

**MINUTES**  
**FINANCIAL MANAGEMENT COMMITTEE**  
**November 27, 2013**

**MEMBERS PRESENT**

Dodie Huber, David Baker, Theodore Fafinski, Bob Green, Dan Marshall, John Sheppard

**OTHERS PRESENT**

In addition to Committee Members: John Garvey, Cathy Bentzoni, Lorrie Scarrott, Gary Baxter, Phil Povero, Mary Beer, Deb Gierman, Tom Harvey, Diane Johnston, Bill Wright, Jennifer Kehoe, Maria Rudzinski, Mary Burnett, Nellie Puma, Halle Stevens, Judy Manntai

**CALL TO ORDER**

The meeting of the Financial Management Committee was called to order at 1:00 p.m. by Vice Chair David Baker.

**MINUTES**

Supervisor Sheppard made a motion to approve the minutes of the Financial Management Committee meeting on November 6, 2013. Supervisor Fafinski seconded the motion. The motion carried. Supervisor Marshall abstained from the vote due to his absence from the meeting.

**PLANNING & RESEARCH**

- ▶ **Resolution:** *Approval of Transfer to Retain Cash Match for NYS Department of Agriculture and Markets for Municipal Planning Grant*

Supervisor Marshall made a motion to file the resolution to approve the transfer of \$10,000 for the 2014 budget for the cash match required for the NYS Department of Agriculture and Markets grant. Supervisor Green seconded the motion. An editing amendment was made to the first line of the fifth “Whereas”, deleting the words “the have”.

Supervisor Baker made a motion to file the amended resolution. Supervisor Fafinski seconded the motion. The motion carried.

**HEALTH & MEDICAL**

- ▶ **Resolution:** *Mental Health ~ Authority to Cancel Uncollectible Debts*
  
- ▶ **Resolution:** *Mental Health ~ OMIG Repayment - Ontario County Substance Abuse Services*

Supervisor Fafinski made a motion to file the resolution to deem unpaid account balances of \$62,756.90 for specific patient services occurring during the period of 2007 to 2013 as uncollectible, and to authorize the Ontario County Mental Health Department to remove the unpaid balances from its books. Supervisor Marshall seconded the motion. The motion carried.

Supervisor Sheppard made a motion to file the resolution to authorize repayment to the Office of the Medicaid Inspector General (OMIG) in an amount not to exceed \$30,530 as soon as

practical. This repayment to OMIG is a result of a compliance review of the Department of Mental Health / Substance Abuse Services and a process of self-disclosure to inform OMIG of the overpayments. Supervisor Green seconded the motion. The motion carried.

- ▶ **Resolution:** *Public Health ~ OMIG Repayment - Ontario County Certified Home Health Agency Long Term Home Health Care Program*

Supervisor Marshall made a motion to file the resolution to authorize repayment to the Office of the Medicaid Inspector General (OMIG) in an amount not to exceed \$78,940 as soon as practical. This repayment to OMIG is a result of an audit of the Ontario County Certified Home Health Agency's Long Term Home Health Care Program between January 1, 2004 and December 31, 2007. Supervisor Fafinski seconded the motion. The motion carried.

Chair Dodie Huber assumed chairmanship of the meeting.

## PUBLIC WORKS

- ▶ **Transfer:** *Canandaigua Lake Sewer District - Authorizing Transfer of Funds*

Supervisor Baker made a motion to file the resolution to authorize transfer of \$160,000 from the Canandaigua Lake County Sewer District (CLCSD) Capital Improvement line to the CLCSD Equipment Replacement Reserve to be utilized for future installation of generators and controls at various pump stations, subject to the approval of the Board of Supervisors. Supervisor Sheppard seconded the motion. The motion carried.

## CAPITAL PROJECTS

- ▶ **Resolution:** *Public Works / Highways ~ CP-02-2008: County Road 37 Rehabilitation - Closing of Capital Project*

Supervisor Baker made a motion to file the resolution to close Capital Project 02-2008, County Road 37 Rehabilitation, and that the cash balance, \$652,084.28 as of this date, and any additional interest earnings remaining in Capital Project 02-2008 be transferred to the County Road Fund Capital Reserve for Roads and Bridges. Supervisor Green seconded the motion. The motion carried.

- ▶ **Resolution:** *Public Works / Highways ~ CP-06-2008: Highway Safety Improvements - Intersection Improvements for County Road 23 - Award of Contract for Construction and Budget Amendment*

Supervisor Marshall made a motion to file the resolution to accept the bid from Babcock Enterprises, LTD, for the safety improvements at County Road 23 at Melvin Hill & Seneca Castle Roads, Town of Phelps. The estimated project cost is \$226,850.91. Supervisor Sheppard seconded the motion. The motion carried.

- ▶ **Resolution:** *Public Works ~ CP 5-2012: Space Utilization and Reallocation Project - Contract and Budget Amendment*

Supervisor Sheppard made a motion to file the resolution to amend Capital Project 5-2012, Space Utilization and Reallocation Project, to provide additional communication data outlets at an estimated cost not to exceed \$15,000 with Concord Electric; and further, for additional HVAC work to incorporate Siemens Control System for energy management at an estimated cost not to exceed \$15,000 with Leo J. Roth Corporation. Supervisor Green seconded the motion. The motion carried.
  
- ▶ **Resolution:** *Public Works / Buildings & Grounds ~ CP 09-2010: Renovation of Saltonstall Street building - Budget Amendment*

Supervisor Fafinski made a motion to file the resolution to approve the budget amendment of \$3,000 for Capital Project 9-2010, Renovation of Saltonstall Street Building, to cover the cost of security equipment needed to complete the project. Supervisor Baker seconded the motion. The motion carried.
  
- ▶ **Resolution:** *FLCC Geneva Campus Center ~ CP 4-2009: Budget Transfer for Rental and Associated Costs*

It was noted that the sixth “Whereas” paragraph will be deleted entirely from the resolution presented to the Board of Supervisors.

Supervisor Sheppard made a motion to file the amended resolution to approve the budget transfer for rental and associated costs for the FLCC Geneva Campus Center Capital Project. Supervisor Baker seconded the motion. The motion carried.
  
- ▶ **Resolution:** *FLCC Geneva Campus Center ~ CP 4-2009: Purchase of Crosswalk Decals and Budget Transfer*

Supervisor Marshall made a motion to file the resolution to approve the budget transfer within the capital project to pay the \$350 invoice to The Duke Company for crosswalk marking materials. Supervisor Fafinski seconded the motion. The motion carried.
  
- ▶ **Resolution:** *Public Safety ~ CP 7-2006: Budget Transfer to Fund 700MHz Radio License Application Fees - Emergency Communications Project*

Supervisor Green made a motion to file the resolution to approve the budget transfer of \$1,705 to cover the cost of processing multiple 700 MHz radio license applications with the FCC. Supervisor Fafinski seconded the motion. The motion carried.

## PUBLIC SAFETY

- ▶ **Resolution:** *Public Defender ~ Request Authorization to Apply for Indigent Legal Services Funding*

Supervisor Baker made a motion to file the resolution to authorize the Public Defender’s Office to apply for additional funding by the Indigent Legal Services Board in the amount of approximately \$271,911 over a three year period beginning June 1, 2014 through May 31, 2017. Supervisor Green seconded the motion. The motion carried.

- ▶ **Transfer:** *Correctional Healthcare ~ Budget Transfer to Fund Shortfall in Correctional Healthcare* Supervisor Baker made a motion to approve the budget transfer of \$150,000 from appropriated fund balance to cover the budget shortfall for Correctional Healthcare. Supervisor Sheppard seconded the motion. The motion carried.

**FMC STANDING COMMITTEE ITEMS**

- ▶ **Resolution:** *Purchasing ~ Renewal of Bid for the Lease of Multifunctional Color Copiers for All County Departments* Supervisor Green made a motion to file the resolution to approve the bid renewal for an additional 24 months with Toshiba Business Solutions for the lease of multifunctional color copiers. Supervisor Fafinski seconded the motion. The motion carried.

- ▶ **Resolution:** *County Treasurer ~ Authorizing Contract with Auctions International, Inc., Action of Real Property Tax Foreclosure Parcels* Supervisor Baker made a motion to file the resolution to award the contract for auction services for the sale of delinquent tax parcels to Auctions International, Inc., starting January 1, 2014 and expiring December 31, 2014, with the option for two additional 12-month renewals. Supervisor Marshall seconded the motion. The motion carried.

- ▶ **Resolution:** *Finance ~ Authorization to Contract for the Central Services Cost Allocation and Indirect Cost Proposal* Supervisor Baker made a motion to file the resolution to authorize a contract with Maximus Consulting Services, Inc., to prepare Ontario County’s Central Services Cost Allocation Plan and Indirect Cost Proposals for the calendar years ending 2013, 2014, and 2015 at a fee of \$7,800 per calendar year not to exceed \$23,400 for the three-year period. Supervisor Green seconded the motion. The motion carried

- ▶ **Transfer:** *Community College Chargebacks* Supervisor Fafinski made a motion to approve the budget transfer of \$30,000 to cover the unexpected increase in community college chargeback expenses. It was noted that to date, chargeback expenses for 2013 have increased approximately \$133,941 over 2012. Supervisor Green seconded the motion. The motion carried.

Brief discussion took place regarding Finger Lakes Community College’s need to focus on increasing its enrollment and attracting students right out of high school.

- ▶ **Resolution:** *Renew Contract with Fiscal Advisors & Marketing, Inc.* Supervisor Baker made a motion to file the resolution to authorize a contract with Fiscal Advisors & Marketing, Inc., for financial advisor services for twelve months starting January 1, 2014 through December 31, 2014. Supervisor Sheppard seconded the motion. The motion carried.

► **Resolution:** *Apportionment of Mortgage Tax*

Supervisor Sheppard made a motion to file the resolution authorizing the County Treasurer to issue checks for the distribution of the mortgage tax (\$1,575,365.74 for the period of April 1, 2013 through September 30, 2013) to the cities, towns, and villages as set forth in the resolution. The motion was seconded by Supervisor Baker. The motion carried.

**2014 FMC Tentative Meeting Schedule**

The tentative 2014 FMC meeting schedule was reviewed. It was noted that the first meeting will meet at 20 Ontario and the 2014 Financial Management Committee will review the schedule and determine location of meetings. It was further noted that the tentative date of the first meeting, January 15, may be in conflict with an annual government training.

**PUBLIC SAFETY**

**Discussion Regarding School Resource Officers**

Sheriff Phil Povero gave an overview of the proposal to create three full-time and one part-time Police Officer titles in support of the School Resource Officer program. Estimated start-up costs and budget for 2014 and an estimated budget for 2015 were presented. Currently, six Ontario County school districts, outside the Cities of Canandaigua and Geneva, have requested full-time SROs in January 2014. Part-time SROs have been requested by two school districts. A workshop for the Board of Supervisors will be held on Thursday, December 5 at 5:30 p.m. to discuss the SRO proposal. No action was taken.

**OTHER BUSINESS**

There was no other business.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 3:00 p.m. following a motion by Supervisor Fafinski. The motion was seconded by Supervisor Sheppard. The motion carried.

The next regularly scheduled meeting is Wednesday, December 11, 2013, at 1:00 p.m.

Respectfully submitted,

Judy Manntai  
Recording Secretary

**Budget Schedule  
Important Dates**

- a. By December 13 ~ Approved 2014-2015 Budget Posted on County Website