

**WAYS & MEANS COMMITTEE**

**February 8, 2016**

**NOT APPROVED**

**Committee Members Present:** C. Jessup, D. Fanton, P. Curran, K. Graves, D. Healy, K. LaForge, T. O'Grady, D. Root, C. Crandall (Absent: D. Pullen )

**Others Present:** L. Ballengee, J. Budinger, C. Braack, S. Burt, D. Decker, L. Gridley, R. Hollis, K. Hooker, J. Hopkins, L. Edwards, G. James, J. Luckey, J. Margeson, T. Miner, K. Monroe, B. Riehle, T. Ross, R. Scott

**Media Present:** No media present.

**Call to Order:** The meeting was called to order at 1:01 p.m. by Ways & Means Committee Chairman Charles Jessup.

**Approval of Minutes**

A motion was made by Legislator Graves, seconded by Legislator Healy, and carried to approve the Ways & Means Committee minutes of January 20, 2016.

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Ways & Means Committee minutes of January 25, 2016.

Legislator Decker would like to amend the Special Ways & Means minutes of January 20, 2016, to list him in attendance as a non-member of the committee. A motion was made by Legislator Fanton, seconded by Legislator Graves, and carried to approve the Special Ways & Means Committee minutes of January 20, 2016, as amended.

**Approval of Audit**

Committee members reviewed the February 8, 2016, audit of claims in the amount of \$2,685,747.73 (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.

**Amending Resolution No. 209-09**

County Attorney Tom Miner offered a resolution to amend Resolution No. 209-2009, as subsequently amended by Resolution No. 65-2014, to define what constitutes a Field Training Officer. The amendment reads as follows:

**RESOLVED:**

1. That Resolution No. 209-2009, as amended by Resolution No. 65-2014, is further amended to add a second paragraph defining what constitutes a Field Training Officer, to wit:
2. A Field Training Officer constitutes any employee within the Sheriff's Office who provides on-the-job training to another employee within the Sheriff's Office as mandated by law or regulation.

There was much discussion on the wording of the resolution. Legislator Graves asked if the Field Training Officer has to be certified. County Attorney Tom Miner said he doesn't know if certified is the term they have to use. The definition was expanded to include anyone who provides training in the Sheriff's Office. Legislator O'Grady was concerned with the wording.

Legislator Graves believes 911 has to have certified officers. Emergency Management and Fire Director Jeff Luckey stated there is a certification process they have to go through. Mr. Miner stated Sheriff Whitney would have to vouch for the Field Training Officers (FTO). Mr. Miner said he believes they can only give sixteen stipends to Field Training Officers a year. County Treasurer Terri Ross stated it is between sixteen and twenty. Legislator Jessup believes this is a mechanism for the County Treasurer to authorize payroll. The request was approved on a motion by Legislator Curran, seconded by Legislator Healy, and carried. **Prepare Resolution**

### **Certificate of Reinstatement**

County Treasurer Terri Ross requested a resolution to prepare and file a Certificate of Reinstatement for the following described property per RPTL Article 11:

Town of Belfast  
Southern Tier Wireless  
(Wayne Hawley)  
Tax Map #142.-1-36.3/1  
Tibbetts Hill Road  
.25 Acre

Ms. Ross requested the resolution to reinstate because the Real Property Tax Department has since obtained a copy of the lease agreement for the cell tower; therefore, the parcel should no longer be exempt from taxation, and should be restored to the taxable portion of the assessment roll and proceedings to enforce the collection of such existing taxes would be effective.

Resolution 79-15 cancelled the 2013 to 2015 delinquent tax liens, and determined there was no practical method to enforce delinquent tax liens arising thereafter. Real Property Tax Department removed the fictitious number that was assigned by the assessor, and is not attached to an active parcel on the rolls and added it back to the parent parcel 142.-1-36.3 assessed to Peter Unfus, and the taxes owed were added to that parent parcel as an omitted tax on the January 2016 County/Town tax bill. This resolution allows the County Treasurer to reinstate the 2013 to 2015 delinquent taxes, and enforce the delinquent tax lien. The request was approved on a motion by Legislator Fanton, seconded by Legislator Root, and carried. **Prepare Resolution**

### **REFERRALS FROM OTHER COMMITTEES**

#### **Facilities**

#### **Accept and Approve LaBella Option 4 for Third Floor**

Legislator Jessup said at the last Facilities Committee meeting there were questions about the windows and demolition in Option 4. The windows were included, but the demolition of the whole third floor was not included. It only included demolition of the area that was going to be remodeled. Legislator Jessup said the cost should not exceed \$1.6 million. Legislator Fanton noted they will not know the exact cost of the demolition until it goes out to bid. Legislator Fanton stated the area that is demolished can be used for storage of records the County is required to keep. Legislator Healy asked about the records storage space. Public Works Superintendent Guy James stated the second building is not full yet. Legislator Fanton made the motion to accept and approve Option 4 including all of the windows and total

demolition not to exceed \$1.6 million, seconded by Legislator Graves, and carried. (Voting no: T. O'Grady) **Prepare Resolution**

## Human Services

### Accept and Appropriate Performance Incentive Initiative Money for the General Fund

Health Department Director Lori Ballengee requested a resolution to accept and appropriate Performance Incentive Initiative monies for the General Fund for the 2016 Budget year in the amount of \$13,000. These monies were awarded for increasing the timeliness and completeness of STD and general communicable disease reporting and must be appropriated and spent on Article 6 eligible activities. The general supplies purchased will be vaccine. The conference expense will fund three staff attending family planning related conferences. The legal advertising will cover the cost of advertising on Facebook for a one year period. The funds should be appropriated as follows:

Appropriations		
A4010.408	County Health Department - General Supplies	\$ 6,100
A4035.405	Family Planning - Conference Expense	\$ 900
A4035.424	Family Planning - Legal Advertising	<u>\$ 6,000</u>
	Total:	\$13,000
Revenues		
A4010.3450.00	Public Health-State Aid Other	\$13,000

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

### Accept and Re-Appropriate COLA Money for the Cancer Services Program

Ms. Ballengee requested a resolution to re-appropriate COLA money for the Cancer Services Program for the 2016 Budget year, April 1, 2015, to March 31, 2016, grant year in the amount of \$2,346. Ms. Ballengee noted that this is a re-appropriation of Cancer Services COLA monies that were not expended in 2015. The funds should be re-appropriated as follows:

Appropriations		
A4071.201	Cancer Services Program - Office Equipment	\$1,145
A4071.405	Cancer Services Program - Conference Expense	\$ 306
A4071.408	Cancer Services Program - General Supplies	\$ 53
A4071.424	Cancer Services Program - Legal Advertising	\$ 432
A4071.419	Cancer Services Program - Printing/Microfilming	\$ 320
A4071.422	Cancer Services Program - Gasoline/Oil	<u>\$ 90</u>
	Total:	\$2,346
Revenues		
Acct A4071.3401.00	State Aid	\$ 2,346

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

### Request Permission to Fill Public Health Technician

Ms. Ballengee requested permission to fill a Public Health Technician (AFSCME, Grade 13, Step Base) position. This position is critical to the operation of our Environmental Health Programs. It is a versatile position that can provide clerical support and perform basic

environmental health functions. The salary is covered 100 percent by Article 6 Funding and other grants. The fringe is a County expense. The request was approved on a motion by Legislator LaForge, seconded by Legislator Root, and carried. **Notify Human Resources**

#### **Request Permission to Fill Medical Records Computer Operator**

Ms. Ballengee requested permission to fill a Medical Records Computer Operator (AFSCME, Grade 10, Step Base) position. This position is critical to finding un-insured or under-insured people to receive cancer screenings. The Cancer Services Program provides life-saving cancer screenings and assists with treatment costs for those diagnosed with cancer. The salary and fringe are covered 100 percent by program and grants. The request was approved on a motion by Legislator LaForge, seconded by Legislator Graves, and carried. **Notify Human Resources**

#### **Request Permission to Fill Community Outreach Specialist**

Ms. Ballengee requested permission to fill a part-time Community Outreach Specialist (Non-union, Grade 4, Step Base) position. This position is clerical support staff for the Cancer Services Program. This position also submits billing for payment to providers of screenings. The Cancer Services Program provides life-saving cancer screenings and assists with treatment costs for those diagnosed with cancer. The salary and fringe are covered 100 percent by program and grants. The request was approved on a motion by Legislator LaForge, seconded by Legislator Fanton, and carried. **Notify Human Resources**

#### **Accept & Appropriate Alzheimer's Disease Caregiver Support Initiative Grant**

Office for the Aging Director Madeleine Gasdik requested a resolution to accept a new State grant, the Alzheimer's Disease Caregiver Support Initiative in the amount of \$109,399. This grant was awarded to Catholic Charities of Buffalo, and its eight partners (Alzheimer's Association of Western New York, and Office for the Aging in Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, and Wyoming Counties). The grant is for 5 years, and Allegany County Office for the Aging's share is as follows:

Year 1 - \$109,399  
 Year 2 - \$110,799  
 Year 3 - \$112,227  
 Year 4 - \$113,683  
 Year 5 - \$119,966

The funding should be appropriated as follows:

Appropriations		
A6791.101	Regular Pay	\$ 51,090
A6791.402	Mileage/Transportation	\$ 8,143
A6791.405	Conf. Exp.	\$ 1,256
A6791.474	Respite	\$ 30,000
A6791.802	Retirement	\$ 8,020
A6791.803	F.I.C.A.	\$ 3,450
A6791.804	Worker's Comp	\$ 699
A6791.805	Disability	\$ 212
A6791.806	Hosp/Med	<u>\$ 6,529</u>
	Total:	\$109,399
Revenue		

A6791.3722.00      State Aid OFA      \$109,399

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

#### **Request to Create and Fill Intensive Case Manager**

Community Services Director Dr. Robert Anderson requested permission to fill an Intensive Case Manager (PEF, Grade 7) position. This vacancy is the result of a retirement. This position is responsible for providing case management services to individuals under the Department of Health Home Program. This position also refers, monitors, and links individuals to services in order to decrease and/or avoid high use of Medicaid dollars. The request was approved on a motion by Legislator LaForge, seconded by Legislator Graves, and carried.

#### **Notify Human Resources**

#### **Public Safety**

#### **Accept and Re-Appropriate Homeland Security Funds Contract #C969140**

Emergency Management and Fire Director Jeff Luckey requested a resolution to re-appropriate Homeland Security grant money not spent in 2015 as follows:

#### Appropriations

A3467.207	Homeland Security – Equip. (GIS Aerial Photography Pckg)	\$41,500
A3647.207	Homeland Security – Equip. (Personal Protective Equip. PPEs)	\$ 988
A3647.416	Homeland Security – Contractual Services (Cell Phone Connectivity)	<u>\$ 802</u>
	Total:	\$43,290

#### Revenue

A3647.3306.EM14	Homeland Security St Aid Emerg Serv	\$43,290
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The request was approved on a motion by Legislator Curran, seconded by Legislator Fanton, and carried. **Prepare Resolution**

#### **Accept and Re-Appropriate HS Public Safety Contract**

Mr. Luckey requested a resolution to re-appropriate Homeland Security Public Safety Contract grant money not spent in 2015 as follows:

#### Appropriations

A3655.447	HS Public Safety Contract	\$90,000
	(Update County's Multi-Jurisdictional Multi-Hazard Mitigation Plan)	

#### Revenue

A3655.3306.HZMT	St Aid – HS PDM #C000755	\$90,000
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The request was approved on a motion by Legislator Curran, seconded by Legislator Healy, and carried. **Prepare Resolution**

#### **Accept STEPS in Safety Grant**

STOP-DWI Coordinator Linda Edwards requested a resolution to accept a STEPS in Safety Grant (Safety on Wheels) from the Governor's Traffic Safety Program from October 1, 2015, to September 20, 2016 in the amount of \$3,000. No budget adjustment is necessary.

Appropriations		
A3114.402	Traffic Program – Mileage	\$ 200
A3114.408	Traffic Program – General Supplies – Helmets	\$1,400
A3114.421	Traffic Program – Educational Materials	\$ 800
A3114.452	Traffic Program – Promotional Items	<u>\$ 600</u>
	Total:	\$3,000

Revenue		
A3114.3389.00	St Aid – Other Public Safety	\$3,000

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

#### **Accept and Appropriate NYS STOP-DWI Grant for Crackdown Enforcement**

Ms. Edwards requested a resolution to accept and appropriate the NYS STOP-DWI Foundation for the Crackdown Enforcement for the federal fiscal year October 1, 2015, to September 30, 2016, in the amount of \$30,779.

Appropriations		
A3141.449	STOP-DWI Program Public Safety Contracts (Crackdown Enforcement)	\$30,779
Revenue		
A3141.1589.CE	NYS STOP-DWI Crackdown Enforcement	\$30,779

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

#### **Accept and Approve Electronic Monitoring Service Agreement**

Probation Director Bob Starks requested a resolution to approve the Electronic Monitoring Service Agreement No. 011216CW1 between BI Incorporated and the Allegany County Probation Department. This lease agreement is essentially the same as the prior lease agreement, but with the following modifications:

1. The Probation Department's cost per unit per active day has been reduced from \$1.10 to \$1.05.
2. The Probation Department now will have the ability to lease Homeguard Digital Cell Units for defendants who can't install a landline.

The contract period for this agreement is one (1) year from the effective date, and will renew automatically for succeeding periods of one (1) year each on the anniversary of its original effective date unless otherwise terminated as provided for within the agreement. The request was approved on a motion by Legislator Curran, seconded by Legislator Fanton, and carried. **Prepare Resolution**

**Accept and Re-Appropriate 2015 LETPP Homeland Security Grant**

Sheriff Rick Whitney requested a resolution to re-appropriate unspent funds for the 2015 LETPP Homeland Security Grant. The original resolution for this grant was #213-15. The funds should be re-appropriated as follows:

Appropriation		
A3654.210	FY2015 SLETPP	\$17,500
Revenue		
A3652.3306.SH15	2015 LETPP #T969152	\$17,500

Legislator Graves asked if this was equipment for alert team. Legislator Curran believes it is. The request was approved on a motion by Legislator Curran, seconded by Legislator Healy, and carried. (Voting no: K. Graves) **Prepare Resolution**

**Accept and Appropriate ACT II Batterers Program Funding**

Sheriff Whitney requested a resolution to accept and appropriate \$2,275 from Accord Corporation for the continuation of the ACT II Batterers Program. The funds should be appropriated as follows:

Appropriation		
A3117.449	ACT II Batterers Program	\$2,275
Revenue		
A3117.2260.00	ACT II Batterers Program	\$2,275

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

**Accept and Appropriate Public Safety Answering Points Sustainment Grant**

Sheriff Whitney requested a resolution to accept and appropriate the FY 2015-2016 Public Safety Answering Points Sustainment Grant in the amount of \$161,547. This grant will be used to update much needed electronic equipment in the 911 center. The funds should be appropriated as follows:

Appropriation		
H3024.200	PSAP-911 FY16	\$161,547
Revenue		
H3024.3097.00	St Aid – PSAP – 911 Public Safety Answering Points Sustainment Grant	\$161,547

Legislator O'Grady asked about the equipment. Legislator Curran stated the equipment is to upgrade the 911 System. The request was approved on a motion by Legislator Curran, seconded by Legislator Healy, and carried. **Prepare Resolution**

## **Public Works**

### **Request Permission to Fill HME01 Position**

Public Works Superintendent Guy James requested to fill a Heavy Motor Equipment Operator 1 (AFSCME, Grade 13) position in Road Maintenance District 4 due to a retirement, and all subsequent positions including hiring from the outside. This position is responsible for the maintenance and operation of specialized heavy motor equipment necessary to the daily operation of the County's Highway Department. This position is in the 2016 Budget. The request was approved on a motion by Legislator Fanton, seconded by Legislator Graves, and carried. **Notify Human Resources**

### **Good of the Order**

Legislator Jessup announced their 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 1:26 p.m. following a motion by Legislator Graves, seconded by Legislator Root, and carried.

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