

**ADMINISTRATION COMMITTEE
KENNEDY, OBERACKER, FRAZIER, KOUTNIK, STAMMEL, MCCARTY
November 22, 2019**

**Also Present: Board Chair Bliss and Deputy Treasurer Andrew Crisman
Absent: Representative Oberacker**

PUBLIC DEFENDER- ATTORNEY MICHAEL TROSSET and REBEKAH TALBOT

Attorney Michael Trosset, Public Defender, and Rebekah Talbot, Grants Administrator, requested approval to accept OILS contract C60036 for Distribution #6 in the amount of \$167,055. Representative McCarty moved to accept the OILS contract distribution. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Attorney Trosset requested approval to contract with The Rural Law Center of New York, Inc. in the amount of \$40,000 for the term January 1, 2020 – December 31, 2020 to provide appellate representation. Representative Stammel moved to approve the contract. Seconded, Frazier. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

COMMUNITY SERVICES- LORRY O'BRIEN-DUBOIS on behalf of MARTHA QUACKENBUSH

Lorry O'Brien-DuBois, Administrative Aide, requested approval of the following 1-year contract renewals for psychiatric services for the term January 1, 2020 – December 31, 2020:

(Appropriations 4310- 4880 and 4250-4880 all are 100% reimbursed from fees, state, and federal funds.)

-SAMUEL PRESS, M.D., 303 Kinderhook Lane, Nassau, New York 12123, for the provision of psychiatric services, up to 700 hours at \$160 per hour not to exceed \$112,000. Funding included in budget lines 4310-4880 and are 100% reimbursed from fees, state and federal funds.

-Jean M. Van Kingsley, PMHNP-BS, an independent nurse practitioner, 17 Overlook Drive, Sidney, New York, 13838 for the provision of psychiatric nurse practitioner services, up to 500 hours at \$90 per hour not to exceed \$45,000. Funding included in budget lines 4310-4880 and are 100% reimbursed from fees, state and federal funds.

-Kate Bolger, NPP, APRN, 2410 Walley Road, Franklin, NY 13775 for the provision of psychiatric nurse practitioner services, up to 1536 hours at \$95 per hour not to exceed \$145,920 for the term of the contract.

-Bassett Hospital, 1 Atwell Road, Cooperstown, NY 13326 for the provision of Addiction Medicine Services up to 200 hours at \$350 per hour not to exceed \$ 70,000. Funding is included in budget line 4250-4880 and 100% reimbursed from fees, state and federal funds.

Representative Frazier moved to approve the above listed 1-year contract renewals. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Lorry O'Brien-DuBois requested approval of the following services and contracts:

Services:

LEAF (\$ 425,166) 100% State Aid, Appropriations 4323-4698. For school based prevention and community education.

Contracts for the term January 1, 2020 – December 31, 2022:

-Rehabilitation Support Services Inc. (\$ 1,857,911, 97.5% State aid, 2.5% from fees collected) Appropriations 4324-4692 (\$ 999,691) and 4324-4810 (\$858,220). For rehabilitation services to include housing stipends, transportation, psychosocial club, vocational services, warm-line, non-Medicaid health home, care management, Family Stabilization, Forensic Services, In-Home stabilization, peer support services and community education.

-Friends of Recovery – Delaware and Otsego (\$ 611,120) 100% State Aid Appropriations 4327-4800. For recovery support services, clubhouse, and peer services.

Representative Frazier moved to approve the above listed services and contracts. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Lorry O'Brien-DuBois requested approval of the following System of Care contracts:

-Bassett Research Institute, \$198,374 System of Care, 100% Federal System of Care grant funds. For evaluation, social marketing and health disparities services. Appropriations 4322-4901.

-ONC BOCES, \$495,478, System of Care, 100% Federal System of Care grant funds. For clinical services for schools. Appropriations 4322-4902.

-Parson's Child and Family Services, \$92,490 100% Federal System of Care grant funds. Project Director for the System of Care. Appropriations 4322-4903.

-Family Resource Network, \$213,505 which includes \$163,505, 100% Federal System of Care grant funds for family and youth peer support services and an additional \$50,000 in carry over from 2018-2019 grant funds as approved by SAMHSA for social marketing and health disparities initiatives. Appropriations 4329-4694.

-Rehabilitation Support Services Inc. \$276,368, 100% Federal System of Care grant funds carried over from 2018-2019 grant year as approved by SAMHSA. Provision of in-home/in-community clinical services to support the needs of children and families enrolled in BHRC. Includes a one-time purchase of vehicles (up to \$52,000). Appropriations 4324-4692

Representative McCarty moved to approve the System of Care contracts as listed above. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534-Oberacker. Motion carried.

Lorry O'Brien-DuBois requested an amendment to Resolution #51-20190206 for Kate Bolger, NPP, APRN, 2410 Walley Road, Franklin, NY 13775 to provision psychiatric nurse practitioner services and additional training to increase hours from 1536 to 1567, at \$95 per hour not to exceed \$148,920 in total for the term of the contract. Additional funds 100% NYS OASAS funding, 4250-4880.

Representative Koutnik moved to amend Resolution #51-20190206 and increase the training hours. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534-Oberacker. Motion carried.

Lorry O'Brien-DuBois requested an amendment to Resolution #10-20190102 for the Neighborhood Center, Inc., 624 Elizabeth St., Utica, NY to include additional state aid funding in the amount of \$10,389 to increase the annual amount not to exceed \$635,081 for the term of the contract, 4325-4810.

Representative Koutnik moved to amend Resolution #10-20190102 and increase the funding. Total: 2,846. Ayes: 2,312. Absent: 534-Oberacker. Motion carried.

Lorry O'Brien-DuBois requested the following budget transfers:

| | | | |
|-----------------|----------------------|-------------|----------|
| -Transfer from: | MH Transitions Fund | 0007-0915-A | \$2,503 |
| -Transfer to: | MH Subscript./ Dues | 4310-4650-A | \$2,503 |
| -Transfer from: | MH Transitions Fund | 0007-0915-A | \$1,397 |
| -Transfer to: | MH Mat. & Supplies | 4310-4500-A | \$1,397 |
| -Transfer from: | ARS Training | 4250-4050-A | \$3,000 |
| -Transfer to: | ARS Consultants | 4250-4880-A | \$3,000 |
| -Transfer from: | MH Transitions Fund | 0007-0915-A | \$55,000 |
| -Transfer to: | IT Equip. & Hardware | 1680-2335-A | \$55,000 |

Representative Koutnik moved to approve the transfers as listed above. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

SHERIFF- CAROL MCGOVERN on behalf of SHERIFF DEVLIN

Carol McGovern, Clerk of the Board of Representatives, requested approval to fill a vacant Corrections Nurse position at Step 2 in the amount of \$59,382. Representative Frazier moved to fill the Corrections Nurse position at Step 2. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Carol McGovern requested approval to hire a Correctional Sergeant above base level in the amount of \$44,141. Representative Frazier moved to hire the Correctional Sergeant above base level. Seconded, McCarty. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

CLERK OF THE BOARD OF REPRESENTATIVES- CAROL MCGOVERN

Carol McGovern requested approval to accept the Mortgage Tax distribution report for April 1, 2019 -- September 30, 2019 as presented, in accordance with reports of the County Clerk and the County Treasurer. Representative Stammel moved to accept the Mortgage Tax distribution report. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Carol McGovern requested approval of a resolution requesting the State of New York amend the Tax Law to extend Otsego County's local sales tax of 4% beyond the November 30, 2020 expiration date. The last extender request was for 2 years and the state granted 3 years. Representative McCarty moved to approve a resolution requesting an amendment and extension from the State of

New York. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

HIGHWAY- SUPERINTENDENT RICH BRIMMER

Superintendent Brimmer and the Committee reviewed and discussed specific items on Mr. Brimmer's agenda.

Superintendent Brimmer requested the following budget transfers, as listed below:

| | | | |
|-----------------|-----------|-------------|---------|
| -Transfer from: | Training | 5010-4050-D | \$2,000 |
| -Transfer to: | Telephone | 5010-4100-D | \$2,000 |

| | | | |
|-----------------|----------------------|-------------|----------|
| -Transfer from: | Centerline/Edgeline | 5112-2092-D | \$24,000 |
| -Transfer to: | Local Bridge Repairs | 5112-2020-D | \$24,000 |

This is to cover repairs on the CR11B bridge.

| | | | |
|-----------------|----------------------|-------------|---------|
| -Transfer from: | Mat. & Supplies | 5110-4500-D | \$9,650 |
| -Transfer to: | Local Bridge Repairs | 5112-2020-D | \$9,650 |

This is to cover the survey work for the CR 54 Safety Improvements Project.

| | | | |
|-----------------|----------------------|-------------|----------|
| -Transfer from: | Mat. & Supplies | 5110-4500-D | \$30,000 |
| -Transfer to: | Local Bridge Repairs | 5112-2020-D | \$30,000 |

| | | | |
|-----------------|----------------------|-------------|----------|
| -Transfer from: | Crack Sealing | 5110-4574-D | \$10,000 |
| -Transfer to: | Local Bridge Repairs | 5112-2020-D | \$10,000 |

This is to cover anticipated repairs on CR 8 bridge.

Representative McCarty moved to approve the budget transfers. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Superintendent Brimmer requested a motion to amend Resolution#263-20191106 from \$26,923.92 to \$47,617 for Town & County Bridge & Rail to repair steel beams on County Highway 11B, in Laurens (Mt. Vision) as recommended by the engineer. The additional \$20,693.08 to come from Local Bridge Repairs 5112-2020-D. Representative Frazier moved to amend the Resolution for the increased expense. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Superintendent Brimmer requested a motion to approve repairs to the CR 8 bridge to be completed by Town & County Bridge & Rail, off bid #8978, not to exceed \$40,000, from Local Bridge Repairs 5112-2020-D. Representative McCarty

moved to approve the repairs. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Superintendent Brimmer requested approval to purchase an extended engine warranty on ten Peterbuilt trucks totaling \$25,840 from Maintenance and Repairs 5130-4562-DM. Representative McCarty moved to approve purchasing the extended warranties. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Superintendent Brimmer requested approval to extend the contract with O.H. Striping for painting traffic lines. Representative Koutnik moved to approve extending the contract. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Superintendent Brimmer requested approval hire C&S Companies to complete Phase I of the shared transportation facility project in the amount of \$151,499, contingent on inclusion in the 2020 budget. Representative Koutnik moved to approve hiring C&S Companies. Seconded, McCarty. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Superintendent Brimmer requested approval of the following bids for fuel, as presented below:

-Accept the propane bid OTGO-016-19 from Nolan Bottle Gas Co. Inc. to supply propane at \$1.08/gallon.

-Accept the following fixed price/ gal. fuel bids from bid OTGOV-015-19:

#1 - No 2 fuel oil delivered/ Tanker loads
\$1.99250
Mirabito Energy Products
The Metrocenter – 49 Court Street
PO Box 5306
Binghamton, NY 13902

#1 - No 2 fuel oil delivered/ Regular delivery truck
\$2.24
Reinhardt Corp.
3919 State Highway 23,
West Oneonta, NY 13861

#2- ULSD delivered/ Tanker loads
\$1.95530
Mirabito Energy Products

The Metrocenter – 49 Court Street
PO Box 5306
Binghamton, NY 13902

#2- ULSD delivered/ Regular delivery truck
\$2.19360
Buell Fuel
2676 State Route 12B
Deansboro, NY 13328

#3- Winter blend 60/40 ULSD/Kerosene delivered/ Tanker loads
\$2.07530
Mirabito Energy Products
The Metrocenter – 49 Court Street
PO Box 5306
Binghamton, NY 13902

#3- Winter blend 60/40 ULSD/Kerosene delivered/ Regular delivery
truck
\$2.27330
Buell Fuel
2676 State Route 12B
Deansboro, NY 13328

#4-Winter blend 60/40 No 2 fuel oil/Kerosene delivered/ Tanker
loads
\$2.11250
Mirabito Energy Products
The Metrocenter – 49 Court Street
PO Box 5306
Binghamton, NY 13902

#4-Winter blend 60/40 No 2 fuel oil/Kerosene delivered/ Regular
delivery truck
\$2.32980
Buell Fuel
2676 State Route 12B
Deansboro, NY 13328

#5-Dyed Kerosene/ Regular delivery truck
\$2.5298
Buell Fuel
2676 State Route 12B
Deansboro, NY 13328

Representative McCarty moved to accepted all fuel bids as presented above. Seconded, Koutnik. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

PLANNING- KAREN SULLIVAN via video conference

Karen Sullivan, Director of Planning, via video conference, requested approval to enter into a sub-recipient agreement with Otsego Rural Housing Assistance (ORHA) for housing funding project CDBG 868HR330-19 (\$700,000 grant). Total compensation to the sub-recipient over the life of the contract not to exceed a total of \$88,000, which is as follows:

- Program Delivery Services in the amount of \$63,000, and
 - General Administration in the amount of \$25,000
- Funding to be appropriated under Planning Contracts 8020-4900-A.

Representative Koutnik moved to enter into the sub-recipient agreement with ORHA as listed above. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

GREATER MOHAWK VALLEY LAND BANK (GMVLB)- TOLGA MORAWSKI

Tolga Morawski, Executive Director, gave the following program updates, including but not limited to:

- GMVLB invested approximately \$100,000 in Otsego County properties in 2019, including but not limited to 2 large demolitions, environmental testing and stabilization work at 20 Lake Street, Richfield Springs, and work on acquiring derelict properties for demolition at 8 Lancaster Street, Cherry Valley, and 18 Cherry Street, Oneonta
- upcoming in 2020: NYS Zombie 2.0 grant funding to provide technology resources to address vacant and abandoned properties, and additional codes support (also available to Otsego County through GMVLB if interested)
- potential partnerships with State of New York Mortgage Agency (SONYMA), Otsego Rural Housing, Catholic Charities, Habitat for Humanity, DSS, and others for low Area Median Income (AMI) and transitional housing

Representative McCarty moved to declare the taxes on 26 Canadarago Street, Richfield Springs, unrecoverable debt and waive the back taxes. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Mr. Morawski requested approval to renew the 3-year Intermunicipal Agreement with the Land Bank, with the amendments included as presented. Representative Koutnik moved to renew the Intermunicipal Agreement. Seconded, Stammel. Total: 2,846. Ayes: 2,312. Absent: 534- Oberacker. Motion carried.

Mr. Morawski discussed a County appropriation to the GMVLB as a demonstration of support for their efforts and suggested the amount of \$10,000. Board Chair Bliss said the County may be able to contribute in the amount of \$1,000.

Representative Frazier exited the meeting.

DEPARTMENT OF HEALTH- HEIDI BOND via video conference

Heidi Bond, Director of the Department of Health, via video conference, requested approval to accept grant funds for the Public Health Preparedness and Response to Bioterrorism Plan from Health Research, Inc. (HRI) for the term July 1, 2019 – June 30, 2020 in the amount of \$49,625. Representative McCarty moved to approve accepting the grant funds. Seconded, Koutnik. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

INTERNET TECHNOLOGIES- BRIAN POKORNY

Brian Pokorny, requested the following budget transfers:

| | | | |
|-----------------|--------------------------------|--------------|---------|
| -Transfer from: | IT Other Software | 1 680-4835-A | \$6,000 |
| -Transfer to: | IT Mat. & Supplies | 1 680-4535-A | \$6,000 |
| -Transfer from: | Internet, Email & Connectivity | 1 680-4642-A | \$6,000 |
| -Transfer to: | IT Mat. & Supplies | 1 680-4535-A | \$6,000 |
| -Transfer from: | IT Equip/ Hardware | 1 680-2335-A | \$2,730 |
| -Transfer to: | Mat. & Supplies | 1 680-4500-A | \$2,730 |
| -Transfer from: | Mileage | 1 680-4005-A | \$200 |
| -Transfer to: | Postage & UPS | 1 680-4400-A | \$200 |

Representative Stammel moved to approve the above listed budget transfers. Seconded, Koutnik. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Mr. Pokorny and the Committee discussed upcoming changes as the County transitions to Munis financial software. The discussion included but was not limited to the number of transactions processed by Onondaga County on behalf of Otsego County, the volume of purchase orders the County produces, and integrating the new software into County purchasing policies and procedures. Mr. Pokorny said there will be an additional cost to setup a customized integration bridge between the Otsego County software and the Onondaga County software, although Mr. Pokorny did not have an estimated cost at the time.

Representative McCarty moved to raise the threshold amount required for a purchase order from \$200 to \$1,000, effective January 1, 2020. Seconded, Stammel. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

REAL PROPERTY TAX SERVICES- HANK SCHECHER

Hank Schecher, Director of Real Property Tax Services, reported that the department's plotter printer is broken. Mr. Schecher requested approval to purchase a new plotter printer, and discussed funding sources for the unplanned expense. Representative McCarty moved to approve Mr. Schecher to purchase a new plotter printer in an amount not to exceed \$8,000. Seconded, Koutnik. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

BUILDING SERVICES- DOUG CZERKIES

Doug Czerkies, Director of Building Services, requested the following budget transfers:

| | | | |
|-----------------|---------------------------|-------------|----------|
| -Transfer from: | Equipment | 1629-2000-A | \$8,899 |
| -Transfer to: | Public Safety Renovations | 1629-4904-A | \$8,899 |
| -Transfer from: | Meadows Renovations | 1630-4905-A | \$8,979 |
| -Transfer to: | Public Safety Renovations | 1629-4904-A | \$8,979 |
| -Transfer from: | Court Renovations- State | 1620-4200-A | \$69,830 |
| -Transfer to: | Public Safety Renovations | 1629-4904-A | \$69,830 |

Representative Koutnik moved to approve the above listed budget transfers as presented. Seconded, McCarty. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Doug Czerkies requested the following budget transfer:

| | | | |
|-----------------|--------------------------|-------------|----------|
| -Transfer from: | Cooperstown Office Bldg. | 1625-4905-A | \$859.97 |
| -Transfer to: | Water & Sewer | 1623-4565-A | \$54.99 |
| -Transfer to: | Water & Sewer | 1625-4565-A | \$804.98 |

Representative McCarty moved to approve the above listed budget transfer. Seconded, Stammel. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Doug Czerkies requested approval to extend two temporary DSS maintenance worker positions by 90 days. Representative McCarty moved to extend the maintenance worker positions. Seconded, Stammel. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Doug Czerkies reported there was an incidental disturbance of asbestos on a hatch located in the basement of the County Office Building. Mr. Czerkies is working through the process to have the incidental disturbance abated.

Doug Czerkies reported he is working on a renovation in the County Attorney's office to install a doorway to accommodate an additional office for staff.

DEPARTMENT OF SOCIAL SERVICES (DSS)- COMMISSIONER EVE BOUBOULIS

Commissioner Bouboulis requested approval to contract with Public Health for PT Public Health Nurse not to exceed \$50,000 CAPTA/CARA Grant Funds, no local share. Representative McCarty moved to approve contracting for the grant funds. Seconded, Koutnik. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Commissioner Bouboulis requested approval to renew the contract with the Office for the Aging for Medicaid LTC Services not to exceed \$170,680 for the term January 1, 2020 – December 31, 2020, pending 2020 budget approval. Representative Koutnik moved to approve renewing the contract. Seconded, McCarty. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Commissioner Bouboulis requested approval to renew the following contracts, as listed below:

- Renew contract with Crossroads Inn, LLC for emergency housing not to exceed \$736,512 for the term January 1, 2020 – December 31, 2022, pending 2020 budget approval

-Renew contract with various school districts for Preventive Caseworkers for the term January 1, 2020 – December 31, 2020, not to exceed CSEA contractual salaries, and pending 2020 budget approval

-Renew contract with Delaware Opportunities for the Big Buddies program, not to exceed \$20,000 for the term January 1, 2020 – December 31, 2020, pending 2020 budget approval

-Renew contract with Opportunities for Otsego for the Building Healthy Families program, not to exceed \$32,500 for the term January 1, 2020 – December 31, 2020, pending 2020 budget approval

-Renew contract with Opportunities for Otsego for Non-Residential Domestic Violence Services not to exceed \$55,000 Title XX funds for the term January 1, 2020 – December 31, 2020, pending 2020 budget approval

Representative McCarty moved to approve all of the above listed contract renewals as presented. Seconded, Koutnik. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Commissioner Bouboulis requested approval of a non-mandated training for 19 DSS staff members to attend the NYPWA Winter Conference: Our 20/20 Vision for Social Services on January 23-25, 2020 in Albany, NY. Total estimated cost not to exceed \$6,356.53. Representative Koutnik moved to approve the training. Seconded, Stammel. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Commissioner Bouboulis requested the following budget transfers:

| | | | |
|-----------------|-----------------------------|-------------|-------------|
| -Transfer from: | DSS Personal Service | 6010-1000-A | \$22,373.92 |
| -Transfer to: | Bldg. Maint. Personal Svcs. | 1625-1000-A | \$17,962.72 |
| -Transfer to: | FICA/ Medicare | 9030-8000-A | \$1,374.15 |
| -Transfer to: | Worker's Comp. | 9040-800-A | \$959.21 |
| -Transfer to: | Unemployment Ins. | 9050-8000-A | \$68.25 |
| -Transfer to: | Retirement | 9010-8000-A | \$2,009.59 |

Representative McCarty moved to approve the budget transfers as listed above. Seconded, Koutnik. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Commissioner Bouboulis requested the following budget transfer:

| | | | |
|-----------------|--------------------|-------------|---------|
| -Transfer from: | DSS Fees for Svcs. | 6010-4910-A | \$3,700 |
|-----------------|--------------------|-------------|---------|

-Transfer to: Co. Attny. Fees for Svcs. 1420-4910-A \$3,700

Representative Koutnik moved to approve the budget transfer. Seconded, McCarty. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

COUNTY ATTORNEY- ATTORNEY ELLEN COCCOMA

The Committee recessed for Attorney/ Client consultation at 2:35pm. The Committee reconvened at 2:50pm.

Attorney Coccoma requested the County rescind the opt-out from the federal opioid litigation that was voted on at the November Board of Representatives meeting. Representative Koutnik moved to rescind the opt-out. Seconded, McCarty. Total: 2,846. Ayes: 1,873. Absent: 973- Oberacker, Frazier. Motion carried.

Representative Koutnik exited the meeting.

Attorney Coccoma requested the following budget transfers:

| | | | |
|-----------------|---------------------|-------------|---------|
| -Transfer from: | Investigative Svcs. | 1710-4001-S | \$1,000 |
| -Transfer to: | Other | 1710-4800-S | \$1,000 |
| -Transfer from: | Mileage | 1710-4005-S | \$700 |
| -Transfer to: | Other | 1710-4800-S | \$700 |
| -Transfer from: | Telephone | 1710-4100-S | \$210 |
| -Transfer to: | Other | 1710-4800-S | \$210 |
| -Transfer from: | Postage | 1710-4400-S | \$200 |
| -Transfer to: | Other | 1710-4800-S | \$200 |
| -Transfer from: | Supplies | 1710-4500-S | \$500 |
| -Transfer to: | Other | 1710-4800-S | \$500 |
| -Transfer from: | Insurance | 1710-4801-S | \$2,015 |
| -Transfer to: | Other | 1710-4800-S | \$2,015 |

Representative McCarty moved to approve the budget transfers as listed. Seconded, Stammel. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

Attorney Coccoma requested approval to extend the contract with Bassett for three months for fire fighter and EMS physical exams and to issue an RFP for the services. Representative McCarty moved to extend the contract and issue an RFP. Seconded, Stammel. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

Attorney Coccoma requested approval to enter into a 6-month contract with Focus Fort Orange Claims. Representative McCarty moved to enter into contract. Seconded, Stammel. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

TREASURER- DEPUTY TREASURER ANDREW CRISMAN

Deputy Treasurer Andrew Crisman requested approval to contract with Phillips Lytle, LLP for representation, counsel, and assistance in conducting tax enforcement proceeding mandate by New York Real Property Tax Law Article 11 for 2020. This is the same firm the County contracted with in 2019 to assist with the tax foreclosure process. Representative Stammel moved to enter into contract. Seconded, McCarty. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

Deputy Treasurer Crisman requested approval to increase the occupancy tax from 4% up to a maximum of 6%, with the additional collected revenues dedicated to the Highway department. Representative Kennedy moved to increase the occupancy tax. Seconded, McCarty. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

PERSONNEL- PENNEY GENTILE

Penney Gentile, Personnel Officer, requested a motion to approve a Local Law establishing the salaries of the Emergency Services Coordinator, Director of Real Property Tax Services II, Personnel Officer, County Superintendent of Highways, Commissioner of Social Services Group I, Director of Public Health, and Commissioner of Elections (Rep.). Representative Stammel moved to approve a Local Law establishing the salaries as presented. Seconded, McCarty. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

Penney Gentile requested approval of a resolution establishing salaries for managerial/ confidential and elected officials for the year 2020 as presented. Representative Stammel moved to approve the resolution establishing the salaries of the officials as presented. Seconded, McCarty. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

Ms. Gentile and the Committee discussed specific details regarding a position title and duties of a particular role, and whether or not the position should be changed or reclassified. Ms. Gentile requested the approval of the reclassification and stipend for the Building Services Office Specialist acting as Business Manager. Representative Stammel moved to approve the weekly stipend only (in the amount of \$122 per week) for the Building Services Office Specialist acting as Business Office Manager, paid retroactively beginning August 19, 2019, however not the reclassification. Seconded, McCarty. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

TREASURER (cont'd)- DEPUTY TREASURER CRISMAN

Deputy Treasurer Crisman requested approval to contract with Allen Tunnell Corporation (ATC) for tax software services for 2019 and 2020. The County has an agreement with ATC for 2018-2020. The company provides a centralized tax database containing information describing the physical attributes of all parcels in the County as well as tax status and payment history. A yearly resolution is required to accept terms of the existing contract. Representative McCarty moved to enter into contract. Seconded, Stammel. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

Deputy Treasurer requested approval to transfer \$26,065.46 from Contingent to Mental Health Criminal Actions for psychiatric services provided by NYS. Representative Stammel moved to approve the budget transfer. Seconded, McCarty. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

REAL PROPERTY TAX SERVICES (cont'd)- HANK SCHECHER

Hank Schecher requested the following budget transfer to cover the cost of purchasing a new plotter printer:

| | | | |
|-----------------|------------------|-------------|---------|
| -Transfer from: | Personal Service | 1355-1000-A | \$5,406 |
| -Transfer from: | Training | 1355-4050-A | \$2,500 |
| -Transfer to: | Equipment | 1355-2000-A | \$7,906 |

Representative McCarty moved to approve the budget transfer. Seconded, Stammel. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

CHILD ADVOCACY CENTER- DENISE OLIVER

Denise Oliver requested the following budget transfer:

| | | | |
|-----------------|------------------|-------------|------------|
| -Transfer from: | CAC Grant | 0000-3380-A | \$1,429.55 |
| -Transfer to: | Personal Service | 3700-1000-A | \$1,429.55 |

Representative Stammel moved to approve the transfer. Seconded, McCarty. Total: 2,846. Ayes: 1,525. Absent: 1,321- Oberacker, Frazier, Koutnik. Motion carried.

There being no further business to discuss, the Committee set their next meeting date for Friday, December 20, 2019 at 9:00am at the County Office Building and adjourned.