

## **WAYS & MEANS COMMITTEE**

**November 9, 2015**

**NOT APPROVED**

**Committee Members Present:** C. Jessup, D. Fanton, P. Curran, K. Graves, D. Healy, K. LaForge, D. Root, C. Crandall (Absent: T. Hopkins, D. Pullen)

**Others Present:** M. Alger, L. Ballengee, H. Budinger, J. Budinger, D. Decker, L. Edwards, V. Grant, L. Gridley, S. Grusendorf, R. Hollis, K. Hooker, G. James, J. Luckey, A. McGraw, T. Miner, K. Monroe, B. Riehle, T. Ross, D. Scholes, R. Scott, R. Sobeck-Lynch, B. Starks, N. Ungermann, R. Whitney

**Media Present:** No media present.

**Call to Order:** The meeting was called to order at 1:00 p.m. by Ways & Means Committee Chairman Charles Jessup.

### **Approval of Minutes**

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Ways & Means Committee minutes of October 21, 2015.

Secretary to the Clerk of the Board Rebecca Scott noted the audit of claims amount on the October 26, 2015, meeting minutes should be \$3,136,525, not \$3,136.525. A motion was made by Legislator Curran, seconded by Legislator Healy, and carried to approve the Ways & Means Committee minutes of October 26, 2015, as amended.

### **Approval of Audit**

Committee members reviewed the November 9, 2015, audit of claims in the amount of \$3,162,613.73 (including prepaid bills). A motion was made by Legislator Root, seconded by Legislator Fanton, and carried to forward the audit to the full Board for approval of payment.

### **Mortgage Tax Apportionment**

Clerk of the Board Brenda Rigby Riehle reported that the mortgage tax figures for the period April 1, 2015, through September 30, 2015, have been received and the apportionment to the towns and villages has been calculated. Mrs. Riehle requested a resolution approving the apportionment of mortgage tax to the tax districts and authorizing the warrant. The request was approved on a motion by Legislator Fanton, seconded by Legislator Graves, and carried.

### **Prepare Resolution**

### **Payment of Mortgage Tax Fees to Towns and Villages**

*(Collection of fees was authorized by Resolution No. 214-2004 pursuant to Section 262 of the Tax Law) joe budgeted for replacement of the printer. would like to purchase for this year to run 2016 bills.*

Mrs. Riehle also requested a resolution authorizing the payment to the towns and villages of the Mortgage Tax fees retained by the County Clerk's Office to cover the necessary expenses incurred for the period April 1, 2015, through September 30, 2015, in the administration of the Mortgage Tax Program. The amount of \$25,710.66 should be appropriated from A1410.432 (County Clerk – Contractual) and distributed to the towns and villages as

summarized on the attached Memorandum of Explanation. The request was approved on a motion by Legislator Healy, seconded by Legislator Root, and carried. **Prepare Resolution**

### **Real Property Tax**

#### **Budget Transfer**

Director Joseph Budinger requested a budget transfer to replace a malfunctioning and obsolete printer used for tax bill printing. The current printer was purchased in 2004, and has run through its useful life.

From:  
A1355.403 – Maintenance Contracts                      \$1,000

To:  
A1355.201 – Office Equipment                              \$1,000

The request was approved on a motion by Legislator Graves, seconded by Legislator Curran, and carried. **Prepare Resolution**

### **REFERRALS FROM OTHER COMMITTEES**

#### **Facilities and Communications**

Legislator Jessup noted Legislator Pullen was not present, so he presented the Facilities and Communications referrals.

#### **Accept General Contracting Bid for Allegany 911 Equipment Room Renovation Project**

The Sheriff's Office requested the County's approval to accept the general contracting bid from Kinley Corporation in the amount of \$167,850 for the Allegany County 911 Equipment Room Renovation Project. Two bids were received on this project, and the Kinley Corporation's bid was the lowest. Legislator LaForge requested to abstain from voting. The request to allow Legislator LaForge to abstain from voting was approved on a motion by Legislator Graves, seconded by Legislator Root, and carried. The request to accept the bid from Kinley Corporation was approved on a motion by Legislator Jessup, seconded by Legislator Graves, and carried (Abstain: K. LaForge). **Prepare Resolution**

#### **Approval to Purchase One Acre of Land for 911 Project**

The Sheriff's Office requested approval to purchase one acre of land in the Town of Almond for the County 911 Project. This property will be used to construct one of four new 911 radio towers. This land will be County owned, and will be a one-time payment of \$8,500. The request was approved on a motion by Legislator Jessup, seconded by Legislator Curran, and carried (Voting no: K. Graves). **Prepare Resolution**

County Administrator Mitch Alger requested a budget transfer to cover the cost.

From:  
A1990.429 – Contingency                                      \$8,500

To:  
A3020.210 – Public Safety Communication              \$8,500

The request was approved on a motion by Legislator Jessup, seconded by Legislator Fanton, and carried (Voting no: K. Graves). **Prepare Resolution**

**Approval to Enter into Lease Agreement for One Acre of Land for 911 Project**

The Sheriff's Office requested approval to enter into a twenty-five year lease agreement for one acre of land in the Town of Rushford for the County 911 Project. This property will be used to construct one of four new 911 radio towers. This land will not be County owned, and will be a one-time payment of \$8,500 for twenty-five years renewable by the County at the end of the lease agreement if the County so desires. Legislator Root stated they discussed looking at a lease that was longer than twenty-five years, and wondered if there was any update. County Attorney Tom Miner stated he has not had time to research this; however the ability to go beyond five years is allowable if done by local law, which will have to be enacted. He stated that as the County is allowed to do that, he doesn't think it will make a difference. He stated they have to make sure the Party they are dealing with is agreeable to it. Legislator Healy clarified that it is his understanding that they need all the tower locations and towers to fulfill the contract with 911 Public Safety Grant, and receive the money. Legislator Jessup stated yes it is his understanding they need the sites. Legislator Fanton stated he will vote yes, but would like to see the County get as many years as possible in the lease. Legislator Graves asked if the County will have to pay \$8,500 again after twenty-five years. Mr. Miner stated there will probably be additional costs. Mr. Miner stated his approach would be to try to negotiate a right to renew at the same dollar figure. He noted there may be an inflation factor. Lieutenant Shawn Grusendorf stated it is a unique piece of land, and they would like a clause to renegotiate after the twenty-five years starting at \$8,500. Legislator Graves noted it is a huge investment for one acre of land. He asked what happens at the end of twenty-five years if the property owner doesn't want to renegotiate. If the County does eminent domain, Legislator Graves wondered if they have to pay again on the tower. Mr. Miner stated the tower is always the County's property, and it can be removed. Legislator Healy asked if the contract has the right of first refusal on any sale. Mr. Miner said they could do that. Legislator Decker said it was his understanding the tower site is a Christmas tree farm, and wondered how that may affect the signal from the tower if the trees keep growing. Mr. Grusendorf said the Christmas trees will not grow as high as the tower, and it is an abandoned piece of property. Legislator Graves asked if Mr. Miner is in favor of this. Mr. Miner says to move the matter forward at this time, the proposed lease agreement is the only way to proceed with the lease, and they can try to get a better deal in the lease in regards to future years. On advice of counsel, Legislator Graves noted he will support this motion. County Administrator Mitch Alger requested a budget transfer to cover the cost.

From:		
A1990.429 – Contingency		\$8,500
To:		
A3020.414 – Public Safety Communication		\$8,500

The requests were approved on a motion by Legislator Jessup, seconded by Legislator Curran, and carried. **Prepare Resolution**

**Human Services/Health Department****Accept and Appropriate COLA money for the Family Planning Program**

Public Health Director Lori Ballengee requested a resolution to accept and appropriate COLA money for the Family Planning Program for the 2015 Budget year, grant year of April 1, 2015, to March 31, 2016, in the amount of \$13,143 as follows:

Appropriations #	A4035.201	Office Equipment	\$ 2,900
	A4035.414	Rentals: Real Property	\$ 2,743
	A4035.460	Health Contracts	<u>\$ 7,500</u>
		Total:	\$13,143
Revenue #	A4035.3450.00	State Aid–Public Health Other	\$13,143

The funding will be utilized to:

- Cover the cost of the mandatory Diagnostic and Treatment Center audit - \$7,500
- Purchase a desktop computer for the Wellsville clinic site - \$1,000
- Purchase a docking station for the Family Planning Nurse laptop - \$100
- Purchase two Card Readers for the Electronic Medical Record System - \$1,800
- Partially cover the rent cost for the Alfred and Wellsville clinic sites from August through December - \$2,743

The request was approved on a motion by Legislator LaForge, seconded by Legislator Curran, and carried. **Prepare Resolution**

**Human Services/Department of Social Services****Permission to Fill Social Welfare Examiner Position**

Social Services Commissioner Vicki Grant requested permission to fill a Social Welfare Examiner (AFSCME, Grade 11) position. This vacancy is the result of an anticipated promotion. This position is in the Temporary Assistance Unit, and is responsible for interviewing clients, determining eligibility, and administering the appropriate benefits. The request was approved on a motion by Legislator LaForge, seconded by Legislator Root, and carried. **Notify Human Resources**

**Permission to Fill Senior Caseworker**

Commissioner Vicki Grant requested permission to fill a temporary Senior Caseworker (AFSCME, Grade 17) position. This vacancy is the result of a medical leave. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children and families. The request was approved on a motion by Legislator LaForge, seconded by Legislator Fanton, and carried. **Notify Human Resources**

**Permission to Fill Caseworker**

Commissioner Vicki Grant requested permission to fill a temporary Caseworker (AFSCME, Grade 16) position. This vacancy is a result of an extended medical leave. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children and families. The request was approved on a motion by Legislator LaForge, seconded by Legislator Graves, and carried. **Notify Human Resources**

**Permission to Fill Senior Support Investigator**

Commission Vicki Grant requested permission to fill a Senior Support Investigator (AFSCME, Grade 16, Step 6) position. This vacancy is a result of a retirement. This position is responsible for supervising eight Support Investigators as well as generic marker testing, overseeing the Non-custodial Parent Employment Program, desk reviews for IV-D pass through, doing reports, and updating manuals. The request was approved on a motion by Legislator LaForge, seconded by Legislator Fanton, and carried. **Notify Human Resources**

**Human Services/Office for the Aging****Permission to Fill MOW's Driver**

Office for the Aging Director Madeleine Gasdik requested permission to fill a part-time Meals-on-Wheels' Driver (non-union). The position is responsible for delivering meals to homebound seniors. The request was approved on a motion by Legislator LaForge, seconded by Legislator Healy, and carried. **Prepare Resolution**

**Planning and Economic Development/Employment and Training****Budget Transfer from CD16400.101 WIOA Admin. Regular Pay to CD16401.402 WIOA Adult Supportive Services**

Employment & Training Director Reita Sobeck-Lynch requested a budget transfer in the amount of \$5,000 from WIOA Administration Regular Pay to WIOA Adult Supportive Services because Employment and Training is spending more funds in Adult Supportive Services based on their client's needs, and the Workforce Investment Board increased maximum Supportive Services allowed per participant from \$500 to \$1,000 for adults. She said supportive services include uniforms and mileage.

From:

CD16400.101 WIOA Administration Regular Pay     \$5,000

To:

CD16401.402 WIOA Adult Supportive Services     \$5,000

The request was approved on a motion by Legislator Root, seconded by Legislator Curran, and carried. **Prepare Resolution**

**Public Safety/Emergency Management and Fire****Accept and Appropriate SHSP 2015 Grant**

Emergency Management and Fire Director Jeff Luckey requested a resolution to accept and appropriate the SHSP 2015 Grant in the amount of \$52,500. The funds should be appropriated as follows:

Appropriation #	A3656.207	Trailer Mounted Generator to Assist with Power Outages in Local Government Agencies	\$25,500
	A3656.207	Personal Protective Gear for DCs, FIs, HMs	\$10,000
	A3656.207	Assist with Medical Gear Bags for the Sheriff's Department	\$ 1,500
	A3656.207	Support Pictometry	<b><u>\$14,500</u></b>

		(Aerial Photography Images)	
		Subtotal:	\$51,500
A3656.416		Sustain the Director's Cell Phone	<u>\$ 1,000</u>
		Total:	\$52,500
Revenue #	A3656.3306.EM15	State Aid HS FY2015 SHSP Grant	\$52,500
		#C969150	

The request was approved on a motion by Legislator Curran, seconded by Legislator Fanton, and carried. **Prepare Resolution**

### **Public Safety/Probation**

#### **Request Permission to Fill Probation Supervisor**

Probation Director Bob Starks requested approval to fill a Probation Supervisor Position (PEF, Grade 8, Step 6), and fill any subsequent vacancies created by filling this position. The Probation Supervisor oversees the work of Probation Officers in the Department as well as handling special duties that are assigned to the Supervisor by the Probation Director. The request was approved on a motion by Legislator Curran, seconded by Legislator Healy, and carried. **Notify Human Resources**

### **Public Works/Highway Department**

#### **Permission to Fill MEO I Position**

Public Works Superintendent Guy James requested permission to fill one Motor Equipment Operator 1 (AFSCME, Grade 11) position in the Friendship shop due to a pending retirement and all subsequent positions including hiring from the outside. This position is responsible for maintenance and operation of trucks with tandem rear axles or fuel dispensing trucks. They are also responsible for hauling material, and road side maintenance. The request was approved on a motion by Legislator Fanton, seconded by Legislator Graves, and carried. **Notify Human Resources**

#### **Budget Transfer from DM5130.210 Other, Fuel Tank Upgrade District 2 to H1641.200 Fuel Tank Upgrade DPW**

Public Works Superintendent Guy James requested a resolution for a budget transfer for a fuel tank upgrade. The work originally planned for 2015 will be done in 2016, along with the second tank which is included in the 2016 Budget. The money will be transferred from a road machinery account into a capital account.

From:		
	DM5130.210 – Road Machinery – Equipment – Fuel Tank Upgrade	\$20,000
To:		
	H1641.200 – Capital Fuel Tank Upgrade	\$20,000

The request was approved on a motion by Legislator Fanton, seconded by Legislator Root, and carried. **Prepare Resolution**

**Request Permission to Bid or “Piggyback” Bid for a Replacement Heavy Duty Truck Lift at Friendship Shop and Request Permission to Transfer Funds from D5110.480 County Road General Supplies to H5197.200 Highway Equipment & Capital Outlay Heavy Duty Truck Lift**

Public Works Superintendent Guy James requested permission to bid or “piggyback” bid for a replacement of a heavy duty truck lift at the Friendship Shop, and transfer money into a capital account to cover the cost. The current lift is old, and needs to be replaced.

From:		
D5110.408 – County Road - General Supplies		\$27,000
To:		
H5197.200 – Highway Equipment & Capital Outlay		\$27,000
Heavy Duty Truck Lift		

The request was approved on a motion by Legislator Fanton, seconded by Legislator Curran, and carried. **Prepare Resolution**

**Request for Funding to Repair Friendship Shop Roof**

Public Work Superintendent Guy James requested \$125,000 from a source to be determined by the Ways & Means Committee to repair the Friendship Shop roof. The funds should be transferred to a Capital Project as assigned by County Treasurer Terri Ross and County Administrator Mitch Alger. Legislator Fanton noted the roof contains asbestos, and it may cost more than the \$125,000. Chairman Crandall wondered if this should be tabled until after the first of the year, or address funding. County Administrator Mitch Alger stated it is up to the Committee. He noted he spoke with Mr. James about \$75,000 this year, and having them get a cost for the abatement. Then, they can come back to the Committee in January for the rest of the money to complete the project. The money would come from contingency. Mr. Alger stated after the transfers approved earlier in the meeting, there will be about \$170,000 left in Contingency for 2015. Legislator Healy said it is a lot of money, and wondered if there was a smaller price for just patching. Legislator Graves noted they have already done that, and it cost \$900. Legislator Fanton noted part of the problem is some of the wood is bad. He added the patching they have done is not going to be good for too much longer. Legislator Fanton said he knows there is a question about the whole building, and maybe having a new building, but noted that is not going to happen for quite a long time. Committee members discussed funding options for the repairs. Legislator Root stated it would make sense to split the cost among two fiscal years. A motion was made by Legislator Fanton, seconded by Legislator Healy, and carried to transfer \$75,000 from A1990.429 (Contingency) to H5132.200 (DPW Main Shop Friendship). **Prepare Resolution**

**Request Permission for One Year Extension for Landfill Groundwater Monitoring Services**

Public Works Deputy Superintendent Dean Scholes requested permission to enter into agreement with LaBella Associates, D.P.C., to conduct the environmental monitoring program for an annual fee of \$66,100 for a one-year extension beginning January 1, 2016, through December 31, 2016, with the option to extend the contract for two additional one year periods with no change in terms. The request was approved on a motion by Legislator Fanton, seconded by Legislator Root, and carried. **Prepare Resolution**

**Request Permission to Fill Temporary Grounds Keeper Position**

Public Works Deputy Superintendent Dean Scholes requested permission to fill one Temporary Grounds Keeper (AFSCME, Grade 9) position. This is due to a current employee being on disability. The Grounds Keeper is responsible for the upkeep of County property. The request was approved on a motion by Legislator Fanton, seconded by Legislator Curran, and carried. **Notify Human Resources**

**Good of the Order**

Legislator Jessup announced there will be a caucus at 1:30 p.m.

**Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 1:28 p.m. following a motion by Legislator Graves, seconded by Legislator Curran, and carried.

Respectfully submitted,  
Rebecca Scott, Secretary to the Clerk of the Board  
Allegany County Board of Legislators