

STEUBEN COUNTY FINANCE COMMITTEE

Tuesday, February 10, 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 William Thew
Daniel Warriner

STAFF: Jack K. Wheeler Christopher Brewer Tim Rosell
Curtis Warner Rochelle Casselbury

LEGISLATORS: Kelly H. Fitzpatrick K. Michael Hanna Nicholas D. Pelham
Frederick G. Potter Deborah Shannon Joseph Tobia

ABSENT: Jeffrey P. Horton

OTHERS: Eddie Van Stine, Public Information Specialist

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 JANUARY 13, 2026 AND JANUARY 28, 2026, MEETINGS MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REQUESTS

A. Sheriff's Office

1. **Budget Transfer** – Mr. Wheeler requested authorization to transfer \$16,000 from the 2025 Jail Major Equipment line to the Jail Equipment/Countertops in Booking line in the 2026 budget to finish the project.

MOTION: AUTHORIZING THE TRANSFER OF \$16,000 FROM THE 2025 JAIL MAJOR EQUIPMENT LINE TO THE 2026 JAIL EQUIPMENT/COUNTERTOPS IN BOOKING LINE MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Public Works

1. **Authorization to Transfer \$151,411.26 to Future Bridge Projects from Smith Hill Bridge Project**

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$151,411.26 FROM THE SMITH HILL BRIDGE PROJECT TO FUTURE BRIDGE PROJECTS MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Authorization to Transfer \$1,276,103.04 to Road Improvement Unassigned from Road Project Funds**

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$1,276,103.04 FROM ROAD PROJECT FUNDS TO ROAD IMPROVEMENT UNASSIGNED MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Authorization to Transfer \$50,000 to Spill Prevention Control Capital Project from various Capital Projects with Surplus Funds**

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER \$50,000 FROM VARIOUS CAPITAL PROJECTS WITH SURPLUS FUNDS TO THE SPILL PREVENTION CONTROL CAPITAL PROJECT MADE BY MR. NICHOLS. SECONDED BY MR. WARRINER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Mr. Van Etten stated one of the committee's goals for this year is to have the departments create a five-year capital plan. We want to be able to see and plan for those large capital outlays that will happen in the future. This will help us to see what items are coming to end of life and will help us plan. This just needs to be a snapshot of what we will need to plan to spend over the next five years.

C. Community Services

1. **Roll-Over Unused 2025 Opioid Funds to CASA-Trinity AIR Program for 2026** – Ms. Gramley requested authorization to roll-over \$57,435.17 in unused 2025 Opioid Funds to CASA-Trinity for the AIR Program for 2026.

MOTION: AUTHORIZING AND DIRECTING THE COMMISSIONER OF FINANCE TO ROLL-OVER UNUSED 2025 OPIOID FUNDS IN THE AMOUNT OF \$57,435.17 TO CASA-TRINITY TO BE USED IN 2026 FOR THE AIR PROGRAM MADE BY MR. NICHOLS. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Additional Allocation of Opioid Funds for 2026 CASA-Trinity Air Program** – Ms. Gramley requested authorization to allocate an additional \$45,000 Opioid Funds to CASA-Trinity for 2026 for the AIR Program.

MOTION: AUTHORIZING THE APPROPRIATION OF AN ADDITIONAL \$45,000 IN OPIOID FUNDS TO CASA-TRINITY FOR 2026 TO SUPPORT THE OPERATION OF THE AIR PROGRAM MADE BY MR. NICHOLS. SECONDED BY MR. THEW. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

D. Office for the Aging

1. **Budget Transfer** – Mr. Wheeler requested authorization to increase the 2025 budget revenue item for State Aid in the amount of \$44,882.06 and increasing the Other Expense line by the same amount. These are funds that will be used for the Hornell Senior Center project.

MOTION: DIRECTING THE COMMISSIONER OF FINANCE TO INCREASE THE OFFICE FOR THE AGING 2025 REVENUE LINE FOR STATE AID AND THE OTHER EXPENSE LINE IN THE AMOUNT OF \$44,882.06 MADE BY MR. THEW. SECONDED BY MR. WARRINER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Social Services

1. **New York State Shelter Arrears Eviction Forestallment (SAEF) Program Allocation** – Ms. Reynolds requested authorization to accept and appropriate the New York State Shelter Arrears Eviction Forestallment (SAEF) Program allocation in the amount of \$47,814.

MOTION: ACCEPTING AND APPROPRIATING THE NEW YORK STATE SHELTER ARREARS EVICTION FORESTALLMENT (SAEF) PROGRAM ALLOCATION IN THE AMOUNT OF \$47,814.00 MADE BY MR. THEW. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Warming Center** – Mr. Nichols asked are we seeing any savings with the warming center? Ms. Reynolds stated she has not calculated that figure at this point. We are seeing individuals who are choosing not to go. We have also used the warming center to place some of our Temporary Assistance or Safety Net individuals. The State felt this was the direction to go to help to start bringing our homeless numbers down. Mr. Nichols asked with this, will we see a decrease in the number of hotel stays? Mr. Wheeler stated yes. The cost per night at the warming center is less than a placement in a hotel. Once we get through March, we should have enough data to see what the savings are.

Ms. Fitzpatrick asked what would be the reason that an individual would not want to go to the warming center? Ms. Reynolds stated historically when there is a Code Blue, individuals are looking for a hotel room and not having that option, they will turn down going to the warming center. They also may turn down due to restrictions at the warming center in terms of what they can do and/or bring in with them.

Ms. Fitzpatrick stated she did hear a call come over the scanner for an overdose at the warming center. We had talked briefly about issues with 211. What happened with that situation? Ms. Reynolds stated we have had some drops in coverage, and we continue to try to address the issue when it occurs. Mr. Wheeler explained that issue happens when the call volume increases, or when there is new staff at the call center. Those calls get transferred to the Rochester office. We did contact them to let them know so they can direct their staff on what to do.

Mr. Van Etten stated Mr. Brewer had sent out information on the warming center’s 501(c)(3) status. They have been averaging 13 people per night. Are we paying a fixed amount for a fixed amount of time? Mr. Wheeler stated yes; we are paying for 20 beds. Discussion followed.

F. Commissioner of Finance

1. **Monthly Reports** – Ms. Housworth presented the month reports for review.

G. County Manager

1. **Assigned Counsel** – Mr. Wheeler requested authorization to appropriate \$250,000 from Undistributed Fringe to pay the remaining 2025 invoices.

MOTION: AUTHORIZING AN APPROPRIATION OF \$250,000 FROM THE 2025 UNDISTRIBUTED FRINGE LINE TO ASSIGNED COUNSEL TO COVER REMAINING 2025 EXPENDITURES MADE BY MR. THEW. SECONDED BY MR. WARRINER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **State Comptroller Audit** – Ms. Fitzpatrick asked when is the deadline for submitting the corrective action plan? Mr. Wheeler stated the end of March. We will distribute our plan prior to the March Finance meeting.

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

Respectfully Submitted by

Amanda L. Chapman,
Deputy Clerk
Steuben County Legislature

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

Tuesday, March 10, 2026

9:30 a.m.

Please send agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, March 4, 2026