

**COMMITTEE DAY
LAKE PLEASANT, NY
MONDAY
JANUARY 25, 2016**

**FINANCE COMMITTEE
9:00 AM**

Members present: John Frey, Bob Edwards and Brian Towers

Also present: Bill Farber, Rick Wilt, Brian Wells and Frank Mezzano

The committee meeting was called to discuss salaries. They asked Budget Officer Mezzano to help in the process as he has been through this process a couple of times when he was a board member. Mr. Farber stated it is time to review them again; the departments take on different tasks, work load increases and decreases in various departments, staffing also increases or decreases etc. We can't dilute ourselves into believing a fix makes everybody happy, it never has. And every time we do this you have winners and losers.

Mr. Farber discussed whether they should start with department heads or staff.

Mr. Towers questioned the step and the reward for time served. Who sets up the grades? Mr. Farber stated we set the grades. We established and have tweaked the grades a couple of times in the past.

Budget Officer Mezzano would like to start out reviewing only one or two such as department heads and clerks. He will gather information and bring it back to the committee.

Mr. Farber suggested that they focus on department heads because they have some employees that are catching up to them. Let's look at patterns to see who is out of step.

Mr. Daniel Wilt entered at this time.

Mr. Richard Wilt agreed with Mr. Farber that they need to start with the department heads.

Budget Officer Mezzano felt that they have already fixed one of the bigger problems that was within the Sheriff's Office. He agreed to contact other counties, talk to Supervisors and the department heads to gather information and bring it back to the Board. He will also use NYSAC.

**EMERGENCY PREPAREDNESS/EMERGENCY RESPONSE
COMMITTEE
9:30 AM**

Members present: Rick Wilt, Bob Edwards and Brian Wells

Also present: Bill Farber, Brian Towers, John Frey, Dan Wilt, Don Purdy and Karl Abrams

Mr. R. Wilt reported they have seven active grants and wanted to update the committee on where they are with them. For the PSAP grants 12 and 14, we have used the majority of 14 for buying the equipment from Frontier. PSAP 12 we received an extension until April 2017.

Director Purdy reported all in all we spent \$165,000 on the equipment. For PSAP 12 we have only spent a little for the actual electrical labor to move the PSAP equipment. Mr. Farber asked how much does that leave us; Director Purdy stated \$143,473. The rest of the PSAP equipment will be paid out of the 12 grant.

Director Purdy did find where Frontier double billed on the operating system in the amount of \$22,156.67.

Sheriff Abrams asked if he would be using the 12 monies to move the radios to the back. Director Purdy stated no that will be coming out of SICG.

Mr. R. Wilt reported the PSAP grant for 16 is \$127,582.00 but they don't have a contract yet. Director Purdy stated he had to rewrite the budget because of the change in dollar amount.

Mr. Farber discussed why there was a drop in grant money; he feels they need to expedite some of the spending under some of the PSAP grants. Where we have costs that we can incur whether for staffing or whatever we need to pay them and spend them down and see if the funding stabilizes. He seems to not be able to get a straight answer as to the reasons why we saw a decrease in the grant. Director Purdy stated he was told it was reduced because we have not had any computer assisted dispatch calls and that was due to not having the equipment. It's like a catch 22 and they also said it's because we didn't have a lot of 911 calls and weren't able to determine at the time between 911 emergencies and business calls.

SHSP Grant is a consistent \$50,000.00.

SHSP 14 Grant - which the Sheriff and EMS are spending. EMS is invoicing for training manikins. The Sheriff is purchasing two more traffic speed radar boards and some things for Inlet PD.

SHSP 15 Grant – that \$50,000.00 is earmarked for new in car cameras and cold weather suits which two are for Inlet PD.

Director Purdy stated the EMPG grant is yearly at \$6,820.00 to help offset his salary.

Mr. Snyder entered.

Under the Communication Grants Director Purdy reported spending \$240,576.76 to date, which leaves \$2,289,808.24. They have had changes in the last six months; the tower systems that we thought would work going out toward the western part of the county we found will not work. Mr. R. Wilt found a new site called East Mountain between here and Indian Lake which is owned by Lyme and a MOU has been signed for access and testing agreement with them. Director Purdy feels that this should work even better.

Mr. Farber stated it is a much less vulnerable system; the only thing that needs to be worked out with Mark Hoppe is the best way to provide that service on East Mountain without utilities.

Director Purdy will check with Mark.

Mr. R. Wilt reported the radios on Blue Mountain have been moved to the DEC tower but there is no backup power. He thinks someone is going to put a generator in and if not we will need to put in a battery backup.

Mr. Farber will email the group to see what the status is for backup power.

Mr. R. Wilt stated the jail renovation is ready and the PSAP equipment is going in this week, but connecting the backup PSAP could be an issue and explained.

Superintendent Eldridge entered at this time.

Mr. R. Wilt voiced some concerns with addressing and data because he doesn't know where they are with that until he talks to Grant at Frontier and Real Property Director Baker.

Director Purdy reported Mutualink is an IP based communications system provided free to every county in New York. It's an additional way of communicating by internet and ties into the radio system.

Sheriff Abrams received \$6,000.00 for body cameras from Senator Farley. He plans to buy an additional two for Inlet PD.

Sheriff Abrams reported if the Governor's 2016 proposed budget is passed the way it is the navigation reimbursement may be cut from 50% to 25%. Mr. Farber will bring this up at the budget presentation this afternoon.

**PUBLIC WORKS/SOLID WASTE/BUILDINGS
COMMITTEE
10:00 AM**

Members present: Brian Wells, Brian Towers, Rick Wilt and Phil Snyder

Also present: Bill Farber, John Frey, Bob Edwards, Dan Wilt and Tracy Eldridge

Superintendent Eldridge announced the opening of bids at 10:30 for the pickups but the Phase III Fuel Consolidation has been moved to next Thursday at the February Board meeting.

Superintendent Eldridge was in Albany last week and received a lot of details of the Governor's proposed budget. It is very encouraging that the Governor has been speaking about transportation. There are three parts to the billion dollars; there is the Pave New York portion which is a billion dollars for the next five years to be split between the locals and DOT. He thinks that will be portioned through the CHIPS formula. This will have to be used for paving but is not sure if they are going to get a hundred million a year for five years or a hundred and twenty five million for the next four years because we are actually in the second year. He feels the county will be seeing an increase of around 20 – 25 percent in CHIPS this year which could amount to around one hundred thousand.

The next portion is called Extreme Recovery and that funding is also at five hundred million for locals but he doesn't think we will see much of that. That is for roads or bridges that have flooding issues.

The other portion is the bridges and culvert program and that also is five hundred million over the next five years. The Superintendent Association is working with DOT Commissioners office to push hard to get local control of this money. By doing that it would insure the rural counties within the State are not left behind. The Association is just trying to make sure the money gets to the place it needs to be.

Solid Waste – Superintendent Eldridge reported that we lost the market on mixed paper. The mixed paper is going to SMR Fiber in Utica and we're not getting anything for it, but it's out of the weigh stream. For tire disposal he is trying to work with the current contractor but we are back logged. He does not want to go back to hauling them again.

He received estimates on the trailer repair which came in at \$8,200.00. He will put a resolution in for the repair.

Superintendent Eldridge reported he has a driver out and may not be back.

Mr. Seaman entered at this time.

Mr. D. Wilt asked if there has ever been a discussion on charging for tire disposal.

Superintendent Eldridge stated yes, but the concern has been over the years is if we start billing for tires we will start seeing more of them being thrown over banks.

Mr. Farber stated this is something we could discuss again in greater detail.

Mr. R. Wilt asked what is the total for the entire county.

Superintendent Eldridge stated approximately \$14,000 to \$15,000 per year and if you add in electronics it's around \$25,000 per year. Discussion continued on cost of recycling.

Buildings – Our Constellation contract is up and Superintendent Eldridge received a new proposal – for 14 months at 0.06280, we are currently paying 0.080; a 26 month contract at .06429 and 32 months at 0.06260. They will send us the new contract the day before the Board meeting to make sure the rates are the same. Superintendent Eldridge likes the longer terms for budget purposes.

Mr. R. Wilt will look at the National Grid bills over the last couple of years to see how we did to compare.

Constellation is a fixed rate where National Grid fluctuates stated Superintendent Eldridge.

Superintendent Eldridge suggested they do the bid opening for: Spec No. 1 of 2016 - 2500 HD 4WD Pickup Trucks.

1. Carbone	Configuration A	\$31,276.00
	Configuration B	\$37,754.00
	Configuration C	\$30,078.00
2. Mangino	Configuration A	\$31,545.00

Configuration B	\$39,390.00
Configuration C	\$30,150.00

A motion was made by Mr. Edwards to accept the bids and refer them to committee, seconded by Mr. Wells. Carried.

Regarding personnel, Superintendent Eldridge wanted to discuss Dan Fish and Mark Stuart, our Senior Custodians. He feels semi-responsible for not following through during the budget process. Mr. Farber stated we all acknowledge that we didn't ask enough detailed or direct questions.

Superintendent Eldridge assumed they would be provisionally appointed and they weren't. He is here to ask for provisional appointments for these two employees. The test will not be until June 4th and then it will take two to three months to get the results back so that would push them into September. He knows the position it could put the Board in if they fail the test but they get two opportunities to pass and if they fail then they would be demoted back to their current job title. Everyone knows that they have been doing their job outside of their current scope.

Mr. Farber stated everyone was under the impression that they were going to be provisionally appointed on January 1, 2016.

Mr. Towers made a motion to enter Executive Session to discuss the performance of a specific employee, seconded by Mr. Frey. Carried.

Mr. Towers made the motion to go back into open session, seconded by Mr. Frey. Carried.

In Executive Session the performance of a specific employee was discussed, no action was taken.

INTERNAL MANAGEMENT COMMITTEE 11:10 AM

Members present: Brian Towers, John Frey, Dan Wilt and Bob Edwards

Also present: Bill Farber, Phil Snyder, Rick Wilt, Clark Seaman, Brian Wells and Kim Byrne

Personnel Officer Byrne started out with discussing the test schedule as follows:

Senior Caseworker -	May 14 th and has to be scored by the State
Building Maintenance Mechanic –	June 4 th and has to be scored by the State
Building Project Supervisor -	June 4 th and has to be scored by the State

Officer Byrne reported there are two issues in Public Health, one is in regards to a Senior RN position, she has been working with State Civil Service on classifying.

Mr. Farber asked where the word "oversight" came from, he thought they talked specifically about mentoring and the word oversight seems to insinuate supervision in a way that probably would have been pretty clear to both the Department of Health and State Civil Service if that was not

acceptable. If Director Franko came up with that word that is unfortunate and that should have been edited out. Officer Byrne stated that Director Franko provided the wording.

Mr. Farber stated we need to be better about giving department heads that kind of insight. From experience with Civil Service we know that a word like that is going to be deemed exactly the same way as State Civil Service. So where is that now?

Officer Byrne stated they basically came back and said it would have to be Supervising Community Health Nurse.

Mr. Farber asked if they said it had to be that or just suggested.

Officer Byrne stated it would be supervision of Supervising Community Health Nurse and Mr. Farber stated we don't have anyone qualified for that.

Mr. Farber suggested they set up a meeting with Officer Byrne, himself, Director Franko, Mr. D. Wilt and Mr. Towers to discuss and come up with a solution.

Officer Byrne reported that for Director of Patient Services, Ms. Warrington will not qualify for that until the end of March. With conversations with Civil Service; Director Franko cannot fill that position. She has two options; create an Assistance Director of Patient Services which they could temporarily put Ms. Warrington in or the prior employee would serve in that capacity until Ms. Warrington is qualified.

After some discussion it was decided to have a resolution for next week to appoint Ms. Warrington to Assistance Director of Patient Services.

Mr. Farber asked Officer Byrne for a resolution for Dan Fish and Mark Stuart to become provisional in their new titles as of the February 4th meeting.

Mr. Farber asked what position we are currently advertising. Officer Byrne stated a Registered Nurse and a Care Coordinator for Community Services with no responses. For the Registered Nurse she received a couple of calls but no one asking for an application. For the Care Coordinator last fall there was one individual on the list, was interviewed, reference checked but in the end didn't work out.

Mr. Farber questioned the status with regards to the Sheriff's list. Officer Byrne stated April 9th will be the Corrections test and November 14th she held the Deputy test and she is waiting for the results, there were 12 or 13 that took the test.

Officer Byrne stated the Sheriff spoke with her regarding lateral transfers. She told him that we can't do a lateral transfer if there is an eligible list.

Mr. Towers asked if he wanted to transfer people in and he has people on a list, the people on the list get the opportunity first, yes stated Byrne.

The committee asked where we are with the handbook.

Officer Byrne received some feedback that she wanted to discuss. She received a call in regards to flexible spending and that the medical insurance waiver can be interpreted two different ways. After some discussion it was decided to change the wording.

Director Franko has a question regarding the media relations, do press releases need to go through the Chairman.

Mr. Farber stated that has been one of the items that we haven't been clear on over the past few years in terms of where we draw the line. He continued to discuss the many variables and suggested they spend a few minutes someday and figure out what our policy really is and check to see if this actually captures it. He feels this is something that needs to be addressed. We also have problems with websites that departments use so this is another area that needs to be look at such as Websites, Facebook, Twitter policies.

Under Flex and HRA she put in Open Enrollment the month of January she feels they need to state the deadline and put in the effective date of January 1st.

Mr. Farber suggested she do a memo to the departments and they will fix it in the handbook the next time they do an update.

For seasonal and part-time employees Officer Byrne did get the step and grade and will discuss at the next meeting.