I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m. and asked Ms. Lattimer to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 11, 2019, MEETING MADE BY MRS. LANDO, SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Risk Manager

1. 2020 Workers’ Compensation Budget – Mr. Sprague presented the 2020 Workers’ Compensation Budget for review. He noted they were able to reduce the budget $160,000 from last year. We are working hard on our end to only charge the municipalities the costs that we need to.

Mr. Van Etten asked how do you determine the addition to the Fund Balance? Is there a set goal? Ms. Hurd-Harvey replied the WC Fund Balance is $9.1 million. Mr. Sprague stated we are in good shape. He stated PERMA will be bringing in someone to look over our plan and he feels that we will find that we are headed in a really good direction. Mr. Van Etten commented an analysis will tell us what the fund balance should be.

Mr. Sprague stated PERMA will be taking over the tail claims process next year. Mrs. Ferratella asked have you seen a decrease in the number of claims with the new safety programs? Mr. Sprague replied yes. Mr. Wheeler stated over three years; we only had a couple of claims that reached the $50,000 mark. Mr. Sprague stated we have been looking at our older claims and trying to settle those. We also have brought the Village of Bath and the Village of Savona into our plan. Mr. Wheeler commented we are still significantly less expensive for the municipalities that participate.
MOTION: ADOPTING THE 2020 WORKERS’ COMPENSATION BUDGET AS PRESENTED MADE BY MR. VAN ETten. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **2020 Workers’ Compensation Apportionment Schedule** – Mr. Sprague presented the 2020 Workers’ Compensation Apportionment Schedule for review. There was a 2 percent increase for everyone, with the County seeing a decrease, as we have heavily subsidized the program for decades, and are still well above market ourselves. We have also included the Village of Bath and the Village of Savona. Mr. Wheeler commented this stays just a little below the market rate. We are still pushing the municipalities toward the market rate.

Mr. Van Etten stated that the Village of Bath is added in and shows they are at $160,000. What were they paying before? Mr. Sprague replied when they were in the plan two years ago, they paid $240,000 total. The $160,000 they are at now represents them being almost at the market rate. The Village of Savona previously paid a little over $25,000 and now they are at $15,500.

MOTION: ADOPTING THE 2020 WORKERS COMPENSATION TABLE OF APPORTIONMENT AS PRESENTED MADE BY MR. VAN ETten. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. **Law Department**

1. **Retainer Agreement for Generic Drug Litigation** – Ms. Prossick stated this is a follow-up to the discussion we had last month regarding joining the generic drug litigation. She has obtained the retainer agreement from Napoli Shkolnik, PLLC, which is the same firm handling the opioid litigation. She requested authorization to waive the procurement process and to enter into a retainer agreement with Napoli Shkolnik, PLLC. If any amount is recovered, we would pay the firm 25 percent. If no monies are recovered, then nothing would be owed by the County.

MOTION: WAIVING THE PROCUREMENT PROCESS AND AUTHORIZING THE COUNTY ATTORNEY TO ENTER INTO A RETAINER AGREEMENT WITH NAPOLI SHKOLNIK, PLLC FOR REPRESENTATION IN THE GENERIC DRUG LITIGATION MADE BY MRS. LANDO. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. **Personnel**

1. **Reclassification – Department of Social Services** – Mr. Alderman stated that Ms. Muller has asked for the reclassification of a Computer Systems Analyst to a Network Administrator. He stated there is currently an individual in the Computer Systems Analyst position. Ms. Muller explained historically our computers were managed under the Staff Development Coordinator. When that individual retired, we used a Computer Systems Analyst position to manage our computers. Since that time, we have had numerous staff changes as the title was not appropriately titled given the job duties. We have 250 computers and multiple State and county applications.

MOTION: RECLASSIFYING ONE COMPUTER SYSTEMS ANALYST POSITION, GRADE XV TO A NETWORK ADMINISTRATOR, GRADE XVI WITHIN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. VAN ETten. SECONDED BY MRS. LANDO FOR DISCUSSION.

Mr. Van Etten stated last week when this was presented, the question was asked why we would need this position when we have IT, but the difference is due to the work on the State software. Ms. Muller commented we have over 40 State applications.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.
D. Information Technology

1. Internet Service Provider RFP – Mr. Wolverton informed the committee they solicited requests for proposals for internet service at the County Office Building and at the Public Safety Building. We currently pay $2,165 per month to have Spectrum and Empire at the County Office Building and First Light at the Public Safety Building. He is proposing contracting with Empire for 1000 Mbps at the County Office Building for $1,250 per month and with First Light for 100 Mbps at the Public Safety Building for $510 per month. This would result in a savings of $405 per month or $4,860 per year.

MOTION: AWARDS THE RFP FOR INTERNET SERVICE PROVIDER TO EMPIRE FOR 1000 Mbps AT THE COUNTY OFFICE BUILDING FOR $1,250 PER MONTH AND TO FIRST LIGHT FOR 100 Mbps AT THE PUBLIC SAFETY BUILDING FOR $510 PER MONTH MADE BY MR. VAN ETEN. SECONDED BY MRS. FERRATELLA FOR DISCUSSION.

Mr. Potter asked is 100Mbps at the Public Safety Building adequate? Mr. Wolverton replied the connection at the Public Safety Building is redundant to the County Office Building and that is paid for mostly by Public Health as they were required to have redundant internet. The CAP (Counsel at Arraignment Part) court has their own independent internet connection.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. County Manager

1. Shared Services – Mr. Wheeler informed the committee that yesterday he sent out an email to the municipalities establishing the first shared services meeting for 2019. This has been scheduled for July 25, 2019 at 6:00 p.m. at the Steuben County Annex Building. Under State law, for the next three years, we are required to have a minimum of two shared services panel meetings and three public hearings each year. This is an exercise in duplication in a lot of ways, but it does bring everyone together. By the end of this year, we have to apply for the potential reimbursement of the match of the savings from the prior shared services plan. The State has a process for doing this and none of the other counties have gone through that process yet. At the July 25th meeting we will discuss how those funds will be disbursed. Mr. Wheeler stated he will send the panel the 2017 plan to review as well as have a discussion regarding code enforcement. Anyone is welcome to attend this meeting. He stated that following the meeting he will be reporting back to the committee. Whether the panel updates the plan or not, the plan has to come back to the Legislature for your feedback.

2. Assessor Position – Mr. Van Etten asked if there was an update on the Assessor position? Mr. Wheeler replied no. We are trying to get that process going. The City of Corning is also advertising for an assessor and their salary is quite a bit more. He noted the city’s assessor position is exempt from Civil Service as it is a department head position. We are trying to see what the interest in the position is and hopefully will get candidates to interview. Once that happens, then we will go to the municipalities to see who is interested in participating.

Mr. Malter asked what is the difference in salary between what we are offering and what the City of Corning is offering? Mr. Wheeler replied it is at least $20,000. The other distinguishing factor is that the city has a lot of commercial properties which will require a different skill set and level of expertise. The pool for assessors is not deep to begin with.
MOTION: TO ADJOURN MADE BY MS. LATTIMER. SECONDED BY MR. VAN ET TEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Tuesday, August 13, 2019
Legislative Committee Room
9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, August 7, 2019