

FINANCE COMMITTEE

Erie County Council

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Kim Clear, Chairwoman
Scott Rastetter, Vice-Chairman
Carl Anderson, III
André R. Horton
Mary Rennie
Ellen Schauerman
Brian Shank

4:00 PM

June 24, 2021

Join Via Zoom:

Online: <https://us02web.zoom.us/j/84450176402?pwd=SHpEVUJqbTBobnpxUWdaUFh2UkpyUT09>

or Call-in: 1-929-205-6099

Meeting ID: 844 5017 6402

Passcode: 062421

FINANCE AGENDA

1. Ordinance Number 46, 2021 "Comprehensive Revision and Re-enactment of the Erie County Government Administrative Code" (First reading on 6-8-21)
The Home Rule Charter for the County requires that every four years, the Erie County Administrative Code, a generalized "operating manual" for Erie County Government, must be updated and re-approved via ordinance by Erie County Council.
2. Ordinance Number ____, 2021 "____ 2021 General Fund Budget Supplemental Appropriation for Donation of 25 Personal Contractor First Aid Kits to Sheriff Department by JRG Tools, LLC"
Councilman Shank from District 5 has found a firm willing to donate First Aid kits for use in Sheriff Department vehicles. They have a retail value of \$625. Donated items must approved and accepted in the same manner as a supplemental appropriation of funds.
3. Ordinance Number ____, 2021, "____ 2021 General Fund Budget Supplemental Appropriation of \$66,379 And Creation of New Line Item For District Services State Aid Carryover from Prior Year"
The funds are Deferred Revenue from July - December 2020, and are part of a negotiated agreement between Crawford and Erie County libraries.
4. Ordinance Number ____, 2021, "____ 2021 Child & Youth Services Fund Budget Supplemental Appropriation of \$771,968 and Creation of Line Items for the Division X Grant"
The additional grant comes in in support of young adults in foster care, during the pandemic. Allowable assistance includes expenses includes continued foster care service past age 23; re-entry into foster care for those "aged out " of the system; aftercare for those aged up to 26, and transportation assistance for youth or housing expenses.

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5. Ordinance Number ____, 2021, "Approving Waiver of Bid Requirements of County Purchasing Code to Select Gohrs/Haines Printing for Erie County Elections in 2021"
Gohrs/Haines Printing was selected by Council as the only local company certified through Dominion for printing of election ballots. The amount spend in the Primary Election, in regard to printing and duplicating ballot materials necessary per Act 77 amounted to over \$158,000. Per the Purchasing Code of the Administrative Code, items exceeding \$25,000 must be put out for bid, or be put up for consideration of waiver to Council.
6. Ordinance Number ____, 2021, "____ 2021 General Fund Budget Supplemental Appropriation of \$300,000 and Creation of New Line Items for Additional Election Costs"
The amount required for ballot printing in 2021 was severely underestimated during the budget process. The four ballot questions on the Primary ballot led to a 50% increase in per ballot cost, which also raised costs. Funds from other lines were needed to pay for printing costs. This action provides funding for printing 85% of registration in every district. That level will provide enough ballots for regular, mail and provisional voters; and avoid shortages on Election Day. It also refills the Election Fees line for paying poll workers, the temporary work line for per diems, and the new postage line in conduct of elections. The new postage line in conduct will allow for better budgeting in the future. Voter Registration has mailings pertinent to its mission, while conduct will cover the cost of mailing ballots. Additionally, a reserve fund of \$25,000 is created. The money cannot be used unless County Council releases it through official action.
7. Ordinance Number ____, 2021, "____ 2021 General Fund Budget Supplemental Appropriation of \$1,000 for Creation of Temporary Staff Line Item in the County Executive's Office"
County Executive Dahlkemper desires to use temporary help for the Administrative Assistant duties in her office, rather than hire a full time employee who may not be retained when the County Administration changes.
8. Possible Sale of a Parcel from the Repository for Unsold Property at Index Number: 18-050-013.0-209.00 333 E 20th St 41.25X135.
A \$250 offer by Charles Stepp for the property at 333 East 20th Street, City of Erie, has been approved by the other municipalities.

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9. Possible Sale of a Parcel from the Repository for Unsold Property at Index Number: 19-062-031.0-115.00 PT LT8 BLK G 45X119.055
A bid of \$250 by Besim Alsic for vacant property in the Sixth Ward of the city of Erie has been approved by the other taxing boding. The property requires significant clean up.
10. Analysis of General Fund Unassigned Fund Balance
If all the ordinances pass, the estimated General Fund Unassigned Fund Balance is \$42, 246,595. That is \$22,026,447 above the \$19,116,466 needed to cover two months of County expenditures and transfers; required by ordinance.

Additional Acts for Consideration

1. Resolution Number 10, 2021 "Approving A Professional Services Contract For Zelenkofske & Axelrod, Certified Public Accountants For Consultation On Pandemic Related State And Federal Funding" (Tabled 3/16/21)
Item was tabled owing to conflict of interest concerns. ZA is the currently the County's Auditing firm. Hiring them to provide advice in the funding arena sets up a scenario wherein they" review their own advice". Council has asked the Administration to explore other firms for this service.
2. Second Reading of Ordinance Number 26, 2021, "Fifth 2021 Library Fund Budget Supplemental Appropriation of \$105,500 for Libraries' Historic Newspaper Digitization Project and Approval of a 6 Year Purchase Agreement with NEWSBANK" (Finance Committee) (Tabled 5-4-21)
The Library desires a six-year agreement with the NEWSBANK Company, which OWNS the rights to historic Erie newspapers going back from 1888 to 1994. This contract will provide purchase of a perpetual license for Erie County's rights to this material. Council has concerns over the lack of a clear and precise contract between the parties; something that protects the County's investment. The Council Solicitor, the Library Director and Newsbank are working on a solution.

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3. Second Reading of Ordinance Number 27, 2021, "Ninth 2021 General Fund Budget Supplemental Appropriation of \$105,500 for Library's Historic Newspaper Digitization Project" (Finance Committee) (Tabled 5-4-21)

This is a companion to the previous ordinance showing the General Fund side of the financial transaction. This item was also tabled on 5-4-21 due to the lack of a clear and concise contract between parties. The Council Solicitor, the Library Director and Newsbank are working on a solution.