

**ULSTER COUNTY LEGISLATURE  
COMMITTEE MEETING MINUTES**

**NAME OF COMMITTEE:** Administrative Services Committee

**DATE:** October 20, 2009

**TIME:** 5:00 P.M.

**PLACE:** UCOB, 6<sup>th</sup> Legislative Chambers

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

**LEGISLATOR EXCUSED:** All Present

**OTHERS ATTENDING:** Comptroller Elliott Auerbach, Comp. Asst. Laura Walls, Deputy Co. Executive Bob Sudlow, Director Info. Services Sylvia Wohlfahrt, Director Real Property Dorothy Martin, LWV Lee Cane, Legislative Employee Nettie Tomshaw

The meeting was called to order by Chairman Provenzano at 5:00 PM.

Chairman Provenzano asked committee members to notify the Legislative Office or herself if running late or not attending the monthly meeting.

A motion by Legislator Lomita was made to accept the August 18, 2009 Committee Meeting Minutes, seconded by Legislator Terpening, all were in favor, Carried.

Financial System Update: S. Wohlfahrt gave an overview of the financial system RFP history which included previous input from all key departments within the county. Comptroller Auerbach as in previous committee meetings indicated the county is in desperate need of updating the current 15 year old system - noting desire to have electronic transfer of funds capability. Chairman Provenzano stated funding is included on the Capital Projects portion of the budget. Financial System RFP will need to go out for bid again - noting cost to implement and train employees on the new system is included in the budget monies proposed. The Chairman stated the first step is to approve the capital projects. Then if passed and this committee is all in favor, a letter can be formalized and sent to the County Executive urging the purchase of a new financial system - keeping in mind the state continues to make budget cuts. Chairman Provenzano acknowledged Comptroller Auerbach's ongoing drive for an upgraded system and also noted that during the last Caucus the Laws and Rules Committee would be sending a request to this committee regarding the financial system if implemented; however no such communication has been received.

Posting Departmental Reports on County Website: Chairman Provenzano anticipates a letter from Brian Cahill and Rob Parete, both members of the Laws and Rules Committee regarding - creating / posting departmental performance indicator reports on the county web-site. S. Wohlfahrt offered background information - 2008 Legislator Cahill proposed an idea to model a NYC "CatStat" program by tracking data and posting its findings regularly on the county website - such as purchase order turn-around time, miles of roads processed by the highway department, IS incidents occurring, etc. A notice went out to department heads asking what performance indicators within their department could be measured - thus the project stalled - never took off. Legislator's Cahill and Parete would like to revisit.

**Resolution Draft, November 10, 2009: Establishing County Equalization Rates For The Year 2010 Levy**

**Motion offered to move Resolution forward by Legislator Hansut, Seconded by Legislator Terpening, Unanimously in Favor, Carried.**

Dorothy Martin clarified the need and provided a better understanding of assessments vs. full value equalization rates for this annual resolution. Ulster County is a title 2 county which means the state board formulates our equalization rates. Then yearly the state provides the rates that are to be used for portioning school and county taxes. The Legislature's function is then to approve these rates. D. Martin attended a recent records conference in August and noted she was surprised and disappointed to see Ulster County was one of the few counties that passed a memorializing resolution on equalization rates. When equalization rates go up, your full value goes down. When equalization rates drop, your full value goes up. The only time the assessed value and the market value are the same is when equalization rates are 100%.

\* An equalization rate is the state's measure of a municipality's level of assessment which is the ratio of the total assessed value to the municipality's total market value. The municipality determines the assessed value and the state estimates the market value.

Purchasing is interviewing for a Deputy.

Fleet Management position will be filled by the end of the month. Transit and Public Health Directors filled. Ways and Means Committee oversees outside agency funding allocations (legislative initiatives or contract agencies) - slated funding at 75% of last years amount.

Legislator Lomita gave overview of meeting dates for consultants - budget reviews.

**Adjournment:**

The meeting was respectfully adjourned at 5:45 PM with a motion offered by Legislator Hansut and seconded by Legislator Lomita, with all in favor, carried.

**Respectfully Submitted,**

**Jeanette Provenzano, Chairman  
Administrative Services Committee**

**JP/nt**