



# **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: **TUESDAY**, OCTOBER 11, 2022  
TIME: 1:30 P.M.

### Committee Members

D. Knapp, Chairman  
W. Wadsworth, Vice Chairman  
D. Fanaro  
E. Gott  
D. Babbitt Henry  
D. LeFeber  
D. Pangrazio

## **PLEDGE OF ALLEGIANCE:**

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

#### **1. DEPARTMENT OF SOCIAL SERVICES – TRACY MCCAUGHEY**

#### **AMENDING THE 2022 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF SOCIAL SERVICES**

RESOLVED, that the 2022 Hourly Employee Salary Schedule is amended as follows:

##### **Social Services**

- Create one full-time (1) Eligibility Clerk position at Wage Grade 9, CSEA Contract effective immediately.

For: To facilitate routine administrative processing of applications and recertifications.

#### **2. PUBLIC DEFENDER – LINDSAY QUINTILONE**

#### **AMENDING THE 2022 DEPARTMENT HEAD SALARY SCHEDULE: PUBLIC DEFENDER**

RESOLVED, that the 2022 Department Head Salary Schedule is amended as follows:

##### **Public Defender**

- Create one full time Assistant Public Defender Position at the salary range of \$70,000.00-\$85,000.00 on the Department Head Salary Schedule.

For: Compliance with caseload standards for implementation of Hurrell-Harring Settlement terms.

##### **Director's Comments:**

This position is being created to reach compliance with caseload standards for implementation of Hurrell-Harring Settlement terms. Salary and benefits will be reimbursed through ILS funding. Please see comments below.

#### **3. SHERIFF'S OFFICE – SHERIFF THOMAS DOUGHERTY**

#### **AMENDING THE 2022 LIVINGSTON COUNTY SALARY SCHEDULE: SHERIFF'S OFFICE**

RESOLVED, that the 2022 Livingston County Salary Schedule is amended as follows:

##### **Sheriff's Office**

- Create one (1) full time Deputy Sheriff/Investigator/Sargent position at Wage Grade 15 LCCOPS Contract effective immediately.

For: Domestic Terrorism Grant for Threat Assessment Management

#### **4. BOARD OF ELECTIONS - DAVID DIPASQUALE & REBECCA SCHROEDER**

#### **AMENDING THE 2022 LIVINGSTON COUNTY MISCELLANEOUS PAY RATES: BOARD OF ELECTIONS**



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WHEREAS, the Livingston County Board of Elections Commissioners have reviewed the staffing needs for the days of early voting for the 2022 General Election and have determined that elections inspectors will be needed during that time period;

WHEREAS, Livingston County Board of Supervisors Resolution 2022-36, "Miscellaneous Pay Rates - 2022" provides general election per diem pay rates for elections inspectors, but does not address their pay rates during an early voting time period; now, therefore, be it

RESOLVED, that Livingston County Board of Supervisors Resolution 2022-36, "Miscellaneous Pay Rates - 2022" is hereby amended to include the following: Elections Inspector: Early Voting; \$13.20 per hour.

## 5. COUNTY ADMINISTRATOR – IAN COYLE APPOINTING TRAINING AND PROFESSIONAL DEVELOPMENT COORDINATOR FOR THE COUNTY OF LIVINGSTON: JACLYN WOOLLETT

RESOLVED, that the 2022 Department Head Salary Schedule is amended as follows:

### County Administrator

Appoint Jaclyn Woollett, 6322 Sahrles Road, Dansville, NY 14437 to the position of full-time Training and Professional Development Coordinator effective October 17, 2022, at an annual salary of \$75,000.00.

## 1:40 EMERGENCY MEDICAL SERVICES – KAREN DEWAR

### Action Item(s) To Be Reported

#### 1. AUTHORIZING THE PURCHASE OF ONE (1) NEW 2022 CHEVROLET CRESTLINE TYPE 3 AMBULANCE FOR THE LIVINGSTON COUNTY EMERGENCY MEDICAL SERVICES DEPARTMENT: NORTH EASTERN RESCUE VEHICLES, INC.

RESOLVED, the Livingston County Emergency Medical Services is hereby authorized to purchase one (1) new 2022 Chevrolet Crestline Type 3 Ambulance through the SAVVIK Buying Group Pricing Contract #29559 from North Eastern Rescue Vehicles, Inc. of 10 Dwight Park Drive, Syracuse, New York 13209, for a total cost not to exceed \$132,400.00.

## 1:45 INFORMATION & TECHNOLOGY SERVICES – JASON PARKER

### Action Item(s) To Be Reported

#### 1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY INFORMATION & TECHNOLOGY SERVICES DEPARTMENT: TELE DATA COM, INC. & NETWORKING TECHNOLOGIES, LLC

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Tele Data Com, Inc.</b>	9/26/22-9/26/23	\$11,405.00
90 Air Park Drive, Suite 102 Rochester, NY 14624		
For: Cabling needs at CNR to support wireless network replacement		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
ITS CIP Funds	100%	Yes X No

<b>Networking Technologies, LLC</b>	9/26/22-9/26/23	\$132,819.30
1540 East Lake Road, Suite 100 Erie, PA 16511		
For: Wireless network replacement at the CNR including hardware, installation, and configuration.		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>



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ITS CIP Funds	100%	Yes X No
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## 1:55 CLERK OF THE BOARD – MICHELE REES

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

1. Scanning Project of all Journal of Proceedings books update.

## 2:00 COUNTY TREASURER – AMY DAVIES

### Action Item(s) To Be Reported

#### 1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR AUDIT SERVICES: TBD

WHEREAS, the County of Livingston solicited a Request for Proposal for audit services, and four (4) proposals were received on July 30, 2022, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
TBD	FY 2022-FY2024 With option for two 1 year renewals	TBD

For: Auditing Services

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

## 2:10 COUNTY ADMINISTRATOR – IAN COYLE (Attachments)

### Action Item(s) To Be Reported

#### 1. APPROVING ABSTRACT OF CLAIMS #10A-OCTOBER 12, 2022

#### 2. AMENDING 2022 LIVINGSTON COUNTY BUDGET: DEPARTMENT OF HEALTH (2), OFFICE FOR THE AGING & PLANNING DEPARTMENT

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: PLANNING

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.

#### 5. ESTABLISHING AN ACCOUNT: PLANNING

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

#### 6. DECLARING SURPLUS PROPERTY: BOARD OF SUPERVISORS

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:

#### **Board of Supervisors**

Quantity	Year, Make & Model	Mileage/Hours	Serial #
1	2007 Chevrolet Tahoe	182,007	1GNFK13017J361321



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**7. ESTABLISHING PETTY CASH AMOUNTS FOR OFFICE FOR THE AGING FOR THE YEAR 2022**

RESOLVED, that the following petty cash amounts and designees be established for the year 2022:

<u>Department</u>	<u>Custodian</u>	<u>Amount</u>
Office for the Aging	Sue Bagley	\$200.00

**8. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY ADMINISTRATOR: CLEARGOV**

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>ClearGov</b>	10/15/22-12/31/23	\$32,640.00

2 Mill & Main Place, Suite 630  
Maynard, MA 01754

For: Service order for subscription to the Capital Budgeting and Digital Budget Book Programs, BuyBoard  
Proposal No. #607-20

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
County budget	100%	Yes

Director's Comments:

This resolution authorizes Livingston County to enter into a contract with ClearGov for subscription to the Capital Budgeting and Digital Budget Book programs.

**9. AUTHORIZING USE OF AKZO NOBEL SETTLEMENT FUNDS - LEICESTER/YORK REGIONAL WATER SUPPLY EXPANSION PROJECT**

WHEREAS, Livingston County Board of Supervisors' Resolution No. 2021-185 authorized the County Administrator to submit required documentation to the Office of the New York State Attorney General ("AG's Office) and the New York State Department of Environmental Conservation ("DEC") for the use of \$350,000.00 of Akzo Nobel Settlement Funds. Said amount would be used to secure a Planning and Engineering Report with preliminary design focused on improving public drinking water infrastructure in the Towns of Leicester and York due to the impacts of the 1994 Retsof Salt Mine Collapse; and

WHEREAS, Livingston County Board of Supervisors' Resolution No. 2022-201 authorized the County Administrator to submit additional documentation to the AG's Office and the DEC for the use of \$700,000.00 of Settlement Funds to obtain further design and engineering work for the project, including final design and environmental work; and

WHEREAS, on September 27, 2022, the AG's Office and the DEC formally approved the County Administrator's funding requests; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors does hereby authorize the use of \$1,050,000.00 in Akzo Settlement Funds for the above-mentioned engineering and design work as these initial stages of work are necessary to advance the overall Leicester/York Regional Water Supply Expansion Project.

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

1. ARPA – Department Request Update

**2:40 ADJOURNMENT**

**REAL PROPERTY TAX SERVICES – BILL FULLER**



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

1. I will be attending the Real Property Tax Services Directors Conference October 10<sup>th</sup> – 13<sup>th</sup>.
2. Our office will provide the Special Assessment Roll for the public hearing scheduled for October 12.
3. Small claims hearings for assessment grievances are moving forward. Some have reached decisions.
4. We are preparing to print exemption renewal applications and associated letters for the assessors.



**2022 Budget Request - Amendment with Instance ID of 62132 from Health, Department of - Awaiting Board Approval**

**lfforms** to: MRees

09/28/2022 11:14 AM

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

**Date of Request:** 9/28/2022

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

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

**Instance ID:** 62132

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Rabies

2087.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Rabies

2087.00

**Reason:** (if applicable)

**Source of Revenue:** Available expenses lines transferred to cover expense forecasted deficits through 2022 (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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**2022 Budget Request - Amendment with Instance ID of 62133 from Health, Department of - Awaiting Board Approval**

**lfforms** to: MRees

09/28/2022 11:24 AM

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

**Date of Request:** 9/28/2022

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

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

**Instance ID:** 62133

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Rabies

0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Rabies

4560.00

**Reason:** (if applicable)

**Source of Revenue:** Grant revenue received to cover Rabies Human Treatment expenses (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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**2022 Budget Request - Amendment with Instance ID of 62167 from Office for the Aging - Awaiting Board Approval**

**lforms** to: MRees

09/29/2022 11:17 AM

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

**Date of Request:** 9/29/2022

**Department:** Office for the Aging **Program:**

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

**Instance ID:** 62167

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Unmet Need

0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Unmet Need

32800.00

**Reason:** (if applicable)

**Source of Revenue:** Use Unmet need funds to pay for transportation and Home Care. (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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**2022 Budget Request - Amendment with Instance ID of 63308 from Planning - Awaiting Board Approval**

**lfforms** to: MRees

10/06/2022 01:13 PM

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

**Date of Request:** 10/6/2022

**Department:** Planning **Program:**

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

**Instance ID:** 63308

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Surface Protect Water Reserve  
0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Leicester York Water Reserve  
2100000.00

**Reason:** (if applicable)

**Source of Revenue:** Leicester/York Regional Water Supply Expansion Project. (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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**2022 Budget Request - Transfer with Instance ID of 63307 from Planning - Awaiting Board Approval**

**lforms** to: MRees

10/06/2022 01:14 PM

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

**Date of Request:** 10/6/2022

**Department:** Planning **Program:**

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

**Instance ID:** 63307

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Surface Protect Water Reserve  
1050000.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Transfer to Capital  
1050000.00

**Reason:** Move Surface Protection Water Reserve Fund as per resolution # 2022-287. For Leicester/York Regional Water Supply Expansion Project. (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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**2022 Budget Request - Establish Account with Instance ID of 62154 from Planning - Awaiting Board Approval**

**lforms** to: MRees

09/29/2022 10:11 AM

**2022 Budget Request - Establish Account** from **Planning** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 9/28/2022

**Department:** Planning **Program:**

**Type of Request:** Budget Request - Establish Account

**Instance ID:** 62154

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** 2021-2022 Formula Grant  
1207837.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** 2021-2022 Formula Grant  
1207837.00

**Reason:** (if applicable)

**Source of Revenue:** NYS DHSES Grant funded (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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