

**WAYS & MEANS COMMITTEE**  
**May 14, 2018**

May 29, 2018

ALLEGANY COUNTY  
 BOARD OF LEGISLATORS

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

**Others Present:** L. Ballengee, G. Barnes, T. Boyde, B. Budinger, J. Burdick, W. Dibble, M. Gasdik, V. Grant, K. Graves, L. Gridley, C. Knapp, J. Ricci, B. Riehle, T. Ross, D. Scholes, M. Washer

**Media Present:** C. Potter – *Wellsville Daily Reporter*

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

**Approval of Minutes**

The April 18, 2018, Ways & Means Committee minutes were approved on a motion made by Legislator Decker, seconded by Legislator Curran, and carried.

The April 23, 2018, Ways & Means Committee minutes were approved on a motion made by Legislator Decker, seconded by Legislator Curran, and carried.

**Approval of Audit**

Committee members reviewed the May 14, 2018, audit of claims in the amount of \$3,851,307.35 (including prepaid bills). A motion was made by Legislator Hopkins, seconded by Legislator Curran, and carried to forward the audit to the full Board for approval of payment.

**Mortgage Tax Apportionment**

Clerk of the Board Brenda Rigby Riehle reported that the mortgage tax figures for the period October 1, 2017, through March 31, 2018, have been received and the apportionment to the towns and villages has been calculated. Mrs. Riehle requested a resolution approving the apportionment of mortgage tax to the tax districts and authorizing the warrant. The request was approved on a motion by Legislator Healy, seconded by Legislator Fanton, and carried. **Prepare Resolution**

**Payment of Mortgage Tax Fees to Towns and Villages**

*(Collection of fees was authorized by Resolution No. 214-2004 pursuant to Section 262 of the Tax Law)*

Mrs. Riehle also requested a resolution authorizing the payment to the towns and villages of the Mortgage Tax fees retained by the County Clerk's Office to cover the necessary expenses incurred for the period October 1, 2017, through March 31, 2018, in the administration of the Mortgage Tax Program. The amount of \$25,392.29 should be appropriated from A1410.432 (County Clerk – Contractual) and distributed to the towns and villages as summarized on the attached Memorandum of Explanation. The request was approved on a motion by Legislator Fanton, seconded by Legislator Hopkins, and carried.

**Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES

**Human Services Committee**

**Aging Services Technician Position**

Office for the Aging Director Madeleine Gasdik requested permission to fill a full-time Aging Services Technician (AFSCME, Grade 13, Step: 2) position. This position is responsible for direct client contact that provides assistance accessing information and programs to assist the elderly and their

families, including HEAP, housing assistance, home repairs, meals-on-wheels, and insurance counseling. This position also performs in-home assessments to determine needs and eligibility for various programs, maintains case records, and speaks to groups concerning aging issues and programs that assist the elderly and their families. The annual salary for this position is \$36,378, with benefits estimated at \$17,270. This position is funded 100 percent with State funds. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Healy, and carried. **Notify Human Resources**

### **Aging Services Technician Position**

Ms. Gasdik also requested permission to fill a second full-time Aging Services Technician (AFSCME, Grade 13, Step: 1) position. This position is responsible for direct client contact that provides assistance accessing information and programs to assist the elderly and their families, including HEAP, housing assistance, home repairs, meals-on-wheels, and insurance counseling. This position also performs in-home assessments to determine needs and eligibility for various programs, maintains case records, and speaks to groups concerning aging issues and programs that assist the elderly and their families. The annual salary for this position is \$35,320 with benefits estimated at \$16,766. This position is funded 26 percent with County funds, 43 percent with State funds, 15 percent with Federal funds, and 16 percent with participant contributions and other donations. Legislator Decker asked why this position is not also funded 100 percent by the State. Ms. Gasdik stated there are not enough Balancing Incentive Program (BIP) funds to cover both positions, so she has to find additional sources of funding to cover it. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Root, and carried. **Notify Human Resources**

### **Accountant Position**

Ms. Gasdik additionally requested permission to fill one full-time Accountant (PEF, Grade 7, Step: Base – Step 4) position effective June 18, 2018, through July 27, 2018. This position is to allow overlap for training for this crucial position as the current Accountant has given an unofficial retirement at the end of July. This position is an essential part of the Office for the Aging and is responsible for all financial aspects of the department which includes 17 grants with five different fiscal years, budgeting, projecting, vouchering, payroll, accounts payable, and the Annual Implementation Plan. The annual salary of this position is \$42,816 with benefits estimated at \$20,324. This position is funded 40 percent with County funds, 45 percent with State funds, 13 percent with Federal funds, and 2 percent “other.” The filling of this position is contingent on the adoption of the resolution that is being considered at the May 14 Board meeting to create the position. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Healy, and carried. **Notify Human Resources**

### **Social Welfare Examiner Position**

Social Services Commissioner Vicki Grant requested permission to fill one full-time Social Welfare Examiner (AFSCME, Grade 11, Step: Base – Step 7) and all subsequent positions that may become vacant as a result of filling from within. This position is responsible for interviewing clients and determining eligibility for benefits. The annual salary of this position is estimated between \$33,858 and \$41,152 with benefits estimated at 48 percent. This position is funded 38 percent with County funds, 10 percent with State funds, and 52 percent with Federal funds. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Root, and carried. **Notify Human Resources**

### **Heroin & Opioid Transition Implementation Plan**

The Heroin & Opioid Ad Hoc Committee requested approval of the Allegany County Heroin & Opioid Ad Hoc Transition Implementation Plan as outlined in the contract for an amount of \$25,000 to be paid out of A1990.429 (Contingency). Legislator Graves asked if there is a reason why the Board can't wait to pay this contract so they can work it into the 2019 Budget and not have to use contingency funds.

Legislator Hopkins stated up until this point, they have been operating on a volunteer basis and Ardent's contract expired in March 2018. If they choose not to move forward, all of their efforts will be stopped. Legislator Graves asked why Ardent Solutions isn't included in the new contract. Legislator Hopkins stated the contract with Ardent was a facilitation and resource building contract that they did very well with; however, they have reached a point where the program needs to have more structure before they can continue. Clerk of the Board Brenda Rigby Riehle noted that the Ardent contract has expired, and there are no overlapping payments being made. Chairman Crandall stated this new contract will also provide us with the capability to obtain additional sources of funding from the Federal and State level. County Administrator Timothy Boyde stated the County could take a year off from this contract; however, the heroin and opioid epidemic will not. There has been an increase in deaths compared to last year, and stopping our efforts now could result in that number increasing even more. Mr. Boyde continued that it's a good project in which they have funds available for, and it will be a contribution to those on the frontlines fighting this issue. Legislator Graves stated he is in favor of doing something about the addiction issue and believes it does pose a risk to our community and younger generation; however, he is concerned that we aren't first trying to tap into the federal and state monies that are available. Committee Chairman Stockin stated this contract is a bridge to get us to those funds. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Fanton, and carried. **Prepare Resolution**

## **Planning & Economic Development**

### **Office Aide Position**

Planning Director Kier Dirlam requested permission to fill the temporary position of Office Aide within the County at an hourly rate between \$10.40 and \$15 per hour. This position will perform and assist staff with current projects (Comprehensive Plan update, open space inventory, census data, research, etc.) which will allow full-time employees to perform other duties while meeting project deadlines. The filling of this position is contingent on the adoption of the resolution that is being considered at the May 14 Board meeting to create the position. This request was approved on a motion made by Legislator Root, seconded by Legislator Fanton, and carried. **Notify Human Resources**

### **Assistant Director of Economic Development and Planning**

Planning Director Kier Dirlam requested permission to fill one full-time Assistant Director of Economic Development and Planning at an annual salary of \$55,000. This position will be responsible for local small to midsize business outreach and support, development administration support, marketing design and layout, as well as public relations coordination and implementation. This position is funded 100 percent with County dollars and has been included in the 2018 Budget. The filling of this position is contingent on the adoption of the resolution that is being considered at the May 14 Board meeting to create the position. This request was approved on a motion made by Legislator Root, seconded by Legislator Hopkins, and carried. **Notify Human Resources**

## **Public Works Committee**

### **HMEO I Position**

Public Works Superintendent Guy James requested permission to fill one full-time HMEO I (AFSCME, Grade 13) position, and all subsequent positions including hiring from the outside. This position is responsible for the operation and maintenance of specialized heavy motor equipment for the County's Highway Department. The annual salary of this position is estimated between \$35,326.04 and \$42,070.28 with benefits estimated between \$16,769.27 and \$19,970.76. This position is funded 100 percent with County funds. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Healy, and carried. **Notify Human Resources**

### **Executive Session**

A motion was made by Legislator Fanton, seconded by Legislator Root, and carried to enter into Executive Session at 1:18 p.m. to discuss the employment history of a particular individual. Immediately following discussion at 1:29 p.m., a motion was made by Legislator Root, seconded by Legislator Decker, and carried to exit the Executive Session and return to the regular meeting.

### **County Attorney Position**

Personnel Officer H. Robert Budinger requested permission to fill the County Attorney position at an annual salary of \$100,000 with benefits estimated at \$47,000. This position will be included in the Section IV Salary Plan and is funded 100 percent with County dollars. This position is responsible for providing legal counsel for Allegany County Legislators and departments. Mr. Budinger recommended that the Board appoint Carissa M. Knapp as the new County Attorney. Legislator Healy requested permission to abstain from voting, and his request was approved on a motion made by Legislator Hopkins, seconded by Legislator Fanton, and carried. A motion was made by Legislator Fanton, seconded by Legislator Root, and carried, to appoint Carissa M. Knapp as the new County Attorney.

### **Prepare Resolution**

### **Good of the Order**

Majority Leader Dwight "Mike" Healy announced a caucus in Room 220 at 1:40 p.m.

### **Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 1:31 p.m. following a motion by Legislator Root, seconded by Legislator Fanton, and carried.

Respectfully submitted,

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