



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: WAYS AND MEANS

DATE: FEBRUARY 10, 2020

TIME: 1:30 P.M.

PLEDGE OF ALLEGIANCE:

<u>Committee Members</u>
D. Pangrazio, Chairman
D. Knapp, Vice Chairman
D. Fanaro
E. Gott
W. Wadsworth
D. LeFeber
D. Mahus

1:30 PERSONNEL ISSUES

1. DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

AMENDING THE 2020 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF HEALTH

RESOLVED, that the 2020 Livingston County Salary Schedule is amended as follows:

Department of Health:

Create one full-time Sr. Account Clerk/Typist position at Wage Grade 9 CSEA Contract effective 2/4/2020.

For: To assist in cross training in anticipation of staff retirement.

2. BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

AMENDING A PORTION OF RESOLUTION NO. 2019-449

WHEREAS, Resolution No. 2019-449 adopted the 2020 County employee salaries and established certain compensation and benefits for other employees; and

WHEREAS, the pay rate for several elections inspector positions listed on the Miscellaneous Pay Rates-2020 schedule found in Section (i) need to be revised due to a recent amendment to New York State Election Law Section 8-100(2); and

WHEREAS, said statute was amended to expand the hours of primary elections in order to make the hours uniform statewide; now, therefore, be it

RESOLVED, that the pay rate for the following elections inspector positions listed on the Miscellaneous Pay Rates-2020 schedule found in Section (i) of Resolution No. 2019-449 are hereby corrected as follows:

i. MISCELLANEOUS PAY RATES – 2020

Title	2020
Elections Inspector: general and primary elections (e.g. 6 A – 9 P)	\$200.00/day
Elections Inspector: village elections (e.g. 12 P – 9 P)	\$150.00/day

and be it further

RESOLVED, that this portion of Resolution No. 2019-449 is hereby amended.

1:40 BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF 50 IMAGE CAST VOTING MACHINES THROUGH NYS OGS CONTRACT PC66393 FOR THE LIVINGSTON COUNTY BOARD OF ELECTIONS – DOMINION VOTING AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE

RESOLVED, that the Livingston County Board of Elections is hereby authorized to purchase through NYSOGS Contract PC66393 from Dominion Voting, 215 Spadina Avenue, Suite 200, Toronto, Ontario, 50 Image Cast Voting Machines and related equipment at a cost not to exceed \$518,550.00.

Funding Source	Local Share	Budgeted?
Capital Reserve Budget Amendment	100%	No



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1:45 OTHER – JOE GUNTHER (Attachment)

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A MEMORANDUM OF AGREEMENT FOR USE OF SPACE IN THE NORTH DANSVILLE TOWN HALL FOR A LIVINGSTON COUNTY DMV OFFICE: TOWN OF NORTH DANSVILLE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following Memorandum of Agreement with the Town of North Dansville, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Town of North Dansville	2/1/20-1/31/23	\$6,000/yr.

For: Use of space in the North Dansville Town Hall for a Livingston County DMV Office. This is for implementation of one initiative on the 2019 Shared Services Plan approved and filed last year. This agreement formalizes an already-existing understanding with the Town that allows the County to use space in the Town Hall for a DMV Office. Regarding the cost, the County currently does not pay to use space, and would not pay under this memorandum. The cost of \$6,000-per-year is a "paper value" meant to show tax savings for the state.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
N/A	0%	N/A

1:50 COUNTY CLERK – MARY STRICKLAND

1. Action Items:

1. ESTABLISHING THE COUNTY CLERK FEE FOR ISSUING CONVEYANCE NOTICES EFFECTIVE MARCH 11, 2020 AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE

WHEREAS, New York State Real Property Law Section 291 was recently amended to require county clerks to mail a written notice to the property owner(s) of record when a residential real property conveyance is recorded; and

WHEREAS, the newly amended law states that county clerks are entitled to charge a reasonable fee to cover the cost of mailing the notices; and

WHEREAS, in order to keep the fee charged consistent across the State, the New York State Association of County Clerks has recommended that the reasonable fee be charged at \$10.00 per conveyance; now, therefore, be it

RESOLVED, that the Livingston County Clerk is hereby authorized to charge the party seeking to record a residential real property conveyance a fee of \$10.00 to cover the cost of mailing notice of the conveyance to the owner(s) of record.

1:55 COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #2A-FEBRUARY 12, 2020

2. AMENDING 2020 LIVINGSTON COUNTY BUDGET – CAPITAL RESERVE, HIGHWAY, SHERIFF'S OFFICE (2)

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested Budget Amendments per the Budget Amendment entries, which have been approved by the Livingston County Administrator.

3. AUTHORIZING TRANSFER OF FUNDS – DEPARTMENT OF HEALTH

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfers per the Budget Transfer entries, which have been approved by the Livingston County Administrator.



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4. DECLARING SURPLUS PROPERTY- CENTER FOR NURSING AND REHABILITATION

WHEREAS, the County of Livingston owns surplus personal property that is no longer necessary for public use, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby declares the following item(s) as surplus property to be disposed of as determined by the County Administrator:

Department Name

Quantity	Year, Make & Model	Mileage/Hours	Serial #
1	2007, Chevrolet Express Transport Van	185,436	1GBHG39U271205057

5. ESTABLISHING AN ACCOUNT – DEPARTMENT OF HEALTH

RESOLVED, that the Livingston County Treasurer is authorized and directed to establish a new account per the electronic entries, which have been approved by the Livingston County Administrator.

6. INTRODUCTION AND PROVIDING FOR PUBLIC HEARING ON PROPOSED LOCAL LAW NO. A-2020 A LOCAL LAW ADOPTING THE LIVINGSTON COUNTY GUEST ROOM OCCUPANCY TAX LAW AND RESCINDING ALL PREVIOUS HOTEL AND MOTEL OCCUPANCY TAX LOCAL LAWS AND AMENDMENTS IN LIVINGSTON COUNTY

WHEREAS, there has been duly presented and introduced at a meeting of this Board, held on

February 12, 2020, a proposed Local Law entitled Local Law No. A – 2020 a local law adopting the Livingston County guest room occupancy tax law and rescinding all previous hotel and motel occupancy tax local laws and amendments in Livingston County, it is hereby

RESOLVED, that a public hearing shall be held on the said proposed Local Law by this Board on the 26th day of February, 2020 at 1:35 p.m. in the Board of Supervisors Assembly Room in the Livingston County Government Center in the Village of Geneseo, New York and at least six (6) days' notice shall be given by posting thereof on the bulletin board of the Government Center in this County and by publishing such notice at least one (1) time in the official newspapers of the County as provided by law.

Pre-approved Informational Item(s) To Be Reported

1. NYS Budget Update
2. Budget & Finance Update

2:20 ADJOURNMENT

GRANTS & PUBLIC INFORMATION – JULIE BARRY

Informational Item(s) Written Only

Grants – Since June 10, 2019, the Grants and Public Information Coordinator has assisted with and/or developed the following municipal grant submissions:

Grant Name	Submitted	Request	Awarded
<i>Federal</i>			
DOT - Livingston County: Gateway Road Project	7.15.19	\$500,000	No
DOJ - Livingston County: Victim Specialist Program	7.5.19	\$267,618	Yes
DOJ - Livingston County: Mobile Crisis Responder Program	7.11.19	\$100,000	No
USDA - Livingston County: Farmers Market Promotion Program	6.18.19	\$246,700	No
NEA - Livingston County: Inspirations Trail	8.20.19	\$75,000	TBD
NACCHO - Livingston County: Medical Reserve Corps	11.1.19	\$2,500	Yes
<i>State</i>			
CFA 2019 - Village of Mount Morris: Bellamy Park Planning Project	7.23.19	\$30,000	No



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CFA 2019 - Town of Avon: Opera Block 3 rd Floor Restoration	7.25.19	\$574,999	Yes
CFA 2019 - Town of Lima: Food Retail Feasibility Study	7.17.19	\$30,000	Yes
CFA 2019 - Town of North Dansville: Frontage Road Park Expansion	7.20.19	\$357,245	No
CFA 2019 - Town of West Sparta: Town Park Improvements	7.25.19	\$74,100	No
CFA 2019 - Livingston County: Al Lorenz Park Improvements	7.26.19	\$196,925	No
UCS - Village of Mount Morris: Town/Village Court Improvements	10.10.19	\$29,566	TBD
EFC - Village of Leicester: Pleasant Street Water Main Replacement	9.13.19	\$120,000	No
BOE - Livingston County: Early Voting E-Poll Books	9.9.19	\$48,345	Yes
DAM - Livingston County: Expansion of Dog Control Facility	1.19.20	\$112,500	TBD
DEC - Village of Avon: Tree Maintenance Program	12.3.19	\$50,000	TBD
DEC - Village of Caledonia: Tree Inventory and CFMP	12.3.19	\$26,280	TBD
DEC - Town of Geneseo: Tree Maintenance Program	11.23.19	\$50,000	TBD
<i>Regional and Local</i>			
GTC - Livingston County: Mobility Management Strategy	10.15.19	\$32,500	Yes
GVCA - Livingston County: Inspirations Trail Storefront Installations	9.19.19	\$5,000	TBD

CFA awards were announced on December 19, 2019. Of the 6 CFA applications the Grants and Public Information Coordinator developed, 2 were awarded funds for a total of \$599,999. Five of the 6 applications were vying for funds from the same agency - the New York State Office of Parks, Recreation and Historic Preservation.

The Grant and Public Information Coordinator is currently working to match over 45 municipal development objectives with federal, state and local grant opportunities. In addition, a presentation that provides an overview of the grant process and tips for successfully applying is under development. The presentation, once finalized, will be available to municipal leaders and board members.

NACo Achievement Awards 2020 – Work will begin on two applications - Ride LivINgston and the Livingston County PIT Crew - for submission by March 9th (early submission).

Public Information – Since June 10, 2019, over 125 press releases have been distributed with considerable media pick up. Combined Facebook and Twitter posts average 75 per month.

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

- Completed and submitted Department Annual Report
- Form *Notice Concerning the Examination of Assessment Inventory and Valuation Data* was handed out to the Town Assessors for publishing in their official paper by March 1st or shortly thereafter.
- The Assessors have been notified of the fee increase for Soil Group Worksheets from the Soil and Water Conservation District Office
- Reappointment notifications for Town BAR Members are coming in to the Office.

Intermunicipal Agreement

County of Livingston and Town of North Dansville

THIS AGREEMENT, made and entered into this 1st day of February 2020, by and between the **COUNTY OF LIVINGSTON**, a municipal subdivision of the State of New York, with offices located at 6 Court Street, Geneseo, New York 14454, and the **TOWN OF NORTH DANSVILLE**, a municipal subdivision of the State of New York situate in the County of Livingston, with offices located at 14 Clara Barton Street, Dansville, New York 14437,

WITNESSETH:

WHEREAS, the services provided by Livingston County through its Livingston County Department of Motor Vehicles (“DMV”) in the Town of North Dansville are important to the residents of the Town of North Dansville, and

WHEREAS, the Town of North Dansville has office space available to meet the needs of the Livingston County DMV, and

WHEREAS, the County of Livingston and the Town of North Dansville are desirous of entering into an agreement for purposes of collaborating on the 2019 Livingston County Shared Services Plan, and

WHEREAS, both parties see the benefit of the 2019 Livingston County Shared Services Plan and desire to pursue said Plan, and

WHEREAS, this agreement sets forth the terms and conditions related to the Town of North Dansville providing office space to the Livingston County DMV,

NOW, THEREFORE, IT IS HEREBY AGREED, by the County of Livingston and the Town of North Dansville as follows:

1. Term – The term of this agreement shall be for a period of three (3) years, commencing February 1, 2020 and ending January 31, 2023.
2. Premises – The Town of North Dansville hereby agrees to provide _____ square feet of office space to the County of Livingston in the Town of North Dansville Town Hall located at 14 Clara Barton Street, Village of Dansville, County of Livingston, State of New York.
3. Rent – The Town of North Dansville hereby agrees to provide the space under this agreement during the term of this agreement without chargeback and at no cost to the County of Livingston, but does attribute a \$500.00 per month paper value to the use of the space, totaling \$6,000 per year, retroactive to February 1, 2020.
4. Contingency – This agreement is contingent upon the Town of North Dansville receiving one hundred percent (100%) of the dollar for dollar grant funds issued from this section of the 2019 Livingston County Shared Services Plan, if awarded.
5. Notices – Any and all notices required hereunder shall be addressed as follows, or to such other address as may hereafter be designated in writing by either party hereto:

To County of Livingston: Ian M. Coyle, County Administrator
6 Court Street, Room 302
Geneseo, New York 14454

To Town of N. Dansville: Dennis P. Mahus, Supervisor
14 Clara Barton Street
Dansville, New York 14437

6. Modification – This agreement constitutes the complete understanding of the parties. No modification of any provisions thereof shall be valid unless in writing and signed by both parties.

7. Termination - This agreement may be terminated without cause by either party upon at least thirty (30) days written notice, and shall automatically terminate upon the expiration of the term or as otherwise amended.

8. Authorization - This agreement is authorized pursuant to the 2019 Livingston County Shared Services Plan; resolution adopted by the North Dansville Town Board at a meeting held on _____, 2020; and a resolution adopted by the Livingston County Board of Supervisors at a meeting held on _____, 2020.

9. Effective Date and Signature – This agreement shall be effective as of February 1, 2020 notwithstanding the dates set forth below.

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands and seals the day and year first above written.

COUNTY OF LIVINGSTON

TOWN OF NORTH DANSVILLE

BY: _____

BY: _____

DATE: _____

DATE: _____

STATE OF NEW YORK)

SS:

COUNTY OF LIVINGSTON)

On the _____ day of _____ 2020, before me personally came David L. LeFeber, to me known, who, being by me duly sworn, did depose and say that deponent resides in the Town of Avon, County of Livingston, State of New York; that deponent is the Chairman of the Livingston County Board of Supervisors, the municipal corporation described in and which executed the foregoing instrument; and that he executed the foregoing instrument by order of the Livingston County Board of Supervisors.

Notary Public

STATE OF NEW YORK)

SS:

COUNTY OF LIVINGSTON)

On the _____ day of _____ 2020, before me personally came Dennis P. Mahus, to me known, who, being by me duly sworn, did depose and say that deponent resides in the Town of North Dansville, County of Livingston, State of New York; that deponent is the Supervisor of the Town of North Dansville, the municipal corporation described in and which executed the foregoing instrument; and that he executed the foregoing instrument by order of the North Dansville Town Board.

Notary Public

"NOTICE OF SALE OR TRANSFER OF OWNERSHIP OF YOUR RESIDENTIAL PROPERTY."

TO: _____
NAME OF OWNER OF RECORD

OUR RECORDS SHOW THAT YOU ARE LISTED AS THE CURRENT OWNER OF RECORD FOR
RESIDENTIAL PROPERTY:

BLOCK # _____ LOT # _____

LOCATED AT: _____
STREET ADDRESS

IN THE COUNTY OF LIVINGSTON NEW YORK
ON _____, DOCUMENTS WERE FILED AT THIS OFFICE TO CHANGE
DATE
OWNERSHIP AND TRANSFER TITLE OF YOUR PROPERTY.

TO: _____
NAME OF NEW OWNER

IF YOU HAVE ANY QUESTIONS REGARDING THE VALIDITY OF THE DOCUMENTS, AND WISH TO DISPUTE
THE RECORDING OF THE TRANSFER, YOU SHOULD OBTAIN LEGAL COUNSEL. IF YOU BELIEVE YOU ARE
A VICTIM OF A CRIME RELATED TO THIS RECORDING, CONTACT YOUR LOCAL LAW ENFORCEMENT
AGENCY OR, IF IN THE CITY OF NEW YORK, THE OFFICE OF THE SHERIFF."



Budget Request - Amendment with Instance ID of 39740 from Treasurer - Awaiting Board

Approval

lforms

to:

MRees

01/27/2020 12:03 PM

Hide Details

From: lforms@co.livingston.ny.us

To: MRees@co.livingston.ny.us

1 Attachment



ERP Budget Request Form.pdf

Budget Request - Amendment from **Treasurer** has been approved by the County Administrator. This request requires board approval.

Date of Request: 1/24/2020

Department: Treasurer **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 39740

From Appropriation / Revenue

From Dept Code:

From Dept Description: Transfer From Cap
250000.00

To Appropriation

To Dept Code:

To Dept Description: BOE
250000.00

Reason: (if applicable)

Source of Revenue: Transfer from Cap Proj 2020 Budget (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.

[Click here to open this task in Forms.](#)



Budget Request - Amendment with Instance ID of 39748 from Sheriffs Office - Awaiting Board Approval

lforms

to:

MRees

01/27/2020 12:05 PM

Hide Details

From: lforms@co.livingston.ny.us

To: MRees@co.livingston.ny.us

1 Attachment



ERP Budget Request Form.pdf

Budget Request - Amendment from **Sheriffs Office** has been approved by the County Administrator. This request requires board approval.

Date of Request: 1/24/2020

Department: Sheriffs Office **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 39748

From Appropriation / Revenue

From Dept Code:

From Dept Description: SLETPP

37489.00

To Appropriation

To Dept Code:

To Dept Description: SLETPP

37489.00

Reason: (if applicable)

Source of Revenue: SLETPP Grant BOS Resolution 19-378 (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.

[Click here to open this task in Forms.](#)



Budget Request - Amendment with Instance ID of 39747 from Sheriffs Office - Awaiting Board Approval

lfforms

to:

MRees

01/27/2020 12:06 PM

Hide Details

From: lfforms@co.livingston.ny.us

To: MRees@co.livingston.ny.us

1 Attachment



ERP Budget Request Form.pdf

Budget Request - Amendment from **Sheriffs Office** has been approved by the County Administrator. This request requires board approval.

Date of Request: 1/24/2020

Department: Sheriffs Office **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 39747

From Appropriation / Revenue

From Dept Code:

From Dept Description: SLETPP
37489.00

To Appropriation

To Dept Code:

To Dept Description: SLETPP
37489.00

Reason: (if applicable)

Source of Revenue: SLETPP Grant BOS Resolution 18-344 (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.

[Click here to open this task in Forms.](#)



Budget Request - Amendment with Instance ID of 39822 from Highway - Awaiting Board

Approval

lforms

to:

MRees

01/29/2020 11:09 AM

Hide Details

From: lforms@co.livingston.ny.us

To: MRees@co.livingston.ny.us

1 Attachment



ERP Budget Request Form.pdf

Budget Request - Amendment from **Highway** has been approved by the County Administrator. This request requires board approval.

Date of Request: 1/28/2020

Department: Highway **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 39822

From Appropriation / Revenue

From Dept Code:

From Dept Description: Machinery Fund
425000.00

To Appropriation

To Dept Code:

To Dept Description: Machinery Fund
425000.00

Reason: (if applicable)

Source of Revenue: Sale of fuel (based on 2019 volume)

2770 - RGRTA

2801- Other County departments (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.

[Click here to open this task in Forms.](#)



Budget Request - Transfer with Instance ID of 40001 from Health, Department of - Awaiting Board Approval

lforms

to:

MRees

02/06/2020 12:03 PM

Hide Details

From: lforms@co.livingston.ny.us

To: MRees@co.livingston.ny.us

1 Attachment



ERP Budget Request Form.pdf

Budget Request - Transfer from Health, Department of has been approved by the County Administrator. This request requires board approval.

Date of Request: 2/6/2020

Department: Health, Department of **Program:** CHWE

Type of Request: Budget Request - Transfer

Instance ID: 40001

From Appropriation / Revenue

From Dept Code:

From Dept Description: Community Health Worker Prgm
3800.00

To Appropriation

To Dept Code:

To Dept Description: Community Health Worker Prgm
3800.00

Reason: Forecasted funds available in salaries to cover educational materials, Community Health Worker conference, office supplies, billboard to increase awareness of program and travel. 4115.CHWE
Community Health Worker Program (if applicable)

Source of Revenue: (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.

[Click here to open this task in Forms.](#)



Budget Request - Establish Account with Instance ID of 39824 from Health, Department of -
Awaiting Board Approval
lfforms

to:
MRees
01/30/2020 01:29 PM
Hide Details
From: lfforms@co.livingston.ny.us
To: MRees@co.livingston.ny.us

1 Attachment



ERP Budget Request Form.pdf

Budget Request - Establish Account from **Health, Department of** has been approved by the County Administrator. This request requires board approval.

Date of Request: 1/29/2020
Department: Health, Department of **Program:**
Type of Request: Budget Request - Establish Account
Instance ID: 39824

From Appropriation / Revenue
From Dept Code:
From Dept Description: Medical Reserve Corp
2500.00

To Appropriation
To Dept Code:
To Dept Description: Medical Reserve Corp
2500.00

Reason: (if applicable)

Source of Revenue: MRC Operational Readiness Award received from NACCHO to increase public awareness and MRC recruitment messaging. (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.

[Click here to open this task in Forms.](#)