

**BUDGET COMMITTEE**  
**August 23, 2019**

**Committee Members Present:** P. Curran, P. Stockin, J. Burdick, D. Fanton, B. Harris, J. Ricci, C. Crandall

**Others Present:** G. Barnes, W. Dibble, J. Henry, C. Knapp, Y. Marks, D. McDonnell, B. Riehle, T. Ross, M. Washer

**Call to Order:** The meeting was called to order at 9:05 a.m. by Budget Committee Chairman Phil Curran.

## **2020 BUDGET REVIEWS**

### **Public Works – 2020 Budget Review**

Public Works Superintendent Justin Henry and Fiscal Manager Yvonne Marks attended the meeting to discuss the department's 2020 Budget requests for the following cost centers: Public Works Administration (A1490), Buildings (A1620), Traffic Control (A3310), Solid Waste (A8160), Traffic Control (A3310), County Road Fund D, as well as Road Machinery Fund DM. Ms. Ross stated that General Fund A is for administration costs, Building and Grounds, and the Landfill. County Road D covers the labor costs associated with capital projects and snow plowing. Road Machinery DM covers equipment, and Fund H are capital projects for 2020.

Mr. Henry distributed a 2019 and 2020 Budget comparison sheet for the committee to review. Ms. Ross stated that this comparison sheet is only showing expenses and not giving them a complete picture. Mr. Henry stated that using leftover County Road Fund Balance monies in the amount of \$755,200 brings his 2020 Budget increase to 0.7241 percent. If the department chooses not to use that leftover \$755,200, their budget request would be a 5 percent increase. Ms. Ross and Mr. Henry briefly discussed the inability to use leftover County Road Fund monies. Legislator Fanton stated that we take millions of dollars from our General Fund to take care of law breakers, our elderly, etc., and the roads and infrastructure are something every taxpayer has to drive on. Legislator Fanton continued that they need to keep on top of our infrastructure and repair the roads and bridges that need it rather than continue to fund things that aren't used by the general public.

Legislator Harris asked how inter-fund transfers work. Ms. Ross stated that when Public Works provides their budget request, they provide all of the projects they want in Capital Fund which is usually funded from County Road and Road Machinery. No General Fund monies are put in capital unless it's a County-wide project. In the end, Ms. Ross stated that County Road and Road Machinery have a hole between hundreds of thousands to millions, and she has to balance them which is typically done from the General Fund. The committee continued to briefly discuss D-5110 (County Road Fund D).

Ms. Ross and Committee Chairman Curran discussed the amount of information that is provided to the Legislators to review as well as the availability and distribution of it.

### **Road Machinery Fund**

Mr. Henry stated they are requesting the following in their 2020 Road Machinery Budget that totals approximately \$621,000:

- 1 Tandem Axle Dump Truck Snow Plow and Sander
- 1 Pavement Roller
- 2 Dump Truck Bodies

- 1 Crew Truck for District II
- 1 75+ Horsepower Excavator with Attachments

### **Motor Vehicles and Equipment Requests**

Mr. Henry stated they are requesting the following motor vehicles and equipment in their 2020 Budget that totals approximately \$110,000:

- 4 40-yard Heavy Duty Open Top Containers
- 1 One Ton Dump Tuck with Sander
- 1 Small Cargo Van for Recycling Coordinator

### **2020 Capital Projects**

Mr. Henry listed the following 2020 Capital Projects that he has included in his 2020 Budget request:

#### Town Projects

- BR #04-19, Almond, Bush Road, totaling approximately \$450,000
- BR #11-09, Burns, Narrow Road, totaling approximately \$275,000

#### County Projects

- Culvert #2A-18.5, County Road 2A, West Almond, totaling approximately \$330,000
- Culvert #08-34, County Road 08, Wirt, totaling approximately \$410,000
- BR #02-01, County Road 15, Allen, totaling approximately \$535,000

Mr. Henry noted that the total County share for these Town and County projects is approximately \$1,891,250. Mr. Henry indicated that he would also like to repair the back bank at the Court House at a cost of \$60,000 as well as perform a feasibility study for the Friendship Shop in the amount of \$50,000.

### **Public Works 2019 Semi-Annual Report**

Mr. Henry briefly discussed his 2019 Semi-Annual Budget Report stating they will have a future transfer request coming before the Public Works Committee due to the standby generator issues they had this year. Mr. Henry is waiting for some final numbers from the Jail Septic Project and hopes they can use some savings from that project to offset the generator repairs.

Mr. Henry indicated his traffic department is currently at 92 percent for overtime due to the uptick of stolen signs this year. Mr. Henry is working with the Sheriff's Office and other officials to address this. Mr. Henry stated that when stop signs are taken down in the middle of the night, they are getting called out to replace them for the safety of the general public. Clerk of the Board Brenda Rigby Riehle asked if the County is specifically being targeted or if they are seeing signs stolen on non-County roads as well. Mr. Henry indicated that most of the signs are in the Bolivar area, and he does not believe the State or Towns and Villages have encountered any issues, adding it only appears to be County roads. The committee briefly discussed the specific damage being done to the signs.

### **Emergency Services – 2020 Budget Review**

Emergency Management and Fire Director Jeff Luckey returned to the Friday Budget meeting to discuss his completed 2020 Budget requests for Emergency Services (A3640) and Fire Services (A3410). Mr. Luckey thanked the committee for allowing him to come back and discuss his budget and apologized for the errors previously shown. Committee Chairman Curran asked what the 27 percent increase is related to. Mr. Luckey stated they requested an additional \$3,000 for the Fire Advisory Board, there was a re-evaluation for rent in the amount \$17,650, and they also requested a \$7,000 increase in their public safety contracts to provide a \$3/hour raise to their EMS instructors. Mr. Curran stated that is a substantial raise, and Mr. Luckey stated they haven't received a raise in over 12 years and with the new minimum wage picking up, they are trying to match that hourly rate. Mr. Luckey noted that compared to other counties, we pay way below the normal. Ms. Ross stated that Mr. Luckey's budget is still missing State Aid information; therefore, the Board isn't getting the complete bottom line picture as that aid will help to reduce the 27 percent increase they are questioning.

### **Clerk of the Board – 2020 Budget Review**

Clerk of the Board Brenda Rigby Riehle attended the meeting to discuss her 2020 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 indicated that she was too conservative with A1010.405 (Conference/Expense). In 2018, the Board spent almost \$15,000 in conference expenses, and with the increase in attendees at the 2019 Fall Seminar, they are going to exceed \$17,000 in that account. Mrs. Riehle suggested they increase that line item to \$18,000 to \$20,000. Committee Chairman Curran stated that while there is nothing they can do about this year's Fall Seminar, perhaps going forward they need to have a set number of legislators allowed to attend, and those who do can come back and summarize their trip to educate the remaining Board members. Legislator Burdick disagreed with Mr. Curran stating that if someone wants to receive training, they should, and the County should pay for it, adding that \$18,000 is a "drop in the bucket" and training and networking are important. Attorney Knapp stated that \$18,000 for 15 people isn't that bad. Chairman Crandall stated over the years when there were Spring and Fall conferences, it was somewhat split up, and they didn't have a lot of action on standing committees. The only Board member that held a spot on the NYSAC Committee was Legislator Dibble; however, in recent years, the Board has had an increase in involvement and attendance. Chairman Crandall continued that at one time they put a ban on all conferences which he feels was a financial mistake. On the legislative side, we have a good and active group, noting the importance of networking with other counties, and what it has allowed them to learn and incorporate into our County. Legislator Harris suggested the Board also consider increasing the line item further to allow for a rotation of members to attend finance school which he found very valuable. Committee Chairman Curran noted that he feels sending a large group to one conference is overkill.

Mrs. Riehle briefly went through and discussed her additional accounts.

### **CS Fund**

Mrs. Riehle stated that 2019 has been a bad claim year in regards to the number we have had, noting that in her number of years working at the County, she has never seen so many in one year. Mrs. Riehle noted that while there has been a lot of claims, many of them were windshields or other small issues so the dollar amount has not been that large.

**Break**

The committee took a break at 10:53 a.m. and reconvened the meeting at 11:06 a.m.

**County Administrator – 2020 Budget Review**

County Administrator Deborah McDonnell attended the meeting to discuss her 2020 Budget requests for the following cost centers: County Administrator (A1011), Assigned Counsel (A1171), Auditor (A1320), Budget (A1340), Land Acquisition or Lease (A1622), Contingency (A1990), Bus Transportation (A5630), Beach & Pool (A7180), Other Recreation (A7185), Historian/Records Storage (A7510), County Reforestation (A8710), Wildlife Habitat & Stream (A8720), Conservation (A8730), Cooperative Extension (A8751), and CSH Risk Retention Health Fund. Ms. McDonnell briefly discussed each account in her budget as well as the requests she has made for the 2020 Budget year such as a new printer, new 32" computer monitor, and other miscellaneous office supplies. It was questioned why there is a request for a miscellaneous consultant in the amount of \$10,100, and Ms. McDonnell was unsure as to what that request was and would look into it.

**Contingency**

Ms. McDonnell stated they have requested \$610,000 for the Contingency account in 2020. Out of the \$610,000, \$300,000 is being used as a general amount, and the remaining \$310,000 is for anticipated union negotiation needs that will be disbursed to departments with PEF and Sheriff's Union members. Legislator Harris asked if the \$300,000 is just for general unexpected expenses, and Ms. Ross stated, yes. Attorney Knapp noted that they also have not received any requests from the airport for the 2020 year. Legislator Harris asked if the airport comes for funding after the 2020 Budget has been approved, could they by resolution, pull the funds out of the general fund. Ms. Ross stated the Board would have the choice to pull the funds out of Contingency or appropriate them from fund balance. Legislator Harris indicated it would be to their benefit to budget things now rather than wait for requests to come in after the Budget has been approved. Attorney Knapp stated that they amended the tentative budget last year to add more money to Contingency to cover projects that came up, one being the airport. Ms. Ross stated that the Board can certainly designate the \$300,000 for specific items; however, it is typically there for unexpected expenses. Ms. Ross suggested they don't lock funds into a specific department or cost center because it eliminates the Board's ability to control those funds. Legislator Harris stated that when funds are put into Contingency and earmarked for something, it allows those in favor to justify moving it forward because the item has already been budgeted for. Ms. Ross reminded the committee that funds in Contingency are not committed to anything, and they have the right to say no when the time comes to discuss a request.

**Housekeeping Items**

Legislator Harris referenced the housekeeping items that Ms. McDonnell included in her department survey and asked if they have been budgeted. Ms. McDonnell stated, no, because they aren't looking for expenses. Ms. McDonnell explained that she would like to make the caucus room bigger by moving it to the office of former Deputy County Administrator Guy James because currently, it only allows 11 people. Ms. McDonnell discussed moving the Workers' Compensation Executive Secretary to a new office and converting her current one to a break room so employees don't have to wash their dishes in the bathroom, and they can also move the full size refrigerator out of the mail/copy room. These suggestions have been submitted to Public Works Superintendent Justin Henry, and Ms. McDonnell presumes he has money included in his budget

to cover any minor costs they may incur. The committee also discussed with Ms. McDonnell her suggestions for future upgrades to the security of the County Office Complex.

### **Medical Insurance**

The committee briefly discussed the CSH Risk Retention – Health Fund. Legislator Fanton asked where they get the money for retirees on the Medicare Advantage Plan. Ms. Ross stated it comes from our medical insurance. Legislator Ricci asked how many retirees are currently collecting on that plan. Personnel Officer Bobby Budinger stated there are 171 retirees on the Medicare Advantage Plan and 276 on the Option 1 Plan, adding that of those 276, 23 are grandfathered in. Mr. Budinger continued that the majority of the 276 retirees on the Option 1 Plan can move to the Medicare Advantage Plan when they turn 65 or can pick up Part B that is required. Ms. Ross added that they essentially have 450 retirees on the County's insurance. Mr. Budinger noted there are approximately 1,300 employees along with their dependents on the County's insurance.

### **Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 11:56 a.m. following a motion by Legislator Harris, seconded by Legislator Ricci, and carried.

Respectfully submitted,

Meghan Washer, Confidential Secretary to the Clerk of the Board  
Allegany County Board of Legislators