

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SHERIFF & COMMUNICATIONS

DATE: JUNE 21, 2007

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<b>COMMITTEE MEMBERS PRESENT:</b>	<b>OTHERS PRESENT:</b>
SUPERVISORS BENTLEY	SHERIFF CLEVELAND
VANNESS	JOAN SADY, CLERK
MASON	SUPERVISORS CAIMANO
STEC	KENNY
	JOANN MCKINSTRY, DEPUTY COMMISSIONER OF
<b>COMMITTEE MEMBERS ABSENT:</b>	ADMINISTRATIVE & FISCAL SERVICES
O'CONNOR	MARVIN LEMERY, FIRE PREVENTION & BUILDING CODE
BELDEN	ENFORCEMENT ADMINISTRATOR
HASKELL	TODD LUNT, HUMAN RESOURCES DIRECTOR
	AMANDA ALLEN, LEGISLATIVE OFFICE SPECIALIST

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Mr. Bentley called the meeting of the Sheriff & Communications Committee to order at 9:30 a.m.

Motion was made by Mr. Stec, seconded by Mr. Mason and carried unanimously to approve the minutes from the May 24, 2007 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Larry Cleveland, Sheriff, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Sheriff Cleveland announced that the first agenda item pertained to a request to authorize out-of-state travel for John R. Diamond, a member of his maintenance staff, to attend a detention equipment and locking systems maintenance and repair program. He explained that the training classes would be held at the Southern Folger Detention Equipment Company Technical Training School, located in San Antonio, TX, beginning on October 1, 2007 and continuing through October 5, 2007. Sheriff Cleveland noted that the pertinent details of the travel request, including estimated costs, were included in the agenda for the Committee's review.

Mr. Mason asked if funding for the requested travel was available within the existing budget and Sheriff Cleveland replied affirmatively.

Motion was made by Mr. VanNess, seconded by Mr. Stec and carried unanimously to approve the request for out-of-state travel for John R. Diamond, as outlined above, and the necessary resolution was authorized for the July 20<sup>th</sup> Board meeting. *Copies of the travel request form and supporting documentation are on file with the minutes.*

The second agenda item listed, Sheriff Cleveland apprised, pertained to the status of the newly formed Sheriff's substation located in the Town of Warrensburg. He stated that although the

substation was primarily complete, it was not usable because the fiber-optic facilities had not yet been installed and they were unable to work from this location without the use of their computer system. Sheriff Cleveland advised that he anticipated the installation of the fiber-optics within the following week to ten days, allowing for the substation to begin operations prior to July 1<sup>st</sup>. He reminded the Committee that, as noted in prior meetings, the only costs incurred by the County for the additional substation would be those accumulated by telephone and fiber-optic capabilities, and the Town of Warrensburg would fund the remaining operation costs.

Mr. Mason advised the Committee that he'd had the opportunity to visit the newly formed Warrensburg substation and was very pleased with the outcome.

Sheriff Cleveland advised that agenda item number three related to the Budget Performance Report, which he distributed to the Committee members; *a copy of the Budget Performance Report is on file with the minutes.*

Referring to Code 470 (Contracts) listed under Department 3020 (Sheriff's 911 Center), Mr. VanNess noted that it appeared that 70% of the funds budgeted for this code had already been used and he asked if this was the reflection of contracts that required advance payment for services anticipated throughout the year. Sheriff Cleveland replied in the negative and he explained that these were actually encumbered funds, meaning that although they had not yet been spent they were expected to be paid and were appropriated so that they would not be used for other services.

Mr. VanNess then pointed out that the part-time salaries code listed under the Sheriff's Correction Division reflected a deficit and he asked what the reason for this was. Sheriff Cleveland explained that during budget negotiations this code had not been funded adequately; however, the part-time salaries were necessary in order to avoid increased overtime costs. Sheriff Cleveland advised that at the close of 2007 he intended to transfer funds from the full-time salaries code to cover the part-time salary expenditures and he did not foresee any issue in doing this.

Mr. Caimano stated that due to delays in the receipt of anticipated revenues from New York State, many Departments had suffered deficits. He noted that through no fault of Sheriff Cleveland's this issue had occurred in the Sheriff's Office Budget, due to delays in receipt of State funding. Mr. Caimano stated that pursuant to an analysis performed by JoAnn McKinstry, Deputy Commissioner of Administrative & Fiscal Services, it had been determined that the County Budget was consistently \$4 to \$6 million short due to the lag in the receipt of revenues from the State. In order to avoid this occurrence, Mr. Caimano stated that the County needed to either budget differently to account for delays in the receipt of revenue, or begin a lobbying process to demand that they be paid in a more timely fashion.

Discussion ensued.

Mr. Caimano apprised that representatives of the New York State Comptroller's Office had recently

performed a review of the credit accounts used by the County and had determined that of the eight Counties investigated, Warren County was determined to be one of the best. In addition, he noted, the State Comptroller had stated that Sheriff Cleveland “ran a tight ship” and could find no faults in the process used by the Sheriff’s Office. Mr. Caimano stated that he wanted to be sure this information was on the record, as Sheriff Cleveland’s procedures in this area had previously been questioned by the Finance Committee. Sheriff Cleveland thanked Mr. Caimano for making note of the comments made by the New York State Comptroller’s Office.

Concluding the agenda review, Sheriff Cleveland advised that the last item listed referred to contract negotiations and he stated that a short executive session was necessary to discuss this matter.

Motion was made by Mr. Stec, seconded by Mr. Mason and carried unanimously that executive session be declared, pursuant to section 105(e) of the Public Officers Law, to discuss collective negotiations.

Executive session was declared from 9:40 a.m. to 9:42 a.m.

Upon reconvening, Mr. Bentley announced that no action was necessary pursuant to executive session.

As there was no further business to come before the Sheriff & Communications Committee, on motion made by Mr. Stec and seconded by Mr. VanNess, Mr. Bentley adjourned the meeting at 9:43 a.m.

Respectfully submitted,  
Amanda Allen, Legislative Office Specialist