

**Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, January 30, 2020 – 10:00 am**

Present Were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck, County Treasurer William Craine, County Attorney Alan Gordon, Real Property Tax Services Director Steve Harris, Public Defender John Cameron, Deputy County Treasurer John Williams and Clerk of the Board/County Auditor RC Woodford.

Supervisor Mastro arrived at 10:25 a.m.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

**Alan Gordon, County Attorney
New Berlin Housing and Preservation Property:**

Mr. Gordon stated that he was contacted by Kelly Robinson who is a program director with Opportunities for Chenango. Mr. Gordon stated that OFC was interested in an apartment building that was located in the Town of New Berlin. Mr. Gordon stated that the property is listed on the tax sale and that OFC would like some form of a PILOT and for the County to forgive the back taxes. Mr. Gordon stated that the back taxes on the property are \$22,000.

Mr. Gordon stated that it has been the County's policy not to forgive back taxes. Mr. Gordon stated the only exemption has been for municipalities.

Mr. Outwater stated that he was not in favor of this and would vote against it because they have never forgiven anyone on the payment of back taxes.

Mr. McNeil asked how they were going to acquire the property. Mr. Gordon stated that they just wanted to be able to take over the property and rehabilitate it. Mr. Gordon stated that he thinks OFC wanted the County to turn it over to them and forgive the taxes.

Mr. Outwater asked if there were any tenants in the apartment building. Mr. Gordon stated that he was not sure, but probably.

Mr. Khoury stated that it was not the County's policy to do something like that and that the property could be an attractive property for some to put in a bid on it.

Mr. Khoury made a motion, seconded by Mr. Blanchard to follow County policy and let the property proceed with the tax sale process. Carried.

Calling Public Hearing on Proposed Local Law No. 1 of 2020 "Chenango County Occupancy Tax Law":

Mr. Gordon stated that the State has approved the occupancy tax for the County and that the next step was to hold a public hearing.

Mr. Seneck made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to obtain a resolution to call for a public hearing to be held on March 9, 2020 at 11:00 a.m. for the adoption of Local Law #1 of 2020 "Chenango County Occupancy Tax Law". Carried with Mr. Khoury opposed and Mr. Mastro absent.
Resolution to Follow

Discussion: Mr. Khoury stated that he had serious reservations and that they should not impose another tax, regardless of who pays for it. Mr. Outwater stated that he knows that Mr. Khoury is not in favor of this law, however he hopes that this funding will be able to help with the County budget.

Steve Harris, Director, Real Property Tax Services
Correction of Error:

Mr. Harris stated that he had four corrections of errors and that they typically have a few of these each year. Mr. Harris stated that one of them is due to bankruptcy, two were the result of the school reporting that the taxes were not paid when they were and the last one was due to missing a Cold War Veterans exemption.

Mr. Blanchard made a motion, seconded by Mr. Seneck to refer to the next BOS meeting in order to obtain a resolution authorizing the correction of errors. Carried, with Mr. Mastro absent.
Resolution to Follow

Authorizing the Chenango County Treasurer to Approve Certain Applications for Corrections – Real Property Tax Services:

Mr. Harris stated that this action was taken annually by the BOS and that next year they would make this correction at year end.

Mr. Seneck made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to adopt resolution authorizing the Chenango County Treasurer to approve certain applications for corrections. Carried with Mr. Mastro absent.
Resolution to Follow

John Cameron, Public Defender

Authorizing Supplemental Appropriation of Year 2019 Funds for Assigned Counsel Expenses – Public Defender's Office:

Mr. Cameron stated that he is requesting \$65,000 to cover additional expenses for the 18b line. Mr. Cameron stated that they had a substantial amount of bills come in at year end.

Mr. Outwater stated that they would be moving \$76,500 over to make sure that there was enough funding to cover all of the expenses for 2019.

Mr. Outwater asked how much money ended up going into that line. Mr. Craine stated approximately \$325,000 for 2019.

Mr. Khoury asked how this was tracked and how much was moved over the last three years and if this was a common pattern. Mr. Craine stated that they go over the budgeted amount every year and the most that they have spent in one year was \$700,000. Mr. Outwater stated that in the past they put a lot of money into that line and they would end up spending all of it. Mr. Outwater stated that funding it with the \$250,000 annually helped to control the spending. Mr. Cameron stated that this plan has worked better overall for those expenses.

Mr. Blanchard made a motion, seconded by Mr. Khoury to refer to the next BOS meeting in order to adopt a resolution authorizing supplemental appropriations for 2019 in the amount of \$76,500 for Assigned Counsel expenses. Carried.

Authorizing the Creation of Assigned Counsel Budget Unit and Making Appropriations Therefore:

Mr. Cameron stated that when they entered into the contract with the ILS they were told by them that the Assigned Counsel needed to be removed from the Public Defender's Office and become its own department because of inherent conflicts.

Mr. Cameron stated that they began to prepare for this by putting \$35,000 in the Assigned Counsel line in the 2020 budget under the Public Defender's Office. Mr. Cameron stated that the Assigned Counsel would become its own office and that during previous committee meetings, it was decided to have one part time administrator position and one full time account clerk typist position for that office. Mr. Cameron stated that it was determined by the ILS that they needed to have an attorney fill the part time administrator position.

Mr. Cameron stated that the salary for the part time administrator would be \$35,000 and the salary for the account clerk typist would be the current union salary for that position. Mr. Cameron stated that the ILS will cover the salary and fringe benefits for that salary and the County would cover the salary for the account clerk typist.

Mr. Cameron stated that the ILS also notified him that because it required legal decisions to be made, the administrator position needed to be filled by an attorney.

Mr. Cameron stated that the Assigned Counsel Office's sole responsibility would be to handle assigned counsel conflicts. Mr. Cameron stated that because of this they would be able to stay on top of the assigned counsel expenses and vouchers.

Mr. Cameron went over the proposed budget with the Committee.

Mr. Cameron stated that the funding for the account clerk typist would come from the funding set aside in the Public Defender's 2020 budget under the Assigned Counsel line. Mr. Cameron stated that this would then be removed from his budget all together and become the Assigned Counsel Office's line.

Mr. Woodford stated that this would become effective on April 1, 2020 when the new ILS grant dollars were made available.

Mr. Mastro asked if this would still fall under the Public Defender's Office. Mr. Cameron stated no, it would become its own office. The two offices would work closely with one another, but Assigned Counsel would no longer be the responsibility of the Public Defender's Office.

Mr. Outwater stated that his concern was that they have held Mr. Cameron responsible for the assigned counsel line and who would be making those decision now regarding what will be seen outside of the Public Defender's Office. Mr. Cameron stated that approximately 95% of the cases are handled within the Public Defender's Office. It is determined to be a conflict in situations where there are co-defendants. Mr. Cameron stated that the Assigned Counsel Office will now be making those determinations. Mr. Cameron stated that the Assigned Counsel Office would be taking over and utilizing an existing data base in order to determine if a conflict exists. Mr. Cameron stated that the two offices would work together. The idea is to send everything to the Public Defender's Office and only assign out what is necessary.

Mr. Outwater stated that they recently hired an additional Public Defender and asked if this would help drive the assigned counsel line down. Mr. Cameron stated that was the goal, decrease expenses for that line. Mr. Cameron stated that they take this very seriously because it is a cost to the local taxpayers.

Mr. Khoury asked who would have the final say. Mr. Cameron stated that the Assigned Counsel Office would have the final say but there would be a certain amount of fluidity between the two offices and that they would be able to keep an eye on that line.

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to authorize the creation and funding of the Assigned Counsel Office and positions therein. Carried.

Resolution to Follow

John Williams, Deputy County Treasurer

Credit Card Policy:

Mr. Williams provided a copy of the new credit card policy and stated that they made some changes to update the policy to comply with the auditors recommendations. Mr. Williams stated that there weren't any issues with the previous policy, but they wanted to make sure there wouldn't be any issues.

Mr. Outwater asked Mr. Williams to make sure all of the department heads received a copy of the new policy. Mr. Williams stated that he could send a copy out to all of them.

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to obtain a resolution to adopt the Chenango County Purchasing Credit Card Policy. Carried.

Resolution to Follow

RC Woodford, Clerk of the Board/County Auditor

Resolution for a Home Rule Request in Relation to Extending the Existing Authorization to Impose the Additional One Percent Sales and Compensating Use Taxes:

Mr. Woodford stated that this is part of the normal home rule request for a three year timeframe. Mr. Woodford stated that this expires in November, 2020 and that he wanted to begin the process of extending the request. Mr. Woodford stated that they had to ask local legislatures to move a couple of bills through the state legislative process.

Mr. Woodford stated that this request is a little concerning since there is a gap in the State budget, but the County needed to do their due diligence in extending this.

Mr. Mastro made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to obtain a resolution for a Home Rule Request in relation to extending the existing authorization to impose the additional one percent sales and compensating use taxes. Carried.

Resolution to Follow

Authorizing Appropriation of Funds for Office Renovations - District Attorney and Public Defender:

Mr. Woodford stated that they looked into the costs associated with the renovation of the District Attorney and Public Defender Offices and that it would be more cost effective to do them ourselves.

Mr. Seneck made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to obtain a resolution authorizing appropriation of funds for office renovations for the Offices of the District Attorney and Public Defender.

Resolution to Follow

Discussion: Mr. McNeil asked who would be responsible for the renovations. Mr. Woodford stated that the landlord would do the renovations and the County would reimburse them.

Mr. Khoury asked what offices would be renovated. Mr. Woodford stated that they needed a significant amount of space for the Public Defender's Office, the District Attorneys and the addition of a jury room. Mr. Woodford stated that as a result of bail reform, they need to hold grand jury more often.

Mr. Outwater asked if the renovations included any space for the judges. Mr. Woodford stated that the judges would remain where they are. He will be back later in the year because the new judge would need an office. Mr. Woodford stated that the funding for the new judge would come from the State.

Mr. Mastro asked if any of the funding for renovation could be covered under the ILS funding. Mr. Woodford stated that the grant would pay for rent or for renovation, but not both. It would be more cost effective for the grant to pay rent.

Authorizing Appropriation of Funds for the Payment of Snowmobile Trail Maintenance – Park Development:

Mr. Woodford stated that the County appropriates 100% of the funds and then the State reimburses 70% at the beginning of the year and the remaining 30% towards the end of the year.

Mr. Outwater stated that they received \$2,000 more this year than last year.

Mr. Khoury made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to adopt a resolution authorizing the appropriation of funds for the payment of Snowmobile Trail Maintenance. Carried.

Resolution to Follow

Bill Craine, County Treasurer
Tax Sale Re-bid – Bainbridge:

Mr. Craine stated that they received a bid for the property behind the Jericho in the Village of Bainbridge that has the garage on it.

Mr. Craine stated that the bid was received by Mr. David A. DeClue. Mr. Craine opened the bid and the bid amount was for \$1,000. Mr. Craine reviewed the bid documents and stated that they complied with the County's bidding process.

Mr. Mastro made a motion, seconded by Mr. Khoury, to accept the bid and refer to the next BOS meeting in order to accept the bid and release the property over to the winning bidder. Carried.

Resolution to Follow

Updates:

Mr. Craine stated that the W2's and 1099's have been printed and sent out.

Mr. Craine stated that he was requesting to go to the Personnel Committee in order to change the title of Delinquent Tax Clerk to Delinquent Tax Enforcement Assistant and to add an additional salary of \$6,000 that would be funded by the bed tax revenues.

Mr. Blanchard made a motion, seconded by Mr. Mastro, to refer to the Personnel Committee in order to change the title of Delinquent Tax Clerk to Delinquent Tax Enforcement Assistant and to add an additional salary of \$6,000 to the position. Carried.

Referral to Personnel Committee

Mr. Craine stated that there was a gap in funding for State Medicaid. Mr. Craine stated that about seven or eight years ago our Medicaid costs were capped. The Federal share was 50%, State share was 28% and the remaining amount was the local share.

Mr. Craine stated that the State needs money to close the gap in the budget. Mr. Craine stated that they had no say in their office for how that would go. The State said they would allow for a 3% growth, which looked like the County would have to pick up an additional \$500,000 each year, which is about what the County's current tax cap is.

Mr. Craine stated that sales tax was ahead by about 2.5%.

Mr. Craine stated that they had to fund the previous AIM funding, which caused them to get behind a little bit.

Mr. Craine provided the Committee with the year-end Securities Report from NBT Bank.

Mr. McNeil asked if there was an amount known for internet sales tax yet. Mr. Craine stated that the State has not figured that out yet, but the State claims that it will be about what the AIM funding would have been.

Referrals

Amending Resolution #90-16 "Authorizing Transfer and Appropriation Of Funds For Opportunities For Chenango Housing Rehabilitation Program – Planning & Development":

Mr. Woodford stated that this resolution was to account for interest earned on those funds.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt a resolution to amending resolution #90-16 "Authorizing Transfer and Appropriation of Funds for Opportunities for Chenango Housing Rehabilitation Program. Carried.

Resolution to Follow

Authorizing Agreement for All-Hazard Mitigation Plan Update and Making Appropriations Therefore – Department of Planning & Development:

Mr. Woodford stated that in the past they have held the DPW accountable for paying the local share, however this time they would be using an in kind match for the local share. Mr. Woodford stated that this is for the appropriation of the State's share, \$112,500.

Mr. Mastro made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt a resolution Authorizing Agreement for All-Hazard Mitigation Plan Update and Making Appropriations of \$112,5000. Carried.

Resolution to Follow

Authorizing the Transfer of Funds to County Office Building Capital Project Account – Department Of Public Facilities:

Mr. Woodford stated that they would be transferring funds in the amount of \$100,000 from the general budget over to the capital account for the COB renovation project.

Mr. Mastro made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to adopt a resolution to authorize the transfer of \$100,000 to the County Office Building Project Account. Carried.
Resolution to Follow

Authorizing Distribution of Year 2019 Traffic Diversion Program Funds – District Attorney:

Mr. Woodford stated that revenue from the Traffic Diversion Program after expenses was ready to be disbursed to the towns. Mr. Woodford stated that the County share was \$117,606.26 and the towns share was \$117,606.26 and would be divided up among them as indicated in the draft resolution before the committee members.

Mr. Woodford stated that the County would end up with around \$40,000 because the Committee just approved a transfer from the County's share of the revenue over to the Public Defender's Office for the 18b line.

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to adopt a resolution to authorize the distribution of 2019 Traffic Diversion Program funds. Carried.
Resolution to Follow

Authorizing Appropriation of Grant Funds from the United States Department of Justice, Office of Justice Programs – Bulletproof Vest Partnership (BVP) – Sheriff's Office and Probation Office:

Mr. Outwater stated that this was an annual grant that the Sheriff's Office received.

Mr. Mastro made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to adopt a resolution authorizing the appropriation of grant funds received from the USDOJ-BVP. Carried.
Resolution to Follow

Authorizing Acceptance and Appropriation of Expanded In-Home Services for the Elderly Program (EISEP) Funds – Area Agency on Aging:

Mr. Woodford stated that this was additional dollars that were received under the EISEP for respite care.

Mr. Seneck made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to authorize the acceptance and appropriation of EISEP funds in the amount of \$60,000. Carried.
Resolution to Follow

Authorizing Appropriation of Year 2019 Contractual Services to Recipients Program Funds – Department of Social Services:

Mr. Woodford stated that there was a bit of a gap in dollars needed to process some claims. Mr. Woodford stated that DSS was asking to make an additional appropriation of \$5,000 from the State Aid revenues.

Mr. Blanchard made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to adopt a resolution to authorize the appropriation of \$5,000 for 2019 contractual services. Carried.
Resolution to Follow

Authorizing Creation of Heavy Motor Equipment Operator (HMEO) Position to Accommodate a Training Period – Public Works – Waste Management:

Mr. Woodford stated that they have created these temporary training positions in the past for the DPW and this was another such position for one of the HMEO positions at the landfill. Mr. Woodford stated that since this individual will be responsible for running a \$700,000 piece of machinery, they ought to make sure he was trained adequately. Mr. Woodford stated that it will be hard to fill the position, because not everyone wanted to be on top of that garbage pile.

Mr. Seneck made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to adopt a resolution to authorize the creation of a temporary HMEO to accommodate a training period for the landfill.

Carried.

Resolution to Follow

Other:

Bills & Claims Schedule 2020:

Mr. Woodford stated that there was a schedule for Bill and Claims in front of the committee members for this year. Mr. Outwater stated that members were welcome to invite other Supervisors to join them so that they could see the process involved in approving the monthly bills and claims. Mr. Outwater stated that if anyone has a conflict with their assigned date, to reach out to other Committee members in order to swap days with them.

Adjournment:

Mr. Outwater adjourned the meeting at 11:11 a.m.

slh

**Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, February 27, 2020 – 10:00 am**

Present Were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck, County Treasurer William Craine, County Attorney Alan Gordon, Deputy Treasurer Barb Strier, Public Works Director Shawn Fry and Public Health Director Marc Flindt.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

**Barb Strier, Deputy Treasurer and Alan Gordon, County Attorney
Tax Sale Update:**

Mr. Gordon stated that it would be best to enter into executive session to discuss a particular tax sale property.

Mr. Mastro made a motion, seconded by Mr. Khoury, to enter into executive session to discuss a particular tax sale property at 10:00 a.m. Carried.

Mr. McNeil made a motion, seconded by Mr. Mastro, to adjourn the executive session at 10:18 a.m. Carried.

Ms. Strier stated that the last day of redemption was March 30, 2020.

Ms. Strier stated that she sent a list of specific properties out to each of the towns.

Ms. Strier stated that the bid packets would go out in May.

Ms. Strier stated that they started out with 257 properties on the list and that they are now down to 193 properties for the tax sale.

Ms. Strier stated that she had to go out and post notices on 21 properties because the owners could not be reached by mail.

Ms. Strier stated that a deputy accompanied her for her safety while posting properties and that when she called the Sheriff's Office to make the arrangements, Lt. Josh Gould expressed an interest in being able to utilize one of the properties for training purposes. Ms. Strier stated that she came up with two pieces of property that could be used, however before she allowed the Sheriff's Office to conduct training she wanted Code Enforcement to check the properties for any safety concerns.

Mr. Outwater stated that if the Sheriff's Office wanted to utilize one of the tax sale properties, the Sheriff needed to go before the Safety & Rules Committee for their approval first.

Mr. Gordon stated that the deputies were county employees and therefore would be covered under the county's liability insurance and that he had no issue with them utilizing the properties for training purposes and trusted them not to damage the property.

Shawn Fry, Director of Public Works

Supplemental Agreement with Barton & Loguidice:

Mr. Outwater stated that he has seen a lot of money go to Barton & Loguidice between the airport, county DPW and the COB and he was quite surprised to see that they are asking for this additional funding.

Mr. Fry stated that he understood that, however he believed that they were justified in asking for this request.

Mr. Fry stated that there were construction engineers as well as design engineers involved with this bridge rehabilitation project.

Mr. Fry stated that the award was based on 2017 figures and that there were circumstances with this project that were unforeseen that caused extra hours of work.

Mr. Fry stated that in the long run Barton & Loguidice saved the County \$70,000 and helped his staff tremendously with the State by handling several issues that came up.

Mr. Seneck asked if the actual savings was for the benefit of the County or if some of it was for the State as well. Mr. Fry stated that the savings was entirely the County's. Mr. Fry stated that the savings was for the County because the project was more than the State funds and the County agreed to complete this project knowing that the local share was going to be more than their normal share. Mr. Fry stated that this \$70,000 would have had to be paid by the County.

Mr. Khoury asked Mr. Fry how the job change orders came through and if he was aware of the overrun. Mr. Fry stated that he became aware of the overrun in November and that due to the committee meeting schedule, he was not able to make the Public Works Committee aware of the issue until January.

Mr. Fry stated that this project was sent in to the State for approval in August, 2017 and that it was not approved for another two years and the work didn't start until this past summer. Mr. Fry stated that the weather was also a factor in completing the project on time. Mr. Fry stated that by regulation, the State required them to have an engineer on site every day.

Mr. Khoury asked if there was a provision in the contract for overruns. Mr. Seneck asked if there were any contingency funds built into the project. Mr. Fry stated that due to this being a rehabilitation project several redesigns for the project needed to be submitted and approved. Mr. Fry stated that in one way those redesigns saved us money on construction costs, but on the engineering side Barton & Loguidice had to do additional work that cost us more money on the engineering side.

Mr. Fry stated that in the original estimate Barton & Loguidice had no idea that the project designs would need to be changed.

Mr. Outwater stated that he would vote in favor of this, but he was sure that Barton & Loguidice had money built in for overruns. Mr. Outwater stated that he was sure that if they did a job that took less time they wouldn't charge us less when the job was completed.

Mr. Outwater stated that Barton & Loguidice better remember this and that the next time around he would not vote in favor of giving them more money.

Mr. Outwater stated that the County gives them a lot of business and that they better do a better job at bidding their work.

Mr. Khoury stated that to say they saved us money and then turn around and charge us more; they should want to make sure they saved us money with every project.

Mr. Fry stated that if the Committee remembered, when Barton & Loguidice asked for additional funds for one of the landfill projects he told them no, that it wasn't justified. With this particular project Mr. Fry felt it was justified.

Mr. Fry stated that from the start he knew this was going to be a problem. Mr. Fry stated that bridge rehabilitation projects are difficult. Mr. Fry stated that if he had a say in the matter, he wouldn't agree to rehabilitate them, he would start over from scratch because there were less requirements involved with new construction.

Mr. Seneck made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to authorize supplemental engineering consultant fees for Barton & Loguidice in the amount of \$15,100. Carried with Mr. Khoury opposed.

Resolution to Follow

Marc Flindt, Director of Public Health
Transfer of Funds for Purchase of Laptops:

Mr. Flindt stated that he was requesting to purchase four new laptops because the current ones were outdated and they were unable to be upgraded from Windows 7 to the new Windows 10 platform.

Mr. Flindt stated that the funding would come out of the BIP grant and was requesting to transfer \$8,400 from appropriation account #A4010.461 – BIP Other to appropriation account #A4010.213 – Equipment Prevent Team.

Mr. McNeil made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to adopt a resolution to authorize the transfer of \$8,400 from appropriation account #A4010.461 – BIP Other to appropriation account #A4010.213 – Equipment Prevent Team for the purchase of four laptops. Carried.

Resolution to Follow

Contract Negotiations:

Mr. Flindt stated that he is requesting to go into executive session to discuss the terms and conditions of a particular contract negotiation that he is currently working on.

At 10:44 a.m. Mr. Blanchard made a motion, seconded by Mr. Khoury, to enter into executive session to discuss contract negotiations. Carried.

At 10:59 a.m. Mr. Mastro made a motion, seconded by Mr. Seneck, to adjourn the executive session. Carried.

Referrals

Authorizing Appropriation of Statewide Interoperable Communications Grant Program Funds – FY 2019 (2019 SICG-FORMULA) – E911 Communications - \$544,575:

Mr. McNeil made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to obtain a resolution to authorize the appropriation of SICG funds in the amount of \$544,575. Carried.

Resolution to Follow

Discussion: Mr. Outwater asked what was being done with this funding. Mr. Mastro stated that this funding would be coming in on an annual basis and that it was part of the 911 surcharge fees that were collected. Mr. Mastro stated that there was a list of communications upgrades that were planned for this funding.

Mr. Outwater stated that if he remembered correctly there were strings attached regarding how this money could be spent. Mr. Mastro stated that was correct, there were specific guidelines that they had to follow with this funding.

Authorizing Transfer of Funds for Overtime Expenses – Community Mental Hygiene Services - \$3,500:

Mr. Khoury made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt a resolution authorizing the transfer of over time expenses in the amount of \$3,500 from appropriation account #A4150.181 – Chemical Addiction Counselor to appropriation account #A4150.190 – Overtime for Community Mental Hygiene Services. Carried.

Resolution to Follow

Authorizing the Appropriation of Funds for Purchase of Computers – Department of Social Services - \$10,800:

Mr. Blanchard stated that this additional transfer of funds would take care of replacing all of the computers in DSS. Ms. Blanchard stated that they found additional funding from SNAP and HEAP to cover the expenses.

Mr. Mastro made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to adopt a resolution authorizing the appropriation of funds for the purchase of computers for DSS in the amount of \$10,800. Carried.

Resolution to Follow

Other

Calling on the Governor and New York State Legislature to Preserve the Zero Percent Medicaid Growth Cap for All Counties and New York City:

Mr. Craine stated that this was a worthwhile resolution to send along to the Governor and our State Legislators because of the cost of the Medicaid Growth Cap that would be passed along to the counties.

Mr. Craine stated that he has spoken to the actuaries and they have indicated that health care costs will be up about 4% to 4.5%, while the Governor stated it would only be about 3%.

Mr. Craine stated that he did not want to quantify it in terms of dollars, but it would be a big number and that it was appropriate to send this resolution along.

Mr. Seneck made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to adopt a resolution calling on the Governor and New York State Legislature to preserve the zero percent Medicaid Growth Cap for all counties and New York City. Carried.

Resolution to Follow

Bill Craine, County Treasurer

Updates:

Mr. Craine stated that the annual audit would begin on March 30, 2020 and that the auditors would begin to check our records on that date.

Mr. Craine stated that they received \$386,000 this year under the Tribal Compact Funds.

Mr. Craine stated that sales tax revenue for January was up 13.73%, however one month did not determine the outlook for the entire year.

Adjournment:

Mr. McNeil made a motion, seconded by Mr. Khoury to adjourn the meeting. Carried.

Mr. Outwater adjourned the meeting at 11:09 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, April 2, 2020 – 10:00 am

Present were: Board Chairman Lawrence Wilcox, Supervisor Jeffrey B. Blanchard, Clerk of the Board/County Auditor RC Woodford, County Attorney Alan Gordon, Deputy Treasurers Barb Strier and John Williams and Planning Director Shane Butler.

Present via teleconference were: Chairman Wayne C. Outwater, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck and County Treasurer William Craine.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Alan Gordon, County Attorney

Authorizing the Chenango County Treasurer to Cancel One Percent (1%) Interest Charges on Certain Delinquent Real Property Taxes for the Month of April 2020:

Mr. Gordon stated that this would be a resolution to cancel the 1% interest charge for the month of April, 2020 for delinquent property taxes. Mr. Gordon stated that back taxes were due on March 31, 2020 but due to the current circumstances this resolution would extend that deadline to April 30, 2020.

Mr. Gordon stated that they may need to extend this again because they could not go to court right now for obvious reasons.

Mr. Gordon stated that for now they were looking to cancel the 1% interest charge for individuals who paid those taxes during the month of April.

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to adopt a resolution authorizing the County Treasurer to cancel the 1% interest charge on certain delinquent real property taxes for the month of April, 2020. Carried

Resolution to Follow

Discussion: Mr. Seneck asked if they needed to inform their local tax collectors of this. Mr. Gordon stated that it would not be necessary because this resolution was only for delinquent taxes.

Tax Foreclosure Property:

Mr. Gordon stated that the Jennison Power Plant property in Bainbridge was in foreclosure and that they might be pulling this from the list because there was a legitimate sale of the property that would be going through.

Mr. Gordon stated that they have wanted to pull this from the list due to environmental and safety concerns of taking possession of this property.

Mr. Gordon stated that they will wait to pull this from the list until the last minute and that hopefully the sale would be going through soon.

Herman Ericksen, Director, IT

Internet Connection to County Office Building:

Mr. Ericksen stated that there were a lot of employees that were working remotely and that they have had some connectivity issues. Mr. Ericksen stated that the issues were related to internet connectivity into the building and the firewall.

Mr. Ericksen stated that they looked into business class packages from Frontier, Spectrum and Finger Lakes. Mr. Erickson stated that they also looked into Frontier's residential fiber optic package. Mr. Erickson stated that the Frontier residential package would only be an additional \$20 per month whereas the businesses packages would cost around \$300 per month.

Mr. Ericksen stated that the residential package's speed would be 500/500.

Mr. Woodford stated that the Health Department has been paying for the COB's internet since 9-11 and that he spoke with Mr. Depperman from Public Health and they were willing to and more than happy to upgrade to the residential package and take on the additional \$20 per month fee.

Mr. Outwater asked if Emergency Management could pick up the additional costs. Mr. Woodford stated that he was unsure at this time, but they would look into it.

Mr. Ericksen stated that they should also look into switching the Sheriff's Office over to a fiber optic package as well.

Mr. Outwater stated that Frontier internet wasn't that great at his house and asked where the users were located that would be using the service. Mr. Ericksen stated that this would be utilized by all of the employees who were working remotely from all over the county.

Mr. McNeil asked if this new package was the largest capacity available. Mr. Ericksen stated that they could go up to 1GB, however that would cost around \$270 per month.

Mr. McNeil asked how many people were able to function currently. Mr. Ericksen stated that on the first day they were able to get 19 people connected into the building, but as soon as the 20th person logged in, the firewall would shut everyone out. Mr. Ericksen stated that he was able to get the firewall parameters fixed, however that only allowed up to 29 people to connect in remotely and that it took up to 30 minutes for their screens to refresh. Mr. Erickson stated that he was notified that one department along has 40 people currently working from home.

Mr. Khoury asked if they will be able to go up to 100% capacity with the new package and Mr. Ericksen stated that he believed they would be able to.

Mr. Mastro asked if this would be permanent or temporary. Mr. Ericksen stated that it should remain permanent for the \$20 per month increase.

Mr. Williams asked if this upgrade would require anything else. Mr. Ericksen stated that it would require an upgrade to the firewall as well. Mr. Ericksen stated that currently there were two firewalls in place. The first one was active and the second one was passive. Mr. Ericksen stated that he would need both systems to be active, which would require an upgrade to the firewall software.

Mr. Ericksen stated that the cost of the upgrade to the month of September would be \$1,500 and that they could renew it after that for an additional year for \$6,000 or three additional years for \$14,400.

Mr. Outwater asked if this needed to be done immediately. Mr. Ericksen stated that at least until September.

Mr. Seneck made a motion, seconded by Mr. Mastro to upgrade with Frontier for residential fiber optics on a month by month basis if contractually allowed to, otherwise to upgrade however their contract specified. Carried.

Firewall Upgrade:

Mr. Ericksen stated that the firewall upgrade would cost \$1,500 to the month of September.

Mr. Williams stated that he and Mr. Craine spoke about this expense and that they were going to take it out of the contingent account.

Mr. Outwater stated that he would to wait and see if the funding could come from Emergency Management.

Mr. Woodford stated that this might be able to be covered under FEMA funding and that he was not sure if they could utilize Emergency Management funding for this but they would find out if they could. Mr. Woodford stated that in the interest of expediency he recommended taking it out of contingency.

Mr. Seneck made a motion, seconded by McNeil, to refer to the next BOS meeting in order to adopt a resolution for firewall improvements in the amount of \$1,500 and to fund this from contingency. Carried.

Resolution to Follow

Discussion: Mr. Khoury stated that they already have a firewall and asked if this was needed due to upgrading to 500/500. Mr. Ericksen stated that right now they have one active firewall and one passive firewall and they needed both of them to be active firewalls now in order to have a higher input.

Referrals:

Referral #1 - Authorizing Appropriation of Funds for Opportunities for Chenango Housing Improvements Program from Recaptured Funds – Planning & Development:

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt a resolution authorizing appropriation of funds for opportunities for Chenango Housing Improvements Program from recaptured funds. Carried.

Resolution to Follow

Referral #2 - Authorizing Appropriation of an Airport Improvement Plan (AIP) Grant for Pavement Management Study and Making Awards Therefore – CFDA 20.106 – Lt. Warren E. Eaton/ Chenango County Airport:

Mr. Khoury made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to adopt a resolution authorizing appropriation of an Airport Improvement Plan (AIP) Grant for a pavement management study and making awards therefore. Carried.

Resolution to Follow

Referral #3 - Authorizing Acceptance and Appropriation of a New York State Division of Criminal Justice Services Grant – Livescan Upgrades – Sheriff's Office:

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt a resolution authorizing acceptance and appropriation of a New York State Division of Criminal Justice Services grant for livescan upgrades. Carried.

Resolution to Follow

Referral #4 - Authorizing the Transfer of Funds for Overtime Expenses – Department of Public Health:

Mr. Blanchard made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to adopt a resolution authorizing the transfer of funds for overtime expenses for the Department of Public Health. Carried.

Resolution to Follow

Referral #5 - Authorizing Appropriation of Federal Aid – Department of Public Health – Bioterrorism Preparedness:

Mr. Blanchard made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt a resolution authorizing appropriation of federal aid for the Department of Public Health for Bioterrorism Preparedness. Carried.

Resolution to Follow

Referral #6 - Authorizing Extension of Contractual Financial Services – Department of Social Services:

Mr. Blanchard made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to adopt a resolution authorizing extension of contractual financial services for the Department of Social Services. Carried.

Resolution to Follow

Referral #7 - Authorizing Purchase of up to Fourteen (14) Public Transit Vehicles, Related Equipment and Making Appropriations Therefore – CFDA 20.509 - Mass Transportation Services:

Mr. Khoury made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to adopt a resolution authorizing purchase of up to fourteen (14) public transit vehicles, related equipment and making appropriations therefore for Mass Transportation. Carried.

Resolution to Follow

Other Resolutions:

Resolution for a Home Rule Request in Relation to Extending the Existing Authorization to Impose the Additional One Percent Sales and Compensating Use Taxes:

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt a resolution for a Home Rule Request in relation to extending the existing authorization to impose the additional one percent sales and compensating use taxes. Carried.

Resolution to Follow

Authorizing Payment in Lieu of Taxes Agreement for Solar Energy System Pursuant to Real Property Tax Law 487 – DG New York Cs, LLC – Town of Norwich:

Mr. Seneck made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to adopt a resolution authorizing a Payment in Lieu of Taxes Agreement for Solar Energy System Pursuant to Real Property Tax Law 487 – DG New York Cs, LLC in the Town of Norwich. Carried.

Resolution to Follow

Discussion: Mr. Seneck asked if Mr. Craine has an opinion on this matter. Mr. Woodford stated that this was actually something that Mr. Harris handled and that he spoke to Mr. Harris about this. Mr. Woodford stated that they were basically trying to get ahead of the new State changes regarding PILOT agreements for this type of project. Mr. Woodford stated that if they held off on this, it would probably reduce greatly.

Mr. Mastro asked if this was for the Evans Farm. Mr. Woodford stated no.

Mr. McNeil stated that this was for property located behind A&J Auto and the Safeway gas station.

Mr. Khoury asked if there was a glare study conducted on this property and if it would affect the airplane pilots' vision.

Mr. Butler was asked to join the meeting to discuss the concern.

Mr. Butler stated that no formal study has been conducted at this time.

Mr. Khoury stated that they could discuss this with the Airport Steering Committee and that they could move forward with this and address the glare study later.

Treasurer's Update:

Mr. Williams stated that in light of everything they wanted to update everyone on how the COVID-19 pandemic would affect the County's revenues.

Mr. Williams stated that as Mr. Craine stated in the memo that was sent out to Supervisors, the County was very liquid and that they were burning about \$7.5 million per month. Mr. Williams stated that they currently have \$40 million in treasuries now one is maturing today for about \$7 million and we have one next week maturing for around \$925,000 for the landfill closure. All of that is just going to roll right over into the general fund at this point. Mr. Williams states that will leave the County with \$33 million to get through the rest of the year that we have invested.

Mr. Williams stated that in regards to sales tax revenue, NYSAC has come up with a couple of different scenarios. Mr. Williams stated that there was a mild scenario and a more severe scenario.

Mr. Williams stated that the milder scenario they are talking about is losing a minimum of about \$800,000 and that on the severe case we are talking about a \$2.5 million dollar loss of sales tax. Mr. Williams stated that the County was anywhere between a 3% to a 10% hit on the sales tax loss depending on how long this COVID-19 pandemic lasts. Mr. Williams stated that this loss will be shared between the county, towns and villages as well.

Mr. Williams stated that the AIM payment was scheduled to come out in May and that amount will be around \$66,000 that will decrease the 2nd quarter sales tax money.

Mr. Williams stated that the Governor is proposing a Stressed Hospital/Nursing Home fund. Mr. Williams stated that this was around a \$250 million fund that the Governor wants to establish and that the Governor wanted to establish that by taking local sales tax away from the counties. Mr. Williams stated that this was a major problem for the counties and that NYSAC was asking every County Attorney to contact their legislature to oppose this legislation.

Mr. Williams stated that the Governor is also proposing a reduction in quarterly state reimbursements to counties. Mr. Williams stated that this will be driven by state revenues. If revenues were up we will be fine, if revenues were down there could be a cut of up to 15% or more for state reimbursements. Mr. Williams stated that he did not have a dollar figure of what that would be, but was probably going to be quite substantial to the County.

Mr. Williams stated under investment income, due to COVID-19, there has been a reduction in interest rates and that the County will also take a hit on investment income. Mr. Williams stated that they currently have budgeted \$95,000 for interest and earnings on deposits and \$450,000 for interest on securities.

Mr. Williams stated that those assumptions were based on interest rates of about 1.125% and treasury rates of above 1.50%. Mr. Williams stated that now those investment rates are about 0.5% and that the County is now completely out of the treasury market.

Mr. Williams stated that there were two good things that have come out of this. One was during December of 2018 they established a new rate with NBT Bank which allowed the County to be 50 points below the federal rate with a floor of 2 basis points, so while everybody else is getting 0% on their checking accounts, the County is getting 2% on its checking accounts. Mr. Williams stated that it was not a lot, but it was better than zero.

Mr. Williams stated that they currently have received just under \$4,000 in interest earnings from our checking account. Mr. Williams stated that he could not imagine that they would earn more than a few thousand dollars more and that the estimated loss would be around \$80,000 in investment income on the checking account.

Mr. Williams stated that the investment side is a little bit stronger due to the strategy that Mr. Craine has put in place of laddering their investments out through the year. Mr. Williams stated that they currently have between \$7 million and \$10 million maturing between now and September. Mr. Williams stated that was why they were so very liquid. Mr. Williams stated that because they were locked in at those rates that are higher than they are now, they will be generating right around \$300,000. Mr. Williams stated that they have already earned around \$75,000 and that they were still going to be short, but they were only going to be short about \$70,000 there.

Mr. Williams stated that this was due to them being able to invest earlier and not get caught up in all of this. Mr. Williams stated that the total investment income loss could total around \$150,000 by the end of the year.

Mr. Williams stated that the Tribal Compact money will be affected by this. Mr. Williams stated that they have budgeted \$300,000. Mr. Williams stated that the casinos were closed in mid-March and that he does not anticipate them opening up any time soon so they could see quite a dip in those funds.

Mr. Craine stated that if they had to pin us down for what we would be short by the end of the year, it would be between \$2 million and \$4 million. Mr. Craine stated that was assuming they get some revenue back from FEMA or some other source of federal funding.

Mr. Craine stated that there was \$23.7 million in unassigned funds at year-end which was up about \$1.8 million from the year before. Mr. Craine stated that they thought they would be able to use some of that for building purposes however adjustments will need to be made. Mr. Craine stated that with those adjustments they will be able to get through to the end of the year.

Mr. Outwater stated that this was just the tip of the iceberg and that anything they need downstate, we will end up paying for. Mr. Craine stated that he thinks Mr. Outwater was right and that the County could be trending towards a \$5 million to \$6 million loss for next year.

Other:

Mr. Wilcox stated that there has been a temporary reduction in work staff in the Treasurer's Office. Ms. Gould and Mr. Young would be working from home.

Mr. Craine stated that most of them are out of the office and that they really wanted to make sure that our employees get paid because they really need their cash flow at this point in time.

Mr. Mastro stated that his highway superintendent notified him that the extreme winter recovery and PAVE NY was fully funded for this year in the state budget, supposedly for two years and that they should start seeing that funding come in.

Adjournment:

Mr. Seneck made a motion, seconded by Mr. McNeil to adjourn the meeting. Carried.

Mr. Outwater adjourned the meeting at 10:45 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, April 30, 2020 – 10:00 am

Present were: Board Chairman Lawrence Wilcox, Supervisor Jeffrey B. Blanchard, Clerk of the Board/County Auditor RC Woodford, Deputy Treasurers Barb Strier and John Williams, Real Property Tax Services Director Steve Harris and Information Technology Director Herman Ericksen.

Present via teleconference were: Chairman Wayne C. Outwater, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck and County Treasurer William Craine.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Barb Strier, Deputy Treasurer
Steve Harris, Director, Real Property Tax Services
Tax Sale Update:

Ms. Strier stated that she wanted to give the committee a quick update regarding the tax foreclosure process.

Ms. Strier stated that in November they filed against 257 parcels with the last day of redemption originally scheduled for March 31st. Ms. Strier stated that they extended the deadline to April 30th and after speaking with Bill Craine and the County Attorney, they have extended the deadline through May 31st. Ms. Strier stated that the 31st fell on a Sunday so technically they have until June 1st as the last day of redemption.

Ms. Strier stated that currently they are at 115 parcels and that people have been keeping in good contact with their office. Ms. Strier stated that they have updated their website with this information and people who are planning to pay have remained in contact with their office, which was very important.

Delinquent Tax/STAR:

Ms. Strier stated that she would be working on this issue with Mr. Harris, but that Mr. Harris would be reporting on this issue.

Mr. Harris stated that he reported to this Committee following a conference during a previous meeting and that this has been an ongoing issue since October. Mr. Harris stated that they were expecting this to be in the Governor's budget in some fashion. Mr. Harris stated that anyone who is delinquent on their taxes as of last January with the STAR exemption will no longer be receiving their STAR exemption until their back taxes are paid in full. Mr. Harris stated that the process is set up now where they will be creating a list of everyone who is delinquent and sending into the State Office of Tax and Finance, then Tax and Finance will be going through that list and identifying everyone with a STAR exemption. Mr. Harris stated that once they identify those individuals, Tax and Finance will send out notices to those individuals indicating that they have 30 days to pay the delinquent taxes in order to reestablish their STAR exemption.

Mr. Harris stated that the premise behind this was the State was saying that they had counties concerned because they had people that were behind on their taxes with STAR exemptions and that they shouldn't have the exemptions.

Mr. Harris stated that they are also indicating that they were helping the counties out because people would pay their delinquent taxes in order to get their STAR exemption.

Mr. Harris stated that this really was the case where the State would prefer not to have the STAR exemptions at all during this present time, at least this was the Governor and this was a way of eliminating some of them.

Mr. Harris stated that with the process that was recently in the Governor's budget, was once you lost the STAR exemption for those years, it was gone. By the time it got through legislation it was modified to give those individuals back their STAR exemption one or two years later for those delinquent years as long as they paid their delinquent taxes.

Mr. Harris stated that he has to provide a file that the IT Department will create for the County. Mr. Harris stated that the City of Norwich was working on files that they will have to give to him to include in the County's file that will be forwarded to the State.

Mr. Outwater stated that when this transpires, the State will send out a letter giving people 30 days to pay their back taxes and asked if the County should send out a public notice letting people know that they will lose their STAR exemption if they don't pay their back taxes. Mr. Harris stated that he was not sure if they needed to do that because this was really a state exemption and not technically a local exemption. Mr. Harris stated that the State would be sending out notifications and that if the County put something in the paper it might cause more confusion than help.

Mr. McNeil asked if the notices would be sent by certified mail. Mr. Harris stated that he did not believe so and that most of the stuff from Tax and Finance went out through the general mail. Mr. McNeil stated that maybe they should ask the County Attorney, but he thinks to cover the County the extra dollar should be spent when sending out those notices. Mr. Harris stated that he understood that, but the notices would be sent out by the State. Mr. Harris stated that the County really did not have any role in this other than to send a file to the State with a listing of delinquent taxes and then the State would be notifying those people.

Mr. Wilcox asked what effect this had on the County for making those school districts whole and if it would increase the County's burden. Mr. Harris stated that moving forward for those people that did not pay their taxes they would not have the STAR exemptions. Mr. Wilcox stated that the STAR exemptions were going directly to the schools and if it was credited against the school taxes then the school districts were getting it and if not the County was going to have to pay that amount as well. Mr. Harris stated that starting in September the school bill would have their full tax amount without the STAR exemptions. Mr. Wilcox stated that now going forward if they remained unpaid the County was going to have to make those school districts whole. Mr. Harris stated that was correct the County would have to pay that full amount to make them whole.

Mr. Harris stated that the State claimed that the counties wanted this. Mr. Harris stated that when they initially talked to the counties about this it was going to be a voluntary thing for the counties but that was not how it ended up being. It ended up being mandatory for everyone.

Ernie Cutting, Sheriff

Referral - Credit Card Use Policy:

Sheriff Cutting stated that one of the issues he has was their uniform vendor was no longer able to provide their detectives clothing. Sheriff Cutting stated that he needed to find another option or solution in order to supply them with the clothing. Sheriff Cutting stated that their dress attire was outlined in their employment contract.

Sheriff Cutting stated that what he was trying to do was find an alternative or a vendor to accommodate them. Sheriff Cutting stated that often times they could go to JC Penney's or Kohl's or someplace like that to purchase

stuff and the Sheriff's Office could reimburse them, but the other option was in looking at the credit card policy was to allow them to use the credit card for those purchases. Sheriff Cutting stated that he would like to find a vendor that could service them instead of using the credit card because he thought that would be the better option.

Sheriff Cutting stated that he wanted to make people aware that this was an issue that he was facing just so that everyone knew.

Mr. Woodford stated there was a section in the credit card policy that did allow for the limited purchase of supplies and materials and that it did allow for the Sheriff to purchase those under the current policy.

Mr. Outwater asked if the officers could also use this card for out of state travel for work as well. Sheriff Cutting stated yes, it was the same credit card that they already had through the County. Sheriff Cutting stated that he wanted to make sure that he was being transparent so that everyone knew what he was doing and that it did not look like he was all of a sudden buying clothes. Sheriff Cutting stated that it was not uniforms, it was dress shirts, dress pants and blazers that the detectives were required to wear for court appearances. Sheriff Cutting stated that this was something that they have been doing for the past 35 years through their uniform vendor and that they were no longer able to get them through them.

Mr. Outwater stated that he did not have any problems with him using the credit card for those purchases and asked if anyone else had any questions or concerns. No other committee members had any questions or concerns.

Update:

Sheriff Cutting stated that since they have gone to the 12 hour shifts for the law enforcement division, their overtime expenses in that division has gone down by 39%.

Sheriff Cutting stated that due to the drop in inmate population overtime for the jail has gone down by 47%

Shawn Fry, Director, Public Works

Referral - Authorizing Creation of Senior Account Clerk Typist Position to Accommodate a Training Period:

Mr. Fry stated that this was a request to authorize the funding for the creation of a Senior Account Clerk/Typist position to accommodate a training period.

Mr. Fry stated that their current Senior Account Clerk/Typist for the highway division was retiring during the month of June and he would like to get a trainee on board.

Mr. Fry stated that he was asking for the trainee position along with the funding to go with it. Mr. Fry stated that he was asking to transfer funds in the amount of \$5,500 out of appropriation account #D5110.13 – Labor-Road Widening into a newly created appropriation account #D5010.15A – Sr. Account Clerk Typist. This would be a temporary position for no more than two months as was discussed during the Personnel Committee meeting.

Mr. Seneck made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to obtain a resolution to authorize the creation of Senior Account Clerk/Typist position in order to accommodate a training period and to make the applicable appropriations. Carried.

Resolution to Follow

Discussion: Mr. Khoury stated that he understood what Mr. Fry was doing and that it made sense to do it and asked what kind of training program was put together since they were working with a skeleton crew at the moment. Mr. Fry stated that Ms. Neubauer was working more than the majority of the people because she did not want to take the risk of endangering her retirement because of the Governor's order. Mr. Fry stated that Ms. Neubauer was going to be in the office a lot more and they were hoping that the NY system would be coming back online over the next couple of weeks and ramp up. Mr. Fry stated that this would not be acted upon until May 11th and that by the time it was advertised they were looking at a start date for the position for the week of May 18th. Mr. Fry stated that hopefully by then they would be close to being back up to full staff. Mr. Fry stated that as far as following social distancing guidelines, the desks would be positioned at least six feet apart with the computer screens linked together so that they could conduct training safely.

Mr. McNeil asked if the retiree had a retirement date. Mr. Fry stated that she submitted the paperwork for June 1st, however the State Retirement System notified Ms. Neubauer that due to the current COVID issue they told her that it would be sometime between June 1st and June 30th because of the COVID issue and staffing reduction problems so they could not give her an exact date.

Mr. McNeil stated that they could be looking at as late as June 30th for the retirement. Mr. Fry stated that was correct which was why he asked for the \$5,500 to accommodate a seven week timeframe with an average salary for a Senior Account Clerk/Typist between entry level and maximum level.

Mr. McNeil stated that his concern was one that they were setting precedence for other department heads to come in and say they need a particular training position and it becomes more than what it should be, but that was up to the Committee and the Board to make that determination on a case by case basis. Mr. McNeil stated that his feelings were that two months was too long of a period of time however, he understood where the calendar date fell and anytime in the future he did not feel that anything more than 30 days should be required for a training type of position.

Mr. McNeil stated that the other option may be to look at having the retiree return on a part time basis to help train people for those positions. Mr. McNeil stated that he would vote yes for this but those were his concerns.

Mr. Wilcox stated that they have to remember that this individual was responsible for \$3 million in CHIPS funding for the County. Mr. Wilcox stated that it was very imperative that this training person occur during the construction period of May, June and July.

Mr. Outwater asked Mr. Fry to remember what they spoke about during the Personnel Committee meeting by hiring someone in-house if possible. Mr. Fry stated that he agreed with Mr. Outwater and that he would try to hire in-house for the position.

Matt Beckwith, Fire Coordinator/ Director of Emergency Management

Referral - Authorizing Creation of Extra Hire Account Related to Covid-19 and Making Appropriations **Therefore:**

Mr. Beckwith stated that the referral from Mr. Flanagan was to hire someone as the FEMA Coordinator in response to the COVID-19 disaster that they were under right now. Mr. Beckwith stated that he has gone through the Safety & Rules Committee and Personnel Committee and that his major concern right now was not only the recovery portion of it but also the active emergency portion of it that they were presently running.

Mr. Beckwith stated that they have decided that the best way to tackle this was instead of bringing someone on full time right now and not knowing what they would be doing they would like to create an extra hire account

within his budget to take care of the people who were working right now. Mr. Beckwith stated that later on they would look at the FEMA Coordinator position and determine how much work that was going to entail and whether or not that would come out of the extra hire account and for how many hours per week that position would need to be.

Mr. Beckwith stated that this was a good step in the right direction because it would take care of the staff that was currently working and also allow them the flexibility to bring someone on to take care of the coordination of the FEMA efforts for reimbursement.

Mr. Beckwith stated that FEMA and OEM has told them that this was uncharted territory for everyone and with the ever changing guidance and rules that were coming out and PPE pushes they were getting really inundated and that what he really needed right now was to be able to have people compensated to work the disaster.

Mr. Beckwith stated that he was asking for \$18,000 to be put into an extra hire account to take care of the people that were working today. Mr. Beckwith stated that he did not know if that was going to be enough money or if they would need more but it was a starting point for them to help mitigate this disaster.

Mr. Outwater stated that if he understood this correctly today was going to be step one and that step two was going to decide if they were going to put on a full time guy or a contractor. Mr. Beckwith stated that was correct.

Mr. Khoury asked if the FEMA position was going to be a permanent position or just a position for the response to the COVID-19 and if this was a long term situation. Mr. Beckwith stated that they did not know at this point to be perfectly honest. Mr. Beckwith stated that for example the 911 emergency disaster was still going on as an active disaster. Mr. Beckwith stated that they were not expecting that this would end tomorrow, they were already talking about expecting a second wave of this COVID-19 virus coming through and further impacting the local communities. Mr. Beckwith stated that he thinks that this will be a long term situation but he did not know the answer to the question right now.

Mr. Beckwith stated that step one was taking care of the people that were working right now and giving them the flexibility to bring someone on to start that process and then evaluate it from there.

Mr. Khoury stated that when they referred to the term “taking care of people now” what was going to be the actual use for the \$18,000. Mr. Beckwith stated that it was going to supplement his staff. Mr. Beckwith stated that a large portion of his staff was volunteer and that as of the beginning of last week they put in over 680 hours just in handling the distribution of PPE’s and running the EOC. Mr. Beckwith stated that he needed to take care of those people that were sacrificing themselves and their time for the people in this community. Mr. Beckwith stated that the second step would be this person, whether it would be a contractor or an individual. Mr. Beckwith stated that he was not looking for an outside contractor to come in and be the manager for this

disaster, he thinks that they can take care of this locally in the County to start working with the not-for-profit agencies and county agencies who would be looking for reimbursement for this disaster once everything gets finalized. Mr. Beckwith stated that FEMA has not given them a closing date for this disaster yet.

Mr. Outwater stated that today they were only voting on just the extra hire for \$18,000 and that there were not into step two yet, just step one. Mr. Beckwith stated that was correct.

Mr. Mastro made a motion, seconded by Mr. Seneck to refer to the next BOS meeting in order to adopt a resolution to authorize the creation of an extra hire appropriation account in the amount for \$18,000 in response to the COVID-19 disaster. Carried.

Resolution to Follow

Herman Ericksen, Director, IT

Referral - Authorizing Supplemental Appropriation of Funds for Internet Connectivity Expenses:

Mr. Ericksen stated that he got some additional pricing for the internet to hook up the County Office Building. Mr. Ericksen stated that they already had the connection for the Sheriff's Office on its way.

Mr. Ericksen stated that because Frontier did not currently have a connection into the COB there would be a connectivity fee built into the expense. Mr. Ericksen stated that he would like to go with a five year pricing plan that would cost \$240 per month that would also have some additional fees on top of that.

Mr. Ericksen stated that he also got some pricing from First Light for their business class package. Mr. Ericksen stated that he has pricing for 100mb by 100mb to a gigabit for five and seven year plans.

Mr. Outwater stated that they were looking for \$4,000 for that to get through this year. Mr. Woodford stated that Mr. Ericksen had a discussion late yesterday afternoon after the resolution was drafted. Mr. Woodford stated that when the resolution was drafted the First Light component was not known. Mr. Woodford stated that when he drafted that resolution for \$4,000 he was only considering the Frontier component and that he did not include the First Light component simply because he was not aware of it. Mr. Woodford stated that the timing of finding out the First Light component was good because if they were going to roll those two components together as it has been highly recommended to do not only for our current position, but in looking down the road for the voice over internet phone systems and other capabilities. Mr. Woodford stated that under Mr. Ericksen's recommendation for \$8,000 they would be able to do both options for the remainder of 2020.

Mr. Outwater stated it would be \$4,000 for each one. Mr. Woodford stated that was correct and that the language in the resolution was generic and that they would review the contracts with the County but for the resolution itself the dollar amount could be changed from \$4,000 to \$8,000.

Mr. Outwater stated that this would carry them through 2020 and that in 2021 this would be included in the budget. Mr. Ericksen stated that was correct.

Mr. Outwater asked when this would be done. Mr. Ericksen stated that the Frontier connection could take up to 90 days, however because the First Light connection already existed, it could be done relatively quickly.

Mr. Outwater stated that in 90 days they would be both up and running.

Mr. Seneck asked if First Light was connected would that help with the connection issues surrounding people that were working offsite. Mr. Ericksen stated yes because they would be able to use all of the available bandwidth.

Mr. Seneck made a motion, seconded by Mr. Khoury, to amend the draft for \$8,000 and to move it before the full Board to adopt a resolution to authorize supplemental appropriation of funding for internet connectivity. Carried.

Resolution to Follow

Other Referrals:

Authorizing Appropriation of Families First Coronavirus Response Act (FFCRA) Funds – Area Agency on Aging - \$39,120:

Mr. Woodford stated that this was 100% federal dollars that would be appropriated to food expenses for AAOA.

Mr. McNeil made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to obtain a resolution to authorize the appropriation of FFCRA funds in the amount of \$39,120 for AAOA. Carried.

Resolution to Follow

Authorizing the Appropriation of Funds for Purchase of Eight (8) Computers – Department of Social Services - \$13,000:

Mr. Woodford stated that this was 100% federal dollars that was somewhat related to COVID but the 8 new computers would get DSS closer to Windows 10 compliance.

Mr. Williams asked if this was for the purchase of laptops because now that they were working remotely it would be better served to purchase laptops rather than desktops.

Mr. Blanchard made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to adopt a resolution to authorize the appropriation of funds in the amount of \$13,000 for the purchase of 8 computers for DSS. Carried.

Resolution to Follow

Discussion: Mr. Outwater asked if they wanted to add to the motion to suggest the purchase of laptops. Mr. Seneck stated that he would agree with that because the laptops generally have built in microphones and cameras and that if they had people that needed to be able to work off site it would allow them to do things face to face. Mr. Woodford stated that he would relay that recommendation along to the Commissioner of DSS. Mr. Woodford stated that they needed to remember that DSS also operated on a state computer system and that those parameters were unknown to them.

Authorizing Appropriation of Delivery System Reform Incentive Payment (DSRIP) Program Funds for Care Compass Network – Community Mental Hygiene Services - \$42,305.15:

Mr. Woodford stated that this was for the DSRIP program and that this was for the purchase of computer hardware and software that would expand the tele-medicine capacity for both Mental Health and ADAS. Mr. Woodford stated that this would tie in with the resolution that they just approved with Mr. Ericksen because as they expanded those services they would need to be able to communicate into and out of the building.

Mr. Woodford stated that this was 100% state dollars. Mr. Woodford stated that this certainly had bearing on where they were at with this COVID situation and providing tele-medicine.

Mr. Blanchard made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to adopt a resolution that would authorize the appropriation of DSRIP funds for Care Compass Network in the amount of \$42,305.15 for Community Hygiene Services. Carried.

Resolution to Follow

Authorizing Transfers of Funds for Our Lady of Lourdes Memorial Hospital, Inc. for Substance Abuse Prevention Services – Community Mental Hygiene Services - \$24,858.11:

Mr. Woodford stated that this was strictly an internal transfer due to a billing lag from Lourdes Hospital. Mr. Woodford stated that this actually dated back to late 2018/early 2019 and that it was just a housekeeping procedure as a product of a billing lag.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to move this to the next BOS meeting in order to adopt a resolution to authorize the transfers of funds for Lourdes Hospital for substance abuse prevention services in the amount of \$24,858.11 for Community Mental Hygiene Services. Carried.

Resolution to Follow

Evaluate all Backfills and Positions for Essential Staffing:

Mr. Woodford stated that this referral went to all standing committees and all of the county departments. Mr. Woodford stated that this was a standing referral that pertained to evaluating all backfills and positions for essential staffing relative to FEMA related positions and requirements.

Mr. Woodford stated that it was not a product of anything that they did today except for the extra hire positions for Mr. Beckwith. Mr. Woodford stated that they have had some refills or backfills come through the committees that have been skipped because of the 50% staffing requirement and quite frankly they had some positions where they would hire them today and then send them home. Mr. Woodford stated that there have been some refills that have been left pending until things get back to normal.

Other Resolutions:

Ratification and Authorization of Emergency Procurement by Chenango County Officers and Employees for Contracts for Public Work or Purchase of Supplies, Materials or Equipment Related to COVID-19 Response without Public Bidding:

Mr. Woodford stated that this was needed in order to be on the safe side because they have had some departments make some procurements and that down the road for federal reimbursement purposes they did not want procurement to be an issue if they did procurement in a quick manner as we have been required to do. Mr. Woodford stated that this covers procurements that they have already done and procurement that they will be doing in relation to the COVID emergency situation. Mr. Woodford stated that this would authorize those procurements in an emergency situation as deemed necessary outside of the bidding process.

Mr. Khoury made a motion seconded by Mr. Mastro, to refer to the next BOS meeting in order to adopt a resolution for the ratification and authorization for emergency procurement as related to the COVID response. Carried.

Resolution to Follow

Authorizing Refund of Real Property Taxes for 2020 Town of Pharsalia - Real Property Tax Services Department:

Mr. Woodford stated that this was a correction out of the Real Property Tax Services Department that the refund would be done at the town level.

Mr. McNeil made a motion seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt a resolution to authorize the refund of real property taxes for 2020 Town of Pharsalia. Carried.

Resolution to Follow

Division and Distribution of Mortgage Tax – October 1, 2019 through March 31, 2020:

Mr. Woodford stated that the grand total of mortgage tax for that half of the year was \$229,000.

Mr. Seneck made a motion seconded by Mr. McNeil, to refer to the next BOS meeting in order to adopt a resolution to authorize the division and distribution of mortgage tax for October 1, 2019 through March 31, 2020. Carried.

Resolution to Follow

Other Business:

Liquidity Memo and Liquidity Status as of May 1, 2020:

Mr. Woodford stated that the Committee received a memo as well as a status report for the liquidity for the County as of May 1, 2020.

Mr. Craine stated that he would comment or answer any questions regarding that information if anyone had them. The Committee did not have any questions or comments for Mr. Craine.

Mr. Craine stated that he had a couple of other items to discuss with the Committee.

Mr. Craine stated that he wanted to thank Mr. Williams, Ms. Strier and Mr. Young for their hard work in the office during this time and taking on extra duties with less staff in the office.

Mr. Craine stated that they filed the AUD yesterday and that Ms. Strier was working on the project with Mr. Harris and Mr. Ericksen. Mr. Craine stated that it was not a small project and that it involved about 2,500 parcels and that this work was tossed right into the middle of everything else that was going on.

Mr. Craine stated that Mr. Williams looked carefully into the furlough because a couple of counties had gone into a furlough, but it did not appear as though this was an option for the County. Mr. Craine stated that they spoke with the labor management attorney for the County and he has advised that it was not worth the effort because this would only involve the 100% county taxed departments such as the DPW and the Sheriff's Office.

Mr. Craine stated that they really could not furlough with the DPW because they would begin to work with their CHIPS funded projects soon and that involved several millions of dollars that was important to the County.

Mr. Craine stated that the Commission of Corrections has not eased up on their requirements despite the fact that there were many less inmates now across the state. Mr. Craine stated that the Commission of Corrections has not eased up on any of those staffing requirements.

Mr. Craine stated that as you see more about this in the papers, please know that they have looked into this carefully and that it did not work for them.

Mr. Craine stated that the external audit was going well for them and that everything was normal and going fine with the exception of everything being done virtually. Mr. Craine asked Mr. Williams if he thought the audit would be done in a couple of weeks. Mr. Williams agreed that it would be and that most of it was done at this point. Mr. Williams stated that the auditors have not come back with anything except for one item for DSS that came in today.

Mr. Craine stated that yesterday they received notice from NYSAC that the initial FMAP funding would be around \$485,000. Mr. Craine stated that if they remembered about a month ago they were told that as part of this first stimulus there would be as much as around \$1.9 million distributed and this was about 25% of that but no one was sure if there would be more. Mr. Craine stated that how it was distributed was unknown and if whether or not this was an offset to their weekly Medicaid. Mr. Craine stated that this was something that he wanted to let the Committee know that this was the first time that they have seen a number and that it was part of what they might get eventually.

Mr. Craine stated that he wanted the Committee to know that they are doing what they have to be doing and credited Mr. Williams, Ms. Strier and Mr. Young for doing great work.

Adjournment:

Mr. Seneck made a motion, seconded by Mr. Khoury to adjourn the meeting. Carried.

Mr. Outwater adjourned the meeting at 10:50 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, May 28, 2020 – 10:00 am

Present were: Board Chairman Lawrence Wilcox, Supervisor Jeffrey B. Blanchard, Clerk of the Board/County Auditor RC Woodford, County Attorney Alan Gordon and Deputy Treasurer John Williams

Present via teleconference were: Chairman Wayne C. Outwater, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck, County Treasurer William Craine and Assigned Counsel Administrator John Cameron.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Alan Gordon, County Attorney

Tax Sale Update:

Mr. Gordon stated that as the Committee was aware, the redemption date was extended to 5/31/2020 and they would like to extend it one more time to June 19, 2020. Mr. Gordon stated that the reason for extending it was because they still have people paying taxes and the very earliest that he would be able to get to court for tax foreclosure was July 17, 2020. Mr. Gordon stated that date might be in doubt because the courts were still in prohibition on default filings and tax foreclosures were default filings.

Mr. Gordon stated that if they were able to go to court by July 17th they might as well proceed with extending the redemption date to June 19th to give people some more time to pay taxes.

Mr. Seneck made a motion, seconded by Mr. Seneck to authorize the extension of the last date of redemption to June 19, 2020. Carried.

Mr. Gordon stated that there were five parcels in the tax sale this year that are owned by New Berlin Housing and Preservation Company. Mr. Gordon stated that they were low income apartment buildings that were till occupied by tenants.

Mr. Outwater asked if they were the same parcels that they spoke about last month. Mr. Gordon stated yes it was and that Opportunities for Chenango has expressed an interest in acquiring the property from New Berlin Housing and Preservation Company. Mr. Gordon stated that one of the things that OFC was looking for was a break on the back taxes. Mr. Gordon stated that the back taxes were approximately \$66,000. Mr. Gordon stated that they offered OFC \$33,000 and OFC advised that they could only afford to pay \$22,000.

Mr. Gordon stated that OFC wanted to acquire and rehabilitate the property through grant funds and the offer on the table for the payment in back taxes on the property was \$22,000.

Mr. Outwater stated if OFC purchased the property, the property would come off the tax rolls. Mr. Gordon stated not necessarily because they may have to do a PILOT agreement.

Mr. Khoury stated that he believed that the Committee has given OFC much more consideration than they have given anyone else in the past under normal tax sale procedures. Mr. Gordon stated that this was a unique situation that they haven't had before. Mr. Gordon stated that they needed to factor in that the County would not foreclose on this property as long as people were living there. The alternative was that it would continue to accrue taxes. Mr. Gordon stated that they certainly wouldn't take it and become landlords. Mr. Khoury stated that he understood that and asked if they have ever had the situation where they put a building up for tax sale that had tenants in it. Mr. Gordon stated that the County would not take them, they wouldn't want to take ownership at all. Mr. Khoury stated that it created a situation that if you had tenants, you could possibly not have to pay taxes. Mr. Gordon stated that his understanding of the properties was that they were in serious need of repair and that his guess was if they continued to let that happen the tenants would be forced to leave because the property would fall into such disrepair that it would be uninhabitable. Mr. Gordon stated that he did not know when that would happen or if that would happen, but that was his guess. Mr. Gordon stated that when it happened they would end up with condemned properties if they continued to let that happen. Mr. Khoury stated that it sounded like they were sort of painted into a corner.

Mr. Outwater asked Mr. Gordon for his suggestion with the matter. Mr. Gordon stated that it was their call as to whether or not they wanted to accept the offer of \$22,000 and hopefully the property will get restored or they could say no to the offer and the property would continue to go whichever way it went.

Mr. Outwater asked if they could hold off on making any decisions today because they could still pull this from the tax sale before July 19th. Mr. Gordon stated that it was pulled from the tax sale already but in order for them to do anything with OFC it would require a resolution. Mr. Gordon stated that if they did not act on this now, it put the County past the ability to be able to do anything at the June Board meeting. Mr. Gordon stated that OFC had a contract to purchase the property which was contingent upon the County giving them some kind of acceptable tax break. Mr. Gordon stated that if the Committee put this off, it might jeopardize OFC's ability to close on the property.

Mr. Wilcox stated that the liability to the County continues to grow the longer they held onto this because as this went on the County had to make the Village, Town and School District whole.

Mr. McNeil stated that we wanted to get \$66,000 and we came down to \$33,000 and OFC was offering \$22,000. Mr. McNeil stated that they were kind of stuck and that in weighing the odds they should accept their offer of \$22,000.

Mr. Mastro stated that he agreed with Mr. McNeil because if the County took over that property and put it in the tax sale, they probably would not get \$66,000 for it anyway. Mr. Mastro stated that they should accept the offer and get it out of their hands.

Mr. Khoury stated that they have seen that happen in Smyrna with a vacant building and a wall fell off the back of it and they were left with it. Mr. Khoury stated that because of that he was going to have to reluctantly go along with accepting the offer.

Mr. Outwater stated that he agreed that they should accept the offer and let somebody else take care of it.

Mr. Seneck made a motion, seconded by Mr. McNeil, to accept a payment in the amount of \$22,000 from OFC and that said payment be made by June 30, 2020. Carried.

Resolution to Follow

John Cameron, Assigned Counsel Administrator Referral#5 – Office Space:

Mr. Cameron stated that since April 1, 2020 his office has been operating out of the Public Defender's Office. Mr. Cameron stated that at that point in time they were anticipating a move up to the 4th floor of the Eaton center along with the District Attorney's Office and the Public Defender's Office. Mr. Cameron stated that move has since been put on hold and he did not know when or if that move was going to occur. Mr. Cameron stated that in the meantime, particularly with social distancing requirements for COVID-19, they were kind of packed into the Public Defender's Office. Mr. Cameron stated that the Public Defender's Office couldn't expand up to full strength until the Assigned Counsel Offices' staff was no longer located in their office.

Mr. Cameron stated that he made some initial inquiries for space at the Eaton Center and there was space available there that was just around the corner from the Public Defender's Office. Mr. Cameron stated that the space was suitable for his office and they would be charged \$480 per month which included the cost of electric.

Mr. Cameron stated that when he met with the Safety & Rules Committee there was a question as to who was going to be paying for it. Mr. Cameron stated that he was sent along to the Finance Committee with the intent of finding that out. Mr. Cameron stated that he has since learned that the Indigent Legal Services would pay for it.

Mr. Cameron stated that they would prefer to be located in that space because it would mean that they would not have to purchase their own printer. Mr. Cameron stated that because they would be so close to the Public Defender's Office they would be able to share one with them.

Mr. Cameron stated that one thing he would like to note was that they did not have a line item in their budget for rent.

Mr. Cameron stated that he is asking the Committee to approve the rental agreement, with Mr. Gordon's assistance, with the Eaton Center because aside from the savings for the cost of a printer, they would be able to remain in close proximity to the Public Defender's Office and the District Attorney's Office for better communication purposes.

Mr. Outwater stated that the ILS has agreed to cover the cost. Mr. Cameron stated that was correct.

Mr. Outwater asked Mr. Woodford if he and Mr. Gordon needed to obtain a contract for the rental agreement. Mr. Woodford stated yes they would and that his suggestion was to authorize the agreement by Board resolution so that they could increase the ILS reimbursement revenue for the Assigned Counsel Office and create a contractual expenses line that Mr. Cameron would use to pay the rent.

Mr. Seneck asked if this was going to be a month to month agreement assuming that everyone would be moving up to the 4th floor. Mr. Woodford stated that was a little hard to answer because they had to step back from the larger construction project on the 4th floor because the bids came in high and in mid to late March COVID was locking everything down. Mr. Woodford stated that he has had a discussion with the property owner and he understood the County's position in wanting to step back. Mr. Woodford stated that whether or not down the road they continue with the project was unknown at this time, but it was the Board's prerogative as to how they went forward with the agreement.

Mr. Outwater stated that they should probably agree to rent the space until at least to the end of the year and revisit this during the budget process.

Mr. Woodford stated that they have had a month to month agreement with the Eaton Center for the voting machines that has been in place for ten or twelve years. Mr. Woodford stated that it has worked well for that purpose and he was sure this agreement would work that way as well.

Mr. Khoury asked if this was being driven by the COVID-19 situation and once that was behind us would they be moving back into the Public Defender's Office and was the Public Defender's Office large enough to accommodate the Assigned Counsel Office staff. Mr. Woodford stated that even in the absence of COVID, the Public Defender's Office was not suitable. They had made accommodations in the project to segregate their offices because the space wasn't large enough to accommodate all of them.

Mr. McNeil made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to authorize an agreement with the Eaton Center for the purpose of renting office space in the amount of \$480 per month for the Assigned Counsel Office for the remainder of the 2020 calendar year and by that resolution to increase the ILS revenue line and add a rental line in the budget. Carried.

Resolution to Follow

Other Referrals:

Referral #1 - Authorizing Appropriation of a Public Safety Answering Points (PSAP) Operations Grant – FY 2020 – Sheriff's Office - \$179,786:

With no questions or discussion, Mr. Khoury made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to authorize the appropriation of FY2020 PSAP grant funds in the amount of \$179,786. Carried.

Resolution to Follow

Referral #2 - Authorizing Appropriation of Families First Coronavirus Response Act (FFCRA) Funds – Area Agency on Aging – Appropriates \$50,000 of the \$156,480 total. Remainder TBD in 2020 or 2021:

Mr. Woodford stated that AAOA was awarded \$156,480 and that Mr. Wessels chose to appropriate \$50,000 for food expenses currently. Mr. Woodford stated that there may be other appropriations in 2020 and some may be carried into the 2021 budget.

Mr. Khoury asked if the County has already received this money or if it had just been awarded by notification. Mr. Woodford stated that in all likelihood it has just been by notification. Mr. Woodford stated that this was part of the first or second stimulus funding that came out of Congress and approved by the President during the third or fourth week of March.

Mr. Khoury stated that any appropriation would be contingent upon receiving the \$156,480, correct. Mr. Woodford stated that in all likelihood they are figuring out the logistics to this, but in most cases we did not receive the check in the mail first.

Mr. Blanchard made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to authorize the appropriation of FFCRA funds. Carried.

Resolution to Follow

Referral #4 - Authorizing Appropriation of New York State Department of Health Performance Incentive Funds – Department of Public Health - \$10,000:

Mr. Woodford stated that they typically get a performance incentive grant each year and that this year it was for \$10,000 and last year's was for \$12,000.

Mr. Woodford stated that a vast majority of it was going to be used for computers and other computer related equipment for Windows 10 compliance.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to authorize the appropriation of Performance Incentive Funds in the amount of \$10,000. Carried.

Resolution to Follow

Other Resolutions:

Calling On Congress to Provide Direct Aid to Local Governments:

Mr. Outwater stated that he would like to see the resolution that was drafted by Mr. Woodford to contain Local Government/Counties across the top of it because he wanted them to understand what local governments were. Mr. Woodford stated that he would add that to the language.

Mr. Outwater stated that this resolution was going to be sent so that hopefully this funding would go out to local governments rather than being passed down through the State because if it went there, they probably would not get all of it. Mr. Woodford stated that or the State would decide how the local governments could spend it.

Mr. Outwater stated that Otsego County has asked Congress to do this and he hoped that other counties would do the same thing.

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to obtain a resolution calling on Congress to provide direct aid to local governments/counties Carried.

Resolution to Follow

Discussion: Mr. Khoury stated that he believed that it was fair to say that it was calling on Congress to provide this aid directly and exclusively based on COVID-19 pandemic. Mr. Woodford stated that was correct, Congress was currently deliberating on stimulus package number 5, called the Heroes Act. Mr. Woodford stated that it passed the House on May 22, 2020 and that in all likelihood it would not pass the Senate as written. Mr. Woodford stated that there was some thought that there would be some deliberation over the coming weeks and if there was some negotiation on the terms on this stimulus bill that at least the local aid become important, but yes it was related specifically to COVID.

Changing 2020 Tax Rolls Pertaining to Correction of Errors for Various Towns - Real Property Tax Services Department:

Mr. Woodford stated that there were two corrections. One where a double wide was on the wrong parcel and the other one was a school tax that was returned in error.

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to obtain a resolution changing the 2020 tax rolls pertaining to corrections of errors for various towns. Carried.

Resolution to Follow

John Williams, Deputy Treasurer

Technology for Supervisors:

Mr. Williams stated that in keeping with the COVID theme he and Mr. Wilcox were talking about upgrading the technology that was available to the Supervisors. Mr. Williams stated that their thoughts were to issue laptops or Chromebooks to all of the Supervisors.

Mr. Williams stated that this would allow the Supervisors to have County equipment with a camera so that they could conduct Zoom calls for all of their meetings because it was uncertain as to when they would all be meeting in person again. Mr. Williams stated that while the conference calls seemed to be working, he thinks this would be the next logical step to be able to communicate with each other and see each other.

Mr. Williams stated that he asked the IT Director, Herman Ericksen, to provide him with some quotes for both laptops and Chromebooks. Mr. Williams stated that one quote was for 24 laptops and the other one was for 24 Chromebooks.

Mr. Williams stated that the laptops were pretty high end and were fully capable of doing everything that they needed and the cost of those would be \$47,000.

Mr. Williams stated that the Chromebooks were not as powerful as a laptop but that they would be able to accomplish the same thing. They would have a camera for Zoom meetings, they would have county email addresses instead of having personal email addresses, which would help with the risk of having things getting lost or delayed. Mr. Williams stated that the cost for the Chromebooks was \$28,000.

Mr. Williams stated that there were some annual maintenance costs of around \$6,700 that would need to be built into the budget. Mr. Williams stated that the maintenance cost didn't seem to be too bad to allow them to communicate and get rid of some of the paper copies they have due to having better communications with county email.

Mr. Williams stated that he wanted the Committee to think about this and that it was not something that they needed to vote on today, but he thought it was something that they should look at considering everything that was going on, especially if there was a second wave of COVID or something more happening during the next flu season.

Mr. Outwater asked if they would be able to use those for other County meetings, such as the IDA meetings that he attended. Mr. Williams stated that they would be able to use them for that.

Mr. Outwater stated that once the pandemic passed, what else could the laptops be used for. Mr. Williams stated that if people weren't able to attend the meetings in person they would be able to attend the meetings via Zoom. Mr. Williams stated that they may need to make changes to the bylaws to allow for this, but since they were already voting via teleconference now, he did not think it would be that big of an issue.

Mr. Williams stated that it should help with all of the people attending the meetings as well.

Mr. Outwater stated that if they came back in a couple of months they would still have use of them somewhere. Mr. Williams stated yes, they would be able to come to the meetings with all of the information that is provided to them via handouts which would now be on the Chromebooks.

Mr. Outwater asked where the \$28,000 would come from. Mr. Williams stated that he spoke to Mr. Beckwith and he felt that all of this would be reimbursable through the COVID disaster recovery funds. Mr. Williams stated that he did not know if all of us were convinced of that right now, but the first thing they would try to do was have them covered under disaster recovery funds.

Mr. Wilcox stated that it would be a long term savings, as Mr. Williams stated, with paper and printing costs by this organization. Mr. Wilcox stated that he would also like to wait and see what FEMA had available and if they qualified for it before they purchased them.

Mr. Williams stated that the laptops would be issued during their tenure as Supervisors and once their terms were over they would be returned, much like any other property owned by the County.

Mr. Seneck stated that he did think that this was an idea and that they would need to build in some training for people to use the devices.

Mr. Seneck stated that this may also be dependent on the internet that people were using because his internet service was spotty at times. Mr. Seneck stated that he did think it was a good idea and that the Town of Guilford updated their office computers to be able to do Zoom meetings and anything else at the town office. Mr. Seneck stated that he was doing his town's Zoom meetings from home, but once again it was not ideal because he was using his personal laptop. Mr. Seneck stated that he did not know what capabilities were out there throughout the county and that may be something that they should take a look at.

Mr. Khoury stated that he wanted to focus in on the pros rather than the cons and asked if they were assigned the laptops would they virtually be going paperless going forward or would they bring their laptops to the meetings and on the table next to them would be all of the printed materials. Mr. Khoury asked if everyone would accept the fact that it would all be on the screen now. Were they mandating it? Mr. Williams stated that he would prefer that they go paperless and that it wasn't going to be happening overnight and that certainly with the amount of paperwork that they generated they could work off of their laptops. Mr. Wilcox stated that people could print that information themselves if they wanted to. Mr. Khoury stated that he did not want to have a duplication of effort and think that we were saving money.

Mr. Khoury stated that as far as participation, would they have Zoom meetings moving forward for every meeting because they had the laptops. For instance would they be able to watch every committee meeting. Mr. Woodford stated that they were still working under a suspension of the Public Officers Open Meetings Law and that allowed them to preclude public participation via remote access. Mr. Woodford stated that those suspensions, by Governor's orders, at the moment that were due to expire right at sunset in early June. Mr. Woodford stated that in all likelihood the Board meetings would be held much like they are now, but moving forward into June the committee meetings may well be migrating to a more hybrid type of thing. Mr. Woodford stated that the Board meetings would remain remotely was because they had to be cognizant of the 10 person rule for meetings right at the moment. Mr. Woodford stated that in June they may have more of a blended style, in person committee meetings.

Mr. Khoury asked for example would he be able to sit in on every committee meeting going forward using this technology. Mr. Williams stated that he did not see why not. As long as they were using Zoom calls that capability existed.

Mr. McNeil stated that his concern was the size of the laptops versus Chromebooks, visually the size of the screen, the size of the keyboard and things like that. Mr. McNeil stated that he would like to see the model numbers that they were looking at. Mr. Williams stated that he would send an email to the Finance Committee with the specifications for the laptops and the Chromebooks.

Mr. Seneck stated that he personally prefers a larger screen, but if they were having committee meetings in the conference room it could be broadcast on a large television that everyone could easily look at.

Mr. Williams stated that they would use a larger screen so that everyone could see all of the documents and they would probably get a second larger screen so that you could see everyone in the room.

Mr. Mastro stated that he has never once in his life touched a computer and he doesn't have a desire to, but they were going to have to have some training like Mr. Seneck mentioned, but he did not think it was necessary to spend that much money. Mr. Williams stated that they would provide training.

Mr. Williams stated that they would purchase 24 laptops so that the IT Department would have an extra laptop to be able to use for troubleshooting purposes.

Mr. Outwater stated that he thought this was a great idea. Mr. Outwater stated he had his own computer that he used for County purposes and he was really in favor of getting County business over a Chromebook. Mr. Outwater stated that they should get them purchased now rather than waiting so that they could begin using them for next month's meetings.

Mr. Williams stated that he wanted to follow up with Mr. Beckwith regarding the reimbursement for the purchase of them and speak to Mr. Craine as well in case there isn't any reimbursement funding available.

Mr. Outwater asked if everyone wanted to wait until next month. Mr. Khoury stated that he wanted to wait until next month in order to find out if they were reimbursable and what the procedures would be for working with the machines. Mr. Williams stated that he wasn't expecting to vote on this today, he just wanted to bring the idea to the Committee with the costs associated with them. Mr. Williams stated that he was happy that the Committee thought this was a good idea and he understood some of the reservations and he was certainly in favor of waiting and trying to get some more answers for the Committee.

Mr. Outwater stated that he wanted Mr. Williams to get the information together and send it to the committee members prior to next month's meeting so that they had a chance to look things over and made a decision next month, one way or the other. Mr. Williams stated that he would send out an email with the specifications and other information after he spoke with Mr. Beckwith.

Mr. Bill Craine, County Treasurer

Updates:

Mr. Craine stated that he was currently on a webinar with NYSAC and they were talking about the next stimulus package and that no one seemed to know what was happening with it at this point in time.

Mr. Craine stated he agreed with Mr. Williams regarding the purchase of computer equipment for the Supervisors and that he would help Mr. Williams get that information out to everyone before the next meeting.

Adjournment:

Mr. Seneck made a motion, seconded by Mr. Khoury to adjourn the meeting. Carried.

Mr. Outwater adjourned the meeting at 10:45 a.m.

Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, July 2, 2020 – 10:00 am

Present were: Chairman Wayne C. Outwater, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck, Supervisor Jeffrey B. Blanchard, Inero & Co. Certified Public Accounts Duane Shoen & Ben Owen, Deputy Treasurers Ardean Young, Barb Strier & John Williams, Real Property Tax Services Director Steve Harris, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox

Present via teleconference: County Treasurer William Craine.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Duane Shoen CPA, Ben Owens CPA Inero & Co., Certified Public Accountants
Draft 2019 Financial Statements:

Mr. Shoen stated that he wanted to thank Mr. Bill Craine, Mr. Ardean Young and Mr. John Williams for their help during the audit process. Mr. Shoen stated that despite the fact that they did most of the work remotely, there were able to get it done on the same schedule as they had in the past. Mr. Shoen stated that in was in large part due to them getting the information quickly and efficiently even through remote means.

Mr. Shoen stated that he would be going over most of the letters that were provided to the committee members and that Mr. Owen would be going over the draft executive summary.

Mr. Shoen stated that the first letter that he wanted to go over was in relation to financial assurance requirements for the landfill. Mr. Shoen stated that because the County still had a landfill they had to issue a report on financial assurance and that the County has met all of the financial assurance requirements. Mr. Shoen stated that this letter noted that the County was in compliance with those requirements.

Mr. Shoen stated that the next packet was a report on State Transportation Assistance Expended. Mr. Shoen stated that most state agencies that pass federal funding through to the local governments did not require any specific reporting but DOT did require this report. Mr. Shoen stated that DOT required a separate report when the municipality had a single audit at the federal level and also spent more than \$100,000 in State DOT funding. Mr. Shoen stated that the County spent almost \$5 million in State DOT funds. Mr. Shoen stated that half of that was CHIPS funding and that there was about \$500,000 in Pave-NY Funding, about \$1.1 million in STOA and some other funding as well. Mr. Shoen stated that they had to pick a program to test and they chose the CHIPS program. Mr. Shoen stated that they did not identify any material weaknesses or deficiencies. Mr. Shoen stated that the audit report for this was a clean report.

Mr. Shoen stated that the next document was a Communications letter and that auditing standards required them to communicate certain aspects of the audit process to the Board at the conclusion of the audit. Mr. Shoen stated that this letter communicates all of those things that are required. Mr. Shoen stated that this letter tells them that there were no changes in the County policies during 2019. Mr. Shoen stated that accounting estimates are always a part of financial statements and they evaluate those estimates for consistency for clarity from year to year. Mr. Shoen stated that they did not have any concerns in that area. Mr. Shoen stated that also evaluated all

of the foot note enclosures that were included in the financial statements for clarity, neutrality and consistency year to year and that they did not have any concerns there either. Mr. Shoen stated that there were no difficulties with conducting the audit or disagreements with management during the audit process. Mr. Shoen stated that there was noting that communications letter to be overly concerned with.

Mr. Shoen stated that the last letter that he was going to go over was the Management Comment letter. Mr. Shoen stated that they used the comment letter for a couple of different reasons. Mr. Shoen stated that that if there were findings or things that they wanted the Board to be aware of as a result of the audit they refer to them in that comment letter. Mr. Shoen stated that they also use that letter to update the Board if there were any changes to auditing standards or other things that they think the Board should be aware of on a global sense. Mr. Shoen stated that they did not have any findings to present and that the comment letter just referred to future changes in accounting standards. Mr. Shoen stated that there were several changes with respect to fiduciary activities such as payroll monies that are on deposit and future changes coming in respect to leases that the County might have. Mr. Shoen stated that there was a delay in the original effective date due to the COVID virus and that the new dates were indicated in this letter.

Mr. Owen stated that he would go over the draft Executive Summary with the Committee. Mr. Owen stated that contained in the executive summary was a summation of all of the reports and letters that Mr. Shoen went over and that it also talked about the single audit report.

Mr. Owen stated that the executive summary noted that there was about \$13 million in federal expenditures which was down slightly from last year's \$13.9 million. Mr. Owen stated that they also conducted a single audit of those federal programs as well and that this year they tested TANIF medical assistance, airport improvement and highway improvement. Mr. Owen stated that they did a risk assessment each year on the programs that they chose and that the four programs that they picked represented about 52% of the \$13 million expenditures for the year. Mr. Owen stated that they went through representative transactions for all of those programs and they did not find any instances of non-compliance or material weaknesses. Mr. Owen stated that they rendered a clean opinion in relation to that.

Mr. Owen stated that the summary weighed into the larger numbers that could be found in the financial report. Mr. Owen stated that they also only show a single year, the 2019 year end in the financial statement booklet. Mr. Owen stated that in the executive summary they looked at the last five years to look for any trends with the numbers.

Mr. Owen stated that looking specifically at the general fund in 2019 there was just over \$67 million in total assets which was up about 3% or \$2 million over last year's balance of about \$65 million. Mr. Owen stated that this was a pretty decent increase from the 2015 balance of just about \$56 million. Mr. Owen stated that the largest line in that group was the cash and investments with about \$47 million at year end. Mr. Owen stated that there was a substantial increase in the investments for the year so that the money was not sitting there idle, it was working for the County even though it was available for use. Mr. Owen stated that about \$35 million of that \$47 million was invested into investments at year end. Mr. Owen stated that taxes receivable were extraordinarily consistent with the prior year. Mr. Owen stated that other receivables was up about \$600,000 over last year. Mr. Owen stated that a large portion of that was from the way that all of the social services receivables worked out at year end. Mr. Owen stated that there were some larger balances that were receivable this year as compared to last year's balance. Mr. Owen stated that Due From Other Funds was down from last year and the years prior and a lot of that has to do with the money that was lent to the other funds to support the operations while waiting for the actual cash receipts for those specific programs. Mr. Owen stated that the other assets line, which encompassed prepaid and a lot of other subset of assets, was pretty consistent with last year's balance.

Mr. Owen stated that total liabilities and deferred inflows of resources, the County ended the year with about \$34 million which was a reduction. Mr. Owen stated that the balances of about \$1.4 million or 4% over last

year's balance of 35.4 million. Mr. Owen stated that looking at the account lines that made up that group were relatively consistent other than the due to other funds which was about a \$760,000 decrease. Mr. Owen stated that in the 2018 balance there was a large amount in relation to the county road funds because of some of the work that was being done there that was paid down during the current year. Mr. Owen stated that the unearned unavailable, which was showing a liability or a deferred flow of resources, went down about \$700,000 from last year. Mr. Owen stated that about 1.6 million of the \$10.2 million balance was deferred revenue in relation to the DSS receipts. It was money that was received that has not yet been recognized.

Mr. Owen stated that in looking at the fund balances, the total balance in the general fund was just over \$33 million which was up about \$3 million or 1% from last year's balance. Mr. Owen stated that it was a healthy balance however when you had concerns like COVID and things of that nature it was nice to have those resources set aside because the County likely will need those. Mr. Owen stated that the non-spendable fund balance was about \$866,000 which was relatively consistent as were the restricted reserves, unemployment, insurance reserves, 911 and DWI reserves was just shy of about \$2.5 million which was pretty close to last year's reserve balance. Mr. Owen stated that the County also had some assigned balances of about \$5.6 million that were committed to next year's budget. Mr. Owen stated that the unassigned resources was about \$24 million.

Mr. Owen stated that the looking at the general fund revenues there was about \$87 million total for 2019 fiscal year which was up about 3% or \$3 million over last year's balance. Mr. Owen stated that the largest increase was in federal resources which was up about \$1.4 million over last year's which was in large part to social service other receipts related to those programs. Mr. Owen stated that all of the other balances were relatively consistent with those of the prior year.

Mr. Owen stated that looking at the expenditures from general fund, the County spent just shy of \$79 million which was up about \$1.3 million or 1.6% from last year. Mr. Owen stated that the total fund balance was up because the revenues increased. Mr. Owen stated that in looking at the individual expense lines, the County was pretty consistent with prior years. Mr. Owen stated that if they looked at the expenses as a whole the 2019 numbers were just shy of \$79 million and looking back at comparing it to the 2015 numbers of about \$73 million was really not a monumental increase in expenditures. Mr. Owen stated that all of the expenditures lines were pretty consistent with prior years.

Mr. Owen stated that looking at the individual funds some of the larger swings were the county road fund with an additional \$700,000 that was spent this year in that fund. Mr. Owen stated that a lot of that was in relation to contractual expenses for projects. Mr. Owen stated that in the internal serviced fund there was almost a \$700,000 swing the other way due to a reduction of worker's compensation costs for this year. Mr. Owen stated that all of the other funds were consistent to the years prior.

Mr. Owen stated that in the executive summary in relation to all of the other audits that were performed, COVID was a pretty interesting change of pace for them from the audit perspective and conducting an audit remotely. Mr. Owen stated that fortunately they were able to conduct a site visit in November and were able to get a lot of work done on site at that time, which helped to alleviate a lot of the pressure for the on-site portion of the work for this past April. Mr. Owen stated that they were able to conduct most of the audit remotely and were able to send some people out after that and thanked the Auditor's Department for compiling that information for them to make that easier for them. Mr. Owen stated that in addition to their general audit procedures they always look at the main cycle of cash disbursements, cash receipts and payroll and pick a representative sample of those to ensure that all of the County's policies are being followed and that they are comfortable with the controls that are approved by the Board have been implemented for the transactions that they look at and feel comfortable with the numbers. Mr. Owen stated that every year they pick a couple of departments to take a closer look at those. This year they chose Public Health and the Traffic Diversion Program. Mr. Owen stated that they took a look at all of the cash receipts and disbursements for those departments as well as the banking procedures and the controls that are present. Mr. Owen stated that they also

sent out Board inquiries and inquired with management and random employees to see if they had any concerns with specific areas that they should review or address in addition to their normal procedures.

Mr. Owen stated that this was a general overview of a lot of the audit procedures that spanned over several months and asked the Committee members if they had any questions.

Mr. Khoury stated that in looking at the five year analysis of Due to Other Funds and asked for examples of what Due to Other Funds actually reflected. Mr. Owen stated that in governmental accounting there was the County as a whole that was really comprised of several different funds that were used for specific purposes such as the general fund, county road fund, special grants and things of that nature. Mr. Owen stated that most of the County's cash and unrestricted resources typically live in the general fund and a lot of those other funds were very specific in their use like county road, for instance, or road machinery all of those expenses that go through there are used for those specific purposes. Mr. Owen stated that in the road machinery fund, for instance, if the County wanted to procure a large piece of equipment and the County was waiting for the funding to come in under reimbursements, they might need to borrow resources from the general fund until the permanent funds came in to make that fund whole. Mr. Owen stated that if they made that purchase the general fund would transfer the funds over and create an asset on the general fund that would replace that cash temporarily and a liability on that other fund until that funding came through and reversed that with the cash going back into the general fund. Mr. Owen stated that it was very common to see that number be very large in governments and schools that made large purchases. Mr. Khoury stated that this was an accounting transfer then. Mr. Owen stated exactly the entity as a whole those funds zero themselves out, but they looked at those accounts as a whole.

Mr. Outwater asked if this needed to be moved to the Board. Mr. Williams stated that this was a draft copy and that when the final was ready to be filed, it would be moved at that time. Mr. Outwater thanked Mr. Shoen and Mr. Owen for the presentation.

Barb Strier, Deputy Treasurer

Tax Sale Update:

Ms. Strier stated that in November they started foreclosure actions on 257 parcels. Ms. Strier stated that they also started a second foreclosure action on a property owner that was abusive in the bankruptcy so they had two foreclosures going on right now. Ms. Strier stated that they have extended the deadline for the fourth time and the new deadline was now July 31, 2020. Ms. Strier stated that they were allowing those property owners to pay thorough July 31, 2020. Ms. Strier stated that at that point they would take a look at it again. Ms. Strier stated that the courts have not been open so the County Attorney advised to extend the redemption period. Ms. Strier stated that they still had 106 parcels that were at risk of tax foreclosure. Ms. Strier stated that they sent out notices to all of the property owners and interested parties at the beginning of the month to advise them of this extension and they have been getting feedback on that. Ms. Strier stated that she did expect that some people would be paying them off. Ms. Strier stated that the number had been consistent for the past couple of months and there had only been one or two payoff through the last couple of months. Ms. Strier stated that they would have to wait and see how it went.

Ms. Strier stated that as far as the tax sale, she hoped at some point the foreclosure action would end because she would not want to have to start this over again next year even if they ended up having a very delayed tax sale or not having one she would rather not have to start this foreclosure action all over again and start the new one. Ms. Strier stated that they would be starting the new one shortly which fell in line with the next action before the Committee.

Tax Search Approval:

Ms. Strier stated that she was asking to be able to hire tax searchers to start the next foreclosure process that would be at risk of losing their properties in 2021. Ms. Strier stated that those would be anybody that had a 2017 tax or older.

Ms. Strier stated that she needed a resolution to secure the title search services.

Mr. Seneck made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to obtain a resolution to secure title search services for properties subject to tax sale in 2021. Carried.

Resolution to Follow

Discussion: Mr. Khoury stated that this was something that they did every year as part of the standard operating procedures and asked if they were just trying to get ahead of it. Ms. Strier stated that she had to hire title searchers to search for liens. Mr. Khoury stated that he wanted to know if they were doing this earlier this year than they have in the past. Ms. Strier stated no, actually they were a month behind than normally. Ms. Strier stated that with all of the extension they have not been sending out late notices because they thought it was a bad time to hound people for money. Ms. Strier stated that she has been giving Mr. Craine a cash on hand of their delinquent tax payments. Ms. Strier stated that that they actually were very high this past month, especially noting that usually they would have put on a \$150 search fee and brought in income from that as well as the fact that they usually send out May notices which they did not do this year. Ms. Strier stated that they felt people were under enough pressure that they did not need to be hounded by them. Ms. Strier stated that they planned on sending out the notices but they wanted the area to get back on track a little bit before they did that.

Update on Occupancy Tax:

Ms. Strier stated that they mailed registrations out to around 67 owners and asked them to return those by July 1, 2020. Ms. Strier stated that they received 21 replies and that they had an additional 10 that needed to be opened that just came in this morning. Ms. Strier stated that a few of them were out of business and that she had 25 registered and about 29 were still due as of yesterday.

Ms. Strier stated that she has not had very much negative feedback and that most people were just concerned with being in compliance. Ms. Strier stated that a lot of people were used to this when they went to other places and that it was common to have this kind of revenue.

Ms. Strier stated that she would like to look in the future to having a contract with Air BnB and VRBO to have the tax automatically put out there making it less cumbersome for the owner to have to do the return, it would automatically happen.

Ms. Strier stated that she also gave the committee members a report for the unpaid taxes for the 2020 tax returns. Ms. Strier stated that this was the lowest that they have had in six years. Ms. Strier stated that the lowest parcels and lowest numbers.

Ms. Strier stated that they received the check for the New Berlin Housing parcels that were at risk of tax foreclosure for the \$22,000 that the Board agreed upon. Ms. Strier stated that the \$22,000 she was holding that check into a trust fund until the actual deeds went through.

Steve Harris, Director, Real Property Tax Services **Adoption of Equalization Rates for 2020 Assessment Rolls:**

Mr. Harris provided a copy of the 2020 Equalization Rate Status to committee members.

Mr. Harris stated that he would go over the equalization rates because he needed a resolution for them.

Mr. Harris stated that last year the State cut out part of the equalization rate process and that there was no more tentative rates. Mr. Harris stated that it went by level of assessment and if the level of assessments were accurate in the State standards when the tentative rolls were filed it became part of the final rate. Mr. Harris stated that cut out part of the process and sped things up.

Mr. Harris stated that they were the final rates and that is what would be used for distribution for school tax purposes for each town and County purposes.

Mr. Harris stated that there were some significant changes this year. Mr. Harris stated that the Town of Afton, which was probably the largest change, had been increasing over the last four to five years while everyone else was kind of staying the same or going down. This year they went down substantially. Mr. Harris stated that it was based on sales and that they may have done some survey work. Mr. Harris stated that every few years the State sent people out to do appraisals of properties and they picked vacant land, commercial and residential and did sales to assessment ratios for residential properties and years that they did not do appraisals the assessors had a chance to look at the data and a chance to submit their own data if they saw something different.

Mr. Harris stated that those were the final rates and that they would not change and that there was a resolution that needed to go to the full board.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to authorize a resolution adopting the equalization rates for the 2020 tax assessment rolls. Carried.

Resolution to Follow

Mr. Harris handed out a report on the Taxable Values from the final rolls that were finalized on July 1, 2020.

Mr. Harris stated that this report provided an outlook as to how the county stood now as far as value added with a breakdown for each town. Mr. Harris stated that they were up \$2,729,595. Mr. Harris stated that in taxable value they have been that number for the past number of years that he could not recollect and stated that they have not seen any real substantial growth. Mr. Harris stated that this number would have been higher this year except that they were hitting the final phases of telecommunications values that were done. Mr. Harris stated that most of that was not really private property any longer and began phasing that out over the last three or four years and extended it for the next three years. Mr. Harris stated that telecommunications started out as a 25% exemption then a 50% exemption and this year was a 75% exemption. Mr. Harris stated that over the next three years it would range between 90% to 100%. Mr. Harris stated that this was value that they have lost over the years and it ended up being pretty significant. Mr. Harris stated that this year they lost almost \$2 million.

Mr. Harris stated that on the other hand this year they added \$1.8 million in special franchise values, which were poles and wire right of ways on private land. Mr. Harris stated that they saw the increase in special franchise values due to additional fiber optic cables that were put in the county by Spectrum Cable.

Mr. Harris stated that this year was pretty typical to what they have added in the past ten years.

Mr. Harris stated that they were not final numbers and that the final number would be brought in for Board approval in November. Mr. Harris stated that the numbers could change by someone filing a small claims assessment review or through tax certioraris or someone filing with the Supreme Court. Mr. Harris stated that there could be some change or corrections once the school tax bills went out for school purposes. Mr. Harris stated that they typically find that they have a few corrections, usually where an exemption was missed. Mr. Harris stated that this was just to make the committee aware of where they stood today.

Image Mate Online:

Mr. Harris stated that STG Image Mate Online was their mapping service that they offered online that they paid \$1,800 per year for. Mr. Harris stated that they sell subscription services for \$250 per year and they have approximately 40 subscribers currently, generating roughly \$10,000 in revenue. Mr. Harris stated that when COVIS occurred they opened this up for the public to gain access to information due to the tentative roll. Mr. Harris stated that he would like to continue to leave part of it open to the public and sell a subscription to the additional features of the program. Mr. Harris stated that the additional features would be for all of the mapping features which was what most of the subscribers used the program for. Mr. Harris stated that they used it for the tax maps and Pictometry. Mr. Harris stated that he could have it set up so guests that come in would be blocked from those services but still gain access to assessment information. Mr. Harris stated that it was information that people called his office and the delinquent tax office and assessors for. Mr. Harris stated that as he said he wanted to keep part of it open and still provide subscription services for the other parts. Mr. Harris stated that this was a substantial amount of income that his department generated.

Mr. Harris stated that he did not think he needed a resolution, he was just looking to make sure the committee was okay with what he wanted to do. Mr. Outwater stated that it was okay and asked if anyone had any questions for comments.

Mr. McNeil stated that he made a call to Mr. Harris's office recently and needed to use this service to help someone grieve an assessment and rate change and once they directed him to this program it answered all of his questions without troubling the office staff for answers. Mr. McNeil stated that once the public became aware of that service they would not need to come into the COB for that information. Mr. McNeil stated that this was the direction they were all headed for providing online services. Mr. McNeil stated that it provided him with all of the information that he needed and worked out well for him and thanked Mr. Harris.

Mr. Outwater asked if they all concurred with what Mr. Harris wanted to do with the program, all of the committee members indicated that they did.

Host Community Agreement – Guilford:

Mr. Harris stated that he last thing he had to discuss was the windmill project in Guilford. Mr. Harris stated that he may need Mr. Seneck to help answer a few questions. Mr. Outwater stated that they needed to enter into an executive session to discuss this matter.

At 10:41 a.m. Mr. Khoury made a motion to enter into executive session to discuss a host community agreement for the Town of Guilford. Carried with Mr. Seneck abstaining.

At 10:56 a.m. Mr. Mastro made a motion, seconded by Mr. McNeil to adjourn the executive session. Carried with Mr. Seneck abstaining.

Bill Craine, County Treasurer & John Williams, Deputy Treasurer Updates:

Mr. Craine stated that he had a couple of things that he wanted to go over. Mr. Craine stated that he provided the committee with some information and one of those items pertained to the work they have accomplished over the last six months. Mr. Craine stated that he thought they were probably the first county to have their AUD done and signed off by the Comptroller's Office and the internal audit as was presented to the Committee. Mr. Craine stated that he was proud of the fact that the work that Mr. Young, Mr. Williams, Ms. Strier and everyone in the office did. Mr. Craine stated that it was a complete effort to get those major projects done and completed. Mr. Craine stated that in the middle of that Ms. Strier had the bed tax project and a project with Mr. Harris for the STAR tax legislation and delinquent tax legislation in Albany. Mr. Craine stated that letters went out to people and the payments that have helped their tax collection making it very good.

Mr. Craine stated that liquidity was still strong and it would have some negative liquidity or cash burn because they no longer had local taxes to be received.

Mr. Craine stated that the weekly Medicaid share has been reduced by almost \$23,000 a month and this reduction will continue to occur until the end of March, 2021. Mr. Craine stated that this was the FMAP money that was allocated in Washington, it was not the catch up from the Affordable Care Act and they still had three years of catch up that they were waiting on. Mr. Craine stated that it was possible that they would see that weekly share number go down even more but it meant about \$900,000 favorable to the County Mr. Craine stated that those were the items that he wanted to report on and asked if the Committee had any questions.

Technology for Supervisors:

Mr. Williams stated that the last time they met they talked about the laptops for the Supervisors and he asked them not to vote on it and to think about it for a little while. Mr. Williams stated that the Committee asked him to find out if it was reimbursable. Mr. Williams stated that he talked to the FEMA representative for this area and was advised that they would not be a reimbursable expense at this point. Mr. Williams stated that they could put in for the expense and if it was denied the County could file for an appeal. Mr. Williams stated that if more counties were doing this FEMA may change their minds. Mr. Williams stated that he wanted to let the Committee know that at this point in time it would not be a reimbursable expense.

Mr. Williams stated that he also sent out the updated spreadsheets with the additional laptops in addition to the Chromebooks. Mr. Williams stated that the cost would be about \$34,000 and of that was something the Committee wanted to proceed with they could discuss it and bring it before the full Board at the July meeting.

Mr. Outwater stated that thought it was a good idea, his current computer that he had at home came over on the Mayflower and sometimes it did not always work well. Mr. Outwater stated that he thought it would be a great idea to have a different unit to use just in case they needed more for this particular situation or for something else.

Mr. Mastro stated that he was in favor of this if it was reimbursable but it sounded like they had to spend the money first and then see if it was reimbursable. Mr. Williams stated that was correct. Mr. Mastro stated that he would go back to Supervisor Tom Grace's comment about internet service. Mr. Mastro stated that the internet where he lived was absolutely terrible and that he did not know what computer would help that. Mr. Mastro stated that the first thing they should be looking at was internet service that they had in the County. Mr. Mastro stated that maybe this money could be put towards that in some way. Mr. Mastro stated that he did not use computers, but if everyone else was in favor of it he was not opposed but he was not sure if it would be mandatory for all Supervisors to use them. Mr. Mastro stated that he would prefer paper and that he really did not want to have to go on the computer. Mr. Mastro stated that he tried it once twelve years ago and he did not like it at all.

Mr. Khoury stated that he saw the advantages of the laptops and would like to see how it worked but he was not comfortable walking into a deal like this not knowing if they were going to be reimbursed. Mr. Khoury stated that he would wait and see how that played out. Mr. Khoury stated that he could function well with or without them and his comfort level would be much higher if they knew where that money was going to be appropriated from and if it was reimbursable he would push for it but at this point he was not in favor it.

Mr. Seneck stated that he was going to ditto what Mr. Mastro said about the internet. Mr. Seneck stated that they were pretty good at the town because they were able to upgrade, but at his house in trying to do things there were a couple of days where he simply could not connect to the internet or would get bumped off every so often. Mr. Seneck stated that out in some of the other areas he heard about issues in Smithville. Mr. Seneck stated that it may hinder what they could do. Mr. Seneck stated that he was very comfortable with the idea of

having a laptop moving forward and he thought that generally that was the direction. Mr. Seneck stated that the other piece of this would be the ongoing expense to upgrade and cost of support services and technical upgrades. Mr. Seneck stated that this was something that they needed to consider, they may get reimbursed but he had some concerns about that. Mr. Williams stated that there would be some maintenance costs of \$6,700 annually that would be added to the IT Department's budget.

Mr. Outwater asked if they could put in for this without spending the money first. Mr. Williams stated that he did not think they could. Mr. Outwater stated that they would be more than willing to apply and that he thought people would go along with this if they knew they were going to get the money. Mr. Outwater stated that this wasn't the only program where the County up-fronted the money, there were a lot of programs where the County up-fronted the money.

Mr. Outwater stated that in talking about the internet, Mr. Mastro was absolutely right and that it was the same way in his area. Mr. Outwater stated that he talked to the Planning Department about the internet and he was led to believe that Southern Tier East or somebody was working on an internet program.

Mr. Khoury stated that Planning was looking at the next wave and as of now Frontier, although they were in Chapter 11, was working with their subcontractors and were actually putting in fiber optics in his town and in others as well. Mr. Khoury stated that even though they were in Chapter 11, their operations were still going. Mr. Khoury stated that his concern was and what he really would like to know was where that money has gone for Phase III. Mr. Khoury stated that this was supposed to be brought in for everyone and that it has been going on for a long time. Mr. Khoury stated that they needed to assess where their starting point was and then what the next line of attack would be. Mr. Khoury stated that this could possibly be a federal approach to this problem and that was what the Planning Department was looking into. Mr. Outwater stated that the Planning Department told him that they thought his town got \$1.3 million and his town hasn't done a thing. Mr. Outwater stated that he spoke to them at least a dozen times and they had more excuses. Mr. Outwater stated that he even got them a list of people that wanted it the next thing they came back with was wanting him to get a list of people from North Pitcher that wanted the service. Mr. Outwater stated that they wanted you to do all of the work and still not do anything about it. Mr. Outwater stated that his concern was the same as Mr. Khoury's, how much of this money has been spent and if not before the time limit ran out this fall, could they ask the State to put this money towards some other project to get some of this done. Mr. Outwater stated that he would hate to see that \$1.3 million go back and the \$90,000 from the Town of Pitcher go back or the other funding from the other areas.

Mr. Khoury stated that one of the consistent challenges that remained every time was transparency and finding out where the money has gone, what has been earmarked or what the future plans were. Mr. Khoury stated that he did not think that Chapter 11 could stop a FOIL approach. Mr. Khoury stated that the Planning & Economic Development Committee was looking at getting that information for their next meeting and to work with local representatives to help them do it because right now, without transparency, they did not know where they stood. Mr. Khoury stated that there had to be documentation on this and his committee was charging forward on this. Mr. Outwater stated okay, so Mr. Khoury was going to take a look at that. Mr. Khoury stated yes, they had to find the documentation. Mr. Outwater stated in order to find out how much has been spent and how much work. Mr. Khoury stated yes, where they were with broadband and what was going on. It was proposed in 2015 with three phases and what has been done and what was left. Mr. Outwater stated that if they haven't spent the money they might be able to get the towns to agree that if it was not going to get done they should move it to someplace else. Mr. Outwater stated that he knew that he would do that in his town, he would rather have somebody else have it than to let it go back. Mr. Khoury stated right and those monies that had been appropriated go in as a form of direct deposit for the providers, so that money may be sitting there. Mr. Outwater stated that they haven't gotten it yet and that he did not know how that worked because he already accused them for not doing work they got paid for and they told him that they haven't gotten paid. Mr. Khoury stated that they were going to look for transparency and documentation. Mr. Outwater asked Mr. Khoury if he would bring that back to the next Finance Committee meeting and let them know which towns have been provided that service. Mr. Khoury stated absolutely, he would be happy to do so.

Mr. McNeil stated that his feelings were to move forward with the laptops for the Supervisors. Mr. McNeil stated that were there disadvantages yes, were there advantages yes. Mr. McNeil stated that did the advantages outweigh the disadvantages, he believed so. Mr. McNeil stated that he was not a techie, but he thought that from the laptop they could connect to their cellphones for Wi-Fi to communicate. Mr. Williams stated that all of the laptops would have wireless capability. Mr. McNeil stated that if their cellphones worked from their house they connect through the cellphone and the laptop. Mr. McNeil stated that no internet was needed for that. Mr. Outwater stated that was the second problem, cellphone services. Mr. Outwater stated that cellphone service was not good in his part of the county. Mr. Outwater stated that he was going to hopefully talk about that at the Board meeting. Mr. Outwater stated that he thought that McDonough just put a new Verizon thing on one of the towers over there and he thought the County received \$1,200 a month for that and he would be willing to see if Verizon would put one over on the Otselic tower and charge them \$600 a month for it and \$600 for the other one. They would not be losing any money but they would be gaining better service throughout the county because they needed cellphones too.

Mr. McNeil stated that moving forward a step at a time, which came first the chicken or the egg. Mr. McNeil stated that computers or the internet for every single house may not be geographically possible. Not every single square inch of the county would be able to be covered by the internet. Mr. McNeil stated that moving forward into the future let's get to the 21st century and to move forward with it. Mr. Outwater asked if Mr. McNeil wanted to make that a motion. Mr. McNeil stated that at this time the thought that he would not have enough support to move forward.

Budget Update:

Mr. Williams stated that they were now in budget season and they would be sending letters out to all of the department heads in the next couple of weeks. Mr. Williams stated that the portal would be opening for them to put in their budgets on July 14, 2020 and closing on August 15, 2020. Mr. Williams stated that they hoped to have something for the Committee pretty quickly because he knew that they would be curious about where they all came in at and where they were standing.

Mr. Williams stated that they were also looking at a 10% to 15% cut to outside agencies to keep them in line. Mr. Williams stated that it was going to be a tight budget. Mr. Outwater asked if the outside agencies had been informed of that cut. Mr. Williams stated that a letter went out stating that there might be a possible cut. Mr. Craine stated that there had been several letters sent out, Mr. Wilcox sent a letter out January or February, pre COVID, when they were struggling with the Medicaid situation. Mr. Craine stated that was when NYS was upside down by \$6 billion. Mr. Craine stated that if he was not mistaken they told the outside agencies to expect a 10% to 15% reduction. Mr. Wilcox stated that was correct. Mr. Craine stated that then Mr. Wilcox sent out a budget letter not too long ago and that he would be notifying the outside agencies the middle of July so he thought that they were aware to expect a potential reduction.

Mr. Williams stated that he just wanted to let them know they were starting, they already had the IT Department's budget together already and they were just waiting on those cost allocation numbers to be able to send those out.

Mr. Outwater asked if it was the plan to start the budgets by the next Finance Committee meeting. Mr. Woodford stated no, budgets would probably follow the normal schedule at the end of August. Mr. Woodford stated that he has spoken to several departments asking about budget season and he advised them that this year more than ever they needed to have those budgets done by the August 15th deadline.

Mr. Williams stated that they have spoken to a couple of department heads stressing that same statement.

Mr. Craine stated that the department heads that he has spoken to have been very good about understanding that they needed to get those budgets back by the middle of August.

Referrals:

Referral #1 - Authorizing the Transfer of Funds for Purchase of Laptop Computer and Software – Auditor - \$1,500:

Mr. Woodford stated that when Windows 10 came out, the laptop that sat in the board room, was only used to calculate weighted votes during board meetings and that it was never plugged into the internet so they were not going to update it because it was not upgradeable. Mr. Woodford stated that given what they have been doing regarding the remote meetings that laptop has been plugged into the internet in an unsecure manner.

Mr. Woodford stated that the laptop that they were using today was borrowed and they needed to replace it. Mr. Woodford stated that he was using the Auditor's budget because he had a few extra dollars there than in the Legislative budget.

Mr. Woodford stated that the \$1,500 was for the replacement of the laptop.

Mr. Seneck made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting to adopt a resolution authorizing the transfer of funds to purchase a laptop and computer software in the amount of \$1,500. Carried.
Resolution to Follow

Referral #2 - Authorizing Appropriation of Families First Coronavirus Response Act (FFCRA) Funds – Area Agency on Aging - \$22,975:

Mr. Woodford stated that this was the third round of FFCRA funding and that it was laid out for the purchase of computers and again, technology and some other expenses.

Mr. Blanchard made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting to adopt a resolution authorizing the appropriation of FFCRA funds in the amount of \$22,975. Carried.
Resolution to Follow

Other Resolutions:

Resolution of The Board of Supervisors of the County of Chenango, Increasing Taxes on Sales and Uses of Tangible Personal Property and of Certain Services, and on Occupancy of Hotel Rooms, and an Amusement Charges Pursuant to Article 29 of the Tax Law of the State of New York:

Mr. Woodford stated that this was the renewal of their dedicated 1% sales tax and that they might recall that pre COVID they did their first home rule request in December for a two year request and then they did another one at the recommendation of their State electives for three year in February or March. Mr. Woodford stated that their sales tax extender was implemented as part of the adoption of the State budget and this was essentially the implementing resolution. Mr. Woodford stated that this enactment would extend their 1% dedication of sales tax from December 1, 2020 through November 30, 2023.

Mr. Khoury stated that the referral listed the payment for the cost of construction and repaying those debts from construction back in 2003 and asked if they were tracking how that would be paid off by 2023. Mr. Woodford stated that the language was from the original authorization and essentially all they did was amend their expiration of the dedicated 1%. Mr. Woodford stated that the way it was done was in the first instance the 1% dedicated for the public safety building for both its construction and debt services and that the language was legacy from that initial implementation. Mr. Woodford stated that obviously the building has been constructed and the debts from the construction were for a seven year term, so that has been paid off now for quite some period of time. Mr. Khoury asked if this one covered the operating costs and maintenance. Mr. Woodford stated

that it would cover a portion of the operating costs and maintenance and that there was still a local share in the public safety building budget.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting to adopt a resolution authorizing the resolution to extend the 1% dedicated sales tax for the public safety building through November 30, 2023. Carried.

Resolution to Follow

Other business:

Mr. Woodford stated that another item related to COVID that they would see at the board meeting was a resolution that authorizes an agreement with DOT for COVID mass transportation aid. Mr. Woodford stated that all it did was authorize the agreement, it made no appropriations. Mr. Woodford stated that the transit system has been awarded up to \$1.6 million and it looked like part of the reason they were not appropriating anything was because he was not sure how it was going to play out yet. Mr. Woodford stated that if he had to guess what would happen, was that State would cease their state operating assistance and supplant that with federal aid. Mr. Woodford stated that they would take a look at that one step at a time.

Mr. Woodford stated that there was another transit system that was left hanging and he may do that next month and kill two birds with one stone.

Mr. Wilcox stated that he would like to refer back to the audit presentation and that he wanted to thank Mr. Craine and his staff for the ability of their outside auditors to be able to do the job that they did on the audit and come out with the results that they did. Mr. Wilcox stated that he certainly thanked all of them. Mr. McNeil stated that he agreed. Mr. Outwater stated that it was a good job and he really appreciated it. Mr. Craine thanked the Committee for their support.

Adjournment:

Mr. Khoury made a motion, seconded by Mr. Mastro, to adjourn the meeting. Carried.

Mr. Outwater adjourned the meeting at 11:23 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, July 30, 2020 – 10:00 am

Present were: Chairman Wayne C. Outwater, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck, Supervisor Jeffrey B. Blanchard, County Treasurer Bill Craine, Deputy Treasurers Barb Strier & John Williams, County Attorney Alan Gordon, Director of Public Works Shawn Fry, Barton & Loguidice Principal Matthew Schooley, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Absent: Supervisor Charles A. Mastro.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Barb Strier, Deputy Treasurer & Alan Gordon, County Attorney
Tax Sale Update:

Ms. Strier stated that in June of last year they started the foreclosure process with searching 317 parcels and in November they ended up filing against 257 parcels. Ms. Strier stated that due to COVID-19 they have extended the deadline again and the new deadline was now August 31, 2020. Ms. Strier stated that currently they have 91 parcels that were still at risk.

Ms. Strier stated that they have started the current search list for next year's tax sale with 285 parcels. Ms. Strier stated that was down substantially from last year's 317 parcels. Ms. Strier stated that in November they will see if they will be able to file against them. Ms. Strier stated that they were taking things day by day in order to see what they can do as they go along.

Mr. Gordon stated that he wanted to let the Committee know where things were legally with tax foreclosures. Mr. Gordon stated that normally with foreclosures they would go to court in mid-April or the beginning of May, this year the courts shut down prior to that so obviously they were not able to get into court. Mr. Gordon stated that as the courts have reopened they have opened with conditions. Mr. Gordon stated that initially they opened with prohibitions on any kind of foreclosures. Mr. Gordon stated that unfortunately they lumped tax foreclosures in with regular foreclosures and the prohibition kept them from proceeding. Mr. Gordon stated now the courts have said that they could proceed again on foreclosures with conditions and the condition was an odd one. Mr. Gordon stated that before the County can foreclose on any property they were required to have a conference with the judge on each parcel to see if any interested party had a COVID-19 defense to the foreclosure. Mr. Gordon stated that would require them to schedule hundreds of conferences with not just the owner, but with all interested parties. Mr. Gordon stated that was not going to happen because that made it impossible to proceed.

Mr. Gordon stated that, still in effect, was also a prohibition on auctions or sales pursuant to a foreclosure. Mr. Gordon stated that was in effect until at least October 15, 2020. Mr. Gordon stated that it was starting to look like they may not have a foreclosure this year and that they would have to know if they could proceed before November, otherwise they would be getting into next year's foreclosures.

Mr. Gordon stated that at some point they were going to have to decide which way to go, but they were at the mercy of the court system.

Mr. Khoury stated that he had a question on the precedence that this set and asked if there was going to be a reprieve on that many months, would the next tax foreclosure cycle be affected. Mr. Gordon stated yes it could be and as a matter of fact he just got a notice that there was pending legislation in Albany right now to put a one year moratorium on all foreclosures. Mr. Gordon stated that whether or not that included tax foreclosures remained to be seen because that was statutory. Mr. Gordon stated that the moratorium would be disastrous and would carry them into next year. Mr. Gordon stated that it really depended on where the legislature went and where the court system went. Mr. Gordon stated it could potentially affect next year depending on how COVID-19 went.

Ms. Strier stated that with the fact that the County allowed four years already, that would extend the timeline out to five or six years for delinquent taxes. Ms. Strier stated that people would actually have five or six years of nonpayment of their taxes before the County would be able to be allowed to foreclose on them, which could be a substantial loss.

Mr. McNeil stated that with foreclosure and tax sale combination, the lien holder in a bank foreclosure would generally pay the back taxes, so in the case of the bank not paying the taxes and the difference between a foreclosure and a tax sale, how was that going to be handled. Mr. Gordon stated that he did not know, the mortgage foreclosures have been prohibited for now, so they couldn't even proceed if they wanted to. Mr. McNeil stated correct, but they didn't pay the taxes either. Mr. Gordon stated that in most cases the banks often paid the taxes if there was any value or equity in the property and then the banks would foreclose on the property. Mr. McNeil stated generally yes, but there were some cases in which the banks would say the value of that property was not worth paying the taxes on, so that could be a different concern. Mr. Gordon asked Ms. Strier how many of the tax foreclosures had mortgages on them. Ms. Strier stated that there were only a couple that walked away. Ms. Strier stated that March 31st was the original redemption period, so by March 15th, when NYS closed down, most of the mortgage companies had already paid. Ms. Strier stated beyond that it has been more people just trying to pay their own taxes.

Ms. Strier stated that as the redemption periods have been extended, they have sent out notices to the owners and all of the lien holders too. Ms. Strier stated that most of the time the only lien holders that did end up paying were the mortgage companies.

Mr. Craine stated that now that the deadline has been extended and the potential to extend it further existed, if it was okay with the Committee, Ms. Strier would not be coming to Committee with a monthly update because at this point in time it would just be repetitious. Mr. Outwater stated that he was okay with that.

Matthew Schooley, Principal, Barton & Loguidice
Supplemental Agreement, County Road 32 Phase III:

Mr. Fry stated that if Committee remembered this came about back in February or March and that this was a subject that B&L came back to him with in regards to the two bridge projects on County Road 32. Mr. Fry stated that he felt that it was worth the additional funds they were asking for because both of the gentlemen that worked for them did a fabulous job. Mr. Fry stated he brought it to the Public Works Committee and the Public Works Committee passed it along to the Finance Committee, and it was passed by the Finance Committee to the full board. Mr. Fry stated that usually NYSDOT required an inspector for each project. Mr. Fry stated that B&L was able to get NYSDOT to agree to having only one inspector for both projects, saving the County \$70,000 overall. Mr. Fry stated that savings was based on the initiatives brought on by B&L. Mr. Fry stated that when Mr. Khoury was advocating during the BOS meeting against the additional funding, he should have spoken up. Mr. Fry stated that initially B&L put the scope of service budget together in 2017 for this job, and the job was not approved and did not begin until 2019. Mr. Fry stated that there were various work changes that occurred in the field that caused this cost overrun. Mr. Fry stated that a lot of the changes that occurred during the project saved the County \$170,000 altogether. Mr. Fry stated that Mr. Khoury's statement of when he gave a person a

price for a job he stuck with it whether he loses money or not he understood, but when B&L gave their job scope of services two years before, they had no control over what would happen two years later. Mr. Fry stated that in his opinion he believed that what B&L was requesting was worth it.

Mr. Schooley stated that this project was awarded under the first round of BridgeNY funding to an application that was submitted by the County in 2016. Mr. Schooley stated that within the project's budget they submitted for preliminary construction, engineering and inspection. Mr. Schooley stated that during that time when the overall budget was established it was for both design and construction, which was unusual. Mr. Schooley stated that usually you would go through the design and establish what the work would be and then on the back end of that you would put together the budget for construction and inspection once the magnitude of the work was understood. Mr. Schooley stated that because the State wanted all of that information up front, all they had to work with was the application.

Mr. Schooley stated that the line items in the budget of the application had a few things for design and construction and inspection. Mr. Schooley stated that in this application, construction and inspection was 10% of the construction dollars. Mr. Schooley stated that when they put together the budget, not understanding the work at the time, they tried to get that number to fall in line with the budget. Mr. Schooley stated that after they got through negotiating the construction plan with the State, the magnitude of the work was understood and they broke down the personnel that needed to be on the job. Mr. Schooley stated that the State typically required, with those federally funded jobs, to have one senior inspector at minimum for each bridge. Mr. Schooley stated that there were two bridges included in this project so this required two senior inspectors in addition to a resident engineer. Mr. Schooley stated that because of the funding that was allowed by the State they went back to them and said that they could do this with one inspector rather than with two inspectors and the resident engineer. Mr. Schooley stated that they were successful in that request and were allowed to move forward. Mr. Schooley stated, the fee was determined at the time of the application for an 18 week job. Mr. Schooley stated that when they got this ready to go and understood the magnitude of the work involved, they put it out there to get contractors to bid on the job. Mr. Schooley stated that most of the contractors did not think the work could be accomplished in that 18 week timeframe and unless they expanded the timeframe they would probably not get any of them to bid on the job. Mr. Schooley stated that if they did, the contractors would exponentially escalate the cost of the construction. Mr. Schooley stated obviously that was not in the best interest of the County so when they put the job out there they changed the duration to a timeframe that they felt was more appropriate for the job, at 24 weeks. Mr. Schooley stated that the job was funded for 18 weeks, at that point, with one senior inspector. Mr. Schooley stated that the bottom line was a solid contractor from the Albany area came out with a 23 week bid.

Mr. Schooley stated that when they started the two bridge rehabilitation projects they began with opening up the decks. Mr. Schooley stated that opening up the deck was kind of like opening a wall up inside your home and you end up finding out more things wrong than not. Mr. Schooley stated that while working with this contractor they were able to go the other way, which was very unusual. Mr. Schooley stated that they were able to find some areas on the job where they could actually simplify the job and reduce the cost, which was where Mr. Fry said that they were able to save \$70,000. Mr. Schooley stated that in doing so there was some effort on B&L's part to revamp some of the drawings and they basically were able to take this from a two stage job to a single stage job. Mr. Schooley stated that in doing that they were able to save on the temporary traffic signal costs and some other costs to the tune of \$70,000.

Mr. Schooley stated that it took so much extra effort on their part to modify the drawings or to come up with new drawings and then submit them to the State for those changes to occur. Mr. Schooley provided a breakdown of the original costs and the actual costs for the job to the Committee. Mr. Schooley stated that costs and bids were established in 2017 and they went to bid in 2018. Mr. Schooley stated that they were able to save \$70,000 with construction costs and \$100,000 in inspection fees, cutting the job back by \$170,000, but in doing so they had some additional hours and costs expended.

Mr. Schooley stated that they were asking for consideration for the additional \$15,750 that it cost them to make all of those additional changes to the project that resulted in those savings to the County. Mr. Schooley stated that they were working with good faith at the time and normally they like to have this taken care of, but when working with construction, you couldn't stop the construction to work those sorts of things out. Mr. Schooley stated so they worked in good faith with their personnel out there to get the job done, which is what they would always do. They would never walk off a job.

Mr. Outwater stated that he has been with the County for quite a while has seen many bills come through for B&L and he never recalled seeing any overruns. Mr. Outwater stated that he has never seen a time when they didn't need all of the hours and the County got anything back, so he thought that when they bid a job they always got the amount that they bid. Mr. Schooley stated no, from the construction and inspection perspective on the highway jobs, they put a budget together based on hours, an overhead factor and an attempt to profit factor. Mr. Schooley stated that if the contractor finished up shorter than the budgeted duration of time, they only charged for the time that was spent and not for the full amount of what was in the budget. Mr. Outwater stated that they were surprised that they were under budget and that B&L did not estimate it better than what they did.

Mr. Khoury stated that it was important that when they had an overrun like, this transparency was the way to go. Mr. Khoury stated that as a consultant for B&L they brought value and many years of experience and expertise to the table and that they knew where to look. Mr. Khoury stated that it was nothing new to them to look for some of the hidden issues in construction. Mr. Khoury stated that he was not trying to hold their feet to the fire in an unnecessary way, but they were talking about tax payer dollars. Mr. Khoury stated that when they were talking about paying out extra money, above and beyond the contract, it looked like a bonus to the consultant firm that they hired by contract and a penalty to the County. Mr. Khoury stated that with everything as it was, he would try to avoid saying that B&L saved the County money because that was also a value that they would bring as a contractor. Mr. Khoury asked wasn't that what consultants did, look for pitfalls for exposure. Mr. Khoury stated that was basically what was baked into the cake as they say. Mr. Schooley stated that yes and no, obviously they always looked for ways to minimize the costs for a job. Mr. Schooley stated that in this scenario here, the construction inspector staffing that the State typically required was going to cost more than what was awarded in the application. Mr. Schooley stated that the State understood it and recognized that it would be a big burden to the County. Mr. Schooley stated that BridgeNY funding was capped and when the County received that money that was it, you would not be receiving anymore. Mr. Schooley stated that the State looked at it and determined that they could work with them on this because obviously it was going to be a burden to the County and they took the job of two people down to a single person. Mr. Schooley stated that they tried to stay in line with the budget and if they gave a price for someone to do a job, it was based on the scope of work. If the scope of work changed, whether it be either under or over, if it was over you would give back the money and if there was more work or scope to the job you would ask to be compensated for that additional scope. Mr. Schooley stated that was where they were at here with this job, the bottom line was that the application was submitted before the work was even understood or a design in place. Mr. Schooley stated that they stayed with the budgeted number without the work even being established at that point.

Mr. Khoury stated that what he was leading to was were there situations where the County mislead the information and took them down the wrong path where if the scope of the job changed was dependent upon what the County did not tell them. In other words did the County provide them with all of the information at the time? Was the County negligent in telling them that there was more work or issues than should have been there. Mr. Schooley stated that he would not say that the County was negligent, it was a budgetary number that was put together to chance funding for a job that nobody understood until they actually got to the design aspect in order to understand the work that the job required. Mr. Schooley stated that he did not think anyone was being negligent in this situation, it wasn't understood until they got to the job and the preliminary design phases for the job and they could actually determine the level of work. Mr. Schooley stated that it was just one of those things where they put the application in and they chased funding and got some funding, and in this case with the first round of BridgeNY funding, there were a lot of applications that were submitted that were underfunded.

Mr. Khoury stated that this would set a precedence, if they had a situation they would like to avoid this in the future. Mr. Khoury stated that what Mr. Schooley was saying was that the upfront engineering review missed some of the items that were spoken about and asked if that was correct. Mr. Khoury asked were the extra costs due to the engineering not being complete. Mr. Schooley stated no, from the point where they put the job out on the street, there was a final set of drawings for the bridge rehabilitation for the workload for the job. Once you get out there and start opening things up, you find other issues. Mr. Schooley stated that in this case they had the benefit of having a good contractor that said they could work with them on the geometry and save some money on the control and get this from two stage to a single stage and they did not have to necessarily replace some of the back walls because they were not as deteriorated as initially thought, saving the County money and benefiting the taxpayers. Mr. Schooley stated that they could have kept on going and not changed the scope of work and proceeded according to the plan and not saved any money. Mr. Schooley stated that they did not look to do that, they knew that this project was limited on funding and that when the job was bid out, it was already going to be over the allotted amount of funding by the State, so no matter what the County was going to have pay out of pocket to get the work completed. Mr. Schooley stated that they knew this was going to be a burden to the County and that they needed to find ways throughout the construction process to cut those costs and limit the County's exposure and that was what they did.

Mr. McNeil stated that there was state and federal money involved in this and asked what percentage of the whole project was the County's responsibility. Mr. Fry stated that the County was responsible for 5% of the amount of awarded funds, however the project was for more than the awarded amount and additional funding from the County was needed in order to complete the work. Mr. Fry stated that originally they were \$170,000 over the award and that the full \$170,000 the County's was responsibility. Mr. Fry stated that because of that they were looking for ways to be able to reduce that amount as much as possible. Mr. Fry stated that the original bid was for \$1.12 million and the final cost was \$1.051 million. Mr. Fry stated that the savings came in because B&L was able to cut some of the work out of the original project. Mr. McNeil stated in other words that savings was to the County and by B&L charging an additional \$15,750 they were able to save the County \$170,000. Mr. McNeil stated that the true savings to the County was the \$170,000 minus the \$15,750. Mr. McNeil stated if B&L was charging \$15,750 in order to save the County a lot, pay the bill.

Mr. Outwater asked if there was an outstanding resolution for the bill. Mr. Woodford stated that there was a copy of the resolution from the March BOS meeting in the Committee's meeting packet. Mr. Woodford stated that the amount needed to be changed from \$15,100 to \$15,750 in the draft resolution before them. Mr. Woodford stated that was the resolution that the Committee needed to put before the board with that amended number.

Mr. Wilcox stated that part of the issue with this was that the project was being closed out in the fall of 2019 and had they come to the Committee with this issue it would have extended the project out into the winter months. Mr. Wilcox stated that a lot of it was subject to their own Committee system and the logistics of working through those changes. Mr. Wilcox stated that B&L has done a good job for the County over the years and he did not want them to think that the County was kicking them in the teeth for saving the County money. Mr. Outwater stated that he did not disagree that they have done a great job for the County over the years, but they have spent millions of dollars with them over the years and it was his concern that they couldn't eat a \$15,000 work overrun. Mr. Outwater stated that it was up to the Committee as to how to proceed and opened the floor for a motion.

Mr. McNeil made a motion, seconded by Mr. Seneck, to pay the bill to B&L for the amount of \$15,750. Carried with Mr. Khoury opposed and Mr. Mastro absent.

Resolution to Follow

Discussion: Mr. Khoury stated that it seemed like they were arguing over the amount of money instead of the actual principle, that when they entered into a contract with skilled engineers who were aware of it and that if

the money was \$150,000 they may have argued differently. Mr. Khoury stated that he did not know when it would have been enough money for an overrun or invoicing for more than they should have. Mr. Khoury stated that just because it was not a lot of money to the County, it was to every single taxpayer that would be paying it. Mr. Khoury stated that the whole system was built on contracts and being aware of what they were getting into and having the skills as an engineer to sit down and anticipate those things and a lot of up front communications rather than at the end of a project. Mr. Khoury stated that he did not think it was a good precedent to set.

Mr. Fry stated that he agreed that B&L did this stuff every single day of the year, they were very skilled engineers who did this type of work for a living, and if it was for the landfill he would agree with Mr. Khoury on this but on highway projects, it was different. Mr. Fry stated that when the Round I of BridgeNY project money came out it was on the basis was that every municipality in the state was handed an application sheet for a project and the engineers who worked with the municipalities took that application and worked with the municipalities. Mr. Fry stated that application was very very crude and it was a cookie cutter application that had them coming up with a budget for a potential project and on that budget come up with a design cost, come up with a construction cost and come up with a construction inspection and management cost. Mr. Fry stated that was what Mr. Schooley was trying to relay. Mr. Fry stated that in 2016 when the County applied for those two bridges and the rough scope of services costs and that when it came time in 2019 for the actual project to take place, it was then that the cookie cutter costs differences happened. Mr. Fry stated that it wasn't as easy to guess two and a half years down the road especially with rehabilitation projects versus new projects. Mr. Fry stated that as Mr. Schooley alluded to that when you start to tear into a wall in your house and found more than you anticipated replacing. Mr. Khoury stated that he understood that aspect of it and asked if the engineering firm has ever come back to the County and said that they came in under budget and invoiced them less than they estimated. Mr. Fry stated that yes, it has happened.

Mr. Fry stated that the other point that Mr. Schooley was trying to make was that when the contractor took the Thompson Creek bridge apart, they came to us and said instead of taking the concrete off that one beam and repainting that beam, they could take that beam out because there were enough beams on that bridge to sustain the weight of the traffic. Mr. Fry stated that by taking that one beam out they needed to redesign the bridge and come up with some new plans. Mr. Fry stated that it was going to cost B&L more time and effort to come up with the new plan and redraw the designs. Mr. Fry stated that they were coming to the County for some cost for that, but it saved the County a lot of money on contractor costs.

Mr. Khoury stated that he understood the logistics of it, but all he was trying to say was to expect to have more of those as time went on and that when cost overruns were found, the County's contractors and engineering firms would be coming to them looking for more money.

Mr. Outwater stated that there was a lesson learned by this for Mr. Fry and B&L, these cost overruns were going to come back to them because the Board was not going to accept them, and this Committee was not going to accept them.

Mr. Blanchard stated that the issue here was communications. Mr. Blanchard stated that the project took 22 weeks and there were at least four committee meetings that occurred during that time. Mr. Blanchard stated that at some point Committee should have been made aware that there was a change order that should have physically occurred in writing. Mr. Blanchard stated that the more they could let them know ahead of time the more likely they were to not have issues with it later. Mr. Fry stated that as Mr. Wilcox explained, this issue came about during the latter part of the job in November with winter approaching, but he understood what Mr. Blanchard was saying.

Referrals:

Authorizing Appropriation of Grant Funds from the New York State Governor's Traffic Safety Committee for Child Safety Seat Program – Sheriff's Office - \$9,000:

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to authorize the appropriation of \$9,000 awarded by NYSGTSC under the CPS program. Carried.

Resolution to Follow

Authorizing Appropriation of Grant Funds from the New York State Governor's Traffic Safety Committee for Police Traffic Services Program – Sheriff's Office - \$6,440:

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to authorize the appropriation of \$6,440 awarded by NYSGTSC under the PTS program. Carried.

Resolution to Follow

Authorizing Appropriation of Funds for Payment of Contractual Snow & Ice Services - Public Works Department – \$70,000:

Mr. McNeil made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to authorize the appropriation of funds in the amount of \$70,000 for the payment of contractual snow and ice services. Carried.

Resolution to Follow

Authorizing Transfer of Funds for Computer – Veterans Service Agency - \$1,500:

Mr. Khoury made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to authorize the transfer of funds in the amount of \$1,500 for the Veterans Service Agency to purchase a computer. Carried.

Resolution to Follow

Discussion: Mr. McNeil asked if this office ever had a computer or if this was a replacement. Mr. Woodford stated that he had a laptop that he has been working off from and with the additional virtual work that was required, the laptop screen was a too small to work with.

Authorizing Appropriation of New York State Health Foundation Funds Related to COVID-19 Response for Early Intervention Services – Department of Public Health – Children's Services - \$6,800:

Mr. Seneck made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to authorize the appropriation of \$6,800 for COVID-19 response from the NYS Health Foundation. Carried.

Resolution to Follow

Bill Craine, County Treasurer

Budget Updates:

Mr. Craine stated that they have had good compliance with the 2021 tentative budgets so far, but the vexing question for them was how much state aid the County would be receiving next year.

Mr. Craine stated that they could take a stab at sales tax and that was also a difficult question. Mr. Craine stated that until the next stimulus package was resolved it would not be clear if the aid would be going directly to the local municipalities. Mr. Craine stated that August 9, 2020 was the drop-dead date for that and that they would be adjourning after Labor Day and if they had no resolution by August 9th it would go into September.

Mr. Craine stated that they have advised departments to calculate between a 10% and 20% reduction in state aid. Mr. Craine stated that they wanted to put the budgets together and have things ready by the end of August in order to see where they were at by September 3, 2020 in time for the first budget meeting.

Mr. Williams stated that currently there were nine budgets turned in.

Mr. Craine stated that they personally talked to almost every department head and they have all been very encouraging and working very hard.

Mr. Craine stated that he provided the Committee with a cash flow report of the past four months and that it was quite remarkable that since April 1, 2020 they will only see a negative cash flow of around \$500,000 by the end of July. Mr. Craine stated that other counties in the state were far more cash starved than Chenango County was. Mr. Craine stated that the County had good staying power and anticipated that they would be able to stay in the game.

Mr. Outwater stated that it looked like the County was about \$210,000 behind. Mr. Craine stated that for the months of April, May and June they were and that by the end of July he anticipated that the County would be close to about \$400,000 to \$500,000 cash negative, which was quite extraordinary considering the current circumstances. Mr. Outwater stated he wondered how fast the COVID-19 money would come and that he had concerns as to whether or not the County would get it all. Mr. Craine stated that there has been conversation about it and whether or not the money would come directly to the local governments and not through the state. Mr. Craine stated that part of the issue was that NYS was one of a handful of states in which local governments got sales tax. Mr. Craine stated that in the majority of the states the local governments relied generally on just property taxes and some formula of state aid. Mr. Craine stated that the municipalities in those states have not seen the sales tax drain that the County has. Mr. Craine stated that the County has sent those checks to the towns and that they were down markedly for the second quarter, on average by 17%.

Mr. Khoury stated that he has a question on the budgeting process and how they would be approaching it this year as compared to other years. Mr. Khoury asked if there was a specific austerity approach that Mr. Craine was asking the departments to look at how they spent money. Mr. Craine stated that in January of this year, because of the State's budget deficit of \$6 billion at the time, they started with contract agencies and asking them to understand that this could be a very difficult cycle for them and that it was always good to have them know this earlier rather than later. Mr. Craine stated that in January they asked for those contract agencies to prepare for a 10% to 15% reduction of the County's allocation to them, and that was pre COVID-19. Mr. Craine stated that in April and May he sent a letter to all of the BOS advising them of the current budget climate and the May letter was also sent out to the department heads. Mr. Craine stated that in the May letter they outlined, that he believed, that the County could be between \$8 to \$9 million short in 2020. Mr. Craine stated that the Chairman then prepared the budget letter to the department heads in late June. Mr. Craine stated that they were all mature adults that did a good job for the County and that they did not need to threaten anyone. Mr. Craine stated that they explained to them that they needed to pay great attention to expense management in next year's budget. Mr. Craine stated that this was not a spending issue. Mr. Craine stated that revenues would be what they would be and the issue here would be that this was a shortfall in state aid and sales tax revenues that they did not control. Mr. Craine stated that they were burdened, as were other counties in NY, with the same issue. Mr. Craine stated that they have told the department heads to prepare their budgets by August 14, 2021. Mr. Craine stated that in the past they have had to chase down some of the department heads for their budgets into October, which made things very difficult for his office as well as the Committee. Mr. Craine stated that he believed that this year they would be close to 100% compliance.

Mr. Craine stated that with that in mind they may be able to deduce a number for the Committee sometime near the end of August.

Mr. Craine stated that it was very unlikely to know what was happening with the State retirement system rates by the first budget meeting. Mr. Craine stated that unfortunately the retirement systems measurement date was March 31st and a worse measurement date couldn't have been picked. Mr. Craine stated that they have been told to expect anywhere from a 15% to 20% increase in retirement rates. Mr. Craine stated that the retirement bill that the County paid last December for this year was about \$3.5 million. Mr. Craine stated that was an

additional \$500,000 to \$700,000 that they may not be able to quantify in time for the first budget meeting, but they plugged a number into the budget based on that

Mr. Craine stated that the tax cap was 1.56% and that there was a little growth to that. Mr. Craine stated that cap was about \$500,000, which would not be close to covering the retirement system increase, saying nothing about contractual payroll increases.

Mr. Craine stated that they had some good news on the healthcare piece. People were not able to go to the doctors during the lockdown and elective surgeries were postponed. Mr. Craine stated that it was not really good news, but those costs were lower.

Mr. Craine stated that the tobacco revenue was higher.

Mr. Craine stated that they had all of those moving parts in play, but his office was trying to get the Committee to a place where they would have some knowledge. Mr. Craine stated that they wanted a tax cap compliant budget this year, next year and in 2022. Mr. Craine stated that they believe that 2021 would be a more difficult year than the current year because there was a lot of residual carry over. They had good sales tax revenue and good property tax collections.

Mr. Craine stated that they fully expected to use some of the built up surplus funds. Mr. Craine stated that the precepts state that they should have two months cash flow, which was about \$15 million on hand and fortunately due to the hard work by everyone, they had about \$24 million in surplus. Mr. Craine stated that meant that they had \$9 million over the precept amount. Mr. Craine stated that they would not expect to need all \$9 million over the next two or three years. Mr. Craine stated that they were hopeful that 2023 would be a normal budget. Mr. Craine stated that they were hopeful that they would only use about \$5 to \$7 million of that \$9 million. Mr. Craine stated that it was the taxpayers' money and they thought that the very best thing that they could do for their real property tax payers now was to have a tax cap compliant budget. Mr. Craine stated that they did not think that it was appropriate or prudent to say they needed two 20% real property tax increases back to back.

Mr. Craine stated that he has told the Chairman on several occasions that this could easily be cured if they got \$100 from every person in Chenango County. It would be about \$4.8 million of direct federal revenue and that it would really go a long way to fixing this. Mr. Craine stated that whether that will happen in the next ten days or not was unknown.

Mr. Craine stated that a great part of his day was spent on this matter.

Mr. Outwater stated that NYS was going to take almost a million dollars from OET and that the local OET office had to let an individual go. Mr. Outwater stated that his plea during the Personnel Committee meeting was asking the departments to take a hard look at refilling vacant positions and see if they could go without that position for the rest of this year. Mr. Craine stated that was great and that DSS had 8 positions that they have not refilled.

Other:

Executive session: Mr. Outwater stated that he would like to call for an executive session to discuss a personnel related concern.

At 11:05 a.m. Mr. Khoury made a motion, seconded by Mr. Seneck, to enter into executive session to discuss a personnel related concern. Carried.

At 11:28 a.m. Mr. Seneck made a motion, seconded by Mr. McNeil, to adjourn the executive session.

Mr. Seneck made a motion, seconded by Mr. McNeil, to refer compensation for Committee Chairs to the Personnel Committee. The motion failed with Mr. Blanchard and Mr. Khoury opposed and Mr. Mastro absent.

Adjournment:

Mr. Outwater adjourned the meeting at 11:30 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, September 3, 2020 – 10:00 am

Present were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck, County Treasurer Bill Craine, Deputy Treasurers Barb Strier & John Williams, County Attorney Alan Gordon, Real Property Tax Services Director Steve Harris, Fire Coordinator/Emergency Management Director Matt Beckwith, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Barb Strier, Deputy Treasurer & Alan Gordon, County Attorney

Tax Sale Update:

Mr. Gordon stated that the courts have decided to proceed with foreclosure hearings, however in order to proceed they would have to hold a meeting for each parcel individually and it did not look like they would be able to do anything with the foreclosure process anytime soon. Mr. Gordon stated that the deadline to proceed with the tax sale was coming up soon and he recommended that the Committee cancel the 2020 Tax Sale. In his opinion they would not be able to proceed with the foreclosure process because it would be too time consuming to hold individual hearings for each parcel.

Mr. Gordon stated that they needed to decide whether or not to hold the tax sale this year or wait and combine this year's tax sale with next year's.

Ms. Strier stated that there were 98 parcels that they were waiting on for 2016 and they already have 300 parcels that they were beginning the title search on for 2017. Ms. Strier stated that by combining the two years, there would be around 150 to 160 parcels. Ms. Strier stated that they might want to consider utilizing an auctioneering service next year for the tax sale because it might make the process quicker.

Mr. McNeil asked in order to stay out of the tax sale, did the property owner only have to pay the oldest set of taxes. Ms. Strier stated no, the State required reverse chronological order and the property owner would have to pay all of the years at once.

Mr. Khoury asked if they used an auctioneering service for the tax sale, would that only be used to sell the commercial properties. Ms. Strier stated no, they could utilize the auctioneer to sell all of them, but it was ultimately up to the Committee to make that determination. She would proceed as the Committee directed.

Mr. McNeil made a motion, seconded by Mr. Seneck, to postpone the 2020 tax sale. Carried.

Alan Gordon County Attorney

2021 Tentative Budget 114 – County Attorney:

Mr. Gordon stated that during the Safety and Rules Committee meeting he asked the Committee to remove a duplicate supplies and materials line that resulted in removing \$750 from the budget.

Mr. Gordon stated that other than the removal of that line and adjustments to salaries the budget was essentially the same as last year's.

Mr. Mastro made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 114 – County Attorney. Carried.

Occupancy Tax Update:

Ms. Strier stated that they reached out to Air BnB to enter into a contract with them to collect the tax. Ms. Strier stated that Air BnB would automatically collect the tax for the owners and forward them to the County. Ms. Strier stated that it made the process easier for the owners.

Mr. Gordon stated that he received a copy of the contract from Air BnB this morning and from what he read so far, the contract seemed pretty standard and they would send payment to the County on a quarterly basis.

Steve Harris, Director of Real Property Tax Services

Authorizing Chargebacks to Towns and Cities:

Mr. Harris stated that this was the chargebacks that went to the towns and city each year. It mainly paid for supplies and materials associated with services his department handled for them.

Mr. Harris stated that over the years the amounts have decreased.

Mr. Seneck made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to authorize chargebacks to Towns and Cities. Carried.
Resolution to Follow

2021 Tentative Budget 110 – Real Property Tax Services:

Mr. Harris stated that the budget really did not change a lot through the years, the only change on the expense side was for salaries.

Mr. Harris stated that they were getting towards the end of the first Chobani PILOT and that there were some other newer PILOTs that have been added to the revenues side.

Mr. Harris stated that overall the budget reflected a decrease on the local share.

Mr. Khoury stated that he wanted to take a look at some of the lines that weren't being used in order to try to tighten up the budget. Mr. Khoury stated that he wanted to look at Supplies and Materials, Conference and Training and Day to Day Travel. Mr. Harris stated that he made several trips to Greene that he would be putting for reimbursement in for. Mr. Harris stated that typically he did not ask for mileage reimbursement but because he had made several trips to Greene, he would be submitting for that expense. Mr. Harris stated that Conference and Training would be down this year because the annual conference for this year had been canceled. Mr. Harris stated that most of his supplies were purchased later in the year and he would have more expenses in that line. Mr. Harris stated they didn't spend it if they didn't have to.

Mr. Khoury made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 110 – Real Property Tax Services. Carried.

Referrals:

Authorizing the Creation of Two Positions and Making Appropriations Therefore – COVID 19 Case Investigations – Public Health - \$27,271.21:

Mr. Blanchard made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting to authorize the creation of two positions and making appropriations in the budget for them. Carried.

Resolution to Follow

Authorizing Transfer of Funds for Purchase of Floor Scrubber - Public Facilities - \$9,000:

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting to authorize the transfer of funds in the amount of up to \$9,000 for Public Facilities to purchase a floor scrubber. Carried

Resolution to Follow

Authorizing Appropriation of NYSDOH Transitional Assistance for Mass Transportation - \$970,519:

Mr. McNeil made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting to authorize the appropriation of NYSDOH Transitional Assistance for Mass Transportation funds in the amount of \$970,519. Carried.

Resolution to Follow

Amending Resolution #97-20P “Authorizing Appropriation of DSRIP Funds for Care Compass Network - \$7,350:

Mr. Blanchard made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to amend resolution #97-20P to appropriate \$7,350 of DSRIP funding for Care Compass Network. Carried.

Resolution to Follow

Discussion: Mr. Khoury asked what services Care Compass provided. Mr. Blanchard stated it was part of the one stop services that Mental Health provided. Mr. Woodford stated that this funding was for the purchase of a remote access software for tele-health services.

Authorizing Appropriation of Funds for Amended Payroll Tax Filings - \$5,000:

Mr. Mastro made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting to authorize the appropriation of \$5,000 to amend payroll tax filings. Carried.

Resolution to Follow

Discussion: Mr. Khoury asked what the purpose of this was and why they needed to amend payroll tax filings. Mr. Williams stated that this was in relation to 207c claims filed by Sheriff's Office employees. The treasurer's Office would like to hire an outside consulting firm to prepare the additional forms that were needed to amend the payroll tax. Mr. Williams stated that when an individual filed for 207c they were required to go back and refund all of the federal payroll taxes that were withheld.

Mr. Williams stated that he was hoping this would be the last time that they needed to do this. Mr. Williams stated that they were trying to come up with a policy that would not allow them to go back years and years and years. Mr. Williams stated that they had to go back and redo nine quarters for this claim.

Mary Lou Monahan and Carol Franklin, Elections Commissioners

Authorize the Appropriation of Funds to Purchase an Electronic Letter Opener:

Ms. Monahan stated that they were requesting to transfer funds in order to purchase a high speed letter opener. Ms. Monahan stated that they have a price of \$1,198, however they were asking for the higher price because the vendor notified her that they would not be able to hold the lower priced one for her because they had to have a commitment to buy it.

Mr. Monahan stated that Elections staff spent two days opening up absentee ballots for the Primary Election. Ms. Monahan stated that there were many ways for a voter to request an absentee ballot and the State has an online portal to request an absentee ballot. Ms. Monahan stated that with what little promotion there is, they have already gotten 125 applications to date. Ms. Monahan stated that they were going to have a lot of absentee ballots to open and purchasing the letter opener would be the most effective way for them to open those ballots.

Mr. McNeil made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting to authorize the transfer of funds in the amount of \$1,900 for the purchase of a high speed letter opening for the Board of Elections. Carried.

Resolution to Follow

Discussion: Mr. Khoury asked how fast the letter opener was and was it faster than a person with a letter opener. Ms. Monahan stated that it could open up to 17,000 letters in an hour. Ms. Franklin stated that the ballots came sealed in two envelopes, so it would actually be opening two envelopes per ballot. Ms. Franklin stated that they spent hours and hours opening up the envelopes for the last election.

Mr. McNeil asked if there was a maintenance contract available or the availability of an extended warranty on the opener. Ms. Monahan stated that it came with a one year warranty with a lifetime warranty on the blade for the life of the machine but there was nothing on the machine itself beyond the one year manufacturer's warranty.

2021 Tentative Budget 116 – Elections:

Mr. Outwater stated that he assumed the budget decreased due to the number of elections next year. Ms. Monahan stated yes and in addition to that the budget was down because they were changing their voter management system. Ms. Monahan stated that because they were the charter county for the new system, the first two years were free and then they would be charged fees over the course of 12 years. Ms. Monahan stated that it resulted in a savings of \$112,000.

Mr. McNeil stated that postage was down but with the consideration of absentee ballots continuing, would the amount they put in be enough to cover it. Ms. Franklin stated that they believed that it would because they had everything printed locally, which included postage on the envelopes. Ms. Monahan stated that they would have a carryover of funds in the amount of \$8,000 that could be used as well. Ms. Monahan stated that they would rather not overstate the amount in the budget and come back for more funding if it became necessary. Mr. Outwater stated that he believed that was the right thing to do, if they needed more money they could come back and ask for it.

Mr. Mastro made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 116 – Elections. Carried.

Matt Beckwith, Fire Coordinator/Director of Emergency Management: Authorizing Appropriation of Supplemental COVID-19 EMPG Funds - \$11,035:

Mr. Beckwith stated that this was a supplemental grant for a little over \$11,000 to be used specifically for COVID-19 related expenses. Mr. Beckwith stated that they would be using the funds to purchase a shed to store all of the COVID-19 related PPE items in.

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to authorize the appropriation of supplemental COVID-19 EMPG funds in the amount of \$11,035. Carried.

Resolution to Follow

Authorizing Appropriation of \$27,000 for Fire Training Center Repairs:

Mr. Beckwith stated that this was a referral from the Safety and Rules Committee and as part of the purchase agreement for the Fire Training Center from the City of Norwich, there were some repairs and changes that needed to be made to the facility.

Mr. Beckwith stated that one of the items was to change the entrance to the facility to come in off from Prentice Street rather than Hale Street and through the City DPW's driveway. Mr. Beckwith stated that the new entrance would involve putting in a new driveway and new fencing with a gate to secure the perimeter of the facility.

Mr. Beckwith stated that another issue was paving the driveway and parking lot because of potholes and where the leachate truck from the landfill came into the facility to turn around and drive back out.

Mr. Beckwith stated that they put together a proposal for around \$60,000 to put in a new fence and pave the driveway and parking lot. Mr. Beckwith stated that following a discussion with the Safety & Rules Committee, they felt that the most important thing to take care of was the new entranceway and fencing and the paving could be taken care of later on.

Mr. Beckwith stated that this referral was asking for \$27,000 to be transferred to a capital project account to move the entranceway for vehicles to come in off from Prentice Street and to replace the fencing around the facility.

Mr. Mastro asked Mr. Beckwith to explain that possibility of using grant funding for the fence. Mr. Beckwith stated that there was the possibility of using EMPG grant funding to help supplement the cost of the \$27,000. Mr. Beckwith stated that the EMPG grant was for a little over \$23,000 and if the grant was approved for the purchase of the fence, they would use the grant funding for that purpose. Mr. Beckwith stated that they were not sure if the grant would be approved for that purpose because the State was very strict with how that funding could be utilized.

Mr. Beckwith stated that if the grant was approved for the fence, they would use the \$23,000 in grant funding and part of the \$27,000 to pay for the rest of it and then be able to stone and oil the parking lot with the remaining funds that would be set aside in the project account.

Mr. Outwater asked when they would know if the grant project would be approved. Mr. Beckwith stated that he did not know. It could be before the end of the year.

Mr. Khoury stated that they had the fire training center and were committed to providing fire training so it made sense to have a fence around it to secure it. Mr. Khoury asked if there were other capital improvements that needed to be made down the line. Was this the beginning of many things that they needed to do? Mr. Beckwith stated that this was the beginning of them and under the direction of Mr. Mastro and the Safety & Rules Committee he compiled a packet with a plan for a list of projects that needed to be completed at the training center. Mr. Beckwith stated that he would provide a copy of that list to the Committee. Mr. Beckwith went over the list with the Committee.

Mr. Outwater stated that if they moved this today he would have the \$27,000 and then the \$23,000 on top of that when the grant came in. Mr. Outwater asked if the entrance and fence needed to be done before the end of the year. Mr. Beckwith stated that they needed to get this done for the sake of the driveway and the facility. Mr. Beckwith stated that he spoke with Mr. Mastro earlier about this and there was a possibility of having to hold

early voting at the training center this year if there was a rise in the number of COVID-19 cases. Mr. Beckwith stated that if that needed to happen, they would want to make sure the driveway was in place to keep the traffic from being in front of the City's DPW garage and they would want to make sure that the fencing was in place.

Mr. Mastro stated that if this was approved today did he still have to go out for bids on the fence and asked if the price could end up being lower. Mr. Beckwith stated that was correct.

Mr. Blanchard asked where the \$27,000 was going to come from. Mr. Craine stated that he felt comfortable transferring the funding from contingency because they have only spent about \$10,000 from contingency this year. Mr. Craine stated that they could transfer the \$27,000 out, leaving a balance of about \$160,000 in contingency. Mr. Craine stated that there were two areas where they may use that money for in the future, Assigned Counsel or Community College. Mr. Craine stated that Assigned Counsel has had less activity this year and he was hopeful that they would need less if any money to appropriate for that. Mr. Craine stated that Community College was a guess, they were at about an even pace with last year and he would not know what the rate increase for that would be for another four weeks. Mr. Craine stated that with the COVID-19 situation they have seen people feel the need to go back to school for a different discipline. Mr. Craine stated that he thinks having \$160,000 left there would be sufficient to cover those two concerns. Mr. Craine stated that they would fully support moving money from contingency to enable Mr. Beckwith to serve many purposes with the funding.

Mr. Mastro made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to authorize the transfer of \$27,000 from contingency to a newly created capital project account for projects at the Fire Training Center. Carried.

Resolution to Follow

2021 Tentative Budget 131 – Fire & Emergency Management:

Mr. Beckwith stated that the budget remained relatively the same except for personnel costs. Mr. Beckwith stated that he moved people from the comp schedule over into the extra hire account.

Mr. Outwater stated that they received \$18,000 under COVID-19 funding and they haven't seen any of the money yet this year. Mr. Beckwith stated that they were in the process of filing the paperwork for the reimbursements through OEM now. Mr. Outwater asked if he had any idea when the funding would come in. Mr. Beckwith stated that he did not know because they needed to break up the expenses to file the claim for March 14, 2021 through August 31, 2020. Mr. Beckwith stated that they put everything together and they should be able to receive all of the money that they expended. Mr. Outwater asked if he thought they would receive all of the \$18,000 back. Mr. Beckwith stated yes. Mr. Outwater stated that he also put in \$18,000 for next year. If the virus closed down, would they get the \$18,000 next year? Mr. Beckwith stated that they were going to try to do everything they could to get as much of that back as they could. Mr. Outwater stated that it was pretty unforeseen as to what would happen.

Mr. McNeil made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 131 – Fire & Emergency Management Services. Carried.

2021 Tentative Budget 189 – E911:

Mr. Beckwith stated that this was all taken care of by the 911 surcharge fees. Mr. Beckwith stated that the budget decreased this year. They did not have a need to purchase equipment.

Mr. Beckwith stated that there was a change in revenue for Tower Rental with the cell rentals that were coming in from AT&T for space on the Coventry and Otselic towers.

Mr. Beckwith stated that there was no local share to this budget because funding came in under 911 surcharge fees and the 911 reserve fund.

Mr. Outwater asked how much was in the reserve account. Mr. Beckwith stated \$694,115.

Mr. Outwater stated that in his opinion he felt that cell phone coverage was important and that rather than having them chase us down to use the towers, they should approach them to use the towers, even if it meant that they would not charge them any more money than they already have for the existing towers. Mr. Outwater stated that cellphone coverage wasn't the greatest and that both AT&T and Verizon should be offered the opportunity to come onto all of the County's towers, even if it was for free. Mr. Beckwith stated that he agreed with Mr. Outwater and that Verizon was just starting to come onto the tower site in Coventry. AT&T was actively working at the Public Safety Building now to get on the tower there. AT&T is up and running on the Otselic tower. Mr. Beckwith stated that AT&T had plans for an aggressive build within the county for additional tower sites. Mr. Beckwith stated that he was in contact with them as often as he could, advertising their tower sites. Mr. Beckwith stated the good thing about it was the more AT&T builds in the county, the more the secondary company, Verizon, follows right along behind them. Mr. Beckwith stated that Verizon showed no previous interest in Coventry, is not building a cell site on the County's tower site. Mr. Outwater stated that he understood that AT&T service was a lot better, but he would also like to see Verizon on the tower too. Mr. Beckwith stated that they were certainly working on that because there was enough room on the tower for both of them to be there. Mr. Beckwith stated that they were actively advertising the tower space. Mr. Outwater stated that it was just his opinion, but he did not care if they saw any more revenue from any of the tower sites, as long as they were able to have better service in the County. Mr. Beckwith stated that he 100% agreed with Mr. Outwater.

Mr. Khoury stated that there was some activity in Plymouth and asked Mr. Beckwith what he knew about it. Mr. Beckwith stated that he was aware that the site in Plymouth was approved and the terms were agreed upon. Mr. Beckwith stated that he did not know the exact buildout dates, but it was slated to be done towards the end of 2021, beginning of 2022. Mr. Beckwith stated that he believed that it would be a 300 foot tall tower.

Mr. Outwater asked if they could use the fire tower in Pharsalia. Mr. Beckwith stated no, the State Forrest Rangers and DEC had to remove their radio towers from the site because of its historic nature. Mr. Beckwith stated that the State Historic Preservation came in and told them they had to remove them and would not allow any towers to be built on that site.

Mr. Seneck made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 189 – E911 Emergency Telephone System. Carried.

Other 2021 Tentative Budgets

103 – District Attorney:

Mr. Mastro made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 103 – District Attorney. Carried.

121 – STOP DWI:

Mr. Khoury asked to have an explanation for the repayment to the District Attorney. Ms. Howe stated that this has historically been in the budget to provide some funding to aid in the prosecution of DWI cases. Mr. Khoury asked wouldn't that already be in their budget. Ms. Howe stated that this was an additional revenue line that came in from fine money for their budget to help offset the levy.

Mr. Khoury made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 121 – Stop-DWI. Carried.

100 – Legislative Board:

Mr. Woodford went over the budget changes with Committee. Mr. Outwater asked if the Day to Day Travel expense would be enough for next year. Mr. Woodford stated that it should be.

Mr. Mastro made a motion, seconded by Mr. McNeil to approve the 2021 Tentative Budget 100 – Legislative Board. Carried.

107 - Auditor:

Mr. Woodford went over the budget changes with the Committee and stated that the County owned property tax line was increased due to the recent land purchase that the County would be responsible to pay the taxes on. Mr. McNeil asked if that was in addition to the tipping fee charge. Mr. Woodford stated no, that until that property went onto the exempt roll, there would be a one-time property tax liability.

Mr. Mastro asked where they taxes were paid on from in the past. Mr. Woodford stated that they have assessments for the COB campus and some reforestation land that they tax responsibilities for town and school taxes on.

Mr. Seneck made a motion, seconded by Mr. McNeil to approve the 2021 Tentative Budget 107 – Auditor. Carried.

119 – Utilities and Insurance:

Mr. Woodford stated that the budget remained unchanged.

Mr. Mastro made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 119 – Utilities and Insurance. Carried.

148 – Mass Transportation:

Mr. Woodford stated that there was no local share and that they would be appropriating \$900,000 to the budget based upon action before the Committee earlier.

Mr. McNeil made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 148 – Mass Transportation. Carried.

400 – Self Insurance:

Mr. Woodford went over the budget with the Committee.

Mr. Khoury made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 400 – Self Insurance. Carried.

600 – Health Plan:

Mr. Woodford went over the budget with the Committee. Mr. Woodford and Mr. Craine explained how the self-insurance plan worked for the County.

Mr. McNeil made a motion, seconded by Mr. Mastro, to approve the 2021 Tentative Budget 400 – Self Insurance. Carried.

113 – County Clerk:

Mr. Khoury stated that the extra hire line was down by 26% and asked to have what this line was used for because he did not understand the concept behind the extra hire lines. Mr. Woodford stated that the line was used in the budgets to hire additional staffing on a temporary, part time basis to fill in and assist with work throughout the year. Mr. Khoury asked if there were any benefits attached to the extra hire staff. Mr. Woodford stated no.

Mr. McNeil asked if the DMV fees were included in the Department Fees County Clerk revenue line. Mr. Woodford stated yes. Mr. Craine stated that he concurred with Mr. Woodford. Mr. McNeil stated that there was a DMV Online Sale Retention line and that they did not get as much for online transactions as they would in person in the office. Mr. McNeil stated that with everything that was going on, maybe that number needed to be changed or it was something to watch because people may be more inclined to renew their registrations online to avoid the issues of having to come in right now.

Mr. Outwater stated that even though when the registration renewal comes in the mail, it directs you to mail it in to Albany, he always mails it directly to the County's DMV Office.

Mr. Craine stated that there were 39 of the 57 counties that imposed a \$5 or \$10 registration fee by law, our county doesn't. Mr. Craine stated that they visited the idea of charging a county vehicle registration fee several years ago and at that time they came up with a figure of collecting around \$300,000. Mr. Craine stated at the time they determined that they would not collect that fee, but there may come a time where it would become a necessity. A discussion occurred as to whether or not they should revisit the idea to charge a county vehicle registration fee occurred.

Mr. McNeil made a motion, seconded by Mr. Outwater, to refer to the Safety & Rules Committee to have the County Clerk research the prospect of having a county vehicle registration fee and to look at the overall operations in the DMV Office. Carried.

Referral to Safety & Rules

Discussion: Mr. Khoury asked if there was a plan to reorganize the County's DMV Office based on the traffic and activity in their office with the increase in online transactions. Mr. Khoury stated that if they were going to look at surcharges maybe they should look at the overall operations of the office to see if it needed to be downsized. Mr. Outwater stated that if Mr. McNeil would add that to his motion he would be in favor of that. Mr. McNeil stated that he concurred with that. Mr. Blanchard stated that they needed to be careful with that based on the amount of traffic that can be seen coming in and out of that office. Mr. Outwater stated that he understood that COVID had an impact on that, but there was no reason why they couldn't look into it.

Mr. Seneck made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 113 – County Clerk. Carried.

127 – Probation:

Mr. Khoury asked about the state aid revenue in the budget if there was a lag in recovering those dollars. Mr. Craine stated that there was a withhold from the State for all state aid and he would go over the amount of all of the withholds later on. Mr. Craine stated that over the years the State has cut funding to Probation quite a bit and it looked like an additional 20% of those dollars would be cut again.

Mr. Mastro made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 127 - Probation. Carried.

Bill Craine, County Treasurer

Updates:

Mr. Craine stated that they were chasing around \$425,000. If they could find that, it would help them meet the tax cap for the tenth year in a row for the real property tax payers.

Mr. Craine stated that the dedicated budget session would be held on October 28, 2020 which would allow them to have the public budget meeting on November 17, 2020.

Mr. Outwater stated that as they chase the \$425,000, when he looked at the budgets today, he knew that they were only the tip of the iceberg but it looked to him like they would have quite a bit of a rollover of money that would not be spent this year. Mr. Craine stated yes, expenses were down significantly. For example their Medicaid payments were down almost \$100,000. DSS was down over 20 positions and Commissioner Auwarter was doing his best at holding off on hiring people to fill those positions, resulting in substantial savings. Mr. Craine stated that they have had good savings with the Health Plan of around \$2 million. Mr. Craine stated that he would like to leave that money in the Health Plan rather than putting it back into the general fund. Mr. Craine stated in 2010 they moved \$700,000 out of the general fund into the Health Plan to help subsidize it that year. Mr. Craine stated you never know what those expenses will be, but that could be an available pocket of money. Mr. Craine stated that he thought there would be \$2 to \$3 million spent less than last year, but you have to factor that into things such as the Tribal Compact monies would be down probably \$100,000.

Mr. Craine stated that even though they bought US Treasuries, that roll was coming off in September and probably would be short \$100,000 this year. Mr. Craine stated that sales tax for the year would be down somewhere around 5-7% or \$1 million. Mr. Craine stated that state aid was normally about \$12 million per year and with the 20% cut on that it was about \$2.5 million short. Mr. Craine stated despite the money they were saving, they think there would still be a deficit on this budget.

Mr. Craine stated that on several levels they think for 2020, 2021 and 2022 there would be a deficit of \$5 to \$7 million, they hope less than that. Mr. Craine stated they had \$24 million set aside in surplus, the financial precepts call for them to have \$15 million set aside leaving them with about \$9 million set aside. Mr. Craine stated that they were going to use that \$9 million for the building project, but that was now on hold. Mr. Craine stated that with the EMS proposal and moving money over for the Fire Training Center was probably a worthy investment of some money there. Mr. Craine stated they had this money and the best thing they could do would be to have tax cap compliant budgets for each of those years, spend some of that surplus money.

Mr. Craine stated that department heads have been very careful and very careful with personnel refills. Mr. Craine stated that they have done a remarkable job. Mr. Craine stated that he was looking at having a tax cap compliant budget. Mr. Craine stated that spending would be up about 1.2% a year compounded. Mr. Craine stated that his personal budget was up more than 1.2% and it was really quite remarkable that the County's expenses could remain at the level, given the fact that they were chasing a revenue problem. Mr. Craine stated that the revenue problem was not driven by them. With an economy that was almost completely closed, sales tax would react accordingly and then the State adopted a budget and said if their revenues were less than 98% of what they took in last year, they had the authority to reduce our state aid by at least 20%. Right now their revenues were running at about 92%.

Mr. Craine stated, as everyone was aware, there was big political push back from both sides for federal funding but as he's told Mr. Wilcox even if they were awarded \$100 for every resident in the County that would be about \$4.8 million and would probably fix the County's problems. Mr. Craine stated that he would not rule out that something like that would occur later this year.

Mr. Craine stated that he thought they were in a strong position but he did expect there to be some deficit. Mr. Craine stated that he believed that they were going to have a tax cap compliant budget but he should have noted

that they would do that by going into the surplus funds and using about \$1.35 million to balance the budget. Mr. Craine stated that they were working very hard to keep it at that modest number.

Mr. Craine stated that a letter would be sent out with payroll to the employees notifying them that the County would not be reducing the payroll tax of 6.7% that was sent out under executive order.

Mr. Craine went over DSS receivable amounts with the Committee.

Mr. Wilcox stated that he certainly appreciated the work that Mr. Craine and his staff were doing and Chenango County was far ahead of many other counties and they all needed diligence in moving forward.

Mr. Craine stated that Mr. Fry was in his office earlier in the week because he wanted to make sure that he could do the rest of the work in 2020 under the CHIPS projects. Mr. Craine stated that they have talked about it several times and he had talked to Committee about it and he felt it was in their best interest to proceed ahead and finish them, but he has been told that if the County was in the same position next year with state aid cuts, there would be a different feeling with that program.

Adjournment:

Mr. Seneck made a motion, seconded by Mr. McNeil, to adjourn the meeting.

Mr. Outwater adjourned the meeting at 11:36 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Friday, September 11, 2020 – 10:00 am

Present were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor James J. McNeil, Supervisor George Seneck, County Treasurer Bill Craine, Deputy Treasurer John Williams, Public Works Director Shawn Fry, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Shawn Fry, Director, Public Works

2021 Tentative Budget 158 – Sealer of Weights and Measures:

Mr. Fry stated that there was a decrease in labor of \$1,000, zero equipment increase and a contractual decrease of \$411. The overall budget reflected a decrease to the local share of \$1,411.

Mr. McNeil asked if Weights and Measures was still using space at the Airport. Mr. Fry stated that they were working with airport staff on moving their equipment into a different hangar location. Mr. Fry stated that they were cleaning the hangar out and removing old tires and other materials. Once that was cleaned out they would be moving their equipment into the new hangar location to accommodate the rental of their current hangar space to another business.

Mr. McNeil stated that during the Planning & Economic Development Committee meeting, they wondered of the Airport charges the DPW any rental fees for the space. Mr. Fry stated that they have never been charged rent.

Mr. Seneck made a motion, seconded by Mr. McNeil to approve the 2021 Tentative Budget 158 – Sealer of Weights and Measures as presented. Carried.

2021 Tentative Budget 196 – Recycling:

Mr. Fry stated that labor increased by 2%, equipment was not increased, contractual decreased \$12,881, and revenue decreased \$12,500. Mr. Fry stated that the budget reflected a decrease to the local share of \$381.44.

Mr. Khoury asked if they could remove \$1,000 from the overtime line. Mr. Fry stated that they could.

Mr. Khoury made a motion, seconded by Mr. Mastro, to decrease line #A8091.190 – Overtime from \$3,500 to \$2,500. Carried.

Mr. McNeil stated that there were no benefits included in this budget because they were moved into a different budget.

Mr. McNeil stated that recycling as it stood was a difficult thing for him. It was the right thing to do, but it was costing them a lot of money. Mr. McNeil stated he wondered if there was a better solution. Mr. McNeil noted

that Mr. Fry dropped the sale of recyclable materials revenue line and stated he assumed that was due to the market dropping. Mr. Fry stated yes. Mr. McNeil asked Mr. Fry if he was going to be short again this year. Mr. Fry stated that the recycling market was extremely hard to predict, especially with what was going on this year. Mr. Fry stated that they run a source separated market versus dual or single stream. Mr. Fry stated that because they separate the materials they get a lot better pricing, but the market was still not very good this year because of COVID issues. Mr. Fry stated that the market was coming back up and they did a lot better in August but he did not anticipate meeting this year's revenue. Mr. Fry stated that hopefully the trend will continue on the upswing and it would be a lot better next year. Mr. Fry stated that after consulting with the Landfill Director and the Waste management Program Assistant they cut the revenue back to \$125,000.

Mr. McNeil stated that the cost of recycling those products was high because they separated the products. Mr. McNeil stated that there were other places that did not source separate. Mr. McNeil stated that he thought they could reduce the cost of recycling for manpower if they went to single stream recycling and sold them as single stream products. Mr. Fry stated that they would not get anything for it. Mr. McNeil asked how much labor could be reduced. Mr. Fry stated very little. Mr. McNeil stated that he was looking at eliminating positions, there was \$100,000 in the budget for Senior Recycling Attendants. Mr. Fry stated that the solid waste transfer stations served dual purposes. Mr. Fry stated that the Senior Recycling Attendants also worked with solid waste, thereby performing dual functions. Mr. McNeil stated that they had solid waste employees in the recycling budget. Mr. Fry stated yes, that has always been that way. Mr. Fry stated that they still had to be there. Mr. McNeil stated that it didn't have to be the way it had to be. Mr. Fry stated that they still had to be there to take care of the solid waste and that Mr. McNeil was trying to say to do away with them as the recycling attendants to save on the budget. Mr. Fry stated that number one they had to recycle by law so they could not stop recycling so they still had to have the employees to handle the trash. Mr. McNeil stated that was fine, out them in the solid waste budget. Mr. McNeil stated that he was looking at the future, for next year's discussion.

Mr. Outwater stated that if Mr. McNeil thought there was a better way he should make a referral to the Public Works Committee to see if it was feasible.

Mr. McNeil made a motion, seconded by Mr. Khoury, to refer to the Public Works Committee in order to pursue the cost benefits of the possibility of single source recycling and therefore reducing labor costs. Carried.
Referral to Public Works

Following discussion regarding this year's expenses in the budget, Mr. Blanchard made a motion, seconded by Mr. Mastro to approve the 2021 Tentative Budget 196 – Recycling Operations as amended. Carried.

2021 Tentative Budget 197 –Landfill:

Mr. Fry stated that the budget reflected a decrease in labor costs of \$16,060, no change to equipment and a contractual increase of \$761, for an overall decrease in the tipping fee revenue required to balance the budget of \$15,299. Mr. Fry stated that the tipping fee required would be \$2,173,577.70.

Mr. Outwater asked Mr. Fry if he thought they would make tipping fees this year. Mr. Fry stated that they were in a stage where they did not know. Mr. Fry stated that they were going to have a haulers meeting soon to talk with the haulers to see what was going on. Mr. Fry stated that the biggest hauler in the area, Bert Adams, was not visiting them at the landfill and they were going to talk to him to see what was going on. Mr. Fry stated that they did not know what strategy he was playing. Mr. Fry stated that he felt that Bert Adams was looking for a rate decrease. Mr. Fry stated that with the increases that were implemented in August for construction and debris, mattresses and furniture, Bert Adams told him that he did not have the time and energy to separate the stuff out, but most of the other haulers were separating that stuff out.

Mr. Outwater asked what percentage of the budget did Bert Adams bring in. Mr. Fry stated that he brought in a good third of the budget, probably \$600,000 per year. Mr. Fry stated that it was a dramatic amount if Bert

Adams left. Mr. Fry stated, as he said, they did not know what the concerns were for the haulers yet which was why they were scheduling a haulers meeting.

Mr. McNeil stated here they were in landfill operations with two recycling attendants in the budget and the fringe benefits that were in the budget were not associated with the recycling budget. Mr. Fry stated that all of the benefits for solid waste were in the landfill budget.

Mr. Khoury made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 197 – Landfill as presented. Carried.

Mr. Fry stated that the engine blew in the compactor at the landfill and he was working with Milton Cat for the repair of the engine. Mr. Fry stated that a new engine for the compactor was \$31,000. Mr. Fry stated that they offered a one year replacement part warranty, but they were working on a different warranty for the engine. Mr. Fry stated that Milton Cat had also offered a secondary long block remanufactured, complete engine overhaul rebuild with a three year, 5,000 hour warranty. Mr. Fry stated that they were looking at both options to determine which one direction they wanted to go. Mr. Fry stated that they would be making a decision soon and he was instructed to let this committee know that he would be paying for it through line item transfers. Mr. Fry stated that may deplete the funds in his budget causing him to come back to ask for additional funding if necessary. Mr. Outwater asked if other landfills operated with the same type of equipment that our landfill did. Mr. Fry stated yes, most of them have compactors that were bigger because their landfills were bigger than ours. Mr. Fry stated that when they bought the compactor in 2013 they were only getting in around 20,000 yards of solid waste per year, which was half of what they took in now.

2021 Tentative Budget 200 – Highway Administration, 201 – Engineering, 202 – Maintenance – Roads and Bridges, 203 – Road Construction, 204 – Snow Removal, 206 – Highway Special Items and 210 – Highway Revenues:

Mr. Fry stated that the 200 – Highway Administration budget reflected a reduction of \$14,233 in labor cost. No cost in equipment and a contractual reduction of \$5,295 for an overall reduction of \$19,528.63 from the previous year.

Mr. Fry stated that the 201 – Engineering budget reflected a labor increase of \$2,370.04 or 2%, a zero equipment increase and a zero contractual increase.

Mr. Fry stated that the 202 – Bridges and Road Maintenance budget reflected an increase of 2% in labor, a zero equipment increase and a zero contractual increase.

Mr. Fry stated that the 203 – Road Construction budget reflected a zero increase.

Mr. Fry stated that the 204 – Snow Removal budget reflected a 2% labor increase. Mr. Fry stated that the budget also reflected a \$70,000 increase from the creation of the new account for contract sanding that was approved by Board resolution in August.

Mr. Fry stated that the 206 – Highway Special Items budget reflected a zero increase.

Mr. Fry stated that the 210 – Highway Revenue portion of this budget had three lines that changed. Line D2389-Weights and Measures repayment increased \$1,000, line D3502-Extreme Winter Recovery decreased by \$17,831 and line D3503-State Aid Pave NY increased by 148,672.91.

Mr. Fry stated that overall the budgets changed from the previous year and the necessary required amount of surplus to balance the budget had gone down and the necessary amount this year was \$769,817.84.

Mr. Khoury asked how they determined the state aid request for revenues. Mr. Fry stated that it was a standard reimbursement that had been that amount for years.

Mr. McNeil made a motion, seconded by Mr. Mastro, to approve the following 2021 Tentative Budgets: 200 – Highway Administration, 201 – Engineering, 202 – Maintenance – Roads and Bridges, 203 – Road Construction, 204 – Snow Removal, 206 – Highway Special Items and 210 – Highway Revenues as presented. Carried.

2021 Tentative Budget 220 – Road Machinery:

Mr. Fry stated that the budget reflected a 1.5% labor increase, zero equipment increase and a \$5,000 contractual increase, resulting in a required amount of surplus to balance the budget of \$13,000.

Mr. Outwater asked where the \$13,000 came from and how much did he have in that line. Mr. Fry stated that while speaking with the Treasurer’s Office there was enough in the surplus line in the budget to cover this. Mr. Craine stated that there were accumulated surplus funds in the highway budgets. Mr. Craine stated that it operated under the same concept as the general surplus fund, only on a much smaller scale.

Mr. Khoury stated that the surplus fund shouldn’t prevent them from looking at lines that seemed to be high as compared to what was spent the previous year. Mr. Khoury stated that they should be looking for a zero impact.

Mr. Khoury asked if they could decrease the safety equipment line by \$1,000. Mr. Fry stated he was against decreasing that line because it provided the necessary safety equipment for the employees and in addition to that the cost of steel toed boots had increased for next year.

Mr. Khoury stated that supplies and materials increased. Mr. Fry stated that line paid for all of the repairs for mechanical equipment and he took a dramatic hit this year in repair costs and he would hate to decrease that line. Mr. Fry stated that paid for all of the shoes and blades for the trucks and all of the winter activities.

Mr. McNeil stated that they could not drop labor costs and that the increase in labor was \$8,000 so in actuality there was a \$5,000 increase in the budget.

Mr. Fry stated that he tried to be as conservative as possible and do what he could to help the County most of all.

Mr. Outwater stated that if they were looking for \$13,000 they should look at the fuel line. Mr. Fry stated that with the current fuel prices they were doing very well with fuel expenses this year. Mr. Fry stated that fuel prices could jump, but they could also drop. Mr. Fry stated that if they wanted to take \$13,000 out of it, he could live with it and if he needed more next year he could come back and ask for it.

Mr. Khoury made a motion, seconded by Mr. Seneck to reduce line DM5130.46 – Fuel from \$465,000 to \$452,000. Carried.

Mr. Mastro made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 220 – County Road Machinery Fund as amended. Carried.

Other 2021 Tentative Budgets:

150 – Preston Manor:

Mr. Blanchard made a motion, seconded by Mr. Mastro, to approve the 2021 Tentative Budget 150 – Preston Manor as presented. Carried.

149 – DSS Administration:

Mr. Blanchard made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 149 – DSS Administration as presented. Carried.

Discussion: Mr. Khoury asked if personnel costs were all contractual related. Mr. Craine stated yes and that Mr. Auwarter was a good job holding off on refilling positions. Mr. Craine stated that they were down 5% in staffing in each of his departments and the last he knew DSS down about 25 positions. Mr. Craine stated that Mr. Auwarter has done a good job looking through all of his contracts and other expenses and played a large part in coming up with the results that they were looking for overall in the budget next year.

151 – DSS Contractual:

Mr. Khoury asked if Mr. Auwarter looked at all of his contractual expenses. Mr. Craine stated that he had not sat in on any of the meetings but he knew that Mr. Auwarter was taking a look at all of those contracts, as most new managers did with those things.

Mr. Khoury made a motion, seconded by Mr. Mastro, to approve the 2021 Tentative Budget 151 – DSS Contractual as presented. Carried.

153 – DSS Programs:

Mr. Craine provided the committee with an explanation for the State Schools line and that any leftover funds went into a project account that currently had \$600,000 in it. Mr. Craine stated that they put some of the funds from that account in the Mental Health budget to help offset the cost of CPL charges.

Mr. Craine also talked about the Medicaid account and the shared amount that the County had to cover. Mr. Craine stated that were paying close to \$11 million for MMIS when he first became the Treasurer. Mr. Craine stated that it has trended downward because they have been capped and through the Affordable Care Act. Mr. Craine stated that when the federal government passed the first stimulus bill, some money within that provided F-MAP funding. Mr. Craine stated that on April 1st they were able to reduce the weekly share from \$185,000 to \$163,000. Mr. Craine stated that would continue until March 31, 2021. Mr. Craine stated that it was possible that the budget could continue to reduce. Mr. Craine stated that Mr. Auwarter budgeted \$163,000 for 13 weeks and \$185,000 for 13 weeks, which he felt was a conservative number.

Mr. Craine stated it also made Medicaid about a third of the local share of property taxes from 42% of what it was at one time. Mr. Khoury asked if it was 45% in 2020. Mr. Craine stated it was up around that much in 2011 and it has worked its way down over the years. Mr. Craine stated that NYS was one of a few states that required a local share towards Medicaid dollars and that by far in a way we contributed more than any of the other stated did in the aggregate.

Mr. Blanchard made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 153 – DSS Programs as presented. Carried.

120 – Information Technology:

Mr. Blanchard asked if the #A228-Data Processing revenue line was the line that all of the other departments paid into for computer support. Mr. Williams stated yes.

Mr. Khoury made a motion, seconded by Mr. Mastro to approve the 2021 Tentative Budget 120 – Information Technology as presented. Carried.

145 – Mental Health:

Mr. Craine stated that he wanted to compliment Mr. Williams on his work in going over all of the budgets as they came in. Mr. Craine stated that they really took a close look at fringe benefits as they were budgeted and they came across an error in the fringe benefits lines in the mental health budgets.

Mr. Craine stated that Mr. Williams and Mr. Young worked very hard at coming up with the appropriate number for those accounts. Mr. Craine stated that they had hoped to take about \$120,000 out of fringe benefits, which was local money and Mr. Williams was able to take out about \$116,000. Mr. Craine stated that they were able to get remarkably close to that number.

Mr. Craine stated that retirement rates were increased by the Comptroller's Office by about 15%. Mr. Craine stated that they believed the fringe benefit savings would go towards the retirement bill.

Mr. Craine stated that Mr. Williams finding that additional funding was very helpful.

Mr. Craine stated that filing those things on time with the Treasurer's Office allowed them the time to go over those accounts very thoroughly, which sometimes took time to really dig into the specifics and understand them.

Mr. Blanchard asked which lines needed to be amended. Mr. Williams stated that they would be amending the 145 and 177 budgets.

Mr. Williams stated that in the 145 budget, line #A4320.81 – Fringes Clinic should be changed to \$819,318.52 and #A4320.84 – Fringe NCSD Clinic should be changed to \$0.00.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to amend line #A4320.81 – Fringes Clinic to \$819,318.52 and amend line #A4320.84 from \$116,278.21 to \$0.00. Carried.

Discussion: Mr. Blanchard asked how much that would affect the local share. Mr. Williams stated that it would lower the local share by an additional \$34,833.60, resulting in over a \$90,000 decrease to the local share.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 145 – Mental Health as amended. Carried.

146 – Mental Health School Clinic:

Mr. Blanchard made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 146 – Mental Health School Clinic as presented. Carried.

177 – Alcohol & Drug Abuse Services:

Mr. Williams stated that the #A4150.80 – Fringe Benefits should be changed to \$343,068.66, which would make the local share higher by \$34,833.60.

Mr. McNeil made a motion, seconded by Mr. Mastro, to amend #A4150.80 to \$343,086.66. Carried.

Mr. Mastro made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 145 – Mental Health as amended. Carried.

William Craine, County Treasurer

Budget Update:

Mr. Craine stated that with the changes that were made today, they needed to find \$130,000 to \$135,000. Mr. Craine stated that they had some contract agencies coming before them and a rather large request for Cook Park, which may not make it past its committee. Mr. Craine stated that there was a possibility that they may be able to capture \$30,000 or \$40,000 between those changes.

Mr. Craine stated that they had sales tax budgeted at \$8.7 million, which was down from \$8.95 million.

Mr. Craine stated that when they summed it all up, if they adopted a budget as it would be presented for 2021 they would assume sales tax receipts of 6% less than those received in 2019. Mr. Craine stated that they were fairly comfortable with that but it would be a very large decrease.

Mr. Craine stated that the better they did with the budget the more they were allowed to keep sales tax lower rather than requesting an increase to the revenue line. Mr. Craine stated that they might be able to get down to -7% as opposed to -6%.

Mr. Craine stated that some of the things they have looked at during today's meeting positioned them very well for 2022 because as they knew, they never wanted to set themselves up for failure in the following year. Mr. Craine stated that they could make 2021 and know that when they adopted it they would never make 2022, which was not fair to anybody. Mr. Craine stated that he believed that they have set themselves up for an honest change, barring some unforeseen calamities.

Mr. Craine stated that there would be a request to transfer \$30,000 from contingency for postage during the Board meeting. Mr. Craine stated that due to COVID-19 they have been forced to send out a lot more mail. Mr. Craine stated that they decreased community colleges from a +\$40,000 to flat for next year to come up with some funding. Mr. Craine stated that they would catch any postage that was reimbursable. Mr. Craine stated that they did not have any choice in the matter, it was a critical part of doing business and they couldn't tell anyone that there wasn't any money for postage.

Mr. Craine stated that over the next couple of meetings they would know how things stood and if they made up enough time or if they needed an additional week to work through things.

Adjournment:

Mr. Outwater adjourned the meeting at 11:28 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Friday, September 18, 2020 – 10:00 am

Present were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor Michael R. Khoury, Supervisor George Seneck, County Treasurer Bill Craine, Deputy Treasurer John Williams, Public Defender Zachary Wentworth, Assigned Counsel Administrator John Cameron, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Present Via Teleconference: Supervisor Charles A. Mastro.

Absent: Supervisor James J. McNeil.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Zachary T. Wentworth, Public Defender
2021 Tentative Budget 104 – Public Defender:

Mr. Wentworth stated that the biggest change to their budget this year was removing the Assigned Counsel Administrator line and the Assigned Counsel line.

Mr. Wentworth stated that their salaries were provided to them were partially funded under the ILS grant.

Mr. Wentworth stated that the equipment would be funded under the ILS grant.

Mr. Wentworth stated this year they did not travel that much as a result of the shutdown. Mr. Wentworth stated that as the courts began to open back up, they would be traveling more. Mr. Wentworth stated that they would also be attending overnight arraignments. Mr. Wentworth stated that as things returned to normal they would begin to travel more so he kept the Day to Day Travel line the same as it was last year.

Mr. Wentworth stated that Office Expense and Contractual and Expert Testimony would be covered under the ILS grant. Mr. Wentworth stated that under Office Expense they would be purchasing new office furniture and office equipment that they needed. Mr. Wentworth stated that Contractual and Expert testimony would be used in the event they needed an investigator or social worker or any other kind of expert witness for a case.

Mr. Outwater stated that he would like to compliment Mr. Wentworth on coming in with a good budget.

Mr. Outwater stated they only spent a little over \$500 in Day to Day Travel this year, while in 2019 they spent \$2,100 and questioned if they would use \$3,500 next year. Mr. Outwater stated that he was looking for a way to bring the budget down to zero local share. Mr. Wentworth stated that the difference between 2019 and what they were asking for in 2021 was that in 2019 they were not traveling to arraignments overnight, or during the weekends or holidays. Mr. Wentworth stated that during this year they began attending arraignments during those off hours before the shutdown. Mr. Wentworth stated that he did not know if they would begin going to those off hour arraignments again, but he wanted to make sure there was enough in that line to cover those expenses.

Mr. Khoury asked Mr. Wentworth how he could be so far above with \$3,500 in Day to Day Travel when 2019 was pre pandemic and they only spent \$2,123 and now with the pandemic still ongoing without any real changes in sight. Mr. Khoury asked if there was room to cut that back as Mr. Outwater had suggested. Mr. Wentworth stated that was the biggest question mark because in 2019 they were not traveling to after hour arraignments. Mr. Wentworth stated with COVID-19 he could not predict when the courts would be going back to in person arraignments. Mr. Wentworth stated that it may continue for some period of time, but he did not know for certain. Mr. Wentworth stated it was for extra transportation costs because they were not covering after hour arraignments in 2019.

Mr. Khoury asked Mr. Wentworth to explain what they would be using A1170.45 – Office Expense for because the request for 2021 was extremely high. Mr. Wentworth stated that one of the things that they were hoping to accomplish in 2021 was relocating their office to a larger space. Mr. Wentworth stated that they have increased their office staff and increased part time staffing to full time staffing. Mr. Wentworth stated that the space they were currently in was not adequate. Mr. Wentworth stated that they were using tables and desks that were found within old offices in the Eaton Center. Mr. Wentworth stated that in some point in time when they able to move their offices they would use this funding to purchase new desks, chairs and computers.

Mr. Khoury stated under a pandemic situation, was it proper to purchase new desks, couldn't they use what already existed to lower that number. Mr. Wentworth stated the problem with that was that it was tied to revenue.

Mr. Khoury stated that he was looking for the funding to zero out the budget. Mr. Outwater stated that if they were looking for a way to reduce the local share, they needed to look at the Day to Day Travel line.

Mr. Khoury made a motion, seconded by Mr. Seneck, to reduce line #A1170.41 – Day to Day Travel by \$503.16. Carried.

Discussion: Mr. Khoury stated that they were trying to create a discipline during a very difficult time and asked if they did not do it now, when would they do it.

Mr. Seneck made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 104 – Public Defender as amended.

John Cameron, Assigned Counsel Administrator
2021 Tentative Budget 102 – Assigned Counsel:

Mr. Cameron stated that 2021 would represent a full year for the Assigned Counsel Department. Mr. Cameron stated that was why when they compared the budget for 2020 to 2021 there was an increase. It showed twelve months of operations.

Mr. Cameron stated that the Assigned Counsel Conflict was the same as it has been for the past several years with \$225,000 in it, which was a reasonable expectation. Mr. Cameron stated in the past there was one year where they came in at \$225,000 but other years they had to come in and ask for more money. Mr. Cameron stated that this year because of the COVID-19 pandemic there was a decrease in the amount of assignments. Mr. Cameron stated as of September 15, 2020 there was an available balance of \$170,878.98, which was extraordinary for September. Mr. Cameron stated that they were not getting the same number of assignments that they had been getting prior to the pandemic. Mr. Cameron stated that they presently had an outstanding bill of around \$2,750 and the reality now was that the balance was \$168,128.66. Mr. Cameron stated that they reasonably had to expect that the numbers would increase. Mr. Cameron stated that right now this was good for the County because the County had to pay for the 18B expenses. Mr. Cameron stated that to be realistic they needed to expect that the assignments would be increasing because they were getting cases that needed to be

assigned out. Mr. Cameron stated that \$225,000 was historically on the low side but they decided to keep it there and if the expenses were higher they would come back and ask for it.

Mr. Outwater asked Mr. Cameron if they had a lot of outstanding bills. Mr. Cameron stated that they were presently aware of \$2,700 in outstanding bills, which gave them \$168,128 in that budget line.

Mr. Craine asked if they were anticipating any appeals or murder cases next year that might require 18b counsel. Mr. Cameron stated that he was not aware of any at the moment. Mr. Craine stated having appeals or murder trials tended to skew the numbers. Mr. Cameron stated that in the past that put them well over \$225,000.

Mr. Cameron stated that the \$225,000 was a number that they decided on a few years ago, knowing that they would have to come back and ask for more if need be. Mr. Cameron stated that he was comfortable with that process because it kept the committee aware of what was happening with those expenses. Mr. Cameron stated that the reason they put \$225,000 in the line, the pandemic would be coming to an end and he knew that the assignments would start to increase.

Mr. Outwater stated that he hated to put more in than they needed and put the burden on the taxpayers. Mr. Outwater stated that he would like to take \$25,000 out of that line and they could come back and ask for more money if they needed to. Mr. Cameron stated it was not unrealistic to reduce the line to \$200,000. Mr. Cameron stated all that meant was he would come back later in the year if he needed to. Mr. Outwater stated in doing so that gave them an idea of how it would work.

Mr. Craine stated that he thought they could reasonably reduce the line to \$200,000 because he believed every year at year end they carried over the balance in that line because it was somewhat problematic to budget for. Mr. Craine stated that if they carried over \$100,000 at the end of this year he thought that they could reasonably reduce it to \$200,000 in the 2021 budget and feel very comfortable about it.

Mr. Woodford stated that at year end they would see a referral come through for a resolution to appropriate this line as well as a host of other contractual expenses. Mr. Woodford stated one thing to point out with the local share change from year to year was, as Mr. Cameron said, during the onset they would be looking at a prorated change rather than a twelve month spread.

Mr. Blanchard made a motion, seconded by Mr. Khoury, to decrease line #A1171.47 – Assigned Counsel Conflict from \$225,000 to \$200,000. Carried.

Mr. Seneck made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 102 – Assigned Counsel as amended. Carried.

Mr. Craine stated that this would put them in a strong position in that account, much stronger than they had been in many years. Mr. Outwater stated that he would not be afraid to go farther with that if they had to. Mr. Craine stated that next year they may be able to, as they all understood they did not know what another year would bring. Mr. Craine stated that it was good to have a little bit of flexibility there.

Mr. Craine stated that at the beginning of today, if they took into account Mr. Khoury's committee's actions earlier in the week, they were chasing about \$50,000. Mr. Craine stated that following the committee's action that took them down to \$25,000, which they would get if they could not get anywhere else. They would just change the sales tax revenue a bit, however they would rather not do that either because they did not know how much would be there. Mr. Craine stated that they have done great work and they were getting close. Mr. Outwater stated that they would see what they could do.

Other 2021 Tentative Budgets

115 – Personnel:

Mr. Outwater asked if anyone had any questions on the budget.

Mr. Khoury asked if they had Day to Day Travel expenses. Mr. Woodford stated that they did from time to time because in addition to county business they also handled civil services related functions for the local municipalities so they would have some travel expenses from time to time. Mr. Woodford stated that \$400 didn't go very far. Mr. Seneck stated that they also had travel for training.

Mr. Seneck stated that line #A1430.51 – Labor Relations Expenses was a reasonable request because they only had one contract that they were currently negotiating and they were doing that one a little differently that worked in the County's advantage. Mr. Seneck stated in the past the appearance had been that they could come back if they needed to.

Mr. Outwater stated the budget was down \$12,000.

Mr. Seneck made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 115 – Personnel as presented. Carried.

180 – Employment & Training:

Mr. Outwater stated that there was no local share to this budget.

Mr. Khoury made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 180 – Employment and Training as presented. Carried.

133 – Public Health:

Mr. Outwater stated that he would be reluctant to modify this budget due to COVID-19.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 133 – Public Health as presented. Carried.

Discussion: Mr. Khoury asked if the reason Mr. Outwater was reluctant to modify any of the budget was because some of the expenses were COVID reimbursement related. Mr. Woodford stated that some of the expenses related to COVID response were housed within the budget. Mr. Woodford stated that they already moved some of the COVID related dollars into other budgets, such as the Bioterrorism budget, but overall this budget was the mechanics of COVID response.

134 – Tobacco Education:

Mr. Khoury stated there was no local share in the budget.

Mr. Khoury made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 134 – Tobacco Education as presented. Carried.

136 – Rabies & 138 – Adult Polio:

Mr. Blanchard made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budgets 136 – Rabies and 138 – Adult Polio Health as presented. Carried.

140 – Bioterrorism:

Mr. Woodford stated that the overtime-COVID line within this budget was part of the federal response dollars that was allocated. Mr. Outwater stated that overtime was never in the budget. Mr. Woodford stated correct, it was done by resolution earlier this year.

Mr. Woodford stated that in a couple of weeks they would see a new budget unit for Case Investigation COVID, which was another federal allocation of dollars. Mr. Woodford stated that new budget unit would also have two new personnel line items in it for a two year timeframe.

Mr. Outwater stated the entire \$50,000 was covered by COVID. Mr. Woodford stated correct, they appropriated a portion of the total in 2020 and the balance was in the 2021 budget.

Mr. Blanchard made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 140 – Bioterrorism as presented. Carried.

144 – Children’s Services:

Mr. Blanchard made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 144 – Children’s Services as presented. Carried.

182 – Code Enforcement:

Mr. Woodford stated that it was primarily the same budget as the prior year, minus an expense for the purchase of a new vehicle.

Mr. Seneck made a motion, seconded by Mr. Mastro, to approve the 2021 Tentative Budget 182 – Code Enforcement as presented. Carried.

105 – Justice Felony Fees:

Mr. Khoury asked what this budget was for. Mr. Craine stated that he had to admit in his tenure with the County he did not understand that account. Mr. Craine stated that Mr. Young was the expert, but it was a small amount and he would get the answer to the question.

Mr. Khoury made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 105 – Justice Felony Fees as presented. Carried.

109 – Budget:

Mr. Craine stated that this budget was probably formulated about 200 years ago and there were archaic pieces of it that they had to get the book out for.

Mr. Khoury made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 109 – Budget as presented. Carried.

111 – Delinquent Tax Enforcement:

Mr. Craine stated that they have seen all of the executive orders against foreclosure and this budget was the best that they could formulate at this point in time. Mr. Craine stated that it was somewhat contingent on what would happen going forward.

Mr. Outwater asked if the Occupancy Tax was in this budget. Mr. Williams stated that it was. Mr. Craine stated that it was likely that the budget would be going before them again next week because the Planning &

Economic Development Committee trimmed that during their meeting. Mr. Craine stated that whatever revenue that was derived could only be used for expenses related to tourism. Mr. Craine stated that based on Planning's action it was likely that revenue would be reduced to a low \$60,000 figure. Mr. Craine stated that once the committee approved or modified that change, they would come back in to modify this budget. Mr. Craine stated that currently the Occupancy Tax revenue line was \$80,000 but it may end up being amended to around \$60,000 because Mr. Khoury's committee would forward a recommendation that the tourism contract with Commerce Chenango be amended to about \$41, 000. Mr. Khoury stated that the tax department's expenses were about \$20,000 and since they could only use the money for expenses towards tourism they would lower the revenue to \$61,000. If there were higher revenues next year, the Planning & Economic Development Committee would likely direct it to be used for tourism.

Mr. Outwater stated that if they budgeted \$60,000 and received \$80,000 they would appropriate the additional revenues towards tourism. Mr. Craine stated that was correct, he was unsure how Mr. Khoury's committee would allocate it, but he would assume that municipalities could ask for some of it towards their events, like Greene's Labor Day or Colorscape Chenango. Mr. Craine stated that it could be used year round for any tourism related activities.

Mr. Khoury stated that it was a work in progress and they were not sure how it would end up but they would appropriate it accordingly.

Mr. Khoury made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 111 – Delinquent Tax Enforcement as presented. Carried.

132 – Contingent:

Mr. Outwater asked why the amount was up to \$200,000 from \$135,000. Mr. Craine stated that they have budgeted \$200,000 in the contingent account for many years and as they depleted those funds throughout the year it reduced the modified amount, which was currently the \$135,000.

Mr. Craine stated that in the future they would be coming before committee to request to move a large amount of that balance over to community college, because like the Assigned Counsel's 18b fund, those funds would rollover into the next year. Mr. Craine stated that they have held the community college budget the same and he believed that their usage was going to be up.

Mr. Seneck made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 132 – Contingent as presented. Carried.

176 – Employee Benefits:

Mr. Craine stated that they increased Social Security by \$100,000 to match payroll. Mr. Craine stated that they were on a three or four year chase to make sure that account had adequate funds.

Mr. Craine stated that they bumped retirement up from \$1.9 million to \$2.1 million. Mr. Craine stated that this year the bill was about \$3.4 million and he expected next year it would increase to about \$4.3 million.

Mr. Craine stated that they grabbed that money from other departments where they received reimbursements from but they needed to increase that based on the rate increase that they received from the Comptroller's Office.

Mr. Craine stated that health care increased 2% to 3% over ten years, which was really quite remarkable.

Mr. Woodford stated that a couple of the lines were part of the pooled account resolution that they spoke about earlier.

Mr. Outwater stated seeing all of those big numbers in the budget, he was sure that Mr. Craine had his eyes on it for a long time. Mr. Craine stated that he did and he thought it was a fair amount of appropriations that would help guarantee that 2022 would work out as well as 2021.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 176 – Employee Benefits as presented. Carried.

Discussion: Mr. Khoury stated that he had a question on the longevity for qualifying employment line and asked what that was used for. Mr. Craine stated that line was used to pay individuals who received longevity payments under their union contracts for the comp schedule. Mr. Craine stated that the amount was slightly different from contract to contract but it was basically \$50 to \$100 a year once they met a certain mark of anywhere from five to ten years of County employment. Mr. Craine stated that a large longevity payment was probably between \$1,500 and \$1,800 if they were employed for 30 years. Mr. Khoury stated that it was like a step system. Mr. Craine stated that it was and the reason it was down was due to the recent number of individuals that have retired. Mr. Craine stated that they were able to take about \$8,000 out of that line.

Budget Update:

Mr. Wilcox stated that he would like to compliment the Children's Services Program. Mr. Wilcox stated that the County struggled desperately with that program over the years and Mr. Flindt's department did a wonderful job with bringing it under control.

Mr. Craine stated that he would like to second that and all of the departments did exemplary work on their budgets.

Mr. Craine talked about the budget schedule. They had two meetings scheduled, one on September 25th and the other on October 1st that he believed would end the appearances by anyone in front of the committee for budgets. They would be able to remove October 9th from the schedule and come in on October 16th for a preview of the budget. During the October 16th meeting they would have the sales tax number for September and be able to firm up the numbers and have one last opportunity to review and act on any changes.

Mr. Craine stated that if everything worked they would be able to hold the dedicated budget meeting with the full board on October 28th. Mr. Craine stated that they would not need to have the special budget meeting on November 4th and they should then be able to move the public hearing on the budget to November 17th.

Mr. Craine stated thanked the committee for their great work because they could not have done it without them and they were exactly where they wanted to be right now.

Mr. Woodford stated that next week they would see the departments that went before the Planning & Economic Development Committee. Agriculture, Buildings and Grounds Committee and the following meeting would be the Sheriff's budgets and a few of the smaller Health & Human Services Committee's departments.

Mr. Craine stated that there seemed to be a real push in Washington to have a stimulus bill that would include direct aid to local governments. Mr. Craine stated that Mr. Williams attended a treasurer's meeting near Seneca Falls that Congressman Tom Reed was at. Congressman Reed was the principal republican author with the principal democratic author and they have formulated a \$1.5 trillion bill that President Trump has said he would be alright with. Mr. Craine stated that he did not know if it would be alright with the rest of the members but if it passed there was \$300 billion dollars of direct aid allocated to localities. Some of it would be used for COVID

relief and some for actual proof of their deficit. Mr. Craine stated that if it passed there would be an immediate payment to the counties. Mr. Craine stated they assumed next year that they would have some deficit relief if they had a deficit. If they did not have a deficit they would not get any relief. Mr. Craine stated that in this point in time he believed the County's deficit would be somewhere between \$3 million and \$0. Mr. Craine stated that they were not able to get that locked in tighter than that. Mr. Craine stated that was the book deficit but the cash deficit would be in the range of \$5 million to \$6 million because they had receivables that were slow in coming, but they had the cash on hand to support that. Mr. Craine stated that it might be possible to recoup some of that money next year.

Mr. Outwater stated that the money may come directly to the counties. Mr. Craine stated that Congressman Reed talked about direct payments to municipalities with no state intervention. Mr. Craine stated that money would go to the state but the localities would also get direct monies. Mr. Outwater stated that maybe the resolution that the Board passed might have done some good. Mr. Craine stated they would probably know sometime within the next few weeks.

Adjournment:

Mr. Outwater adjourned the meeting at 11:49 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Friday, September 25, 2020 – 10:00 am

Present were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor James J. McNeil, Supervisor Michael R. Khoury, Supervisor George Seneck, County Treasurer Bill Craine, Deputy Treasurer's Barb Strier and John Williams, Soil & Water Conservation District Manager Lance Lockwood, Soil & Water Conservation District Secretary/Treasurer Kate Kameron, Public Facilities Director Julie Gates, Planning Director Shane Butler, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Present Via Teleconference: Supervisor Charles A. Mastro.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Lance Lockwood, Manager, Soil & Water Conservation District
2021 Tentative Budget 170 – Conservation:

Mr. Lockwood stated that he has worked for Soil & Water for 34 years, his office has two part time and two full time employees.

Mr. Lockwood stated that 14 out of the last 20 years he has come before committee without asking for an increase.

Mr. Lockwood stated that having a Soil & Water Conservation District in the county was a benefit for the taxpayers. Mr. Lockwood stated that by law their agency was the only agency that could go onto private property. Without their agency in the county their sister agencies, such as the Farm Service Agency and the Natural Resource Conservation Service, would not exist in this county. Mr. Lockwood stated that over the last 20 years, while working with their sister agencies, the county taxpayers have seen over a \$9 to \$12 return on their investment with the programs that they implement.

Mr. Lockwood stated that 65% of their efforts were in improving water quality for everyone in the county to enjoy. Mr. Lockwood stated that by implementing best management practices through state and federal programs, they could continue to reduce the pollution diet to the Chesapeake Bay and continue to show good stewardship to their producers.

Mr. Lockwood stated not only did they work with the farming community, they worked with local municipalities on mitigating flooding projects by working with federal partners such as FEMA. They were able to conduct hydraulic studies that showed replacing culverts with larger ones was beneficial. Mr. Lockwood stated that FEMA relied on the District to provide those services in order to justify the need for local municipalities to receive funding for culvert replacements. Mr. Lockwood stated that they are currently working with two towns and FEMA from flooding that occurred in 2018 and 2019.

Mr. Lockwood stated that the DEC relied on the District to help landowners through the stream permitting process. Mr. Lockwood stated that last year they completed 38 emergency stream permits for landowners.

Mr. Lockwood stated that the District continued to complete about 120 agricultural worksheets for landowners each year. Mr. Lockwood stated that it was one of the unfunded state mandates that they were required to complete. Each year they continue to complete around 120 worksheets for the producers and other landowners that farmers use their land for agriculture purposes.

Mr. Lockwood stated that it was important for the District to continue to provide all of the services that were provided by them. If they were to be cut 20% they would be back to their County appropriation from 1987 when they had five fulltime employees, where today they had two full time and two part time employees. Mr. Lockwood stated that they never seemed to get the funding back. Mr. Lockwood stated that over the last 20 years the district asked for and received a total increase in their County appropriations of \$14,271 or about \$680 per year that they have asked for.

Mr. Lockwood stated that for it to be a \$9 to \$12 return on investment, he felt it was a pretty good investment.

Mr. Lockwood stated that he knew they were under a lot of issues because of COVID, but he was just asking the committee to feel like the District was important.

Mr. Outwater stated that he appreciated seeing the spreadsheet for their budget and stated that they were looking for a zero increase over last year. Mr. Lockwood stated that was correct.

Mr. Khoury stated that Mr. Lockwood eluded to a return on investments and asked for explanation for how that worked with an example. Mr. Lockwood stated that any time they had the opportunity to write a grant to receive funding to match state and federal dollars, it was a better percentage that the farmer/producer had. Mr. Lockwood stated that they implemented two manure storage systems at \$500,000 apiece for two farmers. Mr. Lockwood stated that when you looked at the \$156,000 alone for those projects, that was a pretty good return on investment, and the amounts did not cover the farmers' portion of the projects. Mr. Lockwood stated that those manure storage systems would not have been built without it. Mr. Lockwood stated that when farms were regulated to reduce that pollution diet, that all got put into a bottle. Mr. Lockwood stated that cover crops was another program. Every year they averaged about 1,000 acres where the District paid to implement cover crops. Mr. Lockwood stated that a farmer could see a benefit by doing that for three or four years. Mr. Lockwood stated that farmers saw an increase in production per acre by implementing cover crops and they see a reduction in the nutrients that enter the Chesapeake Bay.

Mr. Khoury asked what else they did for the farmers. Mr. Lockwood stated the conservation reserve program and access control programs, when combined together, were used to implement grazing systems by putting in fencing and watering systems. Mr. Lockwood stated that by putting additional acreage in over a 10 to 15 year contract, farmers received a benefit by taking their animals out of the water to improve water quality.

Mr. Outwater asked other than the \$156,000 received from the County, what other revenues sources they had. Mr. Lockwood stated that they received funding from the State and the revenue sources could be found on the back side of the spreadsheet that he provided.

Mr. Khoury stated that outside agencies were asked to reduce their budget requests by 10% and he was assuming that Soil and Water was an outside agency. Mr. Outwater stated that was correct, Chairman Wilcox sent out a letter asking for a 10% cut, if he was not mistaken. Chairman Wilcox stated that was correct. Mr. Khoury stated that everyone would think that their agency was bringing in a return on their investment and was doing good work, which Soil and Water was. Mr. Khoury stated that if they were following the premise that in order to get through these very tough times, it would be fair to ask for a 10% decrease here, when they have held that standard to other outside agencies. Mr. Khoury stated that he would like to see a 10% reduction to the budget.

Mr. Khoury made a motion, seconded by Mr. Outwater, to reduce the 170 – Conservation budget by 10%. Failed due to lack of majority. Mr. Seneck, Mr. McNeil, Mr. Blanchard and Mr. Mastro opposed.

Discussion: Mr. McNeil stated that he appreciated the work that Soil & Water did and in going over their budget he could see where they made cuts and because of salary increases they cut those other areas to get it to a zero increase budget. Mr. McNeil stated that even though the 10% from outside agencies was a request, the committee needed to look at it on a case by case basis as far as the need for the county for those outside agencies and the direct impact they had. Mr. McNeil stated that he would not be in favor of cutting this particular budget.

Mr. Khoury stated that no one was questioning the fine work that was being done, but they had an extraordinary situation out there right now and the taxpayers were going to be looking for some form of relief across the board. Mr. Khoury stated that he understood that they did not want to do anything arbitrarily, but he believed that it was an urgent situation where fiscal management should be. Mr. Lockwood stated that if they looked by law, Soil and Water was more of a county agency than some of the other agencies that were asked to come in.

Mr. McNeil stated that in response to Mr. Khoury's comment, the objective of finding \$15,000 could come out of some other outside agency's budget, by taking more than 10% out of some of the others.

Mr. Mastro stated that, as a dairy farmer over the last 40 years and working with Soil & Water over the last 40 years, he disagreed with cutting their budget. Mr. Mastro stated that he had seen many times the positives that came out of Soil & Water for farms. Mr. Mastro stated at this point in time he agreed with Mr. McNeil and would not be happy with a cut in the budget. Mr. Mastro stated that the committee should leave it where it was, it was flat.

Mr. Seneck made a motion, seconded by Mr. McNeil, to approve the 170 – Soil & Water Budget as presented. Carried. Mr. Khoury opposed.

Julie Gates, Director, Public Facilities
2021 Tentative Budget 118 – Buildings:

Ms. Gates stated that for the 2020 budget they would probably have some general funds coming back into the County because they had a hard time getting contractors to come in to get some of their projects done because of COVID.

Ms. Gates stated that they looked at next year's budget closely and tried to do the best that they could. They had quite a few reductions, the parking lot was in good shape so they were just going to be sealing it.

Ms. Gates stated that the salaries increased and postage increased. Ms. Gates stated that postage hit them really hard with COVID because departments were mailing out a lot more mail. Ms. Gates stated that Elections would be taking up a large portion of the money and DMV as well. DMV was sending out a lot more mail, some of it heavier mail such as the license plates that were being mailed out.

Mr. Seneck asked what expenses COVID added to their budget this year. Ms. Gates stated expenses went up for cleaning supplies, postage and Plexiglas. Ms. Gates stated that they put up a lot of Plexiglas shields. Ms. Gates stated that they have all of the man hours and expenses recorded and provide to Emergency Management for reimbursement.

Mr. Outwater stated that there was \$25,000 in the Supplies and Maintenance line #A1620.42 for next year and they haven't used anywhere near \$25,000 over the years. Mr. Outwater stated he wondered if that was a little high. Ms. Gates stated that it was hard to say what was going to happen, a lot of the prices were going up and

she would like to keep that at \$25,000 if she could. Mr. Outwater stated that they would move along and go back to that line.

Mr. Outwater stated that he understood postage was up and he did not know if \$120,000 was a realistic figure, but it possibly could be. Mr. Outwater stated that he knew license plates were very heavy, but he did not know if the \$120,000 was needed. Mr. Outwater asked Ms. Gates how she came up with that number. Ms. Gates stated that they used to be about \$6,000 per month and they were up to almost \$13,000 per month now for postage.

Mr. Outwater asked about Gas, Electric and Telephone and they've never spent that much in the past. Mr. Woodford stated that at the moment both gas and electric prices were very low, but the lower you got the more you were exposed to upside pressure. Much like they saw in the insurance and utilities budget, they tried to not to lower that too much. They could be chasing dollars quickly and it could get quite large. Mr. Outwater stated that he understood that, but his problem with it was continuing to put that amount on the budget and not using it was just passing it along to the taxpayers. Mr. Outwater stated that he would be in favor of reducing it a little bit and if they needed more, they could come back and get it.

Following further discussion, Mr. McNeil made a motion, seconded by Mr. Khoury to reduce appropriation account #A1620.47 – Gas, Electric & Telephone, by \$10,000, from \$150,000 to \$140,000. Carried.

Mr. Outwater asked what was planned for repairs for the \$65,000 that was in the budget. Ms. Gates stated that they had things that were starting to go. It was used for preventative maintenance, motor repairs, elevator repairs, fire extinguisher systems, fire alarm maintenance and testing and maintenance and anything else that needed to be repaired. Mr. Outwater stated that he was not against the \$65,000 he just wanted to make sure it was going to get spent because in the past it didn't always get spent.

Following further discussion Mr. Khoury made a motion, seconded by Mr. McNeil, to reduce appropriation line #A1620.48 – Repairs by \$5,000, from \$65,000 to \$60,000. Carried. Mr. Seneck opposed.

Mr. Outwater stated that he wanted to go back to #A1620.42 – Supplies and Materials and asked Ms. Gates how much she could reduce that by. Ms. Gates stated that she could take it down to \$20,000.

Mr. McNeil made a motion, seconded by Mr. Seneck, to reduce appropriation line #A1620.42 – Supplies and Materials by \$5,000, from \$25,000 to \$20,000. Carried.

Mr. McNeil asked how things were with the courthouse. Ms. Gates stated that she needed to paint it and have some pointing done.

Mr. Blanchard made a motion, seconded by Mr. Seneck to approve the 2021 Tentative Budget 118 – Buildings as amended. Carried.

2021 Tentative Budget 161 – Park Development:

Ms. Gates stated that this year was a little rough with COVID but they ended up with seven new seasonal campers. A couple of the seasonal campers left due to COVID.

Ms. Gates stated that most of the budget held the same, most of the increase was based on the Park Manager's salary because he had a midyear increase.

Ms. Gates stated that they didn't need any equipment. They have to repair the floor in the bathhouse.

Ms. Gates stated that they did not put the \$30,000 in the budget for the matching dollars for the Soil & Water grant.

Mr. Khoury asked if the Park Manager's salary increase was contractual. Ms. Gates stated yes.

Mr. Khoury stated that the actual expenses for Repairs and Maintenance was under in 2019 and was also tracking low for this year. Mr. Khoury stated under the circumstances in terms of what they were facing in loss of revenues that local share needed to come down and proposed to cut the repair line in half. Ms. Gates stated that they needed to be able to function. Mr. Khoury asked what she could do to reduce the line. Ms. Gates stated she could try \$11,500.

Mr. Khoury made a motion, seconded by Mr. Seneck to reduce appropriation account number #A7110.45 – Repairs & Maintenance to the 2020 level of \$11,500. Carried.

Mr. McNeil made a motion, seconded by Mr. Mastro, to approve the 2021 Tentative Budget 161 – Park Development as amended and to include the amendment made during discussion. Carried.

Discussion: Mr. Khoury stated that he would like to see the local share go down to zero. Mr. Khoury stated that they were asking a lot from everyone and he would like to examine the Extra Hire line, which could get them down to a zero local share increase. Mr. Khoury stated that it was not a lot, but by the way they were tracking in 2019 and 2020, they might find some savings there.

Mr. Outwater stated that they needed to find about \$1,738.50.

Mr. Khoury made a motion, seconded by Mr. Mastro, to reduce appropriation account #A7110.13 – Extra Hire by \$1,738.50. Carried.

Ms. Gates stated, just so they realized, they could not find anybody to work down there. There have been two college kids working there for years, there was no help down there now. Ms. Gates stated that there was one Park Manager and that was it because the extra hire help went back to college. Ms. Gates stated that the Park Manager was putting in a lot of hours. He worked Wednesday to Sunday, with Monday and Tuesday off. Ms. Gates stated that she thought that was pretty good and they were lucky to have him work every weekend. Ms. Gates stated that if they lost him, they wouldn't be able to run the park. Ms. Gates stated that it was very hard to keep the park going with just one person there working 40 hours. Mr. Outwater stated thank you for the information, he read her concerns in the minutes from AB&G Committee.

Barb Strier, Deputy Treasurer & Alan Gordon, County Attorney

Delinquent Tax Penalties:

Mr. Gordon stated that a taxpayer owed taxes for this year and was objecting to pay any penalties. The property was owned by his mother, who passed away in March of this year. Mr. Gordon stated that he was claiming that it was extenuating circumstance to not have to pay the penalty. Mr. Gordon stated that he cited a law from NYC to offer in support of his request. Mr. Gordon stated that the County has never agreed to waive the penalty and under the NYS Department of Taxation and Finance there was no authority to waive the penalty.

Mr. Gordon stated obviously the committee knew where he stood, he did not think it should be done. It did not set a good precedent. Mr. Gordon stated that they have heard hardship cases all the time. This property was not up for tax sale, they still had three years to pay them.

Mr. Outwater stated that he agreed with him, they have never waived the fee, but they have never had to deal with COVID circumstances either. Mr. Outwater stated it was not like it would break the bank but he would leave it up to the committee for discussion.

Mr. Khoury stated that he was going to go to the principle of the matter and everyone was going to be held to the same rules and it would be unfair to another taxpayer to see something waived. Mr. Khoury stated that it could cause a very confusing and contradictory situation.

Mr. Khoury stated that he should be held liable, just like everyone else.

Mr. McNeil made a motion, seconded by Mr. Blanchard, to deny the request to waive the penalty. Carried.

Other 2021 Tentative Budgets:

156 – Publicity:

Mr. Craine stated that under the P&ED Committee there were changes made to this budget that would result in that change to the Delinquent Tax Budget. Mr. Craine stated that this budget would need to be moved first.

Mr. Craine stated that the tourism budget was lowered by the P&ED Committee. In doing so they would need to decrease the revenue for the Occupancy Tax in the Delinquent Tax Enforcement budget. Mr. Craine stated if there was excess revenue, the P&ED Committee would likely be tasked with deciding where it should go.

Mr. Khoury made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 156 – Publicity as presented. Carried.

111-Delinquent Taxes:

Mr. McNeil made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 111 – Delinquent Tax Enforcement as presented with a modification made to the Occupancy Tax revenue line. Carried.

168 – Planning:

Mr. Outwater stated appropriation account #A8020.43 – Lease Contracts was a new line in the budget and asked what it was for. Mr. Butler stated that he added the line to break out some of the contracts for his department such as the copier lease and GIS mapping system subscription.

Mr. Outwater asked what revenue line #2114 – Admin Fees was because it jumped up to \$814 from \$200 and they received over \$2,400 so far this year. Mr. Butler stated that it was for the revolving loan fund's admin fees. Mr. Butler stated that he was unaware of them for the last couple of years and once he became aware of them he put them into the account.

Mr. McNeil made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 168 – Planning as presented. Carried.

172 – Ag. & Livestock:

Mr. McNeil stated that he would like to thank them for coming in with a reduction to their budget.

Mr. McNeil made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 172 – Ag & Livestock as presented. Carried.

184 – Court System:

Mr. Woodford stated that they could pull \$4,000 from appropriation account #A1160.46 – Eaton Center Expense.

Mr. McNeil made a motion, seconded by Mr. Seneck, to amend the budget by reducing appropriation account #A1160.46 – Eaton Center Expense by \$4,000. Carried.

Mr. Khoury made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 184 – Court System as amended. Carried.

165 – Historian:

Mr. Mastro stated that he would like to reduce the Day to Day travel line because they have never come close to spending \$830. Mr. Mastro made a motion to reduce the Day to Day Travel line to \$430. Motion failed for lack of a second.

Following discussion, it was determined that there would be a change in personnel and the need for travel expenses may be greater than in the past. Mr. Khoury stated that he would like to recommend #A7510.41 - Day to Day Travel be revised to \$600 because he wasn't sure there would be any travel expenses in the near future.

Mr. Khoury made a motion, seconded by Mr. Mr. McNeil, to amend appropriation account #A7510.41 – Day to Day Travel to \$600. Carried.

Mr. McNeil made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 165 – Historian as amended. Carried.

154 – College Center:

Mr. Blanchard made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 154 – College Center as presented. Carried.

160 – Council of the Arts:

Mr. Blanchard stated along the lines of talking about reducing the budgets by 10%. Mr. Khoury stated that it did not get reduced during the P&ED Committee meeting. He thought it would get a motion to be reduced and it did not.

Mr. Khoury made a motion, seconded by Mr. McNeil, to amend the budget by reducing the entire budget by \$1,000. Carried.

Mr. Seneck made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 160 – Council of the Arts as amended. Carried.

186 – Airport:

Mr. Craine stated that there was no local share to this budget because they use revenue from the trust fund to balance it. Mr. Craine stated that there hasn't been a local share to this budget in 30 years.

Mr. Craine stated thanks to Mr. Butler's hard work they were granted \$30,000 under the CARES Act.

Mr. Craine stated that they had enough money to run the Airport through 2021 and they reasonably think they could get through 2022.

Mr. Outwater stated that if he was correct it did not make any sense to make any cuts because whether they spent it or not it went back into the trust. Mr. Craine stated correct. In theory it was not the County's trust, it

was Lt. Eaton's money in trust for them, so they have no control over the investment of it. Mr. McNeil stated that they did have control over the expenditures though. Mr. Craine stated that was correct and the bank was required to disperse 5% of principal balance every year. Mr. Craine stated that the principal value now was back to nearly \$500,000.

Mr. McNeil made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 186 – Airport as Presented. Carried.

999 – Shared Revenues:

Mr. Craine stated that the only revenue line that could not be fixed yet to the budget was revenue line #A1001 – Real Property Taxes. Mr. Craine stated that would be fixed once they had the budget fixed.

Mr. Khoury stated revenue line #A2701 was up by 5% this year. Mr. Williams stated it was money that would be coming into the New Year that they were expecting in December. Mr. Williams stated that it was money that they were kind of recognizing but would not be receiving it until next year. Mr. Craine stated that they have had good experience with it over the years, which was why they bumped it up a little bit. Mr. Williams stated that it was a moving target every year and this was a conservative number.

Mr. Khoury stated that #A3014 was down 17% and asked if that was the state of the casino industry. Mr. Craine stated that they would have expected to reach budget this year but the casino closed in the middle of March and did not reopen until around the 1st of July. Mr. Craine stated that at this point in time it was running under some diminished capacity regulations and they were thinking that they would receive somewhere around \$200,000 this year and they were optimistic that they would have more of a full year run next year. Mr. Craine stated the dilemma with revenues was if they did not achieve them it put a rapid erosion in the fund balance.

Mr. Blanchard made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 999 – Shared Revenues as presented. Carried.

124 – Community College:

Mr. Craine stated that they would be coming to committee next week to seek a \$70,000 transfer from contingency in order to enable them to bring in a flat budget next year so that they did not put burden onto the taxpayers next year.

Mr. Khoury made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 124 – Community College as presented. Carried.

Budget Update:

Mr. Craine stated that they would be canceling the October 9th and October 23rd meeting. They would present the budget to the BOS on October 28th and hold the public hearing on November 17th.

Adjournment:

Mr. Outwater adjourned the meeting at 11:13 a.m.

**Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, October 1, 2020 – 10:00 am**

Present were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor Charles A. Mastro, Supervisor James J. McNeil, Supervisor Michael R. Khoury, Supervisor George Seneck, County Treasurer Bill Craine, Deputy Treasurer’s Barb Strier and John Williams, Sheriff Ernie Cutting, Undersheriff Dan Frair, Area Agency on Aging Director Brain Wessels, Budget Technician Ellen Cleveland, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

**Barbara R. Strier, Deputy Treasurer
Correction of Error:**

Ms. Strier stated that in April, Norwich City School taxes were returned to the County and one of the parcels marked as unpaid was made in error therefore she needed a motion to send a resolution for a correction of error to the BOS to cancel those taxes and move forward with it.

Mr. Outwater asked how much it was for. Ms. Strier stated it was for \$1,920.72. Ms. Strier stated that Norwich City School had the check the whole time and didn’t realize it, so it was returned to the County as unpaid and never credited to the people. Ms. Strier stated that she sent out the September letters and they called and found out that Norwich City Schools needed to correct it, which they have done.

Mr. Seneck made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting to adopt a resolution authorizing the correction of error for the Norwich City School District. Carried.

Resolution to Follow

**Ernie Cutting, Sheriff
2021 Tentative Budget 130 – Traffic:**

Sheriff Cutting stated that it was the same budget as last year with the only increase for computer services, which reflected the 1.1% increase.

Mr. McNeil made a motion, seconded by Mr. Mastro to approve the 2021 Tentative Budget 130 – Traffic as presented. Carried.

2021 Tentative Budget 126 – Sheriff:

Sheriff Cutting stated that most of the increases were contract related and the contract expired at the end of this year. Sheriff Cutting stated that they were in negotiations with this unit.

Sheriff Cutting stated that he looked at the budget again and could drop #A3110.121 – Expenses-Part Time Officers to \$65,000 from \$70,000. Sheriff Cutting stated that he only had one part time officer currently so he had some flexibility there and was comfortable dropping it.

Mr. Khoury made a motion, seconded by Mr. Seneck, to amend the budget by reducing line #A3110.121 – Expenses-Part Time Officers by \$5,000, from \$70,000 to \$65,000. Carried.

Sheriff Cutting stated that line #3110.46 – Operation of Patrol Cars, with gas prices down he could reduce that from \$90,000 down to \$85,000 for \$5,000 less there.

Mr. Seneck made a motion, seconded by Mr. Mastro, to amend the budget by reducing line #A3110.46 – Operation of Patrol Cars by \$10,000 from \$90,000 to \$80,000. Carried.

Discussion: Mr. Khoury asked how detrimental would it be to reduce that by \$10,000. Sheriff Cutting stated that he could take a chance, he liked to do things slowly with the COVID pandemic. Sheriff Cutting stated that he liked to look at three year averages. Sheriff Cutting stated that he would be willing to take a chance and reduce that by \$10,000 but if the gas prices went up or something happened he may have to come back and make an adjustment. Mr. Seneck and Mr. Mastro agreed to amend the motion.

Mr. McNeil stated that he believed that they were cutting that too tight, he wasn't going to go against it, but he wanted to make that statement.

Mr. Khoury stated that he agreed, it was a very important budget and that was why he used the term detrimental, would it have an effect on public safety and law and order. Mr. Khoury stated that he was not taking this lightly but under the circumstances if they could do a little bit here and there it was all part of the mix and it was important to reduce it.

Sheriff Cutting stated he looked at the budget and made some cuts initially and that was all he could do at this point in time. Sheriff Cutting stated that he looked at office supplies, with the courts closed they haven't submitted a lot of stuff, but when the courts opened back up they anticipated the lines to climb again.

Sheriff Cutting stated that he looked at it and they were the only two changes that he could make.

Mr. Outwater stated that he also looked at office supplies and knowing that they did not spend too much because of COVID, but they did not spend that much the year before that either. Sheriff Cutting stated moving forward there would be a lot of things going forward to the courts and he thought they would have more than what they normally had in courts and in the civil process. Sheriff Cutting stated that the Civil Division has been quiet for the most part since March and there was a big back log in the civil process. Sheriff Cutting stated that the line worried him and he would like to keep that the same.

Mr. Outwater asked if that was the same for other expense. Sheriff Cutting stated that line was used for other things such as breath tubes and other non-office supply expenses.

Sheriff Cutting went over the proposed equipment line expenses with the committee:

- Ammo/Firearm Supplies
- 10 Body Cameras
- 8 Portable Radios
- K-9 and Equipment
- 2 Glock 45
- 2 Tasers for SRO's
- 1 Trimble Data Collector and X7 3D Scanner
- 1 DGI Smart Controller
- 2 Patrol Vehicles

Mr. McNeil stated that the Overtime line was cut back by \$20,000 and asked if he was going to be okay with that. Sheriff Cutting stated that he thought he would be okay with that next year.

Mr. Khoury asked what the Detective Rate Adjustment line was used for. Sheriff Cutting stated that it was a contractual expense with the union. Sheriff Cutting stated that the detectives received a stipend for being in that assignment. Sheriff Cutting stated that stipend was there because they were called in to work at all time of the day and night and within the contract they had a yearly stipend that they were paid. Sheriff Cutting stated that he had three detectives. Mr. Khoury asked if the number was that high due to a surge in cases. Sheriff Cutting stated no, that was a contractual expense. Mr. Khoury stated it was contractual and there was nothing they could change. Sheriff Cutting stated correct.

Mr. Outwater stated that he would like to see the SRO expense and revenue lines starred in the budget. Mr. Williams stated that the Treasurer's Office would take care of that. Mr. Khoury made a motion, seconded by Mr. Mastro, to accept the 2021 Tentative Budget 126 - Sheriff as amended. Carried.

2021 Tentative Budget 129 – Public Safety Building/ Corrections:

Sheriff Cutting stated that many of the initial pages were contractual expenses with the staff and the increases were a result of contractual obligations.

Sheriff Cutting stated that he found where he could make some adjustments. Sheriff Cutting stated when he looked at line #A3170.44 – Food Expenses, he knew when he initially prepared the budget with a decrease in inmate population those expenses were down, so he reduced that initially by \$5,000 from the year before. Sheriff Cutting stated that he thought the year before was \$245,000 and he believed he could safely drop that \$235,000.

Mr. McNeil made a motion, seconded by Mr. Seneck, to amend the budget by reducing line #A3170.44 – Food Expenses by \$5,000 to \$235,000. Carried.

Sheriff Cutting stated he also looked at medical expenses. The inmate population was down right now and it was one of those lines that you never knew, he could get a few inmates in that could just tear the budget up, but right now things were going well. Sheriff Cutting stated that he would be comfortable lowering line #A3170.441 – Medical/Other Expense an additional \$5,000 to \$215,000.

Mr. Khoury stated that the 2019 actual was so much, he asked if they would have the ability to lower it by \$10,000. Mr. Outwater stated he looked at that too, the expenses were down this year but in 2019 they only spent \$158,000. Sheriff Cutting stated there were years that he used it all up too, he was okay with that but understand that if they get to that point he may have to come back. Mr. Outwater stated he understood that. Sheriff Cutting stated that they have had some of the sickest inmate populations that he had ever seen in his 33 years and he just wanted to be careful.

Mr. Khoury made a motion, seconded by Mr. Mastro, to amend he budget by reducing line #A3170.441 – Medical/Other Expenses by \$10,000. Carried.

Sheriff Cutting stated that #A3710.481 – Vehicle Fuel was the line for fuel for the Corrections inmate vans. Sheriff Cutting stated that courts have been closed and with less inmates he could safely take \$5,000 of that line from \$45,000 to \$40,000.

Mr. McNeil made a motion, seconded by Mr. Khoury, to amend the budget by reducing line #A3170.481 – Vehicle Fuel by \$5,000. Carried.

Sheriff Cutting stated that he ordered vehicles back in February of 2019 that were not delivered yet. Sheriff Cutting stated that they ordered vehicles this year and one of the vehicles was a transport van for handicapped prisoners because they didn't have anything to move someone in a wheelchair and they have had someone in a

wheelchair in the past. Sheriff Cutting stated that part of the 2020 equipment list was for a transport van to move handicapped or disabled inmates. Sheriff Cutting stated the vehicle came in much higher than their original bid was, so what he did this year was not purchase two vehicles, he only purchased the one transport vehicle for disabled inmates.

Sheriff Cutting went over the proposed equipment list with the committee:

- Floor Equipment (Buffer/Burnisher)
- 8 Replacement Drone Cameras
- Computers
- Kitchen Equipment
- 2 Vehicles
- Camera Tester
- Walk Through Metal Detector
- Officer Chairs for the Pods
- 10 Body Cameras
- Portable Radios with Batteries and Chargers
- Ammunition

Mr. Outwater stated that line #A3170.452 – Equipment Maintenance Contract went up 27% and he never spent the \$100,000 and why. Sheriff Cutting stated that he did spend it late last year. Sheriff Cutting stated that the committee cut it last year and a lot of his equipment contracts came due at the end of the year for the corresponding next year. Sheriff Cutting stated that line in 2019 paid for 2020's contracts and 2021's were going to come due at the end of this year and he may have to find that within his budget to make that adjustment back so that he could pay their contract obligations for 2021, so he added that back in for next year.

Mr. Outwater questioned line #A3170.453 Phone/Inmate/Miscellaneous. Sheriff Cutting stated there was a revenue line attached to that line. Sheriff Cutting stated that the inmates make collect calls and that money comes in to them. Sheriff Cutting stated that per the Commission of Corrections that money had to be used on programs for the inmates, so there was a corresponding revenue line to the expense line. Sheriff Cutting stated that often there was a little bit of money every year where a few thousand dropped off into the County.

Mr. McNeil stated that they needed a handicapped wheelchair transport vehicle. Mr. McNeil stated that he supposed it was because of security and the way the thing was set up but he wanted to know if they could contract that out for the occasions that they had someone in a wheelchair. Sheriff Cutting stated if he had to move someone in the middle of the night to the hospital, he couldn't wait, he would have to move them. Sheriff Cutting stated they had a guy years ago that weighed over 300 pounds and it took four guys to move him to get him into a car. Undersheriff Frair stated the vehicle was not just for wheelchairs. One side was wheelchair accessible with a ramp, but they could fit eight other prisoners in the back. It would be a regular transport vehicle that they would use every day.

Mr. Khoury stated that he would like to return the line that Mr. Outwater mentioned, #A3170.452 – Equipment Maintenance Contracts. Mr. Khoury stated that the 2019 actual was much lower than the request for 2021 and contracts were pretty much setup and precise and the numbers were known. Mr. Khoury asked if the request for \$127,000 was an estimate or an actual contract number that they would be liable for. Sheriff Cutting stated that it was both. Mr. Khoury asked why it would be going up so high from the 2019 actual. Mr. Khoury stated he knew the Sheriff mentioned there was a lag, but the 2019 was there and what it actually was. Sheriff Cutting stated as the systems aged those contracts increased because more services needed to be done. Whether it was the security system in the jail or whatever they aged and the prices of those contracts increased because they needed more services. Sheriff Cutting stated when they were put in new, they obviously didn't have a problem with them for several years, but now after 15 years that stuff was aging and some of it probably had to be replaced.

Mr. McNeil questioned ammunition for corrections. Sheriff Cutting stated yes, the Corrections Officers were peace officers and every one of them was required to go to the range at least once a year. Sheriff Cutting stated one half of the staff went in the spring and the other half went in the fall, but it was a mandatory training. Mr. McNeil stated because of the number of Corrections Officers was why the number was like that. Sheriff Cutting stated yes.

Mr. McNeil made a motion, seconded by Mr. Mastro, to approve the 2021 Tentative Budget 129 – Public Safety Building Corrections as amended. Carried.

OTHER RESOLUTIONS:

Authorizing Supplemental Appropriation of Funds for Community College Expenses - \$70,000:

Mr. Outwater stated that the resolution was for the appropriation supplemental funds of \$70,000 from Appropriation Account #A1990.96 - Contingency to Appropriation Account #A2490.44 – Other Expenses.

Mr. Outwater stated this was for community colleges.

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting to adopt a resolution authorizing supplemental appropriation of funds in the amount of \$70,000 for community college expenses. Carried.

Resolution to Follow

Discussion: Mr. McNeil stated the agreement that was with Morrisville, has any one analyzed the cost benefit, if those students didn't do the Morrisville thing, what it would cost the County for Community College. Mr. Craine stated that they have looked at that, and were assuming all students went to a community college. Mr. Craine stated it was an assumption that would not necessarily happen, but assuming they did they thought that they were probably \$15,000 to \$25,000 ahead by having them go to Morrisville.

Mr. Craine stated that as he let the committee know last week they budgeted Community Colleges flat. Mr. Craine stated they haven't seen the rates yet, they were due September 15th. They were still in the SUNY trustees and they had no idea where those rates would be. Mr. Craine stated this resolution and one that was further on with the sales tax issue, would help them finish the budget that they would be presenting some of the information on today. Mr. Craine stated they were of critical importance with making a tax cap compliant budget.

REFERRALS:

Referral #1 - Authorizing Transfer of Funds for Purchase of Computer – Board of Elections - \$1,200:

Mr. Outwater stated that this was for the transfer of funds in the amount of \$1,200 for Elections. A transfer of funds from Appropriation Account #A1450.40 – Elections Services to Appropriation Account #A1450.21 – Equipment. Mr. Outwater stated it was for the purchase of a computer.

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order adopt a resolution to authorize the transfer of funds for purchase of a computer for the Board of Elections in the amount of \$1,200. Carried.

Resolution to Follow

Referral #2 – Authorizing Appropriation of Families First Coronavirus Response Act (FFCRA) FUNDS – Area Agency on Aging - \$3,600:

Mr. Outwater stated this was a referral for the AAOA and was COVID money coming in. Mr. Woodford stated that they have appropriated FFCRA funds twice for the AAOA and this was for \$3,600.

Mr. Woodford stated that the detail was at the bottom of the draft resolution. #A7610.21 – Equipment for \$1,500 to purchase a computer, #A7610.42 – Supplies and Materials \$1,500 and #A7610.44 - Other Expense \$600.

Mr. Blanchard made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order adopt a resolution to authorize the appropriation of Families First Coronavirus Response Act (FFCRA) FUNDS for Area Agency on Aging in the amount of \$3,600. Carried.

Resolution to Follow

Referral #3 - Authorizing the Transfer of Funds for Extra Hire Expenses – Department of Public Works - \$13,000:

Mr. Outwater stated this was for the appropriation of \$13,000 from Appropriation Account #A8092.152 – Weigh Station Operator PT to Appropriation Account #A8090.19 – Extra Hire.

Mr. Woodford stated that DPW had a part time weigh station operator position that was vacant and were operating with extra hire so transfer was from the part time line over to extra hire for the remainder of the year.

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order adopt a resolution to authorize the transfer of funds for extra hire expenses for the Department of Public Works in the amount of \$13,000. Carried.

Resolution to Follow

Referral # 4 - Authorizing Appropriation of New York State Department of Health Flu Readiness Funds – Department of Public Health - \$13,566:

Mr. Outwater stated this was authorizing an increase in Revenue Account #A344 – State Aid Immunization by \$13,566.

Mr. Woodford stated it appropriated it over to Appropriation Account #A4010.213 – Equipment-Prevent for two pharmacy grade refrigerators for the storage of vaccine. Mr. Woodford stated that it was a timely time to purchase those.

Mr. Blanchard made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order adopt a resolution to authorize the appropriation of New York State Department of Health Flu Readiness Funds for the Department of Public Health in the amount of \$13,566. Carried.

Resolution to Follow

YEAR END RESOLUTIONS:

Establishing Date for Payment of Unpaid 2020 – 2021 School Taxes and 2020 Village Taxes and Final Date to Accept School and Village Taxes from School Districts and Villages:

Mr. Outwater stated this was for unpaid taxes for 2020 – 2021 school taxes and 2020 villages and taxes and the final date to accept school taxes and village taxes.

Mr. Outwater stated they adopted a resolution like this every year.

Mr. McNeil made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order adopt a resolution to establish the date for payment of unpaid 2020 – 2021 school taxes and 2020 village taxes and final date to accept school and village taxes from school districts and villages. Carried.

Resolution to Follow

Credits to Towns for Part-County Sales Tax:

Mr. Woodford stated as Mr. Craine stated earlier, the development of the 2021 budget was predicated on the application of the sales tax credit to the towns as was done every year.

Mr. Craine stated that there were no changes recommended from the previous year.

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order adopt a resolution for credits to towns for part-County sales tax. Carried.

Resolution to Follow

Other 2021 Tentative Budgets:

106 – Medical Examiners:

Mr. Blanchard made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 106 – Medical Examiners as presented. Carried.

141 – Case Investigation – COVID:

Mr. Woodford stated this was a new budget offset by federal COVID aid, with a zero local share. Mr. Woodford stated there were two positions that were put in place in 2020 and it would go through June of 2022.

Mr. Khoury made a motion, seconded by Mr. Blanchard, to approve the 2021 Tentative Budget 141 – Case Investigation - COVID as presented. Carried.

157 – Veterans Service Agency:

Mr. Blanchard made a motion, seconded by Mr. McNeil, to approve the 2021 Tentative Budget 157 – Veterans Service Agency as presented. Carried.

163 – Youth Bureau:

Mr. Blanchard made a motion, seconded by Mr. Seneck, to approve the 2021 Tentative Budget 106 – Medical Examiner as presented. Carried.

Discussion: Mr. Khoury stated that there was a zero change to local share which was very good, especially under times of questionable revenue streams. Mr. Khoury asked could they assume that the revenues in the budget would be coming through and how did they determine that the budget was truly zero. Mr. Wilcox stated that it was kind of a place holder to make sure if indeed the revenues did come, they could take them. Mr. Khoury stated then it was contingent upon revenue coming in. Mr. Wilcox stated yes.

166 – Area Agency on Aging:

Mr. McNeil asked if the transportation line included fuel. Mr. Woodford stated by contract it was for the home delivered meals program and for part of this year the program was stopped. Mr. McNeil stated it was a contract amount. Mr. Woodford stated yes.

Mr. Outwater stated the line looked a little high to him and they only spent about \$85,000 the year before, even though they haven't spent much this year because of COVID.

Mr. McNeil made a motion, seconded by Mr. Khoury, to amend the budget by reducing line #A7610.51 by \$5,000 from \$98,400 to \$93,400. Carried.

Mr. Khoury there was a line in the budget called Communications was wondering what that entailed, was it for mailing. Most of the communications seemed to be online and asked if there was a reason and why it went up 11%. Mr. Seneck stated it was for dealing with the elderly population and he did not know how many of those people were online. Mr. Seneck stated that there were some seniors who were computer savvy but his experience with them was that the number was quite small.

Mr. Khoury stated what the communications were, was it a printing and mailing situation then. Mr. Woodford stated that they would ask Mr. Wessels to join the meeting so that he could answer those questions.

While waiting for Mr. Wessels, Mr. Khoury asked what the Budget Technician did because it seemed to be the only title like that he has seen in the budgets and if it was a full time position. Mr. Woodford stated it was the only title in the County that he was aware of and the AAOA budget was primarily funded by state and federal aid. The individual was in charge of handling those aid dollars, modifying those budgets and submitting those budget modifications as well as submitting all of the claims against the budget. Mr. Woodford stated it was a key position in the department for claiming purposes throughout the year.

Mr. Craine stated that it was not unusual, DSS had three or four financial people and Mental Health had two or three. Mr. Craine stated all of the departments dealt with billing and state and federal reimbursement forms. Mr. Craine stated each of those individuals were unique to their own department's funding. Highway had a couple of people. Mr. Craine stated that you could roll them all up and put them into a finance office, but the Treasurer's Office would not be prepared programmatically to deal with that and they think the way it worked, worked well for them. Mr. Craine stated Eric Depperman in the Health Department was another individual. Mr. Craine stated that they were experts in their fields so it was very helpful for the Treasurer's Office to have it decentralized as opposed to having a command and control situation which he did not think would function nearly as well.

Mr. Khoury stated they were embedded within each department and were close and on top of the moving parts. Mr. Craine stated exactly and most of those were reimbursable to some degree.

Mr. Wessels and Ms. Cleveland joined the meeting. Mr. Outwater stated that they had a question on the budget. Mr. Outwater stated thank you for coming in under budget but they reduced the Transportation line by \$5,000 already and Mr. Khoury had a question on Communications line #A7610.47.

Mr. Khoury stated his question was exactly how were they communicating and doing it and if it was printing do they set that out on a competitive request for quotes and why was it up 11.1%. Ms. Cleveland stated the line covered telephone and postage and because NY Connects was coming back into their department they were going to have an additional employee. Ms. Cleveland stated because of that they increased it for their telephone calls and the 800 number. Mr. Wessels stated additionally during the pandemic they had to convert most of the work to calling. Mr. Wessels stated long distance calls went up because they were not conducting home visits they had to conduct interviews over the phone. Mr. Wessels stated that was some of the additional expenses that they were also experiencing. Mr. Khoury stated what they were saying was they were billed for the additional toll calls that were replacing the visits. Mr. Khoury asked if that how it worked with Frontier, they itemized the toll calls. Mr. Woodford stated yes.

Mr. Wessels asked if he could comment on the Transportation line because that was their home delivered meal line. Mr. Wessels stated it was the contract was for delivering meals to homes and asked if that was up for

debate. Mr. Outwater stated they already moved it and the discussion was they knew why it wasn't used this year because of COVID, but the year before that they only used \$85,000. Mr. Outwater stated so they figured they were not going to use it all. Mr. Wessels stated that Ms. Cleveland just reminded him that there was a rate decrease charged by First Transit. Mr. Wessels asked Ms. Cleveland if they would still be okay with the \$5,000 decrease. Ms. Cleveland stated it was hard to tell because of COVID. Mr. Wessels stated alright, fair enough.

Mr. Blanchard made a motion, seconded by Mr. McNeil to approve the 2021 Tentative Budget 106 – Medical Examiner as amended. Carried.

2021 Tentative Budget 108 - Treasurer

Mr. Craine stated provided the committee with a copy of a sheet that compared the 2020 adopted budget to the 2021 tentative budget. Mr. Craine stated that he highlighted a few things and he would be brief on that because they would be seeing the full slide show presentation in a couple of weeks.

Mr. Craine stated not taking into account the actions from today their appropriations were down .04 of 1%, which was really remarkable for any business, particularly for businesses with union contracts with built in salary increases of probably \$500,000 and retirement increases of about the same. Mr. Craine stated despite those increases their appropriations were down.

Mr. Craine stated their tentative tax rate was \$0.24 and they have been running around \$0.25 the last several years. Mr. Craine stated that it really was not a 2% tax cap, it has been more of a 1.75% over the ten years. Mr. Craine stated that they were under the cap now by about \$12,000.

Mr. Craine stated that on the second sheet that he handed out had the Guiding Financial Precepts listed. Mr. Craine stated this morning Supervisor Grace asked him what to project for sales tax. Mr. Craine stated his reply was that many counties that they have seen, such as Cattaraugus County, the budget was 100% of their 2019 sales tax return to 2021. Mr. Craine stated that they did not think that would happen. Mr. Craine stated in the budget that they had, and one of the large numbers in the Treasurer's budget was \$8.7 million for sales tax and they had the Sheriff reduce sales tax on the Corrections side, they would budget the 2021 sales tax at 93% of 2019 actual. Mr. Craine stated they believed that was what they would actually receive this year. Mr. Craine stated that they did not want to become aggressive this year and budget something more than they felt they would appropriately receive, particularly when they budgeted state aid at about 90%. Mr. Craine stated state aid could be 80%, the State told them they would be doing a 20% cut on various state aid.

Mr. Craine stated between the two, 93% on one and 90% on the other, the aggregate dollars were about the same it was little over \$1 million. Mr. Craine stated that they were comfortable that it would work out one way or the other or they would have some split between them.

Mr. Craine stated one of the ways any municipality could get into rapid trouble was to over budget revenues.

Mr. Craine stated they were adhering to the tax cap.

Mr. Craine stated they just got their stress rating in this week and they had eight years of not in stress rating with a perfect score again. Mr. Craine stated that not many counties had this rating. There were only 15 counties and of the 15 counties only 6 or 7 of them have done it for three years in a row. Mr. Craine stated that they did not know what next year would bring, but right now they think they were going to run a slight book deficit for next year and a little larger cash deficit. Mr. Craine stated that once they have a nine month report put together, he would show it to the committee on October 16th.

Mr. Craine stated that they were going to remain debt free. Mr. Craine stated that they had several projects pending that were on hold, such as the COB project along with a project with the Public Defender and the District Attorney. Mr. Craine stated the landfill project for cell development wasn't on hold yet because it hasn't matured, but they would have to deal with that in three or four years. Mr. Craine stated that it was entirely possible that they may have to borrow money, but were hopeful that they wouldn't.

Mr. Craine stated that they wanted to have \$15 million of unassigned general fund surplus. Mr. Craine stated that the surplus balance as of 12/31/19 was \$24 million which was the healthiest since he has been with the County. Mr. Craine stated they were likely to have a cash deficit of \$5 million to \$7 million, but it was hard to know right now.

Mr. Craine stated that the DSS receivables from yesterday was \$3.9 million, up from \$3.3 million. Mr. Craine stated that they received nearly \$1 million today that was cut by 20%. Mr. Craine stated they had other receivables from Mental Health and ADAS. Mr. Craine stated that CHIPS money did not come in yet. Mr. Craine stated that it was supposed to be distributed on September 30th and they did not know where that stood, but they believed it would be 80% of what they applied for.

Mr. Craine stated that despite all of that they reduced the applied for next year by \$10,000. Mr. Craine stated it was not by much, but they were able to do it. Mr. Craine stated it was the eighth year they have been able to do that.

Mr. Craine briefly went over the 2021 Tentative Budget Fact Sheet because he already spoke about the items with the committee.

Mr. Craine stated that they could get into the budget, but he just wanted to provide them with the backdrop for it.

Mr. Craine stated on the Treasurer's budget sales tax revenue at about \$8.7 million they have included a new item, Extra Clerk Hire for \$10,000. Mr. Craine stated that they would like to have Mr. Young back for a few days next year and they believed next year that their Payroll Clerk, Starr Gould, would be retiring and they would like to keep her on staff to come back and assist with items from time to time. Mr. Craine stated that there was a lot of years of experience that they would need to lean on from time to time.

Mr. Williams stated that there was money in the equipment line because they would like to purchase a laptop so that they could work remotely from time to time.

Mr. Williams stated most everything was in line with their 2019 spending. Travel and other areas were down due to COVID restrictions this year, but they expect that all to be back up to normal next year.

Mr. Williams stated the other big thing to mention was Interest. Mr. Williams stated that they all knew interest rates were way down so they took their Interest on Securities to almost to zero, with \$1,000 and then their Interest on Earnings on Deposit and Investments from \$95,000 down to \$50,000. Mr. Williams stated the banks weren't paying any interest, they were getting 20 basis points, so they accounted for that loss of income.

Mr. Craine stated that they had about \$700,000 more in the bank than this time last year. Mr. Craine stated a large part of that was because health care costs were down about \$2 million. Mr. Craine stated that they hope it wasn't down because people weren't getting necessary tests and that in three or four years that \$2 million savings turned into a \$4 million expense. Mr. Craine stated that there was also a remarkable effort by people to not spend money. Mr. Craine stated that accrued in their bank balance which was why they had more in the bank than a year ago.

Mr. Khoury stated they were obviously looking at a revenue issue, the revenues were down. Mr. Craine stated that their expenses were extraordinarily low and to chase expenses further would be a foolish endeavor.

Mr. Khoury stated that he did not see anything on that side, he was looking at the Interest on Securities and asked why it was such a big drop, he knew interest rates were running somewhere around .25%, but was that basically it or was there more they could do there. Mr. Craine stated that several years ago they went through this period of low rates. Mr. Craine stated that when he first came here the Interest budget was somewhere around \$750,000 and it was solely on the bank paying them. Mr. Craine stated that there was a fixed rate at 1.5% and that rate went down to 20 basis points in 2012, 2013 or 2014 and stayed there until 2017 when it began to ramp up again. Mr. Craine stated then it became more beneficial to buy short term treasuries, so they bought \$2 million of longer treasuries for the landfill closure, a million matures in 2024 and a million matures in 2025, netting a little over 2% on that. Mr. Craine stated that went directly to landfill closure and it earned around \$40,000 a year, which was money that they did not have to get from the real property taxpayers to cover.

Mr. Craine stated that all other securities matured and they had no other securities. Mr. Craine stated the \$1,000 was there as a place holder in case they should buy some but they'd have to go out either five or seven years to exceed the 20 basis point yield that they would get from the bank. Mr. Craine stated that they could not take that type of a risk because when rates went up, those securities would lose face value.

Mr. Craine stated that they did not pay any bank fees and many counties paid \$50,000 to \$100,000 in bank fees.

Mr. Craine stated they would earn 20 basis points on they hoped about \$50 million next year which would be \$100,000. Some of that went to other departments and theirs showed about \$55,000 for day to day interest but they had no treasuries. Mr. Craine stated they saw no chance in buying treasuries in 2021.

Mr. Seneck made a motion, seconded by Mr. Khoury, to approve the 2021 Tentative Budget 108 – Treasurer as presented. Carried.

Budget Update:

Mr. Outwater stated that they were \$12,000 to the good with the budget before today. Mr. Craine stated that today they save around \$35,000.

Mr. Craine stated that there were two suggestions that he wanted to make today. They budgeted \$290,000 under the Tribal Compact because they really did not know where they were going to come out and they would be happy with \$275,000 which was a \$15,000 reduction in revenue. The other would be an expense addition of \$20,000 which gave them the \$35,000.

Mr. Craine stated that they took Salary & Escrow down by \$5,000 from \$25,000 and they would like to return that to \$25,000. Mr. Craine stated that the Sheriff has done a great job on 12 hour shifts but they haven't run a whole year with those 12 hour shifts. They spent 73% of payroll through nine months and they were not sure how that would play out by the end of the year so they could have some clean up there. Mr. Craine stated that he did not think it would be huge but if it was 1% of the Sheriff's salary lines of about \$1.7 million that was \$17,000. Mr. Craine stated they thought it would be appropriate to take Salary & Escrow back up from \$5,000 to \$25,000.

Mr. Craine stated that it would bring things back to exactly the same with some places to make adjustments in 2022 of they needed to.

Mr. Williams stated that saving was about \$40,000 so they could put \$20,000 in Salary & Escrow and \$20,000 from Tribal Compact.

Mr. Khoury made a motion, seconded by Mr. Seneck to adjust the following budgets: Tribal Compact revenue from \$290,000 to \$270,000 and increase Salary & Escrow by \$20,000. Carried.

Mr. Craine stated no meeting on October 9th, on October 16th they would have the slide show presentation with the committee and on October 28th they would give the budget presentation to the BOS. Mr. Craine stated on the following day, October 29th would be their normal committee meeting.

Mr. Craine stated he was concerned back in July on how deep they would have to go with applying money from the unassigned fund balance to balance the 2021 budget. Mr. Craine stated that it was quite remarkable where they got to. Mr. Craine stated it put them in very good shape for 2022.

Mr. Seneck made a motion, seconded by Mr. McNeil to cancel the October 10, 2020 Finance Committee meeting. Carried.

Mr. Craine stated that they still hoped to have the public budget hearing on November 17th.

Adjournment:

Mr. Outwater adjourned the meeting at 11:11 a.m.

slh

**Finance Committee Meeting
Chenango County Office Building – Committee Room
Friday October 16, 2020 – 10:00 am**

Present were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor George Seneck, County Treasurer Bill Craine, Deputy Treasurer's Barb Strier and John Williams, Sheriff Ernie Cutting, Undersheriff Dan Frair, Area Agency on Aging Director Brain Wessels, Budget Technician Ellen Cleveland, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Absent: Supervisor James J. McNeil

Chairman Wayne Outwater called the meeting to order at 10:00 am.

**Bill Craine, Treasurer and John Williams, Deputy Treasurer
2021 Tentative Budget:**

Mr. Craine and Mr. Williams presented a brief overview of the 2021 Chenango County Tentative Budget Fact Sheet to committee members. A copy of the presentation can be found on the County's website at:
<http://www.co.chenango.ny.us/treasurer/documents/2021%20Chenango%20County%20Tentative%20Budget.pdf>

Mr. Williams referred to the following website during the presentation:
<http://www1.osc.state.ny.us/localgov/nys-local-government-interactive-data.htm>

The full presentation will be provided to the full Board during the budget meeting on October 28, 2020.

Mr. Craine asked if anyone had any questions regarding the budget presentation.

Mr. Outwater asked if looking at the constitutional tax cap bill was something that they needed to take a look at now or could they wait a year or two. Mr. Craine stated that they could wait a year or two and that they would ask the County Attorney to research it and he believed that it would require a local law. Mr. Craine stated if it was as simple as he believed it was, he would recommend doing it. Mr. Craine stated that it did not affect the amount of money they were going to raise, but they did not need the comptroller's office coming in and telling them what to do.

Mr. Craine stated that they were set up well for next year. They needed to settle the labor contract with the Sheriff's Office, but they would wait to do that until the end of the year after the budget was adopted. Mr. Craine stated there was enough money in salary and escrow to cover that.

Mr. Craine stated that he hoped to have a little bounce in sales tax next year. Mr. Craine stated that he believed that they have set themselves up for success in 2022 if they had some good recovery in sales tax.

Mr. Khoury asked Mr. Craine to explain the mechanics of AIM funding and how it affected sales tax payments per town. Mr. Craine stated AIM was around \$350,000, about \$290,000 for the towns and about \$60,000 for the villages. Mr. Craine stated that the payments came at different times during the year. The towns would be a December adjustment which would be reflected in the sales tax distributions that the Treasurer's Office sent out in late January or early February. Villages are in May and they got adjusted in the July payment. Mr. Craine stated they had one village this year because AIM had a negative adjustment. Mr. Craine stated that they did not

ask the village to pay them back, but they did deduct it from the following check that went out to them. Mr. Craine stated the mechanics were, first of all, if the AIM revenue represented more than 2% of the towns and villages general fund expenditures the State would continue to pay them AIM. Mr. Craine stated in Chenango County that was the towns of Oxford and Preston. Mr. Craine stated the State continued to pay them and when they did the true up they would not true them up because they were paid by the State. Mr. Craine stated they were paid 80% of what they received in the past. Mr. Craine stated the City of Norwich got their money directly from the State and were also reduced 20%. Mr. Craine stated that left 19 towns and 7.5 villages, Earlville is in only half of the County. Mr. Craine stated the mechanics were that the Comptroller paid the towns in December like they always have for the same amount, then the County received notice from the comptroller for how much they paid respectively, the Treasurer's Office simply deducted that from the amount of money that they were paying them. Mr. Craine stated basically the towns were paying themselves back and they split the remainder, so if \$6 million came in and AIM was \$300,000, then the \$5.7 million was split under the traditional formula and the towns paid themselves back the \$300,000. Mr. Craine stated the same thing happened with the villages.

Mr. Craine stated distressed hospitals were a little different because it was an equal split, no one was reimbursing anyone, and it was just coming out of their hide. So \$120,000 in January \$60,000 would come from the villages and towns and \$60,000 from the County. Mr. Craine stated then there would be a deduction in April, July and October of about \$45,000.

Mr. Craine stated it was costing them about 2% of their sales tax that was being taken out. Mr. Craine stated the pretense with AIM was they were taking care of us and allow sales tax to be collected on online sales. Mr. Craine stated if they did not do that when they did, they would have had this huge influx of online sales this year with no tax, which would have made the sales tax look far worse than it was. Mr. Craine stated pre COVID the State told us we would have this big bonanza and they were taking part of that out to fund AIM. Mr. Craine stated they thought pre COVID that number would be about \$1 million. Mr. Craine stated the State would get half. They got 4% the County got 4% and then the State takes \$350,000 for AIM. So now the State took \$500,000 of theirs and \$350,000 for AIM or \$850,000 so of the \$1 million of increased sales tax revenue, the County gets \$150,000, which took care of the 1% sales tax that was dedicated to the Public Safety Building.

Mr. Craine stated the counties were not the winners in that distribution. Mr. Craine stated he would really like to see NYSAC litigate this issue because it would be an unending reservoir of funds for the State for anytime that they had a shortage. Mr. Craine state it was not appropriate, the Counties did not have the opportunity to do that with their collections.

Mr. Craine stated that they needed a motion to advance the 2021 Tentative Budget to the full Board on October 28, 2020.

Mr. Seneck made a motion, seconded by Mr. Khoury, to move the 2021 Tentative Budget to the Board of Supervisor's meeting for presentation on October 28, 2020. Carried.

Mr. Woodford stated that they could cancel the Finance meeting for October 23, 2020 because it was not necessary to meet.

Mr. Seneck made a motion, seconded by Mr. Blanchard to cancel the October 23rd Finance Committee meeting. Carried.

Mr. Woodford stated that participation for the October 28th BOS meeting was important and explained how the meeting would occur due to the occupancy requirements in effect at this time.

Other:

Mr. Outwater stated that he attended a snowmobile association meeting last evening and the State wanted to take 20% from the snowmobile money. Mr. Outwater stated it was tough for him to believe that all of the snowmobile trails in all of the counties with all of the work and grooming that went into those trails all of which was volunteer work, the State got all of that volunteer work to generate all of that sales tax money for the State and the counties and the Governor wanted to come in and cut 20% of it.

Mr. Outwater stated that he would like to see this committee send a resolution through to the next BOS meeting opposing the 20% cut in sales tax money, with the same reasoning that he spoke of.

Mr. Mastro made a motion, seconded by Mr. Khoury, to refer to the next BOS meeting in order to authorize a resolution to voice the displeasure to the State over the 20% cut in sales tax money for snowmobile trail maintenance. Carried.

Discussion. Mr. Khoury stated that many landowners as well offer up their land as well for snowmobile trails and that was also a form of volunteerism without reimbursement.

Mr. Outwater stated he thought there was more sales tax money that came in than they realized based on what the volunteers did, not only in the County but all over the State. Mr. Outwater stated he thought it was important to try to fight for them.

Mr. Woodford stated along the line of that 20% reduction they would have a similar resolution put before them during the October 29th Finance Committee meeting in opposition of the recent invasion of county sales tax dollars by the State. Mr. Woodford stated other counties have put this forward as well.

Adjournment:

Mr. Outwater adjourned the meeting at 10:58 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, October 29, 2020 – 10:00 am

Present were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor James J. McNeil, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor George Seneck, County Treasurer Bill Craine, Deputy Treasurer John Williams, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Referrals:

1. Authorizing Agreement with Riger Marketing Communications and Making Appropriations Therefore – Planning & Development - \$7,000

2. Authorizing the Appropriation of State Homeland Security Program Funds – FY2020 – CFDA #97.042 – Fire & Emergency Management Services - \$105,008

3. Authorizing the Appropriation of Emergency Management Performance Grant Funds – FY2020 – CFDA #97.042 – Fire & Emergency Management Services - \$23,582

4. Authorizing Transfer of Funds for Overtime Expenses – County Clerk - \$7,000

5. Authorizing Transfer of Funds for Overtime Expenses – Department Of Public Health - \$15,000

6. Authorizing Appropriation of Upper Payment Limit (UPL) Funds – Community Mental Hygiene Services - \$79,225.59

7. Authorizing Transfer of Funds for Overtime Expenses – Community Mental Hygiene Services - \$7,000

Mr. Outwater asked if everyone had a copy of the agenda and referrals 1 through 7. Mr. Outwater stated hearing that no one stating that they did not, he would like to entertain a motion to either approve all seven or to pull any of the seven that they wished to talk about.

Mr. McNeil stated that he would like to move all seven referrals to the next BOS meeting for adoption. The motion was seconded by Mr. Seneck. Carried.

Resolutions 1- 7 to follow

Other:

Mr. Outwater stated that he would accept a motion for 1 through 3 or for anyone to pull any of the resolutions that they wanted to discuss.

Mr. Khoury stated that he would like to pull resolution number 1.

Mr. McNeil stated that he would like to pull resolution number 3.

Mr. Blanchard stated that they might as well go through all of the individually since two of the four had been pulled.

1. Resolution Calling on the Governor and State Legislative Leaders to Restore Reductions to Counties Sales Tax:

Mr. Khoury stated that he was just looking for clarification on the resolution in two areas. One, where exactly did the reduction occur, he imagined it was going to be the AIM funding and if they were going to do this, what was the approach and how would they contact Albany on this.

Mr. Outwater stated that they would pass a resolution at the Board floor and it would go to the Governor and all of the legislators.

Mr. Craine stated when the legislature was gracious enough to extend the sales tax to online sales, the Governor said we were going to get all of this extra money and cut AIM funding, other than to the Cities. Mr. Craine stated the AIM funding was still going to the cities, paid directly by the State, but was reduced by 20%.

Mr. Craine stated that there were two towns in the County, Oxford and Preston, because of the size of their budget and the amount of the aid that were still paid directly by the State but at a 20% reduction.

Mr. Craine stated the rest was going to be a County responsibility. Mr. Craine stated they were going to take all of this extra sales tax that came from online sales and pay AIM, which was about \$350,000, and then in June when the State adopted the post budget they also decided to tack on money for distressed hospitals. Mr. Craine stated none of which were in our area, or in Upstate NY. Mr. Craine stated they were going to raise about \$250 million statewide for distressed hospitals and said they were going to be gracious and not assess us in the first half of 2020, they were going to put it all on 2021 and take all of it in 2021. Mr. Craine stated in other words the State said they were going to take half of it in January and then in April, July and October the other. Mr. Craine stated the two together was about \$600,000 and that was maybe what they might get in online sales if you looked at online sales the way they used to be and not because of COVID.

Mr. Craine stated basically they had \$1 million that came into the County on that type of tax, half went to the State and the County kept the other half. Mr. Craine stated the State invaded the County's \$500,000. Mr. Craine stated all of the county treasurers believed that this was a precedence that they should not allow to stand and if necessary take them to court because what's to say a year or two years from now they didn't need money to fund DSS or unemployment benefits or some other program.

Mr. Craine stated we had to stand on our own and they would like them to stand on their own and we would like our 4% without any invasion.

Mr. Craine stated that it would be a resolution sent to the State and maybe something would happen, maybe not. Then the County Treasurers Association and NYSAC would have to decide whether it was tempting to go to litigation. At that time it would have to come back for the counties to decide whether or not to approve the litigation. Mr. Craine stated they were a long way from that, but they at least wanted to begin to build the foundation in case they needed to go further.

Mr. Khoury asked if this action had support from other counties and was NYSAC involved in this. Mr. Craine stated there were at least a half a dozen other counties that have adopted this resolution. Mr. Craine stated the resolution was basically an Ontario County resolution and there were probably 25 other Treasurer's at the meeting held last Friday with almost all of them working on something similar.

Mr. Craine stated it was a good time to do this because they went back into session in January. Mr. Khoury stated this was timely and they had a general consensus that this was a good idea.

Mr. Blanchard made a motion, seconded by Mr. Seneck to move the resolution to the full Board. Carried.
Resolution to Follow

Discussion: Mr. Outwater stated the only thing that worried him about the sales tax business was he saw a big jump in internet sales and he was afraid that people who were doing that wouldn't go back to the other way.

2. Authorizing Refund of Real Property Taxes for 2020 Town of Afton - Real Property Tax Services

Department:

Mr. Seneck made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to adopt the resolution. Carried.

3. Authorizing Supplemental Appropriation of Funds for Departmental Expenses – Information

Technology:

Mr. McNeil asked if the purpose for the appropriation of the funds was in relationship to the ransomware problem. Mr. Woodford stated correct, and this resolution would authorize two appropriations from surplus.

Mr. Woodford stated it would move \$75,000 to equipment. Mr. Woodford stated that they have incurred a much smaller equipment obligation thus far and they kind of shot for the high side. Mr. Woodford stated as of yesterday the number was around \$20,000 for a server and a bunch of PC's. Mr. Woodford stated they would be rebuilding the network.

Mr. Woodford stated the other component was for licensing. Mr. Woodford stated from what he understood, the system would be built on the latest technology, which was more cloud based.

Mr. Woodford stated that they have not pinned down the licensing cost, but it was a certain number of dollars per machine per year. Mr. Woodford stated that number could be as high as \$85,000. Mr. Woodford stated there was also a contractual service cost that they have incurred with NYS Information Technology Services for providing some forensic services and services for rebuilding the network. Mr. Woodford stated that had a cap on it of about \$25,000.

Mr. Woodford stated that they were shooting for the high side and it was quite frankly a stab in the dark at this point and as time went on they would have a better handle on the situation.

Mr. Seneck asked if they were going to expect the licensing fees to be an ongoing expense. Mr. Woodford stated that was his understanding, it would be an annual fee. Mr. Woodford stated they did incur that fee now, but it was resident to the PC but this would include all of the latest technology.

Mr. Craine stated this was relevant to the long term. If they carried \$100,000 forward to the next year, that was not in the budget, and the road patrol's agreement, that would maybe absorb \$350,000 of 2022 before they started planning. Mr. Craine stated what he might bring back next month was a recommendation to appropriate \$100,000 between contingency and tobacco revenue and put it into community colleges because they rolled community college money over from year to year. Mr. Craine stated they might roll over as much as \$300,000, which might allow him to lower the community college line in 2022 from \$1.4 to \$1.2 million. Mr. Craine stated it was kind of a circuitous method to funding it. Mr. Craine stated there was no other place he could do that, it needed to be done in the rollover account.

Mr. Craine stated he would need to meet with Mr. Woodford on it because he may need some Medical Examiner money, but they were working on it.

Mr. McNeil stated in addition to the NYS people, has there been an offer of anybody willing to come forth locally to help out with rebuilding the system. Mr. Woodford stated not to his knowledge, initially they were working with the Department of Homeland Security in addition to the NY State Police as well as the NYS Information Technology Services, which had a fee for service program. Mr. Woodford stated given that the Board of Elections was in election season as well.

Mr. McNeil stated he did not know if there might have been a local company that came forward and offered any help in rebuilding it.

Mr. Craine stated that he spoke with the CEO of Preferred Mutual, Chris Taft, and they were not able to send people to help but they certainly would be glad to share ideas.

Mr. McNeil stated he thought that maybe NBT would come forth and offer assistance.

Mr. Seneck stated that other tech services in our area were becoming nonexistent. Mr. Seneck stated that you used to be able to secure someone locally to work on systems and it has really dried up. Mr. Seneck stated they had to go outside the area and this was scary stuff because it went above and beyond any skill set that he had.

Mr. Outwater asked how much would be left in contingency after the \$75,000 transfer. Mr. Craine stated they had about \$53,000 that covered any actions from the November meeting and they could need \$10,000 or \$12,000 for the Medical Examiners and which would leave \$40,000 and they would appropriate \$60,000 from tobacco money to get to \$100,000. Mr. Craine stated they also needed to look carefully at other accounts and be respectful of places where they were going to be off. Mr. Craine stated that he did not want to starve everything.

Mr. Woodford stated, just to be clear, this would take \$200,000 from surplus, not contingency. Mr. Woodford stated that given this was a onetime expense, under an exigent event, it did comply with their fund balance policy.

Mr. Khoury stated that he agreed with the urgency to appropriate the funds and asked if they looked at Homeland Security's many grants that came through. Mr. Khoury asked why this wouldn't apply to the monies they got, if this was not an emergency situation, what was. Mr. Woodford stated he believed that was a possibility down the road. Homeland Security had all sorts of funding sources related to electronic communication. Mr. Woodford stated he did not think it was out of the realm and this was an effort to plug a gap and shoot on the high side, but certainly he believed there may be other avenues. Mr. Woodford stated they also had cyber insurance to look at and stated he did not know if \$200,000 would be enough, but any dollars that were not used would go back into surplus.

Mr. Woodford stated it was a stop gap to ensure that they could get moving forward and not get stuck because they did not have appropriations to get them where they needed to be.

Mr. Woodford stated that there may be other avenues to look at as time went on, this was a situation that would not rectify itself over night and would be a process for a while. Mr. Woodford stated those other funding possibilities would not be a stone left unturned.

Mr. Craine stated that NYSAC provided them with a number of \$ 3 billion to the 57 counties, direct aid to local governments with the stimulus bill, and it appeared to him that Treasury Secretary Mnuchin and Speaker Pelosi had largely come together on it and then decided it would wait until after elections. Mr. Craine stated if that bill was passed, and in fact the \$3 billion went to the 57 counties, the County would get \$8 million to \$12 million. Mr. Craine stated there was a 50/50 chance that they would get something and to add to what Mr. Woodford said, and he thought that they were likely to get some money at some point in time.

Mr. Outwater asked Mr. Craine if he thought the money would be tied to certain things. Mr. Craine stated the way it was now written, it was apparently direct aid to local governments with no strings attached, distributed by population.

Mr. Wilcox stated that he just wanted to make sure that people realized that there was a sense of urgency here because there were issues that this county had to deal with. Number one with payroll, which thankfully was up and running but they also had bills to pay. The Auditors office was not functioning and they also had Mental Health and Public Health with their hands tied by this thing. Mr. Wilcox stated that there was a sense of urgency and they had to get this taken care of and then worry about the money later. Mr. Wilcox stated that he was not one that liked to do that but that was the reality.

Mr. Craine stated that they had tax bills that had to be printed, there was \$25 million that they were highly reliant on collecting. Mr. Craine stated that they had a remarkable record of collecting that money in the first five months of next year and that was money that they absolutely had to have because they would be overwhelmed by that number if they didn't have the inbound cash flow.

Mr. Craine stated that they also had things that were by no means minor, they had to print, publish, distribute and transmit W-2's by January 31st. Mr. Craine stated they filed about 600 to 700 W-2's and they could have a multi thousand dollar penalty for late submission.

Mr. Craine stated that was just two of many items.

Mr. Outwater stated he agreed that this needed to be moved through fast and he also agreed with Mr. Khoury and they should take a look at grant funding because no one got more grant funding than Emergency Management. Mr. Outwater stated they had a ton of money sitting around.

Mr. Khoury stated that he was not downplaying the propriety and this has been very well explained to them.

Mr. Khoury made a motion, seconded by Mr. McNeil, to move the resolution along for adoption to the next BOS meeting. Carried.

Resolution to Follow

4. Refill - Network Technician - Information Technology:

Mr. Outwater stated that Mr. Ericksen lost a guy with all of the problems going on in his department. Mr. Outwater stated that this was approved by the Personnel Committee contingent on this committee's approval.

Mr. Mastro made a motion, seconded by Mr. Seneck, to approve the refill of the Network Technician position. Carried.

Discussion: Mr. Khoury asked if there was anyone lined up for the position. Mr. Outwater stated he did not believe there was.

Year End Resolutions:

1. Designation of Date of Warrant

2. Authorizing Payment of Pre-audit of December 2020 Bills From 2020 Appropriations

3. Authorizing the Transfer of Funds from Appropriation Account to Capital Project Account – Bureau of Fire

4. Authorizing the Chenango County Treasurer to Appropriate Year-End Balances For Landfill Closure – Department Of Public Works (Waste Management)

5. Authorizing Levy of Past Due Water Charges in the Norwich Town Water District – Town of Norwich

6. Authorizing Ratification of 2021 Budget for the Bags Solid Waste Management District

7. Adoption of County Taxable Totals – Real Property Tax Services

8. Authorizing the Chenango County Treasurer to Approve Certain Applications for Corrections – Real Property Tax Services

9. Authorizing Levy of Past Due Water Charges in the Hamlet of Guilford Water District – Town of Guilford

10. Authorizing Levy of Past Due Water Charges in the Mount Upton Water District – Town of Guilford

11. Authorizing Levy of Past Due Water Charges in the South New Berlin Water District– Town of New Berlin

12. Authorizing Levy of Past Due Water Charges in the South New Berlin Water District– Town of New Berlin

13. Authorizing the Chenango County Treasurer to Appropriate Prior Year Funds Raised for Certain Benefits and Expenses

14. Final Credits and Debits from the Chenango County Treasurer

Mr. Outwater asked if there any resolutions that anyone would like to pull from the list to discuss.

Mr. Craine stated that Mr. Woodford was kind enough to get them together early this year with what was going on and they would rather get them adopted now. Mr. Craine stated not just with what was going on with the computer issue but with an increase in local COVID cases, they did not know if they might have some sort of a shutdown again. Mr. Craine stated that they were trying to get everything done early this year.

Mr. Outwater stated as he looked at them, they were very familiar, but they could certainly pull any of them that they wanted to.

Mr. Woodford stated to go off from Mr. Craine’s earlier statement, they decided yesterday that they would move forward today with number 13. Mr. Woodford stated that it was the re-appropriation of prior year balances that rolled forward for several appropriations to the subsequent year and they figured their budget was somewhat predicated on those re-appropriations so it was better done sooner than later.

Mr. Blanchard made a motion, seconded by Mr. McNeil, to move year end resolutions 1 – 14 to the full Board for adoption.

Resolutions 1 – 14 to Follow

Other:

Mr. Woodford stated that the dedicated budget meeting was held on October 28, 2020 so the committee did not need to come in for a meeting on November 4, 2020.

Mr. Seneck made a motion, seconded by Mr. Mastro, to cancel the November 4, 2020 Finance Committee meeting. Carried.

Adjournment:

Mr. Outwater adjourned the meeting at 10:25 a.m.

slh

Finance Committee Meeting
Chenango County Office Building – Committee Room
Thursday, December 3, 2020 – 10:00 am

Present were: Chairman Wayne C. Outwater, Supervisor Jeffrey B. Blanchard, Supervisor James J. McNeil, Supervisor Charles A. Mastro, Supervisor Michael R. Khoury, Supervisor George Seneck, County Treasurer Bill Craine, Deputy Treasurer John Williams, Real Property Tax Services Director Steve Harris, Public Works Director Shawn Fry, Planning Director Shane Butler, Clerk of the Board/County Auditor RC Woodford, and Board Chairman Lawrence Wilcox.

Chairman Wayne Outwater called the meeting to order at 10:00 am.

Steve Harris, Director, Real Property Tax Services
Court Orders – Town of Greene:

Mr. Harris stated that they received three court orders for property tax refunds for properties in the Town of Greene.

Mr. Harris stated that one of them included three parcels for the Mirabito gas station. Mr. Harris stated the order was for 2018, 2019 and 2020 taxes.

Mr. Harris stated the other orders were for twelve parcels for one owner. The refund was for the 2019 and 2020 tax years.

Mr. Harris stated the total amount to the County was for \$16,729.19 for all of the refunds.

Mr. Harris stated the refunds were court ordered so they did not have a lot they could do about it.

Mr. Seneck made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to authorize the court ordered refunds for the listed parcels in the Town of Greene. Carried.

Resolution to Follow

School Tax Collection:

Mr. Harris stated he had some concerns with getting the tax bills out on time, but right now it appears that they will be caught up on their end. Mr. Harris stated they should go out on time. Mr. Harris stated over the past eight years they have been able to get the bills out quicker to the towns to make things easier for everybody since it was during the holiday season and he believed that they will still be able to do that this year.

Mr. Harris stated the biggest hold up that they had was the County adopted the budget the 17th of November and they could not do anything in his office because of the collection period that they have for people to pay their school taxes. Mr. Harris stated most counties did not offer that, if it was returned from the school it was relieved. Mr. Harris stated that window affected the timing that they could even begin starting to bill. Mr. Harris stated the County received nothing for doing that. They do not get interest or penalties, they just paid personnel to collect that tax. Mr. Harris stated it did not benefit a large number of people, this year they had 120 payments from about 80 people countywide over 30,000 bills that were sent out for school purposes. Mr. Harris stated if that window wasn't there, they could start bills sooner. Mr. Harris stated the way it was set up, they could pay this year right up until the day before Thanksgiving, in years past it has been as late as November 30th.

Mr. Harris stated the IT Department had to load a file into the program that they used to produce the bills. Mr. Harris stated that he had no control over that, it was done strictly by the IT Department. Mr. Harris stated just through the calendar, the soonest the IT Department could upload those files was on November 30th, and the process typically took three to four days to complete before he could print a bill. Mr. Harris stated that the collection period was a headache for the County to get nothing out of it.

Mr. Craine stated his predecessor, Bill Evans, said the only reason they collected that money was to give the County a little extra cash flow. Mr. Craine stated cash flow was not a problem for the County right now, they might collect \$3,000 to \$4,000 which was a fairly insignificant amount of money. Mr. Craine stated school districts also pushed their collection date back, sometimes they were not done collecting until the 10th or 11th of November. Then they sent them back here and the County was supposed to create a list so that people who had about 70 days to pay were given 6 more days to pay the County. Mr. Craine stated it became extraordinarily difficult for the tax department and the treasurer's office.

Mr. Craine stated they go through things to see how they can be more efficient and he and Mr. Harris believed that it would be much more efficient to run the bills as soon as they get them back from the schools in order to get them done. Mr. Craine stated they mentioned it because Mr. Harris had to order more forms and they would need to change that wording under their billing format. Mr. Craine stated he and Mr. Harris believed they have the authority to do that without a resolution, but they wanted to bring this to the committee's attention. Mr. Craine stated they were between \$40 million to \$45 million at risk if they could not produce bills on time. Mr. Craine stated to jeopardize that for the collection of maybe about 70 or 80 property owners, who tended to be the same property owners each year, was simply not worth the risk.

Mr. Seneck stated the concern he had was would they send notifications to those individuals. Mr. Craine stated they could notify them of the change.

Mr. Harris stated they could also make the school districts aware of this so they would be able to send out notifications in their newsletters or send it as an insert in their tax bills.

Mr. Mastro asked if they would prefer a resolution. Mr. Craine stated they would gladly take that direction if the committee wanted to. Mr. Craine stated it was really about the efficiency and the risk that they had.

Mr. Mastro made a motion, seconded by Mr. Seneck, to eliminate the collection period for school taxes at the Treasurer's Office. Carried.

Resolution to Follow

Mr. Craine stated that he and Mr. Harris put the relieved school taxes and villages and City of Norwich School District's taxes together in a packet for the committee. Mr. Craine stated all totaled they were almost \$100,000 less than last year. Mr. Craine stated they owed the villages about \$30,000 more and they owed the schools about \$15,000 more, with the exception of Norwich. Norwich was about \$110,000 less. Mr. Craine stated it was really remarkable during this economic time of stress that they had to come up with \$90,000 less on \$4 million. Mr. Craine stated he thought that people were very concerned with keeping their houses and making investments in their houses and paying their taxes. Mr. Craine stated they appreciate that; it was a great thing for everybody.

Mike Khoury, Chairman of Planning & Economic Development Committee, Shawn Fry, Director of Public Works and Shane Butler, Planning Director **Airport Administration:**

Mr. Khoury stated that in the last few months they have had a change in the management over the Airport. Mr. Khoury stated the Airport Administrator, Don MacIntosh, would be resigning as of December 31, 2020. Mr.

Khoury stated they were looking for a way to run things more efficiently, use the services that they had in-house with the talents and the people who were already in place to help them reform and change the job description.

Mr. Khoury stated shared services were encouraged by the state level and they could do that internally at the County level as well. Mr. Khoury stated he appreciated Mr. Fry coming to the meeting to discuss what his department could do. Mr. Khoury stated they had an office that would be available at the Airport and Mr. Fry had skilled engineers in place. Mr. Khoury stated what they were looking for was a management type position with oversight and someone being there to work with the Airport employee, who was maintaining the Airport and keeping the operations going. Mr. Khoury stated he was looking forward to working with Mr. Fry to see how they could do that. Mr. Khoury stated as they could talk about a pay scale, but he believed it was important to determine the role of the position and what the job description would look like.

Mr. Fry stated there was no question that they could think about putting a person in the office at the Airport. Mr. Fry stated his initial thought was to relocate the Sealer of Weights and Measures Director, Eric Davis, to that office because he already stored his equipment at the Airport. Mr. Fry stated that Mr. Davis could provide some oversight and there was no question that one of the three Deputy Directors could stop in regularly if needed. Mr. Fry stated that the DPW was already providing support to the maintenance and repair of the equipment at the Airport over the last few years, so that would not be a big change.

Mr. Fry stated as far as the compensation piece, he would need more information in order to talk about that. Mr. Fry stated if there was going to be a bunch of assigned duties and assigned expectations, he would like to see something in writing before he could talk about some sort of compensation.

Mr. Outwater stated they had a job description for the County Planning Director that included part of the Airport Administrator's job. Mr. Outwater stated during the Personnel Committee meeting they talked about having the person that was going to be assigned from the DPW would also need to have this in his job description. Mr. Outwater stated they also talked about giving the Finance Committee the authority to take care of it today so that it did not have to go back to the Personnel Committee. Mr. Outwater stated they needed to look at how they were going to divide it up also, but Mr. Fry needed to assign someone. Mr. Outwater stated he also told Ms. Kerr, the Personnel Officer, that she needed to write this into a job description.

Chairman Wilcox stated he was concerned with having oversight of the airport maintenance worker down there without some sort of presence or oversight for OSHA related liabilities. Chairman Wilcox stated the proposal of putting the Sealer of Weights and Measures Office up there with the maintenance worker kind of gave them a stamped ticket that they had someone with some sort of oversight. Chairman Wilcox stated he did not think it would be a matter of doing any real work for the airport, it was just a presence. His office would be located there, and he would be in and out several times a day taking care of that.

Mr. Seneck stated one of his concerns was specifically knowing what responsibilities those people would have. Mr. Seneck stated Mr. MacIntosh performed a certain role and without him being there, who was going to pick up those pieces, specifically within a job description. Mr. Seneck stated there were perhaps a lot of other things that they did not consider or were aware of that he was doing on a day to day basis. Mr. Seneck stated there were contracts, T-hangars, and other pieces of Mr. MacIntosh's job going somewhere. Mr. Seneck stated he believed they needed to have a clear understanding of what those pieces were and who was going to be responsible for them.

Mr. Butler stated from his perspective, a lot of those duties have been picked up by the current maintenance worker, Frank Turner. Mr. Butler stated that it would be a good suggestion to offer that to Mr. Turner as a management position and as a combined position rather than having him as a maintenance worker. Mr. Butler stated Mr. Turner has been working at the Airport for 15 years and he had all of the experience. Mr. Butler stated if any of them went up there to do the work that Mr. MacIntosh did, Mr. Turner would probably be teaching them how to do it.

Chairman Wilcox stated the issue he had with that was Mr. Turner's position was a union position versus a management employee and they would need to be cautious in handling it. Mr. Wilcox stated he did not disagree with that idea, they just needed to go through the steps. Mr. Outwater stated if that were the case, they would have to ask the union to take that position out of their union and put it on the comp schedule. Mr. Outwater stated that was going to take a little more time.

Following further discussion, Mr. Outwater stated the hope was to come to an agreement today so that there was someone in place by the first of the year, however that did not seem to be the case. The committee agreed to have the Planning and Economic Development Committee and the Personnel Committee look at this further in order to develop the job descriptions and determine who would have the responsibilities.

RC Woodford, Clerk, Board of Supervisors

Refill – Journal Clerk:

Mr. Woodford stated he preemptively spoke with the Personnel Committee yesterday, requesting the refill of Journal Clerk. Mr. Woodford stated he did not have a written resignation in hand just yet, but the Journal Clerk informed him that during the first week of January she would be going back to work for the State of New York.

Mr. Woodford stated the Personnel Committee set the salary at the 2021 budgeted amount of \$25,009 annually.

Mr. Mastro made a motion, seconded by Mr. Blanchard, to refill the Journal Clerk position after receipt of the resignation of the current Journal Clerk during the first week of January. Carried.

Transfer for Extra Hire – Legislative Board:

Mr. Woodford stated that Ms. Howe has said that in all likelihood she would be available, at least on a part time basis, early on next year to help as necessary. Mr. Woodford stated he was requesting a transfer of \$2,000 from the 2021 Journal Clerk's salary line to the Extra Hire to be utilized as needed.

Mr. Seneck made a motion, seconded by Mr. McNeil, to refer to the next BOS meeting in order to transfer \$2,000 from the Journal Clerk line #A1010.13 to Extra Hire line #A1010.14. Carried.

Resolution to Follow

REFERRALS:

1. Authorizing Transfer of Funds for the Payment of Payroll Expenses – Board of Elections - \$6,519.

2. Authorizing Transfer of Funds for The Payment of Payroll Expenses – Public Safety/ Corrections/ Sheriff's Office - \$63,000.

3. Authorizing Transfer of Funds for Purchase of Computer Tablets – Public Safety Corrections - \$5,000.

4. Authorizing Supplemental Appropriation of Funds for Medical Examiner Expenses - \$10,000.

5. Authorizing Appropriation of New York State Health Foundation Funds Related to Covid-19 Response for Early Intervention Services – Department of Public Health – Children's Services - \$892.

Mr. Outwater stated he would entertain a motion to refer all five of the draft resolutions to the full Board unless anyone wanted to pull any of them.

Mr. Khoury made a motion, seconded by Mr. Mastro, to refer to the next BOS meeting in order to adopt the above resolutions. Carried.

Resolutions to Follow

OTHER RESOLUTIONS:

Authorizing Appropriation of Funds for Community College Expenses - \$100,000

Mr. Woodford stated this was in preparation for the 2022 budget. Mr. Woodford stated it was one of the accounts that they reappropriated.

Mr. Craine stated the line for 2021 was \$1.4 million and they expected to spend that much this year and as Mr. Woodford stated they were looking at 2022.

Mr. Craine stated they were starting the 2021 year behind about \$400,000 for 2022. Mr. Craine stated they had the Sheriff's road patrol agreement that they were going to ratify. Mr. Craine stated it was not wrapped in the 2021 budget, which meant he was going to have to pick that up twice in the 2022 budget for 2021 and 2022. Mr. Craine stated they were going to have some extra IT expenses in all likelihood and they have been running a little bit of catch up on the cost of social security, so they need to have about \$100,000 for that.

Mr. Craine stated there was \$400,000 to \$450,000 there and that was almost the tax cap for 2022. Mr. Craine stated if they could do this maneuver with Community Colleges and reappropriate it, he could probably reduce the appropriation line from \$1.4 million to \$1.2 million the following year. Mr. Craine stated he would pick up at least half of the current pick up. Mr. Craine stated they had very little, limited leeway on what they could do, and this was one opportunity.

Mr. McNeil made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to authorize the appropriation of funds for Community College expenses. Carried.

Resolution to Follow

YEAR END RESOLUTIONS:

1. Authorizing County Charges Against the City of Norwich for the Year 2021.

2. Authorizing Transfer of Funds for Personnel Services – Various Departments.

3. Authorizing the Transfer of Funds to Juvenile Detention and Rehabilitation Program Account – Department of Social Services.

4. Designating Depositories and Adoption of Comprehensive Fund Balance and Investment Policies.

Mr. Outwater stated he would entertain a motion for Year End Resolutions 1 through 4 unless anyone wanted to pull any of them.

Mr. Khoury stated he would like to pull number 3.

Mr. Mastro made a motion, seconded by Mr. Seneck, to refer to the next BOS meeting in order to adopt resolutions 1, 2 and 4. Carried.

Resolutions to Follow

3. Authorizing the Transfer of Funds to Juvenile Detention and Rehabilitation Program Account – Department of Social Services:

Mr. Khoury stated he would like to discuss the vulnerability they have from the program by the State by the forced removal of someone and was looking to have clarification. Mr. Khoury stated it looked like something they were mandated to do.

Mr. Craine stated he would like to give them a little bit of history on it. Mr. Craine stated for at least fifty years the courts had the opportunity to remove a child from a home and place them in that type of care. Mr. Craine stated that they have not had a person in that type of care for five or six year. Mr. Craine stated that they used to appropriate \$100,000 every year for that and the DSS Commissioner, Dan Auwarter, appropriately stated why should they be appropriating the money if they did not have the expense, so they took three or four years of that money and put it into a project account. Mr. Craine stated the project account had about \$400,000 in it and they were getting to the point where they thought it would be enough and they could take the appropriation down from \$100,000 to around \$25,000 just to have a placeholder in the budget.

Mr. Craine stated however, since then they have had this same type of forced placement in the Mental Health department, where they had a number of people who were put into some type of facility at \$700 per day, of which they have been responsible to pay for half but the latest Governor's budget wanted to make them responsible for all of the costs.

Mr. Craine stated they took the \$200,000 that they appropriated there previously in DSS and reduced that to \$100,000 and put the other \$100,000 into the Mental Health budget. Mr. Craine stated this year they have used about \$90,000 in Mental Health and expect to spend another \$90,000 before the end of the year. Mr. Craine stated that he believed they could be found within the Mental Health budget.

Mr. Craine stated that this resolution was 2022 budget management. What they would really like to do was reduce the DSS line item now to maybe \$20,000 and then they would have nearly \$500,000 in reserve. Mr. Craine stated unfortunately at the same time they were taking that down and in the other area Mental Health has ramped up. Mr. Craine stated they may have to increase their budget from \$100,000 to \$150,000 or they could decide next year to have them both reduced and then live off the reserve for a year or two, which was the reason for creating the reserve. Mr. Craine stated they were a little reluctant to live too long off the reserve because if they had an annual expense of several hundred thousand dollars, they really should budget for it or it would catch them in a hurry.

Mr. Craine stated it was 2022 budget planning, doing what they have done for the last several years. Mr. Craine stated they were in the hopes that they would not need to appropriate \$200,000 between the two departments next year, but at this point in time it was unclear.

Mr. Woodford stated another part of the motivation with the project account was, upon its inception, that was also the era where the Raise the Age mandates were becoming effective and Raise the Age mandates not only affected DSS it also affected the County Attorney and Probation. Mr. Woodford stated it was somewhat difficult to really put a finger on what that ultimate financial cost would be. Mr. Woodford stated they created this project account to tuck this money away to save some dollars for what was an unknown obligation.

Mr. Craine stated this was all local money, not attached to state or federal money, that if they had some emergency in some other department they could use.

Mr. Khoury made a motion, seconded by Mr. Blanchard, to refer to the next BOS meeting in order to authorize the transfer of funds to the Juvenile Detention and Rehabilitation program account. Carried.

Resolution to Follow

Bill Craine, County Treasurer

Payroll Clerk & Disbursements Clerk Positions:

Mr. Craine stated Starr Gould, the payroll Clerk, has given them notice that she planned on retiring in June of next year. Mr. Craine stated he would like the committee's approval to be able to go to the Personnel Committee when they needed to next year in order to begin refilling that position. Mr. Craine stated he wanted to get through the process, because they didn't want to go a day without having a Payroll Clerk, by going through his standing committee first and then to Personnel and back to Finance. Mr. Craine stated that Shelly Gage, the Disbursements Clerk, was training with Ms. Gould. Mr. Craine stated it has been great, and they have had no additional expense. Mr. Craine stated they fully expected Ms. Gage to take over the Payroll Clerk position simultaneously when Ms. Gould retired. Mr. Craine stated there may be some small payment of unused leave time for Ms. Gould and they would deal with that when the time came.

Mr. Craine stated they would also go to the Personnel Committee about refilling the Disbursements Clerk position. Mr. Craine stated they had an internal person and there were also some other people they have considered for the backfill.

Mr. Craine stated he just wanted the committee's approval to fill and backfill those positions.

Mr. Seneck made a motion, seconded by Mr. Khoury, to refer to the Personnel Committee in order to refill the Payroll Clerk position and backfill the Disbursements Clerk position upon the resignation of the Payroll Clerk. Carried.

Referral to Personnel

Audit:

Mr. Craine stated the auditors were here this week and the two departments they picked were the Airport and Historian. Mr. Craine stated they would have new people in both of those departments, and he thought it was an appropriate time that they did an audit of those departments.

Year End:

Mr. Craine stated they believed at the end of the year that their cash in the general fund would be somewhere between breaking even and -\$3 million. Mr. Craine stated they expected to have the same result in the bank.

Mr. Craine stated they think with luck they would break even to -\$2 million, Mr. Young thinks they will make \$1 million. Mr. Craine stated he hoped Mr. Young was right, that would be great.

Mr. Craine stated there were 3100 counties in the United States and their guess was they would be 500 of those that would have an even budget and they would be very pleased if they were there.

Mr. Craine stated things were going remarkably well for what they have been going through.

Stimulus Bill:

Mr. Craine stated Congress was fooling around with the federal stimulus bill for direct aid to municipalities. Mr. Craine stated they kept going back and forth on the issue. Mr. Craine stated that December 11th appeared to be the date.

Mr. Craine stated there were two bills in front of them. One was called the skinny bill out of the Senate, which was \$500 billion, some money to schools, but no money to local municipalities.

Mr. Craine stated then there was this bill that was of a more bipartisan approach that moved forward two nights ago that seemed to be catching some more benefit. Mr. Craine stated they would take \$900 billion that would include direct aid to municipalities.

Mr. Craine stated at one point they were debating a \$1 trillion bill, NYSAC advised that Chenango County's share would be about \$12 million. Mr. Craine stated the \$900 billion bill was about half and he thought the County's share would be about half and they might expect \$6 million.

Mr. Craine stated they have heard him talking all year, that if they had \$100 per capita that would be about \$4.8 million, which would be a big help. Mr. Craine stated if the bill passed it would be ready by December 12th and if it passed, they would have a check probably before the December BOS meeting. Mr. Craine stated he believed it was based on population and the number of COVID-19 cases.

Mr. Craine stated he put together some figures on a handwritten note that he provided a copy of to the committee.

At the top he put the scenarios of receiving \$5 million, \$7.5 million and \$10 million.

Under each amount he broke down how much he would put towards budget stabilization to eliminate the \$1.5 million that they had to carry over and help with the tax cap situation that they had to deal with. The remaining funds would be put towards capital projects and divvied up between the District Attorneys/Public Defenders remodel, landfill cell 5, the public safety building and the County Office Building project.

Mr. Craine stated he put this together for them to begin thinking about the things that they needed to do or were planning to do.

Mr. Craine stated he was trying to outline the project to help them avoid having to borrow money that would take care of those obligations that they have already historically created.

Mr. Craine stated he put this together for them to look over for some idea, it would be up to the BOS to decide, the money would go into the bank when it arrived. Mr. Craine stated it could fall over to the reserve if they wanted it to, but he thought it would be good to have an organized plan for using it.

Mr. Khoury asked if it was coming in as COVID-19 relief, were there any earmarks on that money or did they have complete latitude. Mr. Craine stated it was supposed to be complete latitude because so many local governments have been hurt. Some municipalities have had to cut back on the maintenance work they did and/or layoff people.

Mr. Craine stated they would be doing the right thing by Chenango County taxpayers by using the funds for those programs rather than spending it elsewhere and having to come up with the money later. The projects needed to be done, the landfill was agreed on over 20 years ago, the public safety building was nearing 20 years and the COB hasn't had any thing done to that section since the 1960's.

Mr. Wilcox stated Chenango County was fortunate to have someone like Mr. Craine and his staff to bring the to this point. They have worked hard over the last 20 years to make sure Chenango County was in the shape that it was, unlike other counties.

Adjournment:

Mr. Outwater stated that this was his last committee meeting and that he would like to thank Mr. Craine and his staff. Mr. Outwater stated Mr. Craine's staff made this committee a lot easier to work with. Mr. Outwater stated he was there before Mr. Craine came in and it was a lot easier now than it was then.

Mr. Outwater thanked the committee members and told them they were a great committee to work with. They may not have always agreed, but they always came to the right answer.

Mr. Outwater adjourned the meeting at 11:02 a.m.

slh