

**MINUTES
WAYS & MEANS COMMITTEE
FRANCIS MITCHELL, CHAIR
DECEMBER 11, 2008, 6:00PM,
CCOB C.R. #1**

CALL TO ORDER: By Francis Mitchell, Chairman Ways & Means at 6:00PM.

MEMBERS PRESENT: Francis Mitchell, David Axton, Ann Petrus, Christopher Palermo, Peter Tortorici, Daniel Schuster, Raymond Lockwood.

ALSO PRESENT: Roger Mills Legislative Chair, Legislator Steven Cuddeback, Wayne Allen Co. Manager, Fred Westphal Co. Attorney, David Gould Sheriff, Michael Pawlenko Blds. & Ground Supervisor, Cheryl Heary Commissioner Board of Elections, Alan Kozlowski Director of Real Property, George Daniels Director of Probation, Nancy Siefka Director of Office for the Aging, Jim Orman Treasurer, Elane Daly Director of H&HS, Lynn Marinelli Budget Director, Debra English, Nursing Home Administrator, Karen Killips, Deputy Director of Mental Health, Jon Budelmann District Attorney, Lloyd Hoskins Executive Director Youth Bureau, Gary Duckett Director of Parks & Trails, Cynthia Aikman, Dr. James Dolan Coroner, Gregory Shwaryk, Paul Wieman, Chris Mallory, and Dr. Scott Kilmer Coroners Office, Gitana Mirochnik Citizen Reporter and Sheila Smith Leg. Assist/Deputy Clerk.

MINUTES TO APPROVE: 11-18-08, Motion by Lockwood, 2nd by Tortorici, all in favor.

- 12-8-WM-1 Authorizing an Agreement Between Par Government Systems Corp and Cayuga County to Develop Real Property Online Software. Motion by Lockwood, 2nd by Tortorici, all in favor.
- 12-8-WM-2 Authorize Director of Real Property Services to Apportion Community College Costs for Tax Purposes. Motion by Lockwood, 2nd by Petrus, all in favor.
- 12-8-WM-3 Authorizing the Levy of AD Valorem Taxes for County Water & Sewer Authority Water District #1, #2 and #3 and Sewer District #2 – Several Towns. Motion by Petrus, 2nd by Lockwood, Discussion: Palermo, should be by unit of Ad Valorm Al Kozlowski Director of Real Property will review and make changes if need be. Ways and Means will pass subject to review, all in favor.
- 12-8-WM-8 Authorizing the Levy of Omitted Taxes. Motion by Tortorici, 2nd by Lockwood, all in favor.
- 12-8-WM-10 Authorizing the Cayuga County Treasurer to make Refunds or Corrections of Real Property Taxes in the Amount of \$2,500 or Less. Motion by Petrus, 2nd by Lockwood, all in favor.
- 12-8-WM-11 Levy Returned Village Tax & Authorize County Treasurer to Pay Same. Motion by Lockwood, 2nd by Tortorici, all in favor.
- 12-8-WM-12 Levy Unpaid Water and Sewer Bills- Several Towns. Motion by Lockwood, 2nd by Petrus. Discussion: Palermo, why is this done? Al Kozlowski Director of Real Property, it always has been. Palermo, why can't the districts recover the cost, don't they set their own rates? Al, I will talk to Fred Westphal, and will do research. Palermo, pass cost to user's of the Districts, people outside of districts should not pay.
- 12-8-WM-13 Authorizing the Director of Real Property Tax Services to Extend the Levy of Taxes and Establish Rates for the Same. Motion by Lockwood, 2nd by Axton, all in favor.
- 12-8-WM-16 Authorizing Cayuga County Office of Real Property to Develop a Grant Application for the 2009 Grant Cycle. Motion by Lockwood, 2nd by Tortorici, all in favor.
- 12-8-WM-18 (Added 12-8-08) Levy Taxes and Assessments Required for the Purpose of the Annual budgets of the Towns of Cayuga County. Motion by Palermo, 2nd by Lockwood, all in favor.

- 12-8-WM-4 Designating December 16, 2008, as the Date to Annex the Tax Warrant (M). Motion by Lockwood, 2nd by Schuster, all in favor.
- 12-8-WM-5 Approve the Taxes as Extended and Authorize the Chairman and the Clerk of the Legislature to Sign the Tax Rolls. Motion by Lockwood, 2nd by Schuster all in favor.
- 12-8-WM-6 Annual Resolution Approving and Fixing Undertaking for County Officials Pursuant to Statute. Motion by Lockwood 2nd by Schuster, all in favor.
- 12-8-WM-7 Authorizing Accounts Payable Year End Adjustments-2008 Operating Budget. Motion by Palermo, 2nd by Schuster, all in favor.
- 12-8-WM-14 Adopting Resolution for Annual Update to Cayuga County Investment Policy. Motion by Lockwood, 2nd by Petrus, all in favor.
- 12-8-WM-15 Accepting Grant Funds for Centralized Property Tax Administration Study. Motion by Palermo, 2nd by Schuster, all in favor.
- 12-8-WM-17 Authorizing the County Treasurer to Accept Funds for Easement to NYS. Motion by Lockwood, 2nd by Petrus, all in favor.
- 12-8-WM-19 (**Added 12-8-08**) Directing the Levy of Tax Against the City of Auburn for County Purposes for 2009. Motion by Petrus, 2nd by Lockwood, all in favor.
- 12-8-WM-20 (**Added 12-8-08**) Adopting a Policy on Federal and State Mandates. Motion by Lockwood, 2nd by Tortorici. Discussion: Motion by Mitchell to change the word cost to **appropriation**, in the last paragraph. Motion as amended by Lockwood, 2nd by Tortorici, all in favor.
- 12-8-JP-6 Authorizing the Sheriff of Cayuga County to Transfer Monies from the Sheriff's 2008 Custody Jail, Gas/Heat Budget Line A31504-54024 (3150.400.024A) to the Sheriff's 2008 Law Enforcement Equipment Budget Line A31102-52000 (3110.200.000A). Motion by Lockwood, 2nd by Petrus, all in favor.
- 12-8-JP-1 Accepting the Bid of Tuttle Land Surveyors Authorizing the Chairperson of the Legislature to Sign a contract with Tuttle Land Surveyors. Motion by Lockwood, 2nd by Petrus, all in favor.
- 12-8-GO-4 Amending the 2008 Board of Elections Budget and Authorizing the Purchase of a Printer and Copier for the Board of Elections. Motion by Lockwood, 2nd by Tortorici, all in favor.
- 12-8-JP-3 Appointing Administrator Indigent Defendants, Part Time, and Setting Salaries for Administrator Indigent Defendants, Part Time, and Deputy Administrator Indigent Defendants, Part Time. Motion by Lockwood, 2nd by Tortorici, all in favor.
- 12-8-PW-5 Authorizing the Chairman of the Cayuga County Legislature to sign change orders M-016, M-017 and M-018 for County Office Building Heating Projects. Motion by Axton, 2nd by Lockwood, all in favor.
- 12-8-PW-6 Authorizing the transfer funds between budgets in the Buildings and Grounds Department. Motion by Axton, 2nd by Tortorici, all in favor.
- 12-8-JP-5 Authorizing the Transfer of Funds from the District Attorney's 2008 Salaries Account A1165.100.000 (A11651-Munis) to the District Attorney's 2008 Equipment Account A1165.200.000 (A11652-Munis) for the Purchase of Equipment. Motion by Petrus, 2nd by Lockwood, all in favor.
- 12-8-JP-4 To Authorize the Transfer of Funds within the District Attorney's Budget. Motion by Lockwood, 2nd by Petrus, all in favor. DA Jon Budelmann, the investigator is back at work full time.
- 12-8-JP-8 (**Added 12-3-08**) Authorization for the County Treasurer to Transfer Funds from the Contingency Fund to the Coroner/Medical Examiner's Account (1185) Due to Lack of Funds. Motion by Lockwood, 2nd by Petrus, all in favor.

- 12-8-JP-9 **(Added 12-10-08)** Authorization to Create and Fill the Fourth Position of Coroner Investigator, Part Time within the county Coroner/Medical Examiner's Office. Motion by Lockwood, 2nd by Petrus. Discussion: Dr. Dolan Coroner, introduced Dr. Scott Kilmer who he would like to be the 4th investigator part time. Palermo, we just transferred money to pay bills for the Coroners office from the contingency fund, you should have had plenty of money left in your budget from the unfilled position. Mitchell, poor practice to pay bills, need fiscal responsibility, pay attention to bills and get this cleaned up. All in favor.
- 12-8-JP-2 Authorizing the Salary to be Restored for the Position of Probation Director II. Motion by Lockwood, 2nd by Petrus, all in favor.
- 12-8-GO-3 Reallocate funding to fill Director of Veteran's Service on a full time basis and fill the Deputy Director of Veteran's Service on a part-time basis in the Veteran's Service Agency. Motion by Palermo, 2nd by Lockwood, all in favor.
- 12-8-GO-5 **(Added 12/1/08)** To Adopt Local Law No._____ For the Year 2008 Providing for a Salary Increase for the County Attorney, Who is Appointed for a Fixed-Term, During His Term. Motion by Palermo, 2nd by Petrus, all in favor.
- 12-8-GO-6 **(Added 12-3-08)** To Authorize the Transfer of Funds within the County Attorneys Budget. Motion by Palermo, 2nd by Lockwood, all in favor.

Motion by Axton to bundle PW 1to 4

- 12-8-PW-1 Budget Transfer of the 2008 Cayuga County Highway Budget for Salt.
- 12-8-PW-2 Budget Transfer of the 2008 Cayuga County Highway Budget for Auto & Truck Parts.
- 12-8-PW- 3 Budget Transfer of the 2008 Cayuga County Highway Budget for contract snow removal.
- 12-8-PW-4 Budget Transfer of the 2008 Cayuga County Highway Budget for Grease and Oil.
- Motion by Axton 2nd by Lockwood on PW #1 through 4 all in favor.**
- 12-8-PW-11 Authorizing the County Attorney to Draft a Two-Year Agreement with NYS DOT and A NYS Thruway Contractor to use County Owned Land in the Town of Elbridge for a concrete bath Plant (Former Railroad Property). Motion by Axton, 2nd by Lockwood, all in favor.
- 12-8-PW-13 **(Added 12-10-08)** Authorization to Create and Fill Principal Account Clerk and to Abolish Data Entry Machine Operator. Motion by Axton, 2nd by Lockwood, all in favor.
- 12-8-PW-7 Approving 2009 Agreement with Friends of the Sterling Nature Center, Inc. Motion by Axton, 2nd by Palermo, all in favor.
- 12-8-PW-8 Authorizing the Chairperson of the Legislature to Sign a Two Year Agreement with Verizon for Internet Service at Emerson Park. Motion by Axton, 2nd by Lockwood, all in favor.
- 12-8-PW-9 Finalizing the Source of Matching Funding for Resolutions 124-01, 273-02, 371-02, 518-05 and 718-07 and Amending Capitol "H" Project No. 02-22 Authorizing the Transfer of Funds into Capitol "H" Project No. 02-2 for the Sterling Nature Center Trail Grant. Motion by Palermo, 2nd by Tortorici, all in favor.
- 12-8-PW-10 Authorizing the Chairman of the Cayuga County Legislature and the Chairperson of the Cayuga County Parks and Trails Commission to enter into an agreement with 12-Auburn Little League for the setup of a T-Ball field behind the Little League fields at Emerson Park for the 2009 and 2010 playing seasons. Motion by Lockwood, 2nd by Axton, all in favor.
- 12-8-PW-14 **(Added 12-11-08)** Authorizing Amendment of the 2009 Parks & Trails Budget to Include Snowmobile Grant Funds. Motion by Lockwood, 2nd by Tortorici, all in favor.

12-8-PW-12 Authorizing the Chairman of the County Legislature to sign Agreement with the New York State Unified Court System for Cleaning Services, as well as Minor and Emergency Repairs. Motion by Lockwood, 2nd by Tortorici, all in favor.

Motion by Petrus to bundle #'s HH#8, 9, and 11.

12-16-HH-8 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with The March of Dimes Foundation to accept funding for educational materials for pregnant women and mothers.

12-16-HH-9 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with the State for Bicycle Helmet Distribution, Safety and Pedestrian Injury Reduction Program.

12-16-HH-11 Authorizing the Director of HHS to fill a Full-Time HHS Position (100%) funded in the FSMA Unit of Human Services.

Motion by Petrus, 2nd by Lockwood #'s HH-8, 9, and 11, all in favor.

12-16-HH-1 Authorizing the Director of HHS to fill 2 RN Positions in the Nursing Division of the Health Dept due to retirement and abolish another RN vacancy, also due to retirement, and create/fill 2 P/T RN's. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-2 Authorizing the Director of HHS to fill a Home Care Nursing Supervisor at the CHHA due to retirement. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-3 Authorizing the County Legislature to create a Home Care Nursing Supervisor Position, abolish an SPHN position and authorize the Director of HHS to fill this new position. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-4 Authorizing the Director of HHS to fill a Jr. Accountant position in the Health Dept's. Accounting Division. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-5 Authorizing the County Legislature to create a Sr. Typist Position in the Home Care Unit of the Health Dept; Authorizing the Director of HHS to fill the newly created Sr. Typist position and to abolish a Sr. Stenographer position in that unit. Motion by Tortorici, 2nd by Lockwood, all in favor.

12-16-HH-6 Authorizing the Director of HHS to fill an RN position at the CHHA Division of the Health Dept. due to resignation. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-7 Authorizing the Director of HHS to fill the one Part time RN vacancy at the Home Care Agency. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-10 To amend the 2008 Cayuga County HHS budget transfer fund. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-12 Authorizing the Director of HHS to fill a Sr. Caseworker vacancy in Human Services due to retirement, abolish Caseworker and create/fill Human Services Examiner. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-13 Authorizing the Director of HHS to fill 6 positions in the Human Services Division of HHS due to the retirement incentive offered to County Employees. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-14 Authorizing to continue the part time Clerk positions at the Cayuga County Nursing Home. Motion by Petrus, 2nd by Lockwood, all in favor. Motion by Petrus, 2nd by Lockwood, all in favor.

12-16-HH-15 Authorizing the Chairman of the Legislature and Administrator of the Nursing Home to enter into agreements with Sibley Nursing Personnel and Nursecor to provide temporary Nursing Staffing for January 1, 2009 until December 31, 2009. Motion by Petrus, 2nd by Lockwood, all in favor.

- 12-16-HH-16 Authorizing the Chairman of the Legislature and the Administrator of the Nursing Home to enter into an agreement with EHealth solutions, Inc for electronic Medical Record Software. Motion by Petrus, 2nd by Lockwood, all in favor. Motion by Petrus, 2nd by Lockwood, all in favor.
- 12-16-HH-17 Authorizing the County Treasurer to amend the 2008 Office for the Aging budget/transfer funds. Motion by Petrus, 2nd by Tortorici, all in favor.
- 12-16-HH-18 **(Added 12-4-08)** Authorizing the Chairman of the Legislature and the Director of Cayuga County Mental Health to Sign an Agreement with Health Care Direct for Pharmacy Services for 3 Years. Motion by Tortorici, 2nd by Schuster, all in favor.
- 12-16-HH-19 **(Added 12-4-08)** Authorizing the amendment of the Agreement Between the County of Cayuga, The Community Mental Health Center of Cayuga County and Sophia Bezirgianian, MD. Motion by Petrus, 2nd by Lockwood, all in favor.
- 12-8-HH-20 **(Pulled for clarification)** Authorizing a Change in the Compensation Plan to Allow a Retiring Nurse to Continue to Work Part Time for the County at the Same Rate of Base Pay. Motion by Petrus, 2nd by Lockwood. Discussion: Palermo, I am not happy with this resolution. Petrus, less expensive this way, we do it at the Highway. Palermo, why County employee, why not anyone, amend to part time non-bargaining. Fred Westphal, subject to clarification. Palermo, move amendment, 2nd by Tortorici. Fred Westphal, need to establish procedure for all, don't pass tonight get clarified. Palermo, pull amendment for now, won't support. Petrus, pulled resolution for clarification.
- 12-8-HH-21 **(Added 12-11-08)** Authorizing the Chairman of the Legislature and the Director of Health & Human Services to Accept Additional HEAP Funds and Amend a Contract with Catholic Charities of the Fingerlakes, Inc to continue Outreach Activities for the State Mandated HEAP Program, and Create and fill a Temporary 90 day Senior Examiner Position (100% Federally Funded). Motion by Schuster, 2nd by Tortorici, all in favor.

Motion by Tortorici, 2nd by Lockwood for regular resolutions No. 1-11, all in favor, Palermo abstained from #8.

REGULAR MONTHLY RESOLUTIONS:

1. Auth. payment of **November** Audit of Claims
2. Auth. payment of Utilities.
3. Auth. payment of all Central Services for **November 08**
4. Auth. payment of Claims for the Nursing Home
5. Auth. payment of Claims for the Sr. Nutrition Program.
6. Auth. payment of Claims for Thruway Tolls. **(No Resolution for December)**
7. Auth. payment of Claims for Credit Card Charges.
8. Auth. payment of Legal Notices.
9. Auth. payment of Various Capital "H" Projects.
10. Auth. payment of Claims for Various Equipment Leases.
11. Auth. payment of Parcel Services.

Discussion: Mitchell, we need Auditor to look at regular monthly resolutions.

NEW BUSINESS: Chairman Roger Mills, fiscal bond, 7 million for Mental Health Center borrowing rate will be 2.49%. The Fire Policy has a \$5,000.00 deductible now, if we change the deductible the savings could be as follows:

Deductible	Savings
\$25,000.00	\$13,500.00
50,000.00	19,400.00
75,000.00	24,900.00
100,000.00	28,300.00

Gross savings, policy is up for renewal. Go to \$50,000.00 deductible. Need resolution to finalize rate and check expiration date.

Co. Attorney Fred Westphal, update, Cayuga Nation has closed both stores.

Chairman Roger Mills, WM#1 for the 2% salary increase, most are appointed. Deputy Clerk position, dollars are already allocated for that position.

Palermo, we started with all non-bargaining and then we started excluding people.

Mitchell, Secretary to the Manager Andrea Seamans and Administrator of Civil Service Faye Hatfield are working on this.

Lockwood we can do retro active.

Mills, this needs to be resolved.

Palermo, rescind resolution WM#1 to 2% increase for all non-bargaining.

Co. Attorney Fred Westphal, who does it apply to?

Palermo, cost of living increase only, rescind resolution #672-08.

Co. Attorney Fred Westphal, resolution #672-08, part #23.

Motion by Palermo to rescind resolution #672-08 part #23, all in favor.

Motion by Schuster to go into Executive session at 7:31PM, for personnel issue, all in favor.

Motion by Schuster to come out of Executive session at 8:09PM, all in favor.

Motion by Palermo to adjourn at 8:10PM, all in favor.

Minutes of 12-11-08 approved on 1-20-09, motion by Lockwood, 2nd by Petrus, all in favor.

