

BUDGET AND SALARY REVIEW COMMITTEE
July 28, 2011

PRESENT:

Kenneth Wilber, Chairman
Lawrence Andrews
Raymond Staats
Arthur Bassin
Arthur Baer
Bart Delaney, Jr.

NOTIFIED:

Elizabeth Young, notified
Roy Brown, notified

ALSO PRESENT:

Becky Vinchiarelo, Deputy Clerk
Ronald Caponera
Catherine Hogencamp
Nancy Winch
Alice Engel
Rosemarie Ansel
Michael Cole
Sheriff Harrison
Beth Cozzolino
David Robinson
Arthur Proper
Paul Mossman
Michaele Williams-Riordon
President Jim Campion
Kary Jablonka
Kenneth Schomaker
Brent stack
Lyn Kutsky
Christopher Muller
Robert Lopez

Chairman K. Wilber called the meeting to order at 9:50 A.M.

Columbia Greene Community College – President Jim Campion

J. Campion distributed copies of the College's proposed 2012 budget. He explained that they have requested a 0% increase from their sponsors. He projects that State Aid will decrease, revenues will decrease, and tuition and fees will increase by a small amount. He is expecting a decrease in student enrollment. The amount of appropriated fund balance used in this budget is \$1,183,655.00 which is approximately double the amount used in the previous budget.

It was explained that Greene County enrollment grew at a faster rate than Columbia County enrollment this past year. This has not happened in the past. Columbia County absorbed the increase. This year however, the formula used will need to be re-evaluated if this continues to occur in years to come.

State funding was briefly discussed.

President Campion explained that one of their approaches to develop a customer base has been offering college classes/credits for senior year high school students. This has shown improvement in enrollment numbers.

The Capital Budget was discussed. Columbia County is currently bonding \$527K with Greene County for Capital projects at the College. J. Campion explained that they have no plans to go to either County requesting more capital money for the 2011/2012 year.

They had cut contractual expenses by 5%. The committee thanked J. Campion for a job well done. It was announced again that we need to make sure we are not subsidizing Greene County next year. J. Campion also discussed the fact that he is running out of fund balance. He cannot come back to the committee next year and request a 0% increase.

Motion to accept the proposed budget and pass a resolution to set a public hearing on the proposed college budget by A. Baer, seconded by L. Andrews, motion carried. Refer to Finance.

A. Baer questioned what would happen if Greene County did not approve the proposed budget. P. Campion explained that if that were to happen they would have to go back to the College Board and request to use more of their fund balance.

District Attorney – B. Cozzolino

Resolution Request – Authorization to fill the vacant budgeted position of one FT Assistant District Attorney position with an annual starting salary of \$67,363.00, waiving the 15% reduction and six month waiting period for medical benefits. B. Delaney, Jr. stated that the committee was asked not to fill positions at this time. B. Cozzolino explained that her Department is down six positions from last year. They also cut 5% of their budget last year. She gave a handout showing vacant and abolished positions. She further explained that they have an employee ready to take the job. The potential employee is currently interning with them so she has experience with the Department. They are currently at a staffing level that is leaving them in danger of losing the DCJS grant. Around \$40K of the employee's salary is covered by this grant. Between that factor, and the fact that she will not backfill the intern position, it is budget neutral. It was asked why they should waive the 15% step and the six month wait for health insurance. B. Cozzolino explained she cannot find people to take the position without doing so. It was asked if we could get an ADA to work on a contractual basis. This is not a possibility. At the end of the meeting there was a motion to approve the request by A. Bassin, seconded by L. Andrews, motion carried. **Refer to Finance.**

Pine Haven – A. Proper

Resolution Request: Authorization to fill the approved vacant budgeted positions of:

(1) Licensed Practical Nurse (LPN), part time, GR 15 at an hourly rate of \$22.0298.

(2) Nurse Aide II (CNA), full-time, GR 10C at a starting salary of 27,911.00.

(2) Nurse Aide II (CNA), part time, GR 10C at an hourly rate of \$13.4187.

These positions are needed for minimal staffing. Budget and rate structure increases were briefly discussed. At the end of the meeting there was a motion to approve by L. Andrews, seconded by B. Delaney, Jr., motion carried. **Refer to Finance.**

Mental Health Center/Human Services – R. Ansel

Resolution Request – Authorization to appoint Colleen Morgan to a vacant Psychiatric Nurse Practitioner Position pursuant to resolution number 105-2011. This position is reimbursable. R. Ansel explained that we are saving a very large amount of money by not having to hire a doctor, and not having to pay a finder's fee. At the end of the meeting there was a motion to approve by R. Staats, seconded by B. Delaney, Jr., motion carried. **Refer to Finance.** After this vote was taken L. Andrews expressed his aggravation with the 15/10/5% salary reduction steps. He said it would be easier for Supervisors if it was referred to as Step 1, Step 2, and Step 3.

OFA – K. Jablonka & K. Schomaker

Resolution Request - Authorization to enter into an agreement with the Fidelis Insurance and the Nursing Home Transition Diversion Waiver program to provide Home-Delivered and Congregate meals for their clients on a per meal basis. This would be a revenue stream for OFA. Motion to approve A. Baer, seconded by A. Bassin, motion carried. **Refer to Finance.**

Resolution Request - Authorization to abolish Clerk-Typist Position, Grade 10, Grade Rate \$30,551.00 and create and fill a Keyboard Specialist position, Grade 10C, Grade Rate \$32,837.00. This would be an upgrade for the Clerk Typist. K. Jablonka explained that a title of Keyboard Specialist was more appropriately related to what the employee does on a day to day basis. After much discussion at the end of the meeting there was a motion to table the resolution by A. Baer, seconded by B. Delaney, Jr., motion carried. The Committee said the resolution should stay in tabled status until the 2012 Budget meetings, when it could more appropriately be discussed again.

Resolution Request: Authorization to amend the 2011 OFA budget by increasing Account A07610.04.4000 (EISEP) by \$35,500.00 consisting of additional \$28,500.00 State Aid and transferring \$4,500.00 from Vehicle Lease Account A7610.00.4028 and \$2,500.00 from Food Account A7610.00.4260 as the County match. This is budget neutral. Motion to approve by A. Baer, seconded by B. Delaney, Jr., motion carried. **Refer to Finance.**

DSS – P. Mossman

Resolution Request: Requesting authorization to fill the following vacant, budgeted position of One (1) Caseworker, FP15, 2011 Step 1 salary \$38,949.00; vacancy due to resignation. At the end of the

meeting there was a motion to approve by R. Staats, seconded by B. Delaney, Jr., motion carried. Refer to Finance.

There was then a request to move into EXECUTIVE SESSION at 10:56 PM by A. Baer, seconded by B. Delaney, Jr., motion carried.

REASON: To Discuss Litigation

Motion to return at REGULAR SESSION at 11:30 PM by A. Baer, seconded by A. Bassin, motion carried. The Committee decided to table the issue until they were able to talk to an Insurance Carrier and the County Attorney's office.

E-911- R. Lopez

Resolution Request: Request for the 911 Director to enter into an agreement with Positron/Intrado for support services for years 3 - 5 for secondary PSAP site-Hudson PD. Years 1 - 2 where paid by Grant funding. Support to cover phone system, and computer systems for 24 x 7 phone support, on-site maintenance, and evergreen which includes shipment of new software versions, minor and major releases, and problem walk arounds. This is a budgeted item, year 3 \$30,284.73, year 4 \$33,312.02, and year 5 \$36,339.30 totaling \$99,936.05 to be paid yearly. Motion to approve by B. Delaney, Jr., seconded by A. Baer, motion carried. Refer to Finance.

Sheriff's Department – Sheriff Harrison

Resolution Request – To fill one (1) vacant budgeted full-time Corrections Officer position due to resignation effective August 27, 2011, with an annual salary of \$35,976.00. Savings would be \$52,565.00 over a five year period. It was announced that if this position is voted down it will leave the Department under mandated, which will result in more overtime. At the end of the meeting there was a motion to approve by R. Staats, seconded by B. Delaney, Jr., motion carried. Refer to Finance.

Resolution Request – Authorization to fill one vacant budgeted position of FT Communications Officer with an annual salary of \$35,976.00 effective May 30, 2011. This was tabled at the last Budget and Salary Review meeting. It was explained that this position needs to be filled to fulfill the requirements of the new contract regarding no overtime. It will also make the consolidation with the Emergency Management Department quicker. At the end of the meeting there was a motion to approve by R. Staats, seconded by B. Delaney, Jr. motion carried. Refer to Finance.

Resolution Request – Authorization for the Chairman of the Board to accept and sign the Byrne Jag American Recovery and Reinvestment Act Grant awarded to the Sheriff's Office in the amount of \$30,000.00 for the purchase of video conferencing equipment for inmates. Motion to approve by B. Delany, Jr., seconded by R. Staats, motion carried. Refer to Finance.

DPW & Engineering – D. Robinson

Appraisals were discussed. There is 18 acres of land attached to the Public Safety Building. It is valued at 44K. D. Robinson would like the Committee to consider purchasing this. Storm water from the County is discharging onto the property and the owner could eventually request we remedy this. It would cost much more then 44K to do so. We can use the property to mitigate the ponds we would be filling in at the airport property. The second property appraised was a historic land structure in Ancram. D. Robinson would like the County to purchase this property for reasons of public safety. The reports from the appraisers and their invoices were handed out. R. Caponera questioned where we would take the funds from to purchase these properties. A. Bassin requested that D. Robinson first contact the sellers and make sure they would agree to the appraised prices. It should then be presented to the Public Safety Committee.

Resolution Request – Authorization to hire Morris Associates in the amount of \$26,000.00 for the purpose of designing a new intermittent sand filter at the County's waste water treatment plant. This is due to an Order on Consent from DEC. They would not begin to build until next year. Motion to approve by B. Delany, Jr., seconded by A. Bassin, motion carried. Refer to Finance.

Resolution Request - Authorizing the Chairman of the Columbia County Board of Supervisors to execute a Professional Services Agreement between Greenman-Pedersen, Inc. (GPI) of Albany, NY AND Columbia County in the amount of \$40,474.72 (MAX. PAYABLE) for the Design and Construction Administration/Inspection of the proposed superstructure replacement of Felts Bridge – BIN 3222320 Carrying Overlook Road over Roeliff Jansen Kill in the Town of Copake, It was explained that the beams on this bridge were red flagged. Motion to approve by B. Delaney, Jr., seconded by A. Bassin, motion carried. **Refer to Finance.**

D. Robinson also mentioned that he has found a firm to demolish the old Pine Haven Building for \$4,900.00. This would be encumbered from last year.

Tower Project – He has gone in front of the Claverack Zoning Board Court of Appeals. The need for a cell tower was discussed. The Zoning Board will call for a public hearing next month.

Health Department – A. Engel

Resolution Request – Authorization to fill a Service Coordination vacancy, GR13A Step 1 \$34,411.00. A. Engel provided a hand out that justified the need for this position to be filled. She explained that this position is mandated. They will either hire someone or pay a private agency to do the work. She gave a history of the position as well. At the end of the meeting there was a motion by B. Delaney, Jr., seconded by L. Andrews, motion carried. **Refer to Finance.**

MIS – R. Caponera for R. Wheeler

Resolution Request – Authorization to pay for budgeted annual LANDesk Software maintenance not to exceed \$8,422.50. Motion to approve by L. Andrews, seconded by B. Delaney, Jr., motion carried. **Refer to Finance.**

B. Delaney, Jr. announced that the Committee needed to realize that mandated positions are always filled, but Departments with no mandated positions may not get the help they need. It was mentioned that it may be a good idea to look into hiring part time employees to save on the cost of benefits.

R. Caponera announced that DSS is over budget by 1.2 million on their .4 account in the second quarter. This is happening in areas where funding has been reduced from State and Federal sources.

Discussion on the Columbia Greene College budget ensued. It was discussed when the resolution would be passed and when the public hearing would be held. The public hearing will be held prior to the August 10th Board meeting with the vote on the Budget during the board meeting.

With no further business there was a motion to adjourn at 12:45 PM by A. Baer, seconded by B. Delaney, Jr., motion carried.

BUDGET AND SALARY REVIEW COMMITTEE

Roy Brown

Lawrence Andrews

Bart Delaney, Jr.

Elizabeth Young

Raymond Staats

Arthur Baer

Arthur Bassin