

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **FINANCE**

DATE: **OCTOBER 8, 2008**

Committee Members Present:

Supervisors Stec
 Belden
 O'Connor
 Bentley
 Tessier
 Champagne
 VanNess
 Kenny
 Merlino

Others Present:

Fred Monroe, Chairman
Hal Payne, Commissioner of
 Administrative & Fiscal Services
Joan Sady, Clerk of the Board
Paul Dusek, County Attorney
JoAnn McKinstry, Deputy Commissioner of
 Administrative & Fiscal Services
Kevin Geraghty, Budget Officer
Supervisor Strainer
Supervisor Thomas
Don DeGraw, Airport Manager
William Lamy, DPW Superintendent
Todd Lunt, Human Resources Director
Richard Murphy, Deputy Commissioner of
 Fiscal Services
Frank O'Keefe, County Treasurer
Shane Ross, Chief Deputy
Bud York, Sheriff
Alyson Martin, *The Post Star*
Nicole Livingston, Deputy Clerk

Mr. Stec called the meeting to order at 10:30 a.m.

Motion was made by Mr. VanNess, seconded by Mr. Belden and carried unanimously to approve the minutes of the September 10, 2008 Committee meeting, subject to correction by the Clerk of the Board.

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. Stec apprised Item 1 were the requests for Transfer of Funds which were attached for Committee approval. He noted that Supervisory Committee approval had been obtained as necessary.

Motion was made by Mr. O'Connor, seconded by Mr. Bentley and carried unanimously to approve Item 1 as outlined above, and the necessary resolution was authorized for the next board meeting.

Item 2, Mr. Stec stated was a request for Transfer of Funds from A.1990 469-Contingent Fund to A.1040 417, in the amount of \$21,327 to pay the 2008-2009 school taxes for the Gaslight Village property. (Note: 62% County share-\$13,222.47;

19% Town of Lake George share-\$4,052.05; and 19% Village of Lake George share-\$4,052.05).

Motion was made by Mr. Kenny, seconded by Mr. Belden and carried unanimously to approve Item 2 as outlined above, and the necessary resolution was authorized for the next board meeting. *(Subsequent to the meeting, it was determined that only the County share in the amount of \$13,222 needed to be transferred.)*

Mr. Stec expounded Item 3 was a referral from the Criminal Justice Committee, Probation Department, requesting to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$3,000 to reflect receipt of New York State Division of Probation funding for polygraph services for Level 2 & 3 sex offenders.

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

Sheriff York entered the meeting at 10:32 a.m.

Mr. Stec advised Items 4A through E were referrals from the Health Services Committee, Westmount Health Facility. He listed the requests as follows:

A) Increasing Capital Project No. H270.9550 280-Air Handler Installation in the amount of \$35 to cover approved change order from Monahan & Loughlin;

B) Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$800 to reflect receipt of HCRA Recruitment and Retention grant Funds;

C) Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$360 to reflect receipt of HCRA Recruitment and Retention grant Funds;

D) Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$39,060 to reflect receipt of HCRA Recruitment and Retention grant Funds; and

E) Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$446 to reflect receipt of HCRA Recruitment and Retention grant Funds.

Motion was made by Mr. Champagne, seconded by Mr. Belden and carried unanimously to approve Items 4A through E as outlined above, and the necessary resolutions were authorized for the next board meeting.

Mr. Stec said Item 5 was a referral from the Planning and Community Development Committee, Planning and Community Development, requesting to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$419 to reflect receipt of reimbursement for postage.

Motion was made by Mr. Champagne, seconded by Mr. Tessier and carried unanimously to approve Item 5 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Stec apprised Item 6 was a referral from the Public Safety Committee, Sheriff & Communications, requesting to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$14,314 to reflect receipt of revenues obtained from the Wireless 911 Reimbursement Program.

Motion was made by Mr. VanNess, seconded by Mr. Merlino and carried unanimously to approve Item 6 as outlined above, and the necessary resolution was authorized for the next board meeting.

Items 7A through D, Mr. Stec stated, were referrals from the Public Works Committee. He said Item 7A was a referral from DPW, requesting to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$133,078 to reflect receipt of additional CHIPS funding.

Motion was made by Mr. Belden, seconded by Mr. Bentley and carried unanimously to approve Item 7A as outlined above, and the necessary resolution was authorized for the next board meeting.

Item 7B, Mr. Stec noted, was a referral from Parks, Recreation & Railroad, requesting to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$13,750 to reflect 20% of in-kind services required by AGFTC "Make the Connection Program".

Motion was made by Mr. Merlino, seconded by Mr. VanNess and carried unanimously to approve Item 7B as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Stec expounded Items 7C and D were referrals from Airport. Item 7C, he said, was a request to increase Capital Reserve Project No. H264.9550 280-Runway 1 Safety Area Wetland Mitigation Project, in the amount of \$304,294, with the source of funding

to be determined. He noted that the FAA reimbursement was anticipated when the wetland mitigation construction was complete. He added that in order to complete the project and be eligible for FAA reimbursement, an additional amount of \$304,294 must be appropriated to the project.

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

Joan Sady, Clerk of the Board, advised there were not enough funds in the Contingent Fund to cover this expense; however, she said, either General Fund Surplus could be used or the funds could be borrowed in the form of a BAN (Bond Anticipation Note).

Mr. Belden questioned if the funds were taken from Surplus, would it be 100% reimbursed. William Lamy, DPW Superintendent, replied that the reimbursement from the FAA was 95%, the State would reimburse 2 ½% and the County share would be 2 ½% which was \$7,600. Mr. Belden asked why the funds had to be advanced up front. Mr. Lamy explained that with all of the grant projects, the County advanced all of the money up front and then would seek reimbursement. He further explained that the particular issue with this project was that the FAA would not amend the grant agreement until the project was completed.

Mr. Stec wondered if there was any question that the funds would be reimbursed and Mr. Lamy said that the County had been very successful in the past in receiving reimbursements on similar projects.

Mr. Geraghty entered the meeting at 10:39 a.m.

Mr. Stec asked if there was an expected time-line for the reimbursement and Mr. Lamy responded it would probably be a few months before reimbursement was received.

Mr. Dusek entered the meeting at 10:41 a.m.

Mr. Tessier apprised that if a BAN was obtained and the FAA reimbursement was received within a year, the BAN could be paid off at that time. Mr. Belden agreed and recommended that a BAN be obtained to fund the increase in the project.

Frank O'Keefe, County Treasurer, suggested that the interest rates be determined prior to the BAN being obtained because if the interest rates were high, it may be more reasonable to use the General Fund Surplus.

Don DeGraw, Airport Manager, cautioned the Committee members that there was no guarantee as to when the reimbursement would be received.

Mr. Belden amended his motion to approve the increase to Capital Project No. H264.9550 280 in the amount of \$304,294, with the source of funding to be a five-year BAN, pending the recommendation of the County Treasurer after the interest rates were reviewed; otherwise, the funds would be transferred from the General Fund Surplus in the amount of \$304,294. Mr. VanNess seconded the amended motion.

Mr. Stec called the question and the motion was carried unanimously to approve Item 7C as outlined above with the source of funding to be either a five-year BAN or a transfer from the General Fund Surplus in the amount of \$304,294. The necessary resolution was authorized for the next board meeting.

Mr. Lamy asked when the funds would be available in the Capital Project and Mr. Stec replied the funds would be transferred into the project following the October 17, 2008 Board meeting.

Continuing, Mr. Stec noted Item 7D was a request to amend Resolution No. 362 of 2008, which authorized submission of a grant application for an airport obstruction study and amending Resolution No. 347 of 2008, which established Capital Project No. H288.9550 280-Airport Obstruction Study Update, to correct the estimated cost of such project from \$100,000 to the actual cost of \$98,948; thereby changing the Federal, State and Local shares as outlined on the attached.

Motion was made by Mr. Champagne, seconded by Mr. Belden and carried unanimously to approve Item 7D as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Stec apprised Items 8A and B were referrals from the Social Services Committee. Item 8A, he said, was a request to amend the 2008 County budget to decrease estimated revenues and appropriations in the amount of \$206,000 to balance the Social Services budget. He added that Item 8B was a request to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$112,600 to reflect receipt of Medicaid reimbursement.

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

Mr. Merlino asked if there was an explanation as to why the reduction was necessary and Mrs. Sady replied that the Commissioner of the Department of Social Services had adjusted the figures to what would actually be received, which was \$206,000 less than what had been budgeted.

Mr. Stec advised Item 9 was a request from Paul Dusek, County Attorney, to address the Committee about the Builders Risk Coverage with regard to the Health and Human

Services Building, with a limit of \$19.1 million for 15 months, at a premium of \$14,325.

Mr. Dusek explained this coverage was needed to cover the building during the course of time that it was under construction. In the past, he said, it would have been included in the contractors agreement, requiring the contractor to obtain coverage. However, he added, it had been determined that it would be less costly for the County to obtain the insurance coverage through the County's insurance agent. Mr. Stec asked who the County's insurance agent was and Mr. Dusek responded it was Cool Insuring Agency. Mr. Belden questioned if the contractor would reimburse the County for this expense and Mr. Dusek replied in the negative, noting that the County had opted to purchase the coverage as opposed to having the contractors buy it.

Mr. Dusek clarified that the contracts required the contractors to purchase their own insurance coverage with regard to all liability type issues in order to protect the County. The Builders Risk Coverage, he stated, covered things such as theft from the site, or if the building were to burn or be struck by lightning during construction. Mr. Stec referred to the \$19.1 million limit that was set and questioned if it was necessary to have the limit set that high. Mr. Dusek said every individual cost had been reviewed and the County did not purchase more insurance than was absolutely necessary.

Motion was made by Mr. Bentley, seconded by Mr. Tessier and carried unanimously to authorize the purchase of the Builders Risk Coverage with a premium of \$14,325 and the source of funding to be transferred from Capital Project No. H263.9550 280-Design and Construction of Health and Human Services Building.

Concluding the Agenda review, Mr. Stec advised Item 10 was a request for Finance Committee action on the following item, which was approved by the Personnel Committee: Item No. 2C.

Motion was made by Mr. Tessier, seconded by Mr. Kenny and carried unanimously to approve Item 10 as outlined above.

There being no further business to come before the Committee, on motion made by Mr. Bentley and seconded by Mr. Kenny, Mr. Stec adjourned the meeting at 10:55 a.m.

Respectfully submitted,

Nicole Livingston, Deputy Clerk