

Minutes

Administrative Services Committee

February 18, 2020, 5:00 pm, Room 331

Gerace Office Building, Mayville, NY

Members Present: Scudder, Vanstrom, Muldowney, Davis

Member Absent: Starks

Others: Tampio, Ames, Wisniewski, Dennison, Caflisch, Geise, Chagnon, Abdella, Bentley, Sanderson, Crow, Stearns

Chairman Scudder called the meeting to order at 5:03 p.m.

Approval of Minutes (1/13/20)

MOVED by Legislator Muldowney, SECONDED by Legislator Vanstrom.

Unanimously Carried

Privilege of the Floor

No one chose to speak at this time.

Proposed Resolution – Authorize Agreement with New York State for the Petroleum Product Quality Program

Chairman Scudder: Larry called me and he was not feeling good so he went home a little early. The State asked the Department of Weights and Measures to go out and check selected gas stations. They check the octane levels and all this stuff and they pay them to do it. It's over a 5 year period so they might do 20 in one year, they might do 40 in a year, whatever they do, they send the bill and they get reimbursed for it. This is money that is out there that's provided for them to do that and it's only done at the request of the State. Larry did say that when they do get these requests, they also use that opportunity at that particular gas/service station to do their regular inspections so they kind of kill two birds with one stone, which is a good idea. So that's pretty much what it is. They are getting paid to go out and randomly check octane levels and whatever else they check at these services stations.

Legislator Vanstrom: I think they check flow volume.

Chairman Scudder: Only if Flo is there. Sometimes Margaret helps them.

Legislator Vanstrom: Is it one gallon.

Chairman Scudder: Yes. Any questions?

Unanimously Carried

Proposed Resolution – Amend 2019 Budget for Year End Reconciliations – Board of Elections

Ms. Stearns: We are asking for approval to move \$41,000 from our contractual to our personal services to cover a surplus or an over expenditure in that account. It will be balancing our budget within our budget. Just moving funds from one to another. We were over budget primarily due to the CSEA contract, the pro-rated increases and the implementation of early voting which we did not know about at the beginning of the year so it's something that came on after we did our budget. We had to cover those expenses.

Chairman Scudder: We are getting paid for some of that though, aren't we? From the State.

Ms. Stearns: We got a grant.

Mrs. Sanderson: For the equipment.

Legislator Muldowney: So this \$41,000 is for early voting, personnel?

Ms. Stearns: Part of it is early voting, a lot of it is early voting to pay the staff that we had to hire for that.

Chairman Scudder: But you said some was contract increase.

Ms. Stearns: Some of it was from the CSEA pro-rated contract increase as well.

Mrs. Sanderson: The other one was overtime for the early voting hours.

Chairman Scudder: Any other questions?

Unanimously Carried

Proposed Resolution - Amend 2019 Budget for Year End Reconciliations – Liability Insurance Accounts

Ms. Crow: The Liability/Insurance account, the CS fund is where we aggregate all of the costs, premiums associated with that, that ultimately get billed back out to all the departments. We had a couple of things that came in at year end that caused us to go over in a couple of categories and we're able to offset that by the participant assessment which are the charges back

to departments. Overall, the CS fund was balanced out to a positive \$3,700. Within the fund, we did not go over.

Chairman Scudder: And this is getting amended or we need to amend?

Deputy Clerk Ames: Yes.

Ms. Crow: We had some accruals that came in after we prefiled the resolution so the first line there is an addition to what the original prefiled resolution was, so that was the reason for the change to the prefiled resolution.

Legislator Vanstrom: I'll make the motion to amend the resolution.

Chairman Scudder: So what we're adding is to increase appropriation account, we're adding another line, CS.1710.----.4 Contractual, Insurance Administration \$1,450 and then on the increase revenue account we're adding \$1,450 to make that \$13,947 and changing the total on the top to \$13,947. You agree?

Legislator Vanstrom: I do agree.

Legislator Davis: I would second that.

Chairman Scudder: All in favor of amending?

Carried – amendment

Chairman Scudder: Any questions?

Unanimously Carried

Proposed Resolution - Amend 2019 Budget for Year End Reconciliations – Health Insurance Fund

Ms. Crow: Again the “M” fund which is where we aggregate all the costs of, associated with the Health insurance plan so I put all the financials together and here was Jessica’s office, they handle the management of the plan so, I assured her that I can talk to the financials here. So we partnered together on this. Overall, the “M” fund, the total net results were positive to \$185,000 which is like the first time in a couple of years that we have done better than budget in the “M” fund which is kind of what we hoped for just to give us a little wiggle room in there. As a reminder, we self-fund our pharmacy plan so anything that we can do to kind of buildup a little bit of a balance in the “M” fund, fund balance, would help us in a year like this which is one of the reasons for the first amendment there, the \$296,000 is primarily increase over budget in the pharmacy costs and for two reasons. One is, when we prepared the 2019 budget, we had just moved a lot of people onto our high deductible plan and because with pharmacy – the plan doesn’t pay until the member reaches their deductible. So we had only about 6 months in when we were developing the 2019 budget of more people on the high deductible plan so we kind of

didn't have a whole 12 month look back to see how that would play out because the second half of the year is when people would start to reach their deductible and then the plan would start paying the pharmacy costs. That was one reason but we also were really tight to begin with. We knew on the pharmacy line in the budget, we were trying to keep the costs down for the budget but we have seen trends trending higher on the pharmacy. We don't like to see it go over that much but – in any case, we were able to offset that by a significant increase in the pharmacy refunds that we are now seeing. Jessica's office has been working with a group through our insurance broker, Remedy One, and they've helped us to renegotiate some of the points in our pharmacy benefit management plan and how we get paid for rebates. We have seen a dramatic increase in the pharmacy rebates this year. We did increase the 2020 budget on account of that trend so that is built into this year's budget but we did exceed our budget by just over a half a million dollars.

The other two increases are strictly for retiree benefit costs. We still haven't seen to start to go down on the trend of retirements so every several years in a row I've increased that cash out. This is for the retirees who left to cash out their benefit versus take the insurance. You might recall from when we did the 2020 budget, I did so a significant increase in the 2020 budget for how that trend has been playing out. Hopefully we're more on the mark for 2020 but that was the increase in the opt-out. Through some of the other savings and in the revenue, there was more than one account that I could have offset it with but I picked the – we had greater employer contributions back to the fund so that was used to offset that expense. But again, the good news is that overall we ended the year \$184,000 to the good and we didn't have to allocate any new charges back to departments at the year end.

Chairman Scudder: Any questions or comments?

Legislator Muldowney: This is going through Audit & Control, right?

Ms. Crow: Yes, but if you have questions that could help me prepare for Audit & Control then I would be happy to hear what they are now.

Chairman Scudder: All good?

Unanimously Carried

Proposed Resolution - Amend 2019 Budget for Year End Reconciliations –Workers
Compensation Fund

Ms. Crow: The Worker's Comp fund, this is the fund where we budget for all of the municipal plan, the municipal worker's comp plan which include not only the County but all of the municipalities. The Comp rolls were over budget by about \$50,000. We did see less in administrative costs than planned and to offset the rest of the net overrun, interest earnings that were budgeted for in that fund were – we did really well this year in our overall investment income so we were able to use that to offset those costs and not have to do anything to further adjust back to all of the County departments.

Chairman Scudder: So that \$36,178?

Ms. Crow: The \$49,000, then we are reducing contractual costs in the administrative account so the \$13,000 plus the \$36,000 is what offsets the –

Chairman Scudder: Any questions or comments?

Unanimously Carried

Proposed Resolution – Amend 2020 Adopted Budget Due to Change in Accounting for License Fees

Mrs. Dennison: This is a whopping \$5,000 adjustment to the 2020 budget, not the 2019 budget. When we were looking at the 19' actuals we realized that the way we have budgeted license fees, it does not really match the way that we actually charge them so we would like to correct that for 2020. These are license fees that the County is obligated to pay.

Ms. Wisniewski: It's been a long standing practice that through the 6300 agreement, the employees are reimbursed for required trainings, if there is any cost to it, if there is any licenses, particular to HHS for like nurses and also DPF for their CDL's. Currently how it's being done is that we receive those forms, we approve them in HR and then we have been paying for them out of our account, however have not been reimbursed from the departments so it's been an HR cost. As, I'm sure you guys are familiar that we don't have revenue but that wasn't coming in but it wasn't actually Human Resources that has really changed this. It was Budget who asked about this and kind of learn more because HHS, we came to find out, they actually can be reimbursed through the State for part of these licenses but they have to pay for them out of their budget, not Human Resources. So that is what kind of started it all, to say, why is this only being paid for through Human Resources and not the department themselves.

Mrs. Dennison: Yea, the intention was always that Human Resources pays it because they have to preview the request and certify that it's legitimate that we are required to pay for the license so HR paid it and then was supposed to get revenue – we were supposed to charge to the other departments, get revenue back to HR so the expense would rest with the individual departments like HHS or DPF. So that is what was supposed to happen. HR charges it, charge it to the department, gets revenue back. The revenue never came back so HR has always had this revenue budget for \$5,000 that they've never received so their budget looks out of whack. And as Jessica indicated, it's more appropriate and the expense never went to the departments and we want to expense to go to the departments, especially HHS so they can claim reimbursement for it. So, what we are looking to do is, Human Resources will just review in the invoices but charges the departments directly so there is nothing running through Human Resources books, either revenue or expense. You know, they review it, they charge it directly to the departments. So we're taking the budget for the revenue and the expense out of HR. The departments, before this year, have never had this expense in their actual expense. They did not budget for it for 2020 so it is a new expense to them but it's only \$5,000 across all County departments so we are confident that HHS and DPF can make up for maybe \$2,500 in expense that they did not budget for.

Chairman Scudder: O.k., any questions?

Unanimously Carried

Legislator Vanstrom: I just have one question, not that I'm going to change my vote, but what happens if the department can't find the \$2,500 to make up for it? Then don't we have to adjust their budget for next year?

Mrs. Dennison: Yes. We could do an amendment at this time to add - we're taking the expense out of HR, we could have added an expense budget in the other departments, we elected not to because it's small.

Chairman Scudder: They should be alright.

Mrs. Dennison: Yes, because if the CDL expenses, looking back historically, 2017 was \$800, it was \$2,000 in 2018 and it was \$1,600 last year. So it is a relatively small amount for them to cover and the other reason we wanted to change is that, looking at the overall County, we had this \$5,000 revenue budget which has never been achieved. So the budget actually, our revenue is overstated in the 2020 budget because that revenue never happened. The expense was always happening and staying in HR, the revenue was never happening. So we're taking the revenue budget out and the expense is still going to happen and it's going to happen in HHS and DPF instead of HR. It's expense neutral, it's not revenue neutral.

Chairman Scudder: Right.

Proposed Resolution - Amend 2019 Budget for Year End Reconciliations – Finance

Ms. Crow: We have a couple of amendments on here. Do you want me to propose those after?

Chairman Scudder: Can we amend this before we talk about it?

Ms. Crow: Sure.

Chairman Scudder: We all have the amended version?

(Agreed)

Chairman Scudder: O.k., how do we do this then?

Ms. Crow: Amend by substitution?

Legislator Muldowney: I would make a motion to amend by substitution.

Legislator Vanstrom: Second.

Unanimously Carried

Chairman Scudder: O.k., now on the amended resolution.

Ms. Crow: The various accounts that went over, I'll just kind of go down the list here. So personal services for the Finance Department, more than half of that was related to the CSEA retro wage adjustment. You may hear other departments through this whole process of the resolutions this month, have similar adjustments. As you may recall when we presented the financials on the contract, that we projected that we would be able to offset with sales tax if needed. Kind of our first approach was, if the departments were able to balance out within their own account, we weren't going to try and make adjustment offsetting with sales tax. I don't think there were anybody that kind of really fell outside and had to –

Mrs. Dennison: Just Veterans Services.

Ms. Crow: O.k., so, for most cases, almost all cases, everyone was able to kind of balance those personal costs within their respective departments.

Mrs. Dennison: And the "DM" funds, right?

Ms. Crow: Yea. So the other increase here was, we did have overtime that was a little bit over what we had planned. The contractual costs increase are mainly due to the closing costs associated with the bonds that we issued at the end of last year. We did amend the budget earlier this year to add \$50,000 for closing costs. The total closing costs were closer to \$80,000. We did have some other savings in there too that helped offset that but, the majority of that \$32,000 is associated with closing costs. In our Real Property Tax - and there are offsets which I'll explain but I thought this might be easier just to go through the increases first. Personal services for Real Property Tax again, that was mainly due to the CSEA wage adjustment and the contractual, their supplies were over a little bit, \$3,300 and employee benefits increased in their department just mainly due to insurance elections that were different than budgeted. In account 1362, that is the pre-foreclosure expenses. There were expenses greater than planned in there. Then the 1985 account that is municipal sales tax so we did see very good surplus in sales tax this year. The municipal sales tax, that's an in and out on our books so what we pay out to the municipalities – we get the revenue from the State, we pay it back to the municipalities and we have to show the expense and revenue on our books. So that is what was over what we budgeted going back to the municipalities. Then Community College, earlier in the year when we were amending the budget to kind of adjust it closer to – based on some earlier projections, we had decreased the Community College tuition expense at that time but apparently we decreased it just a little bit too much because compared to the amended budget, we were close to \$45,000 over that amended budget amount. So to have offset those increases, we did have – we were a little bit under in benefits in department 1310 Finance. The 1710, the .1 and .8 adjustments there, we did have – one of our part-time positions there was vacant for about half of the year so we did have some personal cost savings there and the contractual is a bit under than what we had planned. In the 1989 accounts, that's where we charge back time of the Tax office to other municipalities for printing tax bills. When we initially did the budget, it was based on – most of the allocation to that department was based on employee who has retired and the replacement salary is less than that so less was incurred so that is why we had that much savings in that department. Then our printing costs were less, \$9,000 or so less than what we had budgeted.

As far as revenue offsets, I used some of the surplus sales tax to offset the Community College increase of \$44,862. Again, the municipal sales tax is just offsetting. Those two numbers will match and then the offset to the closing costs on the bonds, on the bonds we had a premium. They give us the rate and then they give us a premium, kind of a payment upfront and so we were able to use those premium offset to offset some of our closing costs.

Just as a data point on the sales tax because it's related here. To our originally adopted budget, our surplus sales tax was \$1.5 million dollars. We did amend that budget two times during the year. One was earlier in the year when we were kind of rightsizing the budget for earlier projections. We had increased the sales tax budget \$300,000 and then we used sales tax again to offset the CCSEA contract retro payment so our surplus to our amended budget was about \$985,000. So we're still doing good. That's before these amendments here though.

Legislator Muldowney: Is it the \$985,000 to the good sales tax, minus whatever these are?

Ms. Crow: Minus the \$44,862. Because the \$985,000 is separate from the municipal sales tax. That's just our County portion.

Legislator Muldowney: It's an in and out, right?

Ms. Crow: The municipal sales tax, yes.

Chairman Scudder: Anybody else?

Unanimously Carried

Proposed Resolution – Amend 2019 Budget for Year End Reconciliations – Finance, Debt Service

Ms. Crow: Even though there are not as many amendments on here, I created a backup sheet because there is like three different things really going on here that I thought it might be easier for you to kind of see it on a chart.

The main things being adjusted here are principal and interest payment for the JCC Dorm. We have a bond where we issued the bonds and then JCC makes the debt service payment. It was for their third dormitory. When I did the 2019 budget, I didn't include the expense or revenue because what in reality happens is, JCC just pays the payment directly but as it turns out, we actually have to record it as a payment and a revenue. So, when I was going through our year end thing – that is what is going on here. You'll see on the handout, that first column, the principal payment was \$290,000 and then included in the \$175,000 is \$145,750 which is for the JCC interest and then that's being offset by the \$435,000 in the Dorm funding that is JCC having made that payment. Also included in the interest is interest on the – so at the end of 2018 we issues a BAN for capital projects costs which were rolled into the bonds that we issued at the end of 2019, so we had to pay off the BAN and then we issued the new bonds. So we had an interest payment at the end of 2019 when we paid off that BAN and that was for the general fund, \$29,917 so that is imbedded in that \$175,000 and then that is offset by two things. One is, mortgage tax receipts were just a little bit more than, around \$20,000 more than what we

budgeted for. I used that – because mortgage tax is dedicated revenue to offset debt service payments, so, I increased the revenue for that as well as an additional \$10,000 from the premiums that we received on the 2019 bonds. So that additional revenue is also able to help us offset that BAN interest payment. That's in the middle column there. Also as part of the bond that we issued at the end of 2019, part of that was to refinance bonds that were also related to JCC so that was – or these same bonds actually, the actual transactions when we refinance, you have to kind of show that we are paying off the old bonds and now taking on the new bonds. So that is just the in and out transaction associated with the refunding piece. So those balance each other out.

Legislator Muldowney: The purpose for that is a lower interest?

Ms. Crow: Yes, we did see significant savings after refin – actually, they are savings for JCC because these bonds were for that third dormitory.

Chairman Scudder: Everybody good?

Unanimously Carried

Proposed Resolution – Authorize Sale of Tax Foreclosure Property to Home Leasing LLC

Mr. Geise: This resolution considers selling the old Arcade building in Jamestown which is on Main Street and Washington down near the bridge to Home Leasing to do a mixed use project that would have retail and commercial and housing, residential. The City of Jamestown requested that they really like Home Leasing. The building has been vacant for many years, it's in really bad shape but has good bones and it's an historic structure. Home Leasing, I did a couple of projects with them when I was in Rochester. They are an incredible company, they have done a lot of projects. They've done five or six projects in Rochester and Syracuse, Albany, and Auburn, Chili, all over the place. They have done new builds and they've done historic renovations and this project, I think, is a very good project. I think that if we don't do this, it's going to end up being a building that we're going to have to pay to demolish at some point. So, I think this is a really good outcome for this building. I want to mention, just real quick is that, they need that long due diligence period because they're financing mechanisms are very complicated and take a long time to get together so that's why that, what is it, 12 months due diligence for the project.

County Attorney Abdella: The property has been marketed for many years. There have been incidences where it was thought that something might come of it but there just hasn't been and it's been on and on in that regards so this is the best option at this point. It is probably on the verge of demolition if something like this doesn't come through and I would say the most promising developer in terms of experience and restoration of historic properties that has come along so we want to give it a shot.

Mr. Geise: And if you recall, Home Leasing is also doing the Falconer project, at the four corners there, I'm sure you've heard about that. So they are really kind of creating a home base here in this area which is good news for us.

Legislator Davis: Does this put the property back on the tax rolls in the City, essentially?

Mr. Geise: Yes, after the due diligence period.

Mr. Caflisch: There is about \$63,600 in back taxes owed so this would give us an opportunity to recover a portion of it.

Legislator Muldowney: I think it's a wonderful project. I park my car there and it would be a crime, I think, to lose a building like that. Main drag in downtown Jamestown, especially with everything doing on. Did they recently do a project along the river there –?

Mr. Geise: River walk.

Legislator Muldowney: River walk, (*inaudible*) from the County center. Once you lose a building like that – I'm glad to hear it because I thought it was coming down.

Mr. Geise: Apparently they walked through it and they were like, oh my gosh, the potential here is wonderful.

Chairman Scudder: How long ago, it says several years ago, any idea when we foreclosed on this?

Mr. Caflisch: Well, I don't know the exact date of the foreclosure, I just know that they haven't paid taxes going back to previous 2007. The last person who took a look at it I think was in 2009 where we thought we had an opportunity.

Legislator Muldowney: But a lot has changed since 2009 in the City itself.

Chairman Scudder: Any questions?

Unanimously Carried

Proposed Resolution – Authorize Transfer to Tax Foreclosure Properties to the Village of Brocton and Chautauqua County Land Bank Corporation (CCLBC)

Mr. Geise: So what we have in Brocton is, we have Cave's Deli, which is at 14 East Main and then the building that has an adjoining wall is 10 East Main. The County owns 10 East Main. The Village now owns 14 East Main, the old Cave's. They just purchased it from the Cave's. The reason is, is because the 10 East Main owned by the County has been falling down for a long time and is kind of pulling everything down and everything was unsafe and it needs to be demolished. The Land Bank set aside \$200,000 about a year and a half or so, to demo that but we couldn't get any movement by the Village to purchase Cave's but they finally agreed to do so. So, that's good. How the Green Arch is related to this is that the Village asked us to pull the Green Arch from the auction last year because they were very concerned about what was going to happen there because, no media in the room, but there is really not a lot going on in Brocton and they really wanted to make sure that that Green Arch remained a restaurant and we thought

that maybe we could somehow work something out where Cave's would move from where they current are to the Green Arch but the Cave's weren't willing to really make it a restaurant. They weren't willing to do what was necessary to make it a restaurant with investment, creating jobs, that kind of thing so, the Village stepped up and said they would buy Cave's. So what this is doing is, it's conveying the property that the County currently owns, 10 East Main, to the Village so that after the Land Bank demolishes it – so the Land Bank can demolish anything that is owned by a municipality. Technically it could do it whether the County owned or the Village but it goes to the Village. Now the Village owns both those parcels, the Land Bank will demo that and then the Village will have those two parcels available for redevelopment. Meanwhile the Green Arch, the Land Bank who has been around for 5 or 6 years now –

Mr. Caflisch: Seven.

Mr. Geise: Seven years, so the Land Bank really does negotiate sales so instead of the Green Arch just going through the auction, it goes to the highest bidder and you get what you get and you cross your fingers, it's going to go to the Land Bank. The Land Bank is going to pay the back taxes and then they are going to do a negotiated sale. So they are going to put it on the market and as with other cases, it's not always the highest bidder. It's who's going to do the right thing. Who's going to come in, make the investment, and open it back up as a restaurant? So, that's really what this does.

Legislator Muldowney: Is there interest?

Mr. Geise: Yes, I've talked to three different entities about it.

Legislator Muldowney: Any thoughts on what the Village would do with the big hole in the middle of downtown?

Mr. Geise: They've had different ideas over the years. They applied for a Main Street grant, they did get it and there was only one building down there that participated. They don't have a comprehensive plan so they don't really have a strategic plan on what they intend to do with that but certainly having that vacant parcel with them urge them to think about what makes sense. So, no.

Legislator Muldowney: With the two being knocked down, will there be two on one side and then that corner one on the corner there left? There really isn't a lot going on there at all, really, right, in that whole block?

Mr. Caflisch: There is going to be a hole in the middle of the block.

Chairman Scudder: About how wide?

Mr. Geise: About 80 feet.

Legislator Muldowney: It does go back a ways.

Mr. Caflisch: It's deep.

Mr. Geise: But the buildings have to come down. I mean they are dangerous.

Chairman Scudder: It's hard to market that.

Legislator Vanstrom: Well, maybe it could be a housing project in the future. They have an extremely aged of housing stock.

Chairman Scudder: O.k., any other questions or comments?

Unanimously Carried

Other

Proposed Resolution - Amend 2019 Budget for Year End Reconciliations: Unified Court Costs – Indigent Services – Child Custody and Law Department

County Attorney Abdella: The Law Department had a slight deficit of \$608 in employee benefits line that you see there. However we had additional monies available, leftover monies available in our contractual account. At the same time the unified court costs related to child custody which is something that our department monitors, that account is budgeted literally to the penny as far as the work that is done by Law New York on child custody. However, every so often, every couple of years is what it has been working out to be lately, the court will order a psychiatric evaluation that the County is mandated to pay for and this is what the \$3,000 was. So speaking to Kathleen Dennison, I suggested that since the Law Department had additional monies in its contractual account that we could use that to balance off that psychiatric evaluation that was done on a child custody matter. So that is what you have before you.

Chairman Scudder: Any questions or comments?

Unanimously Carried

Proposed Resolution - Amend 2019 Budget for Year End Reconciliations – Information Technology Services

Mrs. Dennison: I'm masquerading as Jon DeAngelo this afternoon. The year-end reconciliations for Information Technology Services are self-balancing. The main reasons that some classifications were over budget, the first one you see in 1610, personal services, office services, we do have one employee who has been out for an extended period on sick leave. He primarily works as our courier driver and so his services have been replaced by substitutes. So there is an overage primarily due to that event. Then of course there are some additional cost in that department due to the retroactive payments for the new CSEA contract. The other classification that is over budget in a rather significant way are the employee benefits for Information Technology, for the main I.T. Department. That is due to several factors. We have talked about it in Public Facilities that we do have Countywide, the actual health insurance rates

are approximately 6% higher than it was budgeted. So there is higher rates for the insurance. Insurance is always affected by changes in elections in employees, end up being family or some employees this year switched back to the traditional plan when they were budgeted at the high deductible plans so there are some changes in elections there as well. Also in the I.T.

Department, several of those employees are allocated out to other departments and then at the end of the year when we do a year-end adjustment for retirement expense, some of that year-end adjustment doesn't get allocated in exactly the same way as the employee does throughout the year so some of the expenses, the year-end adjustment expenses reside in this department rather than the individual departments where the employee does most of his or her work. But as you can see, there were significant savings in communication and information technology. Those are due to lower than budget communication costs. So mostly when it comes to the phone lines, that kind of thing, there were significant savings. So the department was able to counteract the overages in the other classifications. The other thing that I want to point out when it comes to information services is that, that department was very forthcoming in reducing its budget in the middle of last year when we were looking to have a significant shortfall overall for the year or to be significantly over budget so the department reduced its budget by \$169,000 and is, right now, still coming in under budget overall when you look at his local share.

Chairman Scudder: Any questions or comments?

Unanimously Carried

Proposed Resolution - Amend 2019 Budget for Year End Reconciliations – Human Resources

Ms. Wisniewski: It looks like for our employee benefits and from my understanding of it, that, it's total election that happened throughout 2019 that the benefits portion was over \$6,416 but we do have that in our .1's to keep it within budget and not have to ask for additional funding.

Chairman Scudder: Any questions?

Legislator Vanstrom: No but I like it when their funds are being transferred within the same department.

Ms. Wisniewski: Me too.

Mrs. Dennison: That is our goal.

Chairman Scudder: All in favor?

Unanimously Carried

Proposed Resolution - Amend 2019 Budget for Year End Reconciliations – County Clerk

Mrs. Dennison: The Clerk's office, it also is self-balancing within the overall Clerk's organization. Really the only significant change was in the Motor Vehicle's sub-department

where the benefits are over budget \$14,467. Within Motor Vehicle's, that department did have a significant savings in its wages or its .1's, so was able to counteract the overage in benefits with the savings in wages. The benefits, just kind of the same story that we have been telling. The changes in the health insurance elections, a little bit higher, health insurance premiums leading to the overage in that department.

Chairman Scudder: Can you explain the contractual, Historian, \$5.00?

Mrs. Dennison: I will comment that we were hoping to do all of the adjustments for the Clerk's office through executive transfer because as you can see, almost all of them are under \$4,000 and they would have qualified for that, but, last minutes adjustment, retirement expenses, put them over in Motor Vehicles. So yea, we were hoping to not bring you the \$5.00 change in the Historian.

Chairman Scudder: Any questions or comments?

Unanimously Carried

Chairman Scudder: Thank you for your three hours of service here?

Mrs. Dennison: You're welcome.

Chairman Scudder: Any other business?

Legislator Vanstrom: I make a motion to adjourn.

Legislator Muldowney: Second.

Unanimously Carried (6:02 p.m.)

Respectfully submitted and transcribed,
Olivia Ames, Deputy Clerk/Lori J. Foster, Sr. Stenographer