesey stated that he was pleased with the budget. He feels that he can work within it. The veterans in our County receive over $25 million in benefits. Mr. Hennesey commented on how dedicated and helpful his staff has been with the veterans. They've been willing to come in on Saturdays. Ms. Hennesey noted that they serve 4,600 veterans. The Budget Officer commented that Mr. Hennesey did a very good job at holding the line with his budget. Mr. Hennesey stated that $8500 needs to be added to revenue account A6510.3710.00 as they will be receiving this state aid again. Legislator Curran questioned the large jumps in pay. The Budget Officer and Ms. Ross explained that pay hadn't jumped. The totals given for personnel were the important numbers to look at. Ms. Ross will look at the history and come up with a formula to decide what amount should be assigned under each line item. Mr. Hennesey doesn't usually request any overtime, but Ms. Ross usually budgets something in this category just in case they need it. Legislator LaForge commented that the time Mr. Hennesey has spent with the Vietnam Vets is showing tangible results. The progress being made isn't unnoticed. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Veterans' Service Agency (A6510) 2014 proposed budget as proposed with the addition of $8500 in revenue as recommended by the Budget Officer.

Consumer Affairs (Weights & Measures) – 2014 Budget Review

Weights & Measures Director Gilbert Green attended the meeting to discuss his 2014 budget requests (A6610). Mr. Green noted that his 4.0 line items went down. He felt his budget was pretty straight forward. The Budget Officer stated that Mr. Green did a good job with his budget and thanked him for that. Legislator Sinclair questioned the 4 percent increase in regular pay. The Budget Officer responded that is in Mr. Green's contract. He's in the union and that is what has been budgeted. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Consumer Affairs (A6610) 2014 proposed budget as recommended by the Budget Officer.

Stop-DWI and Youth Bureau – 2014 Budget Review

Youth Bureau/STOP-DWI Director Linda Edwards attended the meeting to discuss her 2014 proposed budget requests for the Traffic Program (A3114), STOP-DWI (A3141), and Youth Bureau (A7310) cost centers. Ms. Edwards stated that her budgets are largely the same. The traffic program will be getting $2,800 rather than $2,400. Under the STOP-DWI program she made a change to give the District Attorney $1,000 less than last year. Under the Youth Bureau Program she requested additional money to send five Youth Board members to a conference. She did reduce or eliminate other line items to cover part of the expense. She feels it's a very good educational experience for the students. Ms. Edwards also mentioned she had been asked to join the DWI Board and feels that there may be additional costs associated

with travel to meetings that she didn't include in the budget. She just found out last week that she was invited to join. The Budget Officer noted that Ms. Edwards did a very good job with her budget. A motion was made by Legislator Cady, seconded by Legislator Curran, and carried to accept the Traffic Program, STOP-DWI, and Youth Bureau proposed budgets as recommended by the Budget Officer.

Historian – 2014 Budget Review

County Historian Craig Braack attended the meeting to discuss his 2014 budget requests for the County Historian's Office and Museum (A7510). Mr. Braack stated that his budget was pretty straight forward. Legislator Sinclair questioned whether this budget included the Records Officer budget. Mr. Braack replied that it did. The Budget Officer commented that Mr. Braack did a very good job budgeting. A motion was made by Legislator Curran, seconded by Legislator Cady, and carried to accept the County Historian (A7510) proposed budget as recommended by the Budget Officer.

Human Resources – 2014 Budget Review

Personnel Officer H. Bobby Budinger attended the meeting to discuss the 2014 budget requests for the Human Resources Office (A1430). Mr. Budinger stated that he didn't have any comments, but was happy to entertain any questions the committee may have. The Budget Officer noted that Mr. Budinger's salary is higher than Ms. Ruckle's so that did increase the .1 budget. Mr. Budginer did a good job with his .2s and .4s. Mr. Budinger commented that the revenue from the Medicare Plus Program had gone down, but that's not really a bad thing. He's been trying to get employees to move over to the Medicare Advantage Program. This should help save the County money. The County receives less in reimbursements with the Medicare Advantage Program, but the overall cost to the County is less. We receive some reimbursement for people who are eligible to sign up for Medicare, but who are covered by County Insurance. It saves Medicare money by having them covered under County insurance instead. A motion was made by Legislator Cady, seconded by Legislator Fanton, and carried to accept the Human Resources' (A1430) 2014 proposed budget as recommended by the Budget Officer.

Administrator Misc. – 2014 Budget Review

County Administrator Mitchell Alger attended the meeting to discuss his 2014 budget requests for the following cost centers: A1011, A1171, A1320, A1340, A1990, A5630, and A7180. Mr. Alger stated that things under account A1011 are pretty much the same. One thing he did change was under fees. He felt it was important to try to make the figures closer to what history has shown. Union negotiations are included in the fees budget number. We are currently negotiating with PEF, and the Sheriff's Union contract is coming up so he felt more should be added to this budget. Overall the budget is pretty close to last year's budget. The salary number for County Administrator has decreased due to the difference in salary between him and the previous County Administrator. He did leave the Deputy Administrator position in place. Legislator Cady questioned why revenues decreased. Ms. Ross explained that's because the tax levy is not included yet. We don't put that number in until we know what it is. The A1171 budget is increasing because actual costs have increased. We may be changing our approach to conflicts office cases. We may be able to bring more of those cases into Public Defender or Assigned Counsel Offices in order to reduce costs. We have also looked at possibly sharing services with another county to handle these conflict cases. We are bound by

the constitution to provide assigned counsel. Mr. Alger then addressed the Deputy County Auditor expense, and asked Ms. Ross to give some background on it. Mr. Eddie Dibert works for DSS. Because DSS has so many claims, they appointed him as Deputy County Auditor in order to review all DSS claims before they get paid. Beach and Pool (A7180) stayed pretty much the same with the exception of a small increase in personnel expense. A7185 is the Snowmobilers Association account, which is a pass through account. We don't have a figure yet. It's a grant the snowmobilers get to improve their trails. It will probably be at $110,000. There is a corresponding revenue to match the expense. Our Sales Tax revenue is at $18,900,000. History shows that this is a justifiable number, but it will be adjusted if it needs to be. Legislator Fanton asked for clarification about the property tax break given to Lufkin. Mr. Foels explained that they are only paying taxes on the land at this time. They will not be paying taxes on the building the first five years. For years six through 10, 20 precent of the building assessment will be added per year to eventually include the full tax of the building. Mr. Alger noted that we are limited in what we can do as far as investments right now. Ms. Ross noted that rates are terrible at this time. Mr. Alger noted our Tobacco Settlement monies, which comes from tobacco companies. We receive the money over time rather than in a lump sum. Ms. Ross wasn't sure if there was an expiration date on these funds. Legislator Curran asked if there was any stipulation on how the money is spent. She stated there is no stipulation. Chairman Crandall added that he wasn't sure there was an expiration date. He also noted we received much more money by receiving over time rather than in a lump sum. Mr. Alger noted that A3089 would be going away. We don't anticipate receiving this for 2014. This was a one-time "cleaner greener" grant that was a pass through.

Mr. Alger commented on Cooperative Extension. They asked for an increase of $4,600 for an agriculture educator position. The total request from Cooperative Extension was $247,000. Last year we added $32,000 for an agricultural economic development position that was added. Mr. Alger's recommendation for this year will be the same as last year at $243,000. Mr. Alger noted that they do a lot of good for us, but they need to try to move things around in their budget. Mr. Alger noted that account A8752 Agricultural Society is our contribution to the fair. He's leaving the contribution amount the same as last year, $8,000. Account A8823 is a contribution we make to the blind and visually handicapped, and Mr. Alger is recommending a contribution of $8,000. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the 2014 budget requests for the following cost centers: A1011, A1171, A1320, A1340, A1190, A5630, and A7180 as recommended by the Budget Officer.

Bus Transportation – 2014 Budget Review

Mr. Alger noted that our contract for the bus system ends in 2013. This budget is largely an estimate because we are in the process of finding and entering into a new contract. Mr. Alger commented that some work needed to be done on the budget as far as the way things are accounted for. Ms. Ross stated that they wanted to make it clearer in the budget where they are receiving different funding from. The ridership revenue should be accounted for separately. They are currently being netted out of what we pay. Legislator Sinclair asked for clarification on what the contract is for. Mr. Alger replied that we own the buses, but that someone else maintains the buses and provides the drivers. Mr. Alger noted that there is a lot of cost sharing going on. Ms. Ross commented that we have an agreement with ARC. Ms. Ross stated that they need to do some cleaning up of this budget and the accounts before it can be approved. A

motion was made by Legislator Fanton, seconded by Legislator Curran, to clean up the budget and revisit it at a later time.

Risk Retention Health Fund – 2014 Budget

Mr. Alger stated that he didn't change much from previous years. He did increase the budget for the CSH 1710.2801.16 revenue account based on the history. Ms. Ross noted that this comes from Employment & Training and other departments that get reimbursements for fringe benefits. Mr. Alger commented that there was a $5,000 increase in excess insurance. He stated there was also a bit of an increase in Risk Retention Medical. Ms. Ross added that the expense depends on the health of people. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the CSH Risk Retention – Health proposed budget as recommended by the Budget Officer.

Tourism – 2014 Budget Review

Development Director John Foels attended the meeting to discuss the 2014 budget requests for Tourism (A6989). Mr. Foels commented on the Tourism budget stating that they never know what New York State is going to do. You really have to make guesses for the budget. The Budget Officer noted that A6989.475 and A6989.476 should be equal, each at $65,000. Also, revenue should be $65,000 instead of $80,000. All expenses for this program are split between .475 and .476 because the state pays half and .476 is our match. We are looking at a potential increase in I Love New York funds. Mr. Alger feels $80,000 is a bit ambitious. Also, we may need to look at A6989.478. This is a fund that is unrestricted by New York State. The Budget Officer felt that .478 should be kept at $7,000. Mr. Alger said that Gretchen Hanchett had told him that if the number stayed at $7,000 they wouldn't be able to do the Fireball Run. A motion was made by Legislator Curran, seconded by Legislator Cady, and carried to accept the proposed 2014 budgets for Tourism (A6989) with the changes that were discussed.

Planning – 2014 Budget Review

County Planner Kier Dirlam attended the meeting to discuss the 2014 budget requests for Planning (A8020). Mr. Dirlam stated that Account A8020.494 was a concern for him. He would like to be able to get new map-generating software. The base price for this software is $2,500. Other departments might be able to take advantage of this software as well. Legislator Sinclair questioned if there was an annual maintenance fee. Mr. Dirlam indicated that the cost would be $2,500 per year. We will know next year if it's a worthwhile thing. Legislator Hopkins questioned if there was anywhere in the budget they could get the $500 from. The Budget Officer said he could look at putting the $500 back in. Legislator Sinclair questioned if the Office Equipment A8020.201 budget was adequate for the computer they needed to buy. Mr. Dirlam stated that it was. The computer he's currently using isn't able to keep up with the programs he's running. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Planning (A8020) proposed 2014 budget as recommended by the Budget Officer.

Development – 2014 Budget

Development Director John Foels attended the meeting to discuss the 2014 budget requests for Development (A6430). Mr. Foels indicated that he has a laptop that needs to be replaced. Mr. Foels brought up the real property rental rate of the Crossroads building. He

feels the utility expenses have increased so the rental rate should increase. A motion was made by Legislator Fanon, seconded by Legislator Curran, and carried to accept the proposed budget for Development (A6430) as recommended by the Budget Officer. Legislator Curran asked what the $3,000 that was spent on office equipment last year consisted of. Mr. Foels replied that they purchased a copier that they could print to. They decided it was more financially responsible to print things in their office rather than sending them out. The proposed budget was passed by voice vote.

Fire Services – 2014 Budget Review

Emergency Management and Fire Director Jeff Luckey attended the meeting to discuss his 2014 budget requests for Fire Services (A3410). Mr. Luckey stated that $60,000 worth of radios is needed under A3410.203. He's only asking for $5,000. The Radio Communication Task Force is working on funding it, but we're not sure where that is going to fall. He would like to retain the additional $3,000 for this account. The Budget Officer noted that Mr. Luckey is putting this in the budget in case the other funding falls through. Also, maybe this should be pulled out and included in capital. Mr. Luckey stated that he felt it was important to keep it in the budget. Legislator Hopkins questioned how much he was planning to spend in 2013. Mr. Luckey responded that he was still planning to buy radios this year, but that he likes to wait until the end of the year to make sure he's got the money. Legislator Sinclair questioned if the vehicle that was ordered for his department came fully equipped. Mr. Luckey indicated that it did come equipped and that the vehicle was to have been delivered on July 1st. Legislator Sinclair questioned if the department had Geiger counters. Mr. Luckey indicated that they do have some. Mr. Luckey indicated that account A3410.210 is used for turn out gear and other supplies. He stated that they need to replace some turn out gear with gear that fits people correctly. He commented that they have two pair of bunker pants that are 27 years old. There is no gear to give to new people. The Budget Officer asked if there was grant money that could be spent to offset some of the costs or if there was grant money from past years that could be used to offset some of the costs. Mr. Luckey stated that in 2011 he requested a Homeland Security grant of $10,000 for gear. Legislator Curran asked about taking $1,000 out of office equipment. Mr. Luckey replied that the office would then come up short in office equipment. Legislator Curran stated that office equipment should last more than a year. The Budget Officer stated that the support equipment for the Emergency Operation Center should last longer than a year. Legislator Fanton questioned account A3410.411. He wondered why repairs would be so high if the department is getting a new vehicle. Mr. Luckey replied that this money is for the hazmat trailers and installation of radios which cost $300 each. Mr. Luckey noted that NYS had stopped giving grant money to maintain equipment. Grants now have to be applied for by regions, rather than counties. Legislator Crandall questioned if A3410.411 was offset by grant money. Mr. Luckey stated that there is no grant money shown in there. He might need to dip into that account more to cover what the grant used to cover. The Budget Officer questioned if he had outstanding grants from previous years that were still open that Mr. Luckey hadn't budgeted for. If they aren't spent, they need to be budgeted for. Ms. Ross felt that they were already rolled over. Legislator Crandall questioned how we handle outstanding grants and rolling them over. The Budget Officer commented that he was concerned about the grants we've already received and whether they are included in this budget. Legislator Hopkins indicated that the Budget Officer has more work to do on this account.

Emergency Services – 2014 Budget Review

Director of Emergency Services Jeff Luckey attended the meeting to discuss his 2014 proposed budget for Emergency Services (A3640). Mr. Luckey stated he was mostly pleased with this budget. A motion was made by Legislator Cady, seconded by Legislator Curran, and carried to approve the proposed 2014 budget for Emergency Services (A3640) with the possible changes to be made by the Budget Officer.

Employment & Training – 2014 Budget Review

Employment & Training Director Reita Sobeck-Lynch attended the meeting to discuss the 2014 budget requests for the Employment & Training Center (CD1 Fund). Ms. Lynch noted that the part-time Counselor position was going to be eliminated following the retirement of the incumbent. The Budget Officer commented that the program had cost the County pretty much the same for several years. The fund balance this year actually helped the County. Ms. Ross stated that they are using some rollover money from programs to help fund them for 2014. It cost $65,000 in 2013, and they are asking for $35,000 for 2014. The fund balance has accumulated, so they can use that money this year. Legislator Crandall questioned the rollover money. Ms. Ross indicated that it's money from programs that has accumulated. Legislator Crandall mentioned that he hadn't seen this on other budgets. The Budget Officer stated that you won't see it on most general budgets. The CD1 fund has its own fund balance. Ms. Ross added that because they are their own fund, they can appropriate the rollover funds. They are rollover funds from programs that have to be re-appropriated. Legislator Hopkins inquired what the balance was. Ms. Ross indicated that it was $164,000 which will help with some of the cuts they may incur. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the proposed budget for the Employment & Training Center (CD1) as recommended by the Budget Officer.

Elections – 2014 Budget Review

Board of Elections Commissioner Richard Hollis attended the meeting to discuss the 2014 budget requests for the Board of Elections (A1450). Mr. Hollis stated that there were three line items that were of concern to him. Account A1450.401 (Postage) needs to be $15,000. He indicated that they have mailings that they are required to do. This year they were told by the state to budget for three elections. Mr. Hollis is concerned they won't have enough postage for the mailings. Another concern was account A1450.405 (Conference Expense). We have two new Commissioners and two Deputy Commissioners who have only been here a couple of years. It's not money being wasted. The budget should be $3,500 or close to that. There are two conferences scheduled for next year. Mr. Hollis feels they are value added. Account A1450.419 (Printing and Microfilming) is another area of concern. Mr. Hollis stated that last year they spent $40,681. If there are three elections, there won't be enough money to print the ballots. Mr. Hollis won't know until sometime in April how many elections there will be. Also, there could be a County primary for Sheriff next year. Mr. Hollis doesn't feel that $30,000 is enough. The Budget Officer responded that we are trying to budget for a 2 percent cap and we're at 35 percent; expenses have increased and revenues have decreased. He indicated that he would like the committee to have a conversation about account A1450.404 (Maintenance Contracts – Other). This covers software for voting machines. Do we want to spend money up front for insurance, or do we wait for a machine to break? This is something that needs to be discussed. A lot of this is out of Mr. Hollis' hands; he's not pointing fingers at Mr. Hollis by any means. The Budget Officer indicated that he is okay with the increases in expense items .429 and .43 through .432 as these are offset by revenue from grants. Legislator Crandall

questioned the cost of replacing the machines. Mr. Hollis stated that it was around $11,500. He added that the cost to repair just the scanner is from $250 to $6,500. The voting machines are five years old and the current warranty ends September 9. The new contracts were supposed to be out August 6, but he hadn't received them. Ms. Ross asked for a breakdown of their Maintenance expense account. Mr. Hollis indicated that $23,500 is the cost of the maintenance for the NTS voter registration software, and the $11,285 is for a voting machine maintenance agreement. Election management system maintenance used to set up ballots is $12,500. The Budget Officer noted that the cost to purchase the voting machine maintenance insurance is the cost of replacing one voting machine. Mr. Hollis stated the NTS software is not optional, it's mandatory. Legislator Hopkins reminded everyone that the County is covering the cost of elections because we don't share sales tax. Legislator Fanton questioned if it would be appropriate to figure out the cost each town would be paying for elections and send them a "non-bill". Most towns don't have a good feeling about the County. They think we're taking their money. Ms. Ross noted that the towns do get a bill for a small portion of the cost. It's for the election inspectors. Legislator Hopkins asked how many registered voters there were in the County. Mr. Hollis responded that there were approximately 24,000 voters. A motion was made by Legislator Fanton, seconded by Legislator Curran, to approve the proposed budget with the necessary changes that need to be made by the Budget Officer and carried.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:31 p.m. following a motion by Legislator Fanton, seconded by Legislator Cady, and carried.

Respectfully submitted,

Sarah M. Decker, Deputy Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
AUGUST 21, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Cady, K. LaForge, T. O'Grady, C. Crandall (Absent: D. Fanton, P. Curran)

Others Present: H. Budinger, K. Graves, D. Healy, T. Hull, D. Pullen, D. Rahr, B. Riehle, T. Ross, C. Santora, F. Sinclair

Media Present: No media present

Call to Order: The meeting was called to order at 2:40 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Hopkins, seconded by Legislator LaForge, and carried to approve the Budget Committee minutes of July 17, 2013.

Sales Tax Report

County Treasurer Terri Ross distributed the 2012 Allegany County Sales Tax Report reflecting receipts through August 16, 2013, totaling $11,809,952.48. Receipts for the current period indicate a small increase from one year ago for the same period.

Discussion of 2014 Budget

County Administrator Mitchell Alger was not in attendance at the meeting, so County Treasurer Terri Ross gave a brief overview of the discussions in which she and Mr. Alger had engaged since the special Budget Review meetings of the previous week. Additionally, she distributed handouts Mr. Alger had prepared which illustrated some issues which still need to be considered regarding capital projects requested by the Department of Public Works. Chairman Crandall requested some historical information on how this type of project has been funded in the past. Ms. Ross added that there were still some areas that needed to be addressed including the transportation budget and the Sheriff's budget, as well as issues regarding the potential sale of forest products (Soil & Water Conservation District). There was also some brief discussion of some personnel requests which Chairman Crandall suggested be placed on the "back burner" until Mr. Alger was available and which might need an executive session for discussion. Additionally, it was noted that there needed to be some tweaking of the vehicle requests. Ms. Ross informed the group that the $200,000 for the match of the Broadband grant had been removed from the 2014 Budget as it had been transferred to a capital account established earlier this month. She also noted that the $150,000 toward the landfill closure had been removed from the 2014 Budget based on conversations from the previous week because that might be looked at as a whole. Ms. Ross distributed packets detailing departments' ".1s" to Legislators for review. Ms. Ross reported that Mr. Alger would like to convene the Budget Committee in special session, but would be unavailable to meet the following week. It was decided to call a special Budget Committee meeting on September 9, 2013, at 9 a.m.

Good of the Order

Chairman Crandall reported that the Radio Communication Task Force had met for the final time the evening before and that the Budget Committee would need to approve and address the establishment and funding of a capital account for the radio equipment beginning in

January 2014. He said that the request would need to go to Public Safety first and that certain of the particulars still needed to be figured out.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:10 p.m. following a motion by Legislator LaForge, seconded by Legislator O'Grady, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

Budget Committee
Special Budget Review
September 9, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, T. O'Grady, C. Crandall
(Absent: P. Curran, K. LaForge)

Others Present: M. Alger, S. Decker, M. Healy, B. Riehle, T. Ross, F. Sinclair

Call to Order: Budget Committee Chairman Theodore Hopkins called the meeting to order at 9:04 a.m.

Vehicles & Equipment

Budget Officer Mitch Alger handed out copies of a summary which included vehicle and equipment requests as well as his recommendations. Requests totaling $918,668 had been made for the 2014 Budget. The Budget Officer recommended that this be reduced to a total of $404,834, which included $82,334 in vehicles under the Vehicle Capital Account, and $322,500 in equipment for the Department of Public Works. The committee discussed the process for the purchase and disposition of vehicles. Ms. Ross indicated that funds received from the sale of vehicles are added back into the Vehicle Capital Account. Legislator Hopkins commended the Budget Officer for his work on this part of the budget.

Personnel

Deputy Budget Officer Terri Ross handed out a summary of new positions that were requested for 2014. The Budget Officer stated that he had worked with Human Resources to determine which, if any, of the positions that were being requested were already in existence. Some of the position requests were to change part-time positions to full-time positions. The Board of Elections is requesting two new machine technicians. These technicians are able to repair the new voting machines. The cost should eventually be absorbed through the billing of towns. The committee discussed staffing for 911 Dispatch. Because this office operates 24/7 and also handles calls for the Department of Social Services, scheduling staff is difficult. There is State aid for the DSS portion of a new Dispatcher position, but we still have to pay for the half that isn't funded by State aid. The Budget Officer would like to look into setting a schedule for the new Dispatcher that would cover the weekend shift. The Budget Officer also felt it was best to remove a new Radio Technician, Correction Officer, and two Dispatcher positions from the 2014 proposed Budget. The Sheriff's Office was also requesting two full-time secretaries instead of two part-time positions. The Budget Officer felt it was best to leave these as part-time positions. The Office for the Aging had requested a new Aging Services Technician to help comply with new State requirements for interviews that need to be done with each service recipient. The Budget Officer felt that it would be best to make that a part-time position.

Capital Projects

The committee also discussed the Capital Projects requests for 2014. The Budget Officer stated he will probably recommend removing the Ward bridge project from the 2014 Budget. The committee discussed what amount of bridge work was optimal. They discussed the manpower that would be required for the projects and the amount of money needed out of reserve in order to complete all of the requested projects. The committee discussed the fund balance and what needs to be saved for future expenses. The Budget Officer reminded the

committee that the County has some large expenses coming up that need to be kept in mind. One thing is the Landfill closure. We carry a $10 million liability on our books for Landfill closure. Ms. Ross distributed a Landfill Liability Calculation worksheet. The committee discussed the cost of capping the Landfill.

Fund Balance Classifications

The committee moved forward with discussion of Fund Balance Classifications. The Budget Officer distributed information regarding the different classifications. He explained some of the benefits of using an Assigned fund balance. He indicated his desire to discuss with the committee the possibility of assigning some of the fund balance to use for the purpose of closing the Landfill. It helps to justify why the County has a large amount in the fund balance. The committee discussed what process needed to be followed to make the assignment. The Budget Officer stated whatever process is used to assign it needs to be used to un-assign it. The committee decided that they wanted to proceed, but that because they are a sub-committee, this would need to be forwarded to a standing committee for further action. A motion was made by Legislator Fanton, seconded by Legislator Hopkins, and carried to refer the assignment of funds to Ways & Means for further action. **Refer to Ways & Means**

Changes to Sheriff & Department of Public Works Budgets

The Budget Officer distributed a summary of changes he was recommending for the Sheriff's Budget as well as an updated copy of the Sheriff's Budget for 2014. The committee discussed some of the larger changes to the budget. Account A3112.203 (E911 Dispatch - Equipment) was reduced from the requested amount of $585,000 to $25,000. The Budget Officer indicated that they are supposed to be getting a grant for a telephone upgrade and felt it was best to remove it until they received the grant. Account A3310.403 (Sheriff – Maintenance Contract Office Machines) was reduced from $31,200 to $25,000. Their request included a license plate reader or reader upgrade as well as other items. Legislator O'Grady commented that license plate readers were handed out by the State, and if they need upgrading, the State should handle the upgrades. He didn't see any reason to buy them. Account A3110.422 (Sheriff - Gas & Oil) was reduced from $55,000 to $45,000. The Budget Officer felt that if they went over budget, they could transfer money from another account. Money had been transferred out of this account in the past. Account A3150.425 (Jail – Clothing) was reduced from $48,000 to $40,000. Account A3152.408 (Public Safety Complex – General Supplies) was reduced from $40,000 to $35,000.

Transportation Budget

Ms. Ross distributed copies of the updated Bus Transportation budget. The Budget Officer indicated we are now including a line item for fare revenue. He feels this budget more accurately depicts the true financial picture of this budget. The Budget Officer increased A5630.465 (Bus Transportation - Contracts) because he wasn't sure what to expect for proposals. The additional $1,500 monthly payments to Allegany/Steuben Rural Health Network are included in this budget as a separate line item totaling $18,000.

Elections Budget

The Budget Officer commented on changes made to the Elections' budget. The overall budget increased 35 percent from last year. Mr. Hollis felt it was not possible for them to work with the original budget recommendations for postage and printing that had been made by the Budget Officer. The Budget Officer indicated he was able to move around some things in their

budget in order to make the budget work for them without changing the bottom line in the budget.

Coroners

The Budget Officer indicated that changes need to be made with the reimbursements made to coroners. We also need to change the fees paid to coroners.

A Look at the Bottom Line

Ms. Ross distributed copies of an Annual Budget by Organization Report. The committee discussed the approach for handling the bottom line of the budget. A motion to accept the changes made to the budget was made by Legislator Fanton, seconded by Legislator Cady, and carried.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 11:51 a.m. following a motion by Legislator Fanton, seconded by Legislator Hopkins, and carried.

Respectfully submitted,

Sarah M. Decker, Journal Clerk/Deputy Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
SEPTEMBER 18, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, K. LaForge, T. O'Grady, C. Crandall

Others Present: M. Alger, M. Gasdik, K. Graves, D. Healy, R. Hollis, T. Miner, B. Riehle, T. Ross, C. Santora, F. Sinclair, R. Whitney

Media Present: No media present

Call to Order: The meeting was called to order at 2:10 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator Fanton, and carried to approve the Budget Committee minutes of August 12, August 14, and August 21, 2013.

Sales Tax Report County Treasurer Terri Ross distributed the 2012 Allegany County Sales Tax Report reflecting receipts through September 18, 2013, totaling $13,129,310.10. Receipts for the current period indicate a small increase from one year ago for the same period.

2014 Budget County Treasurer Teri Ross distributed a rough draft of calculations based on some estimates because all the numbers needed are not available until November. She went on to say that Allegany County is able to have a rollover of $107,760 from last year that it can use for this year. Two scenarios were calculated: one with the rollover, and one without. The County is under its draft cap using the rollover; without the rollover, the County is over the cap. The Budget Officer is comfortable using the rollover for the Tentative Budget.

Mr. Alger said he plans to release the 2014 Tentative Budget on Monday (September 23). Among the points to which he drew the Committee's attention:

The 2014 Tentative Budget is a joint effort of the County budget staff, the Budget Committee of the Board of Legislators, and Department Heads. The Tentative Budget, when taking into account all nine major appropriation funds, totals $111,862,284. Offsetting these appropriations are anticipated revenues totaling $82,431,821, leaving a balance of $29,430,463 to be raised in County property tax to balance the budget. The property tax levy necessary to balance the 2014 Tentative Budget is $600,623 more than the property tax levy contained in the Final 2013 County Budget. The Average County Property Tax Rate for 2014 has decreased by 16 cents per thousand dollars of assessed value as compared to the 2013 Average County Property Tax Rate. The 2013 Rate was $16.86 per thousand dollars of assessed value. The 2014 Rate is $16.70 per thousand.

It is expected that a Final County Budget will be adopted by the Board of Legislators at its regularly scheduled meeting on Monday, November 25, at 2:00 p.m.

Ward Bridge

Legislator Fanton brought an issue to the Committee's attention, saying the Ward Bridge was taken out (of the budget). However, we still have a healthy Fund Balance even though we're taking $825,000 out of it. The County cost for the Ward Bridge is $188,000. That being said, Legislator Fanton proposed that the County do the Ward Bridge and take the funding from the Fund Balance because it is healthy at this time. And, he added, it is the right thing to do. The

bridge crews can get the five bridges done, so we can address the five bridges without issues. Realistically, the town- and village-owned bridges need to be focused on; we may have been wrong in taking Birdsall off the list. As long as we have a healthy Fund Balance, we could certainly do the work. Legislator Fanton went on to present local and state bridge deficiency ratings:

- Allegany County-owned bridges: six have deficiency ratings; overall deficiency rating of 5 percent
- Town/Village-owned bridges: 31 have deficiency ratings; overall deficiency rating of 17.9 percent
- Allegany County is in line with the other counties in Region 6 which has a deficiency rating of 17.7 percent
- NYS deficiency rating is 35.7 percent

Legislator Fanton said, "When someone says we aren't keeping our bridges up, it's not true, as evidenced by our low deficiency ratings and the list of projects (Superintendent of Public Works) Guy James read off at the meeting last week. A lot of times, there are things towns can do to bridges to give them longevity, but sometimes they don't do it."

Legislator Hopkins reminded the Committee that a meeting is scheduled for the morning of October 15 for the Committee of the Whole to review the 2014 Budget. He suggested Legislator Fanton bring the issue of bridges up at that time.

Legislator O'Grady asked whether moving money from the Fund Balance into a capital account is something that could be done throughout the year instead of just at budget time. Mr. Alger noted that should the need arise, money would be taken from the Contingency Fund first (before reverting to the Fund Balance).

Legislator Hopkins noted that the County Administrator and County Treasurer had done a good job of including the Budget Committee in things that in the past they had not been included in. He added that it had been helpful to the Committee to know the thought process that went into the development of the Budget. He expressed his appreciation for their efforts. Chairman Crandall added that now that the Budget process occurs over a longer time span throughout the year, it's a better process than just having it thrust upon them shortly before the need for adoption.

Legislator Hopkins requested that the "Big Five" (Department of Health, Department of Public Works, Department of Social Services, Office for the Aging, and Sheriff's Office) be scheduled for next month's meeting to update the Committee with their third-quarter reports.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 2:40 p.m. following a motion by Legislator LaForge, seconded by Legislator Cady, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
OCTOBER 16, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Cady, K. LaForge, T. O'Grady, C. Crandall (Absent: D. Fanton, P. Curran)

Others Present: M. Alger, H. Budinger, M. Gasdik, V. Grant, K. Graves, R. Hartwick, D. Healy, R. Hollis, D. Horan, G. James, C. Jessup, L. Kaminski, T. Miner, D. Pullen, D. Rahr, T. Ross, C. Santora, D. Scholes, F. Sinclair, N. Ungermann, R. Whitney, C. Whitwood

Media Present: No media present

Call to Order: The meeting was called to order at approximately 2:35 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator O'Grady, seconded by Chairman Crandall, and carried to approve the Budget Committee minutes of September 18, 2013.

Sales Tax Report

County Treasurer Terri Ross distributed the 2013 Allegany County Sales Tax Report reflecting receipts through October 16, 2013, totaling $15,264,649.70. Receipts for the current period indicate an increase of 1.59 percent ($240,273.15) from one year ago for the same period.

"Big Five" Departmental 3rd Quarter Reports

Department of Health

Department of Health Accountant David Rahr stood in for Director Lori Ballengee, saying that the Department Budget is in good shape currently. Because most of the Department revenues are quarterly based, the third quarter is just being completed at this time. Additionally, he said, the Department is at 71 percent of its budgeted revenues already, so it should have no problem meeting its goal of $3 million as he pointed out in June. Because of the clean-up efforts, Special Education revenues are $100,000 over the total budgeted amount for the year. The rabies contract has finally come in, so the Department is over the revenue budget there at 110 percent. On the expense side, he said, the Department is holding the line. Many of the Department's expenses are heavier at the end of the year (e.g., flu vaccine), so there may be a change at the end of the year. Some transfers are pending; they are needed because the Department is seeing a bigger influx toward center-based services over SEIT services. Mr. Rahr believes there is money in the budget to cover these expenses; it just needs to be moved around. The Cancer Services and Tobacco contracts have not yet been signed by the State, so the Department is holding the line on promotional items. Children with Special Health Care Needs are only at nine percent of budgeted expenses. Twenty percent of their grant is other than personnel services, so they are trying to cut back as far as they can. Overall, however, the Health Department is in good shape budget-wise, and Mr. Rahr sees no reason for concern at this time.

Department of Public Works

Superintendent of Public Works Guy James addressed the Committee, saying that his Department's revenues are very close to projections with the exception of solid waste revenues. Some of this can be attributed to tag sharing, or to people bringing less garbage to the landfill or transfer stations. Mr. James reminded the Committee that this topic had arisen before, and that at that time, he had also noted that those revenues will fall short of what had been proposed. As regards appropriations, he said, the Department is where it should be for three-quarters through the year. In summary, he said, revenues will fall short. When questioned, Mr. James indicated he hoped the Department would be able to make up the short fall in the appropriations. He also invited questions, either during the meeting, or in his office.

Department of Social Services

Commissioner of Social Services Vicki Grant told the Committee that so far, DSS is doing well. The bigger billings are not in yet because a lot of the contracts don't bill until later, so when they do come in, that will make a little bit of a difference, she said. She also said DSS may need to transfer funds in the medical transportation area because more people are doing self-transports. When asked, Ms. Grant indicated that if the government shutdown goes on too long, cash flow may become an issue. DSS would be okay through October, but if it goes much longer, SNAP benefits may be affected as far as what they get from the federal government. Public Assistance may take two-three months to be affected because that is about the length of claim time. However, overall, she said, she thinks DSS is going to do pretty well.

Office for the Aging

Office for the Aging Director Madeleine Gasdik told the Committee that OFA is doing well and is right on target regarding budget projections. She indicated that OFA is a little behind in expenses because the Office has been short-staffed since she became Director, so it is saving a little money there.

Sheriff's Office

Sheriff Rick Whitney told the Committee that revenues are down quite a bit due to housing of other inmates which his office has no control over. Additionally, the uptick in weekend inmates is negatively affecting revenues in a big way. In fact, he said, recently he had to call the Feds to pick up five inmates because in order to house the weekend inmates, there was no room left for the federal prisoners. Although they can get the inmates back on Monday, that two-day "blip" creates a loss of $900 (5 inmates x 2 days=equivalent of 10 days=$900 loss [per that particular event]). Under appropriations, the 911 Center needs to get a schedule in there, but the Union continually fights that. Sheriff Whitney also said that if the Committee were to review his original budget requests for 2013, the projections would have been "right on."

<u>Adjournment</u>

There being no further business to come before the Committee, the meeting was adjourned at 2:55 p.m. following a motion by Legislator LaForge, seconded by Legislator O'Grady, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
NOVEMBER 20, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, P. Curran, K. LaForge, C. Crandall (Absent: D. Cady, T. O'Grady)

Others Present: M. Alger, L. Ballengee, D. Decker, K. Graves, D. Healy, J. Hopkins, C. Jessup, T. Miner, D. Pullen, B. Riehle, T. Ross, C. Santora, F. Sinclair, R. Swarthout, R. Whitney

Media Present: No media present

Call to Order: The meeting was called to order at approximately 1:35 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator LaForge, and carried to approve the Budget Committee minutes of October 16, 2013.

Sales Tax Report

County Treasurer Terri Ross distributed the 2012 Allegany County Sales Tax Report reflecting receipts through November 20, 2013, totaling $16,624,052.74. Receipts for the current period indicate an increase of $340,783.75 or 2.093 percent over last year at this time.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:39 p.m. following a motion by Legislator LaForge, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
DECEMBER 18, 2013

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, K. LaForge, T. O'Grady, C. Crandall (Absent: D. Cady, P. Curran)

Others Present: M. Alger, L. Ballengee, D. Decker, K. Graves, D. Healy, T. Miner, B. Riehle, T. Ross, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at approximately 1:40 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator O'Grady, seconded by Legislator Fanton, and carried to approve the Budget Committee minutes of November 20, 2013.

Sales Tax Report

County Treasurer Terri Ross distributed the Sales Tax Report reflecting receipts through December 18, 2013, totaling $17,964,776.26. Receipts for the current period indicate a small increase from one year ago for the same period.

Good of the Order

The issue of a letter received by County Legislators from one Alan Carlin of Wellsville was a topic of discussion. His concern is the encumbrance of the Fund Balance, and what that really means. According to County Treasurer Terri Ross, he is referring to Schedule 7 "Estimated Unreserved Fund Balance at 12/31/12." Mr. Carlin is looking for documentation for the $6,352,093 which is an estimated encumbrance as of September 30, 2012. There is no real report to give him which is why the FOIL request was not answered. Ms. Ross spoke to him on the phone and told him there is no document to give out. This is a number we determine would be needed if the County were to receive absolutely no revenue for the rest of the year (October through December). This would be the amount of money the County would be obligated to pay from October 1 through December 31 to carry on its business (e.g., payroll, utilities, etc.). It's an estimate of the remaining mandatory obligations from October 1 to December 31. Thankfully, County revenues don't dry up, so we've never used that money. In the early part of the 2000s, there was no fund balance to draw from, so the numbers were much smaller. Unfortunately, Mr. Carlin was not satisfied with the information that Ms. Ross gave him.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:50 p.m. following a motion by Legislator LaForge, seconded by Legislator O'Grady, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators