

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: BUDGET

DATE: OCTOBER 23, 2018

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
STROUGH
WILD
SOKOL
BEATY
GERAGHTY
FRASIER
DIAMOND

OTHERS PRESENT:

FRANK THOMAS, BUDGET OFFICER
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
SUPERVISORS BRAYMER
LOEB
MAGOWAN
SIMPSON

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: MERLINO
DICKINSON
MCDEVITT

MICHAEL SWAN, COUNTY TREASURER
ROBERT LYNCH, DEPUTY COUNTY TREASURER
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
SHAWN LAMOUREE, UNDERSHERIFF
JULIE BUTLER, PURCHASING AGENT
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KRISTY MILLER, CONFIDENTIAL SECRETARY TO THE COUNTY
ADMINISTRATOR
DON LEHMAN, *THE POST-STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note the following contains a summarization of the October 23, 2018 meeting of the Budget Committee; the meeting in it's entirety can be viewed on the Warren County website using the following link:

<http://www.warrencountyny.gov/gov/comm/Archive/2018/budget/>

Mr. Thomas called the meeting of the Budget Committee to order at 11:19 a.m.

Motion was made by Mr. Strough, seconded by Mr. Geraghty and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Several documents were distributed pertaining to the 2019 Budget proposal. Mr. Thomas stated the purpose of today's meeting was to review the 2019 Budget. *A copy of the 2019 Budget proposal and all documents distributed are on file with the minutes.*

Mr. Thomas commenced with a review of the 2019 Budget, which he outlined in detail and noted there was a total tax levy increase of 2.47% and they were \$98,891 under the tax cap. He informed the packet distributed included a listing of appropriation increases or reductions made through the budgeting process, along with revenue recommendations.

Regarding new positions that were created during the budget process, Mr. Thomas informed the following positions were added in the tentative budget: Human Resources Clerk Part-Time, *Annual Base Salary \$19,200*; Computer Help Desk Technician #3, *Annual Base Salary \$44,000*; Communication Officer, 911 Center, *Annual Base Salary \$40,564*, and Weights & Measures Inspector-Temp, *Annual Salary \$10,000*. He advised the following positions were requested but were not included: four Patrol Officers and a Building Maintenance Mechanic for the Sheriff's

Law Enforcement Division.

Mr. Thomas indicated personnel requests included a 2.6% increase in wages or combined with grant funds. He said four positions were deleted and others were created. He appraised the overall increases/decreases included the following: \$153,115 to the General Fund; \$34,000 decrease to the Road Fund; and a \$10,000 decrease to the Machinery Fund. He reiterated every employee had received a 2.6% salary increase and there were salary adjustments proposed for six positions.

Regarding sales tax, Mr. Thomas explained \$50,970,000 was budgeted for 2017, while \$51,024,000 was budgeted for 2018; he added that for 2019 they would budget the 2017 actual figure of \$52,155,000, which created a \$1,130,000 increase. He advised the benefit to the County was \$25,525,000. Mr. Wild inquired where the figures were for sales tax and Mr. Thomas replied they were in the Treasurer's Budget. Ryan Moore, *County Administrator*, explained the figure was never adjusted from the departmental request stage. Mr. Beaty inquired what percentage increase the sales tax revenue represented and Mike Swan, *County Treasurer*, replied this was a 5% increase, but cautioned the State could do a readjustment that would result in a lower amount.

Ms. Braymer inquired why the Contingent account was drastically increased for 2019 and Mr. Thomas replied the amount over \$275,000 was set aside for the settlement of the PBA (*Police Benevolent Association*) contract. Mr. Moore advised they were still in arbitration and they had a contingency to pay out the 2018 salaries if it was awarded; he added the funds for 2019 which were included in the contingent account would be transferred to the Sheriff's budget when needed. Mr. Thomas conveyed that part of the balance was from 2018 because the contract was not closed.

Next, Mr. Thomas spoke of the Fund Balance which was approximately \$19,500,000 and he noted if \$1,257,000 was set aside it would reduce the balance to \$18,243,000. He appraised he removed items from the budget and put them on a list which could be supported using the fund balance as one-time purchases. He informed the Sheriff's Office requested \$297,000 for vehicles, \$199,600 of which was available in the vehicle reserve funding, leaving \$97,400 unfunded. He said he was not opposed purchasing these vehicles, but he was not in favor of raising taxes to do so. He said he removed \$38,800 from the Sheriff's Budget for items that could be purchased with cash; he added he had done the same with the Corrections Budget, reducing it by \$32,050. Regarding the IT (*Information Technology*) request of \$35,000 for internet upgrades, he advised this was a one-time expense that could be paid from the fund balance. He indicated through the Public Works Division, funding in the amount of \$178,000 had been requested for the railroad and he had reduced this figure to \$78,000, leaving \$100,000 to be appropriated later, and he noted the Road Fund included \$170,000 in capital expenses that could be funded in the same manner without raising taxes. He continued the Machinery Budget included a request of approximately \$810,000, from which he removed \$142,000 slated for the purchase of a TC257H loader that could be purchased later. Regarding the Paving Budget, he mentioned \$2,766,000 was requested, but he had reduced the funding amount to \$2,566,000, with the remaining funds to be determined and appropriated later. He advised the total requested was \$1,249,000 leaving a fund balance total of \$16,993,000; he added that if the sales tax estimated remained at \$2 million, the fund balance would increase to just under \$19 million. He mentioned each year there was between \$1 to \$1.5 million remaining in the budget that was not spent and was returned to the fund balance.

Mr. Strough inquired what sales tax increase was anticipated for 2019 and Mr. Thomas replied 1.5% was estimated. Mr. Beaty remarked he felt since the County was in good financial standing there was no need to raise taxes. Mr. Sokol informed the County Treasurer required \$10 million to operate. Mr. Geraghty appraised taxes would increase based on assessed value. Mr. Diamond stated taxes would increase \$1,520,000 and Mr. Thomas concurred. Ms. Braymer suggested this figure be reduced by trimming expenses. Mr. Strough cautioned against depleting the fund

balance and Mr. Thomas reminded there was a resolution in place requiring the fund balance remain between \$10 million and \$16 million.

Mr. Beaty exited the meeting at 12:00 p.m.

Mr. Wild indicated he would like to see the amount of transfers within departmental budgets reduced and Mr. Geraghty explained why they were allowed, providing Department Heads the ability to manage the departments within the confines of their existing budgets. Mr. Diamond inquired if changes could be made to the 2019 Budget and Mr. Thomas replied affirmatively, explaining changes could be made after the public hearing was held.

There being no further business to come before the Budget Committee, on motion made by Mr. Strough and seconded by Mrs. Frasier, Mr. Thomas adjourned the meeting at 12:10 p.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist