



MINUTES
FINANCIAL MANAGEMENT COMMITTEE
3019 County Complex Drive, Canandaigua, New York
July 2, 2014

MEMBERS PRESENT

John Sheppard, Ted Fafinski, Bob Green, Rich Russell

OTHERS PRESENT

In addition to Committee Members: John Garvey, Darlys McDonough, Sue Cirencione, Deb Gierman, Tom Harvey, Phil Povero, Mary Gates, Nellie Puma, Judy Manntai, Reporter John Addyman, Ontario County CSEA President Steve Healy

CALL TO ORDER

The meeting of the Financial Management Committee was called to order at 1:00 p.m. by Chairman Sheppard. Supervisors David Baker and John Cowley were declared to be necessarily absent.

MINUTES

Supervisor Russell made a motion to approve the minutes of the Financial Management Committee meeting on June 11, 2014. Supervisor Green seconded the motion. The motion carried.

PUBLIC SAFETY

- ▶ **Resolution:** *Sheriff - Authorization to Accept Donation*

Supervisor Green made a motion to file the resolution to accept the \$5,000 donation from a particular living trust for the future purchase of an Ontario County Sheriffs' K-9. Supervisor Fafinski seconded the motion. The motion carried.

- ▶ **Resolution:** *Sheriff / School Resource Officer ~ Authorization for Sheriff to Contract with Naples School District*

Supervisor Green made a motion to file the resolution authorizing the Ontario County Sheriff's Office to enter into contract with the Naples Central School District for the provision of a part-time School Resource Officer from September 1, 2014 through June 30, 2015. Supervisor Fafinski seconded the motion. The motion carried.

Supervisor Green commented that he receives positive feedback from the community regarding the School Resource Officer Program.

- ▶ **Transfer:** *Stop DWI ~ Purchase Handheld ID Scanners*

Supervisor Green made a motion to approve the budget transfer of \$2,700 to provide funding for the purchase of two handheld ID scanners per a quote received June 19, 2014. These are new additions to equipment. Supervisor Fafinski seconded the motion. The motion carried.

HEALTH & MEDICAL

- ▶ **Resolution:** *Health Facility ~ Authority to Accept Settlement Agreement and Cancel Uncollectible Debt*

Supervisor Fafinski made a motion to file the resolution to accept a settlement in an amount of \$8,800 to be paid in 22 monthly installments of \$400 each and discharging the remaining balance of \$5,037.76. Supervisor Russell seconded the motion. The motion carried.

PLANNING & RESEARCH

- ▶ **Resolution:** *Planning ~ Acceptance of Federal Highway Administration Unified Work Program Grant 8620 to Prepare the Ontario County Freight Corridor*

Supervisor Russell made a motion to file the resolution to accept the \$80,000 Federal Highway Administration Unified Work Program Grant to be used for the preparation of the Ontario County Freight Corridor Development Plan: Area 1 - Town of Manchester. The grant requires no cash match, but the Ontario County Planning Department will provide \$4,400 in-kind services and the Town of Manchester will provide \$4,400 in cash for the project. Supervisor Green seconded the motion. The motion carried.

CAPITAL PROJECTS

- ▶ **Resolution:** *FLCC Master Plan Phase 1 Capital Project ~ CP 05-2008: Approval of Short Term Contract and Budget Transfer with Simplex Grinnell*
- ▶ **Resolution:** *FLCC Master Plan Phase 1 Capital Project ~ CP 05-2008: Approval of Change Order CO13-006*

Supervisor Russell made a motion to file the resolution to approve a short term contract with Simplex Grinnell to provide labor and materials necessary to complete the needed repairs in the Student Center fully described in the contract on file with the Clerk of the Board for a cost not to exceed \$1,348.01. Supervisor Fafinski seconded the motion. The motion carried.

Supervisor Green made a motion to file the resolution to approve Change Order CO13-006 with Main-Ford Supply to provide material and labor to replace the pizza station counter top, provide two elevated above counter warming shelves, and to replace the soup station with a solid counter material at a cost of \$18,302.95. Supervisor Russell seconded the motion. The motion carried.

**FMC STANDING
COMMITTEE ITEMS**

- ▶ **Resolution:** *Purchasing ~ Authorization to Participate in Cooperative Bids*

Supervisor Green made a motion to file the resolution authorizing the Ontario County Purchasing Director to sign a proposed "General Resolution" for Ontario County participation in cooperative bids coordinated by Wayne Finger Lakes BOCES. Supervisor Russell seconded the motion. The annual fee is \$625. The motion carried.

Supervisor Sheppard suggested Purchasing Director Deb Gierman track the approximate dollar value of savings on commodity bids, similar shared services, and municipal cooperative ventures. He commented on the likely need to identify these efforts in a probable Government Efficiency Savings Plan due by June 2015. "It may be easier to incorporate this tracking now, procedurally, than a look-back exercise in the future."

- ▶ **Resolution:** *Purchasing ~ Fixing Date and Notice for the Public Hearing on Local Law No. 4 (Intro.) 2014*

Supervisor Fafinski made a motion to file the resolution to fix a public hearing on July 31, 2014 at 6:30 p.m. for a proposed local law entitled "Ontario County Best Value Competitive Bidding Law". This will give the County the ability to use national options for purchasing commodities that meet a 15-item criteria. Supervisor Green seconded the motion. The motion carried.

OTHER BUSINESS

FLCC Budget

Chairman Sheppard noted that the Board of Supervisor's agenda for the upcoming July 10th meeting includes the Public Hearing and resolutions regarding the FLCC budget.

July 23rd Joint Meeting of FMC & Public Works Committee for CIP Review

Chairman Sheppard set the starting time of the July 23rd joint meeting of the Financial Management and Public Works Committees for CIP Review at 12:30 p.m.

FMC Budget Review with Non-FMC Reporting Departments

Chairman Sheppard noted that the FMC budget reviews with department directors have been set for the following dates and times:

- Wednesday, September 10 - 8:00 a.m. - 12:00 p.m.
- Friday, September 12 - 8:00 a.m. - 12:00 p.m.
- Tuesday, September 16 - 8:00 a.m. - 12:00 p.m.
- Thursday, September 18 - 8:00 a.m. - 12:00 p.m.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 1:25 p.m. following a motion by Supervisor Green. The motion was seconded by Supervisor Sheppard. The motion carried.

The next regularly scheduled meeting is Wednesday, July 23, 2014, at 1:00 p.m. The meeting will be held at the 3019 Building, Room 205.

Respectfully submitted,

Judy Manntai
Recording Secretary

**Budget Schedule -
Important Dates**

- a. July 8 ~ Budget Worksheets Sent to Departments
- b. July 23 ~ Joint Meeting of FMC & Public Works Committees for CIP Review
- c. July 28-August 15 ~ Standing Committee Budget Meetings
- d. August 13 ~ FMC Reviews Budgets with Departments Reporting to FMC
- e. September 10-18 ~ FMC Reviews Budgets with all non-FMC Reporting Departments
 - Wednesday, September 10 - 8:00 a.m. - 12:00 p.m.
 - Friday, September 12 - 8:00 a.m. - 12:00 p.m.
 - Tuesday, September 16 - 8:00 a.m. - 12:00 p.m.
 - Thursday, September 18 - 8:00 a.m. - 12:00 p.m.
- f. September 24 ~ Joint Meeting with any Standing Committee and FMC; if Requested by the Standing Committee
- g. October 15
 - > Filing Notice of Setting the Budget Hearing Date
 - > Filing Notice of Public Hearing for Budget and CIP
 - > Budget Message Completed and Signed by Committee Members
- h. November 5 ~ Budget Resolutions Approved by FMC and Filed
- i. November 13 ~ Budget Workshop, Public Hearing and Adoption of the Budget and CIP
- j. By December 12 ~ Approved 2015-2016 Budget Posted on County Website