

**COMMITTEE DAY
LAKE PLEASANT, NY
MONDAY
JANUARY 23, 2012**

Members present: John Frey, Rick Wilt, Clark Seaman, Brian Towers, Bob Edwards, Ermina Pincombe and Bill Farber

**FINANCE COMMITTEE
9:00 AM**

Members present: John Frey, Rick Wilt, Brian Towers

Also present: Clark Seaman, Bob Edwards, Ermina Pincombe, Bill Farber and Beth Hunt

Beth Hunt came in to discuss Lake Pleasant Central School tax collection.

Beth reported Ernie Virgil from Lake Pleasant Central School called and stated that they were happy with how the tax collection went and would like another quote for next year.

Beth reported they tracked their time and it took 144 hours by the Treasurer's Office to do last year's taxes for them. Bill asked when they calculated the expenses based on those hours what did you use for benefit costs and Beth stated she didn't, she only used an hourly rate.

Last year our quote to them was \$10,150. Beth reported they charged them \$7.00 per parcel. Brian feels we came pretty close to breaking even which was the goal. We are not in this to make money, but it shouldn't cost us.

Everyone agreed to do it again this year for the same amount; \$7.00 per parcel. Beth left at this time.

**PUBLIC WORKS/BUILDINGS AND SOLID WASTE
COMMITTEE
9:30 AM**

Members present: Brian Towers, Rick Wilt, John Frey, Bob Edwards, Clark Seaman, Ermina Pincombe

Also present: Bill Farber, Neil McGovern, Tracy Eldridge and Pete Klein

The first thing on Tracy's agenda falls under Highway/Solid Waste Equipment proposal; currently in the Highway fleet he has a 1989 Ford plow truck and a 1992 tandem International. The box is bad on the International truck and he has pulled it off the road, out of service.

How this relates to both Transfer Stations is they have two 1982 Ford Single Axel Yard Tractors at each Transfer Station and these are getting pretty old and heavily used. What Tracy had in mind is take the box off the 1992 International and put a fifth wheel on it and send that to the Lake Pleasant Transfer Station. He then wants to take the plow, wing and sander off of the 1989 Ford and put a fifth wheel on it and send that to the Indian Lake Transfer Station. Bill asked if the International had plow and wing equipment. Tracy stated no, it never has.

Tracy stated that he is starting to have issues with some of this equipment. In our current fleet, Solid Waste has a 1999 S-series Tractor truck they use as a spare truck. Last year we had a spare box off a truck that went to auction and we mounted it on this tractor truck to replace one of the older trucks. What he would like to do is put new plow equipment on that truck for a spare. For plow equipment, he means the front hitch, the wing tower, front mounted pump and the internal controls. This will give us a good spare plow truck.

Tracy would like permission to order the plow equipment for this truck and he is estimating it to be around \$20,000 to \$30,000.

Neil asked if this is just a dump truck as of right now and Tracy answered yes. He has done considerable work on it and feels we can utilize this truck.

Tracy asked if he needed to bid this out or can he get written proposals. Bill stated that this would probably be considered equipment purchase so he will have to bid it out. Brian asked if he could get it off State contract, Tracy stated the contract is running out and it doesn't look like it will be back anytime soon.

Brain asked Tracy how long he thought this truck will last. Tracy plans to be able to run it 5-6 years and then the equipment will be able to be taken off to be used on another truck.

He will take the money from his repairs/tool account.

The Board agreed for Tracy to go ahead and do this.

The 2001 Loader here in Lake Pleasant needs to be painted and he estimates it at \$7,500 for the job.

He also would like to get a small equipment trailer estimated at \$7,500, which is within his budget, to be used for moving bridge supplies, culverts etc.

We have two 2004 Ejector trailer, that are in need of significant repairs. He had the manufacturer come up and take a look at them and asked for a quote for repairs and beefing them up.

Tracy attended the County Highway Superintendent's Association last week, the good news is the Governor is not touching the CHIPs fund but the bad news is there is no increase to that fund.

In the Governor's Budget he counts on revenues from the Federal Government for transportation. The Association is concerned if the Federal money runs out what will happen. Bill doesn't feel they will pull the CHIPs fund mid-year.

The other proposal in the Governor's budget is that there are currently 11 DOT Regions in the State and his budget cuts it down to 6 regions. The rural Counties are very concerned; the money seems to be going to the more populated areas. Tracy continued to discuss the infrastructure with the State and also with our County.

Tracy stated that at the last Committee meeting he spoke about putting out an RFP for a Highway Efficiency Study. He reached out to other counties and received RFP's to look at and was wondering what should be in the request. Tracy did speak to a couple of counties and they had mix feelings. The Committee discussed further on what to put in the RFP.

Bill asked Tracy what the deadline was for the grant application and Tracy stated March 15, 2012. Bill stated that all the Supervisors need to go back to their Boards and Highway Superintendents to see if they are interested in this study.

Neil stated that they should feel out DOT to see if they want to do this.

Solid Waste Management Plan Update:

Tracy stated he will send out the updated draft to the Board to discuss, possibly for next Thursday as a Committee. Julie made the corrections we asked for.

Buildings:

2012 Projects:

Remove the heating fuel tank at the Highway garage in Indian Lake.

Tracy found another above ground (used) tank he would like to purchase at \$1,650. He is just waiting for pictures, its 7 years old, it's 500 gallons. We currently have a 1,000 underground. Bill is concerned how the small tank will affect the fuel bid. Bill was approached by two School Superintendents regarding looking at bidding along with the schools because they have large capacity tanks, the Towns really don't.

The parking lot in Lake Pleasant; he would like to fix the drainage between the Court House and the Jail to stop the water from running into the basement and add additional parking. Does the Committee feel this is something we can afford to do? Tracy will get some budget numbers together. He also plans on grinding the stumps down that were from the trees that were cut this past fall as soon as they can. He is also asking for guidance as to what they should plant in place of some of the trees or just to seed it and leave it. After a short discussion the Committee agreed to have the stumps ground and seed it for now.

Line painting on our roads also need to be done.

Tracy reported he is trying to keep the good roads up. People don't understand why we keep working on the good roads when there are much worse ones, but he feels we are going backwards. Tracy stated we need to start banking some money. Bill stated when we do the 2013 budget we have to put money back in the Highway budget. We also have to fight with the Federal Government to make sure they do not reduce or eliminate their commitment to local infrastructure and local bridges.

INTERNAL MANAGEMENT

10:30 AM

Members present: Robert Edwards, John Frey, Neil McGovern and Clark Seaman

Also present: Rick Wilt, Brian Towers, Ermina Pincombe, Bill Farber, Kimberly Byrne and Pete Klein

Bob introduced Kim and asked her to explain what hours they have been working.

Kim reported that her Clerk is working three days a week for seven hours, which is flexible but she generally works Mondays, Wednesdays and Fridays. Kim reported that she has been working Monday through Thursdays seven hours a day and four hours on Fridays.

Bill stated at one time there was a potential need if you were off for a week that the three days didn't necessarily have to be the three days for your temporary staff. Kim stated she would flex Cindy the following week so she is getting 42 hours in a 2 week pay period. They then discussed what training they wanted Kim to attend.

Rick asked Kim what she thinks her weaknesses are. Kim replied Civil Service and she hasn't gotten anything from them yet as to a training schedule for 2012.

Bill suggested that Kim set up a half day training here for Supervisors, Department Heads, Forman, etc.

Ermina asked what type of work do you do most of the time. Kim answered a lot of employee questions and Town Civil Service questions.

Brian asked Kim if she felt she had direction coming out of this meeting. Kim stated yes, she is going to setup the training for everyone and look at a couple of trainings for herself.

HEALTH & HUMAN SERVICES

11:00 AM

Members present: Clark Seaman, Neil McGovern, Ermina Pincombe

Also present: Rick Wilt, Brian Towers, Bob Edwards, Bill Farber, Beth Ryan and Pete Klein

Beth Ryan addressed the Committee on staffing issues. Currently they have three full-time nurses. Beth Waldron is doing the Supervision for the CHHA nurses. Jill Barra came on-board a week ago, she is the Supervising Public Health Nurse, she is supervising two nurses and the Family Service Coordinator.

Once the Professional staff is where it needs to be Beth would like to focus more on the administrative aspect of the Agency. She also wants to focus on the functions of the supporting staff.

Beth handed out handouts on all the programs that the Agency offers and quickly reviewed them.

CHHA now has what they call Medicaid redesign program. That means for our CHHA we will now be receiving 2% less money than before. The retro rates have been adjusted all the way back to April of 2009 and they have taken back \$8,506.00. They will be recovering that money with our Medicaid payments.

Beth discussed that other Counties are selling their CHHA's. With all the cuts we won't be making as much money in our CHHA. Beth feels it is important the County keeps their CHHA because our County has minimal health care, we would lack services for the elderly. Beth stated she is very happy with the nurses in CHHA and they are giving great care. The members present agreed this is a service that the County needs to provide.

Public Health – Immunization:

Beth reported that we had stopped the Immunization Services for children and the percentage of children that are immunized has dropped. She has re-instated this service.

Early Intervention – We provide services to 4 children. One child receives a lot of service and the other three are receiving a few services and we are billing for these services.

Pre-School – They have 6 children.

WIC- Has 80 participants.

Traffic Safety – Ermina asked what this, Beth explained that this is a grant to purchase car seats for children and also bike helmets. Indian Lake has been transporting children to Blue Mountain Lake with the Indian Lake van, so we are providing the car seats to transport them.

Beth wanted to go back and discuss the Medicaid retro reduction. From 2009 forward there has been money which is for recruitment and retention that was being paid to Helping Hands of Hamilton County for direct service staff. They gave us an enhanced rate with recruit and retention and they have been readjusted. Since 2009 we have been paying them \$2.20 an hour for recruit and retention. The rates were readjusted and we should have been paying \$1.77 since 2009. Beth feels we need to figure out how much money we have over paid them and take it off any current changes. Beth spoke with Kathy at Helping Hands and Kathy told Beth she couldn't go back to 2009 and bill the readjustment.

Bill stated that being the middle payer in the formula he doesn't know how we avoid passing it on to Helping Hands.

Beth feels at the minimal it will be \$750.00 to \$1,000.00 so it is not a huge amount but she wanted the Board to know.

Beth reported their Medicare re-evaluation is done every five years. Beth found it strange that our address had changed according to their records. There are two pieces to this, one is for the CHHA and the other one is for our D&T. We received Medicare funds for each piece that is why every five years they update their records. There were a couple of issues that are in the process of being corrected. For the D&T they terminated payment and that is being straightened out.

There are still issues that the Agency faces each day, but things are being ironed out.

Recessed for lunch

Reconvened

**INTERNAL MANAGEMENT COMMITTEE
1:15 PM**

Employee evaluations