

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: DECEMBER 12, 2007

Committee Members Present:

Supervisors Monroe
 Belden
 Stec
 Bentley
 Tessier
 Champagne
 VanNess
 Kenny

Others Present:

William Thomas, Chairman
Hal Payne, Commissioner of
 Administrative & Fiscal Services
Joan Sady, Clerk
Paul Dusek, County Attorney
Supervisor Gabriels
Supervisor Geraghty
Supervisor Merlino
Supervisor Sokol
Supervisor F. Thomas
Please see attached list for all others present
Nicole Livingston, Deputy Clerk

Committee Member Absent:

Supervisor O'Connor

Mr. Monroe called the meeting of the Finance Committee to order at 10:48 a.m.

Motion was made by Mr. Belden, seconded by Mr. Bentley and carried unanimously to approve the minutes of the November 7, 2007 Committee meeting, subject to correction by the Clerk.

Copies of the Finance Agenda were provided to the Committee members, and a copy of same is on file with the minutes.

Commencing the Agenda review, Mr. Monroe apprised Item 1 were requests for Transfer of Funds for Committee approval. He noted that Supervisory Committee approval had been obtained as necessary.

Motion was made by Mr. Belden, seconded by Mr. Stec and carried unanimously to approve Item 1 as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Monroe stated Item 2 was a referral from Administrative & Fiscal Services, requesting to increase Capital Project No. H262.9550 280-Municipal Center Renovations/Addition, in the amount of \$20,000, with the source of funding to be transferred from Contingent Fund A.1990 469.

Motion was made by Mr. Belden and seconded by Mr. Champagne to approve the request as presented.

Mr. Belden questioned what this increase was for and Joan Sady, Clerk of the Board, replied this request was to cover the salary for the Building Projects Coordinator.

Following the discussion, Mr. Monroe called the question and the motion was carried unanimously to approve Item 2 as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Monroe said Item 3 was a referral from the Airport Committee, requesting to close Capital Project No. H237.9550 280-Construct Airfield Lighting, and to authorize the County treasurer to return the remaining funds to the General Fund. He noted the Airport Committee was aware of issues related to contractor's claim for additional funds and the claim was not supported by the engineer or the County.

Motion was made by Mr. Kenny, seconded by Mr. Stec and carried unanimously to approve Item 3 as outlined above and the necessary resolution was authorized for the next Board meeting.

Item 4, Mr. Monroe advised, was a referral from the Criminal Justice Committee, Public Defender, requesting a transfer of funds in the amount of \$7,314, due to a shortfall in allocations, together with a 20% increase in workload this year. He added that the requested source of funding for the \$7,314 was to be transferred from Contingent Fund A.1990 469.

Motion was made by Mr. Stec, seconded by Mr. Kenny and carried unanimously to approve Item 4 as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe expounded Items 5A through D were referrals from the DPW Committee. Item 5A, he said, was a request for authorization of a new contract with Foit-Albert Associates for a cost plus fixed fee not to exceed \$325,000 for engineering services and ROW (Right-of-Way) incidentals for replacement of the Middleton Bridge over Schroon River. He noted that the request was approved previously by the DPW Committee; however, it was held pending receipt of the Master Agreement from NYSDOT. He added that the Master Agreement has been received and the source of funding for the \$325,000 was Capital Project No. H272.9550 280-Harrington Road Bridge over Mill Creek.

Item 5B, Mr. Monroe stated, was a request to increase Capital Project No. H166.9550 280-Lake George Basin Sewer, in the amount of \$82,000 to provide the local share for the project. He said the source of funding was to be transferred from A.9950 910-Transfers Capital Projects.

Mr. Monroe added Item 5C was a request to amend the existing grant (Supplemental Agreement #2) with the NYSDOT to include an additional \$33,750 for ROW Acquisition

Phase and the source of funding for the \$33,750 was Capital Project No. H258.9550 280-Tannery Bridge over Stony Creek.

Mr. Monroe said Item 5D was a request to amend the existing grant (Supplemental Agreement #2) with the NYSDOT to include an additional \$32,275 for ROW Acquisition Phase and the source of funding for the \$32,275 was Capital Project No. H259.9550 280-Grist Mill Road Bridge over Stony Creek.

Motion was made by Mr. VanNess, seconded by Mr. Bentley and carried unanimously to approve Items 5A through D as outlined above and the necessary resolutions were authorized for the next Board meeting.

Mr. Monroe apprised Items 6A through D were referrals from the Health Services Committee and he listed them as follows:

A) Amending the 2007 County budget to increase estimated revenues and appropriations in the amount of \$1,681 to reflect receipt of insurance recovery check for vehicle accident;

B) Amending the 2007 County budget to increase estimated revenues and appropriations in the amount of \$1,000 to reflect changes in expenditures and revenues for 2007/2008 Emergency Preparedness Grant and how the funds were to be utilized;

C) Amending the 2007 County budget to increase estimated revenues and appropriations in the amount of \$59,174 to reflect additional WIC funding and how the funds were to be utilized; and

D) Amending the 2007 County budget to increase estimated revenues and appropriations in the amount of \$4,400 to reflect changes in expenditures and revenues for 2007/2008 WIC funding and how the funds were to be utilized.

Motion was made by Mr. VanNess, seconded by Mr. Kenny and carried unanimously to approve Items 6A through D as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe stated Item 7 was a referral from the Office of Emergency Services Committee requesting to increase Capital Project No. H254.9550 280-Fire Training Center Project, in the amount of \$50,000, to transfer money into the proper fund. He noted that the source of funding for the \$50,000 was to be transferred from A.9950 910-Transfers Capital Projects.

Motion was made by Mr. Bentley and seconded by Mr. VanNess to approve the request as presented.

Mr. Champagne asked what the current amount was in the Fire Training Center Project and Mr. VanNess responded that including the \$400,000 grant that was awarded to

Warren and Washington Counties, the current total was approximately \$700,000 between the two counties.

Following discussion, Mr. Monroe called the question and the motion was carried unanimously to approve Item 7 as outlined above and the necessary resolution was authorized for the next Board meeting.

Continuing the Agenda review, Mr. Monroe stated Items 8A through D were referrals from the Social Services Committee. Item 8A, he said, was a request to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$144,750. He added Item 8B was a request to amend the 2007 County budget to increase and decrease estimated revenues and appropriations in the amount of \$281,400 due to shortfalls.

Motion was made by Mr. Belden, seconded by Mr. Kenny and carried unanimously to approve Items 8A and B as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe advised Item 8C was a request to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$114,004 to fund the three new positions being created within the Department in 2008. He noted that this request would be presented at the January 2008 Organization Meeting.

Motion was made by Mr. Bentley and seconded by Mr. Belden to approve the request as presented.

Mr. Belden said the Personnel/Human Resources Committee had discussed this request at great length and did approve the creation of the three new positions; however, he suggested that the Committee consult with the County Attorney prior to approving the funding for the positions. Mrs. Sady stated a position could not be created without the funding for such included. She noted the positions did not have to be filled although they did have to be funded in order to be created. She added that the positions were 83% reimbursable by the State and the remaining balance of the costs of the three positions including fringe benefits had been achieved within the Department's existing 2008 budget.

Following discussions, Mr. Monroe called the question and the motion was carried unanimously to approve Item 8C as outlined above. The necessary resolution was authorized for the January 2008 organization meeting.

Mr. Monroe expounded Item 8D was a request to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$103,725 due to lack of funds.

Motion was made by Mr. VanNess, seconded by Mr. Kenny and carried unanimously to approve Item 8D as outlined above and the necessary resolution was authorized for the next board meeting.

Mr. Monroe apprised Items 9A through D were referrals from the Support Services Committee. Items 9A through C were requests from the Board of Elections, he said, and listed them as follows:

A) Amending the existing grant with the State of New York Board of Elections to extend the date that grant funds could be used for Voter Education/Poll Worker Training (Grant Contract #T002578), from March 2008 through March 2009;

B) Amending the existing grant with the State of New York Board of Elections to extend the date that grant funds could be used for NYS Voter Access for Individuals with Disabilities (Grant Contract #T002694), from March 2008 through March 2009; and

C) Amending the existing grant with the State of New York Board of Elections to extend the date that grant funds could be used for HHS Voter Access for Individuals with Disabilities (Grant Contract #T002636), from March 2008 through March 2009.

Motion was made by Mr. Belden, seconded by Mr. Champagne and carried unanimously to approve Items 9A through C as outlined above and the necessary resolutions were authorized for the next Board meeting.

Item 9D, Mr. Monroe stated, was a request from Weights & Measures, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$319 to reflect receipt of additional funds received from insurance check to cover the cost of repair to Department vehicle damaged in an accident.

Motion was made by Mr. Kenny, seconded by Mr. Belden and carried unanimously to approve Item 9D as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe said Item 10 was a referral from the Tourism Committee, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$275 to reflect receipt of advertising revenue.

Motion was made by Mr. VanNess, seconded by Mr. Belden and carried unanimously to approve Item 10 as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe advised Item 11 was a referral from the Westmount Health Facility and Countryside Adult Home Committee, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$44,365. He noted that a supplemental appropriation was required in the amount of \$22,183 and the recommended source of funding was to be transferred from Contingent Fund A.1990 469.

Motion was made by Mr. Belden, seconded by Mr. Champagne and carried unanimously to approve Item 11 as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe expounded Item 12 was a request to rescind Resolution No. 142 of 2007, Authorizing Budget Note in the Amount of \$200,000 for Payments to Architect and Construction Manager for Services relative to the Health and Human Services Building. He noted the source of funding was to be amended to be General Fund Unappropriated Surplus to cover those fees.

Motion was made by Mr. Stec, seconded by Mr. Bentley and carried unanimously to approve Item 12 as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe stated Item 13 was a request to appropriate Reserve for Occupancy Tax in the amount of \$97,400; amend the 2007 County budget to increase revenues (A.6417 2701.03) and appropriations (A.6417 470) in the amount of \$10,500 and to authorize a transfer of funds in the amount of \$250,000 from General Fund Unappropriated Surplus.

Motion was made by Mr. Champagne and seconded by Mr. VanNess to approve the request as presented.

Mr. Belden questioned if that amount of surplus was available to cover this and Richard Murphy, Deputy Commissioner of Fiscal Services, replied the estimated unappropriated surplus for this year was approximately \$2.5 million.

Discussion ensued. Hal Payne, Commissioner of Administrative & Fiscal Services, advised that the \$390,000 that went to the Towns from Occupancy Tax had not been encumbered until late in the year, as opposed to in the beginning of the year. He further explained that in order to avoid this from happening again next year, they had reduced the amount of contracts for next year and at the beginning of the year they would encumber all of the accounts that they knew would come out of that budget. Mr. Payne added that his Office would be overseeing the expenditures for the Tourism Department and meeting with them on a weekly basis if need be.

Following discussions, Mr. Monroe called the question and the motion was carried unanimously to approve Item 13 as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe stated Item 14 was a request to authorize the Chairman of the Board to execute all present and future sales contracts with property owners along Corinth Road/ Main Street/ Broad Street (CR#28) Reconstruction Project. He added that resolutions were done authorizing the Chairman to execute just compensation

correspondence and receipt of partial title search relative to each property; however, he said, no authorization was explicitly given to execute sales contracts and to pay the property owners.

Motion was made by Mr. VanNess, seconded by Mr. Bentley and carried unanimously to approve Item 14 as outlined above and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe noted Item 15 was a request from Paul Dusek, County Attorney, to address the Committee to provide an update on the PBA (Police Benevolent Association) Negotiations. Mr. Dusek advised an update was provided at the Personnel/Human Resources Committee meeting and was not necessary.

Concluding the Agenda review, Mr. Monroe stated Item 16 was for Finance Committee action on the following items that were approved by the Personnel/Human Resources Committee: Item Nos. 3A, 3C, 4A, 4B, 4C, 5B and 6.

Motion was made by Mr. Stec, seconded by Mr. VanNess and carried unanimously to approve Item 16 as outlined above.

Prior to adjournment, Mr. Monroe announced there was a case out of Chautauqua County, in which the Judge had ordered the State to stop paying taxes on State land. He further stated that it was his understanding that the NYS Attorney General planned to appeal the decision. He expressed his concern that the State's interest and the County's interest were not necessarily the same. Mr. Dusek said he was aware of the case and gave a brief history on it. He recommended the issue be referred to the Legislative Committee for further discussions. Mr. Monroe added it would be devastating if the State stopped paying taxes on forest preserve land in Warren County.

Discussion ensued.

There being no further business to come before the Committee, on motion made by Mr. VanNess and seconded by Mr. Belden, Mr. Monroe adjourned the meeting at 11:25 a.m.

Respectfully submitted,

Nicole Livingston, Deputy Clerk