**MINUTES**

COMMITTEE:  Gary D. Swackhamer, Chair  Kelly H. Fitzpatrick, Vice Chair  John V. Malter  
Gary G Roush  Brian C. Schu

STAFF:  Jack K. Wheeler  Christopher Brewer  Hank Chapman  
Tammy Hurd-Harvey  Vince Spagnoletti  Mitch Alger

LEGISLATORS:  Scott J. Van Etten  Robin K. Lattimer  Carol A. Ferratella  
K. Michael Hanna  Jeffrey P. Horton  Hilda T. Lando  
Frederick G. Potter

OTHERS:  Mary Perham

I. CALL TO ORDER

Mr. Swackhamer called the meeting to order at 10:35 a.m.

II. APPROVAL OF MINUTES

MOTION:  APPROVING THE MINUTES OF THE DECEMBER 8 2020, AND DECEMBER 21, 2020, MEETINGS MADE BY MR. MALTER.  SECONDED BY MS. FITZPATRICK.  ALL BEING IN FAVOR.  MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A.  Department of Community Services

   1.  Budget Adjustments - Dr. Chapman requested approval of a budget adjustment in the amount of $112,722.00.  Back in November you approved reclassifying a Staff Psychologist position to create a DSS Program Supervisor position.  This budget adjustment shows the $112,722 position cost in the budget and also the revenue to cover the expense.  This position does not increase our department cost to the County.

MOTION:  APPROVING A BUDGET TRANSFER IN THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF $112,722.00 REPRESENTING THE POSITION COSTS FOR THE DSS PROGRAM SUPERVISOR POSITION AND THE REVENUES TO COVER SAID COST MADE BY MR. ROUSH.  SECONDED BY MS. FITZPATRICK.  ALL BEING IN FAVOR.  MOTION CARRIES 5-0.

Dr. Chapman requested a budget adjustment relative to the Mental Hygiene Law.  To give you some background, anytime an individual is criminally charged and deemed incompetent to stand trial, they are sent to the Rochester Psychiatric Center, which is a secure psychiatric facility, for treatment.  In the past, the State paid half of that cost so the County only paid $20,000 per month.  However, this past Spring the Governor changed it to 100 percent county cost so now it is $40,000 per month.  We have $150,000 in expenses still to be paid from last year.  He requested authorization to transfer $150,000 from the Contracts for Services line item to cover that expense.

MOTION:  AUTHORIZING A TRANSFER FROM THE 2020 BUDGET OF $150,000 FROM THE CONTRACTS FOR SERVICES LINE ITEM TO THE MENTAL HYGIENE LINE ITEM TO COVER COSTS FROM 2020 MADE BY MR. SCHU.  SECONDED BY MS. FITZPATRICK.  ALL BEING IN FAVOR.  MOTION CARRIES 5-0.
B. Commissioner of Finance
   1. Monthly Reports – Mrs. Hurd-Harvey asked if there were any questions on the monthly reports. Ms. Fitzpatrick asked with the purchase order for the Law Enforcement Memorial, is that in a capital project or in the Sheriff’s Foundation? Mrs. Hurd-Harvey replied we have these funds.

   Ms. Fitzpatrick asked what about the budget transfer relative to the rent of buildings for Mental Health. Do we not own the building yet? Ms. Prossick replied we are purchasing through bonding with the owner and the bond payment is the same as the rent had been.

   Ms. Fitzpatrick asked with regard to Elections overtime, have we quantified the cost of the mandate? Did we budget properly for this next year? Mrs. Hurd-Harvey replied we did increase these lines. Mr. Wheeler stated we have not done a true costing of what these changes have done, and we can work with Elections to do that.

   Ms. Fitzpatrick noted that we increased the Mobile Work Program $60,000; I was thinking that program was not as busy with COVID? Mrs. Hurd-Harvey replied this is just budgeting; we are moving funds around to where they are actually spending them.

   Mr. Malter commented that is the problem with budget transfers. We are emptying everything into one account and then make distributions later. Mrs. Hurd-Harvey stated that only relates to the salary line. The accounting system breaks it down into further detail. When we transfer to a new system, we will have those discussions. Several departments do budget down to that detailed level.

   2. Animal Safety Capital Project Transfer – Mrs. Hurd-Harvey explained every year we budget $8,500 for the Humane Society and the unexpended funds are transferred to the Animal Safety Capital Project for future use. She asked for authorization to do that. Mrs. Lando asked how much is in the capital project now? Mrs. Hurd-Harvey replied I will have to get back to you with that number. Mr. Wheeler stated before this transfer, there was $21,000 in the Animal Cruelty capital project.

   MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO TRANSFER UNEXPENDED FUNDS FROM THE HUMANE SOCIETY CONTRACT TO THE ANIMAL SAFETY CAPITAL PROJECT MADE BY MS. FITZPATRICK. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

   3. 2020 Budget Adjustments – Mrs. Hurd-Harvey stated that she has two end of year budget transfers for approval. The first is to fund the year-end records management chargebacks. The total amount of the transfer is $53,005.66. She noted that $1,760.52 did come out of the Public Works Training and Conferences line item. The remainder came out of the records management line item in each of the departments. The second transfer is to fund the health insurance expenditure lines. We tried to fund them within the same department if possible. In most instances the amounts were moved from one group health line item to another. For the highlighted items on the handout we had to pull from other line items.

   MOTION: APPROVING THE 2020 YEAR-END BUDGET TRANSFERS AS PRESENTED BY THE COMMISSIONER OF FINANCE RELATIVE TO FUNDING THE END OF YEAR RECORDS MANAGEMENT CHARGEBACKS AND FUNDING THE HEALTH INSURANCE EXPENDITURE LINES MADE BY MS. FITZPATRICK. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

   4. Revised Easement Agreement with Invenergy (Canisteo Wind) – Mrs. Hurd-Harvey informed the committee there have been some modifications to the easement agreement with Invenergy. She stated it will be necessary to revise the resolution that was adopted in November to incorporate these modifications.

   MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO AMEND THE EASEMENT AGREEMENT WITH INVENERGY (CANISTEO WIND) MADE BY MR. ROUSH. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.
C. County Manager

1. Sales Tax Agreement Amendment – Mr. Wheeler stated in the 2014 sales tax agreement we had included $15.7 million to be set aside for the County. When we did the new agreement in 2019, that amount did not get included and we need to include it in the agreement for clarity purposes. This does not change any of the distributions. There are also a couple of other minor changes that will be incorporated. He stated that he has talked with the cities and they have approved the changes.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO AN AMENDED SALES TAX AGREEMENT WITH THE CITIES OF CORNING AND HORNELL FOR A FIVE-YEAR TERM MADE BY MR. MALTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Resolution Required.

Mr. Malter asked what was our sales tax revenue for 2020? Mrs. Hurd-Harvey replied as of last week it was down 4 percent. We have one more payment, but it is much better than what we had anticipated.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. MALTER. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO CANCEL AND CHARGE BACK TO THE COUNTY THE CURRENT DELINQUENT TAXES ON PARCEL #144.00-02-008.110, SITUATE IN THE TOWN OF BATH AND AUTHORIZING THE SUBDIVISION OF SAID PROPERTY INTO THREE PARCELS; 5 ACRES, 6.5 ACRES AND 38 ACRES MADE BY MR. SCHU. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MS. FITZPATRICK. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A PURCHASE AND SALE AGREEMENT FOR 5 ACRES SITUATE IN THE TOWN OF BATH FOR $4,000 MADE BY MR. MALTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A PURCHASE AND SALE AGREEMENT FOR 6.5 ACRES SITUATE IN THE TOWN OF BATH FOR $6,000 MADE BY MR. SCHU. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Tuesday, February 9, 2021
9:30 a.m.
Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, February 3, 2021