

FINANCE COMMITTEE
September 8, 2015

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

Doug and Margaret will do the audit this month.

Minutes of the August meeting were approved as presented.

Planning – Shawna Bonshak

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

- Resolution to adopt the County Planning Board By-Laws

Shawna reviewed her 2016 proposed budget.

Shawna reported on the incremental Design and Professional fees resulting from the delays associated with the switch from Axxess Ontario to Southern Tier Network and for design modifications eliminating the east/west route south of the gorge and replacing with the 2.5 mile fiber design to make the SR14 route contiguous, cost \$46,563.

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

- Resolution to enter into an agreement with Raymond Wager CPA, PC
- Authorize amendment to the IRU with Southern Tier Network

Shawna reported the Penn Yan Marine site has been completely cleared since the beginning of August with the exception of silt fencing.

Shawna reported there was 400 cubic yards of crushed concrete from the Penn Yan Marine site that was used at the Hampton Inn project site for backfill purposes. Post movement of this material, we were notified that any material moved off of a Brownfield Cleanup site needs to be tested prior to removal. The County along with Iverson, was issued a Notice of Violation letter from the DEC on August 18th. A proposed sampling plan of the material at the hotel site was submitted to the DEC, approved, and sampling was done on September 2nd, Iverson will be responsible for any costs.

Shawna reported there will be a public hearing at Monday's legislative meeting so that Keuka Housing Council could reapply for the CDBG for the Sewer and Water. The following resolution below will be needed.

- Resolution to authorize Yates County to submit an application to the Office of Community Renewal for a Community Development Block Grant on Behalf of Yates County

The Historian's report was reviewed along with her budget. There were no questions.

Real Property – Patricia Brede

Pat reviewed her 2016 proposed budget, explaining some of the significant equipment and software upgrades that need to be done in the future. Pat was asked to do a summary of the original cost, the cost to replace, and the age of the items and prioritize them.

Treasurer – Nonie Flynn

Nonie reviewed the 2015 appropriations.

Nonie reviewed the Sales Tax report which showed an increase of approximately 1.7% compared to last year. Nonie projected if trends continue the way they have been she estimates approximately \$11 million in sales tax for the year.

Nonie reviewed the funding due from Federal & NYS which showed \$2,195,794.57 is currently outstanding.

Nonie reviewed her proposed 2016 Treasurers Budget.

Nonie reported she has received 3 more findings from the Internal Revenue Service. Nonie explained there was an issue with a vehicle use needing to be part of a wage, minor issues with some 1099's, and worker reclassification issues. She has not received the final audit report.

Tim stated he would like to clarify, I am assuming that when we convert these contractors to employees, that the total net cost to the county will be zero. For example, we have a contractor that we have contracted with for \$5,000 and that is for a number of hours at a certain hourly rate. We cannot pay them as an employee the same hourly rate or we will be losing. So if we're going to be a net zero we need to take into account when we are calculating these by backing out the FICA, Medicare and workers' comp percentages.

Mark stated that health care and pension also needs to be considered. Bonnie explained that a part-time employee does not get health insurance.

Sarah stated that everyone is correct until they got to the pension, because you cannot ask someone if they are going to join the pension system or not before they are an employee. That's discriminatory.

Tim stated the rest of the costs can be backed out. In other words they should not expect to receive a lower hourly rate as an employee than they were as a contractor. Who is going to be monitoring that?

Nonie explained that she talked to Kerry about calculating their hourly rate and what the correct percentages were but Nonie suggested that the resolution should be written when they are set as an employee that the hourly rate be "x" and the annual total compensation would not exceed the current contract amount.

Sarah stated that hasn't been taken into consideration with all the resolutions that are coming up this month. Sarah still has a question as whether that was taken into consideration with the Public Health one last month.

Nonie explained that this wasn't in the resolution but she calculated out what the annual salary would be and it is less than what the contract would have been and she did talk with Deb Minor about this explaining the salary could not be more than what the contract originally was.

Nonie reported on the NYS office of the State Comptroller audit. There were four findings related to cash receipts. In the County Clerk's office there is a need for policies and procedures with the turnover of the clerk. In the Historian's Office there needs to be a segregation of duties as far as collecting money, depositing money and reconciling money. At Highway, a cash

receipt has to be given every time any cash or check is received, and in Public Health only one person is counting the donations received at rabies clinics and there should be two.

Nonie reported she calculated the estimated property tax cap which allows for \$223,404.79 or 1.413%. Nonie has met with all the department heads and thanked them for all their help and feels confident that she will be able to bring the budget in under the tax cap.

Nonie reported on the Occupancy Tax enforcement. A total of \$27,000 has been collected with the enforcement process of 3 individuals.

Nonie reviewed the July 2015 Expenditure Report. Nonie will send the detail and summary out each month to Connie to forward.

Nonie reviewed the Tax Acquired properties that will be going out to bid. Nonie and the County Attorney will look into auctioning properties next year.

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

- 2015 Budget Transfers
- Appropriate additional State Aid (PH)
- Chargeback Election Expense
- Authorize Conveyance of Real Property

County Administrator/Budget Officer – Sarah Purdy

Sarah reviewed her memo pertaining to the Outlet Trail. The memo gave suggestions to the Finance Committee for guidelines for follow up that could be given to County Staff regarding the Outlet Trail. Sarah explained the challenge in figuring out if the County wants to do anything further in regard to the Outlet Trail is this, before you can really answer that question intelligently, some leg work has to get done. On the other hand if there is no interest at all then that would need to be expressed so that you don't commit county staff time to pursue this.

Doug questioned if the CFA's are able to fund private entities such as Friends of the Outlet. Sarah stated that yes, they can fund not-for-profits.

Elden stated the question would be does the county have any interesting in own any or all of the trail. Doesn't this have to be decided first before we decided what to do next?

Sarah explained from her perspective, the legislature does not have to decide that just let. It does not preclude any of this work that is being proposed from being done. Issue number 2 in Sarah's memo, who owns the trail and what are its boundaries really tries to get at that question of who exactly owns what portions of it. We will have to do some historical research to nail down whether the people we think own it actually do own all of it.

Doug stated that one of things that is being suggested is a survey and that is a long, large and expensive project. Sarah stated that she felt that could actually be part of the CFA application.

Dan stated, he uses the trail regularly and hears positive comments regarding the trail. This organization right here, we are always benchmarking ourselves against everyone else. As far as Dan knows as of 3 or 4 years ago there was only one other county besides Yates that did not have a county park. It's good to benchmark one way but let's benchmark all ways when we are looking at things. Dan feels this is something that yes there will be liability issues, everything we do in life has liabilities. He feels it is something that the county should pursue. As far as a

cost stand point from the county, in the overall aspect of things it will be minimal because most of it we can use our own people, our own equipment, and anything else we can probably get grants and funding to get things done. We are not giving a service to county constituents if we over look this and kick it off to somebody else.

Tim stated, Dan mentioned doing annual maintenance and work in house and we have talked about that and I notice Dave Hartman is here tonight. Tim questioned if anyone had spoken with Dave about the potential of spending “x” number of hours working on the maintenance or improvements on the outlet trail.

Dave stated that he was told it could possibly happen, but that was the extent of it.

Mark stated he sent out a link on benchmarking and explained that there are two things that are glaringly missing from our county on there and one was any expenditure for parks and another was an expenditure for public transportation. So if you are spending too much in one area, are there other areas where you are underspending. Mark feels we should spend more money in areas where we don't provide services in.

Bonnie questioned Pat if the tax map shows the boundaries for the Outlet Trail? Pat explained there are some very vague lines. Very little if any of the trail has been surveyed, anything that can be put together is because of other properties that bound it. Pat stated that doing a survey would be a large project.

Jim Smith stated he has heard the discussion and read the memo and sees no quantification of anything. We are talking about some serious effort, surveys, deed, and title researches. Jim reminded everyone regarding some of the issues with the Penn Yan Marine Project with respect to ownership of properties. The challenges are significant. Then we have to look at Highway Department taking a look at and assessing what needs to be done, what could be done. If we are going to move forward the Sheriff's department patrolling it, there is a whole facet of things. If we decided to move forward, Jim would like to quantify the extent to which we are willing to move forward at least as a first stage. So we could say, we could allocate “X” number of hours of the highway department or something that we could come up with. We could allocate “X” number of dollars for a grant application. But lacking any definitive quantified anything, then his vote would be to table this issue.

The consensus of the Committee was to hear the County Attorney's concerns. Sarah was asked to contact Scott and see if he could comment on this at one of the meetings tomorrow and the Committee will proceed from there.

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

- Resolution to authorize Chairman to execute consultant agreements with Passero Associates

Jim will be introducing a resolution tomorrow in support of reopening the Greenidge Power Plan and urged everyone to go to <http://greenidgestation.com/> and sign in to show support.

Meeting adjourned at 7:34p.m.