

WAYS & MEANS COMMITTEE
January 14, 2019

January 25, 2019

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Committee Members Present: P. Stockin, D. Fanton, P. Curran, D. Decker, S. Havey, D. Healy, J. Hopkins, D. Root, C. Crandall

Others Present: L. Ballengee, G. Barnes, T. Boyde, J. Budinger, J. Burdick, W. Dibble, V. Grant, K. Graves, L. Gridley, S. Grusendorf, B. Harris, K. Hooker, C. Knapp, K. Monroe, J. Ricci, B. Riehle, T. Ross, T. Shaw, M. Washer, R. Whitney

Call to Order: The meeting was called to order at 1:00 p.m. by Ways & Means Committee Chairman Philip Stockin.

Approval of Minutes

A motion was made by Legislator Havey, seconded by Legislator Fanton, and carried to approve the minutes of the December 19, 2018, Ways and Means Committee meeting.

A motion was made by Legislator Curran, seconded by Legislator Root, and carried to approve the minutes of the December 20, 2018, Ways and Means Committee meeting.

Approval of Audit

Committee members reviewed the January 14, 2019 , audit of claims in the amount of \$5,496,308.54 (including prepaid bills). A motion was made by Legislator Root, seconded by Legislator Hopkins, and carried to forward the audit to the full Board for approval of payment.

Firstlight Contract

IT Director Keith Hooker requested a resolution approving the Allegany County Information Technology Department to spend \$537 per month, for a 36-month term, for 100 Mbps internet service for the County Building at 7 Court Street and the surrounding County buildings. Firstlight will provide both the fiber connection and managed internet service, which is a change from our current connection. Currently, Firstlight provides our fiber connection who contracts with INOC to provide our managed services. This change will drop the County payment from \$800 per month, a savings of \$263 a month or \$9,468 over the life of the contract. Legislator Decker asked if this is replacing wireless. Mr. Hooker stated, no, it remains the same as what we have now which is wired fiber connection, adding this is just a renewal. Legislator Graves asked if there is a reason we're making monthly payments and not paying for the contract in one lump sum which typically offers a discount with that option. Mr. Hooker stated they have not explored a single payment option, but can if that is what the Board would like. County Treasurer Terri Ross stated that it is not in anyone's best interest to pay for a 3-year contract in advance. If they want to make a lump sum payment, it has to be on a per year basis, not per contract. Legislator Graves stated his only concern is making sure the County is exploring all options that could potentially save them money. Legislator Barnes asked if the speed is remaining the same and Mr. Hooker stated, yes, it remains at 100 Mbps for both uploading and downloading. This request was approved on a motion made by Legislator Healy, seconded by Legislator Fanton, and carried. **Prepare Resolution**

2019 Budget Adjustment

County Treasurer Terri Ross stated that Resolution No. 284-18 that was approved on December 20, 2018, regarding the White Hill close-out inadvertently was missing the budget adjustment needed. Ms. Ross requested an amendment to Resolution No. 284-18 to include a 2019 budget adjustment as follows:

<u>Appropriation</u>	<u>Amount:</u>
A3645.217 (Homeland Security Equipment Other)	\$5,500

<u>Revenue:</u>	<u>Amount:</u>
A3645.2655.00 (Homeland Security Sheriff – Sales Other)	\$5,500

This request was approved on a motion made by Legislator Fanton, seconded by Legislator Healy, and carried. **Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

Temporary Senior Caseworker

Social Services Commissioner Vicki Grant requested permission to fill one full-time temporary Senior Caseworker (AFSCME, Grade 17, Step: Base – Step 7) and all subsequent positions including hiring from the outside due to a medical leave anticipated to last until May 2019. This position is responsible for ensuring the safety, health, and welfare of children and families. The annual salary of this position is estimated between \$40,612 and \$50,990 with benefits estimated at 48 percent. This position is funded 35.57 percent with County funds, 21.89 percent with State funds, and 42.54 percent with Federal funds. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Root, and carried. **Notify Human Resources**

Public Safety Committee

Fourth Assistant Public Defender

Public Defender Barb Kelley requested permission to fill one full-time Fourth Assistant Public Defender (Section IV Salary Plan) due to a resignation. This position is responsible for off-hour arraignment coverage. The annual salary of this position is \$70,000 with benefits estimated at \$33,229. This position is funded 100 percent with State funds. This request was approved on a motion made by Legislator Healy, seconded by Legislator Fanton, and carried. **Notify Human Resources**

E-911 Dispatcher

Sheriff Whitney requested permission to fill one full-time E-911 Dispatcher (AFSCME, Council 66 Bargaining Unit). This position is to fill an open full-time position due to a full-time Dispatcher returning to part-time status. The annual salary of this position is \$36,070.53 with benefits estimated at \$17,122.68. This position is funded 100 percent with County funds. This request was approved on a motion made by Legislator Healy, seconded by Legislator Curran, and carried. **Notify Human Resources**

Secretary to the Sheriff

Sheriff Whitney requested permission to fill one part-time Secretary to the Sheriff (Non-Union, \$15.87/hour). This position along with a current part-time Secretary will allow for full coverage. This position is responsible for processing Pistol Permit transactions, bail transactions, and responding to initial inquiries of customers or other personnel seeking information from the Sheriff's Office. The hourly rate for this position is \$15.87 and is covered 100 percent with County funds. This request was approved on a motion made by Legislator Healy, seconded by Legislator Fanton, and carried. **Notify Human Resources**

Correctional Staffing Study

County Administrator Timothy Boyde requested a resolution to enter into an agreement with D.I. Jacobs Municipal Management Consulting Service to conduct a correctional facility staffing study. The study will review the staffing patterns, overtime issue, and make recommendations to address any issues identified throughout the process. Mr. Boyde also requested a 2019 Budget transfer as follows to finance the cost of the agreement:

<u>From:</u>	<u>Amount:</u>
A1990.429 (Contingency)	\$24,300
<u>To:</u>	<u>Amount:</u>
A1011.409 (County Administrator Fees)	\$24,300

The associated costs for this study are not to exceed \$24,300. The funds necessary to complete this study will be drawn from 2019 Contingency, and the contract has been reviewed and approved by the County Attorney. Mr. Boyde stated this is a holistic review of the processes at the facility that will also address all phases of the facility. Mr. Boyde noted that the consultants are due to arrive in the County on January 14 to begin. Legislator Healy asked if the fee is coming from 2019 Contingency, and Mr. Boyde stated, yes. Committee Chairman Stockin expressed his appreciation to everyone involved bringing the project to this point. This request was approved on a motion made by Legislator Healy, seconded by Legislator Havey, and carried. **Prepare Resolution**

Good of the Order

Majority Leader Dwight "Mike" Healy announced a caucus in Room 220 at 1:30 p.m.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:14 p.m. following a motion by Legislator Fanton, seconded by Legislator Havey, and carried.

Respectfully submitted,

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