

**WAYS & MEANS  
COMMITTEE MINUTES  
DECEMBER 11, 2007**

**ATTENDANCE:** Hon. Legislator Paul Dudley, Chair, Hon. Legislator Steve Cuddeback, Hon. Legislator Raymond Lockwood, Vice-Chair, Hon. Legislator Francis Mitchell, Hon. Legislator Linda Murphy, Hon. Legislator Ann Petrus, and the Hon. Legislator Daniel Schuster

**EXCUSED:** None.

**OTHERS PRESENT:** Wayne Allen, County Manager, Hon. Legislator George Fearon, Chairman, Hon. Legislator David Axton, Hon. Legislator Christopher Palermo, Hon. Legislator Michele Sedor, Hon. Legislator Peter Tortorici, Hon. Legislator-Elect Roger Mills, Sheriff David S. Gould, Frederick Westphal, County Attorney, Stephen Lynch, Director of Planning, Steve Johnson, Information Technology Coordinator, Faye Hatfield, Human Resources Administrator, Jeffrey Edwards, Chair, Commissioner, Civil Service Commission, Paul Padlick, Deputy Treasurer, James Orman, County Treasurer, Gary Duckett, Park Maintenance Supervisor, Stella Chronis, Deputy Director of Community Mental Health, David Blair, Director of Community Mental Health, Nancy Siefka, Director of Office for the Aging, Cheryl Heary, Commissioner, Board of Elections, Elane Daly, Director of Health & Human Services, Alan Kozolwicz, Director of Real Property Tax Services, Debra English, Nursing Home Administrator, Larry Roser, Director of Weights & Measures A, Michael Pawlenko, Superintendent of Buildings & Grounds, George Wethey, Superintendent of Highway Department, Lloyd Hoskins, Director of Indigent Defendants, Employees from Mental Health: Robert Foresti, Flora Gagliostro, Liz Piwinski, Dianna LaMattino, Reporter, (The Post Standard), Shane Liebler, Reporter, (The Citizen), Toski, Schaefer Auditors: David S. Spara, CPA, Joseph M. Klimek, CPA, Robert C. Elser, Special Patrol Officer, Anthony Recckio, Special Patrol Officer, and Lisa Sigona, Recording Secretary

**CALL TO ORDER:** Hon. Legislator Paul Dudley, Chair, called the Ways & Means Committee Meeting to order on Tuesday, December 11, 2007, at the Cayuga County Office Building, Caucus Room 1, 6<sup>th</sup> Floor, at 5:00 p.m. Hon. Legislator Dudley immediately requested Executive Session on a personnel matter, motioned by Hon. Legislator Daniel Schuster, seconded by Hon. Legislator Ann Petrus. Unanimously all in favor, passed. Hon. Dudley explained to those present, the Committee would relocate to Caucus Room 2, and it should only take approximately fifteen minutes for Executive Session. Executive Session for Personnel Matter started at 5:01 p.m. and finished at 5:18 p.m. when the Committee returned to Caucus Room 1 to resume the regular Ways & Means Committee Meeting.

**MINUTES TO APPROVE:** Hon. Legislator Dudley asked for a motion to approve the Ways & Means Meeting Minutes of November 5, 2007, November 12, 2007, November 15, 2007, and November 20, 2007. Motioned by Hon. Legislator Schuster, seconded by Hon. Legislator Lockwood. All members present voted in favor of the motion to approve the minutes of four (4) Ways & Means Committee Meetings as is.

**PRESENTATION:** The Auditors of Toski & Schafer presented the 12/31/06 Financial Statements to the Committee. The Audit showed there was no disagreement with Management. No major discussions

with Management transpired. The difficulties with the audit were the ability to have up-to-date information, staff turnover and computer financial software problems. An action plan has been submitted to the government to deal with the controlled deficiencies of the audit. Financial Statements were forty-seven (47) pages in total. The County has fair liquidity, solvency, and the ability to meet their obligations. All expenditures were covered with revenue streams. The CPA firm is looking forward to the new financial software implementation and hoping the financial streaming will be more user friendly in keeping the County more current and up-to-date.

**APPOINTMENTS AND RE-APPOINTMENTS:** None.

**RESOLUTIONS:** The Committee discussed and unanimously approved the following resolutions unless otherwise noted:

**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 07**
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.
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.

**Resolutions 1 through 11 were voted on as a bundle. Motion made by Mrs. Petrus. Discussion: None. Unanimously all in favor, passed.**

**WAYS & MEANS RESOLUTIONS:**

12. Authorizing the Director of Real Property Tax Services to Extend the Levy of Taxes and Establish Rates for the Same. **Unanimously all in favor, passed.**
13. Authorizing the Levy of Ad Valorem Taxes for County Water & Sewer Authority, Water District #1, Water District #2, Water District #3 and Sewer District #2-Several Towns. **Unanimously all in favor, passed.**
14. Levy Returned Village Tax & Authorize County Treasurer to Pay Same. **Unanimously all in favor, passed.**
15. Approve the Taxes as Extended and Authorize the Chairman and the Clerk of the Legislature to Sign the Tax Rolls. **Unanimously all in favor, passed.**
16. Directing the Levy of Tax Against the City of Auburn for County Purposes for 2008. **Unanimously all in favor, passed.**  
**Resolutions 12 through 14 were voted on as a bundle. Motion made by Mrs. Petrus. Unanimously all in favor, passed.**
17. Annual Resolution Approving and Fixing Undertaking for County Officials Pursuant to Statute. **Motioned by Mr. Lockwood, seconded by Mrs. Petrus. Discussion: Officer & Professional Liability Insurance. Unanimously all in favor, passed.**
18. Authorize the County Treasurer to Pay Mortgage Tax. **Unanimously all in favor, passed.**
19. Authorizing the Chairman to Sign a Contract for Third Party Administrator Services for the County's Worker's Compensation Plan. **Discussion: Self-insured. Unanimously all in favor, passed.**
20. Authorize the Chairman of the Legislature to Sign a Contract for Transportation Services for Eligible Veterans. **Motioned by Mr. Lockwood, seconded by Mrs. Petrus. Unanimously all in favor, passed.**

- 21. Authorization to Move Payroll Processing of the Sheriff's Payroll to the Fiscal Officer at the Public Safety Building. **Motion made by Mr. Lockwood. Unanimously all in favor, passed.**
- 21A. (Added 12-7-07) Authorizing Correction of Tax Errors in Several Towns. **Motion made by Mr. Lockwood. Unanimously all in favor, passed.**
- 21B. (Added 12-7-07) Adopting Resolution for Annual Update to Cayuga County Investment Policy. **Motion made by Mr. Schuster. Discussion: This resolution is to determine which bank(s) the County will deposit money to. Unanimously all in favor, passed.**
- 21C. (Added 12-7-07) Authorizing a Budget Amendment for the County Treasurer for the Purchase of a Folding Machine used in the Preparation of the County Tax Bills. **Motioned by Mrs. Petrus, seconded by Mr. Lockwood. Unanimously all in favor, passed.**
- 21D. (Added 12-7-07) Levy Unpaid Water & Sewer Bills – Several Towns. **Motioned by Mrs. Petrus. Unanimously all in favor, passed.**

**WAYS & MEANS SUB-COMMITTEE RESOLUTIONS:**

**PLANNING:**

- 22. Authorizing Execution of Agreement Between Cayuga County and the New York State Housing Trust Fund Office of Small Cities Community Development Block Grant Program for \$600,000.00 in Grant Funding for Cayuga County Sewer District #2, Phase IB in the town of Sterling and Village of Fair Haven and Accepting Administrative Revenue Funds for Project Implementation by Planning Dept. **Motion made by Mrs. Petrus. Unanimously all in favor, passed.**
- 22.E. (Added 12/11/07) Authorizing the County Treasurer to Pay the November 2007 Audit Claims for Snowmobile Trail Grants. **Discussion: Passed through Committee. Unanimously all in favor, passed.**
- 23. Amending the 2007 Cayuga County Budget to More Accurately Reflect Funds Received and Expended for Tourism Promotion. **Discussion: Annual housekeeping resolution. Unanimously all in favor, passed.**
- 24. Authorizing the Transfer of \$5,000.00 from FY'07 Planning Dept. Professional Services Budget Account 8020.400.059-A to the County of Cayuga Public Utility Service Agency (CCPUSA) **Unanimously all in favor, passed.**

**GOVERNMENT OPERATIONS:**

- 25. To Fix Date, Time and Place of the Meeting to Organize the Cayuga County Legislature for 2008. **Unanimously all in favor, passed.**
- 26. Allow the chairman of the Legislature to Sign a Renewal Maintenance Agreement on a Copier for the Cayuga County Veterans Service Agency. **Motion made by Mr. Schuster. Unanimously all in favor, passed.**
- 27. Establishing a Self-Funded Workers Compensation Plan Commencing January 1, 2008. **Discussion: The 3<sup>rd</sup> Party Administrator would have to be implemented first, this would go into place second. Unanimously all in favor, passed.**
- 28. Establishing the Salary for Cayuga County Clerk. **Motion made by Mr. Cuddeback. Discussion: The County Clerk is an elected position, just started a new term, establishing 4 years of salary increases from \$59,500 to \$66,738. Unanimously all in favor, passed.**
- 29. Authorizing the Purchase of a Folding Machine for the Board of Elections and the Transfer of Funds for this Purpose. **Motion made by Mrs. Petrus. Discussion: \$1,400. Unanimously all in favor, passed.**
- 29A. (Added 12-5-07) Appointing Project Managers for the County's Installation of Software. **Motion made by Mrs. Petrus. Discussion for two Data Processing employees to act as Project Managers. Unanimously all in favor, passed.**

- 29B. (Added 12-11-07) Setting Date and Time for Public Hearing on Tentative Capital Improvement Plan for 2008-2013. **Motion made by Mr. Cuddeback. Unanimously all in favor, passed.**

#### JUDICIAL & PUBLIC SAFETY:

30. To Approve the 2008 Cayuga County Alternatives to Incarceration and Pre-Trail Release Update Plan. **Hon. Legislator Murphy is abstaining from this vote. Discussion: Annual Review. With the exception of Ms. Murphy who abstained, all others voted aye, passed.**
31. Appointing Administrator Indigent Defendants, Part-Time, and Setting Salaries for Administrator Indigent Defendants, Part-Time, and Deputy Administrator Indigent Defendants, Part-Time. **Motion made by Mr. Lockwood. Unanimously all in favor, passed.**
32. Authorize the Sheriff to Backfill a Court Security Officer Position (Spec. Patrol Officers) in the New York State Unified Court System in Cayuga County. **Motioned by Mr. Lockwood. Discussion: Vacancy due to resignation. Unanimously all in favor, passed.**
33. Authorizing the Cayuga County Treasurer to Amend the Sheriff's 2007 Budget Line 3110 by Increasing Revenue and an Appropriation Line in Order to Accept the Funds from a New York State Homeland Security LETPP Grant. **Discussion: \$29,500. Unanimously all in favor, passed.**
34. Authorizing the Chairman of the Legislature to Allow the Transfer of Monies Within the E-911 2007 Budget. **Discussion: \$12,000. Unanimously all in favor, passed.**
35. Authorizing the Cayuga County Treasurer to Transfer Funds within the Cayuga County Emergency Management (Fire) Budget 3410 from the .4 Contractual Line .410 to the Equipment .2 Line 3410.200 for the Purchase of Radio Equipment and Authorizing the Director of Emergency Services to Purchase the Radio Equipment. **Motioned by Mr. Cuddeback. Discussion: \$3,500. Unanimously all in favor, passed.**
36. (Revised 12-5-07) Authorizing a Budget Transfer within the Sheriff's 2007 Budget Line 3110. **Discussion: This transfer is necessary. Unanimously all in favor, passed.**
- 36A. (Added 12-7-07) Authorizing the Transfer of Funds within the Custody Division within the Sheriff's Jail Budgets. **Motioned by Mr. Lockwood, seconded by Mr. Cuddeback. Discussion: \$2,100. Unanimously all in favor, passed.**

#### PUBLIC WORKS:

37. Approving 2008 Agreement with Friends of the Sterling Nature Center, Inc. **Motioned by Mr. Cuddeback. Discussion: Annual renewal. Unanimously all in favor, passed.**
38. Authorizing the Parks and Trails Dept. to Fill the Position of Seasonal Museum Assistant. **Motioned by Mr. Cuddeback. Discussion: Hiring an assistant until a Museum Director can be hired. Unanimously all in favor, passed.**
39. Authorizing the Parks and Trails Dept. to Advertise and Fill the Position of Museum Director Part-Time from a Certified List of Eligibles. **Motioned by Mr. Cuddeback. Discussion: George Coleman, Director is retiring. Unanimously all in favor, passed.**
40. Authorization to Fill a Working Foreperson Position within the Highway Dept. **Motioned by Mr. Cuddeback. Discussion: Due to retirement. Unanimously all in favor, passed.**
41. Authorization to Fill General Highway Supervisor's Position. **Motioned by Mr. Cuddeback. Discussion: The General Highway Supervisor is retiring on 12/28/07. Unanimously all in favor, passed.**
42. Authorization to Create and Fill the Positions of Cleaner within the Bldg's. & Grounds Dept. **Discussion: If budget passes, this position is for the Courthouse, if budget doesn't pass the resolution will be pulled. Unanimously all in favor, passed.**
43. Amending Res.#655-07 Authorizing the Ward W. O'Hara Agricultural Museum to do a makeover of the Courtyard of the Museum Including the Reconstruction of the Herb Garden and to Transfer Additional Funds from the Ag Museum Budget into Capital H #07-

03 for this Project. Also Amending the Capital H to include Three Concrete Display Pads on the South Side of the Museum. **Discussion: \$17,500. Unanimously all in favor, passed.**

44. Authorize the Remediation and Stabilization of Flaking Lead Base Paint in the Court Area of the Historic Post Office. (2/3) **Motioned by Mr. Cuddeback. Unanimously all in favor, passed.**
45. Authorize the Remediation and Stabilization of Flaking Lead Base Paint and Abatement of two (2) Section of Asbestos-Containing Pipe Insulation in the WIC Office Rear Stairwell. (2/3) **Discussion: \$45,000. Unanimously all in favor, passed.**
46. Authorize the Remediation and Stabilization of Flaking Lead Base Paint in the Mental Health Area of the Historic Post Office. (2/3) **Unanimously all in favor, passed.**
47. **(Revised Title)** Authorize the Remediation of Pigeon Droppings and Flaking Lead Base Paint in the Tower of the Historic Post Office.(2/3) **Unanimously all in favor, passed.**
- 47A. **(Added 12-5-07)** Authorize the Chairman of the Cayuga County Legislature to Sign a Contract for the Mediation of Asbestos Materials in the Hardenburgh Building. **Discussion: Washes with reimbursement. Unanimously all in favor, passed.**
- 47B. Authorization to Transfer Funds. **Motioned by Mr. Cuddeback. Discussion: For Gas/Diesel for the Buildings & Grounds vehicles. \$3,200. Unanimously all in favor, passed.**

**Resolutions 44 through 47A were bundled and unanimously all in favor, passed.**

#### **HEALTH & HUMAN SERVICES:**

48. Authorizing Chairman of the Legislature and Administrator of Cayuga County Nursing Home to Enter into Agreements with Nursefinders, Inc., Staffings Healthcare Systems, Inc. and Nursecor to Provide Temporary Nursing Staffing for January 1, 2008 until December 31, 2008. **Motioned by Mrs. Petrus. Unanimously all in favor, passed.**
49. Authorizing the Administrator of Cayuga County Nursing Home and the Chair of the Legislature to Enter into an Agreement with Mandel Therapy Group for Intermittent Physical Therapy Services at the Cayuga County Nursing Home. **Unanimously all in favor, passed.**
50. Authorize the chairman of the Cayuga County Legislature and the Director of Community Services to Enter into an Agreement with Stericycle, Inc. for a 12-Month Renewal Contract to Dispose of Regulated Medical Waste. **Motioned by Mr. Cuddeback. Unanimously all in favor, passed.**
51. Authorizing the Chairman of the Cayuga County Legislature and the Director of Community Services to Enter into an Agreement with Honeywell Building Solutions for a 12-Month Renewal Contract to Provide Upkeep of Fire alarm Equipment. **Unanimously all in favor, passed.**
52. Authorizing the Chairman of the Legislature and the Director of Health & Human Services to Enter into a Contract with Carol Schram to Provide OASIS (outcome Assessment Information Set) Training for the Home Care Clinical Staff. **Discussion: 75% reimbursement. Unanimously all in favor, passed.**
53. Authorizing the Chairman of the Legislature and the Director of Health & Human Services to Amend the Contract with NYS Dept. of Health to Accept Additional 100% Funding for the Healthy Men & Women's Partnership Program to Include/Support HPV Patient Services. **Discussion: 100% funding for early cancer detection. Unanimously all in favor, passed.**
54. Authorizing the Chairman of the Legislature and the Director of Health & Human Services to Accept Additional Federal Funding Attached to the Community Solutions for Transportation Grant. **Discussion: \$3,500. Unanimously all in favor, passed.**

- 55. Authorizing the Director of H&HS to Accept Additional Federal Funding for Intensive Case Services and Direct the Cayuga County Treasurer to Amend the 2007 Human Services Budget. **Discussion: \$40,000. Unanimously all in favor, passed.**
- 56. Authorizing the County Treasurer to Amend the 2007 Cayuga County Office for the Aging Budget/Transfer Funds. **Discussion: In-house transfer. Unanimously all in favor, passed.**
- 57. Authorize the Director of Community Mental Health Services to Fill One 100% Funded Vacant Mental Health Therapy Aide PT Position. **Discussion: 100% Funded position. Unanimously all in favor, passed.**
- 58(P) **(This was done as an emergency hire)** Authorizing the Director of Community Services to Fill One 100% Funded Vacant Position. **See under Committee Discussion.**
- 59. Authorizing the Director of Health & Human Services to Temporarily Fill a Transportation Aide Position in Humans Services Due to an Extended Leave of Absence. **Motioned by Mr. Cuddeback. Discussion: Sunset Clause. Unanimously all in favor, passed.**
- 60. Authorizing the Director of Health & Humans Services to Fill Part-Time Home Health Aide at CHHA. **Motioned by Mr. Cuddeback. Discussion: Due to resignation. Unanimously all in favor, passed.**
- 61. Authorizing the Director of Health & Human Services to Fill a Part-time MSW Position at CHHA Due to Resignation. **Motioned by Mr. Cuddeback. Unanimously all in favor, passed.**
- 62. Authorizing the Chairman of the Legislature and the Administrator of Cayuga County Nursing Home to Purchase a Replacement Dryer from Statewide Machinery in January 2008. **Discussion: Industrial size dryer \$3,500. Unanimously all in favor, passed.**
- 63. **(Added 12-7-07)** Authorizing the Chairman of the Cayuga County Legislature and the Administrator of the Nursing Home to Enter into an Agreement with EHEALTH Solutions, Inc. for the Pharmacy and treatment Dispensing Software. **Discussion: EHEALTH Solutions will be a watchtower for the Nursing Home. Unanimously all in favor, passed.**

**COMMITTEE DISCUSSION:**

Mr. Allen advised the Committee that Emergency Resolution Number 58 has been pulled. This is not a resolution but an emergency hire that was passed by the Health & Human Services Oversight Committee on Thursday, December 6, 2007 and should not be listed as a resolution on tonight's agenda.

**Next Ways & Means Committee Meeting is scheduled for Tuesday, January 15, 2008 at 6:00 p.m.**

**ADJOURNMENT:** Hon. Legislator Cuddeback motioned to adjourn the Ways & Means Committee Meeting at 6:28 p.m., seconded by Hon. Legislator Lockwood. Unanimously all in favor, passed.

Tuesday, December 11, 2007 at 6:30 p.m. the full legislative body convened in the Legislative Chambers to attend the Public Hearing on the 2008 Cayuga County Budget Proposal.

*Respectfully Submitted,*  
*Lisa Sigona, Recording Secretary*

Minutes Approved: 1.15.08