

WAYS & MEANS COMMITTEE

August 12, 2019

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

Others Present: L. Ballengee, G. Barnes, B. Budinger, J. Budinger, W. Dibble, K. Dirlam, K. Francisco, K. Graves, B. Harris, C. Knapp, R. Lynch, D. McDonnell, J. Ricci, B. Riehle, T. Ross, T. Shaw, M. Washer

Media Present: C. Potter – *The Spectator*

Call to Order: The meeting was called to order at 1:01 p.m. by Ways & Means Committee Chairman Philip Stockin.

Committee Chairman Stockin welcomed back Personnel Officer Bobby Budinger from his military leave.

Approval of Minutes

A motion was made by Legislator Decker, seconded by Legislator Curran, and carried to approve the minutes of the July 17, 2019, Ways and Means Committee meeting.

Approval of Audit

Committee members reviewed the August 12, 2019, audit of claims in the amount of \$6,360,710.61 (including prepaid bills). A motion was made by Legislator Root, seconded by Legislator Fanton, and carried to forward the audit to the full Board for approval of payment.

Acceptance of Insurance Check – 2018 Ford SUV Police Interceptor

Clerk of the Board Brenda Rigby Riehle requested a resolution accepting and appropriating a check in the amount of \$155.77 from the New York Municipal Insurance Reciprocal (NYMIR) representing a supplemental charge associated with repairing our 2018 Ford SUV Police Interceptor (VIN #1FM5K8AR8JGB19459) assigned to the Sheriff's Office that was involved in a motor vehicle accident on April 10, 2019, at approximately 4:00 p.m. The funds should be appropriated to CS1931.429 (Risk Retention – Uninsured Property Loss) with a like sum placed in revenue account CS1930.2680.00 (Insurance Recovery). The Board previously accepted and appropriated \$2,258 for this claim per Resolution No. 126-19 which was adopted on May 28, 2019. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Root, and carried. **Prepare Resolution**

Acceptance of Insurance Check – 2013 Chevy Tahoe

Mrs. Riehle requested a resolution accepting a check in the amount of \$5,076.05 from the New York Municipal Insurance Reciprocal (NYMIR) representing the cost, less a \$200 deductible, to repair our 2013 Chevy Tahoe (VIN #1GNSK2E0XDR326226) assigned to our Emergency Management & Fire Office that was involved in a motor vehicle/deer accident on July 18, 2019, at approximately 1:45 p.m. The funds should be appropriated to CS1931.429 (Risk Retention – Uninsured Property Loss) with a like sum placed in revenue account CS1930.2680.00 (Insurance Recovery). This request was approved on a motion made by Legislator Fanton, seconded by Legislator Hopkins, and carried. **Prepare Resolution**

Acceptance of Insurance Check – 2016 Dodge Caravan

Mrs. Riehle requested a resolution accepting a check in the amount of \$353.10 from the New York Municipal Insurance Reciprocal (NYMIR) representing the cost of a supplemental charge on the

repair of our 2016 Dodge Caravan (VIN #2C4RDGBGXGR383234) assigned to the Office for the Aging that was involved in a motor vehicle accident on May 17, 2019, at approximately 11:00 a.m. The funds should be appropriated to CS1931.429 (Risk Retention – Uninsured Property Loss) with a like sum placed in revenue account CS1930.2680.00 (Insurance Recovery). On June 24, 2019, the Board adopted Resolution No. 154-19 accepting \$1,680.80 in settlement of the original claim. This request was approved on a motion made by Legislator Root, seconded by Legislator Hopkins, and carried. **Prepare Resolution**

Acceptance of Insurance Check – 2016 Kenworth Dump Truck

Mrs. Riehle requested a resolution accepting a check in the amount of \$2,500 from the New York Municipal Insurance Reciprocal (NYMIR) representing a return of our deductible on the repair of our 2016 Kenworth Dump Truck (VIN#1NKDL40X9GR495302) assigned to our Public Works Department that was damaged in a motor vehicle accident at approximately 8:20 a.m. on January 4, 2019. On March 11, 2019, the Board adopted Resolution No. 62-19 accepting a check from NYMIR in the amount of \$20,196.89 for repairs to the County vehicle. On July 8, 2019, the Board adopted Resolution No. 169-19 accepting a check from NYMIR in the amount of \$6,738.11 representing a supplemental charge to the repairs for the County vehicle. NYMIR subrogated the claim with Hartford, the insurance carrier of the other party, and was able to recover all charges including our deductible. The funds should be appropriated to CS1931.429 (Risk Retention – Uninsured Property Loss) with a like sum placed in revenue account CS1930.2680.00 (Insurance Recovery). This request was approved on a motion made by Legislator Havey, seconded by Legislator Fanton, and carried. **Prepare Resolution**

Appointment of Real Property Tax Director

Joseph Budinger's six-year term as Real Property Tax Director will expire on September 30, 2019. If the Committee desires to reappoint Mr. Budinger to a new six-year term effective October 1, 2019, and expiring September 30, 2025. A motion was made by Legislator Fanton, seconded by Legislator Root, and carried to re-appoint Joseph Budinger to a new six-year term as Real Property Tax Director. **Prepare Resolution**

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

Eastern Star Donation

Office for the Aging Director Anita Mattison requested a resolution to accept and appropriate a donation in the amount of \$4,960.45 from the Order of the Eastern Star. The donation comes from an array of fundraising activities carried on by the group to benefit the Meals on Wheels Program. The funds should be appropriated as follows:

<u>Appropriation:</u>	<u>Amount:</u>
A6779.402 (OFA – Wellness in Nutrition – Mileage)	\$1,500.00
A6779.422 (OFA – Wellness in Nutrition – Gas & Oil)	\$3,460.45
 <u>Revenue:</u>	 <u>Amount:</u>
A6779.1972.PC (OFA – Suppl. Nutrition Assis. Program - Local Contrib.)	\$4,960.45

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

Increase of Petty Cash

Ms. Mattison requested a resolution to increase the amount of Petty Cash kept by the office from \$200 to \$400. This is due to the state requirement that we furnish a small petty cash fund to each luncheon center manager to use for making change for clients at luncheon centers who require smaller denominations to make their suggested contribution.

Per County Treasurer Terri Ross, the request would be to reduce the Clerk of the Board's petty cash from \$500 to \$300 and increase Office for the Aging from \$200 to \$400. The journal transfer is as follows:

<u>From:</u>	<u>Amount:</u>
A6772.408 (OFA – General Supplies)	\$200
<u>To:</u>	<u>Amount:</u>
A1040.407 (Clerk of the Board – Office Supplies)	\$200

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

Backfilling of (2) Senior Caseworker Positions

Social Services Commissioner Vicki Grant requested permission to backfill two Senior Caseworker positions that were approved at the March 6, 2019, Human Services meeting. The original request to fill (2) Senior Caseworker positions and all subsequent positions was presented to Human Services; however, it was inadvertently left out of the request that was presented to the Ways & Means Committee. Ms. Grant would like permission to fill any resulting backfills at this time. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Havey, and carried. **Notify Human Resources**

Backfilling of (1) Senior Caseworker

Ms. Grant also requested permission to fill any backfills resulting from the hiring of a Senior Caseworker position that was also presented to Human Services on March 6; however, the original request received from Social Services did not include subsequent positions. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Fanton, and carried. **Notify Human Resources**

Personnel Committee

County Clerk Rob Christman requested authorization for the County Attorney to investigate, commence, or join litigation to enjoin implementation and enforcement of the "Green Light Law" on the County's behalf. Mr. Christman is also seeking authorization for the County Attorney to enter into a special counsel agreement related to the litigation up to an amount not to exceed \$5,000. This request was approved on a motion made by Legislator Havey, seconded by Legislator Root, and carried. **Prepare Resolution**

Planning & Economic Development Committee**Senior Employment & Training Counselor – Vacancy**

Employment & Training Director Reita Sobek-Lynch requested permission to fill one full-time Senior Employment & Training Counselor (AFSCME, Grade 17, Step: Base – 7) due to a vacancy. All counselors

have a full workload, and the increase in funding received requires the increase of services that cannot be provided by current employees. This position is needed to assist in meeting the WIOA and DSS contractual obligations for services. The annual salary of this position is estimated between \$40,611 and \$50,989 with benefits estimated between \$17,361 and \$21,798. This position is funded 30 percent with Federal funds and 70 percent with DSS funds. This request was approved on a motion made by Legislator Root, seconded by Legislator Fanton, and carried. **Notify Human Resources**

Senior Employment & Training Counselor – Retirement

Ms. Lynch also requested permission to fill one full-time Senior Employment & Training Counselor (AFSCME, Grade 17, Step: Base – 7) due to a retirement. All counselors have a full workload, and the increase in funding received requires the increase of services that cannot be provided by current employees. This position is needed to assist in meeting the WIOA and DSS contractual obligations for services. The annual salary of this position is estimated between \$40,611 and \$50,989 with benefits estimated between \$17,361 and \$21,798. This request was approved on a motion made by Legislator Root, seconded by Legislator Havey, and carried. **Notify Human Resources**

Public Safety Committee

Statewide Expansion of Hurrell-Harring Reform Grant

Public Defender Barb Kelley requested a resolution to accept and appropriate funds from the Statewide Expansion of Hurrell-Harring Reform Grant, C#STWIDEHH02, as illustrated below:

Appropriations (\$3,134,842.11 over five years for use by the Public Defender's Office, Assigned Counsel Program, and Conflicts. Per funding contract, yearly total amounts are predetermined, but will be appropriately allocated to each office in collaboration with Indigent Legal Services on a yearly basis. This MOE outlines use of budgeted year one (2019 – 4 months) funding in the amount of \$49,200 for the Public Defender's Office only, but seeks approval of use for the overall 5-year multi-department funding of \$3,134,842.11.)

A1174.4.09PD	Fees (Contracted/Consultants)	\$ 34,500
A1174.2.01PD	Equipment (Case Management System)	\$ 10,850
A1174.4.05PD	Continuing Legal Education	\$ 3,500
A1174.4.07PD	Office Supplies	\$ 350
	Total:	\$49,200

Revenues (\$49,200.00 anticipated use in 2019 (4 months) of total \$122,759.00 year one Public Defender's Office total funding.) Balance of year one will be budgeted for 2020 during the budget process. And each year thereafter.

A1174.3089.PD	St Aid – ILS C# STWIDEHHO2 Public Defender	\$49,200
	Statewide Expansion of Hurrell-Harring Reform Grant	

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

Statewide Expansion of Hurrell-Harring Reform Grant – Assigned Counsel

Assigned Counsel Adm. Joseph P. Miller requested a resolution to accept and appropriate funds from the Statewide Expansion of Hurrell-Harring Reform Grant, C#STWIDEHH02, as illustrated below:

BUDGET ADJUSTMENT BELOW FOR ASSIGNED COUNSEL'S SHARE ONLY.

Appropriations (\$3,134,842.11 over five years for use by the Public Defender's Office, Assigned Counsel Program, and Conflicts. Per funding contract, yearly total amounts are predetermined, but will be appropriately allocated to each office in collaboration with Indigent Legal Services on a yearly basis. This MOE outlines use of budgeted year one (2019 – 4 months) funding in the amount of \$12,430 for the Assigned Counsel's Office only, but seeks approval of use for the overall 5-year multi-department funding of \$3,134,842.11.)

A1174.2.01AC	Equipment (Computer)	\$	1,380
A1174.4.05AC	Conf Exp/Continuing Legal Education	\$	3,250
A1174.4.16AC	Telephone Services	\$	80
A1174.4.31AC	Gen Govt Support Contract (Admin)	\$	7,720
	Total:	\$	12,430

Revenues (\$12,430 anticipated use in 2019 (4 months) of total \$86,230.47 year one Assigned Counsel Office total funding.) Balance of year one will be budgeted for in 2020 during the budget process. And each year thereafter.

A1174.3089.AC	St Aid – ILS C# STWIDEHHO2 Assigned Counsel Statewide Expansion of Hurrell-Harring Reform Grant	\$12,430
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This request was approved on a motion made by Legislator Fanton, seconded by Legislator Root, and carried. **Prepare Resolution**

New York State 2019 SLETPP (State Law Enforcement Terrorism Prevention Program) Grant

The Sheriff's Office requested approval to apply for the New York State 2019 SLETPP (*State Law Enforcement Terrorism Prevention Program*) Grant. This grant will be awarded in the amount of \$17,495. These monies, if accepted, will be used to purchase Law Enforcement Equipment authorized by the FEMA Law Enforcement Authorized Equipment list. This Sheriff's Office plans to purchase body armor, hearing protection, and night vision equipment. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Curran, and carried. **Prepare Resolution**

Public Works Committee**Building Maintenance Assistant**

Public Works Superintendent Justin Henry requested permission to fill one full-time Building Maintenance Assistant (AFSCME, Grade 13) and all subsequent positions including hiring from the outside due to a retirement. This position is responsible for the performance of semi-skilled building maintenance and repair tasks such as masonry, carpentry, electrical, and/or painting operations. The annual salary of this position is estimated between \$36,202.76 and \$44,044.59 with benefits estimated between \$15,476.68 and \$18,829.06. This position is funded 100 percent with County funds. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Havey, and carried. **Notify Human Resources**

Motor Equipment Operator

Mr. Henry requested permission to fill one full-time Motor Equipment Operator (AFSCME, Grade 10) and all subsequent positions including hiring from the outside. This position is responsible for the driving of trucks for the purpose of hauling material, plowing snow, operating crusher, rollers, as well as

performing road side maintenance such as clearing brush, mowing, cleaning ditches, etc. The annual salary of this position is estimated between \$32,981 and \$40,160.80 with benefits estimated between \$14,099.38 and \$17,168.74. This position is funded 100 percent with County funds. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Root, and carried. **Notify Human Resources**

Transfer Station Operator – Resignation

Mr. Henry requested permission to fill one full-time Transfer Station Operator (AFSCME, Grade 11) and all subsequent positions including hiring from the outside due to a resignation. This position is responsible for operation of a County Transfer Station. The annual salary of this position is \$34,039.82 with benefits estimated at \$14,552.03. This position is funded 100 percent with County funds. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Hopkins, and carried. **Notify Human Resources**

Transfer Station Operator – Retirement

Mr. Henry requested permission to fill one full-time Transfer Station Operator (AFSCME, Grade 11) and all subsequent positions including hiring from the outside due to a retirement. This position is responsible for operation of a County Transfer Station. The annual salary of this position is \$34,039.82 with benefits estimated at \$14,552.03. This position is funded 100 percent with County funds. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Decker, and carried. **Notify Human Resources**

Good of the Order

Legislator David Decker announced a caucus in Room 220 at 1:20 p.m.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:12 p.m. following a motion by Legislator Fanton, seconded by Legislator Decker, and carried.

Respectfully submitted,

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