

MINUTES
FINANCIAL MANAGEMENT COMMITTEE
February 29, 2012

**COMMITTEE MEMBERS
PRESENT**

David Baker - Vice Chair, Robert LaRocca, Jack Marren, Daniel Marshall, John Sheppard

OTHERS PRESENT

In addition to Committee Members: John Garvey, Darlys McDonough, Cathy Bentzoni, Lorrie Scarrott, Gary Baxter, Mary Burnett, Mary Gates, Halle Stevens, Nellie Puma, Melissa Burke, Sheriff Povero, Robin Johnson, Rochelle Gray, Bill Wright, Michael Wojcik, Tom Harvey, Andrea Schoeneman, BOS Chair Ted Fafinski, Judy Manntai

CALL TO ORDER

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

Dorothy Huber was declared necessarily absent.

MINUTES

Supervisor Marshall made a motion to approve the minutes of the Financial Management Committee meeting on February 8, 2012. The motion was seconded by Supervisor Sheppard. The motion carried.

**GOVERNMENT OPERATIONS &
IMPROVED METHODS**

- ▶ **Resolution:** *Authorization to Participate in Defense of Real Property Tax Assessment Challenge*

Supervisor Marshall made a motion to file the resolution that Ontario County agrees to share the defense costs in the certiorari cases on the filed list (49 parcels) and authorizing the County Attorney to participate in the defense of real property tax assessment challenges up to 25% of defense costs, including professional appraisal and legal fees subject to total funding available. The motion was seconded by Supervisor Sheppard. The motion carried.

PUBLIC SAFETY

- ▶ **Transfer:** *From Crime Proceeds for Replacement of Dog and Training Costs*
- ▶ **Resolution:** *Authorization to Apply for Grant from Office of Community Oriented Policing Services Hiring Program*

Supervisor Sheppard made a motion to approve the budget transfer of \$10,000 from Crime Proceeds Reserve for the purchase of a replacement dog and the applicable training of the new dog. The motion was seconded by Supervisor Marren. The motion carried.

Supervisor Sheppard made a motion to file the resolution authorizing the Sheriff to apply for a grant from the Office of Community Oriented Policing Services (FY12 COPS Hiring Program). The motion was seconded by Supervisor LaRocca. The motion carried.

- ▶ **Transfer:** *Purchase of Police Vehicles*

Supervisor Sheppard made a motion to approve the budget transfer of \$98,000 to purchase three SUVs in lieu of one pickup (\$28,000) and two patrol cars (\$70,000) as listed in the 2012 Budget. The motion was seconded by Supervisor Marren. The motion carried.

It was noted that there is no change in the dollar amount allocated, only the type of vehicles. Concern was expressed that costs may be increasing over time due to the perception that SUVs are needed versus sedans. Mr. Wright indicated that sedans are almost the same cost as SUVs, however, the resale is better on the SUVs.

HEALTH & MEDICAL

- ▶ **Transfer:** *To Cover Medicaid Home Health Rates for 2009-2012*

Supervisor LaRocca made a motion to approve the budget transfer of \$30,432 from the Contingency Fund to cover the Medicaid charges to the County for the 2009 and 2010 home health rates. The motion was seconded by Supervisor Marshall. The motion carried.

These charges were received after the CH Fund was closed December 31, 2011, as part of the year end closing process.

- ▶ **Resolution:** *Authority to Accept Settlement Agreement and Cancel Uncollectible Balance*

Supervisor LaRocca made a motion to file the resolution authorizing acceptance of a settlement agreement in the amount of \$10,562.14 for a particular unpaid patient balance of \$19,875.00 for services occurring during the period of 2009 to 2010. The remaining balance of \$9,312.86 will be deemed uncollectible and removed from the books for Ontario County Health Facility. The motion was seconded by Supervisor Marren. The motion carried.

- ▶ Settlement Policy

By general consent it was agreed that a policy and procedure should be drafted regarding settlement cases, noting that the policy may indicate that each situation will be dealt with on a case-by-case basis. Mary Gates will draft a policy for consideration.

CAPITAL PROJECTS

- ▶ **Resolution:** *CP 8-2005: Buildings & Grounds - Traffic and Pedestrian Access Improvements at Hopewell Complex- Authorizing Payment for Equipment Rental*

Supervisor LaRocca made a motion to file the resolution authorizing payment for equipment rental for the project and to approve the budget amendment of \$225.00. The motion was seconded by Supervisor Marshall. The motion carried.

- ▶ **Resolution:** *CP 2-2008: Bureau of Highways - County Road 37 Reconstruction - Purchase of Lands*

Supervisor Sheppard made a motion to file the resolution approving the purchase of permanent easements as indicated for an amount not to exceed \$17,815.00. The motion was seconded by Supervisor Marshall. The motion carried.
- ▶ **Resolution:** *CP 10-2010: Various Federally Aided Bridge Projects - Acceptance of Supplemental Agreement #1 to NYS Revenue Contract & Award of Consultant Inspection Contract*

Supervisor Marren made a motion to file the resolution accepting Supplemental Agreement #1 to the NYS Funding contract for CP 10-2010, approving the amendment to the project budget, and authorizing a contract with Barton and Loguidice P.C. for Construction Inspection Services for a cost not to exceed \$94,300.00. The motion was seconded by Supervisor Sheppard. The motion carried.
- ▶ CIP Budget Memo

Mr. Wright commented on his memo regarding the creation of two capital projects and changes in Ontario County’s road and bridge Capital Improvement Plan due to funding modifications in the seven-county regional Transportation Improvement Plan.
- ▶ **Resolution:** *Establish CP 2-2012: Bridge Preventive Maintenance Projects - 2013 Group 1 & Authorize the Implementation & Funding in the First Instance*

Supervisor Sheppard made a motion file the resolution to establish Capital Project 02-2012 Bridge Preventive Maintenance Projects - 2013 Group 1, and further, to authorize implementation and funding in the first instance 100% of the federal and non-federal share of the cost of Preliminary Engineering and ROW Incidentals work for the Project or portions thereof. The motion was seconded by Supervisor Marren. The motion carried.
- ▶ **Resolution:** *Establish CP 3-2012: Bridge Preventive Maintenance Projects - 2014 & Authorize the Implementation & Funding in the First Instance*

Supervisor Sheppard made a motion file the resolution to establish Capital Project 03-2012 - Bridge Preventive Maintenance Projects - 2014, and further, to authorize implementation and funding in the first instance 100% of the federal and non-federal share of the cost of Preliminary Engineering and ROW Incidentals work for the Project or portions thereof. The motion was seconded by Supervisor Marren. The motion carried.

EXECUTIVE SESSION

At 1:36 p.m., Supervisor Sheppard made a motion to enter into Executive Session to confer with counsel regarding possible litigation. The motion was seconded by Supervisor Marren. The motion carried. After discussion, Supervisor Marren made a motion to conclude Executive Session. The motion was seconded by Supervisor Sheppard, and carried. Executive Session concluded at 2:02 p.m.

- ▶ **Resolution:** *CP 1-2009: FLCC - Lighting Upgrades - Authorizing Budget Transfer to Cover Payment of Lighting Upgrades*
Supervisor LaRocca made a motion to file the resolution authorizing the budget transfer to cover the payment for lighting upgrades for the locker room stairwells and Room B440. The motion was seconded by Supervisor Sheppard. The motion carried.

- ▶ **Resolution:** *CP 5-2008: FLCC Student Services Center - Approval of Contract Amendment with Project Architect (JMZ) and Budget Transfer*
Supervisor Sheppard made a motion to file the resolution to approve the budget transfer and to accept the proposal of JMZ Architects and Planners, P.C. to provide additional consultant services as described in their letter dated February 17, 2012 at a cost of \$222,195; and further, to authorize the execution of a contract amendment with JMZ Architects and Planners, P.C. for said additional services increasing the total contract amount to \$4,361,554. The motion was seconded by Supervisor Marren. The motion carried.

- ▶ **Resolution:** *CP 5-2008: FLCC Student Services Center & Auditorium - Approval of Contract Amendment with LeChase Construction Services*
Supervisor Sheppard made a motion to file the resolution to approve the budget transfer and to accept the proposal of LeChase Construction Services, LLC to provide additional Construction Management Services during the construction of the FLCC Master Plan 1A Project (Student Services Center & Auditorium Building) for an amount not to exceed \$873,480; and further, to authorize the execution of a contract amendment with LeChase Construction Services, LLC for said additional services bringing the total contract amount to \$3,010,154. The motion was seconded by Supervisor Marren. The motion carried.

- ▶ **Resolution:** *CP 5-2008: FLCC Master Plan Phase 1B - Budget Transfer for Furniture and Technology Purchases*
Supervisor Sheppard made a motion to file the resolution to approve the budget transfer of \$250,000 for the purchase of furniture and \$250,000 for technology needs associated with the FLCC Master Plan Phase 1B Project. The motion was seconded by Supervisor Marren. The motion carried.

FMC – STANDING COMMITTEE ITEMS

- ▶ **Resolution:** *Treasurer – Award of Contract: Title Search Services*
Supervisor LaRocca made a motion to file the resolution to award the contract for abstract and title search services to Crossroads Abstract for a one year term, renewable at the County’s option for additional one year periods through the 2013 property tax foreclosure. The motion was seconded by Supervisor Marshall. The motion carried

- ▶ Unaudited Financial Report for 2011 Year-End
As required by local law, the Unaudited Financial Report for 2011 Year-End was distributed and commented on by Director of Finance Cathy Bentzoni. The audited financial statements are still in process. Cathy indicated that she doesn't anticipate any adjustments from the auditors.

- ▶ **Resolution:** *Treasurer – Authority to County Treasurer to Pay 2011/2012 Tax – Settlement Payment to School Districts*
Supervisor Marshall made a motion to file the resolution authorizing the County Treasurer to pay the various school districts for returned unpaid school taxes for the year 2011/2012. The motion was seconded by Supervisor LaRocca.

It was noted that this resolution replaces the one approved by the FMC at the February 8 meeting which was never filed with the Board of Supervisors.

OTHER BUSINESS

- ▶ Tax Statements
County Treasurer Gary Baxter reported that his office just received returned tax statements (not delivered to the property owners) from the U.S. Post Office that were postmarked June 1, 2011. He will be filing an official complaint with the USPS.

- ▶ 2013 Budget Goals
County Administrator John Garvey indicated that considerations and goals for the 2013 budget process are beginning. He will be asking BOS Chairman Fafinski to convene a meeting of all committee chairs and department heads to gather input for budget guidelines for the future and to discuss a more realistic approach to the budgeting process.

ADJOURNMENT

Being no further business to come before the Committee, the meeting was adjourned at 2:30 p.m. following a motion by Supervisor Marren. The motion was seconded by Supervisor Sheppard, and carried.

The next regularly scheduled meeting is Wednesday, March 21, 2012, at 1:00 p.m.

Respectfully submitted,

Judy Manntai
Recording Secretary