

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

January 25, 2016

CALL TO ORDER: The meeting was called to order at 3:10 p.m. by Chairman Curtis W. Crandall

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, D. Fanton, K. Graves, M. Healy, J. Hopkins, C. Jessup, K. LaForge, A. McGraw, T. O'Grady, D. Pullen, D. Root, N. Ungermann

OTHERS PRESENT: H. Budinger, C. Clark, K. Dirlam, C. Knapp, J. Margeson, B. Riehle, J. Wood

SPECIAL GUESTS: *Belmont Betterment Association Members* – President Wendy Skinner, Treasurer Michael Doody, Secretary Donna Dawson DiGirolamo, Board Directors Sharon Canfield and Donald Skinner. *Mission Commercial Realty* – Licensed Real Estate Salesperson Mercedes Brien

EXECUTIVE SESSION:

A motion was made by Legislator Pullen, seconded by Legislator Fanton, and carried to enter into executive session at 3:10 p.m. to discuss the proposed sale or acquisition of County property (Voting No: Burt, Curran, Decker, Healy, O'Grady, Ungermann). Following discussion at 5:11 p.m., a motion was made by Legislator Graves, seconded by Legislator Healy, and carried to end the executive session and return to the regular meeting.

ADJOURNMENT:

There being no further business to come before the committee, the meeting was adjourned at 5:11 p.m. following a motion by Legislator Graves, seconded by Legislator Pullen, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

February 8, 2016

CALL TO ORDER: The meeting was called to order at 9:40 a.m. by Chairman Curtis W. Crandall

LEGISLATORS PRESENT: Chairman C. Crandall, P. Curran, D. Decker, D. Fanton, K. Graves (Arrived @ 10:30 am.), M. Healy, J. Hopkins, C. Jessup, K. LaForge, D. Pullen, D. Root (Absent: S. Burt, A. McGraw, T. O'Grady, and N. Ungermann)

OTHERS PRESENT: C. Knapp, J. Margeson, N. Mazza (Bonadio), T. Miner, B. Riehle

Attorney/Client Session:

A motion was made by Legislator Decker, seconded by Legislator Root, and carried to enter into executive session at 9:40 a.m. Following discussion at 11:20 a.m., a motion was made by Legislator Fanton, seconded by Legislator Healy, and carried to end the attorney/client session and return to the regular meeting.

Advertise for County Administrator Position

A motion was made by Legislator Fanton, seconded by Legislator Pullen, and carried to direct the Interim County Administrator John Margeson to work with Nick Mazza, Consultant with the Bonadio Group, to finalize the advertisement for the position of County Administrator and to move forward with publishing said advertisement. **Refer to Interim County Administrator**

Local Law Establishing Office of County Administrator

A motion was made by Legislator Decker, seconded by Legislator Curran, and carried to direct County Attorney Thomas Miner to review the proposed changes to the position of County Administrator, and present an updated local law to the Ways & Means Committee. It was noted that the new local law may either repeal and replace or amend the existing local law. **Refer to County Attorney and Ways & Means Committee**

Future Meetings

Committee members agreed that it would not be necessary to hold the Committee of the Whole meeting scheduled for Wednesday, February 17, and Clerk of the Board Brenda Rigby Riehle was requested to cancel that meeting.

ADJOURNMENT:

There being no further business to come before the committee, the meeting was adjourned at 11:21 a.m. following a motion by Legislator Graves, seconded by Legislator Curran, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

March 14, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, N. Ungermann (Absent: D. Fanton, A. McGraw, D. Root)

OTHERS PRESENT: H. Budinger, K. Dirlam, L. Edwards, M. Gasdik, V. Grant, R. Hollis, K. Hooker, C. Knapp, J. Luckey, J. Margeson, T. Miner, K. Monroe, B. Riehle, T. Ross, R. Scott, R. Sobeck-Lynch, R. Whitney (Newcastle Communications Guests: Gioia Ambrette, Mark Fogel, and Brianna Gallowe)

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 3:50 p.m.

Newcastle Communications

Information Technology Director Keith Hooker introduced representatives from Newcastle Communications: President Gioia Ambrette, Account Manager Mark Fogel, and Customer Support Brianna Gallowe. Mr. Hooker stated the current phone system is old, and at the end of service. He noted it is more expensive to upgrade the old system than to purchase a new system. Mr. Hooker stated he recommends the Newcastle Communications phone system. He said the difference between the current phone system and the Newcastle system is outstanding.

President of Newcastle Communications Gioia Ambrette stated she has been with the company for 37 years. Ms. Ambrette stated Mr. Hooker did his due diligence, and asked for a request for proposal (RFP). She gave a PowerPoint presentation about the Newcastle Communications telephone system, and the benefits of the system. Ms. Ambrette noted the County's current phone system is considered from the Stone Age. She said if there is a problem with one of the cards in the system, the phones are out of commission for over 24 hours. With the new system, that would no longer be an issue. She stated the phone system option they have is a software based system. It can run on any standard server. It is a virtual system, where the phone system is an application on the computer. Annual software assurance is part of the package. Each year, the County will receive an upgrade to the system. There is an annual cost of ownership and this upgrade is included. She stated the cost of ownership is the lowest in the industry.

Ms. Ambrette noted a crash kit is left on site for emergencies. It does not cost the County anything, unless the crash kit is lost. Disaster Recovery Software is also included. Once it is purchased, the County can make as many copies as they want for free. If there is a failure at one place, the system will keep on going. Mass notification is also built into the product. She stated it is an important component, and the County doesn't have to pay for it. Legislator Decker stated they have been discussing building security, and this system would fit in with what they are doing. Ms. Ambrette stated the system requires simple administration, and the Information Technology Department should be able to manage it. Training is included in the installation, and part of the annual package is training including new staff. Ms. Ambrette stated the phone system is Department of Defense JITC certified.

There was much discussion about connecting cell phones with the desk phones. Employees would download an app on their Smartphones, and would be able to receive calls from their desk phones. Employees can also make calls using their cell phones, and the office number will shield the private cell phone number. Legislator Ungermann asked if a citizen calls a County Office number, will the employee be able to answer if they are out in the field. Ms. Ambrette stated it can simultaneously ring the cell phone and desk phone. Legislator Ungermann asked if it will eliminate a receptionist. Ms. Ambrette stated they don't want to replace any jobs. Legislator Graves asked if cell phones came with the system. Ms. Ambrette said no, but they can download the app to their

own cell phones. She noted it will not work with a Blackberry. Legislator Hopkins asked if the employee has to have a Smartphone. Ms. Ambrette said yes.

Legislator LaForge asked if the system is hard wired. Ms. Ambrette said you use a network or standard T1 line from a phone company. Legislator Graves asked if the system is internet based. Ms. Ambrette said yes. Legislator Graves asked if the range is unlimited. Ms. Ambrette said yes as long as they have a phone and Wi-Fi. Mr. Hooker stated there are currently about 500 County phones. Ms. Ambrette stated the phone system is scalable so they can have as many as 3,500 phones if they want to expand. Legislator Graves asked if the County would have to run new wires for the phone system. Mr. Hooker said some floors would need some rewiring, and others would use the same wires. Legislator Graves asked about onsite service and the cost. Ms. Ambrette stated they have a technician in Walton, New York, but reiterated there will be a crash kit onsite. She also said that there is no additional cost for onsite service. Legislator Graves asked about the timeline once it has been approved. Ms. Ambrette stated they replace the phones, test, and then switch them over.

Ms. Ambrette stated they have been working with Ulster County. She suggested the County talk to them about the phone system, and their experiences. She noted Ulster County switched their phones over one department at a time. Mr. Hooker stated he has spoken with Ulster County Information Services Director Sylvia Wohlfahrt, and they are happy with the system.

Social Services Commissioner Vicki Grant asked if the system had paging capability. Ms. Ambrette said it does have the capability for mass notification. Youth Bureau Director Linda Edwards asked about faxes. Ms. Ambrette stated that would be another product that would need to be added on to the package. Mr. Hooker believes it was in the package. Legislator Graves asked if it has voice recognition. Ms. Ambrette stated in the future there may be facial recognition, and it is another component that would be an additional cost.

Chairman Crandall asked about the cost of the system. Ms. Ambrette stated it is the lowest cost system they have proposed to anyone. She said there are two components in the cost of ownership. That is what the dealer (Newcastle) will charge you and the cost of the software assurance from the manufacturer. Ms. Ambrette said they are fixed costs. Chairman Crandall asked if Mr. Hooker was going to talk about cost at this time. Mr. Hooker said no, they are still working on it. Chairman Crandall stated Mr. Hooker should bring his recommendation, and the specific cost of the system with options to Committee.

Finally, the representatives from Newcastle Communications gave a brief demonstration of the phone system.

ADJOURNMENT:

There being no further business to come before the committee, the meeting was adjourned at 4:37 p.m. following a motion made by Legislator Graves, seconded by Legislator Decker, and carried.

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

MARCH 28, 2016

CALL TO ORDER: The meeting was called to order at 3:20 p.m. by Chairman Curtis W. Crandall

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, D. Fanton, K. Graves, M. Healy, J. Hopkins, C. Jessup, K. LaForge, A. McGraw, T. O'Grady, D. Pullen, D. Root, N. Ungermann

OTHERS PRESENT: H. Budinger, C. Clark, S. Decker, K. Dirlam, J. Margeson, T. Miner, B. Riehle, T. Ross, J. Wood

ATTORNEY/CLIENT SESSION:

The Committee entered attorney/client session at 3:20 p.m. on a motion by Legislator Decker, seconded by Legislator Graves, and carried. The Committee exited attorney/client session at 4:54 p.m. on a motion by Legislator Graves, seconded by Legislator Root, and carried.

AGREEMENT WITH IOC SERVICES, LLC:

A motion was made by Legislator Burt, seconded by Legislator Graves, and carried to enter into an agreement with IOC Services, LLC for economic development services with a term of April 1, 2016, through December 31, 2017. This resolution will be pre-filed for the April 11 Board meeting and will be sponsored by the Planning & Development Committee. **Prepare Resolution**

ADJOURNMENT:

There being no further business to come before the committee, the meeting was adjourned at 4:56 p.m. following a motion by Legislator Graves, seconded by Legislator Pullen, and carried.

Respectfully Submitted,

Sarah M. Decker, Deputy Clerk of the Board
Allegany County Board of Legislators

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

April 11, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, P. Curran, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, D. Root, N. Ungermann (Absent: S. Burt, D. Decker, A. McGraw)

OTHERS PRESENT: J. Margeson, N. Mazza, T. Miner (*11:08 a.m.*), B. Riehle, D. Scholes (*11:16 a.m.*)

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 9:07 a.m.

Executive Session

A motion was made by Legislator Root, seconded by Legislator Graves, and carried to enter into executive session at 9:07 a.m. to discuss the medical, financial, credit, or employment history of a particular person. Immediately following discussion at 11:40 a.m., a motion was made by Legislator Graves, seconded by Legislator Healy, and carried to end the executive session and return to the regular meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 11:40 a.m. following a motion made by Legislator Graves, seconded by Legislator Root, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

April 12, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, P. Curran, D. Decker, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, D. Root, N. Ungermann
(Absent: S. Burt, A. McGraw)

OTHERS PRESENT: J. Margeson, N. Mazza, B. Riehle

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 9:25 a.m.

Executive Session

A motion was made by Legislator Curran, seconded by Legislator Graves, and carried to enter into executive session at 9:25 a.m. to discuss the medical, financial, credit, or employment history of a particular person. Immediately following discussion at 11:55 a.m., a motion was made by Legislator Decker, seconded by Legislator Fanton, and carried to end the executive session and return to the regular meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 11:55 a.m. following a motion made by Legislator Graves, seconded by Legislator Decker, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE
(after Ways & Means)**

April 25, 2016

LEGISLATORS PRESENT: C. Crandall, S. Burt, D. Decker, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, D. Root, N. Ungermann (Absent: P. Curran, A. McGraw)

OTHERS PRESENT: L. Ballengee, H. Budinger, S. Decker, L. Gridley, M. Hennessy, R. Hollis, G. James, C. Knapp, J. Margeson, T. Miner, B. Riehle, T. Ross, D. Scholes

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 1:10 p.m.

SEQR Review

Chairman Crandall explained the purpose of the meeting was to review and approve the Short Environmental Assessment Form in regards to the amendment of the Flow Control Law. He then turned the meeting over to County Attorney Tom Miner to go through the form with the Board. After reviewing Part 1 of the form, Mr. Miner read through each question in Part 2 and the Board determined that there was no impact for each item in question. Following the review, a motion was made by Legislator Pullen, seconded by Legislator Fanton, and carried to direct the Deputy Superintendent of Public Works Dean Scholes to sign the form stating that there is no significant adverse environmental impact.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 1:16 p.m. following a motion made by Legislator Graves, seconded by Legislator Root, and carried.

Respectfully submitted,

Sarah M. Decker, Journal Clerk/Deputy Clerk of the Board
Allegany County Board of Legislators

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE
(After the Board Meeting)**

April 25, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, D. Decker, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, D. Root, N. Ungermann
(Absent: P. Curran , A. McGraw)

OTHERS PRESENT: C. Knapp, J. Margeson, T. Miner, B. Riehle, T. Ross

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 3:34 p.m.

Attorney/Client Session

A motion was made by Legislator Decker, seconded by Legislator Healy, and carried to enter into attorney/client at 3:35 p.m. Immediately following discussion at 4:30 p.m., a motion was made by Legislator Graves, seconded by Legislator Root, and carried to end the attorney/client session and return to the regular meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:30 p.m. following a motion made by Legislator Graves, seconded by Legislator Root, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

May 9, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, A. McGraw, T. O'Grady, D. Pullen, D. Root, N. Ungermann

OTHERS PRESENT: C. Knapp, J. Margeson, T. Miner, B. Riehle, T. Ross

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 3:18 p.m.

Attorney/Client Session

A motion was made by Legislator Graves, seconded by Legislator Fanton, and carried to enter into attorney/client at 3:18 p.m. Immediately following discussion at 4:39 p.m., a motion was made by Legislator Curran, seconded by Legislator Pullen, and carried to end the attorney/client session and return to the regular meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:39 p.m. following a motion made by Legislator Graves, seconded by Legislator Healy, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

May 10, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, D. Decker, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, D. Pullen, D. Root, N. Ungermann (Absent: S. Burt, P. Curran, A. McGraw, T. O'Grady)

OTHERS PRESENT: J. Margeson, B. Riehle

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 1:08 p.m.

Executive Session

A motion was made by Legislator Ungermann, seconded by Legislator Decker, and carried to enter into executive session to discuss matters leading to the appointment or employment of a particular person at 1:08 p.m. Immediately following discussion at 4:15 p.m., a motion was made by Legislator Graves, seconded by Legislator Root, and carried to end the executive session and return to the regular meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:15 p.m. following a motion made by Legislator Graves, seconded by Legislator Decker, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

August 22, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, D. Root, N. Ungermann (Absent: A. McGraw)

OTHERS PRESENT: T. Boyde, H.R. Budinger, T. Miner, B. Riehle

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 3:19 p.m.

ATTORNEY/CLIENT SESSION:

A motion was made by Legislator Fanton, seconded by Legislator Graves, and carried to enter into attorney/client session at 3:19 p.m. Immediately following discussion at 3:30 p.m., a motion was made by Legislator Fanton, seconded by Legislator Graves, and carried to end the attorney/client session and return to the regular meeting.

EXECUTIVE SESSION:

A motion was made by Legislator Graves, seconded by Legislator Curran, and carried to enter into executive session at 3:30 p.m. to discuss the employment history of particular employees within the Section IV Salary Plan. Immediately following discussion, at 4:14 p.m., a motion was made by Legislator Graves, seconded by Legislator Root, and carried to end the executive session and return to the regular meeting.

ADJOURNMENT: A motion was made by Legislator Graves, seconded by Legislator Burt, and carried to adjourn the meeting at 4:14 p.m.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

September 12, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, D. Root, N. Ungermann (Absent: A. McGraw)

OTHERS PRESENT: T. Boyde, C. Clark, K. Dirlam, T. Miner, B. Riehle

GUESTS: Robert Carney (*Cuba Town Supervisor*), Carlos Gildemeister (*Cuba-Rushford School Superintendent of Schools*), William Heaney (*Representative for Senator Catharine Young*), Lee James (*Representative for Congressman Tom Reed*), Diane Weatherall (*Cuba-Rushford School Business Executive & District Treasurer*)

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 3:50 p.m.

ATTORNEY/CLIENT SESSION:

A motion was made by Legislator Graves, seconded by Legislator Decker, and carried to enter into attorney/client session at 3:50 p.m. Immediately following discussion at 5:30 p.m., a motion was made by Legislator Graves, seconded by Legislator Decker, and carried to end the attorney/client session and return to the regular meeting.

EXECUTIVE SESSION:

A motion was made by Legislator Decker, seconded by Legislator Root, and carried to enter into executive session at 5:30 p.m. to discuss the employment history of particular employees within the Section IV Salary Plan. Immediately following discussion, at 5:38 p.m., a motion was made by Legislator Graves, seconded by Legislator Healy, and carried to end the executive session and return to the regular meeting.

FUTURE MEETINGS:

It was announced that there will be a special Committee of the Whole meeting at 9:00 a.m. on September 21 to continue discussions regarding the Section IV salaries.

ADJOURNMENT: A motion was made by Legislator Graves, seconded by Legislator Pullen, and carried to adjourn the meeting at 5:38 p.m.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

September 21, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Fanton, K. Graves, D. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, D. Root (Absent: D. Decker, A. McGraw, N. Ungermann)

OTHERS PRESENT: T. Boyde, B. Riehle

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 10 a.m.

EXECUTIVE SESSION:

A motion was made by Legislator Root, seconded by Legislator Hopkins, and carried to enter into executive session at 10:00 a.m. to discuss the employment history of particular employees within the Section IV Salary Plan. Immediately following discussion, at 11:14 a.m., a motion was made by Legislator Graves, seconded by Legislator Fanton, and carried to end the executive session and return to the regular meeting.

SECTION IV SALARIES:

Committee members requested Clerk of the Board Brenda Rigby Riehle to notify Department Heads regarding their 2017 salaries, and giving them an opportunity to discuss those salaries with the Committee of the Whole on September 26.

ADJOURNMENT: A motion was made by Legislator Graves, seconded by Legislator Root, and carried to adjourn the meeting at 11:14 a.m.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

September 26, 2016

CALL TO ORDER: The meeting was called to order at 3:07 p.m. by Chairman Curtis W. Crandall

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, D. Fanton, K. Graves, M. Healy, J. Hopkins, C. Jessup, K. LaForge, A. McGraw, T. O’Grady, D. Pullen, D. Root (Absent: N. Ungermann)

OTHERS PRESENT: T. Boyde, B. Riehle

SECTION IV SALARIES:

The Committee of the Whole acknowledges that the following County officers’ salaries for 2017 which by reason of an increase during their respective terms of office will require a local law:

County Attorney	\$106,626
County Clerk	\$ 72,345
Employment & Training Director	\$ 64,090
Personnel Officer	\$ 71,746
Public Defender	\$101,123
Public Health Director	\$ 79,374
Public Works Superintendent	\$ 88,304
Real Property Tax Director	\$ 70,533
Sheriff	\$ 73,954
Social Services Commissioner	\$ 81,768
Treasurer	\$ 83,400

A motion was made by Legislator Jessup, seconded by Legislator Root, and carried requesting the County Attorney to prepare the necessary resolutions associated with the local law process for the listed salaries. (Voting No: K. Graves, Absent: N. Ungermann)

Prepare Resolution

SECTION IV (NON-GRADED) POSITIONS – 2016 SALARIES:

A motion was made by Legislator Fanton, seconded by Legislator Pullen, and carried to sponsor a resolution establishing the 2017 compensation for County employees whose titles are in the Section IV Salary Plan as listed below. (It should be noted that the positions of County Attorney, County Clerk, Employment & Training Director, Personnel Officer, Public Defender, Public Health Director, Public Works Superintendent, Real Property Tax Director, Sheriff, Social Services Commissioner, and Treasurer are being addressed separately by local law.) (Voting No: K. Graves, Absent: N. Ungermann) **Prepare Resolution**

SECTION IV (NON-GRADED) POSITIONS – 2017 SALARIES

<u>TITLE</u>	<u>BASE SALARY</u>
County Legislators	8,500
Chairman of the Board	8,500
Majority Leader	300
Minority Leader	300
Deputy Budget Officer	2,500
County Administrator	97,375
Deputy County Administrator	10,000
Clerk of the Board	67,000
District Attorney <i>(Previously amended by Resolution No. 77-16)</i>	
Assistant District Attorney (1 st)	40,360
Assistant District Attorney (2 nd)	37,452
Assistant District Attorney (3 rd)	37,508
Assistant District Attorney (4 th)	37,508
<i>If the 3rd & 4th ADA positions are combined, the salary will be set at \$77,158</i>	
Assistant District Attorney (5 th) V&T	26,585
Assistant District Attorney (6 th) Welfare	24,000
District Attorney Investigator (PT)	15,000
Crime Victims Coordinator	32,061
Assistant Public Defender (1 st)	85,086
Assistant Public Defender (2 nd)	76,890
Assistant Public Defender (3 rd)	75,015
Deputy County Auditor	1,200
Assistant County Attorney (1)	82,000
Assistant County Attorney (2)	76,875
Assistant County Attorney (3)	71,750
Director of Planning	68,163
Information Technology Director	77,900
Election Commissioners (2)	17,554
Election Technicians	
Election Machine Tech 1	17.66/hr.
Election Machine Tech 2	19.32/hr.
Election Inspectors – Primary	112.50/day
Election Inspectors – General	180/day
Election Inspectors – Training	39.50/day
Election Coordinator – Primary	137.50/day
Election Coordinator – General	220/day
Seasonal Laborers (Public Works)	10.25/hr.
Laborers (Gatekeepers) Part-time	12.45/hr.
Undersheriff	67,004
Probation Director	68,890
STOP-DWI Coordinator	17,421
Youth Director	35,517
Emergency Management and Fire Director	55,527
E911 Enumerator (Part-time)	10/hr.
Medical Director	20,000

Physical Therapist (EI Part-time)	10/hr.
Occupational Therapist (EI Part-time)	10/hr.
Speech-Language Pathologist (EI Part-time)	10/hr.
Special Education Teacher (EI Part-time)	10/hr.
Community Services Director	43,722
Development Director	
Office for the Aging Director	61,000
Office for the Aging:	
Site Managers	10-12/hr.
Drivers and Aides	10-12/hr.
Rushford Lake:	
Youth Agencies Director	550wk.
Lifeguards	10.75/hr.
SYEP Summer Counselors	5,040
Coroners:	
Local Transport	300 p/d
Autopsy Transport-Monroe Co.	600 p/d
Autopsy Transport-Olean General	450 p/d

2016 SALARIES FOR NON-UNIT EMPLOYEES:

A motion was made by Legislator Jessup, seconded by Legislator Fanton, and carried to sponsor a resolution establishing a 2.5 percent salary increase for 2017 for the 22 County employees whose titles are in the Non-Unit Salary Plan. (Voting No: K. Graves; Absent: N. Ungermann) **Prepare Resolution**

COMPENSATION OF COUNTY OFFICERS AND EMPLOYEES:

A motion was made by Legislator Pullen, seconded by Legislator Fanton, and carried to sponsor our annual "master" resolution authorizing the payment of salary increases under the "County Unit Salary Plans" pursuant to contractual agreements in the AFSCME, NYS Nurses' Association, Allegany County Deputy Sheriff's Association, and the New York State Public Employees Federation unions, as well as the "County Non-Unit Salary Plan" for the non-unit and Section IV employees. **Prepare Resolution**

ADJOURNMENT:

There being no further business to come before the committee, the meeting was adjourned at 3:49 p.m. following a motion made by Legislator Graves, seconded by Legislator Decker, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

September 26, 2016

LEGISLATORS PRESENT: Chairman C. Crandall, P. Curran, D. Decker (*arrived 9:53*) D. Fanton, K. Graves, D. M. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady (*arrived 9:55*), D. Pullen, D. Root

OTHERS PRESENT: T. Boyde, S. Decker, T. Miner, B. Rigby Riehle, T. Ross

CALL TO ORDER: Chairman Curtis Crandall called the meeting to order at 9:10 a.m.

BUDGET REVIEW:

Chairman Crandall stated that the purpose of the meeting was to review the Tentative Budget that would be released later today. This is part of the process leading up to the adoption of the budget in November. A public hearing will take place on November 10 at 7 o'clock in the Legislative Chambers. If the Board as a group feels there are changes that need to be made to the Budget, those changes will be done by resolution between now and when the Budget is adopted.

County Administrator Tim Boyde noted that this years' Budget calls for the use of \$3 million from the Fund Balance. County Treasurer Terri Ross remarked that they won't have the final property tax assessment numbers until the end of October. Chairman Crandall stated that using money from the Fund Balance is something that's been done over the last several years and once the books are closed at year-end, that Fund Balance can be replenished with any excess carryover. Treasurer Ross stated that the goal of the Fund Balance is not to have to use it, but it's there in case you need it. It's a budget figure, and the goal is not to use it. County Administrator Boyde clarified that the \$3 million is there for a worst case scenario. Treasurer Ross noted some of the unknowns including sales tax revenue and costs associated with the Landfill.

The group discussed the possibility of bonding for some of the larger expenditures that may arise. The Treasurer stated that the County is certainly in a good place for borrowing at this time. They discussed the septic system at the Public Safety Facility and whether that is something that's going to need to be replaced in the near future. Legislator Fanton indicated that the current system is still working. Treasurer Ross stated that doing the maintenance quarterly has proved to be more cost effective rather than replacing the system at this time. The committee discussed the Fund Balance and what amount was necessary and reasonable to keep for unexpected events. They talked about the need for planning ahead on large projects so they can be budgeted for rather than taken out of Contingency. Treasurer Ross remarked that these large projects need to be discussed as capital projects in June so they can be budgeted. County Administrator Boyde said that shouldn't have to be tapped into. The boilers at the Public Safety Facility needing to be replaced couldn't be predicted. There are always going to be things like that that we can't predict. The telephone project and 911 project have life cycles and will need to be upgraded at some point. Those need to be planned ahead for. Vehicle replacement and health care costs are things that can be looked into as well.

The committee went on to discuss overtime costs and staffing at the Public Safety Facility and whether it makes financial sense to house outside inmates at the Facility. Legislator O'Grady expanded on that by suggesting that it might make more sense for the State to take over the court

security. He feels the Board needs to have a better understanding of what our costs and revenues are for the Sheriff's Office. They need to look at what the legacy costs are too. Hiring one more person is a big ticket item. As we lose things we don't tend to downsize like a business would.

Legislator LaForge suggested that it's not just County taxes that bother taxpayers; it's the town, village, and school taxes too. He wants the Board to look at consolidations. He feels the State hasn't done anything to help consolidate things.

The committee discussed the possibility of having the Bonadio Group do some additional efficiency studies. They found areas to save in Social Services and could analyze other departments in the same manner.

Legislator Healy remarked that two parts of the local share of the Budget are property taxes and sales tax. He would like to see continued work on business development at the Crossroads. The County is missing out on a great deal of sales tax revenue by not having a business there to serve travelers. That's additional tax revenue that would come from non-residents. County Administrator Boyde mentioned some of the opportunities we have in development. He reminded everyone of the airport and rail services that are available. He said, "We need to stop the loss of jobs. We have to think ahead and move forward." Legislator Healy added, "...things such as a new convenience store in Belmont just cater to local people; we need to draw revenue from outside sources." Legislator Fanton mentioned that Livingston County, which is similar in size, has more sales tax revenue than we do. Seventy percent of their sales tax revenue is from fuel. They receive \$10 million more in sales tax revenue than we do.

Legislator O'Grady brought up the topic of vehicle replacement. When a new vehicle is purchased, the previously used vehicle isn't always disposed of. We end up with additional vehicles because vehicles are being replaced twice. Legislator Decker stated that he'd like to take a look at the vehicles that are being taken home at night. He doesn't feel it's necessary for the County to provide vehicles for employees to take home.

ADJOURNMENT: A motion was made by Legislator Graves, seconded by Legislator Decker, and carried to adjourn the meeting at 11:21 a.m.

Respectfully submitted,

Sarah M. Decker, Deputy Clerk of the Board
Allegany County Board of Legislators

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

October 11, 2016

CALL TO ORDER: The meeting was called to order at 2:55 p.m. by Chairman Curtis W. Crandall

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, D. Fanton, K. Graves, M. Healy, J. Hopkins, C. Jessup, K. LaForge, D. Pullen, D. Root, N. Ungermann
(Absent: A. McGraw, T. O'Grady)

OTHERS PRESENT: T. Boyde, T. Miner, B. Riehle, T. Ross, K. Slep

Executive Session

A motion was made by Legislator Fanton, seconded by Legislator LaForge, and carried to enter into executive session at 2:55 p.m. to discuss the employment history of a particular employee. Immediately following discussion, at 3:27 p.m., a motion was made by Legislator Decker, seconded by Legislator Burt, and carried to end the executive session and return to the regular meeting.

Assistant District Attorney Positions

A motion was made by Legislator Curran, seconded by Legislator Decker, and carried to make the part-time Third Assistant District Attorney a full-time position effective January 1, 2017. The fourth Assistant District Attorney position will remain on the books as "part-time, not authorized to fill." **Prepare Resolution**

A motion was made by Legislator Fanton, seconded by Legislator Jessup, and carried to set the salary of the Third Assistant District Attorney at \$85,000 effective January 1, 2017, contingent on the position becoming a full-time position. This position is included in the Section IV Salary Plan and said change should be adopted by resolution when the remainder of the salaries in the Section IV Salary Plan are approved later this year. **Prepare Resolution (To be Included with Section IV Salary Plan Changes)**

2017 Tentative Budget

County Administrator/Budget Officer Tim Boyde indicated that some of the cuts they propose making to the 2017 Tentative Budget include a reduction in clothing allowance for Weights & Measurers (A6610.425) and E-911 Dispatch (A3112.425) and a decrease in overtime for E-911 Dispatch (A3112.103). They pulled one bridge in New Hudson and a piece of equipment from the Public Works budget. There was a discussion about funding the bridge and equipment from the County Road Fund Balance as that would enable us to complete the bridge and purchase the equipment without impacting the tax rate or General Fund Balance. Public Work Committee Chairman Dwight Fanton stated that he is in favor of financing the bridge from the County Road Fund Balance, but not the equipment. Mr. Boyde indicated that he would make a more formal request with dollar amounts and account numbers that the committee could take action on at a future meeting.

Personnel Costs

Chairman Curt Crandall indicated that they wanted to start looking at overtime costs including base salary versus take home pay from a budgetary standpoint. Chairman Crandall suggested updating our one-page financial reports to address overtime, noting that that would bring overtime costs to the forefront.

County Treasurer Terri Ross indicated that she has been working on some reports associated with payroll expenses, and she will plan to bring them to the Budget Committee meeting next week so that committee members can see what type of reports and information are available.

Future Meetings

Committee members agreed to meet again following the Board meeting on November 14. County Administrator Boyde indicated that he would plan to present a compiled list of proposed changes to the 2017 Tentative Budget. Legislator Karl Graves asserted that we still haven't addressed any programs or duplication of services.

ADJOURNMENT:

There being no further business to come before the committee, the meeting was adjourned at 3:45 p.m. following a motion made by Legislator Graves, seconded by Legislator Pullen, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

November 9, 2016

CALL TO ORDER: The meeting was called to order at 10:35 a.m. by Chairman Curtis W. Crandall

LEGISLATORS PRESENT: Chairman C. Crandall, P. Curran, D. Fanton, K. Graves, M. Healy, J. Hopkins, C. Jessup, K. LaForge, T. O'Grady, D. Pullen, D. Root (Absent: S. Burt, D. Decker, A. McGraw, N. Ungermann)

OTHERS PRESENT: T. Boyde, J. Budinger, C. Clark, K. Dirlam, L. Edwards, M. Gasdik, V. Grant, G. Green, M. Hennessy, R. Hollis, K. Hooker, G. James, C. Knapp, B. Kelley, J. Luckey, R. Lynch, M. McCormick, T. Miner, B. Riehle, T. Ross, B. Starks, R. Whitney

Attorney/Client Session

A motion was made by Legislator Root, seconded by Legislator Fanton, and carried to enter into attorney/client session at 10:35 a.m. Immediately following discussion, at 11:17 a.m., a motion was made by Legislator Graves, seconded by Legislator Pullen, and carried to end the attorney/client session and return to the regular meeting.

ADJOURNMENT:

There being no further business to come before the committee, the meeting was adjourned at 11:17 a.m. following a motion made by Legislator Graves, seconded by Legislator Fanton, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

November 14, 2016

CALL TO ORDER: The meeting was called to order at 2:55 p.m. by Chairman Curtis W. Crandall

LEGISLATORS PRESENT: Chairman C. Crandall, S. Burt, P. Curran, D. Decker, D. Fanton, K. Graves, M. Healy, J. Hopkins, C. Jessup, K. LaForge, A. McGraw, T. O'Grady, D. Pullen, D. Root, N. Ungermann

OTHERS PRESENT: T. Boyde, R. Chamberlain, K. Dirlam, L. Edwards, L. Gridley, R. Hollis, C. Knapp, R. Lynch, T. Miner, B. Riehle, T. Ross

2017 Tentative Budget Review

Chairman Crandall stated that any changes that the Board would like to make to the 2017 Tentative Budget must be adopted by resolution prior to adopting the Final Budget on November 28, 2016. Chairman Crandall indicated that there were some adjustments that were previously identified and need to be made, and he turned the meeting over to County Administrator/Budget Officer Tim Boyde to describe those changes.

Mr. Boyde recommended that the Board consider the following adjustments:

1. Reduce the District Attorney's salary account (A1165.101) by \$5,000.
2. Reduce E-911 Dispatcher overtime (A3112.103) by \$45,000.
3. Reduce E-911 Dispatcher clothing allowance (A3112.425) by \$2,500
4. Increase the Jail contractual expenses account (A3150.448) by \$5,000 for the Forensic Crisis Counselor.
5. Reduce Weights & Measures clothing allowance (A6610.425) by \$250.

County Administrator/Budget Officer Boyde stated that these changes would result in additional savings of \$42,750. This would decrease the increase in the tax levy from \$67,417 (.22%) to \$24,667 (.08%), and further decrease the tax rate from 1.24 percent to 1.38 percent.

Committee members discussed adding the New Hudson Bridge back into the Budget at an estimated cost of \$324,000 (County share - \$275,400, Town share - \$48,600). If the bridge was financed from the County Road Fund Balance, it would not impact our rate. County Treasurer Terri Ross stated that we currently have approximately \$1.7 million in the County Road Fund Balance, and once money has been dedicated to that Fund, it must be used for related projects.

For discussion purposes, a motion was made by Legislator Fanton and seconded by Legislator Healy to approve the suggested line item changes as well as the addition of the New Hudson Bridge.

Legislator David Pullen suggested making adjustments to end up with no increase in the levy since we are only \$24,667 away from having no increase. Treasurer Ross reminded committee members that we are actually \$3,024,667 away from having no increase as we plan to appropriate \$3 million from our Fund Balance. Legislator David Decker asserted that he would rather we didn't use the \$3 million, and he won't support a budget without at least a 5 percent decrease. We talk about the tax rate going down, but with the assessed values going up, we are not really seeing a reduction in taxes, and the levy is still up. Chairman Crandall stated that we have used Fund Balance as a budgeting tool, and we have replenished it every year. We have reduced the County

tax rate for the last several years. When we balance the books, we are able to recover the funds that we used from our Fund Balance every year.

Legislator Karl Graves stated that we could put the \$3 million as a revenue, noting that we are gambling that we will be money ahead next year when the world economy is in shambles. Legislator Graves realizes we are under the gun, but to hope we are going to make \$3 million in revenue is scary. Everyone in the room knows the Sheriff's Office could be cut, and Legislator Graves doesn't understand why we don't have the NYS Police come in to talk about the services they offer. Legislator Graves would like to see a task force established to hammer these issues off. We need to sit down and negotiate the services/programs we want to offer. Legislator Graves indicated that he is very worried about our future, and that we need to cut what we can before adding on. County Treasurer Ross stated that she wouldn't want to see us overstate our revenues when we aren't sure that revenue will be coming in. She believes it is much better to take the money out of our Fund Balance (savings account).

Legislator Timothy O'Grady stated we really haven't been throwing money out of our Fund Balance, we've been adding to it. The problem that happens is that once we figure out how to pay the bills, we figure we're good for the year, and we become complacent and don't keep striving to be more efficient. Legislator O'Grady stated that he agrees with the letter from the residents. We do need a road map of how we are going to reduce services or become more efficient. We need to task every Department Head with how they are going to reduce costs from an operation standpoint and make their departments more efficient. Grants might pay for some things now; however, they all add up and end up sucking our resources. There are ways to make things more efficient, and the Budget Committee needs to require Department Heads to do this. Some will say they already did this, but if we are going to make a true reduction in spending, we have to make things more efficient and do more with less. Legislator Healy concurred and stated that we need to be a little more proactive.

Chairman Crandall stated that we keep hearing that we haven't cut any services, but our job is to provide services. The question becomes whether or not there are services that aren't needed or that are overlapped. The key is to provide needed services in the most efficient way. If there are services we want to eliminate, what are they? We have been able to maintain services, keep money in the bank, and reduce the tax rate. Chairman Crandall stated he believes the Board has been good stewards, and we have put together a good budget for the people of Allegany County.

Legislator Norm Ungermann stated one way to reduce services and costs would be to get out of the garbage business. If you turn the garbage over to the private sector, we would also be able to collect taxes on expenses associated with the private sector operating that type of business like vehicles, tires, etc. We aren't collecting any taxes on the materials the County uses. The more the private sector does, the more tax they pay. Legislator Ungermann also talked about being in the electronic age which should enable us to reduce our workforce, asserting that when you eliminate employees, you also eliminate legacy costs. He also noted that he believes it's crazy to allow buy backs of sick and vacation time. We need to reduce our employees; we have one employee for every 100 people in this County. Legislator Ungermann expressed concern for the taxpayer, noting that 444 foreclosure notices went out. The names of people that can no longer pay their taxes gets published in the paper; however, the names of people receiving free benefits don't appear anywhere. Legislator Ungermann talked about the savings he was able to secure on workers' compensation costs for his business and suggested the County look into some things to reduce our costs. Legislator Ungermann expressed concern about the overtime associated with the Sheriff's Office and Jail and suggested that using time clocks might help reduce some of those costs.

Legislator David Decker stated that we do not make any cuts, and in order to get relief, cuts need to be made. We keep getting bigger instead of making cuts, and we can't continue down this road. Cutting the tax rate is nice, but let's cut the overall budget. We've got to find some efficiencies – privatize some things and cost share some things.

Public Works Committee Chairman Dwight Fanton stated that he would love to privatize the garbage; however, you won't be saving the taxpayers any money if they end up having to pay \$500/year to get rid of their garbage. Legislator Ungermann mentioned that many people are still sharing their Landfill tags.

Legislator Tim O'Grady stated that it's the Board's job to make cuts, not the County Treasurer and County Administrator. Legislator O'Grady asserted that it's the Board's responsibility, and if we aren't doing it, then shame on us.

County Administrator/Budget Officer Boyde indicated that in conjunction with others he has looked at alternatives for many things, and they have been looking at different efficiencies and options that they hope to bring to committee. Funding for the New Hudson Bridge is just one example of an alternative way of doing something. Mr. Boyde inherited numerous challenges, and he continues to investigate ways to address these issues. Some of these challenges include the fact that we haven't met our sales tax revenue projection in a couple of years, and we have mandated services which come with caseworker ratios that we have to maintain. We have to make sure we are living within our means. The Landfill used to be a revenue generator, but it's an expenditure now. Mr. Boyde is also concerned about legacy costs, and he has been talking with the unions about personnel costs not being sustainable. At the Jail, 40 percent of overtime is contract driven. We need to negotiate our contracts more carefully. He has also been looking at our timekeeping systems. Mr. Boyde doesn't believe we get a lot of positives out of just imposing our wills; there has to be some give and take. We have to come in with a balanced budget. Hopefully we won't use anywhere near the \$3 million. We do have some offsets coming in, and we hope to pull a little more off.

County Treasurer Ross stated when we started the budget process, we were charged with keeping the budget flat with no increase, and she's seen it go up and down. Ms. Ross indicated that we've tried our best to keep it at an even amount but came up short by the \$3 million without direction from the Board to cut any services. We can actually pin the \$3 million we are using from Fund Balance to three items:

1. \$1 million we have been using for the last few years to balance the budget.
2. \$750,000 to \$800,000 to support the Landfill operations (hauling and paying for tipping fees to Hyland)
3. \$1.25 million to offset the loss of sales tax revenue.

Chairman Crandall referred to a color-coded spreadsheet listing all of our programs that indicates which programs are mandated and which are not. The Chairman commented that Legislator O'Grady has been one of only a few Legislators that has ever come in with a list and proposed any cuts or changes. If you do not support the proposed changes and adopt a final 2017 Budget, you are actually approving the tentative budget as our 2017 Budget.

Legislator Hopkins noted that this has been a really good comment period, and a lot of substantial ideas have come forth. We only have two days before we need to take action so that a resolution amending the budget can be prepared. Mrs. Hopkins stated that very few people attend the Budget Committee meetings. We don't have a lot of time to make cuts, and these discussions are just coming up now. Why weren't they brought up in June, July, or August?

Without really digging into the budget, Mr. Boyde and Ms. Ross indicated two suggestions, that would bring us to a zero increase in the levy would be to either increase the sales tax revenue by \$25,000 or reduce our vehicle replacement account by \$25,000. Legislator O'Grady stated it would be pointless to just shuffle the \$25,000 from one account to another, but if we plan to take out a vehicle, he would be in favor of that.

Legislator David Pullen stated that our highest tax rate was in 2010, and we have found a way to reduce it every year since. Legislator Pullen indicated that he is in favor of reducing spending to decrease our levy, and he has spent hours on various suggestions. We have found ways to reduce things, and we have made changes that have cut millions of dollars. Legislator Pullen suggested that rather than complaining that we need to cut spending, Legislators should come up with recommendations on cuts they would like to make. We are at a point where we have to do less with less. We have squeezed this to the point where there isn't much juice left. If we are going to make due with a little less revenue, that's not a bad thing. If we can make reductions without using our Fund Balance, that would be great, but we need to be ready to accept proposed cuts. Legislator Pullen went on to say that we do not control the Sheriff's budget. They simply run over, and we are stuck with the bills. Then you have a political battle with the Sheriff, and we haven't done well with that battle in the past. Legislator Graves commented that this has to be a two-way street. The Sheriff is subject to the voters, and we can make cuts and charge him with keeping that budget.

Legislator Pullen also stated that the Board used to adopt a budget that was less than what was mandated, and then complain. We are done playing games. Legislator Pullen added that the first time we don't find the \$3 million, he won't support the budget. We've used it to balance the projected budget, but we haven't ended up spending it.

The motion that was previously moved by Legislator Fanton and seconded by Legislator Healy, was then carried (Voting No: K. Graves) to approve the following budget adjustments with both Legislator Fanton and Healy indicating that the additional action to remove \$25,000 from the Vehicle Replacement Fund should be included in their motion: **Prepare Resolution**

Changes to 2017 Tentative Budget - General Fund "A"

APPROPRIATIONS:

<u>Account No.</u>	<u>Account Name</u>	<u>Amendment</u>	<u>Net Change</u>
A1165.101	District Attorney – Personnel	Change from \$17,552 to \$12,552	(\$ 5,000)
A3112.103	E-911 Dispatch – Overtime	Change from \$145,000 to \$100,000	(\$ 45,000)
A3112.425	E-911 Dispatch – Clothing	Change from \$ 5,000 to \$2,500	(\$ 2,500)
A3150.448	Jail – Contractual (Forensic Counselor)	Change from \$71,000 to \$76,000	\$ 5,000
A6610.425	Weights & Measures – Clothing	Change from \$500 to \$250	(\$ 250)
A9560.904	Other InterFund Transfers	Change from \$150,000 to \$125,000	(\$ 25,000)
Net Change to General Fund "A":			(\$ 72,750)

Changes to 2017 Tentative Budget – County Road Fund "D"

REVENUES:

<u>Account No.</u>	<u>Account Name</u>	<u>Amendment</u>	<u>Net Change</u>
D15.599.00	Appropriated Fund Balance	Change from \$0 to \$325,400	\$ 325,400
Net Change to County Road Fund "D" Revenue:			\$ 325,400

APPROPRIATIONS:

D5110.408	Main. Roads & Bridges - Supplies	Change from \$1,050,000 to \$1,100,000	\$ 50,000
D9553.904	InterFund Transfers	Change from \$821,350 to \$1,096,750	\$ 275,400
Net Change to County Road Fund "D" Appropriations:			\$ 325,400

Changes to 2017 Tentative Budget – Capital Fund “H”

REVENUES:

<u>Account No.</u>	<u>Account Name</u>	<u>Amendment</u>	<u>Net Change</u>
H5120.5031.00	Main. Roads & Bridges - I/F Trans.	Change from \$961,350 to \$1,236,750	\$ 275,400
H5120.2300.00	Main. Roads & Bridges – Town	Change from \$79,650 to \$128,250	\$ 48,600
H5997.5031.00	Vehicle Purchase/Replace	Change from \$150,000 to \$125,000	(\$ 25,000)
Net Change to Capital Fund “H” Revenues:			\$ 299,000

APPROPRIATIONS:

H5120.200	Main. Roads & Bridges	Change from \$1,041,000 to \$1,365,000	\$ 324,000
H5997.200	Vehicle Purchase/Replace.	Change from \$150,000 to \$125,000	(\$ 25,000)
Net Change to Capital Fund “H” Appropriations:			\$ 299,000

ADJOURNMENT:

There being no further business to come before the committee, the meeting was adjourned at 3:58 p.m. following a motion made by Legislator Graves, seconded by Legislator Burt, and carried.

Respectfully submitted,

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

**ALLEGANY COUNTY BOARD OF LEGISLATORS
COMMITTEE OF THE WHOLE**

December 12, 2016

Call to Order: The meeting was called to order at 10:06 a.m. by Chairman Curtis W. Crandall

Legislators Present: Chairman C. Crandall, D. Decker, D. Fanton, K. Graves, M. Healy, J. Hopkins, C. Jessup, D. Pullen, D. Root, N. Ungermann (Absent: S. Burt, P. Curran, K. LaForge, A. McGraw, T. O'Grady)

Others Present: T. Boyde, L. Edwards, J. Garth (Enterprise), R. Hollis, K. Hooker, F. Infarinato (Enterprise), G. James, C. Knapp, T. Miner, B. Riehle T. Ross, K. Slep, M. Washer

Fleet Management – Enterprise

County Administrator Tim Boyde welcomed and introduced Fran Infarinato and Jacob Garth from Enterprise Fleet Management to present a fleet management system for Allegany County. Mr. Boyde stated he, County Treasurer Terri Ross, and Public Works Superintendent Guy James have been meeting with Enterprise to look at alternatives for managing the County's vehicle program because currently our fleet is large and cumbersome, and revamping it will be more cost effective and in the long run, will reduce the overall fleet.

Fran Infarinato began by giving some background to Enterprise, stating it was founded in 1957, and currently manages more than 1.6 million vehicles. Enterprise provides their customers with fleet management services that address all fleet holding costs from acquisition to disposal, including maintenance, fuel, insurance, registration, delivery, and reporting. This means Allegany County will receive constant evaluation of our holding costs to ensure minimal operating expenses.

Jacob Garth presented the current situation the County is in with their fleet, stating that 44 percent of the light and medium duty fleet is ten years or older, and the average age of the fleet is 8.6 years. Mr. Garth added that older vehicles have higher fuel costs, maintenance costs, and tend to be unreliable, and our current vehicle replacement policy is reactive and creates unpredictable capital needs. Mr. Garth stated that by shortening the current vehicle life cycle from 14 years to 5 years will bring a conservative savings of nearly \$185,000 in 10 years through the following:

- Significantly reducing the overall fuel spent through more fuel efficient vehicles
- Significantly reducing maintenance costs and downtime by adding new vehicles
- Allow Allegany County to leverage its buying power and capitalize on resale
- Free up nearly \$380,000 in capital from salvage value of the current fleet
- Provide a lower sustainable fleet cost that is predictable year over year
- Increase employee morale and productivity with newer vehicles

Mr. Garth then presented the option of an Open-Ended (Equity) Lease Structure. This program is different from traditional financing because you finance the vehicle based on its value at the time of resale. For example if a vehicle price is \$21,000 and the market value after a 48-month term and 100,000 miles is \$5,500, the Commercial Open-End Lease price will be \$5,000, which is going to improve your cash flow. This option also allows for no mileage restrictions, or wear and tear charges, and you can customize the terms of your lease per vehicle. Legislator Ungermann questioned the wear and tear charges, stating typically in a lease agreement, if you throw something in the back-end of a pick-up truck and dent the box or scratch the paint, they deduct that from the value of the car, and he finds it hard to believe Enterprise won't do the same. Mr. Garth responded those dents and/or scratches that happen only affect the resale value and because they are already

purchasing the vehicle at resale value, they won't get those charges for wear and tear. Legislator Pullen asked if there are limitations to how many vehicles can be leased. Mr. Garth responded there are no restrictions, and in fact he had a County once flip their entire fleet over in a year. Ms. Infarinato added that all of the leases are customizable, and because you have some vehicles that drive as little as 10,000 miles per year and some that could go up to 20,000 miles per year, they will look at the entire fleet and then make recommendations for which vehicles should be replaced. Chairman Crandall asked if there is a standardization of the fleet and maintenance. Mr. Garth responded that a lot of shops try to standardize with one manufacturer for parts inventory, but because you're getting newer vehicles, you're only leveraging oil changes and minor maintenance. Legislator Graves stated there is a Ford and Chevy dealer in Allegany County, and asked if/when the time comes to purchase a vehicle, can we do it locally or are we forced to go to Buffalo or Rochester. Mr. Garth responded that they will look at all vendors and shops locally, and his job is to make recommendations specifically tailored to our fleet based on what is going on within the industry, and at the end of the day it is the County's decision where to purchase from.

Mr. Garth explained that after looking at the County's current fleet and seeing that the average is 8.6 years old, he wanted to see what is being spent on fuel and maintenance, and stated that some years we spend more and some we spend less, but currently it is costing the County \$449,766 to run these vehicles, when for \$74,380, they could lease 14 vehicles and lower the age of the current fleet. Legislator Fanton asked what the estimated equity is on the County's current fleet. Mr. Garth responded that the fleet does have value, but the equity will be lower in the beginning because the vehicles are old. Mr. Garth stated he was being very conservative to say you could estimate \$1,000 for 16 of the vehicles, adding that the amount could increase after each vehicle is looked at individually. Legislator Fanton stated that he knows some of those vehicles are worth well over \$1,000. Legislator Healy stated that updating our fleet will also reduce our liability exposure. Mr. Garth stated that the liability costs with newer vehicles just from a safety perspective drive down our cost significantly because our exposure is much less, but also administrative costs will significantly reduce as well because we aren't spending as much time on the vehicles. Legislator Fanton asked what the \$74,380 covers exactly. Mr. Garth responded it will cover the cost of the lease. Legislator Fanton then asked what we get for that amount. Mr. Garth stated we will get 14 vehicles. Legislator Ungermann asked how they handle maintenance on the vehicles. Do they handle it or does it remain the County's responsibility. Mr. Garth stated it is our choice to do either; however, 75 percent of their clients go with Enterprise's Full Maintenance Program. Legislator Ungermann then asked if we decide Enterprise is going to handle the maintenance, where do the vehicles go. Mr. Garth responded they will look at local dealerships and maintenance shops and send them there. County Treasurer Terri Ross stated they have discussed allowing local dealerships currently not participating in this program to be added so they can be an option for these vehicles needing maintenance. Legislator Ungermann asked Public Works Superintendent Guy James how much time he believes will be spent shipping vehicles back and forth to shops versus the County doing the maintenance in our own shop. Mr. James responded that they believe if the five year rotation is implemented, all we would be doing is basic oil changes and every once in a while changing brakes, adding that any big maintenance needs would still be covered under warranty, and by the time they reach that point, the vehicle would be replaced. Legislator Ungermann stated he is still looking for an answer on which is more efficient; having the vehicles worked on here or sending them to another shop. Mr. James responded that he leans towards saying the County will be more efficient, but you also have to look at the vehicle and where it's coming from. If it breaks down in Wellsville, then take it to a shop in Wellsville versus towing it all the way to Belmont or Friendship. Mr. James stated it's a hybrid system; we can put some vehicles on the Full Maintenance Program, and leave some off, adding it's ultimately the County's decision. Legislator Fanton stated you're looking at two oil changes per year, and it's not a big deal to just have the County handle that maintenance.

Mr. Garth then began discussing first responder vehicles, stating they also allow leases for them, and from a cost perspective, the best is a Ford Explorer. Mr. Garth stated the sedan market is not holding its value and the depreciation value increases significantly. Legislator Decker asked of the 88 vehicles currently in the fleet, does that number include the Sheriff's Office. Mr. Garth stated

they are not included in the 88; they would be on a separate fleet management program. County Administrator Tim Boyde stated he is aware that Ford Motor Company offers a leasing program for first responders that allow them to lease the vehicle for three years and on the fourth year they can purchase it for \$1, and asked how Enterprise compares to that program. Mr. Garth stated that Ford's program is finance down to a dollar after three years. When you look at a comparison, in that program you're fully depreciating the vehicle, purchasing it for \$1, and then sitting on a vehicle with \$10,000 worth of equity, whereas with Enterprise, after three years you could sell that vehicle and get the \$10,000 back in your cash flow. Mr. Garth added that Ford also has terms if you end your contract early and Enterprise does not, allowing you the flexibility to get out of something that isn't working for you.

Ms. Infarinato took a moment to say that the biggest value the County is going to get out of this program is from our local account team, who will meet three times a year to look at our fleet and make recommendations. We will have a fleet coordinator who will implement our program, as well as remarketing managers who will provide recommendations on when the right time is to replace our vehicle(s) based on what is happening in the market. Ms. Infarinato added that we also will have an annual client review that will provide a snapshot of what they said was going to happen against what actually happened within the fleet. Mr. Garth added that an additional feature we'll get with our local team is the ability to do asset tracking. This will allow the County to review the following:

- Accuracy – real time VIN and odometer reading
- Vehicle health, diagnostics and performance
- Driver behavior and safety including audible alerts

Ms. Infarinato specified that they can also provide a safety score card that will allow them to see if drivers are speeding and being safe on the road. Legislator Graves asked if this is an optional program, since most vehicles have black boxes in them already. Mr. Garth stated the program is optional, and soon it will be standard for all vehicles to have a black box installed. County Administrator Tim Boyde expressed his support for the tracking pieces in the vehicles, mainly for the safety feature it adds for our Social Services Case Workers and Sheriff's Office in the event we lost track of someone, we have the capability of locating them.

Legislator Decker raised a concern regarding spending money up front on SUVs because the resale value is so good right now, but what happens if we get three years into a five year lease and suddenly sedans have a better resale value. Now we've paid more money up front for the SUV, and it may not have the same resale value and asked how Enterprise addresses those situations. Mr. Garth responded that Legislator Decker brought up a very good point because the market does change, and if that happens they would recommend we start flipping our fleet to benefit us financially, adding that the market changes Legislator Decker was referring typically happen over a three-year period, so they will see that and be able to get us out of the vehicle before its resale value hits rock bottom.

Legislator Fanton asked if they have had any county's enter the program and then back out after two or three years, and how long have they been established in New York State. Mr. Garth stated they have been in New York State for three years, and have yet to experience anyone backing out of the program.

Chairman Crandall asked what our next steps are and what our timeframe is. Mr. Garth stated our next steps would be to identify a decision making process. If the Board approves it, Enterprise would start looking at year one numbers and then come back with year one's budget which would need approval from the Board. If approved, they would then begin ordering vehicles, and once that happens, they immediately start talking about the following year, and begin conversations to identify market trends so they can make recommendations.

Public Works Superintendent Guy James wanted to state that one of his objectives was to get the fleet size down from 88 vehicles, hoping to see it go less than 85, because if we can reduce our fleet size, the insurance cost we pay out will reduce which is going to help the County overall with savings. County Administrator Tim Boyde stated that they need to get a smoother process in the budget, and layout over the next three to five years what their cost is going to be for fleet management including ancillary pieces and a full maintenance package, adding that currently the vehicles on the road don't have anything for towing, lock outs, etc.

Attorney/Client Session

A motion was made by Legislator Decker, seconded by Legislator Root, and carried to enter into attorney/client session at 11:51 a.m. Immediately following discussion at 11:59 a.m., a motion was made by Legislator Healy, seconded by Legislator Fanton, and carried to end the attorney/client session and return to the regular meeting.

Adjournment:

There being no further business to come before the committee, the meeting was adjourned at 12:00 p.m. following a motion made by Legislator Graves, seconded by Legislator Fanton, and carried.

Respectfully submitted,

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