

Law and Finance Budget Hearing  
November 9, 2015 4:30 p.m.  
Meeting Minutes

Present: Chairman Wright; Supervisors Collyer, Daly, Kinowski, Lewza, Sausville, Tollisen, Grattidge, Johnson and Martin; Spencer Hellwig, County Administrator; Chad Cooke, Deputy County Administrator; Marcy McNamara, Personnel Director; Karen Heggen, District Attorney; Andrew Jarosh, County Treasurer; Brian O'Connor, County Auditor; Cathi Duncan, Public Health Nursing Director; Press.

Mr. Wright called the meeting to order and welcomed those in attendance.

Mr. Wright stated everyone had a copy of the rules for the hearing and asked if there were any questions. **Being none, on a motion by Mr. Kinowski, seconded by Mr. Lewza the rules and schedule for the budget hearing were unanimously approved.**

Mr. Hellwig gave an overview of the 2016 Tentative Budget. He said the tentative budget is \$296,536,296 in appropriations which is a decrease of \$5.5M from what was requested by Departments. The largest revenue in the budget is Sales Tax which has been budgeted at \$118.2M. The second largest revenue is Property Tax which will again be one of the lowest in the State and remain under the tax cap and was budgeted at slightly over \$54M. The total unfunded State mandates amount to \$90.3M with the net cost, after State Aid is taken into account, of \$56.8M. This means we are about \$2.7M above the property tax rate just to cover the State Mandates next year.

The Highway and Equipment Fund expenses will drop by \$3M. The total for Funds 2 & 3 will be \$24.8M. The decrease is driven primarily by decreases in some of the capital costs which are the bridge projects. The transfer from the General Fund into Funds 2 & 3 is \$19.5M. These funds are capturing about \$5M on their own and the rest comes from the General Fund.

The County's three self-supporting Funds Job Training, Sewer District and Self Insurance are budgeted respectfully at \$1.2M, \$19M and \$3.8M. These funds are entirely self-sufficient in terms of generating revenues to cover operating expenses.

The remaining Departmental budgets have been held flat or reduced wherever possible. The areas where expenses are substantially up include \$994,000 for capital upgrades for the Sheriff's Department where the cell security system will be replaced as well as the inmate record software.

Sales Tax distribution is up by \$1.2M and there is a \$1.4M increase in the Sewer Fund for the replacement of the incinerator. The total Capital costs for 2016 are \$9.9M with a total net cost of \$5.8M.

Mr. Hellwig said there will be \$2M from the Fund Balance used to balance the 2016 Budget. Any additions this Committee or the Board makes will also be taken from the Fund Balance.

Mr. Wright asked what the projected Fund Balance was. Mr. Hellwig said right now \$17M at the end of 2015. At the beginning of 2016, the Fund Balance will begin at \$15M. There are a number of factors that could change this but at this time this is the best forecast.

Mrs. McNamara presented the personnel requests. They are as follows:

Treasurer's Office: Create one Payroll Supervisor, Grade 10, Base

Mental Health: Create one Single Point of Access Coordinator, Grade 14

District Attorney: Reclassify four Assistant District Attorney to Senior Assistant District Attorney, Grade 19

Office for the Aging: Two Aging Services Assistant (Salary Adjustment)  
Two Aging Services Specialist (Salary Adjustment)  
One Aging Services Coordinator (Salary Adjustment)

Sheriff: Create Transport Detail P/T  
Create two Deputy Sheriff Sergeant  
Create one Sheriff Lieutenant  
Reclassify one Desk Sergeant to Director of Communications, Grade 14, Step 3  
Abolish three Deputy Sheriff Patrol  
Remove Desk Sergeant position from 2016 budget

Personnel: Personnel Safety and Health Coordinator, Grade 14, Step 8 (Salary Adjustment)  
Self-Insurance Specialist, Grade 11, Step 3 (Salary Adjustment)  
Reclassify Account Clerk (Conf.) to Account Clerk, PT  
Reclassify one Personnel Assistant to Healthcare Specialist, Grade 11, Step 5  
Reclassify one Personnel Assistant to Civil Service Specialist, Grade 11, Step 3  
Reclassify one Confidential Secretary to Personnel Specialist, Base  
Abolish one Typist, P/T

Emergency Services: Communications Aide (Salary Adjustment)

Auditor: Reclassify Account Clerk Typist to Associate Internal Auditor  
Reclassify two Account Clerk to Associate Internal Auditor  
Reclassify Account Clerk, PT to Associate Internal Auditor, PT  
Reclassify Principal Account Clerk to Deputy Chief Auditor, Grade 11, Base

County Clerk: Reclassify Clerk to Resource Desk Clerk

Public Health: Create one Confidential Secretary, Grade 7  
Upgrade one Public Health Educator, PT to Public Health Educator, FT

Public Works: Create one Head Automotive Repairer  
Create one Automotive Parts Technician  
Abolish one Motor Equipment Operator

Social Services: Reclassify Resource Assistant to Resource Coordinator  
Abolish one Social Welfare Examiner  
Abolish one Typist

Sewer District: Create one Assistant Maintenance Manager, Grade 14  
Abolish Technical Services Supervisor

Mr. Sausville asked for a clarification for the savings shown in Social Services. Mrs. McNamara said that two positions were being abolished. Mr. Wright said these positions are being abolished due to the State takeover of Medicaid administration.

Mr. Tollisen asked why three Deputies in the Sheriff's Department were being abolished. Mr. Wright said no one would be losing their jobs. There will be promotions from within for the three new positions and then not backfilling the positions that are being abolished.

**On a motion by Mrs. Daly, seconded by Mr. Sausville these recommendations were unanimously approved to present to the full Board at the Budget Workshop.**

Mr. Wright asked if there were any Law & Finance recommendations. Mr. Sausville asked if he is correct in stating the Fund Balance will be reduced by \$2M with this budget. Mr. Wright said it will actually go down by \$2.3 with the approval of the position requests. He said anything that is added to the budget at this point on will come out of Fund Balance and be above and beyond the \$2M.

Mr. Sausville asked if there was funding included in the Tentative Budget for Open Space. Mr. Wright said there was \$250,000 budgeted for that. Mr. Sausville asked if there was money included for the Veterans Concert. Mr. Wright said there was money included for a Veterans Concert as well as funding for the Saratoga County Fair to celebrate their 175<sup>th</sup> Anniversary. Mr. Wright also stated there is funding for fish stocking.

Mr. Collyer asked about the funding for Cooperative Extension. Mr. Wright said Cooperative Extension is included in the budget and will see a 2% increase. Mr. Collyer said he is glad to see this.

Mr. Lewza commended Mr. Wright on the creation of this budget and the minimal use of \$2M from the fund balance. Mr. Wright in turn commended Mr. Hellwig, Mr. Cooke and their budget team for putting this budget together.

**On a motion by Mrs. Daly, seconded by Mr. Sausville, the meeting was unanimously adjourned.**

Respectfully Submitted,

Pamela Wright, Clerk of the Board