

**MINUTES  
FINANCIAL MANAGEMENT COMMITTEE  
OCTOBER 16, 2013, 1:00 P.M.**

3<sup>rd</sup> FLOOR CONFERENCE ROOM

MUNICIPAL OFFICE BUILDING

**COMMITTEE MEMBERS:** Dorothy Huber, David Baker, Theodore Fafinski, Robert Green, Daniel Marshall, John Sheppard

**ATTENDEES:** Committee Members, John Garvey, Darlys McDonough, Cathy Bentzoni, Gary Baxter, Mary Gates, Tom Harvey, Dru Malavase, Nellie Puma, Michael Reinhardt, Lorrie Scarrott, Michael Wojcik, Bill Wright

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Chairman Huber called the meeting to order at 1:00 p.m. and declared Supervisor Sheppard necessarily absent.

**MINUTES**

- Approval of the minutes of the September 25, 2013 meeting.

**ACTION** Supervisor Baker made a motion to approve the minutes, seconded by Supervisor Fafinski, and carried.

**INSURANCE**

- Michael Reinhardt presented a Transfer of Funds in the amount of \$85,000 to cover an unanticipated expenditure approved by the Insurance Committee. Funds for the transfer will be from the Appropriated Fund Balance to Judgments and Claims.

**ACTION** As the transfer related to a matter of litigation, Supervisor Fafinski made a motion to enter into executive session at 1:02 p.m., seconded by Supervisor Baker, and carried. Supervisor Marshall made a motion at 1:07 p.m. to resume regular session, seconded by Supervisor Baker, and carried.

- Michael Reinhardt presented a Transfer of Funds in the amount of \$30,000 to fund expected shortfalls in the budget required to cover property loss claims. The transfer is from the Appropriated Fund Balance to Judgments and Claims.

**ACTION** Supervisor Baker made a motion to approve of the above two insurance transfers, seconded by Supervisor Green, and carried.

**PUBLIC SAFETY**

- Dru Malavase presented a Transfer of Funds in the amount of \$10,000 from the Appropriated STOP DWI Reserve for Sheriff's overtime (\$10,000), DWI Patrol (\$2,000), Education (\$6,000) and Investigations (\$2,000).

**ACTION** Supervisor Baker made a motion to approve the transfer of \$10,000, seconded by Supervisor Green, and carried.

**ECONOMIC DEVELOPMENT**

- Michael Wojcik presented a Transfer of Funds in the amount of \$539,000 from the Appropriated Fund Balance to establish a budget to record grants to OCEDC for Z-Axis and Surmotech loans.

**ACTION** Supervisor Marshall made a motion to approve the transfer of \$539,000, seconded by Supervisor Green, and carried.

October 16, 2013

Page 1

## **PUBLIC WORKS**

### Honeoye Lake County Sewer District (HLCSD)

- **RESOLUTION** – Authorization to Accept Bid and Appropriate Reserve Funds for Sanitary Sewer Rehabilitation Project.

Resolution accepts bid from Grant Street Construction, Inc. for the sanitary sewer rehab project in Honeoye in the amount of \$97,500 for work to commence upon issuance of a Notice to Proceed and to be completed by May 2, 2014. The resolution also included a transfer to construction contracts of \$105,000, which included a contingency of \$7,500.

**ACTION** Supervisor Marshall made a motion to file the resolutions, seconded by Supervisor Fafinski, and carried. It was noted that funding will be provided by the HLCSD.

## **CAPITAL PROJECTS**

- **RESOLUTION** – Creation of Capital Project 6-2013, Intersection Improvements, County Road 8 at County Road 41 and Shortsville Road.

Bill Wright advised that the project would receive federal aid, and the Highway engineers would be working on the preliminary engineering phase. The resolution would allow for advancing 100% (\$9,600) of the federal and non-federal share of the cost of preliminary engineering and right-of-way incidentals from the D-Fund.

**ACTION** Supervisor Green made a motion to file the resolution establishing Capital Project 6-2013, seconded by Supervisor Marshall, and carried.

- **RESOLUTION** – Creation of Capital Project 7-2013, Jail Modifications and Award Contract to Labella Committee was informed that modifications would be for the Constant Watch area and Pod Segregation. Professional services provider for the project would be LaBella Associates, PC, and would not exceed \$36,825 plus a \$2,000 contingency fund.

**ACTION** Supervisor Baker made a motion to file the resolution establishing Capital Project 6-2013, and awarding the profession engineering phase of the project to Labella Associates, and transferring \$100,000 to Buildings and Grounds for renovations. The motion was seconded by Supervisor Fafinski, and carried.

- **RESOLUTION** – Capital Project 2-2010, Health Facility Fire Suppression System, Amend the Name of the Capital Project and Budget Amendment

**ACTION** Supervisor Baker made a motion to file the resolution changing the title of the project at the Health Facility. The motion was seconded by Supervisor Marshall, and carried.

- **RESOLUTION** – Capital Project 4-2009, FLCC Geneva Campus Center, Bid Award for Abatement and Demotion

**ACTION** Supervisor Fafinski made a motion to file the resolution accepting the bid from Sabre Demolition Corporation in the amount of \$2,300,310 for asbestos removal and building demolition, and to transfer funds accordingly. The motion was seconded by Supervisor Baker, and carried.

October 16, 2013

Page 2

- **RESOLUTION** – Capital Project 5-2008, Approval of Change Order CO3-006, FLCC Master Plan, Phase I Project  
**ACTION** Supervisor Baker made a motion to file the resolution which authorized reducing the contract with Hudson Steel Fabricators and Erectors, Inc. by \$5,273.69; the company who was hired for the FLCC Student Services Center and Auditorium Project. The motion was seconded by Supervisor Marshall, and carried.
- **RESOLUTION** – Capital Project 5-2008, Approval of Change Order CO19-029, FLCC Master Plan, Phase I  
**ACTION** Supervisor Marshall made a motion to file the resolution to approve and fund a change order of \$24,857 for multiply electrical issues by Weydman Electric, Inc. The motion was seconded by Supervisor Green, and carried.

### **TRANSFER OF FUNDS**

- **ACTION** Motion made by Supervisor Baker, seconded by Supervisor Fafinski to approve a transfer of funds in the amount of \$180,000 to fund Out of County Expenses for Community College Tuition from the Appropriated Fund Balance. Concern was expressed by Committee with regard to the expense incurred for students attending other colleges as opposed to FLCC, noting that the matter should be addressed with the Board of Trustees in 2014. Motion carried.

### **BUDGET**

- Cathy Bentzoni distributed the Budget Summary Totals Report and Tax Levy by Fund. At present, she advised that the 2014 estimated tax rate was \$6.3250.
- **RESOLUTION** – Fixing Day and Notice for Public Hearing on the Tentative Budget  
**ACTION** Supervisor Baker made a motion to file the resolution setting the public hearing for November 14, 2013 at 6:30 p.m. in the Board of Supervisors’ Sessions Room in the Courthouse. Motion was seconded by Supervisor Marshall, and carried.
- **RESOLUTION** – Fixing Day and Notice for Public Hearing on Proposed Capital Improvement Plan  
**ACTION** Supervisor Baker made a motion to file the resolution setting the public hearing for November 14, 2013 at 6:30 p.m. in the Board of Supervisors’ Sessions Room in the Courthouse. Motion was seconded by Supervisor Marshall, and carried
- **BUDGET MESSAGE** – Chairman Huber presented the proposed budget message, which would be finalized and included in the Tentative Budget.

Being no further business to come before the committee, the meeting adjourned at 1:42 p.m. following a motion by Supervisor Baker, seconded by Supervisor Green and carried. The next meeting is scheduled for November 6, 2013 at 1:00.

Respectfully submitted,

Margaret Cooper

October 16, 2013

Page 3