

ULSTER COUNTY LEGISLATURE
COMMITTEE MEETING MINUTES (Draft Until Adopted by Committee)

NAME OF COMMITTEE: Administrative Services Committee

DATE: February 17, 2009

TIME: 5:05 P.M.

PLACE: UCOB, 6th Legislative Chambers

LEGISLATORS PRESENT: Chairman Jeanette Provenzano, Deputy Chairman Paul Hansut, Legislators Roy Hochberg, Alan Lomita, Paul Hansut, Phil Terpening, Laura Petit, Ken Ronk

LEGISLATORS ABSENT: All Present

OTHERS ATTENDING: Budget Dir. Art Smith, Deputy Co. Exec. Marshall Beckman, Deputy Co. Exec., Real Property Dorothy Martin, Comm. Mental Health Ed Brown, Dir. Of Purchasing Robin Peruso, Legislative Employee Nettie Tomshaw, Town Supervisors & Assessors from various Towns & Villages.

The meeting was called to order by Chairman Provenzano at 5:05 PM.

A motion by Legislator Hansut was made to accept the January 20, 2009 Committee Meeting Minutes, seconded by Legislator Lomita, all were in favor, Carried.

Mental Health Billing Program - Marshall Beckman:

An on going discussion to re-introduce the focus and **Urgent Need for Renovation & Computerization of the Mental Health Billing System.**

- Existing vendor for billing support/software will discontinue support of current program effective January 2010.
- Previously presented to the Legislature - June 2008
- Steering Committee process has been ongoing for over a year.
- Urgent requirement to implement new program.
- Urgent requirement to renovate Golden Hill MH Building to support the business practice change.
- County does not want to utilize same vendor.
- Department bills upward to \$8 million yearly.
- Need to obtain new vendor for software and hardware.
- Must have new vendor in place before January 2010 or no billing will take place.
- \$300K available in federal funding for hardware & software.
- Resolution would be created to transfer funds for hardware & software.
- Extreme urgency needed to prevent cash flow problems.
- 2 documents submitted for committee review, "Q & A" and "Fall Back Options".

Marshall Beckman feels estimates should be available in a month or so for the renovations and other related costs - total dollar amount to make a decision.

Chairman Provenzano suggested detailed discussions take place at the next Caucus and to have an informational meeting for both Democrats and Republicans to become educated.

Ed Brown to present the urgency to act to the Health Committee Thursday night - to discuss in principal, and then once through the committees he will prepare the resolution for March Session.

Centralized Property Tax Administration Program Assessment Study - Dorothy Martin:

The Assessment Study presented for discussion was funded by a \$50K grant offered by the State Office of Real Property Services.

The first \$25K was to hire a consultant to look at our existing system - what currently is being done for Ulster County and to see if any changes could be made. We also asked that the grant be used to look at the options listed below. The second \$25K applied for will be awarded once the study is presented to the Legislative body.

- Study Options Are: A) Go to a county wide; B) To do consolidation - a cap or coordination; C) To do shared; D) Go into contract with the Ulster County Real Property Agency
- Study Requirements - Criteria :
- A) Discuss cost of each above choice
- B) Implementation Plan & Time Table
- C) Could not make recommendations

Discussion:

- No commitment required what so ever of the County to make changes
- Grant created with the intention that a better system will result from the study
- Consultant previously presented at the December 3, 2008 Session
- Every town would have to approve county wide assessment for it to go into effect
- Doesn't seem feasible to adopt
- Suggests a Satellite office for daily operations - grievances?
- Did recommend a county wide data collection project at a cost of \$2.6 - \$3.5 million which is out of our scope.
- Could share some school districts
- Equalization rates would still fluctuate in the southern area of the county
- Report shows anything goes as far as assessing property
- Cycle Bill & Full Value Standard would solve a lot of problems if implemented across the state
- Examination of property taxes
- Quality assessors hard to come by
- Assessors would like support to adopt the Full Value Standard and a Cycle Bill.
- Committee would entertain memorializing a resolution addressing Full Value Standard and Cycle billing along with examination of property taxes.

Note: No further legislative action by the Legislature necessary regarding the assessment study. Also, for any action to be taken would require a referendum supported by all Towns and the City of Kingston which was not recommended by the assessors present.

Fleet Manager Position - Robin Peruso:

- Discussed at length previously - research, vehicle usage/requirement.
- Committee thanked Robin, Bob and Dept. for all their time and hard work.
- Research by Committee, Sub-Committee and Purchasing Dept. deemed evident the need to create a Fleet Management Position to oversee entire fleet.
- Data being collected for tracking take home vehicles, efficiency, gas, GPS etc.
- Fleet Mgr. job description presented to committee.
- Position would be in addition to exiting Maintenance position.
- Take home policy needs work - changes.
- Software pkgs. will be needed as well.
- Bi-Partisan issue.
- State to decide competitive or non-competitive management position.
- Would like to move forward to present at March 2009 Session.
- Up to County Executive to hire.

Draft Resolution March 11, 2009: Creating Full-Time Fleet Manager Position For Ulster County - Amending The 2009 Ulster County Budget - Department of Purchasing

Motion offered by Legislator Lomita, Seconded by Legislator Hansut, Unanimously in Favor, Carried.

Adjournment:

The meeting was respectfully adjourned at 6:15 PM with a motion offered by Legislator Hansut and seconded by Legislator Terpening, with all in favor, carried.

Respectfully Submitted,

**Jeanette Provenzano, Chairman
Administrative Services Committee**