

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **FINANCE**

DATE: **MAY 9, 2012**

Committee Members Present:

Supervisors Thomas
Taylor
Sokol
Bentley
Wood
Kenny
Merlino
Conover

Others Present:

Daniel G. Stec, Chairman of the Board
Paul Dusek, County Administrator
Joan Sady, Clerk of the Board
Kevin Geraghty, Budget Officer
Supervisor Girard
Supervisor Mason
Supervisor Strainer
Mike Swan, County Treasurer
John Strough, Queensbury Town Councilman
Don Lehman, *The Post Star*
Nicole Livingston, Second Deputy Clerk

Committee Member Absent:

Supervisor Monroe

Mr. Thomas called the meeting of the Finance Committee to order at 10:00 a.m.

Motion was made by Mr. Kenny, seconded by Mrs. Wood and carried unanimously to approve the minutes of the April 11, 2012 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 Action Agenda review, Mr. Thomas stated 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. Bentley, seconded by Mr. Sokol and carried unanimously to approve Item 1 as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Thomas advised Item 2 was a referral from the County Treasurer, requesting to create the position of Account Clerk PT #1, part-time (19 hours per week), Grade 4, annual pro-rated salary of \$12,033 and deleting the position of Principal Account Clerk, part-time (19 hours per week), annual pro-rated salary of \$18,894, effective May 18, 2012; thereby amending the Department's Table of Organization.

Motion was made by Mr. Taylor, seconded by Mr. Conover and carried unanimously to approve Item 2 as outlined above. The necessary resolution was authorized for the next Board meeting.

Mr. Thomas asserted Items 3A and B were referrals from the County Facilities Committee. Item 3A, he said, was referred from the Airport, requesting to increase Capital Project No. H326.9550 280 Aircraft Rescue and Firefighting Facility Expansion Project to cover additional project costs due to the necessity to re-bid the project and a few small change orders, in the amount of \$25,762.03, with the source of funding for the Local Share to be appropriated from A.892.00 General, Reserve Airport Projects.

Paul Dusek, County Administrator, entered the meeting at 10:05 a.m.

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

Mr. Thomas added Item 3B was requesting a source of funding for an amount up to \$5,859.50 to cover the cost of additional emergency lighting for the Human Services Building, contingent upon testing to ensure only the necessary number of fixtures are purchased.

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

Mr. Kenny asked why there was not enough emergency lighting in the Building and Mr. Thomas explained that if there was a power failure and a generator failure the stairwells and corridors would not be properly lit and therefore the emergency lights were needed. Mr. Bentley questioned how the Building was constructed without emergency lighting and Mr. Thomas replied that because of the generator, the emergency lights were not necessary in order to comply with building codes. Mr. Merlino asked if County staff would be installing the lights and Mr. Dusek responded affirmatively.

Mr. Thomas recommended that the source of funding for the emergency lighting be a Contingent Fund transfer in the amount of \$5,859.50 and the Committee agreed.

Mr. Thomas called the question and the motion was carried unanimously to approve Item 3B and to authorize a Contingent Fund transfer not to exceed \$5,859.50 to cover the cost of additional emergency lighting for the Human Services Building, contingent upon testing to ensure only the necessary number of fixtures are purchased. The necessary resolution was authorized for the next Board meeting.

Mr. Thomas stated Item 4 was a referral from the Economic Growth & Development Committee, Planning & Community Development, requesting to establish Capital Project No. H334.9550 280 First Wilderness 2011 to administer the grant award under

the Local Waterfront Revitalization Program, in the amount of \$463,116, with the source of funding to be Grants from Local Governments.

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

Mr. Thomas apprised Item 5 was a referral from the Gaslight Village Ad Hoc Committee, requesting authorization to use parking revenues generated at the former Gaslight Village property as a source of funding to cover the cost of a survey for the reconfiguration of the Festival Space.

Motion was made by Mr. Kenny and seconded by Mr. Conover to approve the request as presented.

Mr. Geraghty questioned what the survey was for because he thought that all portions of the property had already been surveyed. Mr. Thomas explained the Festival Space had been reconfigured from the original plan and required a survey. Mr. Geraghty asked how much the survey would cost and Joan Sady, Clerk of the Board, responded that Jeff Tennyson, Superintendent of Public Works, estimated the cost to be around \$2,000. In response to an inquiry, Mr. Dusek asserted that the Festival Space had been reconfigured a few times over the years and therefore the survey was needed to be included in the filing documents with regard to the Conservation Easement.

Following discussion, Mr. Thomas called the question and the motion was carried unanimously to approve Item 5 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas remarked that Items 6A through C were referrals from the Human Services Committee. Items 6A and B, he said, were referred from the Employment & Training Administration. He stated Item 6A was a request to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$8,173 to reflect receipt of Federal funds to reimburse training for dislocated workers.

Motion was made by Mrs. Wood, seconded by Mr. Taylor and carried unanimously to approve Item 6A as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas added Item 6B was a request to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$68,778 to reflect receipt of State grant funds to administer the Summer Youth Employment Program.

Motion was made by Mr. Sokol, seconded by Mr. Bentley and carried unanimously to approve Item 6B as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas noted Item 6C was referred from the Office for the Aging and was a request for a Contingent Fund transfer in the amount of \$87,405.69 into various codes to reinstate the Departmental budget to the original 2012 request due to changes to the nutrition site proposal.

Motion was made by Mr. Taylor and seconded by Mrs. Wood to approve the request as presented.

Mr. Taylor asked if a savings was anticipated as a result of the proposed changes in the nutrition sites current operations and Mr. Dusek replied affirmatively, noting there was a projected savings of approximately \$40,000; the funds listed above had been previously earmarked in the Contingent Fund for the continued operation of the Meal Site Program.

Mr. Thomas called the question and the motion was carried unanimously to approve Item 6C as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas advised Item 7 was a referral from the Occupancy Tax Coordination Committee, authorizing the County Treasurer to appropriate funds from the Reserve for Occupancy Tax (A.881.00) to Budget Code A.6417 469 Tourism Occupancy-Other Payments/Contributions, in the amount of \$23,462 to cover payments to municipalities as a result of an increase in occupancy tax collections in 2011.

Motion was made by Mr. Kenny, seconded by Mr. Conover and carried unanimously to approve Item 7 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas informed Items 8A through D were referrals from the Public Safety Committee. Item 8A, he said, was referred from the Office of Emergency Services, requesting to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$89,370 to reflect receipt of State Homeland Security Planning (SHSP) grant funds.

Motion was made by Mrs. Wood, seconded by Mr. Bentley and carried unanimously to approve Item 8A as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas reported Items 8B through D were referred from the Sheriff & Communications, and he listed the requests as follows:

B) Amending the 2012 County budget to increase estimated revenues and appropriations in the amount of \$45,630 to reflect receipt of 2011 Law Enforcement Terrorism Prevention Program (LETPP) grant funds;

C) Amending the 2012 County budget to increase estimated revenues and appropriations in the amount of \$21,246 to reflect receipt of 2008 and 2009 LETPP grant funds; and

D) Amending the 2012 County budget to increase estimated revenues and appropriations in the amount of \$33,228 to reflect receipt of funds from the 2011-2014 Local Enhanced Wireless 911 Program.

Motion was made by Mr. Taylor, seconded by Mr. Conover and carried unanimously to approve Item 8B as outlined above, and the necessary resolution was authorized for the next Board meeting.

Motion was made by Mr. Kenny, seconded by Mr. Merlino and carried unanimously to approve Items 8C and D as outlined above, and the necessary resolutions were authorized for the next Board meeting.

Mr. Thomas apprised Items 9A through E were referrals from the Public Works Committee. He stated Item 9A was referred from the Parks, Recreation & Railroad Division, requesting to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$10,401 to include unexpended funds from the 2011 Up Yonda Farm budget.

Motion was made by Mr. Bentley, seconded by Mrs. Wood and carried unanimously to approve Item 9A as outlined above, and the necessary resolution was authorized for the next Board meeting.

Items 9B through 9E, Mr. Thomas continued, were referred from the DPW. Item 9B, he said, was a request to establish Capital Project No. H333.9550 280 Valley Road (CR 36) over Patterson Creek Bridge Replacement for preliminary engineering for the project, in the amount of \$245,000, with the source of funding to be 80% Federal Share for the amount of \$196,000; 15% State Marchiselli Share for the amount of \$36,750; and 5% Local Share for the amount of \$12,250, to be transferred from A.9950 910 Transfers-Capital Projects.

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

Mr. Thomas added Item 9C was a request to decrease Capital Project No. H277.9550 280 Beach Road (CR 51/6) Reconstruction Project in the amount of \$12,250 and to return funds to the General Fund (A.1325.5031) and to authorize the County Treasurer to appropriate \$12,250 to Transfers-Capital Projects (A.9950 910) to provide the Local Share for Capital Project No. H333.9550 280 Valley Road (CR 36) over Patterson Creek Bridge Replacement.

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

Mr. Thomas noted Item 9D was a request to amend the 2012 County budget to increase estimated revenues in the amount of \$30,000 and estimated appropriations in the amount of \$7,200 to establish an operating budget for the new West Brook Parking Lot.

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

Mr. Thomas stated Item 9E was a request to authorize the closure of multiple Road Projects, as per the attached, and transferring all remaining funds to D.5112.8156 280 County Road, County Roads-CR#72 Garnet Lake Road-Johnsburg-Projects.

Motion was made by Mr. Bentley, seconded by Mrs. Wood and carried unanimously to approve Item 9E as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas commented Item 10 was a referral from the Social Services Committee, requesting to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$70,081 to reflect 100% reimbursement for the two positions created in the Medicaid Unit.

Motion was made by Mr. Sokol and seconded by Mrs. Wood to approve the request as presented.

Mr. Bentley asked if the 100% reimbursement of the positions included the associated benefits and Mrs. Sady replied affirmatively.

Mr. Thomas called the question and the motion was carried unanimously to approve Item 10 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas remarked Item 11 was a request to establish the Mandate Relief Sub-Committee for Warren County and name the following members: Supervisors Westcott, Monroe, Taylor, Girard, Wood, Mason and Conover.

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

Mr. Thomas apprised Item 12 was a request from NYSAC for a resolution naming May 16, 2012 as "Mayday for Mandate Relief" in Warren County.

Motion was made by Mr. Sokol, 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. Thomas announced Item 13 was for Finance Committee action which was required on the following items as approved by the Personnel Committee: Item Nos. 3, 5A, 5B, 6A and 6B. Mr. Dusek interjected that Personnel Item 7C regarding the purchase of a full service time clock for the Sheriff's Jail should be included, as the Committee approved a Contingent Fund transfer for the purchase of such. The Committee agreed to include Item 7C as presented.

Motion was made by Mr. Kenny, seconded by Mr. Taylor and carried unanimously to approve Item 13 as outlined above.

Mr. Thomas referred to Item IV. Topics to be reported on/discussions/updates and noted Item 1 was a report from the County Treasurer on the summary of refunding results.

Mike Swan, County Treasurer, referred to a recent resolution that authorized the refinancing of bonds for the Public Safety Building. He informed that on April 25, 2012 the bonds were re-sold and the County refinanced, resulting in a total savings of \$724,000, which would amount to approximately \$59,000 to \$60,000 per year between now and 2023. He apprised that as a part of this process, a new credit rating needed to be obtained, and the County's rating was raised from an A+ Stable rating to an A+ Positive rating.

Chairman Stec entered the meeting at 10:26 a.m.

Mr. Swan reported that the County's Fiscal Advisor had told him that out of nearly 1,500 applications for new credit ratings, Warren County and one other county were the only ones to receive a rate increase, all other counties either received a rate decrease or stayed the same. He opined that the main reason the County received a

rate increase was due to the ability to build a budget surplus and to show fiscal responsibility.

Mr. Thomas said Item 2 was a request from the County Administrator to address the Committee regarding amending Resolution No. 544 of 2011; correcting the source of funding of Reserve A.880.00 Up Yonda Repairs and Improvements.

Mr. Dusek explained that originally the resolution authorized a Reserve Fund for Up Yonda Farm, in which only the unexpended monies from the operating budget would be appropriated to the Fund, and it had since been determined that the unexpended monies should include actual revenues and expenditures.

Motion was made by Mr. Sokol, seconded by Mr. Bentley and carried unanimously to approve the request to amend amend Resolution No. 544 of 2011 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Thomas added Item 3 concerned the Response to the Budget Analysis Report from the County Treasurer as prepared by the County Administrator, which would be emailed when completed.

There being no further business to come before the Committee, on motion made by Mr. Kenny and seconded by Mr. Taylor, Mr. Thomas adjourned the meeting at 10:30 a.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk