

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, January 13, 2026

9:30 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE: Scott J. Van Etten, Chair Robert V. Nichols, Vice Chair Jeffrey P. Horton
William Thew

STAFF: Christopher Brewer Tim Rosell Rochelle Casselbury
Lisa Rodbourn Michele Kuhn Lise Reynolds
Mitch Alger Stacy Housworth Stephanie Clark
Todd Housel Lisa Tracy Colleen Hauryski
Vicky Olin

LEGISLATORS: Kelly H. Fitzpatrick K. Michael Hanna Hilda T. Lando
Nicholas D. Pelham Frederick G. Potter Debbie Shannon
Joseph Tobia

ABSENT: Daniel Warriner

OTHERS: Eddie Van Stine, Public Information Specialist
Brian Housel
Brian O’Neal, WLEA (Zoom)

I. CALL TO ORDER

Mr. Van Etten called the meeting to order at 9:40 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 9, 2025, AND DECEMBER 15, 2025, MEETINGS MADE BY MR. THEW. SECONDED BY MR. HORTON. MOTION CARRIES 4-0.

III. DEPARTMENT REQUESTS

A. Social Services

1. **Budget Transfer** – Ms. Reynolds requested authorization to accept and appropriate additional funds to the 2025 budgets for TANF and Safety Net Assistance due to an increase in the homeless population.. This will be a modification to the 2025 budget appropriating \$160,000 to TANF Assistance Payments line, \$20,000 to Emergency Assistant (Families) line, \$1,500,000 to Safety Net Assistance, \$180,000 into Federal Aid TANF revenue line and \$435,000 to State Aid – Safety Net revenue line. Ms. Reynolds stated homeless cases have increased 55 percent in 2025 and that is driving up our costs.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT AND APPROPRIATE ADDITIONAL FUNDS TO THE 2025 BUDGETS FOR TANF AND SAFETY NET ASSISTANCE AS FOLLOWS: APPROPRIATE \$160,000 TO TANF ASSISTANCE PAYMENTS, \$20,000 TO EMERGENCY ASSISTANCE (FAMILIES), \$1,500,000 TO SAFETY NET ASSISTANCE, \$180,000 TO FEDERAL AID TANF REVENUE LINE AND \$435,000 TO STATE AID – SAFETY NET REVENUE LINE MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

B. Probation

1. **2025-2026 Ignition Interlock Device Monitoring Grant** – Ms. Clark requested authorization to accept the 2025-2026 Ignition Interlock Device Monitoring Grant in the amount of \$17,321.70.

MOTION: ACCEPTING THE 2025-2026 IGNITION INTERLOCK DEVICE MONITORING GRANT IN THE AMOUNT OF \$17,321.70 MADE BY MR. NICHOLS. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **2025-2026 Pretrial Services Grant** – Ms. Clark requested authorization to accept the 2025-2026 Pretrial Services Grant in the amount of \$334,001. This represents a significant increase from the previous year.

MOTION: ACCEPTING THE 2025-2026 PRETRIAL SERVICES GRANT IN THE AMOUNT OF \$334,001 MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **2025-2026 Probation Block Grant** – Ms. Clark requested authorization to accept the 2025-2026 Probation Block Grant in the amount of \$317,177.

MOTION: ACCEPTING THE 2025-2026 PROBATION BLOCK GRANT IN THE AMOUNT OF \$317,177 MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Public Works

1. *Budget Transfer from Bridge Project Funds to Bridge Unassigned*

MOTION: AUTHORIZING THE TRANSFER OF \$533,230.80 FROM VARIOUS 2025 BRIDGE PROJECT FUNDS TO THE BRIDGE UNASSIGNED FUND MADE BY MR. HORTON. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. *Budget Transfer from Bridge Unassigned Fund to 2026 Bridge Project Funds*

MOTION: AUTHORIZING THE TRANSFER OF \$966,000 FROM THE BRIDGE UNASSIGNED FUND TO VARIOUS 2026 BRIDGE PROJECT FUNDS MADE BY MR. THEW. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. *Budget Transfer from Repair/Maintenance County Salt Storage to Capital Project*

MOTION: AUTHORIZING THE TRANSFER OF \$39,904.23 FROM THE REPAIR AND MAINTENANCE OF COUNTY SALT STORAGE LINE TO THE SALTBLDGS.6251 CAPITAL PROJECT MADE BY MR. HORTON. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

4. *Budget Transfer from 2025 Rip Rap to 2026 Rip Rap*

MOTION: AUTHORIZING THE TRANSFER OF \$955,319.55 FROM THE 2025 RIP RAP – DITCHES, SLOPES ACCOUNT TO THE 2026 RIP RAP – DITCHES, SLOPES ACCOUNT MADE BY MR. HORTON. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

5. *Budget Transfer from Flood 8/21 Accounts to Flood 8/24 Accounts*

MOTION: AUTHORIZING THE TRANSFER OF \$192,097 FROM THE FLOOD 8/21 ACCOUNTS TO THE FLOOD 8/24 ACCOUNTS MADE BY MR. HORTON. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

D. Commissioner of Finance

1. **Steuben County Financial Overview** – Ms. Housworth provided a high-level summary of how the County is organized financially, where major funds come from, how the funds are spent and the County’s overall position. Steuben County is financially stable, maintains strong liquidity and uses fund accounting to clearly separate day-to-day operations, infrastructure investment and enterprise activities.

2. **Monthly Reports** – Ms. Housworth provided the monthly and quarterly reports for review. Mr. Van Etten asked on the financial summary for select departments, under the Sheriff, the modified budget is \$12.3 million; 2024 the budget was \$9.4 million and in 2025 the budget was \$10.1 million. Where did the additional \$2.2 million come from? Ms. Housworth stated they did receive a large grant. Mr. Van Etten stated that should have been a net zero. Ms. Housworth stated she will go back and check.

Mr. Van Etten stated looking at Social Services, the total costs under modified budget are \$10 million higher than the total budget. What would cause that? Ms. Reynolds commented that number does not make any sense. Ms. Housworth stated she is happy to go back and take a look. She noted that she enters these amounts manually, so she will check. Mr. Van Etten asked if they could add an additional column entitled “Actual Budget” so we can see how that compares to budget and modified budget.

Ms. Fitzpatrick asked that Finance also add another category for EMS Ambulance Service.

Mr. Van Etten commented with the District Attorney we are seeing the 2025 revenues from the Driver Diversion Program, but we are still waiting for an update on this program. Mr. Brewer stated we will add this as an item to the February Public Safety and Corrections agenda. Ms. Housworth stated she will also send the committee the final report for Driver Diversion.

E. County Manager

1. **Assigned Counsel** - Mr. Brewer requested authorization to transfer \$750,000 from 2025 Undistributed Fringe into 2025 Assigned Counsel. He noted they have a negative balance of \$381,000 in the Assigned Counsel budget. This transfer will balance that budget and accommodate any additional vouchers received through the end of March.

MOTION: AUTHORIZING A TRANSFER OF \$750,000 FROM THE 2025 UNDISTRIBUTED FRINGE LINE INTO THE 2025 ASSIGNED COUNSEL BUDGET MADE BY MR. THEW. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Commercial Demolition Request – Village of Bath** – Mr. Brewer stated they have received a request from the Village of Bath relative to the parcel situate at 5-9 Exchange Street. The Village is requesting a waiver of the cost of 330 tons of municipal construction and debris material (C&D). The rate is \$30.00 per ton and the total cost would be \$9,900. If approved, we would transfer \$9,900 from the Economic Development Fund to the Landfill Enterprise Fund. This approval would also be contingent upon the Village showing proof of ownership.

MOTION: APPROVING THE COMMERCIAL DEMOLITION REQUEST FROM THE VILLAGE OF BATH TO WAIVE THE COST OF 330 TONS OF MUNICIPAL C&D MATERIAL FOR A TOTAL COST OF \$9,900; SAID AMOUNT TO BE TRANSFERRED FROM THE ECONOMIC DEVELOPMENT FUND TO THE LANDFILL ENTERPRISE FUND, UPON RECEIPT OF PROOF OF OWNERSHIP BY THE VILLAGE OF THE PARCEL SITUATE AT 5-9 EXCHANGE STREET MADE BY MR. HORTON. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. HORTON. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Tuesday, February 10, 2026

9:30 a.m.

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, February 4, 2026**