



# **LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE**

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

## **TENTATIVE AGENDA**

COMMITTEE: WAYS AND MEANS

DATE: APRIL 10, 2023

TIME: 1:30 P.M.

### **Committee Members**

- D. Knapp, Chairman
- W. Wadsworth, Vice Chairman
- D. DiSalvo
- D. Fanaro
- E. Gott
- D. LeFeber
- D. Pangrazio

## **PLEDGE OF ALLEGIANCE:**

### **1:30 PERSONNEL ISSUES**

#### **1. CENTER FOR NURSING & REHABILITATION – SHARI HUTCHISON**

#### **AMENDING THE 2023 LIVINGSTON COUNTY SALARY SCHEDULE: LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION**

RESOLVED, that the 2023 Livingston County Salary Schedule is amended as follows:

#### **Center for Nursing and Rehabilitation:**

- Create one (1) full-time Senior Account Clerk/Typist position at Wage Grade 9 CSEA Contract effective April 15, 2023.

For: This position is intended to overlap the current Senior Account Clerk position who is retiring on May 12, 2023. This temporary position will allow training for the new clerk and will be deleted in May once recruitment/onboarding and retirement have been completed.

- Create one (1) full-time Activities Aide position at Wage Grade 4 CSEA Contract effective April 15, 2023.

For: This position provides activity programming to residents.

- Create one (1) full-time Certified Occupational Therapist Assistant position at Wage Grade 11 CSEA Contract effective April 15, 2023.

For: Needed due to increased rehab resident stays with growing census, this position will provide billable therapy services.

- Create one (1) full-time Physical Therapy Assistant position at Wage Grade 11 CSEA Contract effective April 15, 2023.

For: Needed due to increased rehab resident stays with growing census, this position will provide billable therapy services.

- Create one (1) full-time Hairdresser position at Wage Grade 4 CSEA Contract effective April 15, 2023.

For: This position provides hairdresser, beautician and barbering services to residents. These services are offset by billings to the resident receiving service.

#### **2. CENTRAL SERVICES – WILLIAM MANN**

#### **AMENDING THE 2023 LIVINGSTON COUNTY SALARY SCHEDULE: CENTRAL SERVICES**

RESOLVED, that the 2023 Livingston County Salary Schedule is amended as follows:

#### **Central Services:**

- Create one (1) permanent seasonal Intern position effective April 12, 2023.

For: Creating a permanent Seasonal Intern position allowing Central Services to fill for up to a 6 month period, year after year. Requesting Board approval wage rate of \$16.25 per hour.

#### **3. INFORMATION & TECHNOLOGY SERVICES – JASON PARKER**

#### **Action Item(s) To Be Reported**



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**1. AMENDING THE 2023 LIVINGSTON COUNTY SALARY SCHEDULE: INFORMATION AND TECHNOLOGY SERVICES**

RESOLVED, that the 2023 Livingston County Salary Schedule is amended as follows:

**Information and Technology Services Department:**

- Create one (1) full-time Senior Computer Services Assistant position at Wage Grade 14, CSEA Contract, effective April 10, 2023.

For: To prepare for additional staff retirement and staff leaving in 2023.

**1:40 CLERK OF THE BOARD – MICHELE REES**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR LIVINGSTON COUNTY: PARTYMAN CATERING & RENTAL**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for Livingston County, and any future amendments to said contract, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Partyman Catering &amp; Rental</b> 1515 West Henrietta Road Avon, NY 14414	6/28/23 (event date)	Not to exceed \$5,000.00

For: 2023 Employee Recognition

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Department Budget	100%	Yes X No

**1:45 COUNTY ATTORNEY – SHANNON HILLIER**

**Action Item(s) To Be Reported**

**1. REQUESTING THE NEW YORK STATE SENATE AND THE NEW YORK STATE ASSEMBLY TO AUTHORIZE LIVINGSTON COUNTY TO IMPOSE AN ADDITIONAL RATE OF SALES AND COMPENSATING USE TAXES**

WHEREAS, a bill has been introduced in the New York State Senate S.5119-A and the New York State Assembly A.5768A to amend the Tax Law, in relation to authorizing Livingston County to impose an additional rate of sales and compensating use taxes, and

WHEREAS, the Livingston County Board of Supervisors must make a Home Rule Request requesting the New York State Senate and the New York State Assembly to enact this special law, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors request that the New York State Legislature adopt Senate Bill S.5119-A and Assembly Bill A.5768A, amending the Tax Law, in relation to authorizing Livingston County to impose an additional rate of sales and compensating use taxes, and, be it, further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors and the Clerk of the Board of Supervisors are authorized to file the appropriate Home Rule Request with the New York State Senate and the New York State Assembly.

2/3 Majority Vote

**2. AMENDING A PORTION OF RESOLUTION NO. 2022-423 (ADOPTING 2023 SALARY SCHEDULE)**

WHEREAS, by Resolution No. 2022-423, the Livingston County Board of Supervisors established the 2023 salaries for nonunion full-time, permanent County employees and certain compensation and benefits for other employees; and



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WHEREAS, the Board of Supervisors now desires to amend a portion of said resolution to remove the requirement that each Officer and Department Head keep a written record of all of their own sick leave and that of their subordinate officers and employees; and

WHEREAS, as part of an ongoing concerted effort to transition business operations to paperless, the County has fully implemented new ERP software that electronically manages employee payroll data and accruals. All County Officers and Department Heads, as well as their subordinate officers and employees, now have direct access to their personal payroll and accrual information electronically; now, therefore, be it

RESOLVED, that a portion of Resolution No. 2022-423 is hereby amended.

## 1:50 LIVINGSTON COUNTY LAND BANK CORPORATION/PLANNING DEPARTMENT – ANGELA ELLIS

### Action Item(s) To Be Reported

#### 1. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY LAND BANK CORPORATION BOARD: DANIEL PANGRAZIO, IAN COYLE, WILLIAM BACON, AMY DAVIES, ANGELA ELLIS, WILLIAM FULLER & SHANNON HILLIER

RESOLVED, that the following members are hereby appointed to the Livingston County Land Bank Corporation Board of Directors for the term designated:

Livingston County Land Bank Corporation			
Name	Address	Rep./Title	Term Expires
Daniel Pangrazio	531 Feeley Road, Caledonia, New York 14423	Chair	4/17/23-4/16/25
Ian Coyle	6534 Florence Lane, Livonia, New York 14487	Member	4/17/23-4/16/25
William Bacon	25 Crestwood Circle, Dansville, New York 14437	Member	4/17/23-4/16/25
Amy Davies	11 Melodee Lane, Nunda, New York 14517	Member	4/17/23-4/16/25
Angela Ellis	4994 Lima Road, Geneseo, New York 14454	Member	4/17/23-4/16/25
William Fuller	5121 Reservoir Road, Geneseo, New York 14454	Member	4/17/23-4/16/25
Shannon Hillier	P.O. Box 263, Nunda, New York 14517	Member	4/17/23-4/16/25

#### 2. AUTHORIZATION TO SUBMIT A FARMLAND PROTECTION PLANNING GRANT APPLICATION TO NEW YORK STATE DEPARTMENT OF AGRICULTURE AND MARKETS

WHEREAS, the Planning Department has requested that the County apply for funding on its behalf from the New York State Department of Agriculture and Markets in the amount of \$50,000.00 to finance a portion of the cost for updating the Livingston County Agricultural and Farmland Protection Plan; and

WHEREAS, the County of Livingston will provide remaining balance in the amount of \$50,000.00; and

WHEREAS, the Plan will result in updated policies and recommended projects to maintain the economic viability of the County's agricultural industry and its supporting land base; now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to submit a Farmland Protection Planning Grants application to the New York State Department of Agriculture and Markets on behalf of the County in the amount of \$50,000.00 for the update of the Livingston County Agricultural and Farmland Protection Plan; and be it further

RESOLVED, that the Chairman is hereby authorized to execute a grant agreement between the County and New York State Agriculture and Markets and all related documents associated with the grant, including implementation and administration of the Farmland Protection Planning Grant, all such documents to be subject to review and approval by the County Attorney.

## 2:00 COUNTY ADMINISTRATOR – IAN COYLE (Attachments)

### Action Item(s) To Be Reported

#### 1. APPROVING ABSTRACT OF CLAIMS #4A-APRIL 12, 2023



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## **2. AMENDING 2023 LIVINGSTON COUNTY BUDGET: COUNTY HISTORIAN & PROBATION**

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

## **3. AUTHORIZING TRANSFER OF FUNDS: CONTINGENCY (2)**

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

## **4. RATIFYING TENTATIVE COLLECTIVE BARGAINING AGREEMENT WITH THE NEW YORK STATE NURSES ASSOCIATION AND AUTHORIZING EXECUTION OF A COLLECTIVE BARGAINING AGREEMENT**

WHEREAS, the collective bargaining agreement between the New York State Nurses Association and Livingston County expired on December 31, 2022; and

WHEREAS, the negotiating teams for the parties have reached a tentative agreement for a new collective bargaining agreement; and

WHEREAS, the New York State Nurses Association has ratified this tentative agreement March 31, 2023; and

WHEREAS, the Ways & Means Committee recommends the ratification of this agreement by the County; now, therefore, be it

RESOLVED, that the tentative agreement commencing January 1, 2023 and expiring December 31, 2027, a copy of which is attached hereto, is hereby ratified; and be it further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors and the County Administrator are hereby authorized to execute a collective bargaining agreement consistent with the terms of the tentative agreement.

### **Pre-approved Informational Item(s) To Be Reported**

1. Legislative Update
2. Budget & Finance Update
3. Indigent Burial Discussion

## **2:30 ADJOURNMENT**

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## **REAL PROPERTY TAX SERVICES – BILL FULLER**

### **Informational Item(s) Written Only**

1. Our Office will print the Tentative Assessment Rolls for the Assessors.
2. Provided the Assessors with paperwork for filing of the Tentative Assessment Roll. The Rolls are to be filed with the Town Clerk by May 1<sup>st</sup>
3. Board of Assessment Review Members have been notified of the upcoming training. This course will satisfy the requirements necessary to hear grievances.
4. The month of March report for Correction of Tax Roll Errors §§ 554(9) and 556(8):

MONTHLY REPORT – MARCH 2023

CORRECTION OF TAX ROLL ERRORS §§ 554(9) AND 556(8)

Resolution No. 2023-70 authorizes the Livingston County Treasurer to issue refunds.



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### 1.) Town: Lima

Owner: Martin J. & Catharine C. Gardner

Correction: Water District #2 unit charge applied in error.

Tax Map Number: 27.-2-46.5

	<u>Original 2023 Tax Amounts</u>	<u>Corrected 2023 Tax Amounts</u>	<u>Refund to Owner</u>	<u>Chargebacks to Taxing Jurisdictions</u>
Livingston County	\$255.32	\$255.32	\$ 0.00	\$ 0.00
Lima Town Tax	138.02	138.02	0.00	0.00
Lima Fire 1	19.21	19.21	0.00	0.00
Lima Water 2	<u>111.94</u>	<u>0.00</u>	<u>111.94</u>	<u>111.94</u>
Total	\$524.49	\$412.55	\$111.94	\$111.94

### 2.) Town: Lima

Owner: Edwin O. Blodgett, II

Correction: Water District #2 unit charge applied in error.

Tax Map Number: 27.-2-38.112

	<u>Original 2023 Tax Amounts</u>	<u>Corrected 2023 Tax Amounts</u>	<u>Refund to Owner</u>	<u>Chargebacks to Taxing Jurisdictions</u>
Livingston County	\$214.07	\$214.07	\$ 0.00	\$ 0.00
Lima Town Tax	115.72	115.72	0.00	0.00
Lima Fire 1	16.11	16.11	0.00	0.00
Lima Water 2	<u>111.94</u>	<u>0.00</u>	<u>111.94</u>	<u>111.94</u>
Total	\$457.84	\$345.90	\$111.94	\$111.94

### 3.) Town: Leicester

Owner: Creekside Park LLC

Correction: Incorrect number of units charged.

Tax Map Number: 79.-1-34

	<u>Original 2023 Tax Amounts</u>	<u>Corrected 2023 Tax Amounts</u>	<u>Refund to Owner</u>	<u>Chargebacks to Taxing Jurisdictions</u>
Livingston County	\$ 6,228.69	\$ 6,228.69	\$ 0.00	\$ 0.00
Leicester Town Tax	4,837.61	4,837.61	0.00	0.00
Leicester Fire 1	560.73	560.73	0.00	0.00
Route 36 Water	<u>11,265.87</u>	<u>10,209.69</u>	<u>1,056.18</u>	<u>1,056.18</u>
Total	\$22,892.90	\$21,836.72	\$1,056.18	\$1,056.18



**2022 Budget Request - Amendment with Instance ID of 67732 from CNR -  
Awaiting Board Approval**

**lforms** to: MRees

03/30/2023 12:48 PM

**2022 Budget Request - Amendment** from CNR has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 3/30/2023

**Department:** CNR **Program:**

**Type of Request:** Budget Request - Amendment

**Instance ID:** 67732

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** CNR

1067000.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** CNR

1067000.00

**Reason:** (if applicable)

**Source of Revenue:** To be able to accommodate Due To/ Due From and Inventory year end entries. (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.](#) ERP Budget Request Form.pdf



**2023 Budget Request - Amendment with Instance ID of 67538 from Historian - Awaiting Board Approval**

**lforms** to: MRees

03/21/2023 02:48 PM

**2023 Budget Request - Amendment** from **Historian** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 3/21/2023

**Department:** Historian **Program:**

**Type of Request:** Budget Request - Amendment

**Instance ID:** 67538

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Historian

0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Historian

12600.00

**Reason:** (if applicable)

**Source of Revenue:** Grant from Rochester Regional Library Council (RRLC) (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.](#) ERP Budget Request Form.pdf



**2023 Budget Request - Amendment with Instance ID of 65644 from Probation - Awaiting Board Approval**

**lforms** to: MRees

03/23/2023 01:35 PM

**2023 Budget Request - Amendment** from **Probation** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 2/8/2023

**Department:** Probation **Program:**

**Type of Request:** Budget Request - Amendment

**Instance ID:** 65644

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Probation

0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Probation

4842.00

**Reason:** (if applicable)

**Source of Revenue:** NY State. The Division of Criminal Justice Services (DCJS) is pleased to advise you that your county will receive funding under the Ignition Interlock Device Monitoring Program Grant for State Fiscal Year (SFY 2022-2023). Please see the attached Grant Award Notice. (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.](#) ERP Budget Request Form.pdf





**2023 Budget Request - Transfer with Instance ID of 67640 from County Administrator - Awaiting Board Approval**

**lforms** to: MRees

03/27/2023 01:56 PM

**2023 Budget Request - Transfer from County Administrator** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 3/27/2023

**Department:** County Administrator **Program:**

**Type of Request:** Budget Request - Transfer

**Instance ID:** 67640

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Contingency

20000.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Government Support

20000.00

**Reason:** Education to Employment Initiative Contract - Nepris (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.](#) ERP Budget Request Form.pdf



**2023 Budget Request - Transfer with Instance ID of 67644 from County Administrator - Awaiting Board Approval**

**lforms** to: MRees

03/27/2023 03:05 PM

**2023 Budget Request - Transfer from County Administrator** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 3/27/2023

**Department:** County Administrator **Program:**

**Type of Request:** Budget Request - Transfer

**Instance ID:** 67644

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Contingency

10000.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Celebrations

10000.00

**Reason:** Replenish Budget (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.



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