

## Law and Finance Committee Minutes

June 15, 2011 – 4:00 p.m.

Present: Chairman Thompson; Supervisors Daly, Sausville, Veitch, Wormuth, Wood, Kinowski, Hargrave, Rowland, Wright, Collyer, Southworth, M. Johnson, and Lucia; Spencer Hellwig, Administrator; LoAnn Sanders, Deputy County Clerk; Lisa Scaccia, Employment and Training; Sam Pitcherale, D'Arcy Plummer, George Martin, Treasurer; Ryan Moore, Mgmt. Analyst; Barbara Thomas, League of Women Voters; Ed Tremblay, Emergency Services; Joe Ritchey, Public Works; Hans Lehr, Mental Health; Wes Carr, Youth Bureau; Jim DiPasquale, Bill Davis, Sewer District; Brian O'Connor, Auditor; Karen Levison, Public Health; Joanne Bosley, Chris Aldrich, Real Property; Bob Christopher, Stephanie Hodgson, Social Services; James Murphy, District Attorney; Jack Kalinkewicz, Personnel; Press.

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

**On a motion made by Mrs. Wormuth, seconded by Mr. Sausville the minutes of the May 11, 2011 meeting were approved unanimously.**

### **PERSONNEL COMMITTEE**

- **Amending the Compensation Plan to create three Social Welfare Examiners and one Senior Social Welfare Examiner on a temporary basis beginning on 6/24/11 and ending on 12/31/11.**

Mr. Hellwig said the Personnel Committee is recommending the creation of four temporary Social Welfare Examiner positions to handle the increased caseloads that have been growing since 2007. Currently the caseload has increased approximately by 8,000 since 2007, from 16,000 to 24,000 cases annually. The projected costs for these positions, plus benefits will be approximately \$109,000 for the remainder of this year, and according to the Commissioner of Social Services, is available within the existing budget.

Mr. Thompson asked, if the positions are temporary, why are they receiving health benefits? Mr. Kalinkewicz said the rule is that if they go beyond three months they are entitled to benefits.

**On a motion made by Ms. Daly, seconded by Mr. Veitch the above resolution was approved unanimously.**

### **BUILDINGS AND GROUNDS**

- **Authorizing the Chairman to enter into an agreement with LASH Contracting Inc. for the repair of Maplewood Manor’s sewer system at a cost of \$597,860, and amending the budget in relation thereto.**

Mr. Hellwig said the contract with LASH Contracting, Inc. is for the repair of the underground sewer lines beneath Maplewood Manor. The lines have been in place since the original construction of the facility. There were two bids for this work and LASH Contracting, Inc. was the low bidder at \$597,860. The bid is over the budget by \$197,860. The current budget contains \$400,000, so an appropriation from the fund balance will need to be made to cover the shortfall in the Maplewood Manor budget for this work, he said. There were two bids, with the second one for \$1.8 million.

Mr. Thompson asked why the second bid was so high? Mr. Ritchey said the other bidder selected a lot more excavation, which was impractical in trying to keep Maplewood Manor in operation.

Mr. Thompson asked where the \$400,000 figure came from? Mr. Ritchey said this is a specialized operation, so there aren’t any estimating books to use. A contractor was contacted, and this low bid was the contractor that gave the estimate of \$400,000. The estimate came in low because he didn’t look at it close enough the first time, he said.

Mrs. Wormuth asked how long ago the estimate was given? Mr. Ritchey said in June of 2010.

Mr. Thompson asked if the county would be looking at a shortfall like this from Maplewood Manor in the 2012 budget? Mr. Hellwig said, absolutely, they have not been able to raise enough revenue to cover their expenses for eight years.

Mr. Thompson asked what the shortfall was for last year? Mr. Hellwig said \$6.5 million.

**A motion was made by Mr. Sausville, seconded by Ms. Daly to approve the above resolution. Unanimous.**

### **PUBLIC HEALTH**

- **Authorizing the Chairman to enter into an agreement with Netsmart Technologies, Inc., to provide web-based billing software compliant with Federal standards for the period 7/1/11 – 6/30/14 at a cost of \$25,820 in 2011, and \$24,000 each year thereafter with the option of one (3) year renewal.**
- **Authorizing the Chairman to enter into an agreement with the NYS Department of Health to accept \$234,684 in Public Health Emergency Preparedness funding for the period 8/10/10-8/9/11.**

Mr. Hellwig said the first item is an agreement with Netsmart Technologies, Inc., which is the software vendor that provides software to Mental Health for Medicaid and

Medicare billing. Based on changes in the Federal regulations Mental Health has had to purchase new software that is in compliance with those regulations. This software will be used for the electronic transmission of claims to obtain reimbursement for the services they provide. Netsmart is the current vendor of the billing software for Mental Health.

The second item is to accept Emergency Preparedness funding, in the amount of \$234,684. These funds will be used by Public Health for emergency planning, which includes training, volunteers, educating the public, and personnel costs.

**A motion was made by Mr. Veitch, seconded by Mrs. Wormuth to approve the above resolutions. Unanimous.**

### **PUBLIC SAFETY**

- **Authorizing the Chairman to accept a Crime Victim's Board Grant in the District Attorney's Office in the amount of \$68,352.**
- **Authorizing the Chairman to enter into an agreement with Pictometry International Corp. to provide aerial imagery services for a two-year period beginning August 1, 2011 at a cost not to exceed \$108,989.**

Mr. Hellwig said the first item is a Crime Victim Board grant that is received annually from the State. This is used to offset costs in the District Attorney's office for Crime Victim Advocates. There are currently two and a half positions that are covered under this grant cycle. The amount of this year's grant is the same amount that was received in 2010.

The second item is a resolution authorizing an agreement with Pictometry, which is a company that will provide aerial photographs to the county. Geospatial data is one of the categories that is covered under the grant, and some of it is going toward a hard drive. Money was received for the last two months under a Homeland Security grant, so the cost of this contract and the imagery that is going to be produced as a result of it is covered 100% by State aid.

Mrs. Wormuth said this is a specific vendor that is on State contract, and the only one that provides this kind of service.

**A motion was made by Mrs. Wormuth, seconded by Mr. Sausville to approve the above resolutions. Unanimous.**

### **SOCIAL PROGRAMS**

- **Authorizing the Youth Bureau 2011 funding applications and contracts.**

- **Authorizing the Chairman to accept \$739,752 in Workforce Investment Act funds for the 2011 program year and authorizing funding applications and contracts.**
- **Accepting \$83,737 in funding for the Temporary Assistance to Needy Families (TANF) Summer Youth Program.**
- **Authorizing the Chairman to enter into an agreement with Captain Youth and Family Services to administer the Workforce Investment Act Youth Program at a cost not to exceed \$45,000 for the period of July 1, 2011 through June 30, 2012.**

Mr. Hellwig said the Youth Bureau receives funds on an annual basis for funding of delinquency prevention programs, which includes the Youth Development Delinquency Prevention Program and the Special Delinquency Prevention Program. The resolution authorizes the applications and the contracts to provide the funding to the agencies that are providing the programs.

Mr. Hellwig said the next three resolutions are all out of the Employment and Training Administration. The first item is to accept the annual funding for the Workforce Investment Act and authorize the contracts with the agencies that they work with to provide the various job training and other job related services. This years funding amount is \$739,752, which is 4% less than last year's amount of \$771,000

The third item is a Summer Youth Employment resolution to accept this years funding to provide summer jobs for youth that meet the eligibility requirements. The Employment and Training Director this year expects to be able to provide employment opportunities to approximately 60 to 65 youth. This amount is approximately a 16% increase over what was received last year, which was approximately \$71,000.

The fourth item is a contract with CAPTAIN Youth and Family Services, where the funding is used to help youth find employment. GED services are part of the program, teaching skills on how to fill out job applications and writing resumes. Under the funding stream, the grant recipient cannot provide the service directly; they are required to hire a vendor to provide the service. The Workforce Investment Board has recommended that CAPTAIN's proposal be accepted for this service.

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

### **CHAIRMAN'S ITEM**

- **Appointing Mark Rider to the County Ethics Board to fill the unexpired term of Thomas J. Mithen.**

Mr. Hellwig said there is one appointment by the Chairman to appoint Mark Rider to the County Ethics Board to fill the unexpired term of Thomas J. Mithen. Mr. Rider's term

will run through December of 2012. This is a five-member board that is responsible for rendering advisory opinions to officers and employees of the county. The county has a local law that establishes the code of ethics and this board from time to time is asked to voice their opinion on any cases that may be in conflict with those ethics.

### **LAW AND FINANCE**

- **Authorizing the Chairman to enter into an agreement with Adirondack Environmental Services to conduct testing and wastewater analysis for compliance with the State pollution discharge permit for the period of 7/21/2011 – 5/31/2016. The anticipated total annual cost of this testing is expected to be approximately \$27,670 per year.**

Mr. Hellwig said the Sewer District is required to conduct a wastewater analysis as part of the required testing for their state pollution discharge permit. This agreement with Adirondack Environmental Services is in response to their proposal. There were three vendors who submitted proposals for this work and Adirondack Environmental Services was the low bidder. The contract is for five years.

**A motion was made by Mr. Thompson, seconded by Mrs. Wormuth to approve the above resolution. Unanimous.**

Chairman Wood said each supervisor should have received in their mailbox a complete detailed analysis of the current budget, year to date, expenses and analysis of where we stand, as requested at the May Board of Supervisors meeting. This has taken a tremendous amount of effort on the part of County Administrator, Spencer Hellwig, spending many days working at this, involving department heads as well as the county Treasurer in gathering this information. Due to the great amount of information that is in the report, it will take some time for Supervisors to review, analyze, and understand the impact of what these numbers reflect and where we stand. Importantly, it will be the result of our review of this to try to begin to determine what steps will need to be taken. The first request for the report was to first take a look at the impact of the State budget cuts and how they would affect the County's budget. Mr. Hellwig has looked at ten different departments and has found a negative impact of \$1,733,000. The second part of the report deals with an analysis of Maplewood Manor, taking a look at what happened in 2010 and how we got to where we are, takes a look at some steps that we may begin to look at, giving a more timely understanding of the current status of things. The third section contains a analysis of the budget through May 20, 2011, which includes thirteen columns of data, taking a look at actual budget figures for expense and revenues, department predictions and administrative predictions. Some of the information is troubling and causes some serious concern. The potential impact on the fund balance could be serious. Everything is possibly on the table and open for review and discussion, he said. Mr. Wood said he anticipates appointing a special committee involving all supervisors and some key supervisors that are involved in committees that have significant money related issues.

Mr. Thompson asked that a report of all vouchers thus far for 2011 be forwarded to all Supervisors for their review.

Ms. Raymond requested the information be forwarded electronically.

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

Respectfully submitted,  
Chris Sansom