

**COUNTY OF OSWEGO
FINANCE & PERSONNEL COMMITTEE**

March 2, 2010 – 2:00 pm
County Office Building, Oswego, NY
4th Floor Conference Room “E”

PRESENT:

Leg. Arthur Ospelt, Chair
Leg. Fred Beardsley
Leg. Shawn Doyle
Leg. Michael Kunzwiler
Leg. John Proud

EXCUSED:

Leg. Daniel Chalifoux, Vice Chair
Leg. Kevin Gardner

MEDIA:

Carol Thompson, Valley News

STAFF/GUESTS:

Legs. Sakonyi, Wilbur, Mulcahey, Flett, Lockwood, Tresidder
Leg. Barry Leemann, Chairman of the Legislature
Philip Church, County Administrator
Carol Alnutt, Personnel Director
John Kruk, County Treasurer
Mark See, Chief Accountant
Fran Lanigan, Commissioner of Social Services
Paul Stoner, Stop-DWI Coordinator
Debbie Meyer, Director of Probation
Pat Egan, Emergency Management Director
Richard Atkins, Elections Commissioner
Georgiana Mansfield, Deputy County Clerk
Matt Bacon, County Clerk’s Office
Steve Loadwick, Audit
David Turner, Director of Community Dev., Tourism & Planning
Kurt Ospelt, Superintendent of Highway
Mike Allen, E-911 Director
Fred Maxon, Purchasing Director
Paul Santore
Myron Pringle

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Committee Chair Ospelt called the meeting to order at 2:00 pm and excused Legislators Chalifoux and Gardner from the meeting.

1. Minutes of February 2, 2010 and February 11, 2010:

Motion to approve: Legislator Kunzwiler

Second: Legislator Beardsley

Vote: Unanimous, motion carried

2. Treasurer Report:

A. Annual Financial Report

County Treasurer Kruk distributed the 2009 Annual Financial Report for Oswego County, stating that it was a good year and there was a gain in the fund balance.

Chief Accountant Mark See first thanked departments; annual report is a year long culmination of transactions involving all departments. Mr. See went on to review the annual report bringing the following points to attention:

- Due to gain in fund balance the county’s bond rating will be in good standing for when the county needs to borrow money in the future.
- Increase in fund balance comes mainly from FMAP stimulus revenue, sale of asphalt (due to mild December) and departments being under budget for expenses.
- Actual General Fund expenditures increased by 2.3%, but total expenditures decreased .06% mainly due to Workers Compensation Fund cost decreased and county road and road machinery funds decreased due to light December.

- Sales Tax revenue decreased one million dollars from 2008 due to economic conditions; use of money and property decreased one million due to lower interest rates; Federal and State sources increased due to FMAP and stimulus monies; self insurance fund revenues increased due to increase in participant contributions for health and workers compensation.
- Property tax was only 18.6% of all revenue.

Leg. Kunzwiler inquired about the State and Federal source increase. Administrator Church responded by explaining a large portion of this was stimulus money and unable to be used. He also explained that the 2010 budget did not include FMAP money as revenue.

Committee Chair Ospelt thanked Mr. Kruk and Mr. See for their report.

3. Administrator Report:

A. Reserve and Capital Recommendations

County Administrator, Phil Church distributed the 2010 Capital Project Improvement Program to committee members. Administrator Church briefly reviewed proposed projects and open capital projects and explained that 1.4 million dollars in capital projects will be closed out in 2011. Also mentioned was that 5 million dollars has been appropriated for the Emergency Communication System capital project. Administrator Church recommended that the committee amend the resolution Establishing Capital Project #37 by adding a transfer of five (5) million dollars to the capital project. This would decrease the amount to be borrowed from 25 million to 19 million.

Administrator Church mentioned that there would be more recommendations regarding capital projects in the future to bring to the committee including creating a fund balance for solid waste.

4. Resolutions:

A. Resolution Adopting Local Law No. 2 of 2010 Entitled "A Local Law Providing for the Salaries of Certain County Officers of the County of Oswego"

Motion to support resolution: Legislator Doyle

Second: Legislator Beardsley

Vote: 4 Ayes, 1 Nay (Leg. Kunzwiler), 2 Absent; motion carried

B. Resolution Authorizing Budgetary Modification Department of Community Development, Tourism and Planning

Motion to support resolution: Legislator Doyle

Second: Legislator Beardsley

Vote: Unanimous, motion carried

C. Resolution Authorizing Budgetary Modification Department of Social Services WIA Incentive Award

Motion to support resolution: Legislator Kunzwiler

Second: Legislator Proud

Vote: Unanimous, motion carried

D. Resolution Authorizing the Chairman of the Legislature to Establish Capital Project #37 for the Construction of an Emergency Radio System

Motion to support amended resolution to increase Capital Project #37 by transfer of five (5) million dollars: Legislator Kunzwiler

Second: Legislator Doyle

Vote: Unanimous, motion carried

E. Resolution Authorizing Budgetary Modification Probation Department

Motion to support resolution: Legislator Beardsley

Second: Legislator Doyle

Vote: Unanimous, motion carried

5. Personnel:

Leg. Kunzwiler asked Carol Alnutt, Personnel Director if there are currently legislators still receiving the \$1,000 health care benefit. Ms. Alnutt responded that there are and explained that it's a Health and Welfare reimbursement account to reimburse for non-covered health related expenses that insurance doesn't cover, it's not a health care fund.

Motion made to remove the Health and Welfare reimbursement account for legislators from the budget in line with the policy that was made previously regarding health insurance:

Legislator Kunzwiler

Second: None

Motion not passed

Leg. Beardsley asked if the Health and Welfare account was set up separately; to which Personnel Director Alnutt states that it was. Leg. Doyle agreed that topic needed to be discussed further. Leg. Kunzwiler stated that there are roughly 8-9 legislators still receiving health care benefits and it's his wish to continue to pursue this topic further.

A. Set OCPA Salary – Emergency Management

Administrator Church explained that this position was being created with additional funds received by utilities. Leg. Doyle asked why the emergency management position couldn't be combined with Fire Coordinator's position and then a new support staff hired for that department. Mr. Church explained that the Fire Coordinator was retiring and it may be something that could be addressed at a later date. Pat Egan, Director of Emergency Management named Jim Jones as the individual she would like to hire to fill the position.

Motion to support request: Legislator Beardsley

Second: Legislator Doyle

Vote: Unanimous, motion carried

B. Set Management Salary – Board of Elections

Legislature Chairman Leemann asked if this was a salary change. Elections Commissioner Atkins responded that it was the same salary as the previous employee in the position.

Motion to support request: Legislator Kunzwiler

Second: Legislator Doyle

Vote: Unanimous, motion carried

C. Vacancy Reports/Employee Counts/Employees on Leaves of Absence

Committee Chair Ospelt pointed out that over \$238,000 was saved so far in 2010 due to the hiring freeze. Administrator Church mentioned that he will be recommending that the 1.4 million saved in 2009 be moved to the retirement fund and it's his recommendation to continue with the practice.

D. Vacancy Review Requests

Committee Chair Ospelt requested to include all vacancy requests into one vote.

Motion to support request: Legislator Doyle

Second: Legislator Beardsley

Vote: Unanimous, motion carried

Fran Lanigan, Commissioner of Social Services requested to have an additional salary set for Director of Social Services.

Motion to support request: Legislator Proud

Second: Legislator Doyle

Vote: Unanimous, motion carried

E. 2010 Department Goals and 2009 Activities

Personnel Director, Carol Alnutt presented a Routine Activity Summary for 2009 and 2010 Goals for the Personnel Department pointing out the following goals:

- Negotiate union contract with CSEA CO-OP Unit.
- Work with new Workers' Compensation third-party administrator to minimize costs; develop a report format and provide training; and research merits of revising Workers' Compensation Local Law.
- Work with Central Services on implementation of updated payroll and human resource software.
- Work with County Administrator and Department Heads on succession planning and recruit for vacancies due to retirement.
- Draft a 3-year Strategic Plan for the Department of Personnel.

Leg. Proud complimented Director Alnutt on her clear and professional presentation.

6. Village of Phoenix:

Committee Chair Ospelt explained that the Village of Phoenix was unable to attend the meeting today, but would still like to address the committee on some issues at a later date.

7. Other Business:

Committee Chair Ospelt thanked everyone for staying on track with the budget and advised committee to keep a close watch in the future.

Fred Maxon, Purchasing Director mentioned he would have his department's goals for next months meeting.

Mr. Pringle asked to speak regarding the raises for County Sheriff, County Treasurer and County Clerk. He wanted to express that the Oswego County Sheriff is the lowest paid in the state. He stated that other County Treasurers have an average salary of \$90,000 and County Clerk average is \$75,000. He remarked that each tax payer contributes 63.7 cents per person for the Sheriff's salary and he feels the Sheriff should be paid more.

8. Adjournment:

Motion made to adjourn at 2:53 pm: Legislator Doyle

Second: Legislator Kunzwiler

Vote: Unanimous, motion carried