

BUDGET COMMITTEE
February 15, 2012

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Cady, P. Curran, K. LaForge, T. O'Grady, C. Crandall (Absent: D. Fanton)

Others Present: D. Burdick, M. Healy, J. Hopkins, K. Graves, J. Margeson, T. Miner, D. Pullen, B. Riehle, T. Ross, E. Ruckle, F. Sinclair, K. Toot

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order by Budget Committee Chairman Theodore Hopkins at 1:00 p.m.

Approval of Minutes

A motion was made by Legislator O'Grady, seconded by Legislator Curran and carried to approve the Budget Committee minutes of November 16, 2011.

Recap of NYSAC Conference

Budget Committee Chairman Theodore Hopkins stated that they were hoping to hear some good news about mandate relief at the NYSAC Conference. Governor Cuomo did propose a three-year gradual phase-in to further cap the counties' share of the Medicaid Program from 3 percent to 2 percent. The Governor is also proposing to rein in some costs associated with the Special Education Preschool and Early Intervention Programs as well as the creation of a new tier to the pension system. Legislator Hopkins asserted that there is no real meaningful relief at this point, and the proposal regarding the Special Education Programs is not likely to pass due to the heavy lobbying against some of those proposed cuts.

2013 Budget Schedule

Legislator Hopkins stated that they have started meeting with Department Heads asking them to find places in their budgets that can be cut. In addition, they plan to move the whole budget schedule ahead by one month so that there will be a better opportunity to make changes at the end of the process. County Administrator/Budget Officer John Margeson stated that the process Department Heads will follow when preparing their budgets won't change much, the process will just begin sooner.

Legislator Timothy O'Grady suggested allotting each department the same budget appropriation as they received in 2011 excluding .1 accounts. Mr. Margeson stated that he is not opposed to that idea. Legislator Kevin LaForge asked if there would be any merit to doing a two-year budget. Mr. Margeson stated that he has mixed emotions about that idea. He knows Ontario County currently does a two-year budget, and there have been a few other counties that have tried to do that. Mr. Margeson stated that it's easier said than done, and he questions the reliability of those numbers two years out.

Chairman Crandall stated that in order for Allegany County to stay within the two percent cap when developing the 2012 Budget, we were only allowed to raise the Budget by roughly \$700,000, and the larger mandated programs rose by \$1.6 million. In order to finance mandated programs in 2013, Allegany County will have to make cuts to other programs to stay within the two percent cap. Legislator Hopkins stated that eventually we may want to adopt an override, but we need to make all of the cuts that we can first.

Sales Tax Report

County Treasurer Terri Ross distributed copies of a Sales Tax Report reflecting receipts through February 13, 2012, totaling \$2,385,337.45 which reflects a 14.869 percent increase or \$308,774.49 over last year at this time. Ms. Ross stated that it's pretty early to make any predictions. Legislator David Pullen asked if the increase we are seeing is a pattern across the state, and Ms. Ross indicated that she will be able to tell more after she receives the quarterly report.

Future Meetings

There will not be a Budget Committee meeting in March.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at approximately 1:18 p.m. following a motion made by Legislator LaForge, seconded by Legislator Curran and carried.

Respectfully submitted,

Brenda Rigby Riehle, Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE MINUTES

APRIL 18, 2012

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, K. LaForge, C. Crandall (Members absent: T. O'Grady)

Others Present: M. Alger, D. Burdick, K. Graves, D. Healy, J. Margeson T. Miner, B. Riehle, T. Ross, E. Ruckle, C. Santora, D. Scholes, F. Sinclair, J. Tomasi

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 1:04 p.m. by Budget Committee Chairman T. Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator Fanton, and carried to approve the Budget Committee minutes of February 15, 2012.

Sales Tax Report

County Treasurer Terri Ross distributed two documents: the 2012 Allegany County Sales Tax Report reflecting receipts through April 13, 2012, totaling \$5,638,494.75, an increase of 8.107 percent (\$422,837.40) over last year at this time. Ms. Ross also distributed The Tobacco Settlement for Allegany County document, showing that to date, Allegany County has received \$722,355.93 of an expected \$840,000. She explained that the amount is arrived at based on national cigarette sales. Allegany County receives .107 percent of that total.

Good of the Order

Legislator Hopkins noted that following meetings with department heads, both in groups and individually (also attended by J. Margeson, C. Crandall, T. Ross and himself) it has become apparent that the County needs to increase revenues or find savings (cut costs). Suggestions were made during those meetings; however, no major revelations occurred. The Departments were able to find some modest savings, but they might be deemed negligible in light of the unfunded mandates from the State. It was determined that the County may need to consider eliminating personnel or, at the very least, exercise more prudence in hiring entry-level positions other than essentials. Legislator Hopkins also noted that eliminating positions through natural attrition would be preferable as it would be unfair to dismiss an employee shortly after hiring. He added that until the 2013 budget is completed, it would seem prudent to follow that course of action. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to request that the Ways & Means Committee and County Administrator be more restrained in filling County entry-level positions. **Refer to Ways & Means and County Administrator**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at approximately 1:14 p.m. on a motion by Legislator Curran, seconded by Legislator LaForge, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**BUDGET COMMITTEE
MAY 16, 2012**

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, K. LaForge, T. O'Grady, C. Crandall (Absent: P. Curran)

Others Present: M. Alger, D. Burdick, K. Graves, R. Hartwick, D. Healy, J. Margeson, T. Miner, V. Pettit, D. Pullen, D. Roeske, T. Ross, E. Ruckle, C. Santora, F. Sinclair, K. Toot, R. Whitney,

Media Present: B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 1:03 p.m. by Budget Committee Chairman T. Hopkins.

Approval of Minutes:

A motion was made by Legislator Fanton, seconded by Legislator O'Grady, and carried to approve the Budget Committee minutes of April 18, 2012.

Sales Tax Report

County Treasurer Terri Ross distributed the 2012 Allegany County Sales Tax Report reflecting receipts through May 14, 2012, totaling \$6,997,381.82, an increase of 6.878 percent or \$450,302.15 over last year at this time.

Departmental First Quarter Reports

Department of Social Services and Health Department

These reports have been rescheduled for June 20 and July 18, respectively.

Office for the Aging

Office for the Aging Director Kimberley Toot distributed the OFA Financial Report. Beginning with the second sheet of her handout, Ms. Toot explained that it illustrates when the office submitted vouchers for state and federal funding, indicating that the revenues seen are all contributions, no revenues from the state or federal governments. She projects that her department will come in about \$18-\$20,000 under budget due to two employees on disability leave for six months each, and the loss of an Aging Services Specialist in June. She noted that the Weatherization Project funding was cut, and all other grants are flat. She also noted that the office may receive up to \$30,000 from a Transitions Grant and that an Options Counseling Program Grant may provide \$36,000 over two years.

Department of Public Works

Department of Public Works Superintendent David Roeske distributed the DPW Financial Report, noting a few areas of concern include fuel costs and machinery repair. The Department is trying to avoid buying new equipment by maintaining the older equipment, but half of the funding for this area has already been expended and will need to be looked at for the 2013 Budget.

Sheriff's Office

Sheriff Rick Whitney distributed the Financial Report for his area, noting that it is projected to stay within budget with the exception of the new union contract raises for employees (.1s). He indicated he would need additional funding. County Administrator John Margeson indicated that he would return to the Committee with recommendation on how to deal with unbudgeted salary increases at the next meeting.

Good of the Order

County Administrator John Margeson indicated that he had met with Department Heads to begin working on the 2013 Budget. They were directed to calculate the increased cost of personnel for 2013 and do their best to cut their .2 and .4 accounts in an amount equal to the anticipated increase in their personnel accounts.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:20 p.m. following a motion by Legislator LaForge, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**BUDGET COMMITTEE
JUNE 20, 2012**

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, K. LaForge, C. Crandall (Absent: T. O'Grady)

Others Present: A. Finnemore, V. Grant, K. Graves, D. Healy, D. Horan, J. Margeson, T. Miner, T. Ross, E. Ruckle, C. Santora, D. Scholes, F. Sinclair

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 1:04 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator Cady, and carried to approve the Budget Committee minutes of May 16, 2012.

Sales Tax Report

County Treasurer Terri Ross distributed the 2012 Allegany County Sales Tax Report reflecting receipts through June 13, 2012, totaling \$8,297,250.21. Receipts for the current period indicate a small decrease from one year ago for the same period, but the year-to-date figures continue to show an increase, currently of \$444,114.93 or 5.655 percent over last year at this time.

Social Services First Quarter Report

Social Services Commissioner Vicki Grant distributed first quarter 2012 numbers for the Department of Social Services, noting that although it is difficult to project figures during the first quarter, the numbers thus far are accurate and close to projections. A discussion followed regarding housing allowances and proposed state-imposed restrictions on assistance.

2013 Budget Work Session Schedule

The Committee agreed to meet on Monday, July 23, and Monday, July 30, 2012, from 9 a.m. until noon to begin budget preparations. Some discussion followed on the state-mandated tax cap and fund balances.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:28 p.m. following a motion by Legislator Cady, seconded by Legislator LaForge, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**BUDGET COMMITTEE
JULY 18, 2012**

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, K. LaForge, T. O'Grady, C. Crandall

Others Present: M. Alger, D. Burdick, K. Graves, D. Healy, J. Luckey, J. Margeson, T. Miner, B. Riehle, D. Roeske, T. Ross, C. Santora, F. Sinclair

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 1:04 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator Fanton, and carried to approve the Budget Committee minutes of June 20, 2012.

Sales Tax Report

County Treasurer Terri Ross distributed the 2012 Allegany County Sales Tax Report reflecting receipts through July 18, 2012, totaling \$10,451,130.03, an increase of 5.562 percent (\$550,648.92) over last year at this time.

Health Department First Quarter Reports (Rescheduled from May)

Legislator Hopkins informed the Committee that the Health Department requested a delay until the next meeting in August.

Change in the 2013 Budget Work Sessions Schedule

Two budget planning sessions had been scheduled for July. The meeting scheduled for Monday, July 23, will be held as planned. The second meeting, which had been scheduled for Friday, July, 27, has been rescheduled for Monday, August 6, 2012, from 9 a.m.-noon. County Administrator John Margeson distributed preliminary budget packets to Committee members.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:10 p.m. following a motion by Legislator LaForge, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
Special Budget Review
July 23, 2012

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, K. LaForge, C. Crandall
(Absent: T. O'Grady)

Others Present: M. Alger, R. Anderson, H.R. Budinger, D. Button, R. Christman, K. Dirlam, J. Foels, G. Green, M. Healy, M. Hennessy, J. Margeson, T. Miner, V. Pettit, S. Presutti, B. Riehle, T. Ross, K. Slep, K. Toot

Call to Order: Budget Committee Chairman Theodore Hopkins called the meeting to order at 9 a.m.

District Attorney – 2013 Budget Review

District Attorney Keith Slep attended the meeting to discuss his 2013 budget requests for the District Attorney's Office (A1165) and for Grand Jury (A1190) cost centers. Attorney Slep stated that he will make every effort to live within the budget; however, he believes a few line items such as the grand jury stenographer (A1190.429) which Mr. Margeson cut from \$6,000 to \$4,000, and telephone (A1165.416) which Mr. Margeson cut from \$6,500 to \$5,000 will go over budget. He Slep stated that some costs keep skyrocketing. Attorney Slep also noted that his vehicles are aging, and that is one reason he requested more in the repairs line item. A motion was made by Legislator Fanton, seconded by Legislator Hopkins, and carried to accept the District Attorney (A1165) and Grand Jury (A1190) 2013 proposed budgets as recommended by the Budget Officer.

Clerk of the Board – 2013 Budget Review

Clerk of the Board Brenda Rigby Riehle attended the meeting to discuss her 2013 budget requests for the following cost centers: Legislative Board (A1010), Clerk of the Board (A1040), Central Services – Printing (A1670), Central Services – UPS (A1672), Central Services – Postage (A1673), Unallocated Insurance (A1910), Municipal Association Dues (A1920), and the CS Risk Retention Fund. Mrs. Riehle's 2013 budget requests were very similar to 2012, and the only difference between what she requested and what the Budget Officer recommended was a reduction of \$200 in postage under account A1040.401.

Legislator Philip Curran asked Mrs. Riehle where she might cut if she had to cut an additional 10 percent out of her budget. Mrs. Riehle stated that her budget is already extremely lean, and she has been able to operate her office at almost the same level of funding for the last ten years. Mrs. Riehle indicated that significant efforts have already been made toward distributing information more efficiently and economically, streamlining services, and doing things in-house. Any further budget reductions would result in cuts in services, inability to represent the County at events, etc. Legislator Don Cady asked if the office would still be able to function properly if the computer that is scheduled to be updated wasn't replaced, and Mrs. Riehle indicated that it would, but noted that she has the computers on a rotating replacement schedule to avoid the need to replace more than one computer during any year. Committee members briefly discussed postage costs, and Legislator Kevin LaForge suggested the County should go paperless where possible and might want to consider developing a policy. Mrs. Riehle noted that she certainly is in favor of the County moving in that direction. Committee members discussed the funding level of the CS Risk Retention Fund. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Legislative Board (A1010), Clerk of the Board (A1040), Central Services – Printing (A1670), Central Services – UPS (A1672), Central Services – Postage (A1673), Unallocated Insurance (A1910), Municipal Association Dues (A1920), and the CS Risk Retention Fund 2013 proposed budgets as recommended by the Budget Officer.

County Attorney – 2013 Budget Review

County Attorney Thomas Miner attended the meeting to discuss his 2013 budget requests for the County Attorney's Office (A1420). Attorney Miner indicated that he was able to reduce both his .2's and .4's considerably, and the Budget Officer did not make any changes to his requests. They were able to reduce the DSS Special Counsel account (A1420.432) by \$60,000 by using in-house attorneys. Attorney Miner indicated that they have tried to reduce postage costs by using email more. They increased their billing rate to Social Services from \$75 per hour to \$100 per hour, because a significant amount gets reimbursed by the federal and state governments. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the County Attorney's (A1420) 2013 proposed budget as recommended by the Budget Officer.

Human Resources – 2013 Budget Review

Human Resource Specialist H. Bobby Budinger attended the meeting to discuss the 2013 budget requests for the Human Resources Office (A1430). Mr. Budinger indicated that it may be necessary to increase their fees line item (A1430.409). He is currently working with the Sheriff on the possibility of bringing on additional part-time Deputy Sheriffs, and it's hard to say how many may need to have the physical exam that is paid for from this account. Worst case scenario could be up to \$8,000; however, the actual cost may be much less. Mr. Margeson noted that Mr. Budinger has accepted the position of Personnel Officer, and appropriate adjustments will be made to the salary accounts. A formal resolution appointing Mr. Budinger will be requested at the next Personnel Committee meeting. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Human Resources' (A1430) 2013 proposed budget as recommended by the Budget Officer.

County Clerk's Office – 2013 Budget Review

County Clerk Robert Christman attended the meeting to discuss his 2013 budget requests for the County Clerk's Office (A1410). Mr. Christman stated he is coming in without any increases. Mr. Christman briefly explained his revenues, noting that Allegany County's fees are still among the lowest in New York State, and additional revenue could probably be generated if the committee would like to look at increasing some of our fees. Legislators Fanton and Hopkins requested Mr. Christman to bring a proposal to the next regular Budget Committee. A motion was made by Legislator Curran, seconded by Legislator Hopkins, and carried to accept the County Clerk's (A1410) 2013 proposed budget as recommended by the Budget Officer.

County Treasurer – 2013 Budget Review

County Treasurer Terri Ross attended the meeting to discuss her 2013 budget requests for the following cost centers: Treasurer (A1325), Tax Sale and Redemption (A1362), Auditing (A1671), Taxes on Municipal Property (A1950), Community College (A2495), County Reforestation (A8710), and Debt Service Fund. Ms. Ross expressed concern over Budget Officer Margeson's \$1,000 cut to her \$23,000 request for postage in account A1325.401. Ms. Ross explained that she has to do four mandatory mailings a year for the tax bills, and it's almost impossible to control or reduce this expense. Ms. Ross indicated that she could live with the \$500 cut to her repairs account (A1325.411); however, she is concerned with the \$500 reduction to her \$1,000 request for printing (A1325.419) as she spent \$1,400 from that account last year. Ms. Ross briefly talked about the Tax Sale and Redemption (A1362) account, noting that they have a new contract with Phillips Lytle for tax search review, mandatory notices, certified mailings, etc. at an estimated cost of \$180,000 (800 searches @ \$225 each). The fees associated with this account will be recovered from the delinquent taxpayers, and there is an offsetting revenue account. The tax sale is hit or miss. Ms. Ross noted that we have tried to get the Community College expense up to the actual cost, and we should be OK at the \$925,000 unless we have a huge increase in tuition. We currently have just under 1,000 students enrolled in community colleges. Ms. Ross briefly explained how the community college expenses are incurred. Committee members reviewed the Debt Service Fund and discussed the expiration of certain debt. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Treasurer (A1325), Tax Sale and Redemption (A1362), Auditing (A1671),

Taxes on Municipal Property (A1950), Community College (A2495), County Reforestation (A8710), and Debt Service Fund 2013 proposed budgets as recommended by the Budget Officer.

Real Property Tax Department – 2013 Budget Review

Real Property Tax Director Steven Presutti attended the meeting to discuss his 2013 budget requests for the Real Property Tax Department (A1355), noting that he didn't budget for any increases. Mr. Presutti stated that the increased oil and gas activity has resulted in an increase of requests for information for his department, and there have been more abstractors around. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Real Property Tax Department (A1355) 2013 proposed budget as recommended by the Budget Officer.

Information Technology – 2013 Budget Review

IT Director Deborah Button attended the meeting to discuss her 2013 budget requests for Information Technology (A1680) and Central Service Telephone (A1610). Ms. Button noted the cuts to her office supply and education line items. Ms. Button explained that the equipment line item is for server equipment and computer equipment for others. Ms. Button noted that servers usually cost about \$10,000. Legislator Theodore Hopkins asked about the cost of cell phones, and Ms. Button indicated that we are currently spending about \$4,500 per month on cell phones. We have about 115 phones, and Ms. Button is currently working with Deputy County Administrator Alger on a policy. They hope to begin eliminating some of the phones. We do not currently have a policy regarding the use of personal cell phones, but we do have some employees that also use their personal phones for County business. A motion was made by Legislator Hopkins, seconded by Legislator Curran, and carried to accept the Information Technology (A1680) and Central Service Telephone (A1610) 2013 proposed budgets as recommended by the Budget Officer.

Development, Planning & Tourism – 2013 Budget Review

Development Director John Foels and County Planner Kier Dirlam attended the meeting to discuss the 2013 budget requests for Development (A6430), Planning (A8020), and Tourism (A6989). Mr. Foels and Mr. Dirlam indicated that they agreed with Mr. Margeson's adjustments. It was noted that the Tourism budget is always contingent on matching funds from New York State. Legislator Hopkins asked Mr. Dirlam about the \$500 cut to GIS, and Mr. Dirlam indicated that he hopes to still be OK. Legislator Fred Sinclair asked how much longer we would need to continue to fund the A6430.475 account which pays for us to contract with Wendall Brown to prepare the Friendship Empire Zone annual reporting paperwork for the remaining companies in the program. Mr. Foels indicated that there will still be companies in the program for at least another three or four years. Legislator Sinclair stated that he noticed the Development Department doesn't generate any revenue, and he wondered if there are any mechanics or sources we can go after for revenue. Mr. Foels stated it might be possible to obtain a modest amount of fees for the administration of a grant, noting that it was a very good question that they would have to explore. A motion was made by Legislator Fanton, seconded by Legislator Curran, and seconded to accept the Economic Development (A6430), Planning (A8020), and Tourism (A6989) 2013 proposed budgets as recommended by the Budget Officer.

Veterans' Service Agency – 2013 Budget Review

Veterans' Service Agency Director Michael Hennessy attended the meeting to discuss his 2013 budget requests (A6510). Mr. Hennessy stated that he believes Mr. Margeson's recommendations are fine. Mr. Hennessy explained how the state aid works. Legislator Kevin LaForge complimented Mr. Hennessy on the work he has done in organizing the Vietnam Veterans. Mr. Hennessy stated that he just received some statistics, and Veterans are receiving over \$25 million in benefits in this County. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Veterans' Service Agency (A6510) 2013 proposed budget as recommended by the Budget Officer.

Community Services – 2013 Budget Review

Community Services Director Robert Anderson attended the meeting to discuss his 2013 budget requests for the accounts associated with Community Services (A4191, A4220, A4310, A4311, A4312, A4313, A4314, A4315, A4316, A4317, and A4390). Dr. Anderson stated that expenses associated with the Mental Hygiene Law under account A4390 are impossible to control or predict. The Mental Hygiene Law kicks in when someone ends up in the hospital with legal charges. In 2008, we spent \$76,000 out of this account, and in 2009, we didn't have any expenses, so we just never know from year to year; it's very difficult to control this expense. The account which is budgeted at \$20,000 is already over budget by \$11,000 so far this year. Legislator Theodore Hopkins commented on the big decrease (over \$70,000) to account A4313.460. Dr. Anderson stated that is due to a reduction in state aid for this particular account, and they just can't offer that particular service anymore. Legislator Fred Sinclair commented on the \$225,000 in revenue account A4010.3489.01 earmarked for the Rural Health Network, and Dr. Anderson indicated that they are a pass-through agency, and the money comes from the state. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Community Services (A4191, A4220, A4310, A4311, A4312, A4313, A4314, A4315, A4316, A4317, and A4390) 2013 proposed budgets as recommended by the Budget Officer.

Consumer Affairs (Weights & Measures) – 2013 Budget Review

Weights & Measures Director Gilbert Green attended the meeting to discuss his 2013 budget requests (A6610). Mr. Margeson removed Mr. Green's request for a one-ton cutaway truck with utility box, noting that vehicle requests will be considered under the Vehicle Replacement Capital Fund. Mr. Green stated that his primary reason for budgeting for a different vehicle was to keep the petroleum fumes away from the operator of the vehicle. A motion was made by Legislator Hopkins, seconded by Legislator Cady, and carried to accept the Consumer Affairs (A6610) 2013 proposed budget as recommended by the Budget Officer.

Office for the Aging – 2013 Budget Review

Office for the Aging Director Kimberley Toot and OFA Accountant Vicki Pettit attended the meeting to discuss their 2013 budget requests for the Office for the Aging (A6772, A6773, A6774, A6775, A6776, A6777, A6778, A6779, A6781, A6782, A6783, A6784, A6785, A6786, A6787, A6788, and A6789). Mrs. Toot distributed copies of a spreadsheet showing an overview and summary of the Office for the Aging accounts. Mrs. Toot stated that their 2013 request for County dollars is 7.15 percent, or \$38,179, lower than 2012. Mrs. Toot noted that they have also lost some state funding. The WRAP Program (Weatherization and Referral Access), which was about \$30,000, is gone. Although that \$30,000 is gone, they recently gained two new programs totaling over \$47,000. The Systems Integration (A6788), budgeted at \$21,000, will create a place where people can go and get access to benefits that are easy to get, comprehensive, and dementia friendly. They are already working very closely with the Department of Social Services on this, and this will help the Office for the Aging pay for their Aging Services Specialist. The Transitions in Care Program (A6789), budgeted at \$26,900, is a program they are working on with Jones Memorial Hospital. When people are admitted with COPD or congestive heart failure, a coach will help them learn to take care of themselves and avoid a hospitalization. Jones Memorial Hospital will be penalized if a patient is readmitted within 30 days. The program is designed to help patients stay home. Allegany County residents released from Olean General may also participate in this program. A patient must be on Medicare to participate in this particular program. Committee members talked about the negative figure appearing under HEAP, since they thought the program was reimbursed at 100 percent. Ms. Pettit talked about time studies and how things should be allocated for administrative costs, even though Social Services may provide a set reimbursement amount. County Administrator/Budget Officer Margeson suggested that they should request more from Social Services to cover their administrative costs. Mrs. Toot said the cost for the meals will go down 10 cents a meal starting in September. They are also down a person, so there is a savings there. They are a lot leaner and so far, so good. They suggest a contribution of \$3 per meal for the meals provided through the Meals-on-Wheels Program. Committee members requested Mrs. Toot to bring her worksheet on the contributions for this program to the next budget meeting. Mrs. Toot also informed committee members that she will be bringing a \$10,000 donation from the Senior Foundation to the Board very

soon. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Office for the Aging (A6772, A6773, A6774, A6775, A6776, A6777, A6778, A6779, A6781, A6782, A6783, A6784, A6785, A6786, A6787, A6788, and A6789) 2013 proposed budgets as recommended by the Budget Officer.

Adjournment

There being no further business to come before the committee, a motion was made by Legislator Curran, seconded by Legislator LaForge and carried to adjourn the meeting at 11:15 a.m.

Respectfully submitted,

Brenda Rigby Riehle, Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
Special Budget Review
August 6, 2012

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, C. Crandall
(Absent: K. LaForge, T. O'Grady)

Others Present: M. Alger, L. Ballengee, C. Braack, D. Burdick, L. Edwards, V. Grant, R. Hartwick, D. Healy, R. Hollis, D. Horan, G. James, B. Kelley, C. Lorow, J. Luckey, J. Margeson, , D. Rahr, B. Riehle, D. Roeske, T. Ross, C. Santora, D. Scholes, F. Sinclair, R. Sobeck-Lynch, R. Starks, R. Whitney

Call to Order: Budget Committee Chairman Theodore Hopkins called the meeting to order at 9:02 a.m.

Public Defender - 2013 Budget Review

Public Defender Barbara Kelley attended the meeting to discuss her 2013 budget requests for the Public Defender's Office (A1170). Ms. Kelley stated that there was no "fat" in the budget although her Office had made a few small changes, including decreasing the number of subpoenas in custody cases by trying to get more voluntary compliance. The cost for each subpoena is \$15 per day and mileage. She also indicated that her Office would be printing its own stationery, leading to a decrease in printing costs. Ms. Kelly reiterated that the State had been cutting the Office funding by a certain percentage each year. This year, the percentage is up to 25 percent. However, now the State is offering a new plan whereby the funds will be reinstated if the case can be made that the funding will not take the place of local funds, and that it helps to improve the quality of the defense services offered by the Office. Ms. Kelley indicated there was no better way to improve the quality of services than by the addition of the second Public Defender position which the Board approved last year. She also noted that she had received approval of the required written report demonstrating those conditions, and was confident that her Office would be able to keep the funding at the level it has been. A motion was made by Legislator Curran, seconded by Legislator Fanton, and carried to accept the Public Defender (A1170) proposed budget as recommended by the Budget Officer.

Youth Bureau/STOP-DWI - 2013 Budget Review

Youth Bureau/STOP-DWI Director Linda Edwards attended the meeting to discuss her 2013 budget requests for the Youth Bureau (A7310) and STOP-DWI (A3141) cost centers. Ms. Edwards stated that she had recently attended a workshop where she learned that the State would be closely monitoring the financials, ensuring that funding is directed to its appropriate goals. She also noted that she anticipates a 25 percent decrease in State aid. She did, however, find a few areas to cut in the STOP-DWI budget. Ms. Edwards noted that she eliminated the equipment account, reduced education by \$500, decreased the police areas by \$500 to delete the Sheriff's Department (with its approval) and Rushford Police Department, but added the Friendship Police Department. As a result of the fine monies having been reduced for the last two years, Ms. Edwards reduced funding to the Probation Department. She also reduced public information by \$500 and eliminated funding to Youth Court. Ms. Edwards said she had applied for a \$55,000 State STOP-DWI grant for crackdown activities. She requested a five-percent increase for the Director's position and an increase of VIP fees to \$25 to start in 2013. A motion was made by Legislator Curran, seconded by Legislator Hopkins, and carried to

accept the Youth Bureau/STOP-DWI (A7310/A3141) proposed budgets as recommended by the Budget Officer.

County Historian - 2013 Budget Review

County Historian Craig Braack attended the meeting to discuss his 2013 budget requests for the County Historian's Office and Museum (A7510). Mr. Braack stated that he had held the line on the expenses in his Office. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the County Historian (A7510) proposed budget as recommended by the Budget Officer.

Employment & Training Services - 2013 Budget Review

Employment & Training Director Reita Sobeck-Lynch attended the meeting to discuss the 2013 budget requests for the Employment & Training Center (CD1 Fund). There was some discussion about the need for four new computers; Ms. Lynch noted that since the budget figures were prepared, the Office had received two new computers for free. It was decided that \$1,500 would be removed from the budget as a result of these free computers. She also indicated that she often carools with Workforce Investment Board members to conferences, thus cutting down on travel expenses. A motion was made by Legislator Hopkins, seconded by Legislator Fanton, and carried to accept the Employment & Training (CD1 Fund) proposed budget as recommended by the Budget Officer.

Probation - 2013 Budget Review

Probation Director Robert Starks attended the meeting to discuss his 2013 budget requests for the Probation Department (A3140, A3142, and A3143). Mr. Starks indicated he had prepared his budget, keeping in mind the Budget Officer's directive to decrease costs and increase revenue in order to meet or exceed the costs of any salary increases. He said he felt his budget accomplished this with a net decrease from last year of \$38,936. A motion was made by Legislator Fanton, seconded by Legislator Cady, and carried to accept the Probation Department (A3140, A3142, and A3143) proposed budgets as recommended by the Budget Officer.

Emergency Services/Fire Service - 2013 Budget Review

Emergency Management and Fire Director Jeff Luckey attended the meeting to discuss his 2013 budget requests for Emergency Services (A3640) and Fire Services (A3410), noting that he was comfortable with the budget, having been as conservative as possible in his approach. Additionally, recognizing that the Committee had oversight for the entire County, Mr. Luckey said he could certainly manage with the changes the Budget Officer made to his proposed budget for 2013. Mr. Luckey's comments included one area in which he had requested funding which had been adjusted was in training for his Deputy Coordinators. He indicated that he is still "learning" the budget process, and when asked if he could find the funding in another section of the budget, Mr. Luckey said he would certainly investigate that possibility. When asked about equipping his Deputy Coordinators with portable radios, Mr. Luckey confirmed that he had held off on purchasing radios, dependent on whether any of the grants for which many fire companies had applied would be approved. He did note, however, that his six Deputy Coordinators needed that equipment. He also indicated that the 11 Fire Investigators and three Haz Mat Deputy Coordinators will not be outfitted with the high band radio equipment until/unless the status of the grant funding is known. A motion was made by Legislator Hopkins, seconded by Legislator Curran, and carried to accept the Emergency Services (A3640) and Fire Services (A3410) proposed budgets as recommended by the Budget Officer.

Sheriff/Jail/E-911 – 2013 Budget Review

Sheriff Rick Whitney and Accountant Randy Hartwick attended the meeting to discuss 2013 budget requests for the Sheriff's Office/Jail/E-911 (A3117, A3020, A3110, A3111, A3112, A3152, A3510, and A3150). Several issues were discussed, including the cost for propane, natural gas, and electricity. It was suggested that the County might realize potentially impressive savings if the Sheriff's Office/Jail would investigate sustainability methods for heating and cooling to improve these costs. Legislator Curran questioned a \$45,000 annual maintenance fee for the newly installed CAD (computer-aided dispatch) system. Mr. Hartwick responded that this is a "known" number that was part of the signed contract. He added that the \$45,000 fee also includes tech support and upgrades. The Sheriff indicated that he could eliminate the medical software (\$30,000); it is recommended by the federal inspectors, but not mandatory. It was noted that the software could cut down on overtime. The issue of overtime costs—and whether they could be decreased—was also discussed. Sheriff Whitney went on to reiterate portions of the discussions regarding this issue which had occurred during the most recent Public Safety Committee meetings. The bottom line is that once benefits were added into the two new requested positions, the savings would be a very modest \$6,000. Mr. Hartwick indicated that perhaps the only way to know if this is a good idea would be to create and fill the positions, and if they didn't work out, to lay off the new hires. There was also discussion regarding two part-time Deputies, but currently the Union does not sanction part-time Deputies. Sheriff Whitney was also concerned that expected revenues as appear in the budget may be down from 2012 because the federal population in the Jail is down. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Sheriff's Office/Jail/E-911 (A3117, A3020, A3110, A3111, A3112, A3152, A3510, and A3150) proposed budgets as recommended by the Budget Officer.

Board of Elections - 2013 Budget Review

Board of Elections Commissioners Cass Lorow and Richard Hollis attended the meeting to discuss their 2013 budget requests for the Board of Elections (A1450). Ms. Lorow explained the document imaging process to the Committee, noting that it relieves the need for manual input of information as well as the need for more filing cabinets. The information is also more easily accessed because it is electronic. She also noted that it had to be compatible with NTS (National Time Sharing) which is the voter software and poll book printing company. Chairman Crandall noted that the Help America Vote Act (HAVA) was not supposed to be a financial burden on local communities. However, it was his opinion that the implementation and maintenance of the new machinery and methods has caused the County to incur additional expenses to remain in compliance. A motion was made by Legislator Curran, seconded by Legislator Hopkins, and carried to accept the Board of Elections (A1450) proposed budget as recommended by the Budget Officer.

Health Department – 2013 Budget Review

Public Health Director Lori Ballengee and Accountant David Rahr attended the meeting to discuss 2013 budget requests for the Health Department (A1185, A2960, A3645, A4010, A4035, A4037, A4043, A4046, A4050, A4051, A4052, A4053, A4054, A4056, A4060, A4070, A4071, A4072, A4189, and A4190). Ms. Ballengee noted that overall, Department of Health revenues increased \$79,947 from 2012 to 2013 while the corresponding expenses are projected to decrease by \$7,372, resulting in an overall decrease of \$87,319 in required County support. Additionally, she notes, the Budget Officer made some adjustments to her 2013 budget, resulting in an overall decrease of \$136,723 in required County support. Ms. Ballengee noted that most of the cuts were made in Early Intervention and Preschool; the managers of these

programs are apprehensive and wanted Ms. Ballengee to make clear that if the programs served one autistic child over current numbers, it would add a \$200,000 burden. Additionally, she noted, if a public epidemic breaks out (she had recently received an alert that there is a new strain of Swine Flu on the horizon), that would also be burdensome on the budget. Ms. Ballengee reiterated that she has requested the creation of a full-time Nurse Practitioner position as the part-time Nurse Practitioner wishes to retire. After much consideration, it was decided that a Nurse Practitioner would be able to perform more functions, including billable functions, than a Registered Nurse or Physician's Assistant. Finally, Ms. Ballengee informed the group that the EI (Early Intervention) Admin funding had been decreased by 22 percent because the State has decided to do the billing for the Early Intervention programs state-wide. So the Health Department decided to include that increase into the budget for 2013. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the Health Department (A1185, A2960, A3645, A4010, A4035, A4037, A4043, A4046, A4050, A4051, A4052, A4053, A4054, A4056, A4060, A4070, A4071, A4072, A4189, and A4190) proposed budgets as recommended by the Budget Officer.

Public Works – 2013 Budget Review

Public Works Superintendent David Roeske and Deputy Superintendents Guy James and Dean Scholes attended the meeting to discuss the 2013 budget requests for the Public Works Department (A1490, A1620, A3152, A8160, D Fund, DM Fund, and H Fund). Mr. Roeske noted that the Budget Officer eliminated one County bridge project on Tibbetts Hill from the budget. Mr. James noted that \$277,000 had been cut from equipment repair, and reminded the Committee that the machinery is aging and will require repairs. Legislator Fanton noted that he would like to see an adjustment in the salary of the new Supervisor of Buildings & Grounds. It was noted that the issue would need to be brought before the Public Works Committee before any action could be taken. A motion was made by Legislator Fanton, seconded by Legislator Cady, and carried to accept the Public Works Department (A1490, A1620, A3152, A8160, D Fund, DM Fund, and H Fund) proposed budgets as recommended by the Budget Officer.

Social Services – 2013 Budget Review

Social Services Commissioner Vicki Grant and Director of Administrative Services Don Horan attended the meeting to discuss the 2013 budget requests for the Social Services Department (A6010, A6055, A6070, A6101, A6106, A6109, A6119, A6129, A6140, A6141, A6142, and A6150). Ms. Grant noted that she was concerned about some of the Budget Officer's cuts such as the Safety Net Assistance (A6140.474), which suffered a \$90,000 reduction. Other than that, she indicated that the budget was "doable." A motion was made by Legislator Curran, seconded by Legislator Hopkins, and carried to accept the Social Services Department (A6010, A6055, A6070, A6101, A6106, A6109, A6119, A6129, A6140, A6141, A6142, and A6150) proposed budgets as recommended by the Budget Officer.

County Administrator – 2013 Budget Review

County Administrator John Margeson attended the meeting to discuss his 2013 budget requests for the following cost centers: A1011, A1171, A1320, A1340, A1990, A5630, A7180, and CSH Risk Retention Health Fund. Mr. Margeson noted that he is holding the line in most categories. He highlighted the following: a slight increase for the Agency Director and Lifeguards at Rushford and a slight increase for the Assigned Council Program. The funding levels will remain the same for the Budget Officer and the Deputy County Auditor in 2013. As regards the Land Acquisition or Lease Account (A1622) which pays rent on the IDA Building where the Office for the Aging resides, there is no increase for 2013. Legislator Sinclair asked

whether there is an agreement that the rent will be reduced once the building is paid for. Mr. Margeson responded that there is no such agreement currently, but the expectation is that the terms will be renegotiated at that time. In the area of Public Transportation, Mr. Margeson noted that the \$833,000 figure is based on the recent extension of the contract with First Transit: \$125,000 is a contractual payment to Allegany/Western Steuben Rural Health Network. Those funds are grant-driven (not County dollars) for a total of \$958,000 in appropriations: \$620,000 from State Aid for Public Transit System and a \$225,000 grant from USDOT Section 5311 and JARC/New Freedom Grant. The local share contribution should be about \$113,000 with an opportunity for improvement. The Risk Retention Health Fund budget sees an increase in pharmaceuticals based on the history of those costs for the past three years. A motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to accept the 2013 budget requests for the following cost centers: A1011, A1171, A1320, A1340, A1990, A5630, A7180, and CSH Risk Retention Health Fund as recommended by the Budget Officer.

New Business

County Administrator John Margeson and County Treasurer Terri Ross noted that Ms. Ross had been running some preliminary calculations, and at this time, the minimum cap estimate of how much additional revenue the County can raise in property taxes based on the two percent cap is approximately \$565,000 over the 2012 tax levy. Additionally, Ms. Ross noted that she had recently received the estimate for retirement system costs for December 2012, noting that last year the County paid 16 percent of salaries; this year the County is slated to pay 18.5 percent. Ms. Ross also commented that the current County levy contains charge backs for workers' compensation fees and real property tax service fees. Currently, the County direct-bills those fees to villages and schools. Based on information from NYSAC, the towns should also be direct-billed for these fees. They presented this approximation at this time to aid in the overall budget process.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 11:35 a.m. following a motion by Legislator Fanton, seconded by Legislator Curran, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**BUDGET COMMITTEE
SPECIAL MEETING
SEPTEMBER 10, 2012**

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, P. Curran, C. Crandall
(Absent: K. LaForge, T. O'Grady)

Others Present: M. Alger, D. Burdick, K. Graves, D. Healy, J. Margeson, T. Miner, T. Ross, B. Riehle, C. Santora, F. Sinclair

Media Present: B. Clark, *Olean Times Herald*; B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 10:05 a.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator Fanton, and carried to approve the Budget Committee minutes of August 15, 2012.

2013 Budget Discussion

County Treasurer Terri Ross distributed a draft version of the 2013 Budget to all Legislators present. County Administrator/Budget Officer John Margeson noted that in 2012 the tax levy was \$28,219,857. Currently, we would need a levy of \$31,052,300 to balance the budget. He informed the group that \$1.5 million in cuts had already been made from the proposals submitted earlier this summer. He also stated that the County can only raise a little over 2 percent in taxes which would amount to \$564,000, meaning that in order to balance the 2013 budget without using the fund balance, the County would need to find an additional \$2.2 million dollars in cuts or an additional \$2.2 million in revenue, or some combination of both. Mr. Margeson, in response to a question, noted that any savings that would have been realized through the early retirement incentive had not yet been included in the 2013 budget numbers, but that some savings should be realized when those numbers have been included. Other points brought up during discussion included the possibility of direct billing for workmen's comp which would approximately halve the County's comp burden. It was also noted that in the past year-and-a-half (that is, 2011 and 2012), although the budget had been "projected" to use funds from the fund balance, the County has been able to "refund" that money through savings and/or revenues. Legislator Fanton lauded the Department Heads and others for "holding the line" on spending, noting that when he was first elected six years ago, there was no reserve; in fact, he said, Allegany County was \$4 million in the red. He noted that he feels far more comfortable with a reserve of approximately \$13 million. Mr. Margeson also informed the group that Allegany County has spent 61 percent of all appropriations, but, on the bright side, more than 61 percent of the fiscal year is over. He went on to say it's possible that all appropriations may not be spent by the end of 2012. It was agreed that additional "tweaking" should be done to the budget, but that at this point, Allegany County is in much better shape than many of its sister counties. Mr. Margeson requested another 10 days to review the current draft budget for additional proposed changes and will report back to the Budget Committee at its next scheduled meeting, Wednesday, September 19. Mr. Margeson was also complimentary of the Department Heads,

who, he said, took to heart his admonishment to cut their .2 and .4 expenses. It was also mentioned that there are forces outside County control such as increases in retirement and Medicaid costs that are driving the budget up. Overtime costs continue to be an issue. The comment was also made that perhaps the Committees should be more circumspect in hiring entry-level positions until the budget is complete. It was also noted that the County had not had a tax increase in two years and that the last increase was 1.7 percent.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 10:35 a.m. following a motion by Legislator Fanton, seconded by Legislator Curran, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**BUDGET COMMITTEE
SEPTEMBER 19, 2012**

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Fanton, D. Cady, K. LaForge, T. O'Grady, C. Crandall (Absent: P. Curran)

Others Present: M. Alger, D. Burdick, K. Graves, D. Healy, D. Horan, J. Margeson, T. Miner, B. Riehle, T. Ross, C. Santora, F. Sinclair, K. Toot, N. Ungermann

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 1:00 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator O'Grady, seconded by Legislator Fanton, and carried to approve the Budget Committee minutes of September 10, 2012.

Sales Tax Report

County Treasurer Terri Ross distributed the Sales Tax Report reflecting receipts through September 19, 2012, totaling \$13,113,224.35, an increase of 5.299 percent (\$659,891.11) over last year at this time.

County Administrator/Budget Officer-John Margeson

County Administrator and Budget Officer John Margeson distributed a list of budget adjustments as of September 19, 2012. Reductions totaling \$1,171,000 were made in 13 line items while increases in revenues were made in two line items. Although Mr. Margeson continues to review budget numbers, as of September 19, \$1,097,043 would be needed from the Fund Balance to bring Allegany County; within the two (2) percent tax cap limit. It was decided to forward the entire 2013 budget proposal on to the Ways & Means Committee on a motion by Legislator Fanton, seconded by Legislator LaForge, and carried.

Old Business

Legislator Hopkins distributed a spreadsheet he'd requested and received from the Sheriff's Office regarding USM Transports. He requested that the Committee review the information for discussion at the next Budget meeting.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:20 p.m. following a motion by Legislator LaForge, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

BUDGET COMMITTEE
October 17, 2012

**** NOT APPROVED ****

Committee Members Present: T. Hopkins, D. Cady, P. Curran, K. LaForge, C. Crandall (Absent: D. Fanton, T. O'Grady)

Others Present: M. Alger, L. Ballengee, D. Burdick, K. Graves, D. Healy, R. Lynch, J. Margeson, T. Miner, D. Rahr, B. Riehle, T. Ross, F. Sinclair, R. Whitney

Call to Order: The meeting was called to order at 1:08 p.m. by Budget Committee Chairman Theodore Hopkins.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator Cady, and carried to approve the Budget Committee minutes of September 19, 2012.

Sales Tax Report

County Treasurer Terri Ross distributed the Sales Tax Report reflecting receipts through October 15, 2012, totaling \$15,024,376.55, an increase of 2.185 percent (\$321,271.14) over last year at this time. Ms. Ross noted that the October 15 payment was almost \$339,000 less than previous payments. She is waiting for the reconciliation to determine if an adjustment was made, or if there is some other reason for such a drastic drop.

2013 Tentative Budget

County Administrator/Budget Officer John Margeson released the tentative budget on October 9. The Tentative Budget calls for a reduction in the Average County Tax Rate of 3.09 percent or 52 cents (from \$16.88 to \$16.36) per thousand of assessed property value. The Public Hearing on the Tentative Budget has been scheduled for Thursday, November 8, at 7 p.m. in the Board Chambers.

Departmental Budget Reports

Committee members discussed different formats that could be used for departments to report their financial information to the committee, and Ms. Ross distributed copies of a sample report that could be generated by our financial software. It was noted that this would be primarily for the smaller departments, and the bigger departments would still come in as they have been. Chairman Curt Crandall indicated that he likes the one-page reports the departments are currently completing that summarize everything, and he especially likes the area where the department head indicates if his/her budget is on target. Committee members requested Ms. Ross to make arrangements to have financial reports for the smaller departments distributed to committee members prior to the November meeting. The report should include an area where comments can be made, and the department head can indicate if they are on target, etc.

Sheriff's Office Transportation Reports

At a previous Budget Committee meeting, a spreadsheet was distributed summarizing the costs associated with transporting federal prisoners. Legislator Karl Graves asked if the figures are negotiable, and Sheriff Rick Whitney indicated that they are. Sheriff Whitney noted that they recently had a meeting with ICE, and they were able to come up with a figure for transporting prisoners.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:28 p.m. following a motion by Legislator LaForge, seconded by Legislator Curran, and carried.

Respectfully submitted,

Brenda Rigby Riehle, Clerk of the Board
Allegany County Board of Legislators