**MINUTES**

COMMITTEE:  Gary D. Swackhamer, Chair  Kelly H. Fitzpatrick, Vice Chair  Jeffrey P. Horton  
John V. Malter  Brian C. Schu

STAFF:  Jack K. Wheeler  Christopher Brewer  Jennifer Prossick  
Kathy Muller  Lise Reynolds  Tim Marshall  
James Allard  Steve Orcutt  Todd Housel  
Tammy Hurd-Harvey  Craig Patrick  Jennifer Galvan  
Eric Rose  Rob Wolverton  Kelly Penziul  
Ken Forenz  Vicky Olin  Mitch Alger

LEGISLATORS:  Scott J. Van Etten  Carol A. Ferratella  K. Michael Hanna  
Hilda T. Lando  Robin K. Lattimer  Gary B. Roush

OTHERS:  Mary Perham

I. CALL TO ORDER

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

II. DEPARTMENT REQUESTS

A. Department of Social Services

1. Ms. Muller requested authorization to transfer $69,247.70 from the Contractual line to the Major Equipment line to purchase a replacement camera surveillance system for the non-secure detention facility.

**MOTION:** AUTHORIZING THE COMMISSIONER OF THE DEPARTMENT OF SOCIAL SERVICES TO TRANSFER $69,247.70 FROM THE CONTRACTUAL LINE ITEM TO THE MAJOR EQUIPMENT LINE ITEM TO PURCHASE A REPLACEMENT CAMERA SURVEILLANCE SYSTEM FOR THE NON-SECURE DETENTION FACILITY AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THIS PURCHASE MADE BY MR. MALTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Public Works

1. Property Transfer – Mr. Housel informed the committee that the County purchased 8.86 acres of land in the Town of Urbana in 1988 for $8,500 and that property remains vacant. The NYS Department of Environmental Conservation would like to acquire this property to expand the Cold Brook Wildlife Management Area. He noted that of the 8.86 acres, 7.5 acres are protected Class I wetlands.

**MOTION:** AUTHORIZING THE CONVEYANCE, AS IS, OF 8.86 ACRES ON SR 54 IN THE TOWN OF URBANA TO THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION MADE BY MR. MALTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.
C. Emergency Services Office/E-911
   1. **Acceptance of FY20 Statewide Interoperability Grant** - Mr. Marshall requested authorization to accept the FY20 Statewide Interoperability Grant in the amount of $766,339. This is a non-matching grant. We will use the funds for our communication system upgrade.

   **MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY TO ACCEPT THE FY20 STATEWIDE INTEROPERABILITY GRANT IN THE AMOUNT OF $766,339.00 MADE BY MR. SCHU. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

D. Sheriff’s Office
   1. **Accept HVEC Grant** – Sheriff Allard requested authorization to accept the HVEC Grant (formerly known as the Crackdown Grant) in the amount of $17,500.

   **MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE HVEC GRANT IN THE AMOUNT OF $17,500 MADE BY MS. FITZPATRICK. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

   2. **Accept Vest Grant** – Sheriff Allard requested authorization to accept the vest grant in the amount of $17,100. This is a matching grant and will purchase vests for Corrections Officers, Road Patrol and Probation. This is a 50 percent matching grant and we will be receiving up to $8,550.

   **MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE VEST GRANT IN THE AMOUNT OF $17,100 WITH $8,550 BEING REIMBURSED MADE BY MS. FITZPATRICK. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**


   **MOTION: AUTHORIZING THE SHERIFF TO ACCEPT THE LAW ENFORCEMENT PORTION OF THE 2021 HOMELAND SECURITY GRANT IN THE AMOUNT OF $30,500 MADE BY MR. MALTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

   4. **Contingent Fund Transfer** – Sheriff Allard informed the committee that the Jail medical line is short funds due primarily to medications and procedures outside the facility. In order to meet our contractual obligations through the end of the year, he is requesting $200,000 from the Contingent Fund.

   **MOTION: AUTHORIZING A TRANSFER OF $200,000 FROM THE CONTINGENT FUND TO THE JAIL MEDICAL LINE ITEM MADE BY MR. SCHU. SECONDED BY MR. HORTON FOR DISCUSSION.**

   Ms. Fitzpatrick asked will this get you through the end of the year? Sheriff Allard replied I believe so. We have a deficit now of $91,000 and we hope to be able to get through the end of the year with this transfer. Mr. Malter asked there will be some reimbursement funds coming from the State? Sheriff Allard replied yes.

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

E. County Clerk
   1. **Semi-Annual Mortgage Tax Distribution** – Ms. Cleland informed the committee that the mortgage taxes collected for the period April 21, 2021 through September 21, 2021 were $855,939.51.

   **MOTION: APPROVING THE SEMI-ANNUAL MORTGAGE TAX DISTRIBUTION AS PRESENTED BY THE COUNTY CLERK MADE BY MR. HORTON. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**
F. Commissioner of Finance
   1. Monthly Reports – Mrs. Hurd-Harvey presented the monthly financial reports for review.

   2. Budget Transfer – Mrs. Hurd-Harvey requested authorization to appropriate $15,000 in timber revenues to pay the forestry consultant.

MOTION: AUTHORIZING THE COMMISSIONER OF FINANCE TO APPROPRIATE $15,000 IN TIMBER REVENUES FROM 873000.4.2770000 TO 873000.5.440000 TO PAY THE FORESTRY CONSULTANT MADE BY MR. HORTON. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

G. County Manager
   1. Steuben County Conference & Visitors’ Bureau ARPA Request – Mr. Wheeler reviewed the request from the Steuben County Conference & Visitors’ Bureau. He stated the AIP Committee approved $150,000 to be allocated in 2021 for marketing and media activities. If you approve, this would be an allocation from the restricted ARPA funds.

MOTION: AUTHORIZING AN APPROPRIATION OF $150,000 FROM ARPA RESTRICTED FUNDS TO THE STEUBEN COUNTY CONFERENCE AND VISITORS’ BUREAU MADE BY MS. FITZPATRICK. SECONDED BY MR. MALTER FOR DISCUSSION. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

   2. Steuben County Agricultural Society ARPA Request – Mr. Wheeler reviewed the request from the Steuben County Agricultural Society. They have five different capital projects and the AIP Committee approved an allocation of $200,000 from the unrestricted ARPA funds. Mr. Malter stated that was specifically allocated for electrical and water and sewer upgrades. Ms. Lattimer stated we also asked for a report back of the projects done and the money spent.

MOTION: AUTHORIZING AN APPROPRIATION OF $200,000 FROM ARPA UNRESTRICTED FUNDS TO THE STEUBEN COUNTY AGRICULTURAL SOCIETY TO BE USED SPECIFICALLY AS FOLLOWS: $75,000 FOR WATER AND SEWER UPGRADES AND $125,000 FOR ELECTRICAL UPGRADES AND REQUESTING THAT THE STEUBEN COUNTY AGRICULTURAL SOCIETY PROVIDE THE LEGISLATURE WITH DETAILED REPORTS AS TO THE PROGRESS OF THOSE PROJECTS MADE BY MR. HORTON. SECONDED BY MR. SCHU FOR DISCUSSION.

Ms. Fitzpatrick stated this is a great project and I am very happy to see us help support this with funding. I also agree they should provide a progress report. Ms. Lando commented this will also allow Cornell Cooperative Extension to complete their bathroom project which will allow for year-round use.

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

   3. Finger Lakes SPCA Additional Charges – Mr. Wheeler requested authorization to appropriate $36,047 to the Finger Lakes SPCA to cover first and second quarter costs due to two ongoing animal cruelty cases.

MOTION: AUTHORIZING THE TRANSFER OF $36,047 FROM THE CONTINGENT FUND TO THE SPCA TO COVER FIRST AND SECOND QUARTER COSTS RELATIVE TO ANIMAL CRUELTY CASES MADE BY MR. MALTER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 4-0-1. (MR. HORTON ABSTAINED AS THE SPCA IS A CUSTOMER) Resolution Required

Mr. Wheeler commented the charges for the third and fourth quarter will be significantly less. Ms. Fitzpatrick asked don’t we budget the full amount to the SPCA and did we already spend that? Mr. Wheeler replied yes. They exhausted the surplus we had. That surplus will build back up if you adopt the budget as it is proposed.
4. **Civil Defense/Public Works Projects** - Mr. Malter asked where do we stand with the bids for the Civil Defense and Public Works projects? Mr. Wheeler replied we will be discussing that this morning at the Ad Hoc Office Space Committee.

5. **ARPA Funds Update** - Ms. Fitzpatrick asked can you provide an update on what we have committed to with ARPA funds? Mr. Wheeler replied you have committed to $30,000 for AIM, $6,700 for Cornell Cooperative Extension, $320,000 to Soil & Water, $150,000 to the Steuben County Conference & Visitors’ Bureau, and $200,000 to the Steuben County Agricultural Society. You have also committed to $405,000 for IT equipment from the restricted funds.

6. **Cornell Cooperative Extension** – Mr. Van Etten asked for an update on the meeting with Cornell Cooperative Extension. Mrs. Lando stated we met the other day and Cornell changed their constitution to allow for only one legislative representative on the local boards. This was a change across the State. We provide $409,000 annually for our local extension and they also have a beautiful office. Cornell was not very cooperative when we asked about this, but they did come back with a solution that we could have one voting member from the Legislature and another legislative representative who would be a non-voting member. She stated we didn’t want them to make our board smaller and she volunteered to be the non-voting member. She stated that she also has written an email to Cornell to tell them how we felt. We just found out about this in October and this was a three-year plan that they had been working on and we have to vote on it by Friday. Going forward, Mr. Potter will be the voting member and I will be the non-voting member.

Mr. Van Etten commented they have a nine-member board and we had a good meeting and the result will be good. Mr. Potter stated the importance of this is the Cornell Cooperative Extension annual board meeting is Friday, November 12th and if they don’t approve of this they will lose their certification which will result in a loss of funding. Mr. Malter asked why did they change their constitution? Mr. Potter replied there was an issue with other boards in other parts of the State. Mrs. Lando stated they made a blanket rule for the 16 extension boards in the State.

**MOTION: TO ADJOURN MADE BY MR. HORTON. 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, December 14, 2021
9:00 a.m.
Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, December 8, 2021