

## **WAYS & MEANS COMMITTEE**

**November 9, 2022**

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

**Pledge of Allegiance to the Flag:** The Pledge of Allegiance was led by Committee Chairman Brooke Harris.

**Roll Call:** B. Harris, D. Fanton, J. Burdick, P. Curran, K. Demick, S. Havey, J. Ricci, D. Root, P. Stockin

**Other Attendees:** G. Barnes, T. Boyde, R. Budinger, A. Carrow, A. Cyr, S. Decker, G. Hanchett, D. Healy, C. Knapp, J. Ricketts-Swales, B. Riehle, T. Ross, J. Rumfelt, T. Windus

### **Approval of Minutes**

A motion was made by Legislator Fanton, seconded by Legislator Havey, and carried to approve the October 12, 2022, Ways & Means Committee minutes.

A motion was made by Legislator Root, seconded by Legislator Demick, and carried to approve the October 19, 2022, Ways & Means Committee minutes.

A motion was made by Legislator Ricci, seconded by Legislator Curran, to approve the October 26, 2022, Ways & Means Committee minutes. Ways & Means Committee Chairman Brooke Harris noted that Legislator Kevin "Fred" Demick's name was left off the roll call on October 26. A motion was made by Legislator Ricci, seconded by Legislator Havey and carried to include Legislator Demick's name on the roll call for the October 26 Ways & Means minutes, and the minutes were approved as amended.

### **Approval of Audit**

Committee members reviewed the audit of claims for November 9, 2022, in the amount of \$3,727,444.08 (including prepaid bills). A motion was made by Legislator Fanton, seconded by Legislator Root, and carried to forward the audit to the full Board for approval of payment.

### **Acceptance and Appropriation of Insurance Recovery Checks**

Clerk of the Board Brenda Rigby Riehle requested a resolution accepting a check in the amount of \$1,175.05 from the New York Municipal Insurance Reciprocal (NYMIR) representing the cost less a \$200 deductible to repair our 2020 Chevrolet Tahoe, VIN #1GNSKDEC9LR250907, (Lease #AC050) assigned to the Sheriff's Office. The vehicle was involved in a motor vehicle/deer accident on October 19, 2022.

The funds should be accepted and appropriated as follows:

Appropriation:

CS1931.429 (Risk Retention – Uninsured Property Loss) \$1,175.05

Revenue:

CS1930.2680.00 (Insurance Recovery) \$1,175.05

The request was approved on a motion made by Legislator Ricci, seconded by Legislator Demick, and carried. **Prepare Resolution**

Mrs. Riehle also requested a resolution accepting a check in the amount of \$828.85 from the New York Municipal Insurance Reciprocal (NYMIR) representing the cost less a \$500 deductible to replace

the windshield on our 2018 Laymor Sweepster 450 Road Broom, VIN #SM450ST39548, assigned to the Public Works Department. The windshield was reported broken on September 12, 2022.

The funds should be accepted and appropriated as follows:

Appropriation:

CS1931.429 (Risk Retention – Uninsured Property Loss) \$828.85

Revenue:

CS1930.2680.00 (Insurance Recovery) \$828.85

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

### **Mortgage Tax Apportionment**

Clerk of the Board Brenda Rigby Riehle reported that the mortgage tax figures for the period April 1, 2022, through September 30, 2022, have been received, and the apportionment to the towns and villages has been calculated. Mrs. Riehle requested a resolution approving the apportionment of mortgage tax to the tax districts and authorizing the warrant. The request was approved on a motion by Legislator Burdick, seconded by Legislator Ricci, and carried. **Prepare Resolution**

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

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

Mrs. Riehle also requested a resolution authorizing the payment to the towns and villages of the Mortgage Tax fees retained by the County Clerk's Office to cover the necessary expenses incurred for the period April 1, 2022, through September 30, 2022, in the administration of the Mortgage Tax Program. The amount of \$25,027.65 should be appropriated from A1410.432 (County Clerk – Contractual) and distributed to the towns and villages as summarized on the attached Memorandum of Explanation. The request was approved on a motion by Legislator Root, seconded by Legislator Fanton, and carried.

**Prepare Resolution**

### REFERRALS FROM OTHER COMMITTEES:

#### **Public Works**

1. Department of Public Works Superintendent Thomas Windus requested a resolution to accept and appropriate the approved Marchiselli funding for the Design and Right-of-Way Incidental phases not previously appropriated to Capital Project CR26 Bridge, Belfast, BIN 3330740. The project funding will now be 80 percent Federal, 15 percent State, and 5 percent Local. The following transfer is required to decrease the portion of County funding now being covered by Marchiselli funding, reducing the Local Share to 5 percent of the project instead of the 20 percent as budgeted. (\$76,750 down from \$271,000).

Budget adjustment requested as follows:

From:

H5980.5031.00 CR 26, Belfast, County Share (\$203,250)

To:

H5980.3097.00 CR 26, Belfast, State Share \$203,250

Reference Resolution No. 116-22 for the original appropriation of funding before Marchiselli funding was awarded to Allegany County. The request was approved on a motion by Legislator Fanton, seconded by Legislator Demick, and carried. **Prepare Resolution**

2. Mr. Windus requested approval to fill one full-time Heavy Motor Equipment Operator II (AFSCME bargaining unit, Grade: 14, Step: Base to 7) and all subsequent positions in the Department of Public Works. The annual salary of this position is estimated to be between \$39,673.09 and \$48,398.06, with benefits estimated to be between \$17,313.34 and \$21,120.91. This position is funded with 100 percent County funds and is included in the 2022 Budget. The request was approved on a motion by Legislator Fanton, seconded by Legislator Curran, and carried. **Notify Human Resources**
3. Mr. Windus requested approval to fill one full-time Building Maintenance Mechanic (AFSCME bargaining unit, Grade: 15, Step: Base to 7) and all subsequent positions in the Department of Public Works. The annual salary of this position is estimated to be between \$40,907.78 and \$50,996.73, with benefits estimated to be between \$17,852.15 and \$22,241.88. This position is funded with 100 percent County funds and is included in the 2022 Budget. The request was approved on a motion by Legislator Fanton, seconded by Legislator Havey, and carried. **Notify Human Resources**
4. Mr. Windus requested approval to fill one full-time Heavy Equipment Mechanic (AFSCME bargaining unit, Grade: 14, Step: Base to 7) and all subsequent positions in the Department of Public Works. The annual salary of this position is estimated to be between \$39,673.09 and \$48,398.06, with benefits estimated to be between \$17,313.34 and \$21,120.92. This position is funded with 100 percent County funds and is included in the 2022 Budget. The request was approved on a motion by Legislator Fanton, seconded by Legislator Root, and carried. **Notify Human Resources**
5. Mr. Windus requested approval to fill one full-time Senior Engineer Technician (PEF bargaining unit, Grade: 5, Step: Base to 11) and all subsequent positions in the Department of Public Works. The annual salary of this position is estimated to be between \$41,922.06 and \$58,029.97, with benefits estimated to be between \$18,294.79 and \$25,324.28. This position is funded with 100 percent County funds and is included in the 2022 Budget. The request was approved on a motion by Legislator Fanton, seconded by Legislator Ricci, and carried. **Notify Human Resources**

### **Public Safety**

1. Public Defender J. R. Santana Carter requested approval to fill one full-time Confidential Secretary (Non-unit, Grade: 3, Step: Base to 5) in the Public Defender's Office. The annual salary of this position is estimated to be between \$38,740 and \$44,911, with benefits estimated to be between \$16,907 and \$19,600. This position is mandated by Indigent Legal Services. The annual salary is funded with 100 percent State funds, and benefits are funded with 80 percent County funds and 20 percent State funds. The request was approved on a motion by Legislator Havey, seconded by Legislator Demick, and carried. **Notify Human Resources**
2. Emergency Management and Fire Director Jeff Luckey requested a resolution to accept the contract for the FY2022 Emergency Management Performance Grant in the amount of \$23,456 allowing for the usage of the funds in 2023. This grant is used to offset salary costs of \$15,261 within the Office of Emergency Management regarding mitigation, preparing, planning, and recovery from man-made and natural disasters and allocates \$2,000 to purchase PPE, \$2,195

for training of the OES staff, and \$4,000 to offset the cost of rent. Resolution #153-22 provided the OES & Fire authorization to apply for the Homeland Security FY22 LEMPG grant. This is a 50/50 grant with a County match of \$ 23,456.

A 3668 Homeland Security - Emergency Management Performance Grant (EMPG) FY 2022 Appropriations (\$ 22,869.) \*\* new account number for Budget Year 2023

A 3668.101	Salary	\$15,261
A 3668.207	PPE	\$ 2,000
A 3668.405	Conference	\$ 2,195
A 3668.414	Rent	\$ 4,000

Revenues (\$ 23,456) \*\* new account number for Budget Year 2023

A 3668 4306.EMP22	Fed Aid Homeland Security – EMPG 22	\$23,456
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Total grant: \$46,912

The request was approved on a motion by Legislator Havey, seconded by Legislator Fanton, and carried.

**Prepare Resolution**

- Mr. Luckey requested a resolution to accept and appropriate the DHSES SHSP 22 grant. Resolution #154-22 was approved to apply for the grant. The total grant with the SLETPP is \$59,750. The amount of the OES grant is \$32,863. Contract #T190103, DHSES # WM22190103. New grant regulations were to use certain amounts in certain areas. Cyber Security, Soft Targets, and Emerging Threats.

\*\*NEW COST CENTER A 3672E – OES HS SHSP FY22 T#190103

Appropriations (\$32,863)

A 3672E.207	Equipment - Portable Radios & Pagers /Damage Assessment Program	\$27,113
A 3672E.405	Conference	\$ 2,500
A 3672E.416.416	Phone Connectivity	\$ 800

Revenues (\$32,863)

A 3672E.4306.FY22	Fed Aid – OES HS SHSP FY22 T#19013	\$32,863
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Total grant: \$32,863

The request was approved on a motion by Legislator Havey, seconded by Legislator Curran, and carried.

**Prepare Resolution**

- Mr. Luckey requested a resolution to pay for up to 10 students to take the EMT- Paramedic Course through an alternative site in Allegany County. It will be held at the Public Safety Building @ 4448 State Route 19, Belmont, NY 14813 with the labs to be completed at the Crossroads Building. MTS will be supplying the instructor for the course.

The course will cost as follows:

Basic Course Fee -	\$ 4,500
Book -	\$ 900
Exam -	\$ 152
Total	\$ 5,552 per student.

Total for 10 students \$55,520

The students would sign a contract that after passing the course, they would work in Allegany County for 3 years in at least one of the agencies. This will also keep our ALS (Advanced Life Support) alive as the CC (Critical Care) sunsets in 2028. We will need them to go up to the Paramedic level to keep them practicing at an ALS level.

**BUDGET ADJUSTMENT REQUESTED TO FUND THIS PARAMEDIC PROGRAM:  
NEW COST CENTER A 4541 \*\*– OES Paramedic Program**

From:	A 1990.430	Contingency	\$ 55,520
To:	A 4541.421**	Education	\$ 55,520

The request was approved on a motion by Legislator Havey, seconded by Legislator Root, and carried.

**Prepare Resolution**

5. Probation Director Scott Grantier requested a resolution to accept and appropriate the NYS Office of Children and Family Services Supervision and Treatment Services for Juveniles Program (STSJP) Grant State Fiscal Year 2022- 2023 in the amount of \$202,258.26. This amount includes an approved rollover from 2021-2022 in the amount of \$20,000.

Appropriations	A 3147.101	STSJP-DSS Personnel	
Revenues (\$202,258.26)	A 3147.3310.00	STSJP-DSS	
	Total grant:		\$202,258.26
	Revenue # A 3147 3310.00		\$202,258.26

The request was approved on a motion by Legislator Havey, seconded by Legislator Demick, and carried.

**Prepare Resolution**

6. Mr. Grantier requested a resolution to accept and appropriate the NYS Division of Criminal Justice Services Probation State Aid Block Grant for State Fiscal Year 2022-23. The amount of the award is \$151,101. The grant period is July 1, 2022, through June 30, 2023.

Appropriations	A 3140.101	Regular Probation Personnel	
Revenues (\$151,101.00)	A 3140.3310.00	Probation Block Grant	
	Total grant:		\$151,101

The request was approved on a motion by Legislator Havey, seconded by Legislator Fanton, and carried.

**Prepare Resolution**

7. Mr. Grantier requested a resolution to accept and appropriate the NYS Division of Criminal Justice Services funding to offset the costs associated with the provision of certified pretrial services, including but not limited to screening, assessments, supervision, and reporting as provided in the enacted (SFY 2022-2023) New York State budget for the period of April 1, 2022- March 31, 2023.

Appropriations	A 3140.208	Probation-Police equipment	\$30,050.50 (50%)
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	A 3140.450 Probation-Public Safety Contracts	\$30,050.50 (50%)
Revenues	A 3140.331 PTC State Aid – DCJS (FY 2022/2023)	\$60,101
	Total grant:	\$60,101

The request was approved on a motion by Legislator Havey, seconded by Legislator Curran, and carried.  
**Prepare Resolution**

8. Sheriff Rick Whitney requested permission to fill one part-time Jail Cook (Grade: 33B, Step: Base) in the Sheriff’s Office. The hourly salary of this position is estimated to be \$19.903. This position is funded with 100 percent County funds and is included in the 2022 Budget. The request was approved on a motion by Legislator Havey, seconded by Legislator Burdick, and carried. **Notify Human Resources**
  
9. County Administrator Carissa Knapp requested a resolution for authorization to upgrade the County’s software system add-on and integration support features to include the new EagleView imagery available under the dispatch map in CAD and for the Chairman of the Board to execute the agreement for services with Tyler Technologies. Accurate and quality aerial pictures of the County’s geographical area including forests, parks, towns, villages, and residential areas will benefit county residents, departments, and municipalities. The request was approved on a motion by Legislator Havey, seconded by Legislator Root, and carried. **Prepare Resolution**

**Personnel**

1. Board of Elections Commissioners Michael McCormick and Brent Reynolds requested a resolution to accept and appropriate funds from the NYS Board of Elections-Absentee Pre-Paid Postage.

Board of Elections-Absentee Pre-Paid Postage \$17,134.99 –BOE01-T004570-1110000

BUDGET ADJUSTMENT BELOW:

Appropriations - (\$17,135)		
Board of Elections (Absentee Pre-Paid Postage Grant)		
A 1450.201	Board of Elections-Office Equipment	\$ 8,000
A 1450.401	Board of Elections-Postage	\$ 9,135
Revenues - (\$17,135)		
A 1450.3089.00	Other General St Aid-Board of Elections	
	Total grant:	\$17,135

The request was approved on a motion by Legislator Ricci, seconded by Legislator Fanton, and carried.  
**Prepare Resolution**

**Human Services**

1. Social Services Commissioner Edna Kayes requested approval to fill one full-time Grade B Supervisor (PEF bargaining unit, Grade: 7, Step: Base to 11) and any resulting backfills in the

Department of Social Services. The annual salary of this position is estimated to be between \$47,194 and \$65,328, with benefits estimated to be between \$2,595 and \$28,509. This position is funded with 35.57 percent County funds, 21.89 percent State funds, 42.54 percent Federal funds, and is included in the 2022 Budget. The request was approved on a motion by Legislator Burdick, seconded by Legislator Havey, and carried. **Notify Human Resources**

- Ms. Kayes requested a resolution to accept and appropriate a donation of funds that have been awarded by the Allegany County Area Foundation to support the annual Foster Care Christmas Party.

Appropriations: \$ 625

A 6010.480 Social Services Admin - Contract (Foster Care)	\$625
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Revenue: \$ 625

A 6010.2705.00 Gifts and Donations – DSS	\$625
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The request was approved on a motion by Legislator Burdick, seconded by Legislator Curran, and carried. **Prepare Resolution**

- Office for the Aging Director Anita Mattison requested a resolution to accept a bequest of \$65,961.15 from the Estate of Jo Hlavaty. The bequest is to be placed in the OFA reserve account for future services, of which 50 percent will be allocated towards Meals on Wheels services.

Please appropriate as follows:

Reserve Account # A 889.0009	\$65,961.15
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The request was approved on a motion by Legislator Burdick, seconded by Legislator Havey, and carried. **Prepare Resolution**

- Ms. Mattison requested a resolution to accept two donations totaling \$1,800 Allegany County Senior Foundation. The first donation of \$1,500 is directed toward purchasing grab bars to help frail seniors remain in their homes, and the second donation of \$300 is for the purchase of green light bulbs to support the Operation Green Light for Veterans campaign.

Please appropriate as follows:

Increase Expenditure Account #	
A 6773.408 OFA Supportive Ser. - General Supplies	\$1,800

Increase Revenue Account #	
A 6773.1972.00 Chgs for OFA - Nutrition	\$1,800

The request was approved on a motion by Legislator Burdick, seconded by Legislator Fanton, and carried. **Prepare Resolution**

- Ms. Mattison requested a resolution to increase the Unmet Needs Program budget by \$21,000. This budget adjustment is necessary to draw down, allocate, and spend the entirety of the grant dollars that were awarded to the OFA, including a \$200,000 supplement.

Please appropriate as follows:

Appropriations (\$21,000.00)	
A 6791.474 Contracts (Homecare)	\$21,000
Revenues (\$21,000.00)	
A 6792.3772.00 St Aid Unmet Needs	\$21,000
Total grant:	\$21,000

The request was approved on a motion by Legislator Burdick, seconded by Legislator Havey, and carried. **Prepare Resolution**

6. Ms. Mattison requested a resolution to finalize revenue from Title III federal grants: III-C, III-B, and III-E. The final federal allocations were higher than originally budgeted for the 2022 County budget.

Please appropriate funding as follows:

Appropriations (\$3,539.00)	
A 6772.402 OFA Nutrition - Mileage	\$ 912
A 6772.422 OFA Nutrition - Gas & Oil	\$1,000
A 6773.402 OFA Supportive Ser. - Mileage	\$ 727
A 6773.405 OFA Supportive Ser. - Conference	\$ 400
A 6786.416 OFA III-E Family Caregiver - Telephone	\$ 250
A 6786.419 OFA III-E Family Caregiver - Printing	\$ 250
Revenues (\$3,539.00)	
A 6772 4772.00 OFA Nutrition – Federal Aid	\$1,912
A 6773 4772.00 OFA Supportive Ser. III-B- Federal Aid	\$1,127
A 6786 4772.00 OFA Family Caregiver III-E - Federal Aid	\$ 500
Total grants:	\$3,539

The request was approved on a motion by Legislator Burdick, seconded by Legislator Curran, and carried. **Prepare Resolution**

7. Ms. Mattison requested a resolution to finalize revenue from the following State grants – Community Services for the Elderly (CSE-A6776) & Wellness in Nutrition (WIN-A6779). The Office for the Aging budgeted \$104,000 in CSE/Transportation in the 2022 County Budget but will be receiving \$111,200.00 in State funding in 2022 and budgeted \$209,907 in WIN in the 2022 County Budget but will be receiving \$230,907 in State Funding in 2022. (See attached NGA's)

Please appropriate funding as follows:

Appropriations (\$28,200.00)	
A 6776.402 OFA Comm. Ser. for Elderly - Mileage	\$ 3,500
A 6776.405 OFA Comm. Ser. for Elderly - Conference	\$ 300
A 6776.413 OFA Comm. Ser. for Elderly - Rental	\$ 250
A 6776.416 OFA Comm. Ser. for Elderly - Telephone	\$ 1,000
A 6776.419 OFA Comm. Ser. for Elderly - Printing	\$ 650
A 6776.424 OFA Comm. Ser. for Elderly - Advertising	\$ 500
A 6776.476 OFA Comm. Ser. for Elderly – Contracts	\$ 1,000
	\$ 7,200

A 6779.402 OFA Wellness in Nutrition - Mileage	\$ 5,000
A 6779.404 OFA Wellness in Nutrition – Maintenance	\$ 4,000
A 6779.411 OFA Wellness in Nutrition - Repairs	\$ 7,000
A 6779.422 OFA Wellness in Nutrition - Gas/Oil	<u>\$ 5,000</u>
	\$21,000
Revenues (\$28,200.00)	
A 6776 3772.00 CSE/Transportation	\$ 7,200
A 6779.3772.00 WIN State Aid-OFA	\$21,000
Total grants:	\$28,200

The request was approved on a motion by Legislator Burdick, seconded by Legislator Fanton, and carried. **Prepare Resolution**

### **Good of the Order**

Majority Leader Steven Havey announced that a caucus would begin at 1:30 p.m. in the Legislative Chambers.

### **Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 1:15 p.m. following a motion by Legislator Demick, seconded by Legislator Ricci, and carried.

Respectfully submitted,

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