

FINANCE AND RULES COMMITTEE
September 19, 2023

Present: Tom Osborne, Chair; Josh Leviker and Jessica Moser. Legislator Phil Hathway and Jeff Nellenback were excused.

Others present: Legislators Larry Dolhof, Lisa Virkler, Richard Chartrand, Andrea Moroughan and Ian Gilbert; County Manager Ryan Piche; Treasurer, Eric Virkler; Human Resources Director, Caitlyn Smith and County Attorney Joan McNichol.

Committee Chair, Legislator Osborne called the meeting to order at 2:43 p.m.

Legislator Leviker moved to accept the August 15th and 28th meeting minutes, seconded by Legislator Moser, and carried.

2024 Tentative Capital Budget – Brian Hanno, Purchasing Director

Brian Hanno started by stating that the 2024 budget is a work in progress, with the tentative budget being due in November, and is for discussion purposes and input only. Looking at the big picture this will be the County's 6th Annual 5-year Capital Plan. The goals of capital planning are planning is better than not planning; puts our investments in context; ensures important investments aren't forgotten; alleviates emergency expenditures by establishing a replacement schedule; consistent annual capital spending stabilizes the County Budget; and allows for better tracking of expenditures.

Capital Equipment is defined as an expenditure of \$5,000.00 or more for either a single piece of equipment, or for a number of pieces of equipment to be used together. In 2018 there was no Capital Equipment Budget; 2019 was an incomplete Capital Budget but totaled \$222,000.00; 2020 had a total expenditure of \$629,206; 2021 had a total expenditure of \$621,000; 2022 had a total expenditure of \$1,072,529; 2023 had a total expenditure of \$1,399,698; and 2024 has a tentative total expenditure of \$1,309,550. Ideally the Capital Budget should be at least 3% of the overall budget.

Buildings & Grounds is requesting a new compact tractor with loader and snowblower for \$40,000 and a floor scrubber for \$8,000; Probation will be replacing a current vehicle for \$50,000 to be used for Stop DWI public engagement; Sheriff is requesting a drone for \$18,000, 3 Radar Detectors for \$9,000, Fingerprint Scanner for \$24,170, New Uniforms for \$40,000, and Office Furniture for \$7,000; Solid Waste is requesting 2 Roll-Off Containers for \$20,000 and a tractor for \$156,143; Highway is requesting a Plow Truck, Haul Truck, Loader, Flail Mower, and Mini Telehandler which a portion is being paid by CHIPS but the remaining \$487,236.59 will come from the Capital Budget.

Capital Projects is defined as an expenditure of \$10,000 or more for new and expanded physical facilities of relatively large scale and with a relatively long-life expectancy; large scale rehabilitation or replacement of an existing facility, including highways; purchase of equipment for any capital improvement when first erected or acquired; the cost of engineering and architectural studies and surveys relative to the improvement; and the acquisition of land for a capital improvement project. In 2018 there was no Capital Project Budget; 2019 was incomplete but totaled \$6,372,413 for two large bridge projects; 2020 had a total expenditure of \$3,296,391; 2021 had a total expenditure of \$3,482,000; 2022 had a total expenditure of \$1,360,000; 2023 had a total expenditure of \$2,859,000; and 2024 has a tentative total expenditure of \$1,126,290.

Buildings & Grounds is requesting to replace the overhead doors at the PSB for \$75,000; Information Technology is requesting to implement Soft Phone System Upgrade Part II for \$50,000, complete a printer contract for \$50,000 and a Microsoft 365 revamp for \$30,000; Human Resources is requesting to purchase NEOGOV Onboarding and Training Software for \$90,000; Real Property is requesting payment 2 of 6 for the Ariel Imagery for \$52,000; Sheriff is requesting Civil Software for \$59,290 and Osceola Camera System for \$30,000; and Highway is requesting to start the Main Street Glenfield Complete Streets project for \$600,000, while they use \$3,400,000 of CHIPS funding for paving, sealing and guiderails.

At the end of 2023 there should be roughly \$1,174,181 left in the Capital Project account with \$1,130,000 expenditures in 2024 plus an additional \$300,000 from the Capital Budget leaves a balance at the end of 2024 of \$344,181. At the end of 2023 there should be roughly \$131,342 left in the Capital Equipment account with \$1,420,731 expenditures in 2024 plus an additional \$1,400,000 from the Capital Budget leaves a balance at the end of 2024 of \$110,611. Therefore roughly \$1,700,000 will need to be transferred in from the 2024 budget.

Retiree Health Insurance Transition – Eric Virkler, County Treasurer

Eric Virkler began by explaining that the four-page benefit listing is what is available right now as the plan document, as it lists out what benefits are offered. There is a Drug Formulary as well on the county website, www.lewiscountyny.gov, for retirees to look at. A copy of the 4-page benefit listing will be mailed out to all retirees at the beginning of October along with a letter with further information in it and a timetable of the transition.

Joan McNichol, County Attorney stated that the Office For the Aging Director, Carla Hellinger worked through a few examples based on clients and all of the drugs they were currently taking were listed. Eric stated that the hospital estimates about \$1.7 million in savings. There is a general informational meeting on September 26th for anyone and then specific retiree meetings on October 16th and

17th. Enrollments applications will go out in November. United Healthcare is a well-oiled machine and very effective in assisting with this transition.

Joan McNichol stated that there will be a resolution at the October meeting to consider joining this alliance. The County will have until the end of November to withdraw if there is something we don't like. Legislator Osborne asked if there were any other places that we know of that doesn't accept United Healthcare, Eric responded that St. Joe's doesn't, but they will because anyone who accepts Medicare will accept Medicare Advantage. Ryan Piche clarified that United Healthcare only administers this plan. Legislator Moser questioned if perhaps the County could get a letter from St. Joe's that they do accept the Medicare

Advantage Plan, Ryan responded that he has that and doesn't see why it couldn't be posted on our website.

The following dockets were reviewed:

1. Introductory Local Law No. 1-2023 "A Local Law to Authorize Overriding the Tax Levy Limit Established by General Municipal Law 3-c (A/K/A "2% Tax Cap") for the Lewis County 2024 Budget" and setting the public hearing for November 7, 2023 at 5:00 p.m.
AYE 3 NAY 0
2. Introductory Local Law No. 2-2023 "A Local Law of the County of Lewis Providing Partial Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-A of the Real Property Tax Law" and setting the public hearing for November 7, 2023 at 5:00 p.m.
AYE 3 NAY 0
3. Establishing New Financial Goals.
AYE 3 NAY 0
4. Appointing Samantha Brown as the Lewis County Equitable Business Opportunities (EBO) Responsible Local Official.
AYE 3 NAY 0
5. Setting three public hearing dates for the Lewis County 2024 Shared Services Plan to be held on November 7, 2023 at 5:00 p.m.; December 5, 2023 at 5:00 p.m.; and December 12, 2023 at 10:00 a.m., at the County Courthouse, Second Floor Board of Legislators Chambers, 7660 North State Street, Lowville New York, for the purpose of receiving input and testimony on the Plan from the public, civic business, labor, and community leaders.
AYE 3 NAY 0
6. Setting the public hearing for Agricultural District No. 6 eight-year review to be held on December 5, 2023 at 5:00 p.m. in the County Courthouse, Second Floor Board of Legislators Chambers, 7660 North State Street, Lowville New York for the purpose of receiving public comment regarding the eight-year review of Agricultural District No. 6.
AYE 3 NAY 0

There being no other business to come before the committee Legislator Moser moved to adjourn the meeting at 3:09 p.m., seconded by Legislator Leviker, and carried.

Respectfully submitted,
Cassandra Moser, Clerk of the Board