

**Ways and Means Committee Meeting  
May 22, 2018**

Members present: Legislator King, Legislator Kulzer, Legislator Chartrand, Legislative Chairman Dolhof, County Treasurer Patty O'Brien, County Manager Ryan Piche, Building & Grounds Supervisor Frank Archer, HVAC Specialist Travis Grunert, County Clerk Linda Hoskins, Human Resources Director Chris Boulio, Planning Director Frank Pace, and media representative Nick Altmire.

The meeting was called order at 1:01 p.m.

Legislator Kulzer made a motion to approve the April 26, 2018 Ways and Means Committee minutes as recorded, seconded by Legislator Chartrand. Motion carried.

1:01 p.m. – County Clerk Linda Hoskins

Linda would like to look into possibly getting a monitor for the DMV lobby that could be connected to the internet so customers would have something to watch while waiting in line to help keep create a positive friendly atmosphere. Legislator Chartrand suggested that she look into the whether or not Time Warner Cable runs through that area and what the cost would be. Legislator Dolhof stated that he thought the business rate was roughly \$80.00/month. Linda will look into this further.

Linda reported that other DMV's are behind on dealer work while Lewis County has remained caught up. She did receive a complaint from a customer who was waiting in line behind someone who had several transactions to do and wasn't pleased with the lengthy wait. The customer was told to contact a Legislator regarding her complaint by a DMV worker who was later told that all complaints should go to Linda first and if she can't resolve them then on to a Legislator.

Linda responded to a question of how lunch breaks were dealt with by confirming that they stagger lunches starting at 11:30, then 12:30, then 1:30 in order to keep the lines to a minimum. She ended her report by discussing the struggle people are having with renewing their driver's licenses to a Real ID. There are many different things that you need proof of, specifically any type of name change. It is much easier to get a passport than a Real ID.

1:16 p.m. – Buildings & Grounds Supervisor Frank Archer, HVAC Specialist Travis Grunert

Frank began by stating that the Highway Garage fuel account is depleted. They have spent \$7,000 more than last year and will need more put into this account for the upcoming fall season. He also conveyed that there will be locked boxes put over the thermostats in the near future in an attempt to control the temperature in some of the storage buildings. It was pointed out that Natural Gas needs to be run down to the highway garage, not only for them but also in an effort to be able to run it up to the new JCC Education Extension Center in the near future.

Ryan was asked to talk with Joan to get her contact for the Public Service Commission to put some pressure on National Grid. Legislator Chartrand pointed out that the highway garage issue seems like more of a customer relations issue and the JCC Education Extension Center seems like more of a franchise area issue. It was determined that running natural gas under State Route 812 to get it over to the highway garage has taken way too long and headway needs to be made.

Frank has put together an RFP for painting the old courthouse which includes wording regarding the possibility of lead. Legislator Kulzer made a motion to allow Frank Archer to send the RFP for painting the old courthouse out, seconded by Legislator Chartrand. Motion carried.

Frank wrapped up his report by letting the committee know that Jared Deveines is interested in renewing the contract for snowplowing the various tower sites. It was discussed that the rate would stay the same, however Cheryl Lalonde would like to change some of the conditions, one being that the site would need to be plowed if a vendor has to get up to a tower. If Jared Deveines decides, due of this change, to raise the price the contract renewal may not be possible and it might have to be put out to bid again. Frank was asked to check with Joan on the wording. Frank was happy with the work Jared did and is hoping he will renew it at the current price. Frank also thanked his committee for their support over the years and is looking forward to his retirement on June 18<sup>th</sup>.

Legislator Chartrand discussed an employee whose car was totaled when a light pole fell on it during a wind storm. The counties insurance carrier denied coverage as it was considered "an act of God". The employee had a \$200 deductible for all costs involved. It was determined that because the county was not liable for the damages it would be best not to set any precedent by covering the deductible.

1:35 p.m. – County Treasurer Patty O'Brien (report attached)

The following dockets were read and approved.

1. Transfer Legislative Contingency funds into Legislative account to fund the increased dues of \$5,000 for the FDRLO to renew Lewis County's membership at the Sustaining Level, amount needed is \$4,750.
2. Authorize agreement with NYS Energy Research and Development Authority for the Clean Energy grant, from 6/1/2018 to 9/30/2019 in the amount of \$100,000.
3. Authorize agreement with NYS Dept. of State for the Central Lewis County Regional Water Project, from 4/1/2017 to 3/31/2021 in the amount of \$297,000.00

Legislator Chartrand briefly explained that the other counties in our tri-county area have increased their contributions to FDRLO and he thought it would be beneficial for us to do so as well. This allows us to have a voice on the wind energy committee which is something he feels strongly about. Legislator Chartrand asked Chairman Dolhof to look into what our \$5,000 contribution to Drum Country from our Economic Development department is getting us.

In regards to Legislator Kulzer's question about the cost of an electric car that was purchased being reimbursed by the \$100,000 grant Frank Pace explained that the car was leased (with 75% reimbursement by federal/state money) along with completing other projects to allow the county to get the Clean Energy Communities designation, which in turn allowed the county to apply for the \$100,000 grant which is going to be used to update all lighting fixtures to LED, including several light poles in various county owned parking lots.

Frank explained that the Central Lewis County Regional Water Project grant money has already been allocated and the county's share is 10% which equates to \$33,000. Legislator Chartrand asked that Ryan put together a formal letter to the Village of Lowville asking them to reconsider joining this water study. At Patty's request Legislator King made a motion to transfer \$33,000 from Legislative Contingency funds to pay the county's portion of the Central Water Study, seconded by Legislator Kulzer. Motion carried.

Patty reported that the Tax Sale didn't quite meet the budgeted amount of \$110,000. She then reviewed the monthly balances. Legislator Kulzer questioned why a payment to the Ayers Law Firm was taken out

of Special Legislative Contingency fund, which Legislator King explained that it was stated to do so in the resolution.

Ryan pointed out that the stop loss insurance for our ISF Fund is increasing by 80% due to taking hits over the last several years but after looking around for other carriers it is still the best option. There was some discussion on ways to help reduce high cost claims and one high cost service is the dialysis unit at the hospital. Legislator Chartrand reported that the hospital is looking into a cost share option with DeVita Dialysis to help lower high claim costs.

Patty explained that there was an Energy Fund account opened in 2000 with \$13,000 put into it from the General Fund and several payments were made out of this account. Chairman Dolhof believes this account was used back when municipal energy was being looked at. Due to the inactivity the State has recommended that the account be closed. Legislator Chartrand made a motion to close the Energy Fund account as directed by the state, seconded by Legislator Kulzer. Motion carried.

Patty went on to discuss that over the years we have had several “landlocked” parcels that were not bid on at auction. After discussing it with Joan she would like to be able to have Joan approach the surrounding land owners to see if they are interested in offering a bid to purchase the land. Legislator Chartrand made a motion to allow County Attorney Joan McNichol to reach out to the surrounding land owners to see if they would be interested in submitting a bid to purchase any one of the land locked parcels, seconded by Legislator King. Motion carried.

Lastly Patty explained that she would like permission to purchase a large shredder for her office using Capital Equipment Funds. Her office has been using small shredders and they tend to overheat and are time consuming due to the vast amount of papers they go through. Legislator Chartrand made a motion to transfer funds from Capital Equipment to purchase a large shredder for the Treasurer’s office, seconded by Legislator Kulzer. Motion carried.

2:13 p.m. – Planning Director Frank Pace

Frank let everyone know that there will be a ribbon cutting ceremony at the Solar Project site on Thursday, May 24<sup>th</sup> at 10:00 a.m. He also discussed sending out an RFP for any farmer who is interested in leasing the remaining acreage on the solar project site. There have been a few who have shown interest. Legislator Kulzer made a motion to send out the RFP in regards to leasing the remaining acreage at the solar project site, seconded by Legislator Chartrand. Motion carried. Frank went on to discuss the consolidated billing through National Grid and how it will be a cascading system for the credits received. The DSS accounts will be removed from the original model as they are already being reimbursed by federal and state funding. The accounts will range from the largest consuming account down to the smallest with the hospital account at the bottom. There was continued discussion on how this works and confirming that the savings will still continue to be what was originally estimated. Ultimately this cascading system is really only for consolidated billing purposes, it doesn’t affect the savings that the system will generate.

Frank reported that the JCC Education Extension Center is moving along. There was a meeting held on Saturday May 5<sup>th</sup> with 34 people from various organization in attendance to review the site plans. There will be a Town of Lowville Planning Board meeting coming up to review this project. Jefferson County is holding a special Board meeting on June 14<sup>th</sup> to vote on and ratify the contract. In the meantime the county will need to vote and sign off on the contract again as there have been a few minor changes to the language and JCC will follow suit. The Geo Tech has begun the site boring but hit some rock which may require that the water line be moved slightly as it needs to be buried at least 5 feet down. There will be continued digging to take a second look and possibly where the water line could go if it needs to be moved.

Ryan brought up the Building Projects for 2019 indicating that he would like some direction as to what the committee would like to see happened before the budget planning is underway for 2019. Legislator King suggested putting together an ad-hoc committee and meeting in the evenings. Ryan offered to put together a couple different 5 year plan option for the committee to review and use as options. He also suggested having BC& A come back to give an informal presentation to the newly formed committee so that everyone is on the same page. It was decided that the best avenue would be to form a committee with 5 members so the meeting doesn't require a public notice be issued. Legislator King suggested to use the Ways & Means members, Legislator King, Legislator Kulzer and Legislator Chartrand along with Chairman Dolhof and have the Chairman ask one other Legislator to join them. He strongly recommends that this ad-hoc committee stay transparent and in close contact with the rest of the board as to what direction they are going in. He also pointed out that any project will need the full board's approval. They decided the first meeting should be soon after the Memorial Day holiday weekend. Ryan closed by mentioning that the display which will show our solar project activity is being installed down on the first floor outside the Treasurer's office.

At 2:47 p.m. Legislator Kulzer made a motion to enter executive session for discussion on personnel, seconded by Legislator Chartrand. Motion carried.

At 3:10 Legislator Kulzer made a motion to enter regular session and then with no other business to discuss adjourned the meeting, seconded by Legislator Chartrand. Motion carried.

Respectfully submitted,  
Cassandra Moser, Deputy Clerk  
Board of Legislators

Encl.

**Activity and Balances before tonight's resolutions  
2018**

**Special Legislative Contingency**

Beg Balance	100,000.00
Res 16-2018 Legislative dues	-95.00
Inc in dues	-100.00
JCC event	-358.56
JCC Event	-64.98
For IDA Marketing	-20,000.00
Ayers Law Firm for ATV	-2,705.50
Balance	<u>76,675.96</u>

**Contingency**

Beg Balance	200,000.00
Res 479-2017	200,000.00
Res 63-18 Sheriff	-3,058.97
Res 48-18 LF Historical	-1,000.00
Res 149-18 Sheriff Parks	-37,762.00
Res 177-18 Sheriff's Parks	-8,721.80
Balance	<u>349,457.23</u>

**Capital Data Processing HAE**

Beg Balance	116,534.08
Interest	92.13
Res 85-18 upgrade phone system	-18,265.45
Balance	<u>98,360.76</u>

**Capital Equipment HAD**

Beg Balance	407,373.05
interest	223.41
Res 33-18	297,000.00
Ins from Sheriff Car	29,957.27
Res 140-18 F550 Truck Trails	-29,425.21
Res 128-18 Lease Truck & Plow HWY	-48,948.61
Res 176-18 Patrol Vehicles	-124,761.50
	<u>531,418.41</u>
Highway	<u>158,431.24</u>
Total County	372,987.17

Highway	Beg bal	7,379.85
	Res 33-18	200,000.00
	Res 128-18	-48,948.61
		<u>158,431.24</u>

**Sales Tax Collection**

	<b>2017</b>	<b>2018</b>	Variance	% Change
January	348,761.13	383,699.92	34,938.79	10.02%
February	663,513.38	746,805.54	83,292.16	12.55%
March	1,401,444.79	1,126,758.69	-274,686.10	-19.60%
<b>1st qtr</b>	<b>2,413,719.30</b>	<b>2,257,264.15</b>	<b>-156,455.15</b>	<b>-6.48%</b>
April	856,267.85	961,674.39	105,406.54	12.31%
May	1,276,783.44		-1,276,783.44	-100.00%
June	810,110.09		-810,110.09	-100.00%
<b>2nd qtr</b>	<b>2,943,161.38</b>	<b>961,674.39</b>	<b>-1,981,486.99</b>	<b>-67.33%</b>
July	942,919.98		-942,919.98	-100.00%
August	966,902.35		-966,902.35	-100.00%
September	1,151,577.16		-1,151,577.16	-100.00%
<b>3rd qtr</b>	<b>3,061,399.49</b>	<b>0.00</b>	<b>-3,061,399.49</b>	<b>-100.00%</b>
October	834,195.39		-834,195.39	-100.00%
November	1,429,627.59		-1,429,627.59	-100.00%
December	1,234,969.42		-1,234,969.42	-100.00%
<b>4th qtr</b>	<b>3,498,792.40</b>	<b>0.00</b>	<b>-3,498,792.40</b>	<b>-100.00%</b>
<b>Total Received</b>	<b>11,917,072.57</b>	<b>3,218,938.54</b>	-8,698,134.03	-72.99%
Budget	10,825,000.00	10,975,000.00	150,000.00	1.39%
Surplus/Deficit	1,092,072.57	-7,756,061.46	-8,848,134.03	-810.21%

**Hospital repayment**

Beg 1/1/18	1,200,000.00
2/1/2018	-100,000.00
2/15/2018	-100,000.00
3/23/2018	-100,000.00
4/20/2018	-100,000.00
Balance due	<u>800,000.00</u>

**ISF Fund Balance**

12/31/2017	1,882,238.00
Ins recovery/retiree drug subsidy	150,871.44
stop loss reimbursement	236,829.15
loss/gain	<b>696,055.91</b>
3/31/2018	2,965,994.50

	Claims	Premiums	Variance
1/31/2018	988,150.93	1,410,656.62	422,505.69
2/28/2018	1,257,844.99	1,405,319.03	147,474.04
3/31/2018	1,268,569.29	1,394,645.47	126,076.18
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			<b>696,055.91</b>

