

BUDGET AND SALARY REVIEW COMMITTEE
October 25, 2012

PRESENT:

Richard Keaveney
Arthur Bassin
Robin Andrews
Roy Brown
Lawrence Andrews
Kevin McDonald
Richard Scalera
William Hughes, Jr

ABSENT:

Elizabeth Young, notified
Ray Staats
Patrick Grattan, Chairman, notified

ALSO PRESENT:

Becky Vinchiarello, Deputy Clerk
Mellissa Noblin
Ronald Caponera
Andy Howard
Bernard Kelleher
Diana Neceda
Kenneth Schomaker
Ann Cooper
Alice Engel
P.J. Keeler
James Rich
Paul Mossman
Michael Williams – Riordon
Ellen Thurston
Sara Sterling
John Rutkey
Ronald Knott
Press: 1

Deputy Chairman K. McDonald called the meeting to order at 2:00 P.M.

Highway – B. Kelleher

B. Kelleher explained the following requests are needed for the County Highway Departments sign shop .

Resolution Requests- Authorization to purchase (1) CG-130-FX 54” Mimaki Cutter from Grant Graphics of Saratoga Springs N.Y. for a total cost of \$8,036.00. This equipment is needed to manufacture signs in the Departments sign shop.

Resolution Request - Authorization to purchase (1) Roland BN-20 Printer from Grant Graphics of Saratoga Springs N.Y. for a total cost of \$8,410.35.

Resolution Request - Authorization to transfer \$21,000.00 from the DO-5E-5110-4940-E4000 to DO-5E-5110-2999-E2000. Motion to approve all three requests by R. Brown, seconded by R. Andrews, motion carried. **Refer to Finance.**

Resolution Request - Authorization to award the bid for 50 new two way radios and 13 portable two way radios to Continental Wireless Inc. of Dallas Texas at a cost of \$16,335.00. The FCC is narrow banding which has resulted in the need for these purchases. Motion to approve by L. Andrews, seconded by R. Scalera, motion carried. **Refer to Finance.**

Payroll – D. Neceda

Resolution Request – Authorization for Columbia County to enter into an agreement with Tyler Technologies Inc. to provide two new export file layouts programmed for the bank of Greene County. D. Neceda explained that these are necessary for positive pay to be paid next year. The total cost would be \$6,600.00 and would be paid from both the Payroll and Controller’s Departments. Motion to approve by R. Brown, seconded by W. Hughes, motion carried. **Refer to Finance.**

Office of the Aging – K. Schomaker

Resolution Request - Authorization to transfer \$16,100.00 from five accounts within the Office of the Aging that will not be fully utilized to seven other accounts within the Department that require additional funds. Motion to approve by R. Brown, seconded by R. Keaveney, motion carried. **Refer to Finance.**

Department of Social Services – P. Mossman & M. Reardon

Resolution Request - Authorization to abolish One (1) Principal Social Welfare Examiner, GR 16, 2012 Base Salary \$50,225.00 and to create and fill One (1) Senior Social Welfare Examiner, GR 13C, 2012 Base Salary \$43,165.00. They project a savings of \$9,000.00 a year as a result of this request. Motion to approve by W. Hughes, Jr., seconded by R. Brown, motion carried. **Refer to Finance.**

Resolution Request- Authorization to fill One (1) vacant, budgeted position of Social Welfare Examiner, GR 12, 2012 Step 1 salary of \$32,018.00. Motion to approve by R. Andrews, seconded by W. Hughes, motion carried. **Refer to Finance.**

Resolution Request- Authorization to create and fill One (1) Senior Child Support Specialist, GR 13C, 2012 Base Salary of \$43,165.00. The duties of this position were explained. It will eventually save the Department money. Motion to approve by A. Bassin, seconded by R. Keaveney, motion carried. **Refer to Finance.**

Resolution Request: Authorization for the Columbia County Department of Social Services to enter into the following contracts on a per diem basis for services to be provided to children in the care and custody of the Commissioner of the Department of Social Services:

Comprehensive Neuropsychological Services –Neuropsychological testing: \$200.00 - \$800.00 per test

Karin Sternal, LMSW - Mental Health counseling and psychotherapy services: \$75.00/hour

Melanie Miller, LCSW - Clinical Social Work Services: \$75.00/hour.

P. Mossman explained that they would like to expand the number of providers they have to work with. This will also assist with trial discharges to the home in the CPS unit. Motion to approve by A. Bassin, seconded by R. Andrews, motion carried. **Refer to Finance.**

Public Defender – A. Levinson

Resolution Request - Authorizing the Public Defender to transfer funds within the .4 Accounts in the amount of \$5,240.00 to cover costs until the end of 2012. Motion to approve by W. Hughes, Jr., seconded by R. Brown, motion carried. **Refer to Finance.**

Resolution Request- Authorization to approve a contract between NYS of Indigent Services and the County of Columbia which provides for payment over a 3 year period of June 1, 2012 to May 31, 2015 in the amount of \$151,743.00 to be used by the Public Defender's Office as follows: \$20,000 per year for experts & investigation services and \$30,581.00 for a Case Manager. Motion to approve by W. Hughes, Jr., seconded by R. Andrews, motion carried. **Refer to Finance.**

Resolution Request: Authorizing the Public Defender to immediately be able to contract with a part-time Case Manager and utilize the funds set aside for investigative and expert services (Upon the Indigent Leal Services contract being approved). The grant fund contract will provide the Public Defender's Office with the sum of \$50,581.00 per year effective June 1, 2012 for 3 years to cover the costs of a part-time case manager and investigative and expert expenses. Motion to approve by W. Hughes, Jr., seconded by R. Brown, motion carried. **Refer to Finance.**

Health Department – A. Engel and J. Rich

Resolution Request: Authorization to transfer \$10,894.00 in funds which is necessary to balance over-budget line items. Motion to approve by R. Andrews, seconded by W. Hughes, motion carried. **Refer to Finance.**

Resolution Request-Authorization to abolish a Public Health Technician position GR13A base salary \$41,597.00 and to create and fill a Public Health Sanitarian Position GR 17 Base salary \$53,361.00. The difference in salary would be covered by a water grant. Due to training needs J. Rich requested the committee authorize it at this time. It would be budget neutral. The Committee decided it would be best to wait until the 2013 budget was complete. Motion to table the request by W. Hughes, seconded by K. McDonald, motion carried.

Resolution Request- Authorization to create and fill a Per Diem EIPS Director. This will provide needed assistance to the Department upon the retirement of the Director of Children with Special Needs. The Committee decided that they would like to amend the resolution to state that the position is per diem and will cease upon a full time Director being hired. If training is required they will contract out for this service. Motion to approve by R. Andrews, seconded by W. Hughes, Jr., motion carried. **Refer to Finance.**

Resolution Request- Authorization to revise the Environmental Health Fee Schedule per the attached Appendix A. The increased line items were discussed in detail. K. McDonald expressed his concerns with placing another fee on small businesses. The Tobacco Permit Fee in particular was troubling to some Committee members and public present at the meeting. J. Rich explained that its purpose is to prevent people from using tobacco products prior to the age of 18. It will allow him to carry out more compliance checks. He explained how he came up with the amounts of the fees listed. R. Brown proposed this request be tabled until all Supervisors have a chance to look at the information. J. Rich expressed his concern with the fact that he answers to the Board of Health and takes his direction from them. He worries that the Board of Supervisor is only concerned with the monetary portion of the request. Jim Calvin, President of the New York Association of Convenience Stores addressed the

Committee. He explained that small businesses already pay \$300.00 a year to the State in order to be permitted to sell tobacco. He expressed that his association does not support this fee increase as they feel it will hurt small businesses and set a president for other small businesses who will not be affected at this time. Discussion ensued. It was mentioned that this may need to be passed by Local Law. The Committee decided to table it until all Supervisors were able to take a look at the revised fee schedule. They will hold special committee meetings if they are needed.

Pine Haven –

Resolution Request – Authorization to fill (1) Food Service Helper PT GR10B at an hourly rate of \$13.4148 and authorization to Create and Fill (1) Activity Aide per diem GR10 at an hourly rate of \$12.7788. This would be budget neutral. Motion to approve both requests by A. Bassin, seconded by R. Brown, motion carried. **Refer to Finance.**

Tourism – A. Cooper

Resolution Request - Authorization to designate the Columbia County Tourism Department as the Tourism Promotion Agency for the” I Love NY” Matching Funds Program Year 2013. Motion to approve by R. Brown, seconded by R. Andrews, motion carried. **Refer to Finance.**

Treasurer – P.J. Keeler

Resolution Request – Authorization to appoint P.J. Keeler as the Administrator of the Columbia County Self Insured Workers Compensation Benefits Program for an annual stipend of\$2,350.00. Motion to approve by L. Andrews, seconded by R. Brown, motion carried. Refer to Finance.

With no further business there was a motion to adjourn at 3:27 PM by L. Andrews, seconded by A. Bassin, motion carried.

BUDGET & SALARY

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