

FINANCE COMMITTEE MEETING MINUTES

Date: Tuesday, June 04, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl (9:04 AM), Granger (9:02 AM), Davis, Tallman, Leuer, May, Ryan (9:05 AM), Copeland

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Farberman/HR Director; A. D. Berwanger/Board Chair; A. Brunner, T/Java

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
<i>At 9:02 AM Supervisor Granger, T/Castile entered the meeting during the below agenda item.</i>			
<i>At 9:04 AM Supervisor Kehl, T/Attica entered the meeting during the below agenda item.</i>			
<i>At 9:05 AM Supervisor Ryan, T/Warsaw entered the meeting during the below agenda item.</i>			
<i>Finance Committee Chair Brick, T/Perry turned the meeting over to Chairman Berwanger, T/Arcade. Chairman Berwanger told of a meeting he had with Cornell Cooperative Extension of Wyoming County Board of Directors President, K. Kibler last night informing the committee of the Exec. Director's resignation. She explained to the Extension Board, at last night's meeting, of an opportunity her husband has accepted out of state. She expects to be officially out of her office by Labor Day... There was some discussion over the position's minimum qualifications. Committee Chair Brick mentioned to Extension that they can reach out to the County's Buildings and Grounds department for help with Camp Wyomoco repairs, but they need to say something...</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM Co. Insurance Office w/D. Perkins			
~Nothing to Report~		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM Information Technology w/T. MacConnell			
<i>IT Director MacConnell explained that there was some confusion on the replacements for Public Health. 12 PC's to Windows 10. IT Director MacConnell thought that he and PH Fiscal Admin. K. Standish were on the "same page." N. Glatt from his office was handling this request but then was out of work suddenly on a personal matter. Budget Officer Cook explained the reason they need to know in advance is so it can be in adopted budget so it can be claimed. IT Director explained that the numbers are skewed with an occasional influx of Bioterrorism that comes in sporadically and can be used to offset IT needs within the department. He also talked about being able to utilize his capital budget for such purchases and he talked about having a 5 year replacement plan. For example he stated that when the Sheriff's patrol cars are replaced so are the computers. He quoted a \$20K cost for this round of replacements and recommended that the technology piece be included in the Sheriff's cost of the cars. Old computers are reallocated to other departments. Chairman Berwanger asked IT Director if he could use more staff. IT Director MacConnell stated he could always use more help... Chairman Berwanger stated that at times the system goes down in the middle of a webinar and the department is left with people standing around waiting for IT to get the system back up. IT Director MacConnell explained that departments are supposed to notify his department when viewing webinars but they are finding out that doesn't always happen. The IT department has been short the last couple of months with an unexpected FMLA and expecting another to occur shortly. He's also been short a Network Administrator with the promotion of B. Sikes to 911 Coordinator at the Sheriff's office. Although he has extended an offer to a preferred candidate.</i>			
1. Referred from 05-29-19 Public Health Committee (Health Department concerns) IT Capital Plan (equipment upgrades, hardware & software requirements, Windows 10) and associated expenses.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<i>IT Director MacConnell talked about doing the wiring with Buildings and Grounds. Will request that Buildings & Grounds include the below withdrawn agenda item with their 2020 budget submission. Public Works Committee Chair, Supervisor Davis, T/Covington explained that the below contract was unbudgeted in Buildings and Grounds. There are other security measures they felt should be addressed first. This contract can be budgeted next year. Nothing has been done as far as ordering. Wireless buttons are on deck to be installed as soon as the vendor is able.</i>			

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Absent:

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Department Agenda Item	Discussion	Decision	Action
<p>2. <i>Professional Service Contract \$5,001 or greater:</i> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <i>Linstar, Inc.</i>, 430 Lawrence St., Buffalo, NY 14221, for updating of the government center duress system and adding wireless duress system in an amount not to exceed \$15,491.12; effective immediately through completion of the project.</p>	<p><i>The appropriation for this contract was withdrawn during Public Works until department heads involved in the implantation of proposed security measures for the government center campus could provide a phased in implementation plan and proper budget planning...</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p> <p style="font-size: 2em; opacity: 0.5; transform: rotate(-15deg); display: inline-block;">Withdrawn</p>
<p>Space Allocation: <i>A proposal was made by IT Director MacConnell to switch places with the Buildings and Grounds department in the basement of the government center. He stated that he has J. Santullo drawing up floor plans for both spaces. Chairman Berwanger suggested he move to the Ag. Center. Director MacConnell explained that the Wide Area Network is not there. He also explained that the USDA handles their own IT with a firm from Syracuse. Right now the county provides free internet to all tenants in the Ag. Center. IT Director MacConnell said he proposed a switch in office space to the Superintendent of Buildings and Grounds years ago. At that time the Superintendent was less than interested. There was concern over dampness of the areas. IT Director MacConnell explained it's no different in either area. His staff knows they have to empty the dehumidifier daily and the dehumidifiers run 24/7. There was a referral to Planning Committee under Space Allocation to further consider the proposal. That would also free up additional space for Real Property Tax Services putting all of the IT Staff in one office location in the government center.</i></p> <p><i>IT Director MacConnell was instructed to work on the Wide Area Network for the Ag. Center. He stated he would have to consult with Cooperative Extension about any Firewall concerns they may have but thought it was a good idea and has wanted to do something like this.</i></p> <p><i>In addition, IT Director MacConnell stated that he will be working with the compensation committee on market adjustment increases for his staff. He advocated for salary increases for his employees in comparison to increases given to employees in the Buildings and Grounds department and the explanation the Supervisors provided explaining the difference is that the Buildings and Grounds employees are actually providing their own day to day management, unlike the IT staff who get their day to day management from the IT Director...</i></p>			
10:15 AM Budget Office w/J. Cook			
<p>1. Review <u>Income Statement</u> as of 4/30/19</p> <ul style="list-style-type: none"> • <i>(to view click on underlined text).</i> 	<p><i>Reviewed and attached.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
10:45 AM Wyo. Co. Community Hospital w/J. Ormond			
<p>1. <i>General Update</i></p> <ul style="list-style-type: none"> • <u>June 04, 2019 Report</u> <ul style="list-style-type: none"> ○ <i>(to view click on underlined text).</i> 	<p><i>Reviewed and attached.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent:

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Department Agenda Item	Discussion	Decision	Action
<p>2. Amend <u>Salary Schedule C</u> as follows:</p> <ul style="list-style-type: none"> • Abolish one (1) position of <i>Assistant Director of Finance</i> under <u>FISCAL SERVICES</u>; effective 06/15/2019. • Place one (1) position of <i>Senior Executive Officer</i> under <u>ADMINISTRATION</u> and set the salary at \$260,000 per year, position available date 05/28/2019. • Include a stipend for the <i>Senior Executive Officer</i> under <u>ADMINISTRATION</u> and set the amount at \$15,000 effective one-time, upon start date. • Place one (1) position of <i>Hospital Administrator</i> under <u>ADMINISTRATION</u> and set the salary at \$260,000 per year, position available date 05/28/2019. • Set the salary of the <i>Controller</i> under <u>FISCAL SERVICES</u> to \$70,000 per year. • Set the salary of the <i>Financial Analyst</i> under <u>FISCAL SERVICES</u> to \$62,000 per year, effective 05/28/2019. 	<p><i>(to view click on underlined text).</i></p>	<p>Motion: Kehl Ayes: 10 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>3. Amend <u>Salary Schedule P</u> as follows:</p> <ul style="list-style-type: none"> • Set the salary for one (1) position of <i>Certified Nurse Midwife, FT</i> (Position Code 17.111.519) under <u>OB CLINIC</u> at \$90,000 per year, position available date 05/28/2019. • Include a stipend for one (1) position of <i>Certified Nurse Midwife, FT</i> (Position Code 17.111.519) under <u>OB CLINIC</u> in an amount up to \$15,000 effective upon meeting pre-established goals with satisfactory performance. 	<p><i>(to view click on underlined text).</i></p>	<p>Motion: Kehl Ayes: 10 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>4. Establish <u>Salary Schedule X</u> for Wyoming County Family Practice clinics and place the job titles associated with each position on Salary Schedule X, position available dates 05/28/2019 and adopt <u>Salary Schedule X Handbook</u> as presented and attached.</p> <p><i>(to view click on underlined text).</i></p>	<p><i>Salaries to be determined for each job title and presented for approval at a future meeting.</i> <i>**This version of the Handbook has revisions made by the Board of Managers during their 05/28/19 meeting and supersedes the version presented during the Human Resource Committee for referral to the full Board of Supervisors.</i></p>	<p>Motion: Kehl Ayes: 10 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>

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Department Agenda Item	Discussion	Decision	Action
<p>5. Amend Resolution #15-030 approved on 01/20/2015 with AMN HEALTHCARE COMPANY (INCLUDING NURSEFINDERS, LLC), 1900 S. Clinton Avenue, Rochester, NY 14618 related to agency staffing as follows:</p> <ul style="list-style-type: none"> • Extend the term of the agreement from 01/01/2015 – 12/31/2015 through 12/31/2017. • Increase the amount from not to exceed \$100,000 per year to an amount not to exceed \$139,000 per year for the period 01/01/2016 – 12/31/2016. • All other terms and conditions of the agreement remain the same. 		<p>Motion: Kehl Ayes: 10 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>6. Amend Resolution #17-272 approved 06/13/2017 with AMN HEALTHCARE COMPANY (INCLUDING NURSEFINDERS, LLC), 1900 S. Clinton Avenue, Rochester, NY 14618 related to agency staffing as follows:</p> <ul style="list-style-type: none"> • Increase the amount from not to exceed \$100,000 per year to an amount not to exceed \$345,000 per year for the period 04/19/2017 – 04/18/2018. • All other terms and conditions of the agreement remain the same. 	Resolution #19-245 approved on 05/14/2019	<p>Motion: Kehl Ayes: 10 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>7. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign a memorandum of understanding with WNY MEDICAL, P.C., 4979 Harlem Road, Amherst, NY 14226, related to the purchase of the group's family medicine practice in Arcade, NY and transition of its active patient medical records for the Arcade Office in an amount not to exceed \$30,000 for active patient medical charts and release of any staff non-compete covenants, effective July 1, 2019.</p>		<p>Motion: Kehl Ayes: 10 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>8. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign an independent contractor agreement with MEGAN MASE, NP, 33 Clinton Street, Batavia, NY 14020, for nurse practitioner services for Workplace Health, fireman's physicals, and vacation coverage, \$60 per hour, not to exceed \$6,000 per year, effective 06/01/2019 – 05/31/2024.</p>		<p>Motion: Kehl Ayes: 10 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>

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<p>9. Amend Resolution #17-166 approved 03/14/2017 with J. JOSEPH LANIGAN, M.D., PLLC, with a principal address at Girdle Road, East Aurora, NY 14052 related to cardiology services as follows:</p> <ul style="list-style-type: none"> • Increase compensation from an amount not to exceed \$305,000 per year to an amount not to exceed \$315,000 per year [\$225,000 per year for professional services and \$90,000 per year for office operations and staff] effective 05/01/2019 through 02/29/2020. • All other terms and conditions remain the same. 	Resolution #19-088 approved 02/12/2019	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>10. <i>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</i> Authorize the Chairman to sign a personal services agreement with FARKAD BALAYA, MD PC, 155 Main Street, Hamburg, NY 14075 to provide the services of one or more qualified, board certified or board eligible physicians specializing in OB/GYN services to provide OB/GYN services at WCCHS in the OB/GYN clinic, in surgery, in labor and delivery and/or providing call coverage, provide a Chief of the OB/GYN department acceptable to WCCHS and assure a physician is providing services for WCCHS 24 hours per day 365 days per year, effective 07/01/2019 – 06/30/2021, not to exceed \$800,000 per year,</p>		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>11. Amend Resolution 17-199 approved 04/11/2017 with GENESEEE VALLEY OB/GYN, 990 South Avenue, Suite 200, Rochester, NY 14620 related to OB/GYN services as follows:</p> <ul style="list-style-type: none"> • Extend the term of this agreement from 05/01/2017 – 05/01/2018 to 05/01/2018 – 05/01/2020. • All other terms and conditions remain the same. 	Resolution #17-294 approved 07/11/2017	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>12. Amend Resolution 17-238 approved 04/11/2017 with GUSTAVE RUCKERT, DO, 57 Old Stonefield Way, Pittsford, NY 14534 related to OB/GYN services as follows:</p> <ul style="list-style-type: none"> • Extend the term of this agreement from 05/01/2017 – 05/01/2018 to 05/01/2018 – 05/01/2020. • All other terms and conditions remain the same. 	Resolution #17-295 approved 07/11/2017	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
13. Amend Resolution #18-204 approved 04/10/2018 with MORRISON COMMUNITY LIVING , 400 Northridge Road, Suite 600, Atlanta, GA 30350 related to a 5-year agreement to operate and manage food and food services operations as follows: <ul style="list-style-type: none"> • Change the effective date from 04/01/2019 – 03/31/2024 to 05/01/2019 – 04/30/2024. • All other terms and conditions remain the same. 	Resolution #19-158 approved 03/12/2019	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
14. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign a professional services agreement with UNIVERSITY ORTHOPAEDIC SERVICES, INC. (UOS) , 4225 Genesee Street, Cheektowaga, NY 14225 for orthopaedic services of physician (Lindsey Clark, MD) and physician's assistant, in an amount not to exceed \$300,000 per year, effective 07/14/2019 – 07/13/2022.		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
15. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign an Employment Agreement – Schedule P with RACHEL MUROFF, RN, BSN , 472 Breckenridge Street, Buffalo, NY 14213 a 2-year Employment Agreement – Schedule P to provide inpatient and outpatient midwifery services, not to exceed \$105,000 per year, effective 08/01/2019 – 07/31/2021 or within sixty (60) days upon the completion of credentialing and obtaining malpractice insurance.		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
16. Amend Resolution #19-157 approved 03/12/2019 with WESTSIDE PODIATRY GROUP, LLC , 2236 Ridge Road West, Rochester, NY 14626 related to podiatry services as follows: <ul style="list-style-type: none"> • Change the effective date from 06/01/2019 or upon credentialing and obtaining malpractice insurance through 05/31/2020 to 09/01/2019 or upon credentialing and obtaining malpractice insurance through 08/31/2020. • All other terms and conditions remain the same. 		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
17. Authorize the CEO to file a Certificate of Assumed Name / Doing Business As (DBA) to conduct business under the name Wyoming County Community Health System (WCCHS).		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: APPROVED
18. Authorize the Chairman, pursuant to General Municipal Law §104(b), to award bid and sign contract related to the parking lot paving project with CROSS CUT ENTERPRISE, LLC , 82 Covington Street, Perry, NY 14530 as recommended by Craig Woodworth, WCCHS Director of Plant Operations, in an amount of \$260,370.96; effective 06/12/2019 – 10/15/2019.		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
19. <i>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</i> Authorize the Chairman to sign an Employment Agreement (Schedule P) with WILLIAM DU, MD , 117 Brinton Street, Buffalo, NY 14214 to provide family practice internal medicine services in an amount not to exceed \$240,000.00 per year, effective 09/01/2019 – 08/31/2021 or within sixty (60) days upon the completion of credentialing and obtaining malpractice insurance.	<i>Withdrawn</i> <i>via 05/31/19 e-mail from P. Pettnot</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
10:15 AM Budget Office w/J. Cook			
<i>Chairman Berwanger provided an introduction to a situation between the Treasurer and Budget Office staff introductions of the new Deputy Treasurer. And informed the Committee of an e-mail Budget Officer Cook sent to Treasurer Mayer in order to bring her attention to actions that were insulting to a member of her staff...</i>			
<i>Budget Officer Cook reviewed flow charts of the current and proposed Purchase Order / Payment Policy according to the results of a Lumsden and McCormick audit. Supervisor Kehl, T/Attica expressed is disappointment over just now seeing the proposed policy when it was dated September 2018. After much discussion explaining that Supervisor Kehl has to option of voting no after having a week to review the policy. A motion was made to refer the proposed policy to the full board for consideration</i>			
Review Lumsden & McCormick <u>Purchase Order / Payment Policy</u> • <i>(to view click on underlined text).</i>	<i>Reviewed and attached.</i>	Motion: Leuer Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
<i>Treasurer Mayer is directed to give the Budget Office expedited increased ACS access in order to enact the updated Purchase Order / Payment Policy</i>		Motion: Ryan Ayes: 10 Noes: Absent:	Carried: XXX Defeated: Referred to: APPROVED
2. Review <u>Contingency funds</u> through 6/4/19 • <i>(to view click on underlined text).</i>	<i>Reviewed and attached.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<p>3. FYI:</p> <ul style="list-style-type: none"> Training set up for Tuesday October 15th at 9:30 tentatively. Invitees will be Department Heads / Fiscal Staff, Town Supervisors, Town Officials, Village Officials & Town Clerks. Location will be determined once participation numbers are available. Perhaps 2 sessions depending on response? 	<p>Internal Controls for Municipal Finance Operations</p> <p>Having effective internal controls will help ensure that your local government is using public assets efficiently and protecting against waste, loss and abuse. This session will cover examples of internal controls suggested by OSC. The topics discussed will include controls related to cash receipts and disbursements, procurement, and payroll.</p> <p>Speaker: Dan Acquilano, Associate Examiner, OSC</p>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>4. 2019 Appropriation (on behalf of Veteran's Services): To: 01.43.6510.2.23001 Motor Vehicle \$24,824.19 <i>w/any funds available</i> Reason: To purchase a new van.</p>		<p>Motion: Tallman</p> <p>Ayes: 10</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried: XXX</p> <p>Defeated:</p> <p>Referred to:</p> <p>*RESOLUTION</p>
<p>Space Allocation:</p> <ul style="list-style-type: none"> Ag Center <ul style="list-style-type: none"> Cornell Cooperative Extension 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> <p>06/26/19 Planning Comm.</p>
10:30 AM Clerk to the Board w/C. Ketchum			
<p>1. Semi-Annual Town Revenue Sharing</p> <ul style="list-style-type: none"> <u>10/01/18 – 03/31/19</u> 	<p><i>(to view click on underlined text).</i></p>	<p>Motion: May</p> <p>Ayes: 10</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried: XXX</p> <p>Defeated:</p> <p>Referred to:</p> <p>*RESOLUTION</p>
<p>2. New York State Association of Clerks of County Legislative Boards conference review.</p> <ul style="list-style-type: none"> There was a conversation relative to information learned about sales tax collections on music festivals in Schuyler County. Schuyler County Administrator, T. O'Hearn stated Schuyler County receives sales tax from music festival ticket sales and associated camping. Supervisor Kehl, T/Attica suggested contacting Genesee County over sales tax they receive for their music festivals. Treasurer Mayer entered the meeting during this conversation and stated she had NYS Taxation and Finance conduct an audit. They indicated the appropriate amount of sales tax is being captured. M. Dadd, Co. Attorney's office suggested a modification to the Public Assembly permit that requires inclusion of a Sales Tax ID Number be provided and whether or not they are responsible for collecting sales tax for this particular event. If the answer is no, an explanation is to be provided. 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>At 11:25 AM Supervisor Copeland, T/Wethersfield left the meeting.</p>			

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9:45 AM Treasurer w/C. Mayer			
<i>Supervisor Brunner, T/Java asked Treasurer Mayer her opinion of the New York Cooperative Liquid Asset Securities System (NYCLASS). Treasurer Mayer said she liked the idea and gave several reasons supporting why.</i>			
1. <i>Hand out Financial Reports for Prior Month</i> • 04-2019 <i>(to view click on underlined text).</i>	<i>Reviewed and attached.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>Resolution in opposition to S4676A/A4863</i> Attached draft resolution with NYSAC memorandum <i>(to view click on underlined text).</i>		Motion: Davis Ayes: 9 Noes: Absent: 1 Copeland	Carried: XXX Defeated: Referred to: *RESOLUTION
<i>After reading the minutes of the 05/14/19 Committee of the Whole meeting, Treasurer Mayer requested an Executive Session to discuss an “employee matter.”</i>			
<i>At 11:40 AM there was a motion by Supervisor Kehl to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Grant and all voted aye.</i>			
<i>Budget Officer Cook and Board Clerk Ketchum were excused.</i>			
<i>HR Director Farberman remained.</i>			
<i>At 11:57 AM Treasurer Mayer exited the Executive Session.</i>			
<i>At 11:58 AM Supervisor Leuer, T/Middlebury exited the Executive Session.</i>			
<i>At 11:59 AM there was a motion by Supervisor Ryan to end the executive session and continue the regular meeting. This was seconded by Supervisor Kehl and all voted aye.</i>			
<i>Treasurer Mayer returned with her two (2) new staff members, R. LaWall/Dep. Treasurer and R. Ceronie/Principal Account Clerk for a formal introduction to the Finance Committee.</i>			
10:30 AM Clerk to the Board w/C. Ketchum			
3. <i>Time and Attendance Reporting:</i> • County Coroner – J. Prutsman – Pfeiffer • District Attorney – D. O’Geen		Motion: May Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: *RESOLUTION
Board of Supervisors w/C. Ketchum			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Off Track Betting w/			
1. Review Schuyler County resolution titled, <i>“Resolution Calling Upon the New York State Comptroller to Audit Western New Work Off Track Betting Corp (OTB) and Calling on OTB to Honor Freedom of Information Law (FOIL) Requests – Legislature”</i>	<i>(to view click on underlined text).</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

FINANCE COMMITTEE MEETING MINUTES

Date: Tuesday, June 04, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl (9:04 AM), Granger (9:02 AM), Davis, Tallman, Leuer, May, Ryan (9:05 AM), Copeland

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Farberman/HR Director; A. D. Berwanger/Board Chair; A. Brunner, T/Java

Department Agenda Item	Discussion	Decision	Action
<p><i>Wyoming County OTB Director, Supervisor May, T/Orangeville explained the Schuyler County resolution and OTB's position. She included that Western Region OTB passed their own <u>resolution</u> which she instructed the Board Clerk to share with the rest of the Supervisors (attached).</i> <i>(to view click on underlined text).</i></p>			
Other/Referrals:			
HUMAN RESOURCES			
Human Resource			
<p>1. Position Fill: <p style="text-align: center;"><i>Sheriff</i></p> One (1) position of <i>Dispatcher (PT)(Non-union)</i> (position code 093.108) following WCSEA Schedule, Job Grade 2 at \$18.02/hr. - \$21.97/hr. Person Vacating: Melissa Hartwell, effective 4/24/2019. Position Available: June 5, 2019.</p>		Motion: Tallman Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: APPROVED
<p>2. Position Fill: <p style="text-align: center;"><i>Highway</i></p> One (1) position of <i>Heavy Equipment Operator (1.00 FTE)</i> (position code 094.163B) on CSEA Schedule B, Job Grade 9 at \$18.57/hr. - \$20.52/hr. Person Vacating: George Armstrong, effective May 13, 2019. Position Available: June 5, 2019.</p>		Motion: Tallman Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: APPROVED
<p>3. Position Create/Fill: <p style="text-align: center;"><i>Buildings and Grounds</i></p> One (1) position of <i>Building Maintenance Mechanic (1.00 FTE)</i> on CSEA Schedule B, Job Grade 9 at \$18.57/hr. - \$20.52/hr. Position Available: June 12, 2019.</p>		Motion: Tallman Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>At 12:08 PM Supervisor Brunner, T/Java exited the meeting at the end of the below agenda item.</p>			
<p>4. Position Abolish/Create/Fill: <p style="text-align: center;"><i>Youth Bureau</i></p> One (1) position of <i>Early Intervention Preschool Coordinator (1.00 FTE)</i> on CSEA Schedule A, Job Grade 13 at \$20.18/hr - \$23.20/hr. Position Available: June 12, 2019. <p style="text-align: center;">Amend Salary Schedule S</p> To abolish the Handicapped Preschool Coordinator (position # 013.121) vacated by Deborah Naylor, effective June 12, 2019.</p>	<p><i>Prior to the vote, Supervisor Kehl, T/Attica asked for clarification of returning this position to the union. HR Director Farberman said that his conversation with Director Aldinger was reasonable when she explained the position should have never been a management position on Salary Schedule "S".</i></p>	Motion: Tallman Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>5. Adopt Salary Schedule X: <ul style="list-style-type: none"> As attached <u>Salary Schedule X</u>. </p>	<p><i>(to view click on underlined text).</i></p> <p style="text-align: center;">ACTION TAKEN UNDER WCCH AGENDA</p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to: NO ACTION REQUIRED

FINANCE COMMITTEE MEETING MINUTES

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Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Farberman/HR Director; A. D. Berwanger/Board Chair; A. Brunner, T/Java

Department Agenda Item	Discussion	Decision	Action
<p>6. Amend Salary Schedule S: To correct the Secretary to the Sheriff's noted compensation adjustment to be consistent with the 2016 – 2019 Deputy Sheriff's Association agreement at 2% effective 01/01/19 and 2% effective 07/01/19.</p>		<p>Motion: Tallman Ayes: 8 Noes: Absent: 2 Leuer, Copeland</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>7. Amend Salary Schedule "G": To provide one time stipends plus corresponding fringe to the following:</p> <ul style="list-style-type: none"> • Public Defender \$6,000.00 • Asst. Public Defender (1st) \$10,000.00 • Asst. Public Defender (2nd) \$5,000.00 • Asst. Public Defender (3rd) \$10,000.00 • Asst. Public Defender (4th) \$6,000.00 • Investigator \$5,000.00 • Secretary to Public Defender \$7,080.00 • Secretary I, PT \$5,000.00 <p>Said amounts to be paid immediately. Funds are provided through ILS grant Second Quality Improvement and Caseload Reduction (Contract C2ND656)</p>		<p>Motion: Tallman Ayes: 8 Noes: Absent: 2 Leuer, Copeland</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>8. Amend Salary Schedule "G": To increase salary with corresponding fringes to the following:</p> <ul style="list-style-type: none"> • Asst. Public Defender (4th) \$6,000.00 <p>Said amount to be paid bi-weekly and retroactive from July 1, 2018 through June 30, 2020. Funds provided through ILS Second Quality and Caseload Reduction contract C2ND656</p>		<p>Motion: Tallman Ayes: 8 Noes: Absent: 2 Leuer, Copeland</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>9. Motion to set the salary of the Secretary to the Superintendent of Buildings and Grounds on Salary Schedule "S" at \$41,000.00 annually; effective April 01, 2019</p>		<p>Motion: Tallman Ayes: 8 Noes: Absent: 2 Leuer, Copeland</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
10:00 AM Real Property Tax Services w/J. Kirsch			
<p>1. Inter-municipal Agreement: Authorize Chairman to sign an Inter municipal Agreement with the Town of Eagle for Countywide Assessing Services per RPTL 1537, according to the annual fee schedule negotiated , \$16.05 per parcel; effective July 1, 2019 through September 30, 2019. Total amount of \$3,900.15.</p>	<p><i>This is just an interim contract until they all renew on October 01, 2019 for three (3) years.</i></p>	<p>Motion: Grant Ayes: 8 Noes: Absent: 2 Leuer, Copeland</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>

FINANCE COMMITTEE MEETING MINUTES

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Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Farberman/HR Director; A. D. Berwanger/Board Chair; A. Brunner, T/Java

Department Agenda Item	Discussion	Decision	Action
2. Misc. <ul style="list-style-type: none"> • Legislative Conference was cancelled. Will let the committee know when rescheduled. • Met appraiser of original 10 windmills in Wethersfield recently. Had appraisal in his e-mail the very next day. Should be favorable to all. • June 17, 2019 – will be presenting at Attica Central School on taxes. Flyer attached. All are welcome to attend. 			
Other/Referrals:			
PUBLIC HEALTH			
Mental Health			
1. Transfer: From: 01.38.4323.4.42306 Other \$90.00 To: 01.38.4323.1.10602 Insurance Buy Out \$90.00 Reason: To cover 1 employees insurance buyout		Motion: Ryan Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: *RESOLUTION
2. 2019 Appropriation: To: 01.38.4322.4.42408 Livingston/Wyoming ARC\$2,312.00 w/01.11.4322.3490 MH State Aid-ARC \$2,312.00 Reason: To appropriate additional state aid.		Motion: Ryan Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: *RESOLUTION
3. 2019 Appropriation: To: 01.38.4310.4.41801 Misc. Assess/Chg. owed oth. Govt. \$67,600.00 w/Any Funds Available \$67,600.00 Reason: To appropriate funds needed to pay for an inmate placed at RPC	<i>This particular inmate has been placed at RPC. Historically, inmates have been placed at Central. The average monthly cost to the county is \$20,718.70. This is HALF the cost for an inmate placed. We have been updated that we are not to use FSS for these expenses, nor are we permitted to use State Aid. This dollar amount, covers the remainder of March (short) all of April, May and June.</i>	Motion: Ryan Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: *RESOLUTION
PUBLIC Health			
4. Appropriation: To: 01.38.4010.2.23001 PH – Motor Vehicles \$19,497.00 w/01.08.4010.2665 Sale of Equipment \$285.34 01.11.4010.340104 Additional State Aid 19,211.66 Reason: For purchase of 2019 Malibu 4DSD from Spurr Chevrolet, auction proceeds iao \$285.34 and NYSDOH Year 6 Performance Incentive award iao \$19,211.66. Delivery by 6/28/ 2019		Motion: Ryan Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: *RESOLUTION

FINANCE COMMITTEE MEETING MINUTES

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Absent:

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Department Agenda Item	Discussion	Decision	Action
5. Appropriation: To: 01.38.4010.4.41706 Medical & Safety Supplies \$4,000.00 w/01.03.4010.1601 Public Health Fees \$4,000.00 Reason: To purchase vaccines for the HD (73% of 2019 budgeted revenue received as of April, 2019)		Motion: Ryan Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: * RESOLUTION
6. Discussion: IT Capital Plan (equipment upgrades, hardware & software requirements, Windows 10) and associated expenses.	<i>This was discussed under the IT Agenda (Agenda Item #1).</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PUBLIC SAFETY			
Fire & Building Code Enf.			
1. 2019 Transfer: From: 01.37.3620.8.89001 Health Insurance \$1,680.74 To: 01.37.3620.4.40508 Private Auto Repairs 1,680.74 Reason: Vehicle repairs (see attached)	Attached - <u>Conroy's Estimate</u> (to view click on underlined text).	Motion: May Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: * RESOLUTION
Public Defender			
2. 2019 Appropriation: To: 01.32.1170.4.42497 ILS Distribution 6 \$8,382.36 w/01.11.1170.302506 ILS D-6 increased by 8,382.36 Reason: cover cost of purchase of furniture and technology.		Motion: May Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: * RESOLUTION
PUBLIC WORKS			
Buildings & Grounds			
2. Transfer : From: 01.34.1620.4.40809 Pavement Maint. \$7,100.00 To: 01.39.6010.4.40809 Pavement Maint. (DSS) \$600.00 01.34.4010.4.40809 Pavement Maint. (HD) \$6,500.00 Reason: To cover cost of repairs in parking lots for 2019.		Motion: Davis Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: * RESOLUTION

Human Resource Director Farberman provided an update on the recruitment of a new Director of Fire and Emergency Management. The chosen candidate will sign offer of employment letter in the HR Director's office later this afternoon.

Permission for the Board Clerk to work with IT to get quotes on six (6) Notebooks or Tablets (laptop computer equivalents) to include in the 2020 budget.	These devices will not be assigned to any one Supervisor and will remain in the Board Office for use during Committee meetings and Board meetings.	Motion: Kehl Ayes: 8 Noes: Absent: 2 Leuer, Copeland	Carried: XXX Defeated: Referred to: APPROVED
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Signature of Committee Chairman: p/J. Brick (minutes prepared by C. Ketchum).

Next Finance Committee Meeting scheduled for **Tuesday, July 2, 2019 @ 9:00 AM.**