

WAYS & MEANS COMMITTEE

March 14, 2016
NOT APPROVED

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

Others Present: L. Ballengee, H. Budinger, D. Decker, V. Grant, L. Gridley, S. Grusendorf, R. Hollis, J. Hopkins, G. James, C. Knapp, J. Margeson, T. Miner, K. Monroe, B. Riehle, T. Ross, D. Scholes, R. Scott, N. Ungermann, R. Whitney

Media Present: B. Clark, *Olean Times Herald*

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 Pullen, and carried to approve the Ways & Means Committee minutes of February 22, 2016.

Approval of Audit

Committee members reviewed the March 14, 2016, audit of claims in the amount of \$5,052,035.57 (including prepaid bills). A motion was made by Legislator Graves, seconded by Legislator Healy, and carried to forward the audit to the full Board for approval of payment.

REFERRALS FROM OTHER COMMITTEES

Facilities

Accept and Approve Twenty-Five Year Lease Agreement in the Town of Angelica

The Sheriff's Office requested the County's approval to enter into a twenty-five year lease agreement for a parcel of land in the Town of Angelica. This property will be used to construct one of six new 911 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. This item has not been budgeted. The funds in the amount of \$8,500 should be appropriated from A1990.429 – (Contingency) to A3020.210 – (Public Safety Communication Towers – Other Equipment). Legislator Graves asked if there were any location issues. Lieutenant Shawn Grusendorf stated there weren't any. It is 100 feet off from the main highway. The request was approved on a motion by Legislator Pullen, seconded by Legislator Curran, and carried. **Prepare Resolution**

Human Services

Accept and Re-Appropriate Women's Health Initiative Grant for Cancer Services

Ms. Ballengee requested a resolution to re-appropriate a Women's Health Initiative Grant for the Cancer Services Program for the 2016 Budget year, Grant year of April 1, 2015, to March 31, 2016.

Appropriations:

A4071.206	Cancer Services Program – Health Equipment	\$ 5,500
A4071.401	Cancer Services Program – Postage	\$ 6,178
A4071.408	Cancer Services Program – General Supplies	\$ 2,127

A4071.424	Cancer Services Program – Legal Advertising	\$ 6,000
A4071.406	Cancer Services Program – Insurance	<u>\$ 290</u>
	Total:	\$20,095

Revenue:		
A4071.3401.00	State Aid – Public Health	\$20,095

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

Request to Fill Public Health Sanitarian

Ms. Ballengee requested permission to fill a Public Health Sanitarian (AFSCME, Grade 20, Step Base) position. This vacancy is the result of a retirement. This position is critical to operating the Environmental Health Programs. It is a high-level position responsible for complex testing, inspections, and investigations. The salary will be covered 100 percent by Article 6 funding and other grants. The fringe is non-Article 6 eligible, so 100 percent of the fringe will be a County expense. The request was approved on a motion by Legislator LaForge, seconded by Legislator Curran, and carried. **Notify Human Resources**

Request 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 operating the Environmental Health Programs. It is a versatile position that can provide clerical support and perform basic environmental health functions. The salary will be covered 100 percent by Article 6 Funding and other grants. The fringe is non-Article 6 eligible, so 100 percent of the fringe will be a County expense. The request was approved on a motion by Legislator LaForge, seconded by Legislator Graves, and carried. **Notify Human Resources**

Request to Fill Public Health Educator

Ms. Ballengee requested permission to fill a Public Health Educator (AFSCME, Grade 17, Step Base) position. The specific duties for the Public Health Educator include education, outreach, and recruitment for the Allegany County Department of Health Family Planning Program. The funding for this position is from New York State Department of Health Family Planning Program and New York State Department of Health General Public Health Works/Article 6.

Legislator Healy asked Interim County Administrator John Margeson if he has reviewed the positions, and if they are necessary. Mr. Margeson stated he reviewed them and they are necessary. Legislator Graves noted this particular position is 100 percent funded by other sources. The request was approved on a motion by Legislator LaForge, seconded by Legislator Curran, and carried. **Notify Human Resources**

Accept and Re-Appropriate Federal BIP Grant

Ms. Gasdik requested a resolution to re-appropriate funding from the 2015 Budget. The Federal Balancing Incentive Program (BIP) Grants runs from April 1, 2014, to December 31, 2016. The total grant is for \$223,711. They have spent \$97,624 of the grant as of December 31, 2015, leaving \$126,087 remaining. She has budgeted \$113,000 in BIP funding for 2016. The difference between \$126,087 and \$113,000 is \$13,087. The Office for the Aging needs to re-appropriate the \$13,087. They will use the funding to cover salaries for existing Office for the

Aging Staff through 2016, replace older computers, and buy iPads for staff members who go out on home visits. They will use the iPads for assessments.

Appropriations

A6790.101	OFA Balancing Incentive Program – Reg. Pay	\$ 7,000
A6790.201	OFA Balancing Incentive Program – Office Equipment	\$ 3,600
A6790.401	OFA Balancing Incentive Program – Postage	\$ 550
A6790.802	OFA Balancing Incentive Program – Retirement	\$ 1,120
A6790.803	OFA Balancing Incentive Program – F.I.C.A.	\$ 535
A6790.804	OFA Balancing Incentive Program – Worker’s Comp	\$ 140
A6790.805	OFA Balancing Incentive Program – Disability	\$ 142
	Total:	\$13,087

Revenue:

A6790.4772.6790	Fed Aid -OFA Balancing Incentive Program	\$13,087
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The request was approved on a motion by Legislator LaForge, seconded by Legislator Curran, and carried. **Prepare Resolution**

Request Permission to Fill Nutrition Services Coordinator

Ms. Gasdik requested permission to fill a Nutrition Services Coordinator (PEF, Grade 6, Step Base) position. This position is responsible for the planning and direction of the nutrition program for the elderly (Meals on Wheels) in Allegany County. New York State Office for the Aging (NYSOFA) regulations require that nutrition counseling, and administration of the meals program be done by a nutrition professional, defined as a Registered Dietician (RD), a Registered Dietician – Eligible (RDE), NYS Certified Dietician-Nutritionist (DCN), or a Dietetic Technician – Registered (DTR). This position will enable seniors to continue to receive a healthy, nutritious meal delivered to their home five-days a week or at a Luncheon Center. This position is a result of a retirement. The request was approved on a motion by Legislator LaForge, seconded by Legislator Pullen, and carried. **Notify Human Resources**

Request to Fill Senior Caseworker Position

Ms. Grant requested permission to fill a Senior Caseworker (AFSCME, Grade 17, Step minimum – Step 7) position. This vacancy is the result of a retreat to former position. This position is in the Services Unit and is responsible for ensuring the health, welfare, and safety of children. This position is 36 percent Federal funds, and 14 percent State funding. The request was approved on a motion by Legislator LaForge, seconded by Legislator Graves, and carried. **Notify Human Resources**

Request to Fill Caseworker Position

Ms. Grant requested permission to fill a Caseworker (AFSCME, Grade 16, Step minimum) position. This vacancy is the result of a resignation. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children. This position is 36 percent Federal funds, and 14 percent State funding. The request was approved on a motion by Legislator LaForge, seconded by Legislator Curran, and carried. **Notify Human Resources**

Request to Fill Social Welfare Examiner Position

Ms. Grant requested permission to fill a Social Welfare Examiner (AFSCME, Grade 11, Step minimum - Step 3) position. This vacancy is the result of a termination. This position is in

the Temporary Assistance Unit, and is responsible for interviewing clients, determining eligibility, and authorizing the appropriate benefits. This position is 50 percent Federal funds, and 6 percent State funding. The request was approved on a motion by Legislator LaForge, seconded by Legislator Pullen, and carried. **Notify Human Services**

Public Safety

Budget Transfer

Sheriff Whitney requested the following budget transfer in the amount of \$1,000:

From:		
A3112.403	E-911 Dispatch – Maint.Cont. Office Machine	\$1,000
To:		
A3020.428	Public Safety Communication – Natural Gas/Propane	\$1,000

Sheriff Whitney stated they put in two bigger propane tanks at a couple of the towers. So, they are paying more in propane this year. The request was approved on a motion by Legislator Curran, seconded by Legislator Graves, and carried. **Prepare Resolution**

Accept Amendment to ICE Inmate Housing Contract

Sheriff Whitney said this memorandum of understanding was originally approved by Board Resolution No. 235-15. The recreational equipment was ordered in November 2015; however, it was not received until February 2016. The computers were not purchased in 2015. The Sheriff requested a resolution to amend the U.S. Immigration and Customs Enforcement (ICE) Inmate Housing Contract to allow for ICE to reimburse the County for purchasing computers and recreational equipment to be used by ICE and other inmates housed in the Allegany County Jail. The total amount of expenditures is \$28,700. ICE would reimburse the total amount upon being invoiced.

Appropriations:		
A3150.201	Jail – Office Equipment – (Computers)	\$ 3,141
A3150.210	Jail – Equipment Other – (Recreational Equipment)	<u>\$25,559</u>
	Total:	\$28,700
Revenue:		
A3150.4389.00	Federal Aid – Other	\$28,700

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

Public Works

Request Permission to Hire Summer Help

Superintendent Guy James requested permission to fill 19 Seasonal Laborers (Non-union, \$9.25/hour) positions for a total amount of \$98,420. These positions are part-time and temporary. Seasonal employees are critical and a vital part of the Department's operation. These employees are County residents that are either college bound or are already college students. They provide "extra hands" to supplement their decreasing full-time work force. They routinely perform the menial tasks, allowing their full-time employees to perform other duties. The 2016 Summer Help Budget is as follows:

A summer employee works 14 weeks, 40 hours a week, at \$9.25 an hour at a total cost of \$5,180.

		Employee(s)	Budget
A1620	Building and Grounds	3	\$15,540
A3152	Jail Buildings and Grounds	1	\$ 5,180
D5110	County Road	10	\$51,800
DM5130	Road Machinery	1	\$ 5,180
A8160	Solid Waste	2	\$10,360
D5020	Engineering	<u>2</u>	<u>\$10,360</u>
	Total:	19	\$98,420

The request was approved on a motion by Legislator Graves, seconded by Legislator Healy, and carried. **Notify Human Resources**

Approve Award Recommendation: Solid Waste RFP

Superintendent Guy James stated they had three bidders: Casella Waste Disposal, Steuben County Department of Public Works, and Waste Management. Mr. James reviewed the bids with the Committee. Mr. James requested permission to award the contract to all three bidders. He noted by awarding the contract to all three bidders, they would be able to select the best option for each hauling scenario. It also allows them to lock-in rates for the next four years. Municipal partners will also be able to select what is the best option for them because they can “piggyback” off from the prices. Legislator LaForge requested permission to abstain from voting. The request was approved on a motion by Legislator Graves, seconded by Legislator Curran, and carried. The request to award the contract to all three bidders was approved on a motion by Legislator Graves, seconded by Legislator Curran, and carried (Abstain: K. LaForge). **Prepare Resolution**

Accept and Approve Recommendation to Purchase Van instead of Sedan for Sheriff’s Office

Interim County Administrator John Margeson distributed the vehicle and equipment requests that were distributed last fall. Six vehicles were approved at \$151,250, and they are in the 2016 Budget. Mr. Margeson stated he had a conversation with Sheriff Rick Whitney. The Sheriff requests a resolution to purchase an 11-passenger van instead of a sedan. The van will replace the van they use for local transports. Sheriff Whitney said the price for a van is \$29,500, but the total cost will be \$36,750 because that will include the aftermarket equipment. A motion was made by Legislator Graves, seconded by Legislator Curran, and carried to approve Mr. Margeson’s recommendations and authorize the purchase of said vehicles totaling \$156,000 from the Vehicle Replacement Capital Fund (H5997.2). **Prepare Resolution**

Good of the Order

Legislator Pullen commented on all of the requests to fill positions. He noted the State share of funding for positions has decreased. For example, the Senior Caseworker position is 14 percent State funded, and 50 percent County funded. Legislator Graves added these are State mandated positions. Legislator Pullen stated it is interesting that the State says they are balancing the State Budget, and they want the County to do the same. Legislator Pullen stated the State is balancing the budget on our backs. Legislator Pullen stated the County has to deal with the two percent tax cap while the State is pushing their expenses on the County.

Legislator Healy thanked Legislator Pullen for his comments. He stated one of the reasons he asked Interim County Administrator John Margeson about filling the positions is to remind everyone that there is a process for approving positions. Legislator Healy wanted to remind the general public there is a process, and it is being followed. The Interim County Administrator has reviewed the positions, and identified the funding. Legislator Healy thanked Interim County Administrator John Margeson.

Legislator Healy announced their will be a caucus at 1:30 p.m.

County Treasurer Terri Ross stated the annual tax sale seminar for bidders is at 6:00 p.m. tonight. She noted the auction is on March 30, 2016.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:16 p.m. following a motion by Legislator Graves, seconded by Legislator Pullen, and carried.

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