

Minutes

Public Safety Committee

April 17, 2019, 4:15 pm, Room 331

Gerace Office Building, Mayville, NY

Members Present: Niebel, Whitford, Pavlock

Members Absent: Vanstrom Bankoski,

Others: Tampio, Ames, Wendel, O'Connell, Braley, Cresanti, Dennison

Chairman Niebel called the meeting to order at 4:15 p.m.

Approval of Minutes (3/20/19)

MOVED by Legislator Whitford, SECONDED by Legislator Pavlock

Unanimously Carried

Privilege of the Floor

No one chose to speak at this time.

Proposed Resolution – Authorize Memorandum of Understanding with Cattaraugus County Sheriff's Office

Undersheriff Braley: This is an MOU for (*inaudible*) assistance with the Sheriff's office over there. This is one of the things that we have had in place for quite a while. It was just us with the bomb squad in this particular case. Funding through grants, so it's a formality just to show that we're interacting with one another the way the grantors want us to.

Chairman Niebel: We've had agreements of services with Cattaraugus County before, this is just for the explosive ordinance, this proposal?

Undersheriff Braley: Yes.

Mrs. Cresanti: Correct.

Chairman Niebel: Any question?

Unanimously Adopted

Proposed Resolution – Amend 2018 & 2019 Budgets for Grant Equipment Revenue –
Office of the Sheriff, Public Safety Communications Network

Mrs. Cresanti: This was discussed actually by Kathleen last month at the Legislature meeting with regard to grant funding that was – the revenue was not received and the expenses also were not expensed as we had anticipated. So these changes reflect rolling that into this year because it's a multi-year grant and we expect to receive that revenue and making those expenses this year.

Chairman Niebel: So you are just decreasing your 2018 revenues and increasing your 2019

Mrs. Cresanti: Correct.

Chairman Niebel: Kathleen, just a budgetary question. At the end of 2018, we encumbered the expenditures, is there is a reason why we don't roll over the revenues to 2019?

Mrs. Dennison: Not a good one. The answer is no, it does not make sense.

Chairman Niebel: Could we or is it an accounting thing?

Mrs. Dennison: This is what this resolution attempts to do in a way.

Chairman Niebel: O.k., but I'm just thinking in general for the County budget as a whole.

Mrs. Dennison: I guess the reason that we don't have a practice of doing that is, at the end of the year most of the expense encumbrances do not have a revenue component attached to them.

Chairman Niebel: Oh, they don't?

Mrs. Dennison: No. The majority of them don't.

Chairman Niebel: In this case –

Mrs. Dennison: In this case it does and obviously it is a big number. There have been occasions in the past where there – for example, Mental Hygiene, I know in 2017 had some expenses that were not incurred, they were encumbered, the budget rolled into 2018, did have revenue attached, but that was about \$30,000 so it wasn't material in the overall scheme of things. So, I guess the actual answer is, just in general, most of the encumbrances that we roll forward from one year to the next don't have a revenue component. This resolution, what happens in a strict sense, I didn't write it into the resolution, although it could be in there is that, if it were to – this resolution to be balanced for 18' and 19', what we're really doing is at the end of 18' we're using fund balance because we're decreasing the revenue in the Sheriff's budget.

Chairman Niebel: It's just an accounting function basically?

Mrs. Dennison: Yes. When we make this adjustment it will have an affect on the fund balance in 18', must temporarily, and then a reverse affect in 19'.

Chairman Niebel: They offset?

Mrs. Dennison: Yes.

Chairman Niebel: Any questions?

Unanimously Carried

Proposed Resolution – Abolish Petty Cash Funds That Are No Longer Needed

Mrs. Dennison: This is a cooperative resolution. This resolution was initiated by me and also by Nancy Henry, one of the Deputy Directors in Finance. She's actually the one that oversees the petty cash accounts. One of the recommendations of the internal audit is that we reduce our petty cash accounts and so Nancy has started contacting departments that have petty cash accounts that are not very active and ask if they can eliminate them. In the case of the Sheriff's organization, we're consolidating them to some degree.

Chairman Niebel: It looks like to me the Sheriff's fiscal management unit, petty cash, they have an established balance of \$250.?

Mrs. Dennison: Correct.

Chairman Niebel: The Victim Impact Panel, they have a petty cash balance or established fund of \$450. Basically you are just combining the two and eliminating the Victims Impact.

Mrs. Dennison: We're eliminating the STOP DWI.

Chairman Niebel: And this will be established at \$700.00 for the petty cash?

Mrs. Cresanti: Yes.

Chairman Niebel: Any questions?

Unanimously Carried

Proposed Resolution – Amend 2019 Budget Appropriations – Vehicle Purchase Allocations

Mrs. Dennison: It's another cooperative agreement drafted by the Finance Department but affects the Sheriff. I actually have an amendment to this resolution that I would like to propose. We did review this yesterday at the Public Facilities Committee meeting and I did not propose the amendment at that time because I just learned about it yesterday. There are two lines that I would like to propose that we strike from the resolution. They do not affect Public Safety but I figure I might as well suggest it now (*cross talk*) request of Audit & Control. So under

Increase Appropriation Accounts, we would like to strike the first line. That is Buildings and Grounds increase of \$1,625 and then the new total for the Increase Appropriation Accounts would be \$16,697. Then under the Decrease Appropriation Accounts, I would like to strike line two, that is a decrease in appropriations for the Parks Department.

Chairman Niebel: Of \$1,625?

Mrs. Dennison: Yes. When I was reviewing this yesterday with Deputy Director Todd Button, he realized that he made an error in calculating the depreciation adjustments. So we would like to strike those two lines and then the total for DECREASE APPROPRIATIONS ACCOUNT will also be \$16,697.

Chairman Niebel: For both?

Mrs. Dennison: Yes. The reason for this resolution is that at the end of each year, Todd reviews all of the vehicle purchases and what the depreciation cost should be based on actual purchase prices and so there were some adjustments. The largest adjustment does affect the Sheriff's organization. There are two things going on there. One is that there was a misallocation of the vehicles between the Sheriff's Department and the Jail so the Sheriff allocation is going up, the Jail vehicle purchase allocation is going down. The other reason is, overall there is an increase in expense for the Sheriff's organization is that, there were some vehicle funds that were left over at the end of 2017 and when the depreciation figures were calculated, it was assumed that that money wouldn't be spent. It was in fact rolled into 2018, the vehicles were purchased because the budget was available and so we do have to amortize a little bit higher expense overall for the Sheriff's organization.

Chairman Niebel: So what we'll need is a motion to strike the first line under Increase Appropriation Accounts, A.1620 – Contractual-Buildings and Grounds for \$1,625, also, in the same motion we'll Decrease Appropriation Accounts, A7110.4; Contractual- Parks, again for \$1,625. That will leave \$16,697 to increase those appropriation accounts and also decrease those listed appropriation accounts.

Legislator Whitford: So moved.

Legislator Pavlock: Second.

Chairman Niebel: Those in favor?

Unanimously Carried

Legislator Pavlock: Did the department stay within their budget when purchasing vehicles?

Mrs. Cresanti: Yes.

Mrs. Dennison: Yes and there was – Social Services, I actually have a message out to Social Services who is to confirm that I believe their purchase price was slightly higher than the budget but they, I believe, had trade-in revenue and so when the budget was originally established there was no trade-in revenue. So the net cost of the vehicle was within budget. I forgot that I'd be talking to you before Health & Human Services. I know I'll see Val Lis in about a half an hour so I'll definitely confirm that for Audit & Control.

Chairman Niebel: A motion to accept the proposed resolution as amended?

Legislator Whitford: I'll move it.

Legislator Pavlock: Second.

Unanimously Carried as amended.

Other

Chairman Niebel: Is there anything under "other" that anyone would like to bring up? If not, I'll entertain a motion to adjourn.

Legislator Pavlock: So moved.

Legislator Whitford: Second.

Unanimously Carried (4:28 p.m.)

Respectfully submitted and transcribed,
Olivia Ames, Deputy Clerk/Secretary to the Legislature – Lori J. Foster/Sr. Stenographer