

FINANCE COMMITTEE

May 5, 2015

Present: Doug Paddock, Sarah Purdy, Tim Dennis, Gary Montgomery, Margaret Dunn, Elden Morrison, Bonnie Percy, Jim Multer, Dan Banach, Leslie Church, Lee Sackett, Mark Morris, Pat Brede, Jim Smith, Shawna Bonshak, Nonie Flynn, Bill Holgate, Connie Hayes, Bob Clark.

Doug and Mark will do the audit this month

Minutes of the April meeting were approved as presented.

Tim reported the Legislature have been invited to attend the groundbreaking ceremony for the Hampton Inn, Monday, May 11th at 11:30.

Planning – Shawna Bonshak

Shawna reported 8 referrals were reviewed by the Planning Board.

Shawna reported she is working with Ontario County Planning and the Department of State on the joint Summer Land Use Training which will be held at the Ontario County Training Facility in Hopewell.

Shawna reported she is working with Soil and Water to evaluate our process associated with sediment and erosion control and SWMPP. Shawna explained there is a lack of consistency at the municipal level and would like to develop a more comprehensive approach.

Shawna reported with regards to the Yates County Open Access Network. Shawna explained a public information meeting will need to be set up but the thought is to wait to organize this after STN's meeting next Thursday.

Shawna reported she, Sarah and Tim participated in the State's Broadband Webinar this morning regarding their new "New New York Broadband Program" there is \$500 million is available from the State. Shawna reported she will be attending the State's Broadband Summit in Albany on June 11th, where more information is supposed to be available. The applications will be due in October.

Shawna reported with regards to Penn Yan Marine. Shawna walked the site with LaBella area 1A, the largest contamination area is close to complete excavation but they are waiting on input from the DEC as they have unearthed an asphalt layer and the asphalt outgases and mirrors VOC contamination. The goal is to keep it in place. The PCB area is finished, test results are back and it is clean and awaiting fill. Area 2 to the east and closer to the Outlet is being excavated. Area 3 is complete between the two out buildings and closest to Kimball Creek.

ESRI has been on site and completed asbestos removal in the two smaller out buildings which have now been demolished.

Chris Iversen invited the legislature to visit the site next Thursday, May 14th in the afternoon. All of the asbestos will be gone and the demolition will have begun that week. Chris would like the legislature to see the site prior to complete demolition.

Shawna reported 20 barrels were discovered today, some have sludge some are empty, Shawna will report more as information is available.

Shawna reviewed the following resolution that would be needed. The Committee approved.

- Authorize Chairman To Amend The Scope of Contract For The Remedial Work At Penn Yan marine, Manufacturing Corp. Site (LaBella Associates, P.C)

Shawna reviewed the 2016-2020 Capital Plan. Doug suggested that the 2016 General Fund target should be somewhere between \$2.7 and \$2.8 million dollars. Doug will put some recommendations together and further discussion will take place next month. Doug asked that Shawna ask the department heads to look at their requests again to possibly come up with some ideas how to remove approximately \$1 million out of the capital plan.

Shawna reported the GFLRPC regional engagement is ready to move on to Yates County and finish their study. They have provided a list of stakeholders but would like some additional stakeholders. Suggestions were made to add Mike Linehan, James Long, Chair of the County Planning Board, Our Town Rocks representative and the Keuka College President. Shawna will work with GFLRPC on scheduling a final meeting.

Shawna is working with GFLRPC on staff coverage for the Planning office while she is out on FMLA.

Shawna reported officials from Keuka College are not available to attend the June or July Legislature meetings to present their Master Plan. Shawna will get back to the Committee with other suggestions once she has spoken with officials from the college.

Real Property – Patricia Brede

Pat reported the PDF copies of the tentative rolls are on the County website and the ImageMate online program. Tentative roll cross references on paper are available in her office.

Pat reported she has begun work on the Village tax bills, which are normally out by the 1st of June.

Pat reported Ashley's last day will be May 8th.

Pat reported the tentative rolls have been put up on SDG. Pat would like to just make the names available on SDG. There is still only one subscriber. By making the names available it would save some time for Pat and our IT department. The consensus of the Committee was to go ahead and post the names and do a refund to the one subscriber as of July 1st.

Treasurer – Nonie Flynn

Nonie reviewed the 2015 Appropriations.

Nonie reported the Property Taxes Collected which shows collections are down approximately 30.32% from what was collected last year.

Nonie reported the Sales Tax collected so far this year which shows sales tax is down 1.49% from this time last year.

Nonie reported funds due from Federal & NYS are \$1,601,779.86

Nonie reviewed the 2015 Expenditures Exceeding 25%.

Nonie reviewed the Public Notice for the Sale of Property Acquired for Taxes.

Nonie reviewed the taxes returned to Yates County Treasurer by Towns which totaled \$91,666.28.

Nonie reported as of 4/30/15 there are 24 parcels that have 2013 property taxes remaining unpaid. The County Attorney has given these to the Judge to sign the deeds to the County. Bids will be accepted on these parcels before July 1, 2015.

Nonie reported the auditors met with the Audit Committee on April 20th to present the 2014 financials. There were no significant deficiencies in internal control or material weaknesses identified. Nonie has received the binders and provided a copy to the Legislative office. The basic financial statements and the internal control letter are available electronically through the Treasurer's office.

Nonie reported Gary requested a detailed report of the statement of revenues and expenditures comparing the actuals to the budgeted for 2014 broken down by the first 4 number of the account. Nonie has done this and will email it out to all the legislators tomorrow.

Nonie reported the Internal Revenue agent was here the week of April 20th examining cash disbursements, accounts payable, payroll, contractor contracts, employee contracts, vehicle use, employee tax paid and employee fringe benefits. Nonie has not received the results yet.

Nonie reported she will be at the County Finance School on May 13th, 14th, and 15th in Syracuse.

Nonie reported the 2016 budget projection has been created in MUNIS. The department heads will be trained in budget entry at the May management meeting. Nonie reviewed samples of several budget reports explaining that the report columns are subject to limitations of the software. There can only be 7 columns on a report.

Nonie reviewed the following resolutions that would be needed. The Committee approved.

- 2015 Budget Transfers
- Appropriate Environmental Cleanup Reserve Fund
- Appropriate Additional State Aid

County Administrator/Budget Officer – Sarah Purdy

Sarah reviewed various cost savings and/or shared services that the County has implemented that can be used for the Yates County Government Efficiency Plan which has to be submitted in June in order for the county to stay within the Tax Cap Compliance. Sarah explained the Efficiency Plan states that the County has to identify a savings that is equal to or greater than 1% of the 2014 tax levy in the fiscal years 2017, 2018, and 2019.

Gary explained that various departments may want to look at municipal leasing vs purchasing when it comes to replacement vehicles and equipment. Gary stated that in the research that he has done, it appears that a municipal lease is different than a lease that we are familiar with. It is nothing more than a financing plan for a municipality. The Sheriff and the Highway Superintendent will be asked to look into leasing vs buying.

It was also stated that the interest rate for leasing needs to be compared to the interest rate on a Bond anticipation note. Nonie stated that the last time we borrowed the rate was approximately 4%.

Meeting adjourned at 7:40p.m.