

## **FINANCE COMMITTEE Agenda**

**January 3, 2017 6:00 p.m.**

**Location: Legislative Chambers**

Committee members: Doug Paddock, Jim Smith, Ed Bronson, Bill Holgate, Mark Morris, Taylor Fitch.

- Doug and Jim Smith will do the audit this month
- Approve minutes of the December meeting
- Public Comment

### **Real Property – Patricia Brede**

- Discussion on equipment replacement

### **Planning – Tim Cutler**

- Planning Board updates
- Resolution to appoint David Ferry to the Yates County Planning Board
- Resolution to reappoint John Sawers to the Yates County Planning Board
- Yates County Open Access Network update
- Penn Yan Marine update
- Transportation update
- Yates County Eastern Corridor Region Water System update
- CDBG update
- Watershed Activities

### **Treasurer – Nonie Flynn/Budget Officer**

#### **Discussion:**

- 2016 Appropriations
- Sales Tax Report
- Occupancy Tax Collected
- Treasurer's Office Report for December

#### **January 2017 Resolutions:**

- Appropriate Additional Revenue (SHER)

**Executive Session – if needed**

## **Finance Committee Report**

Meeting date: Jan. 3, 2017

Report date: Dec. 29, 2016

### Real Property Tax Services

#### Department Update

Patricia Brede, Director

1. Discuss replacement of Xerox Plotter and Pitney Bowes folding/stuffing machine.

Please let me know if you have any questions. Thank you, *Pat*



## YATES COUNTY PLANNING DEPARTMENT

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**TO:** Finance Committee Members  
**FROM:** Timothy P. Cutler - County Planning Department  
**DATE:** December 28, 2016  
**RE:** December 2016- Monthly Departmental Report

### **Yates County Planning Board**

The County Planning Board held its meeting on December 22<sup>nd</sup>. Four referrals were reviewed; 1 from Penn Yan, 1 from Jerusalem, 1 from Starkey and 1 from Torrey. The Keuka Gardens referral was approved as it had no unfavorable impact on the County. There were a number of public comments that includes some support from future residents and continuing concerns from neighbors. The Village Planning Board will likely hear similar comments at their January meeting. The referrals from Torrey and Jerusalem were approved. The referral from Starkey was declined (not approved) as the Planning Board considered the Special Use Permit to be setting an unacceptable precedent for construction lakeside below the flood line on Seneca Lake.

David Ferry has been recommended by the Town of Italy to sit on the County Planning Board and a resolution is below for a two year appointment. John Sawers is up for reappointment from the Village of Rushville and a resolution is also below for a two year reappointment.

### **Yates County Open Access Network**

Empire State Development has been very agreeable to consolidating our remaining Grant Disbursement Requests in a final draw. Audits of invoices have been completed for all but the final invoice from FLCH and the extensions to Sherman Hill Tower and Angus Road Tower. Once these have been received and completed we will submit a request for \$2,242,519.12 plus the invoices for the extensions. ESD has indicated that they would like to get our disbursement (80% of the total) in an expeditious manner.

It appears that the extensions to Sherman Hill Tower and Angus Road Tower have been completed and we are awaiting invoices from STN.

We expect that there will be a Quarterly Report from STN at the Legislature Meeting on January 9<sup>th</sup>.

### **Penn Yan Marine**

Attorneys for the County and Keuka Outlet Development LLC are working on a number of changes/amendments to the Development Agreement based on earlier discussions.

### **Transportation**

Contract has been revised and completed by Yates Transit Services and approved by NYSDOT. We are meeting with RGRTA and YTS in January to complete coordination of services at the touch points in Ontario County at Naples, Rushville and Geneva. Service is expected to commence as planned on January 3<sup>rd</sup>.

### **Yates County Eastern Corridor Region Water System**

No progress yet on meeting with representatives of Milo, Benton and Starkey to better understand the requirements and plans in these towns. I have had some discussions with Wayne Ackart (at Legislator Church's recommendation) to better understand the background.

### **CDBG**

County Planning, Treasurer and Keuka Housing Council, with assistance from LaBella PC, met on December 16th with Scott LaMountain from New York State Homes & Community Renewal (NYSHCR) to review CDBG Grant records. No findings on Finance or Administrative Records and only a few minor inconsistencies on individual grantee files. We are awaiting the final reports in early January.

### **Watershed Activities**

I attended a meeting of the Canandaigua Lake Watershed Council on December 21<sup>st</sup>. The Council was reviewing a Draft Model On-site Wastewater Treatment Law that is under consideration for inclusion in local law by several towns in the Canandaigua Watershed including Middlesex and I believe Italy. I plan on reviewing/sharing the model law for consideration by the Keuka Watershed Improvement Cooperative and the Seneca Lake Watershed. I've reviewed this with YCSW Conservation District and they are aware of the Model Law and feel it would be beneficial for other towns in Yates County to consider it.

**RESOLUTION NO. \_\_\_\_\_**

**APPOINT MEMBER TO THE YATES COUNTY PLANNING BOARD  
(David Ferry, Town of Italy)**

WHEREAS, David Ferry (722 Italy Valley Road, Naples), has been recommended by his respective municipality to be their representation on the Yates County Planning Board,

NOW, THEREFORE, BE IT RESOLVED, that *David Ferry* is hereby appointed as a member of the Yates County Planning Board, representing the *Town of Italy*, to a term to expire on January 9, 2019, and, be it further

RESOLVED, that copies of this resolution be given David Ferry, the County Planner, the Town of Italy, and a copy filed with the County Clerk.

**RESOLUTION NO. \_\_\_\_\_**

**REAPPOINT MEMBER TO THE YATES COUNTY PLANNING BOARD  
(John Sawers, Village of Rushville)**

WHEREAS, John Sawers (12 Bassett Street, Rushville), has been recommended by his respective municipalities to be their representation on the Yates County Planning Board,

NOW, THEREFORE, BE IT RESOLVED, that *John Sawers* is hereby reappointed as a member of the Yates County Planning Board, representing the *Village of Rushville*, to a term to expire on January 12, 2019, and be it further

RESOLVED, that copies of this resolution be given John Sawers, the County Planner, the Village of Rushville, and a copy filed with the County Clerk.

**2016 Appropriations:**

**General Fund:**

**Grants:**

Department	Grant Name	Amount	Carryover	Res. #	Balance
Sheriff	Victim Services Grant	5,000.00		7-16	
Sheriff	GTSC Rural Traffic Enforcement Grant	3,150.00		9-16	
Community Services	Mental Health Grant	2,332.95	Yes	32-16	
OEM	Homeland Security - SHSP	566.01	Yes	50-16	
OEM	Homeland Security - SHSP	30,000.00	Yes	51-16	
OEM	Homeland Security - Local Emer. Planning	7,295.82	Yes	52-16	
Public Health	Medical Reserve Corp	5,950.08	Yes	53-16	
Public Health	Emergency Planning - Ebola	36,700.00	Yes	54-16	
Public Health	Health Systems Learning Grant	6,606.00	Yes	55-16	
Public Health	Rural Health Network	64,690.24	Yes	56-16	
Public Health	Disaster Planning	30,800.00	Yes	57-16	
Community Services	State Aid	505.00		58-16	
Real Property	State Aid	283.02		59-16	
Public Health	Immunization Action Plan Grant	2,406.00	Yes	95-16	
Sheriff	Governor's Traffic Safety Committee	6,965.00		101-16	
Sheriff	Public Safety Answering Point	170,021.00		102-16	
Sheriff	Public Safety Answering Point	25,161.31		103-16	
Sheriff	Drug Enforcement Grant	5,000.00		104-16	
Public Defender	Indigent Legal Services Grant	10,000.00	Yes	105-16	
OEM	Homeland Security - SHSP	30,000.00		107-16	
Public Health	Rabies Control	757.00		142-16	
Public Health	Rural Health Network	235,000.00		143-16	
Sheriff	Homeland Security - SLETPP	3,750.22	Yes	191-16	
Public Health	Disaster Planning	52,096.00		217-16	
Public Health	Health Systems Learning Grant	3,200.00		218-16	
Public Health	Summer Youth Employment	2,214.00		219-16	
Community Services	Suicide Prevention Coalition Grant	3,500.00		233-16	
Community Services	Supported Housing	4,242.00		235-16	
Community Services	Community Health Grant	11,155.00		256-16	
Youth	Youth Programs	2,214.00		336-16	
Sheriff	NYS Dept. of Criminal Justice - DCJS Grant	10,000.00		377-16	
Sheriff	NYS Homeland Security - SLETPP Grant	10,000.00		378-16	
Community Services	NYS Cost of Living	1,614.00		384-16	
Community Services	State Aid	1,776.00		404-16	
					784,950.65

**Other Appropriations:**

Department	Source	Amount	Resolution #
Various	Purchase Order Encumbrances	345,102.92	
Treasurer	Occupancy Tax Reserve	13,784.00	94-16
Planner	Environmental Cleanup Reserve	30,000.00	144-16
Sheriff	Stop DWI Reserve	28,000.00	216-16
Public Health	Donation	50.00	312-16
Community Services	Mental Health Federal Sharing Revenue Reserve	3,000.00	335-16
Community Services	Mental Health Federal Salary Reserve	6,000.00	375-16
Real Property	School Reimbursement (tax bill printing)	452.61	376-16
Public Health	Donation	32.25	403-16
		<u>426,421.78</u>	
			1,211,372.43

<b>Contingent Fund:</b>	A1990 Beginning Balance:		507,850.00
Various	Medical Insurance - Non-Union	(23,591.00)	49-16

Various	Salary, FICA, Medicare - Non-Union	47,342.00	49-16	
Sheriff	Deputy Sheriffs' 2015, 2016 Salary Increases	61,563.41	312-16	
District Attorney	DA Salary Increase	30,850.00	374-16	
Real Property	GEO Software Database	7,500.00	374-16	
Elections	Deputy Election Commissions Salary	812.00	374-16	
Legislature	Copier	3,683.00	402-16	
Central Mail	Postage Meter	4,389.00	402-16	
Treasurer	Tax Collection Software	84,320.00	402-16	
Court Security	Security System	10,030.62	402-16	
Insurance Reserve	Funding Highway Lift & Insurance Deductable	16,556.93	449-16	
		<u>243,455.96</u>		264,394.04

**Road:**

Various	Purchase Order Encumbrances	827,237.43		
CHIPS	CHIPS Aid for Bituminous Material	266,673.34		1,093,910.77

**Road Machinery:**

Various	Purchase Order Encumbrances	47,926.48		
Reserve	Snow plow truck	11,454.04	220-16	
Revenue	Insurance	6,802.36	255-16	66,182.88

2014 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year	2015 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year	2016 Date	Sales Tax Amount	Month Total Year to Date	% Change Over Prior Year
2/6/2014	477,696.58	595,674.10	-1.79%	2/6/2015	510,027.61	645,917.03	8.43%	2/5/2016	473,307.90	613,652.42	-5.00%
2/13/2014	117,977.52	595,674.10	-1.79%	2/13/2015	135,889.42	645,917.03	8.43%	2/16/2016	140,344.52	613,652.42	-5.00%
3/6/2014	402,739.28	497,119.84	-5.68%	3/6/2015	421,627.35	541,667.96	8.96%	3/7/2016	412,540.83	525,980.81	-2.90%
3/13/2014	94,380.56	1,092,793.94	-3.60%	3/13/2015	120,040.61	1,187,584.99	8.67%	3/14/2016	113,439.98	1,139,633.23	-4.04%
4/7/2014	549,852.78	1,103,616.99	-8.86%	4/6/2015	544,036.01	976,183.18	-11.55%	4/7/2016	558,330.04	1,288,708.26	32.02%
4/14/2014	553,764.21	2,196,410.93	-6.32%	4/13/2015	432,147.17	2,163,768.17	-1.49%	4/13/2016	730,378.22	2,428,341.49	12.23%
5/6/2014	533,726.09	694,214.10	7.40%	5/6/2015	538,218.96	686,279.34	-1.14%	5/6/2016	565,024.31	701,486.15	2.22%
5/13/2014	160,488.01	2,890,625.03	-3.35%	5/13/2015	148,060.38	2,850,047.51	-1.40%	5/13/2016	136,461.84	3,129,827.64	9.82%
6/6/2014	532,465.56			6/8/2015	556,207.35			6/7/2016	557,187.00		
6/13/2014	467,846.32	1,232,311.88	41.16%	6/12/2015	174,367.06	964,574.41	-21.73%	6/13/2016	125,694.52	1,424,431.96	47.67%
6/30/2014	232,000.00	4,122,936.91	6.70%	6/30/2015	234,000.00	3,814,621.92	-7.48%	6/30/2016	741,550.44	4,554,259.60	19.39%
7/1/2014	384,003.79	773,833.91	-28.07%	7/1/2015	396,069.50	1,068,484.32	38.08%	7/1/2016	376,522.24	711,042.43	-33.45%
7/14/2014	389,830.12	4,896,770.82	-0.87%	7/13/2015	672,414.82	4,883,106.24	-0.28%	7/13/2016	334,520.19	5,265,302.03	7.83%
8/6/2014	655,737.21	842,015.60	8.50%	8/6/2015	705,591.38	918,898.03	9.13%	8/5/2016	719,347.40	878,853.17	-4.36%
8/13/2014	186,278.39	5,738,786.42	0.40%	8/13/2015	213,306.65	5,802,004.27	1.10%	8/15/2016	159,505.77	6,144,155.20	5.90%
9/8/2014	651,997.13	802,434.14	4.77%	9/8/2015	697,563.98	884,129.84	10.18%	9/7/2016	699,027.98	834,915.55	-5.57%
9/15/2014	150,437.01	6,541,220.56	0.92%	9/14/2015	186,565.86	6,686,134.11	2.22%	9/13/2016	135,887.57	6,979,070.75	4.38%
10/6/2014	672,898.09	1,624,701.68	8.68%	10/6/2015	681,495.57	1,486,745.43	-8.49%	10/6/2016	1,119,851.36	1,478,600.25	-0.55%
10/14/2014	951,803.59	8,165,922.24	2.37%	10/13/2015	805,249.86	8,172,879.54	0.09%	10/13/2016	358,748.89	8,457,671.00	3.48%
11/6/2014	597,682.07	730,514.43	6.91%	11/6/2015	604,494.97	723,384.04	-0.98%	11/7/2016	647,925.53	785,718.91	8.62%
11/13/2014	132,832.36	8,896,436.67	2.73%	11/13/2015	118,889.07	8,896,263.58	0.00%	11/14/2016	137,793.38	9,243,389.91	3.90%
12/8/2014	600,538.98	755,754.00	7.30%	12/7/2015	585,770.75	727,380.30	-3.75%	12/6/2016	651,222.01	765,733.69	5.27%
12/15/2014	155,215.02	9,652,190.67	3.08%	12/14/2015	141,609.55	9,623,643.88	-0.30%	12/13/2016	114,511.68	10,009,123.60	4.01%
12/31/2014	467,000.00			12/31/2015	472,000.00			12/30/2016	-		
1/2/2015	289,556.67	1,273,752.45	2.28%	1/4/2016	287,839.74	1,309,855.17	2.83%	1/3/2017	-	-	-100.00%
1/13/2015	517,195.78	10,925,943.12	2.98%	1/13/2016	550,015.43	10,933,499.05	0.07%	1/12/2017	-	10,009,123.60	-8.45%
<b>Total</b>		<b>10,925,943.12</b>		<b>Total</b>		<b>10,933,499.05</b>		<b>Total</b>		<b>10,009,123.60</b>	
<b>Budget Estimate</b>		<b>10,300,000.00</b>		<b>Budget Estimate</b>		<b>10,800,000.00</b>		<b>Budget Estimate</b>		<b>11,000,000.00</b>	
<b>\$ Over/Under Budget</b>		<b>625,943.12</b>		<b>\$ Over/Under Budget</b>		<b>133,499.05</b>		<b>\$ Over/Under Budget</b>		<b>(990,876.40)</b>	
<b>\$ Over/Under 2013</b>		<b>316,325.79</b>		<b>\$ Over/Under 2014</b>		<b>7,555.93</b>		<b>\$ Over/Under 2015</b>		<b>(924,375.45)</b>	





OFFICE OF THE  
**YATES COUNTY TREASURER**  
417 LIBERTY STREET, SUITE 1081  
PENN YAN, NEW YORK 14527-1122  
(315) 536-5192

Winona B. Flynn  
TREASURER

Ashley R. Doyle  
DEPUTY TREASURER

**To: Finance Committee**

**From: Nonie Flynn**

**Re: Treasurer's Office Report for December 2016**

**Tax Enforcement** – As of 12/30/16 there are 59 parcels that have 2015 property taxes remaining unpaid. The redemption date for owners to pay the 2015 taxes is 1/31/17 and the foreclosure process will begin after 2/1/17. I would like to have the auction on tax acquired parcels the third week in June. Owners will have the right to purchase back their parcel thirty days prior to the auction by paying all open back taxes plus \$1,500.00.

**Auditors** – The auditors from Drescher & Malecki will be here the week of Feb. 6th. The Audit Committee meeting will be held Feb. 7<sup>th</sup> at 2:00 p.m. in the Executive Session Room.

**Flint Creek** – The semi-annual Flint Creek meeting will be Wednesday, Jan. 4, 2017 at 9:00 a.m.

**APPROPRIATE ADDITIONAL REVENUE (SHER)**

WHEREAS, the Sheriff has received additional revenue from Penn Yan Village for suicide watch services, and

WHEREAS, these funds are not part of the 2016 budget,

NOW, THEREFORE, BE IT RESOLVED, that the following accounts be increased by \$56.07:

Revenue:

A3150.42260 JAIL-Public Safety Services

Appropriation:

A3150.51952 JAIL-Overtime CO82 Other

And be it further

RESOLVED, that copies of this resolution be given to the Sheriff and the County Treasurer/Budget Officer.