

**MINUTES
WAYS & MEANS COMMITTEE
CHRISTOPHER PALERMO, CHAIR
TUESDAY, JANUARY 19, 2010 6:00PM
CCOB C.R. #1**

CALL TO ORDER: By Christopher Palermo, Chairman, Ways & Means Committee, at 6:00PM

MEMBERS PRESENT: Chair, Christopher Palermo, David Axton, Steven Cuddeback, Patrick Mahunik, George Fearon, Ann Petrus, and Roger Mills.

ALSO PRESENT: Chairman Peter Tortorici, Legislator Paul Pinckney, Legislator Cynthia Aikman, Legislator Tim Lattimore, Fred Westphal County Attorney, David Gould Sheriff, Alan Kozlowski Director of Real Property, Steve Koon Highway Dept., Elane Daly Director of Health & Human Services, Deb English Director of the Nursing Home, Steve Johnson Director of IT, Faye Hatfield Director of Human Resources, Kate O'Connell Director Mental Health, Denise Stayton Director 911, Nancy Siefka Director Office for the Aging, Sue Dwyer Cayuga County Clerk, Jim Orman Treasurer, Jon Budelmann District Attorney, Sarah Gantz, and Sheila Smith, Legislative Assist/Deputy Clerk.

MINUTES TO APPROVE: 12-10-10, Motion by Petrus, 2nd by Cuddeback, all in favor, except Fearon abstained.

Chris Palermo designated Roger Mills as Deputy Chair of Ways & Means Committee.

COMMITTEE DISCUSSION: Real Property belonging to Walter McDonald, V. Keith Maloney, Susan McDonald, questions on \$4,867.20 in interest /fees/foreclosure fees. Motion by Petrus, 2nd by Cuddeback to vote no on this, all in favor. Al Kozlowski Director of Real Property will send letter.

PRESENTATION:

Jim Orman (Treasurer), Kim Sincebeaux (Deputy Treasurer) and Fred Lewis (Data Processing Technician) on Tax Collection Software Update. Handout attached to original minutes. Jim Orman requested authorization to proceed, will have resolution ready for next month, all in favor.

RESOLUTIONS

1-10-GO-2 Authorizes the Cayuga County Clerk to Fill a Full Time Cashier in the Motor Vehicle Dept. and Fill any Backfill Position. **Motion by Cuddeback, 2nd by Mills, all in favor.**

1-10-JP-4 **(Added 1-19-10)** Authorizing the Preparation and Submittal of Energy Efficiency and conservation Block Grant for Implementation of Energy Conservation Funding for Small Municipalities to the New York State Energy Research and Development Authority (NYSERDA). **Motion by Cuddeback, 2nd by Petrus, all in favor.**

1-10-WM-2 Authorizing Cayuga County Office of Real Property to Develop a Grant Application for the 2009-2010 Grant Cycle.

1-10-WM-2 Authorizing Cayuga County Office of Real Property to Develop a Grant Application for the 2009-2010 Grant Cycle. **Motion by Cuddeback, 2nd by Mills, all in favor.**

- 1-10-JP-1 Authorizing the Purchase of New Computers for the Cayuga County E-911 Center. **Motion by Cuddeback, 2nd by Mills, all in favor.**
- 1-10-JP-2 Authorization to Fill a Vacant Full Time Emergency Services Dispatcher Position and Create One New Position of Emergency Services Dispatcher in Accordance to the 2010 budget. **Motion by Cuddeback, 2nd by Fearon, all in favor.**

Motion by Petrus, 2nd by Mills to go into Executive Session at 6:09PM, re: Contract Negotiations and Pending Litigation, all in favor.

Motion by Petrus, 2nd by Cuddeback to come out of Executive Session at 7:24PM, all in favor.

Bob Wallace, Eastern Shore Associates, re: Insurance Update, handout attached to original minutes.

Insurance is the responsibility of the Legislature.

Legislator Lattimore, who works for Aversa Agency, Mr. Wallace will send a letter addressing this so there will not be a conflict of interest.

- 1-10-WM-1 Authorize Chairman to Sign Contracts with Certain Agencies. **Motion by Axton, 2nd by Petrus, all in favor.**
- 1-10-WM-3 Allocating Insurance Costs to Departments that Receive Reimbursement. **Motion by Petrus, 2nd by Cuddeback, all in favor.**
- 1-10-WM-4 Authorization to Increase the Salary of 100% Reimbursed Position of Secretary/Treasurer to the CCIDA and amend the 2010 Budget. Motion by Petrus, 2nd by Cuddeback. Discussion: Fearon, is this justified?

Jim Orman, reimbursed by IDA.

Cuddeback, is it a grade?

Faye Hatfield, county job.

Tortorici, 100% funded.

Palermo, not county time.

Mills, benefits?

Faye Hatfield, retirement is paid out.

Mills, we pay retirement.

Cuddeback, confidential secretary, is there a grade?

Fred Westphal, not Civil Service.

Mahunik, we're on the hook for retirement.

Jim Orman, I will check fringes.

Petrus, need answers.

Motion by Axton, 2nd by Cuddeback to table, all in favor.

- 1-10-WM-5 **(Added 1-14-10-Revised 1-15-09)** Supporting the Provision for Salary Adjustment Account. **Motion by Axton, 2nd by Cuddeback, all in favor.**

1-10-WM-6 (Added 1-19-10) Authorizing Salary Adjustments for Part II and Part IV of the County of Cayuga Compensation Plan for Non-Bargaining Employees for the Year 2010. Motion by Petrus, 2nd by Fearon. **Discussion:**

Cuddeback, not everyone is represented, Clerk of the Legislature is excluded, need amendment.

Faye Hatfield, would need Local law.

Cuddeback, no raise.

Fred Westphal, Local Law would be needed.

Cuddeback, part 3, amendment strike row A.

Palermo, then all part 3 would get raise.

Palermo, make motion to draw up Local Law.

Fearon, last meeting of the year, need to bring up raise.

Cuddeback, are there exclusions?

Palermo, yes they are listed.

Cuddeback, table for now.

Palermo, can't change with this resolution.

Mahunik, how much will this affect the budget?

Palermo, I don't know, it's budgeted.

All in favor, except Mahunik voting no.

Cuddeback, I would like to refer and appointed or elected positions to Government Operations Committee for review for raises, so this doesn't happen in the future.

Axton, I won't support mid-term raise.

Fred Westphal, salaries in a fixed term, need to be done by Local Law.

Axton, I would like to see what other Legislator's make in other counties.

Motion by Cuddeback, review salaries of fixed term and appointments by Government Operations Committee for February, all in favor.

Motion by Petrus to bundle HH-5, 6, 8, 9, 12, 13, 17, and 18, 2nd by Cuddeback, all in favor.

1-10-HH-5 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with the Finger Lakes SPCA of CNY to provide rabies vaccination clinics (100% funded).

1-10-HH-6 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with Partnership for Results, Inc. for the provision of preventive services.

1-10-HH-8 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with Cayuga Counseling Services, Inc. for the provision of PINS adjustment services, Parent Aide, Juvenile special supervision services, and aftercare.

1-10-HH-9 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with Catholic Charities for the provision of Parenting Case Management.

1-10-HH-12 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into contracts for Day Care Services.

1-10-HH-13 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to renew the contract with the Cayuga County Sheriff's Department to provide security and transportation services.

- 1-10-HH-17 Authorize the Chairman of the Cayuga County Legislature and the Director of the Cayuga County Community Mental Health Center to enter into an agreement with Hillside Children's Center, Inc. to provide customized services.
- 1-10-HH-18 Authorizing the Director of Community Mental Health Services and the Chairman of the Cayuga County Legislature to sign a contract with Cayuga Home for Children, Inc. for services to individuals with disabilities and to amend the 2010 budget to re-allocate the appropriate funds.

End of bundle

- 1-10-HH-1 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with East Hill Family Medical, Inc. for the provision of STD Services including HIV testing and counseling. **Motion by Petrus, 2nd by Axton, all in favor.**
- 1-10-HH-2 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to renew the contract between Finger Lakes Dog Protection Agency, Inc. and the County of Cayuga. **Motion by Petrus, 2nd by Cuddeback, all in favor.**
- 1-10-HH-3 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with Thadine Collier, RN. **Motion by Petrus, 2nd by Axton, all in favor.**
- 1-10-HH-4 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with John J. Tonzi to conduct administrative hearings for the Cayuga County Board of Health. **Motion by Petrus, 2nd by Axton, all in favor.**
- 1-10-HH-7 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with Cayuga Home for Children for the provision of family preservation services and early residential discharge program. **Motion by Petrus, 2nd by Axton, all in favor.**
- 1-10-HH-10 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with Catholic Charities for Case Management/SSI Maximization. **Motion by Petrus, 2nd by Axton, all in favor.**
- 1-10-HH-11 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a memorandum of understanding with Cayuga Seneca Action Agency for the provision of Medicaid funded case management services. **Motion by Petrus, 2nd by Axton, all in favor.**
- 1-10-HH-14 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to renew the agreement with the Cayuga County Attorney's Office for provision of legal services. **Motion by Petrus, 2nd by Cuddeback, all in favor.**
- 1-10-HH-15 Authorizing the Chairman of the Legislature and the Director of Health & Human Services to enter into a contract with Aurora of Central New York, Inc. for interpreting services. **Motion by Petrus, 2nd by Cuddeback, all in favor.**
- 1-10-HH-16 Authorizing the creating and filling of positions for Mental Health and the conversion of those positions from independent contractors to employees. **Motion by Petrus, 2nd by Mills, all in favor.**

- 1-10-HH-19 Authorizing the Chairman of the Legislature and the Director of the Office for the Aging to sign contracts with various subcontractors for Caregiver Respite and Title IIIB services. **Motion by Petrus, 2nd by Cuddeback, all in favor.**
- 1-10-HH-20 **(Added 1-11-10)** Amending the 2010 Mental Health Budget. **Motion by Petrus, 2nd by Fearon, all in favor.**
- 1-10-HH-21 **(Added 1-19-10)** Authorizing The Chairman of the Cayuga County Legislature and the Administrator of the Nursing Home to enter into an Agreement for Rehabilitation Services at the Cayuga county Nursing Home. **Motion by Axton, 2nd by Mills, all in favor.**
- 1-10-HH-22 **(Added 1-19-10)** Authorize the clerk of the Legislature to Advertise and Receive Sealed Bids for the Selection and Purchase of Integrated Software for the Cayuga County Community Mental Health Center. **Motion by Petrus, 2nd by Fearon, all in favor.**
- 1-10-HH-23 **(Added 1-19-10)** Authorizing the chairman of the Legislature to Abolish a Sr. Account Clerk Position in Public Health (CHHA) and Authorizing the Director of Health & Human Services to Fill a Sr. Account Clerk Vacancy in Human Services with the Laid Off employee in Public Health (CHHA) **Motion by Petrus, 2nd by Mahunik, all in favor.**
- 1-10-HH-24 **(Added 1-19-10)** Authorizing the Chairman of the Legislature to Enter into an agreement to Develop a Compliance Plan for the County of Cayuga. Motion by Axton, 2nd by Petrus. **Discussion:**

Deb English, we would like County to assume cost, 3 departments now, but would like all departments.

Fred Westphal, not in budget, this was required by Fall of 09, need to create an account.

Petrus, need to know where the money is?

Fred Westphal, contingency account.

Fearon, pay from one account.

Cuddeback, can't be too urgent.

Mills, is this to come in and look at us, consultant?

Fearon, this is mandated?

Kate O'Connell, it's the law.

Petrus, take it from contingency.

Cuddeback, didn't go through committee.

Lattimore, sweep contingency account.

Motion by Petrus, 2nd by Axton to amend and take from contingency account. No action taken.

Tortorici, not just for MH, NH and Health & Human Services.

Kate O'Connell, not just for us.

Palermo, compliance, \$5,000.00 over in Medicaid.

Kate O'Connell, Code of Conduct and Ethics, Medicaid billing compliance.

Fred Westphal, cleaning service would be subject to this.

Mahunik, when did we find out about this?

Kate, Spring of 2009, manager was informed Summer of 2009, need to get this done so we are in compliance.

Motion by Petrus, 2nd by Axton to amend and take money from Contingency account in the amount of \$18,000.00, all in favor, except Palermo and Cuddeback voting no.

Resolution as amended, all in favor, except Palermo and Cuddeback voting no.

1-10-GO-1 Authorizing the Information Technology Department to Advertise Request for Proposals for Analog Telephone Service. **Motion by Fearon, 2nd by Cuddeback, all in favor.**

1-10-GO-3 **(Added 1-12-10)** Authorizing the Amendment of the 2010 Budget to Provide Funds for the County Administrator Candidate Search. **Motion by Fearon, 2nd by Mills, all in favor.**

1-10-GO-4 **(Added 1-14-10)** Authorizing the County Attorney to Fill One Vacancy in February 2010 (Paralegal). **Motion by Fearon, 2nd by Petrus. Discussion: Axton, Civil Service, will start at that rate. Fred Westphal, yes. All in favor.**

(Tabled until end of Meeting) 1-10-GO-5 **(Added 1-14-10)** Authorizing the County Attorney to Fill One Vacancy in February 2010 (Confidential Secretary). **Motion by Fearon, 2nd by Petrus. Discussion:**

Fearon, I have a problem with this, Confidential Secretary in other areas are a grade 16 or 19.

Cuddeback, grade 16.

Fearon, yes.

Fred Westphal, person that is in that position is a grade 22, since 1996. I'm looking for more of a Office Manager. Administrative Assistant grades 19 and 16.

Fearon, moved to part 4, job is listed in resolution as Confidential Secretary. I have an amended resolution with me for a grade 16 to hand out, Cuddeback 2nd. Fearon handed out his amended resolution, grade 16.

Cuddeback, we have 4 Confidential Secretaries at a grade 16, why the higher pay?

Fearon, or grade 19.

Cuddeback, use a job 2.

Fred, George you have the wrong amount for fringes.

Fearon, I will fix.

Cuddeback, should this be done in Executive Session?

Palermo, table resolution to end of meeting, call Executive Session, all in favor.

1-10-GO-6 **(Added 1-19-10)** Establishing the Audit Committee of the Cayuga County Legislature. **Motion by Palermo, 2nd by Fearon. Discussion:**

Palermo, need to meet objective, Policy for Audit, whole board needs to sign off.

Fearon, I recommend Francis Mitchell.

Palermo, he's already agreed.

Tortorici, good idea, need warrant done twice a month.

Fearon, yes two will help with vendors getting paid.

Mills, County Manager said need to reconfigure?

Palermo, he's in support of this.

Mills, we have people that are interested?

Palermo, standards on how audits are performed, we will tell them how to audit, we have a good group to do this.

All in favor.

1-10-PW-2 Authorization to enter into a three year Assured Maintenance Agreement for the County Office Building Security system. **Motion by Axton, 2nd by Cuddeback, all in favor.**

1-10-PW-3 Resolution to Extend Certain 2009 bid items. **Motion by Axton, 2nd by Cuddeback. Discussion:**
Palermo, if bid prices go up, contract bid extension if both parties agree.
Fred Westphal, agree to go forward to keep business.
Palermo, if price goes up?
Fred Westphal, ask department for proof.
All in favor.

1-10-PW-4 Authorizing the Clerk of the Legislature and the County Highway Superintendent to Advertise and Receive Sealed Bids for the purchase of Machinery, Materials, Equipment, Fuel and Equipment Rentals. **Motion by Axton, 2nd by Cuddeback, all in favor.**

(Pulled at W&M's) 1-10-PW-5 (Added 1-19-10) Authorization to Transfer Funds to Pay for emergency Pumping of the Pump Station and Sewer Line Repair on county House Road. **Motion by Axton, 2nd by Petrus. Discussion:**
Palermo, I am opposed, it takes from contingency.
Fearon, amend to take from Professional services.
Palermo, this should be just a budget transfer.
Motion by Axton to Pull, all in favor, he will let Palermo know.

1-10-JP-3 To Adopt Local Law #1 for the Year 2010, Providing for a Salary Increase for the Cayuga County District Attorney During His Term. **Motion by Cuddeback, 2nd by Mills, all in favor, except Mahunik, Fearon and Axton, voting no.**

Cuddeback, all that need raises, appointed and elected, lets get the resolutions, Local Laws ready now.

REGULAR MONTHLY RESOLUTIONS:

1. Auth. payment of **December** Audit of Claims
- 1A Auth. payment of **January** Audit of Claims
2. Auth. payment of Utilities.
3. Auth. payment of Claims for Thruway Tolls.
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 Credit Card Charges.
7. Auth. payment of Claims for Various Equipment Leases.
8. Auth. payment of Various Capital "H" Projects.

Motion by Palermo, 2nd by Axton. Discussion:
Mills, something needs to be done on audit, Mr. Mitchell did look at, he shouldn't have to cover for us.
Fearon, exemption from taxes, gas vendors, co-op, maybe we could connect with.
Resolutions 1-8, all in favor.

Motion by Petrus, 2nd by Mills to go into Executive Session at 9:08PM, re: Pending Litigation and Personnel Issue, all in favor.

Motion by Cuddeback, 2nd by Petrus to come out of Executive Session at 9:34, all in favor.

Motion by Cuddeback, 2nd by Petrus to Adjourn at 9:35PM, all in favor.

Motion to approve minutes of 1-19-10, on 2-15-10, by Petrus, 2nd by Axton, all in favor.