AUDIT & ADMINISTRATION COMMITTEE MEETING HELD IN ROOM #318 OF THE COUNTY OFFICE BUILDING CARMEL, NEW YORK 10512

Members: Chairman Castellano, Legislators Gross & Nacerino

Monday 6:30pm April 27, 2015

The meeting was called to order at 6:32 P.M. by Chairman Castellano who requested Legislator Gross lead in the Pledge of Allegiance. Upon roll call, Legislators Gross, Nacerino, and Chairman Castellano were present.

Item #3 - Approval of Minutes - March 30, 2015

The minutes were approved as submitted.

Item #4 - Correspondence/ County Auditor a. Sales Tax Report

Chairman Castellano stated the sales tax took a large dip in the month of March.

Legislator Gross questioned if the decrease was weather related.

Commissioner Carlin stated it is due to a combination of things. He stated there was a \$430,000 negative adjustment, which is why he recommends looking at the last quarter payment, which is what the State directs the County to do. He stated \$395,000 of that amount relates to collections prior to January 1, 2013. He stated another piece of the issue is the decreased cost of gas, as well as the harsh winter weather. He stated this puts the County \$600,000 off the budget of this year. He stated it is not good, but he has seen worse. He stated it is also an opportunity. He stated as the 2016 budget is prepared, this will be taken into consideration.

Legislator Gross stated the gas prices are beginning to increase.

Legislator Albano stated since this amount is based on collections prior to January 1, 2013, it is actually from 2012. He questioned if that much lag time is normal.

Commissioner Carlin stated it is normal. He stated sales tax is constantly being reevaluated. He stated audits can take years to complete. He stated prior period adjustments go back a long time.

b. Board In Revenue Report – Duly Noted

c. OTB Report

Legislator Gross stated in 2008 and 2009 the numbers were double what they are now. He questioned if this is due to lack of interest.

Commissioner Carlin stated the numbers began decreasing when video slots were installed in raceways.

- d. Transfer/Revenue Report Duly Noted
- e. Contingency/Sub-Contingency Report Duly Noted

Item #5 - Correspondence/ Commissioner of Finance

a. Overtime/Temporary Report

Commissioner Carlin stated the State will give the County more money based on the winter. He stated they are waiting to find out the amount.

Legislator Albano questioned if the Alternatives to Incarceration (ATI) program is utilized in snow clean up.

Commissioner Carlin stated it is not. He stated the utilization of the ATI program depends on the amount of work there is to be done.

Legislator Gross questioned if the ATI participants shovel sidewalks or anything having to do with snow.

Deputy County Executive Bruce Walker stated they do not. He stated most of the work they do is through the Highway Department. He stated the supervision defaults to the Department in which they are working. He stated the ATI program usually works 30,000 hours per year.

b. Approval/ Budgetary Amendment 15A026/ Highway/ Amend 2015 CHIPS County Capital Project Budget to Equal Adopted NYS Budget (Also reviewed in Physical Services)

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Gross. All in favor.

c. Approval/ Budgetary Amendment 15A027/ Finance/ 2015 Bond Refunding

Legislator Gross made a motion to pre-file the necessary resolution; Seconded by Legislator Nacerino. All in favor.

i. Putnam County Saves Taxpayers \$1.2 Million by Refinancing Bonds/ FYI — Duly Noted

Item #6 - Approval/ Fund Transfer 15T044/ Emergency Services/ Ninham Tower Generator Project (Also reviewed in Protective Services)

Legislator Nacerino made a motion to approve Fund Transfer 15T044; Seconded by Legislator Gross. All in favor.

Item #7 - Approval/ Fund Transfer 15T053/ Probation Dept./ Cover Temporary Expense for J. Flanagan Family Leave

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Gross. All in favor.

Item #8 - Approval/ Local Law to Amend Chapter 5 of the Putnam County Code Entitled "Appropriations" by Adding a New Subsection F to Section 5-1/ Transfer of Utility Lines (Tabled from 04/08/15 Full Legislative Meeting)

Chairman Castellano clarified that if funds are being moved from one (1) utility line to another, the process currently in place works well, however if funds from a utility line are being moved to a non-utility line, it should go to the Full Legislature for approval.

Legislator Gross stated this will control the budget better.

Chairman Castellano stated there have been no issues regarding utility line transfers in the past six (6) months.

Legislator Albano stated he would like to have no transfers come out of utility lines.

Legislator Nacerino stated the intention was that the utility lines should not be comingled with any other lines, although they are transferrable with each other. She stated she would like to see more definitive language in the Code. She stated this is practice, however it is not policy. She stated transfers out of utility lines should not be entertained.

Chairman Castellano clarified that funds may be moved from a utility line to another utility line with no issues, however no funds may be moved out of a utility line to go to an outside line without Legislative approval.

Legislator Albano stated he would like to amend "without Legislative approval." He stated he would like it to say no transfers may be made from utility lines to non-utility lines.

Chairman Castellano stated there have been no issues recently.

Legislator Nacerino stated there have been issues in the past and there will be issues in the future.

Legislator Gross stated this will tighten the budget, making it more genuine.

Legislative Counsel Van Ross stated with the changes recommended tonight, the resolution will need to go to the June Full Legislative Meeting.

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Gross. All in favor.

Item #9 - Approval/ Amending Resolution #240 of 2010 as Amended Putnam County Match/ MS4 Stormwater Retrofit Program

Deputy County Executive Walker stated in 2010 the Legislature allocated \$8.2 million for MS4 projects or phosphorus reduction programs. He stated in 2012 when the current Administration came on board, they started up the corporation that had been approved by the DEC (Department for Environmental Conservation) for "bubble compliance." He stated 19 municipalities pooled their resources and met the phosphorus requirement for each of the separate SPDES (State Pollutant Discharge Elimination System) permits. He stated putting these municipalities together would allow them to be better able to fix the issues and efficiently spend the money, driving the cost per program down. He stated when the remaining \$7.2 million of the \$8.2 million was transferred in 2012 and was done so with the provision that it would be used until the end of 2014, which would be the end of the first five (5) year period. He stated 5th year projects are still being worked on in conjunction with DEC, and we have entered years six (6) through 10. He stated 459 kilograms of phosphorus reduction still needs to be completed amongst the 19 municipalities. He stated right now, there is money from the transfer and this resolution is to amend the date to allow use past the end of 2014. He stated the reason the first resolution was written with that date was because in the event the "bubble compliance" did not work, that the remaining money could be taken out of the process. He stated this has been a fantastic success and the 19 municipalities have come together and worked through each issue. He stated the DEP (Department of Environmental Protection) and DEC have been working very closely with this as well. He stated this model is being used as the poster child throughout the United States.

Legislator Nacerino stated she is glad to see this has remained intact because it is very viable and a great model.

Legislator Albano questioned if the O & M (operations and maintenance) was addressed in the next five (5) years.

Deputy County Executive Walker stated it is not addressed in this resolution; it is an ongoing issue within the corporation. He stated the O & M is an issue because the DEP money that was transferred to the corporation has restrictions that it can only be used for capital. He stated the in first five (5) year window, the negotiation did not include the O & M cost. He stated in most cases there is not a lot of O & M because they are brand new. He stated each municipality will undertake their own maintenance.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Nacerino. All in favor.

Item #10 - Approval/ Semi-Annual Tax Report/ October 1, 2014 - March 31, 2015

Chairman Castellano stated the report from the winter months is usually a little less. He stated the report in September should be better.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gross. All in favor.

Item #11 - Approval/ OTB/ Payments in Lieu of Taxes (PILOT)

Legislator Gross stated he would like to table this item in order to collect more information.

Legislator Gross made a motion to table this item; Seconded by Chairman Castellano. All in favor.

Item #12 - Consumer Affairs/ Fines & Revenue Report/ FYI

Director of Consumer Affairs Jean Noel thanked Commissioner Carlin for his support in setting up a deferred line of revenue. She stated revenue for renewals usually begin to come in in October. She stated that revenue is truly the next year's revenue, and with the deferred line, it will now show the revenue in the correct year. She stated she submitted a report to the Legislature breaking down the numbers of licenses renewed and issued this year.

Legislator Nacerino questioned when the item pricing agreement will expire.

Director Noel stated it is a two (2) year agreement. She stated as of March 31, 2015 the new CVS that hasn't yet opened has already submitted their \$3,000. She stated a lot of the concern over item pricing has subsided. She stated this year \$70,000 has been collected.

Legislator Nacerino stated the Legislature should take a look at it going forward.

Chairman Castellano questioned if the larger supermarkets have opted in to the item pricing.

Director Noel stated DeCicco's and Kobacker's have not opted in. He stated ShopRite, Foodtown, Key Food, and Mrs. Green's have opted in.

Legislator Gross questioned if Director Noel has noticed more construction licenses being renewed and issued.

Director Noel stated yes and she believes that speaks to the enforcement model.

Item #13 - Other Business

a. Approval/ Budgetary Amendment 15A032/ Veterans Affairs/ Cover Cost of 2015 Contract with the Mental Health Association of Putnam County

Legislator Gross made a motion to pre-file the necessary resolution; Seconded by Legislator Nacerino. All in favor.

b. Approval/ Fund Transfer 15T056/ Board of Elections/ Purchase New BOE Network Server

Legislator Nacerino made a motion to approve Fund Transfer 15T056; Seconded by Legislator Gross. All in favor.

Item #14 - Adjournment

There being no further business, at 7:09 P.M., Chairman Castellano made a motion to adjourn; Seconded by Legislator Gross. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.