

**MINUTES**  
**FINANCIAL MANAGEMENT COMMITTEE**  
**January 18, 2012**

<b>COMMITTEE MEMBERS</b>	<b>PRESENT AT MEETING</b> (in addition to committee members)
Dorothy Huber, Chair	John Garvey, Darlys McDonough, Cathy Bentzoni, Lorrie Scarrott, Gary Baxter, Mary Burnett, Mary Krause, Mary Gates, Halle Stevens, Jeff Harloff, Nellie Puma, Dave Tillman, John Berry, Mike Tantillo, Tom Harvey, Judy Manntai
David Baker	
Robert LaRocca	
Jack Marren	
Daniel Marshall	
John Sheppard	
	<i>Recording Secretary Judy Manntai</i>

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

The Chair welcomed new committee members Dan Marshall and Jack Marren.

<b>MINUTES</b>	Dorothy Huber
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Supervisor Baker made a motion to approve the minutes of the Financial Management Committee meeting on December 14, 2011. The motion was seconded by Supervisor LaRocca. The motion carried.

The Chair appointed David Baker as Vice Chairman of the Financial Management Committee for 2012.

<b>GOVERNMENT OPERATIONS &amp; IMPROVED METHODS</b>	John Garvey
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**RESOLUTION:** *Acceptance of Donation of Two Automated External Defibrillator Units*

Supervisor Baker made a motion to file the resolution to accept the donation of two automated external defibrillator units from Casella Waste Systems, Inc. The motion was seconded by Supervisor LaRocca. The motion carried.

**RESOLUTION:** *Support of F.F. Thompson Health System Filing Application for a NYS HEAL Grant*

County Administrator John Garvey commented on the proposal and resolution regarding the future of skilled nursing and other long term care needs in Ontario County particularly as it relates to Ontario County Health Facility.

For purposes of discussion, Supervisor LaRocca made a motion to file the resolution. The motion was seconded by Supervisor Baker. Discussion took place regarding the opportunity to explore a public-private partnership with F.F. Thompson in conjunction with a HEAL grant through New York State. The purpose of the resolution is to support F.F. Thompson in its application for a HEAL grant, which has a deadline of February 10, 2012.

By general consent it was agreed to amend the second “Resolve” to read as follows: “Resolved, that should the Heal grant be awarded to Thompson Health System for said partnership, the Board of Supervisors *will consider* the development of a long term partnership agreement *subject to a mutually agreed upon financial agreement*; and be it further”.

Supervisor Marshall made a motion to approve the filing of the resolution as amended. The motion was seconded by Supervisor Sheppard. The motion carried.

The County Administrator indicated that it is anticipated a full pro forma report on the Health Facility will be available by the next meeting.

**PUBLIC SAFETY**

Dave Tillman, Mike Tantillo,  
Jeff Harloff, Halle Stevens

**RESOLUTION:** *Sheriff - Authorization to Accept Donation from Constellation Brands*

Supervisor Sheppard made a motion to file the resolution to accept the donation of \$15,000 from Constellation Brands to the Ontario County Sheriff Department for assistance with routing of traffic during concerts at CMAC. The motion was seconded by Supervisor Marren. The motion carried.

It was noted that actual cost to the Sheriff’s Department for this service is approximately \$52,000.

**RESOLUTION:** *Sheriff - Authorization to Accept STEP Grant Award*

Supervisor LaRocca made a motion to file the resolution to accept the Selective Traffic Enforcement Program (STEP) Grant Award of \$25,000. The motion was seconded by Supervisor Marshall. The motion carried.

**TRANSFER: Sheriff - Authorization to Appropriate Crime Proceeds Reserve**

Supervisor Baker made a motion to approve the budget transfer of \$6,259 from Crime Proceeds (Restricted) to complete the transaction authorized per Resolution 733-2011 for the Forensic Extraction Device Kit and applicable training. The motion was seconded by Supervisor Marren. The motion carried.

**TRANSFER: District Attorney - Authorization to Appropriate from Federal Crime Proceeds Reserve**

Supervisor Baker made a motion to approve the budget transfer of \$1,200 from the District Attorney’s Federal Crime Proceeds Reserve to send District Attorney staff to training conferences. The motion was seconded by Supervisor LaRocca. The motion carried.

**TRANSFER: Stop DWI**

For purposes of discussion, Supervisor Sheppard made a motion to approve the budget transfer of \$16,700 from unrestricted Fund Balance to cover the shortfall in the Stop DWI Reserve and to close the 2011 Stop DWI Budget. The motion was seconded by Supervisor Baker.

Discussion took place regarding the shortfall, noting it is the first time in 25 years this has occurred. It was further noted that expenses are in line with the budget, but lack of revenue is the problem. There are thousands of dollars owed in past due fines that have been ordered, but not paid. Cathy Bentzoni, Director of Finance, indicated that Stop DWI reserves have been depleted and that for 2012, the Stop DWI budget will need to stand on its own. A decision will have to be made as to funding the program as in the past with a County subsidy, or cutting back to what is in the funding. A summary of the Stop DWI program and how it works was requested by the Committee.

The motion to approve the budget transfer carried.

**TRANSFER: Emergency Management - Transfer to Appropriate Funds to Complete the Purchase Transaction for Mobile Air Compressor and Purification System**

Supervisor Baker make a motion to approve the budget transfer of \$66,997.98 from Fund Balance to complete the transaction authorized per Resolution 787-2011 for the purchase of a mobile compressor and purification system. The motion was seconded by Supervisor LaRocca. The motion carried.

<b>PUBLIC WORKS</b>
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Nellie Puma
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**RESOLUTION:** *Workforce Development – Resolution to Amend the 2012 County Budget to Include 15 Passenger Van*

Supervisor Baker made a motion to file the resolution amending the approved 2012 County budget to include a 15 passenger van instead of a small bus for Workforce Development. The motion was seconded by Supervisor Marren. The motion carried contingent upon the approval of the Public Works Committee.

<b>CAPITAL PROJECTS</b>
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John Berry, Nellie Puma, Tom Harvey
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**RESOLUTION:** *CP 5-2010: Energy Conservation Project – Authorization to Accept Bid for Exterior Lighting Fixtures*

Supervisor Marren made a motion to file the resolution to authorize the acceptance of the bid for the replacement of wall pack fixtures at various Ontario County buildings from Blackmon-Farrell Electric, Inc., for \$113,200 and a contingent amount of \$6,000 for unanticipated changes. The project is to start upon Notice to Proceed and be completed within 60 days. Supervisor LaRocca seconded the motion. The motion carried.

**RESOLUTION:** *CP 7-2006: Emergency Communication System – Approval of Change Order C3-001 (Additional Antennas)*

Supervisor Marren made a motion to file the resolution to approve Change Order C3-001 at an increased cost of \$6,304 for additional antennas. The motion was seconded by Supervisor LaRocca. The motion carried.

**RESOLUTION:** *CP 7-2006: Emergency Communication System – Approval of Change Order C3-002 (Additional Repair of Tower)*

Supervisor Marren made a motion to file the resolution to approve Change Order C3-002 at an increased cost of \$14,021 for additional repairs to the tower. The motion was seconded by Supervisor Marshall. The motion carried.

**RESOLUTION:** *CP 3-2008: FLCC – Contract – Replacement of Stair System to Athletic Fields*

Supervisor Marren made a motion to file the resolution to authorize a contract with WP Mahoney for \$12,910.70 for the replacement of a failing stair system that leads to the athletic fields. The motion was seconded by Supervisor LaRocca. The motion carried contingent on the approval of the FLCC Projects Committee.

**RESOLUTION:** *CP 1-2010: FLCC –Repair of Chiller #2*

Supervisor Marshall made a motion to file the resolution to approve the transfer within the CP 1-2010 budget to pay the \$13,033.25 cost of repair to Chiller #2. The motion was seconded by Supervisor Sheppard. The motion carried.

**RESOLUTION:** *CP 5-2008: FLCC – Master Plan Phase I Provision of Legal Services and Budget Transfer*

Supervisor Sheppard made a motion to file the resolution to amend the agreement with Reeve Law Firm to increase the contract for specialized legal services by \$50,000 for a total contract amount not to exceed \$100,000. The motion was seconded by Supervisor Marshall.

Discussion took place regarding the possibility of training one of the County attorneys in construction matters. A report was requested on how much was spent in 2011 for outside counsel and for what purpose.

The motion carried.

<b>FINANCIAL MANAGEMENT COMMITTEE</b>	Cathy Bentzoni, Lorrie Scarrott, Gary Baxter
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**RESOLUTION:** *2012 Budget Transfer Policy and Procedures*

Supervisor Marren made a motion to file the resolution to amend and adopt the 2012 Budget Transfer Policy and Procedures. The motion was seconded by Supervisor Sheppard.

Cathy Bentzoni noted that one item was changed in the policy to increase flexibility in the overtime area. The minimum amount was raised from \$500 to \$1,000 to reduce paperwork for committees and departments. The maximum amount was not changed.

The motion carried with the understanding that the policy will be edited with the new terminology in compliance with GASB 54.

**2012 Schedule of FMC Meetings:** The 2012 Financial Management Committee Meeting Schedule was distributed.

**RESOLUTION:** *Authorization to Increase the Capitalization Threshold for Capital Assets*

Supervisor Sheppard made a motion to file the resolution for authorization to increase the capitalization threshold for capital assets from \$30,000 to \$40,000. The motion was seconded by Supervisor Marshall. The motion carried.

**RESOLUTION:** *Authorization to Contract with Fiscal Advisors & Marketing, Inc., to Provide Financial Advisor Services*

Supervisor Marshall made a motion to file the resolution for authorization to contract with Fiscal Advisors & Marketing, Inc. to provide financial advisor services. The contract shall be in effect for twelve months starting January 1, 2012, through December 31, 2012. The motion was seconded by Supervisor Sheppard. The motion carried.

**RESOLUTION:** *Treasurer – Creation of Temporary Finance Clerk I Position*

Supervisor Marren made a motion to file the resolution for a Temporary Finance Clerk I position in the Treasurer’s Office. The temporary position is not to exceed 90 days. The motion was seconded by Supervisor Marshall. The motion carried contingent on approval by the Personnel Committee.

**OTHER**

- 1) County Maps: Authorization was received to print County maps for sale at cost. The suggested fee for the map will initially come through Public Works, then through the Financial Management Committee.
- 2) The Chair requested that Departments having resolutions to be considered by the Committee send their information to Cathy Bentzoni and Judy Manttai prior to the meeting so that it can be distributed to the Committee with time for review.

**ADJOURNMENT**

Being no further business to come before the Committee, the meeting was adjourned at 2:40 p.m. following a motion by Supervisor Sheppard. The motion was seconded by Supervisor Marshall, and carried. The next regularly scheduled meeting is Wednesday, February 8, 2012 at 1:00 p.m.

Respectfully submitted,

Judy Manttai