

## Law & Finance Committee Minutes

March 9, 2011 – 4:00 p.m.

Present: Chairman Thompson; Supervisors Daly, Grattidge, Sausville, Veitch, Wormuth, Wright, Wood, Southworth, Collyer, Lucia, Jenkins, Raymond and Hargrave; Spencer Hellwig, Administrator; Ryan Moore, Mgmt. Analyst; Jason Kemper, Planning; George Martin, D'Arcy Plummer, Sam Pitcherelle, Treasurer; John Adams, Probation; Wes Carr, Youth Bureau; Brian O'Connor, Auditor; John Nolan, Republican Chairman; Lori Stiles, Public Health; Diane Brown, Sandi Fischer, Maplewood Manor; Paul Lent, Emergency Services; Gordon Breslav, Specialty Risk Services; Chris Aldrich, Joanne Bosley, Real Property; Steve Dorsey, County Attorney; Daniel Butler, Animal Shelter; Sandi Cross, Office for the Aging; Denny Finneran, League of Women Voters; Press.

Chairman Thompson called the meeting to order and welcomed all in attendance.

**On a motion made by Mr. Veitch, seconded by Ms. Daly the minutes of the Law & Finance Meeting of February 9, 2011 and the Special Law and Finance Meeting of February 15, 2011 were approved unanimously.**

### **PUBLIC HEALTH**

- **Amending the 2010 Budget in Maplewood Manor to increase expenses by \$1,424,219 and revenues by \$3,795,170 and authorize the transfer of funds from the general fund to cover these amendments.**
- **Authorizing the County Attorney to institute litigation to collect the balance due on the accounts of Julie Marie and William S. Stack.**

Mr. Hellwig said the first item is a budget amendment to close out the 2010 budget. This will include a number of expenses that were not included in the adopted budget and also address some revenue shortfalls. On the expense side, the \$1.4 million is to cover two items: There is \$583,000 that was tied to the early retirement incentive and the other piece of that is \$833,000 for health insurance costs. Enough money was budgeted to cover the health insurance premiums for 2010, and was budgeted on a percentage basis based on the payroll. Approximately \$1 million was saved over what was budgeted last year. On the revenue side there is a shortfall of \$3.7 million and that began with the appropriated fund balance, where a number of years ago the county received an \$11 million intergovernmental transfer that was used to help cover some of the shortfalls that the infirmary had. At the beginning of 2010 it was anticipated that we would have \$5.6 million available to cover some of the expenses, and in fact, the year only started with \$4.2 million because approximately \$1.4 million was needed to cover shortfalls in 2009. The budget cycle for 2010 began in 2009. At the time it was expected there would be a balance of \$5.6 million in the Maplewood Manor fund balance, and by years end that

balance had been reduced to \$4.2 million because of revenue shortfalls, representing a \$1.3 million revenue shortfall for 2010. In addition, there was a \$525,000 deficit in Medicaid revenue and another \$375,000 for Medicare. Last month there was discussion about the Medicaid rates that were used in 2010 and 2011. When the co-generation plant was built at Maplewood Manor those capital costs allowed for an adjustment to the Medicaid rate to re-coup expenses in building that facility. The office of the Inspector General has questioned whether the rate has been calculated correctly, and they have been withholding that money. At this point that represents \$577,000 of the \$3.7 million shortfall, and the process has begun to try and resolve the issue within the year. The remaining \$872,000 has been set aside as a deferred revenue. It is anticipated that the county will receive the money, but based on the timing of the receipt of the money it could not be credited to 2010.

Mr. Hellwig said because of the size of the transfer, all Board members were sent worksheets with an explanation.

Mr. Thompson asked where the \$1.4 million went? Mrs. Brown said the \$1.4 million shortfall for 2009 was for Medicaid. Mrs. Brown said anything that is unbilled in 2010 will be deferred until 2011. Mr. Martin said there are 550 private pay residents at Maplewood Manor that still owe. Mr. Hellwig said monies would be transferred from the General Fund to Maplewood Manor to cover the deficiencies.

Mr. Hellwig said, overall, between the General Fund and Maplewood the county saved \$1 million. There was no way to budget for this last year because it was approved in August and employees were given from October until the end of the year to take advantage of the retirement incentive. The Personnel Committee and the sub-committee made decisions on reclassifying and abolishing positions. An additional \$3.9 million was paid into the retirement system, but \$4.4 million was saved. Over the next two years the county is going to save \$1 million on personnel positions, and every year thereafter a savings of approximately \$500,000, based on the fact that thirteen positions were eliminated. This was not all at Maplewood Manor, but \$583,000 of the savings of \$4.4 million occurred in this fund, he said.

Mr. Hellwig said based on what was budgeted to pay health insurance premiums for the entire county, it came in approximately \$900,000 under budget.

Mr. Thompson requested that a breakdown of the expenses be distributed to all Supervisors for their review.

Mr. Hellwig said there are two residents in Maplewood Manor who are receiving rehabilitative services as a result of a car accident. They have accumulated approximately, \$83,000 worth of debt and have not done anything to help the facility receive the money that they are due. The County Attorney is requesting authorization to litigate the matter to recover the fees.

**On a motion made by Ms. Daly, seconded by Mr. Grattidge the above resolutions were approved unanimously.**

**PERSONNEL**

- **Authorizing Chairman to enter into an agreement with Specialty Risk Services (SRS) to provide third party administrative services for the County Self-insurance Program from April 1, 2011 to June 30, 2012, at a cost not to exceed \$345,000.**
- **Amending the 2011 Compensation Schedule to incorporate changes approved by the Personnel Committee resulting from vacancies created by the Early Retirement Incentive.**

Mr. Hellwig said the first item is for a contract with the third party administrator as there is a vacancy in that department due the retirement of Sue Lent, along with another position that is currently vacant. A number of interviews have been conducted with companies that provide claim services for self-insurance. This particular company was selected from a group of six. They will provide a number of services to administer the county's self-insurance fund, at a cost of \$23,000/mo. for a 15-month period for a total of \$345,000, and they are promising savings of some of the expenses to cover the investment. Personnel has the funding necessary to cover the contract costs and the savings in medical costs that are currently incurred through the more intense review of the claims process.

The second item is to amend the 2011 Compensation Schedule. There were four additional changes to positions that resulted from the early retirement incentive including the Purchasing Department, Treasurer, Mental Health and Sewer District. Ultimately, these changes to the compensation schedule will result in a savings of approximately \$9,000.

Mr. Thompson asked why the contract was for 15 months? Mr. Breslav said the 15 months is an extension so that it coincides with the budget process. Mr. Thompson asked what the anticipated savings would be? Mr. Breslav said there is a net anticipated savings of approximately \$440,000.

Ms. Daly said it was her understanding from Personnel, and listening to the presentation of the company, that we have never in the past been equipped to be able to go through the process of how we could save money. Mr. Hellwig said, we know year to year what we are spending on the budget, so allowing SRS to manage the fund for twelve months gives the county the ability to compare it year to year. Part of the value, is from year to year there are variations in the total number of cases.

**On a motion made by Ms. Daly, seconded by Mr. Sausville the above resolutions were approved unanimously.**

## **EQUALIZATION AND ASSESSMENT**

- **Accepting tender offers on parcels in the towns of Clifton Park (26,420.02), Day (\$1,567.01), Edinburg (\$1,811.99), Greenfield (\$4,438.02), Hadley (\$21,164.89), Northumberland (\$6,576.84), and Wilton (\$510.51).**
- **Authorizing a refund of taxes in the Town of Wilton in the amount of \$2,423.36 based on an assessor error.**

Mr. Hellwig said the first item is for eleven tender offers totaling \$62,000.

The second item is for a correction for a parcel in the town of Wilton for sewer units that were incorrectly charged on vacant land.

**On a motion made by Mr. Grattidge, seconded by Mrs. Wormuth the above resolutions were approved unanimously.**

## **LEGISLATIVE AND RESEARCH**

- **Supporting the Shelters of Saratoga and the programs they provide to address transitional housing needs and homelessness prevention.**

Mr. Hellwig said this resolution is to support the Shelters of Saratoga and the committee has asked the Board to support the efforts that the organization has undertaken in the area of transitional housing and other services that are provided for the homeless people in the county. They are trying to garnish some support at the State level and believe that the Board of Supervisors endorsement of their effort will help.

**On a motion made by Mr. Grattidge, seconded by Mrs. Wormuth the above resolution was approved unanimously.**

## **PUBLIC SAFETY**

- **Authorizing the Chairman to enter into a five-year contract with the Division of Criminal Justice Services to accept an Alternative to Incarceration grant in the amount of \$32,254 annually for the period beginning January 1, 2011 and ending December 31, 2015.**
- **Authorizing the Chairman to accept a grant in the amount of \$39,957 from the New York State Energy Development Authority (NYSERDA) for the purpose of completing custom energy efficiency measures and qualified HVAC measures.**
- **Authorizing acceptance of an \$83,186 Emergency Management Performance grant from the New York State Emergency Management Office.**

- **Authorizing the Chairman to enter into an amended agreement with Blue Wing Services for an additional \$8,500 to file unanticipated license amendments with the Federal Communications Commission(FCC).**
- **Authorizing the Chairman to enter into an agreement with Oneida County (Marcy Psychiatric Center) to provide secure detention services at a cost of \$165 per day per inmate commencing on January 1, 2011 and ending on December 31, 2013.**

Mr. Hellwig said the first item is a contract renewal with the Division of Criminal Justice Services and the grants associated with that contract for the Alternative to Incarceration Program. There are two programs, one is a pre-trial release program that is offered to the Probation Department and the other is the Community Work Order Program through the Employment and Training Administration. The contract will be a five-year contract beginning January 2011 through December 2015. The \$32,000 represents the total funding for the two programs, which is the same amount as received last year; however, that amount may be reduced by as much as 10% depending on how the State budget is adopted.

The second item is a NYSERDA grant that was awarded based on energy efficiency efforts that were undertaken at the Animal Shelter. Energy efficient lighting was installed and HVAC equipment and as a result they qualified for the funding.

The third item is annual funding that is received from the State from the Homeland Security Division to offset the administrative costs that the Emergency Management Department has relative to planning and hazard mitigation activities. This is an increase of approximately 8% over last years amount, which was just over \$77,000.

The contract with Blue Wing Services for an additional \$8,500 is for additional work that they had to perform to obtain license amendments with the Federal Communications Commission as a result of the county switching networks with Nextel. There was a nationwide re-banding project that was approved by the FCC for Nextel, and as a result counties across the country were involved in this process.

The final item is a renewal of a contract with Oneida County and the Marcy Psychiatric Center that is used by the Sheriff's department to house inmates that are either a danger to themselves or other inmates. The total \$165/day is an increase of \$25 over the rate of the expiring contract. The agreement is for two years.

Mr. Thompson asked Mr. Lent to explain what was meant by an unanticipated license? Mr. Lent said Emergency Services was mandated by the FCC to switch frequencies with Nextel, and during that process we never know when or how we are going to be involved. said. It is up to the FCC to give the directions. For most of the switching the county was held financially harmless; however, there came a time when some of the licenses had to be amended that wasn't expected. It was necessary to keep the number of licenses

current with the new system, and as a result there were applications that had to be done with the FCC for new frequencies.

Mrs. Wormuth said although we will be expending \$8,500 to Blue Wing, we are looking at an estimation of recouping about half of that back.

Mr. Sausville asked for clarification on the Emergency Management Grant. Mr. Lent said every year they are allotted an amount of money from the State Emergency Management Office and Department of Homeland Security that helps offset the administrative expenses of the County Emergency Management Office. The money that will be received will be fiscal 2010 money, he said.

**On a motion made by Mr. Sausville, seconded by Mrs. Wormuth the above resolutions were approved unanimously.**

### **SOCIAL PROGRAMS**

- **Proclaiming May as “Senior Citizens Month” in Saratoga County.**
- **Authorizing the Chairman to enter into an agreement with A&H Services to provide transportation for seniors in the Towns of Charlton, Edinburg, Galway, Providence and Saratoga at a cost not to exceed \$18,720.**

Mr. Hellwig said the second item is a renewal of a contract that provides transportation services for seniors in the towns of Charlton, Edinburg, Galway, Providence and Saratoga. There were five bids received with the low bidder being A&H Services at a daily rate of \$130 and not to exceed \$18,720 per year. This is a reduction of \$50/day from the prior provider.

**On a motion made by Mrs. Wormuth, seconded by Mr. Grattidge the above resolutions were approved unanimously.**

### **LAW AND FINANCE**

- **Authorizing the Chairman to enter into an agreement with Capital Region Computers, Inc., D/B/A ICOM Tech Services, to provide web hosting and email services at an annual cost not to exceed \$20,000.**

Mr. Hellwig said at the last meeting of the Technology Committee, the members discussed the shortcomings of the County’s email system. The current contract for email services has outlived its useful life, as it was done a number of year’s back. The committee has discovered a number of deficiencies, and as a result they are supporting the upgrading of the contract.

**On a motion made by Mrs. Wormuth, seconded by Mrs. Daly the above resolution was approved unanimously.**

**On a motion made by Mr. Sausville, seconded by Mrs. Wormuth the meeting was adjourned.**

Respectfully submitted,  
Chris Sansom