

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: OCTOBER 7, 2015

COMMITTEE MEMBERS PRESENT:

SUPERVISORS CONOVER
TAYLOR
SOKOL
WOOD
KENNY
MERLINO
FRASIER
DICKINSON

OTHERS PRESENT:

REPRESENTING SUNY ADIRONDACK:
KRISTINE DUFFY, PRESIDENT
ANN MARIE SOMMA, VICE PRESIDENT FOR ADMINISTRATIVE SERVICES AND
TREASURER
REPRESENTING THE WARREN COUNTY SPCA:
JIM FITZGERALD, PRESIDENT
CHRIS HICKEY, TREASURER
MIKE SWAN, COUNTY TREASURER
ROBERT LYNCH, DEPUTY COUNTY TREASURER
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
AMANDA ALLEN, CLERK OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
BROCK
GIRARD
MCDEVIT
SEEBER
SIMPSON
STROUGH
JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC
WORKS
GEORGE STEC, TOWN OF QUEENSBURY RESIDENT
LARRY PALTROWITZ, SPECIAL COUNSEL TO THE COUNTY
DON LEHMAN, *THE POST STAR*
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR MONROE

Mr. Conover called the meeting of the Finance Committee to order at 12:02 p.m.

Motion was made by Mrs. Frasier, seconded by Mr. Kenny and carried unanimously to approve the minutes of the prior Committee meeting, subject to the Clerk of the Board.

Copies of the meeting agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Mr. Conover requested that Ms. Seeber address the Committee in regards to Agenda Item 2 which pertained to Resolution No. 445 of 2015, *Community College - Supporting the Adirondack Community College Capital Improvement Plan for 2016-17*, as well as SUNY Adirondack's NSTEM (Nursing, Science, Technology, Engineering and Math) Project. She announced that a copy of the proposed resolution was emailed to the Board members for their consideration. She reminded the Committee that a different resolution concerning the same subject had been tabled at the September 18th Board meeting so the college could provide additional clarification with the content included in the resolution. She stated she believed the confusion revolved around a potential project for the NSTEM building, as well as further explanation on Capital Projects the County needed to address and provide approval for. She said some information had been included in the original resolution that was not required to be there; therefore, she informed, they had worked with the college to draft a new resolution with the correct content. She indicated she felt the question that arose from the meeting was whether the \$400,000 listed as the Local Share of the costs on the resolution was funding that would be derived from financial contributions made by Warren and Washington Counties. She clarified the Local Share

consisted of funding received from chargebacks. She noted the college was not requesting that the County provide \$400,000 towards the improvements detailed in the resolution. She requested that Kristine Duffy, *President of SUNY Adirondack*, and Ann Marie Somma, *Vice President for Administrative Services and Treasurer*, provide further explanation on the resolution and answer any questions the Committee members may have. She noted a separate discussion regarding the colleges request for funding assistance for the NSTEM building project would also be taking place due to the unique time frame they faced to move forward with the project.

Ms. Duffy reminded the Committee of the Joint meeting of the Community College and Finance Committees that took place on September 2nd to discuss their annual request for support of their listing of anticipated capital projects for the upcoming year. She explained the request was submitted to the State once a year to fund 50% of the projects. She said the State required the request to be submitted to them in the fall to establish whether they would approve them for funding. She said once the State approved the projects for funding the college was responsible for identifying funding sources for their share of the costs. She mentioned the projects normally consisted of deferred maintenance items. She reported funding that was used for their share was referred to as the Local Share which consisted of several different funding sources. She informed they utilized their Operating and Capital Chargebacks that originated from the \$300 fee per FTE (Full Time Equivalent) per semester for non-sponsor New York State residents to match the funding provided by the State. She pointed out they had included their approach in which they were requesting the State to match the cost of their projects. She remarked she thought the confusion originated from the fact that the request included furnishings for the NSTEM building, which was the project they had requested financial assistance from the County on. She apprised she felt they had resolved the confusion with the draft resolution that was before them today which included language required by SUNY in order to meet their requirements. She stated the request before them was for County support to submit the capital projects to the State in order to receive the 50% match in funding from them. She noted they would not commence work on any of the capital projects until they had secured the full amount of funding required. She pointed out there was no obligation on the County's part within the request to provide financial support for any of the capital projects listed to date, as other funding sources would be used for the local match such as funding from the SUNY Adirondack Foundation, Capital Chargebacks, and private grants. She added these were the only sources of funding the college had for these projects.

Mr. Taylor apprised he had not been confused regarding whether the funding was for the NSTEM Building but rather his concern was that \$4 million in furnishings and equipment would be purchased for the NSTEM Building Project that had not been approved as of yet. Mr. Conover requested that Ms. Duffy address this matter, as he was aware that Mr Brock had expressed the same concern. Ms. Duffy advised the SUNY Adirondack Foundation had committed to raise \$2 million in funding for furnishings and equipment for the NSTEM and WORC (Workforce Readiness Center) Buildings should they ever come to fruition. She continued, since they had secured half of the funding necessary should the projects ever move forward they included it their request to the State for the 50% match. She reiterated the funding would not be expended if the buildings were not constructed but they preferred to make the request now rather than wait until the Projects were approved for funding because they were within the course of business on SUNY's list of Capital Projects. She stated the State's portion of the funding would remain unexpended until the college was able to come up with their share of the costs. She indicated should the projects move forward and the SUNY Adirondack Foundation was unable to raise the \$2 million they committed the college would have to locate a source of funding within their operating budget. She added they were optimistic the SUNY Adirondack Foundation would be able to raise the funds required.

Mr. Conover advised they would proceed to the next Agenda Item while waiting for copies of the proposed resolution to be made. Ms. Seeber interjected that she wanted to ensure there were no questions regarding the \$400,000 in chargeback funds, as she was aware that a number of concerns had been raised involving where these funds originated from at the September 18th Board meeting. Mr.

Conover apprised they would return to the discussion following their review of Section III, Item 1.

Privilege of the floor was extended to Jim Fitzgerald, *President of the Warren County SPCA*, who apprised he was in attendance today with Jim Hickey, *Treasurer of the Warren County SPCA*, to address the Committee regarding SPCA funding. He said he would like to discuss with the Committee their present financial status moving forward in 2016, the concerns and needs of the community, and how they would like to address them. He deferred to Mr. Hickey since their concerns revolved around finances. Mr. Hickey stated the Warren County SPCA had been in existence since the early 1960's and was primarily a volunteer based organization that provided human services to abused, neglected and stray animals throughout the County. He mentioned the majority of their work had been completed primarily by volunteers and was mostly funded over the last several years through a significant donation that was made to their organization, as well as what he considered to be a nominal annual contribution from the County in the amount of \$8,000. He advised the Board of the Warren County SPCA approached Mr. Fitzgerald last year about discontinuing the service since they no longer foresaw the long term viability of the organization in the County. He attributed Mr. Fitzgerald's passion for animals for contributing to the fact that he stepped up to take it over. He said Mr. Fitzgerald had readily accepted the challenge of taking over what had been a dysfunctional process for managing animal control throughout the County. He remarked that Mr. Fitzgerald had a working vision for what the Warren County SPCA should be doing for the County and its residents. He noted on average they responded to 2,900 calls within the County; he pointed out this figure did not account for the calls occurring in the Town of Queensbury since Mr. Fitzgerald's full-time job was as the Town of Queensbury Animal Control Officer. He apprised the organization had significantly depleted the donation they received with only \$80,000 remaining in the bank; he anticipated these funds would be depleted in a year if they did not receive any contracts from other organizations. He said the challenges associated with SPCA Operations related to providing the necessary staff and resources to fund their work. He noted it was no longer feasible for the volunteers to continue to manage the calls. He mentioned they were putting together a staffing model that would allow the organization to continue to answer calls. He indicated since Mr. Fitzgerald had taken over the number of complaints regarding stray and neglected animals had decreased significantly. He remarked the issue was Mr. Fitzgerald was performing the work without being compensated other than for mileage. He said they had also commenced work on constructing a building that would be used to impound the animals that were taken in which would provide a significant savings to them since they would no longer have to utilize the local animal hospital for this service. He stated the combination of providing the impound building to support the need to the County in addition to the staffing to be able to perform the work necessary to take care of the animals required an increase in the contract with the County to \$100,000 on an annual basis. He said although this appeared to be a substantial increase it only equated to about \$45 per call, which was minimal considering the area and scope of work covered. He added the \$45 was included in the model that would compensate the individuals responding to calls because they could not to continue to do so with volunteers.

Mr. Dickinson apprised the Town of Lake George currently had a contract with the Warren County SPCA for the work; he remarked he was pleased with their response to animal control issues that occurred in his Town. He inquired whether their organization had contracts in place with other municipalities and Mr. Hickey replied they currently had contracts with the Towns of Lake Luzerne and Lake George. He added they had submitted a proposal to take over animal control services in the City of Glens Falls; however, he said, no contract was in place as of yet. He advised their goal for the organization was to have contracts in place with every municipality within the County. Mr. Dickinson informed he felt that Mr. Fitzgerald had brought professionalism to the organization pointing to the fact that marked vehicles with individuals in uniform were used when responding to calls which assisted people with identifying them.

Mr. Merlino stated he was ecstatic with the services the Warren County SPCA provided in the Town of Lake Luzerne. He pointed out he had not received any complaints regarding the services provided from

his residents since Mr. Fitzgerald took over animal control from the Town a year ago. He said Mr. Fitzgerald notified him whenever he responded to a complaint in his Town.

Mr. Hickey commented that Mr. Fitzgerald's passion for his work was undeniable; he added he felt his vision was appropriate for the organization and the work they did. He stated one of Mr. Fitzgerald's first tasks when he took over was to instill professionalism into the organization by implementing changes such as providing uniforms and marked vehicles to responders, as well as constructing a facility to house the impounded animals. He said in order to build upon the infrastructure being implemented they required the additional funding to staff the organization and continue to carry out the work in the long-term.

Mr. McDevitt acknowledged the efforts of the local contractor who was volunteering his time to construct the new facility for the Warren County SPCA in the Town of Queensbury. He advised of an incident he was involved with in the City of Glens Falls with dogs wherein a local police officer was sent to respond since at that time no program was in place for the City. He remarked he felt this spoke to the dysfunction of the system since it had taken law enforcement away from their main job to deal with criminal issues

Mr. Hickey apprised that Mr. Fitzgerald had been very successful in building good relationships with law enforcement agencies; he pointed out in municipalities without their own animal control officer the responsibility fell upon law enforcement agencies, since they were required to provide some form of animal control. He indicated one of the items Mr. Fitzgerald had focused on over the past year was developing relationships with the local law enforcement agencies. He said they had not worked much with the Glens Falls Police Department because the City currently had a separate contract for animal control which they were hoping to take over. He said issues arose in municipalities where there were separate contracts for different types of animals such as having one in place for cats and another in place for dogs. He mentioned this created accountability issues and did not include issues with wildlife.

Ms. Seeber clarified that the contract amount had been increased from \$8,000 to \$20,000 in January of this year. She stated during the January Board meeting the Board had indicated they would revisit the funding issues for next year's contract since they were aware \$20,000 would not suffice for the services needed. She questioned whether the \$100,000 would cover the deficit that had been previously discussed and Mr. Hickey confirmed that it would.

Mr. Conover inquired what the pleasure of the Committee was and Mr. Dickinson recommended they refer the matter to the Budget Committee with the recommendation that the increase be included in the 2016 County Budget. He pointed out the County contained a large population of former household pets that were now feral, as well as a number of other issues relating to animals that required addressing. He said it would be reassuring to have trained professionals respond to serious incidents that occur within the region.

Motion was made by Mr. Dickinson, seconded by Mr. Sokol and carried unanimously to refer the matter to the Budget Committee with the recommendation that the increase in funding to \$100,000 be included in the 2016 County Budget.

Returning to the request by SUNY Adirondack, Mr. Conover noted copies of the proposed resolution had been distributed to the Committee members; *a copy of same is in file with the minutes*. Mr. Merlino questioned whether the County should be listed on the resolution as a sponsor since they had clarified that Capital Chargeback funding would be used. Ms. Somma explained that SUNY required very specific language in the resolution. She said they required the resolution to be a sponsors resolution which was why that particular language was included. She continued, the resolution needed to recognize the 50% commitment from the sponsors which was paid for by Local Share. She said the Local Share of 50% could include monetary contributions from the County, Capital chargebacks, or private sources and

grant funding. She stated she had noted in the resolution that the Local Share would derive from Capital Chargebacks and/or other private sources of funding to ensure the County was aware no sponsor cash contribution was required from them.

Motion was made by Mr. Dickinson, seconded by Mr. Kenny and carried unanimously to approve the proposed resolution supporting the Adirondack Community College Capital Improvement Plan for 2016-17 for presentation at the October 16th Board meeting.

Ms. Seeber requested that a joint meeting of the Finance and Community College Committees be scheduled within the time frame the college required to further discuss the financing for the NSTEM Building Project. Mr. Conover suggested that they coordinate with the college and Washington County to get that meeting scheduled. Ms. Seeber interjected she believed the intent had been to meet solely with the Committees from Warren County. Mr. Conover apprised he would arrange for this meeting to be scheduled.

Mr. Taylor inquired whether the Multi-Year Plan for the County was completed since the intent had been to hold off scheduling the meeting until this was prepared. Paul Dusek, *County Administrator*, advised the plan had originally been to present it at the Budget Committee meeting today. Mr. Thomas, *as the Chairman of the Budget Committee*, recommended they postpone today's Budget meeting due to the surmountable amount of time they had spent in Committee meetings already today. Mr. Conover questioned whether a declaration by Mr. Thomas was all that was necessary to cancel the meeting and Martin Auffredou, *County Attorney*, replied affirmatively. Mr. Conover announced the Budget meeting scheduled for today was cancelled.

Proceeding to Agenda Item 3, Mr. Conover addressed a request to authorize transfers of funds, as included in the Agenda packet for Committee approval.

Motion was made by Ms. Wood, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

Mr. Conover advised that Agenda Items 4A-D pertained to the following requests from the County Treasurer's Office:

- 4A) Request for a transfer of funds in the amount of \$400 from Budget Code A893.00, *Reserve Environmental Testing*, to Budget Code A.4120 436, *County Attorney, Advertising*, to cover advertising costs for Warrensburg Parcel No. 211.13-3-35 that the County had taken temporary title to for testing purposes.

Motion was made by Mr. Dickinson, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

- 4B) Request for a Contingent Fund transfer in the amount of \$16,000 to Budget Code A.1325 210, *Treasurer, Furniture/Furnishings*, to replace office furniture that is 50-60 years old with newer models that will provide more efficiency, improved ergonomics and take up less space while providing a better appearance.

Mr. Conover requested that Mike Swan, *County Treasurer*, provide justification for the request. Mr. Swan apprised his Office had given about 350 square feet of their office space to the Public Health Department to allow them to comply with regulations placed upon them. He said this had created issues with the antiquated desks used by his staff. He stated Mr. Dusek had suggested Mr. Swan request money from the contingent fund to purchase 11 new work stations to replace their outdated desks. He pointed out the current balance of the contingent fund was \$108,478.

Ms. Wood remarked she had no issue approving the request; however, she noted, the Committee had

debated significantly the request from the Office of Emergency Services for a new chair and desk which cost considerably less than the request before them now.

Motion was made by Mr. Kenny, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

- 4C) Request to amend Resolution No. 745 of 2011 to change the Unassigned Fund Balance from \$6 million - \$12 million to \$10 million - \$16 million.

Mr. Swan advised the request would be more clear following the review of the Multi-year Plan. He stated his concern revolved around the fact that twice in the last eight months, December of 2014 and July of 2015, he required \$10 million at the end of the month to cover the County's expenses because the revenue required to pay it was unavailable; therefore, he said, funds were transferred from the Unassigned Fund Balance to cover these expenses. He informed he wanted to ensure everyone understood the County would be facing issues if the Unanticipated Fund Balance went below the \$8 to \$10 million range. He indicated he did not want to be forced to borrow money to cover the expenses each month. He commented he thought the \$6 million and \$10 million balances for the Unanticipated Fund Balance had been appropriate during the time frame when it was adopted; however, he said, he believed it was time to revisit the subject since the County was assuming some debt over the next few years which could impact the balance. He said his goal was to ensure the lower balance was sufficient enough to prevent the County from having to borrow money to pay their expenses.

Mr. Conover asked whether everyone understood there was a minimum and maximum interval for the Unassigned Fund Balance. He added having one provided a number of benefits to the County including deterring short term borrowing to handle cash flow. Mr. Swan advised he was not set on utilizing \$10 million for the minimum amount, he just wanted to ensure a level was adopted the County could maintain since it would become part of a policy. He continued, going below the minimum amount could create issues with borrowing money.

Mr. Conover pointed out the Unassigned Fund Balance was used every year to provide revenue to cover operating expenses. He explained that if the balance were to decline below \$10 million no funding would be available from the budgeting perspective, and Mr. Swan confirmed this was correct. Mr. Conover apprised this would force the County to recognize a certain balance was required in order to continue to operate.

Mr. Swan apprised that an audit conducted by the State a few years ago concluded \$4.5 million in funding was required to be available to cover delinquent property taxes. He mentioned this was part of the Unassigned Fund Balance. He reiterated he wanted to ensure everyone was aware of where the bottom line was so they could be concerned when the balance was close to it.

Mr. Taylor questioned how this related to the cash flow report prepared by Robert Lynch, *Deputy County Treasurer*. Mr. Swan stated it was dependent upon the time of the year. He reported during the months of December and January the County had no revenue coming in. He noted any expenses incurred during these two months were paid from funding from the Unassigned Fund Balance. He said due to timing they had been almost \$10 million short at the end of July. He indicated the report included the amount of cash on hand currently and how much they had to spend to continue to operate.

Mr. Thomas reported the current balance was \$14.6 million of which \$600,000 had recently been expended leaving a balance of \$14.1 million. He said if the minimum figure was changed to \$10 million there would be \$4 million available for spending if needed. He said this meant costs would need to be decreased or the balance would go under the \$10 million.

Mr. Dusek advised when the current minimum and maximum amounts were established for the Unassigned Fund Balance the County had been borrowing to make their payroll. He said at that time the balance had been around \$3.5 million. He stated although they had been aware the \$6 million figure was low they wanted to ensure they set a realistic figure. He indicated they did not want to set the figure so high it was unobtainable since this would reflect poorly upon the County. He indicated he had been comfortable setting the maximum figure at \$12 million because it did not have to be spent down. He stated changing it to \$16 million would be stating that this was an appropriate amount for the County to use as a cushion which did not have to be spent down. He noted the County's financial standing would impact its credit ratings, etc.

In regards to the \$10 million minimum balance proposed by Mr. Swan, Mr. Dusek he said appreciated where he was coming from since \$10 million had been required to pay the bills for the month; however, he noted, just because a minimum was set it did not mean the County could not keep \$10 million on hand, it just meant this was the point where they knew there was a problem. He mentioned he had shared with Mr. Swan that he felt a minimum between \$8-\$9 million was more appropriate because if the balance went below this figure it was cause for an alarm and should be prevented from occurring. In reference to the maximum figure, he stated the question arose of when was it so high it was appropriate to start spending. He remarked his concern was \$16 million may to be high of a figure to set the maximum balance amount to. He apprised as was noted in the Multi- Year Plan the Unassigned Fund Balance would begin to deteriorate over the next few years due to underlying fundamentals that still needed to be worked on. He stated if this came to fruition he would hate to see the County fall below the range that were set by the Board or lose flexibility should they determine they wanted to use funding for other projects such as the roads that would put them blow the balance set, reflecting badly upon the County's credit rating. He indicted he felt they should strive to set the minimum balance at \$10 million; however, he noted, he believed setting it in the \$9 million range was appropriate, as well. He added although the spread between the figures had been \$6 million, he did not feel it necessarily had to remain this way, as it could be set differently such as a \$9 million minimum balance and a \$15 million maximum balance. He informed he had discussed the figures he felt were more appropriate at length with Mr. Swan. He stated since this would be a judgement call for the Board he wanted to ensure they had the information they required to make an informed decision.

Following further discussion on the matter, a motion was made by Ms. Wood, seconded by Mr. Dickinson and carried unanimously to table the matter until such time they had to review the Multi-Year Plan.

Mr. Westcott inquired whether the Board could be provided with copies of the 5 Year Multi-Year Plan since the Budget Committee meeting had been cancelled. Mr. Dusek advised he had distributed the materials to the Board last week via email; he noted the information could also be found on the County website with the Budget Committee Agenda.

4D) Review of the Treasurer's 2016 Budget Request.

Mr. Swan reviewed his 2016 Departmental Budget request; a copy of which can be found on file with the minutes. Following the Budget review a motion was made by Mr Taylor, seconded by Mr. Kenny and carried unanimously to approve the Budget as presented.

Continuing to Agenda Item 5, Mr. Conover outlined a referral from the County Facilities Committee, *Airport*, regarding a request to establish Capital Project No. H362, *Airport - Natural Gas Conversion*, in the amount of \$35,000

Motion was made by Ms. Wood, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

Moving along, Mr. Conover apprised Agenda Item 6A-F pertained to the following referrals from Health

Services Committee:

Mental Health -

- A) Request to amend the County Budget in the amount of \$19,920 to reflect acceptance of funding from the NYS Office of Mental Health.

Public Health -

- B) Request to amend the County Budget in the amount of \$36,582 to reflect the acceptance of COLA (*Cost of Living Adjustment*) funding for the WIC (*Women, Infants, Children*) program.
- C) Request to amend the County Budget in the amount of \$1,352 to reflect the acceptance of COLA funding for the Rabies Grant program.
- D) Request to amend the County Budget in the amount of \$2,635 to reflect the acceptance of COLA funding for the Disease Program through the IAP Grant.
- E) Request to amend the County Budget in the amount of \$1,477 to reflect the acceptance of COLA funding for the Children with Special Health Care Needs grant.

Motion was made by Mr. Sokol, seconded by Mr. Merlino and carried unanimously to approve the requests as presented and the necessary resolutions were authorized for the October 16th Board Meeting.

Westmount Health Facility -

- F) Request to appropriate \$398,790 from the Westmount Fund Balance and to amend the Budget as per the attached.

Motion was made by Mr. Sokol, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

Mr. Conover reported Agenda Items 7A-C pertained to the following referrals from the Park Operations & Management Committee:

- 7A) Request to authorize the appropriation of \$998.82 from Gaslight Village Parking Fees and to authorize reimbursements to the Village of Lake George for expenses incurred in relation to events held at the Festival Commons;
- 7B) Request to authorize the appropriation of \$6,000 from Gaslight Village Parking Fees to fund the construction of two ticket booths for the Festival Commons; and
- 7C) Request to refund Diane Skiba the \$1,500 deposit submitted for a craft show scheduled for the Festival Commons which was subsequently cancelled.

Motion was made by Mr. Kenny, seconded by Mr. Merlino and carried unanimously to approve the requests and the necessary resolutions were authorized for the October 16th Board meeting.

Mr. Conover informed Agenda Items 8 pertained to a referral from the Public Safety Committee, *Sheriff*, requesting to amend the County Budget in the amount of \$20,000 to reflect the receipt of 2015 SLETPP (*Sheriff's Law Enforcement Terrorism Prevention Program*) grant funds.

Motion was made by Mr. Merlino, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

Mr. Conover informed that Agenda Items 9A-E pertained to the following referrals from the Public Works Committee, *DPW*:

- 9A) Request to increase Capital Project H342, *Blair Road over Mill Brook*, in the amount of

\$763,940.85.

Motion was made by Mr. Taylor seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

9B) Request to establish Capital Project H361, *Brant Lake Lower Dam*, in the amount of \$45,000.

Motion was made by Mr. Kenny seconded by Mr. Sokol and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

9C) Request to amend the County Budget in the amount of \$176,398 to transfer local match funds for various capital projects.

Motion was made by ms. Wood, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

9D) Request to amend the County Budget in the amount of \$25,538.15 to transfer local match funds for Capital Project H362, *Airport Natural Gas Conversion*.

Motion was made by Mr. Dickinson seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

9E) Request to close Capital Project H318, *2011 Bridge Rehab Projects*, and authorize the estimated funds remaining of \$4,868 to the debt service fund. Dickinson/Taylor

Motion was made by Mr. Dickinson, seconded by Mr. Taylor and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting.

Privilege of the floor was extended to Mr. Dusek to address Agenda Item 10, pertaining to the Journal Report identifying transfers authorized by the County Administrator, as required by the Committee. Mr. Dusek advised there was nothing included in the report he found troubling. He noted a number of the transactions related to Westmount Health Facility, which was all part of the plan so there was no need for alarm.

Mr. Conover announced Agenda Item 11 pertained to Finance Committee action which was required on the following items as approved by the Personnel Committee: Personnel Agenda Items 2, 3, 4A, 4B, 5, and 6.

Motion was made by Ms. Wood, seconded by Mr. Kenny and carried unanimously to approve the requests and the necessary resolutions were authorized for the October 16th Board Meeting.

Mr. Conover reported a source of funding needed to be determined regarding the following referrals from the Personnel Committee:

- 1) Authorizing the Chairman of the Board, with the advice and recommendation of the Chairman of the Personnel Committee, to retain Counsel to represent the Board of Supervisors in connection with the personnel matter concerning the County Administrator; and
- 2) Authorizing the Chairman of the Board, with the advice and recommendation of the Chairman of the Personnel Committee, to retain an attorney or attorneys to review the investigative report on Siemens to provide advice and counsel to the Board of Supervisors

Motion was made by Ms. Wood, seconded by Mr. Dickinson and carried unanimously to authorize the

requests as presented and utilize the contingency fund as the source of funded for said expenses, and the necessary resolutions were authorized for the October 16th Board meeting.

Mr. Conover announced that Mr. Girard would like to address the Committee regarding the contract with the V.F.W. Post 2475 to collect donations during the Balloon Festival for parking. Mr. Girard apprised that V.F.W. Post 2475 had been handling the collection of donations for parking at the Balloon Festival for the past 4 years now; he advised the money collected was used to defray the cost of overtime for County employees working during the Festival. He said as per the contract the V.F.W. Post 2475 received 10% of the total amount they collected which amounted to about \$1,000. He indicated the time and manpower requirements to manage the collection was significant; therefore, he stated, he was requesting on their behalf an increase in the percentage from 10% to 15% of the total amount collected or \$1,500, whichever amount was deemed to be greater. He pointed out he felt setting the minimum amount at \$1,500 was appropriate since the event was weather dependent. He added he would like the request to be retroactive to cover this years event since he had been unable to make the request before it occurred. He noted about \$10,000 was collected from this years event. He mentioned if the request was approved the County would receive a smaller share of the revenues collected. He remarked he believed they were instrumental to the collection since individuals liked donating to Veterans' and the event. Mr. Swan commented that they put forth every effort to solicit donations from individuals attending the event.

Mr. Auffredou apprised he had not had the opportunity to review the request which had been brought to his attention yesterday. Following further discussion on the matter, motion was made by Mr. Dickinson, seconded by Mr. Sokol and carried unanimously to authorize amending the agreement with the VFW to indicate they will receive \$1,500, or 15%, whichever is more, of parking revenues collected for the Balloon Festival, with the amendment to be made effective retroactive to the 2015 Balloon Festival if determined legally permissive by the County Attorney. The necessary resolution was authorized for the October 16th Board meeting.

Mr. Auffredou reported an executive session was required to discuss with Special Counsel the matter of potential claims with respect to Siemens and to hear specific advice and counsel from Special Counsel. Motion was made by Mr. Dickinson, seconded by Mrs. Frasier and carried unanimously that executive session be declared pursuant to Section 105 (d) of the Public Officers Law.

Executive session was held from 1:09 p.m. to 2:20 p.m.

Upon reconvening Mr. Conover announced no action had been taken during the executive session.

There being no further business to come before the Finance Committee, on motion made by Mrs. Frasier and seconded by Ms. Wood , Mr. Conover adjourned the meeting at 2:20 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board