



# LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: WAYS AND MEANS

DATE: OCTOBER 25, 2021

TIME: 1:30 P.M.

Committee Members

- D. Pangrazio, Chairman
- W. Wadsworth, Vice Chairman
- D. Fanaro
- M. Schuster
- D. Babbitt Henry
- D. LeFeber
- D. Mahus

**PLEDGE OF ALLEGIANCE:**

**1:30 PERSONNEL ISSUES**

**PERSONNEL – IAN COYLE**

**1. APPOINTING THE PERSONNEL OFFICER ACTING AS THE HUMAN RESOURCE DIRECTOR FOR LIVINGSTON COUNTY–KATE HILL**

WHEREAS, the office of Personnel Officer became vacant on September, 9, 2021;

WHEREAS, the County Administrator has recommended the appointment of a Personnel Officer acting as the Human Resource Director pursuant to his powers and duties as specified in Section 4 (C) of Local Law 6-2007; and

WHEREAS, a Selection Committee has reviewed the recommendation of the County Administrator, concurs with it, and likewise recommends to the Board of Supervisors said appointment; and

WHEREAS, the Board of Supervisors wishes to make appointment consistent with these recommendations; now, therefore, be it

RESOLVED, that the 2021 Department Head Salary Schedule is amended as follows:

**Personnel Department**

Appoint Kate Hill, 200 High Street, Avon, NY 14414 as Personnel Officer acting as Human Resources Director for Livingston County, for a term commencing November 1, 2021 and terminating December 31, 2023, at an annual salary of \$110,000.00.

**1:35 HIGHWAY DEPARTMENT – JASON WOLFANGER**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE PURCHASE AND INSTALLATION OF A NEW HOT WATER GENERATOR FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT-KEPNER EQUIPMENT**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Highway Department, 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>Kepner Equipment</b> 2365 Firehall Road Canandagua, NY 14424	TBD	\$12,280.00

For: Replacing Hot Water Generator and components in the wash bay at the Highway Facility

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2021 Highway Machinery Fund Budget Appropriations	100%	Yes X No

Director's Comments: This is coming before Ways and Means due to the fact that the quote came back after the PS meeting.

**1:40 COUNTY ATTORNEY – SHANNON HILLIER**

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

cc: BOS, Administration, Amy Davies, Jason Parker, Jennifer Damon, Bill Fuller



# LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

## 1. AUTHORIZING LEASE WITH CORNELL COOPERATIVE EXTENSION ASSOCIATION OF LIVINGSTON COUNTY

RESOLVED, that the Livingston County Board of Supervisors finds that approximately 8,335 square feet located at Building 3, Murray Hill Drive, Mt. Morris, New York is no longer necessary for Livingston County public purpose; and be it further

RESOLVED, that the Livingston County Board of Supervisors authorizes the Chairman of the Board to sign a lease with Cornell Cooperative Extension Association of Livingston County for 8,335 square feet at 3 Murray Hill Drive, Mt. Morris, New York 14510 commencing December 1, 2021 and ending November 30, 2024, a three-year term, at \$2,390.20 per month for the first year, with a 2% annual escalator, said lease to be subject to the approval of the County Attorney and County Administrator.

## 1:45 REAL PROPERTY TAX SERVICES – BILL FULLER

### Action Item(s) To Be Reported

#### 1. CORRECTING TAX ROLL-LIVONIA

WHEREAS, the Director of Real Property Tax Services has transmitted a written report of his investigation and recommendation with regard to one (1 parcel) application for correction of the tax roll, pursuant to the Real Property Tax Law, as prepared for the town of Livonia on the tax roll for the years hereinafter set forth, and

WHEREAS, said parcel was incorrectly assessed and/or taxed for reasons set forth in the application for correction requested from the Director of Real Property Tax Services attached hereto, now, therefore, be it

RESOLVED, that the Director of Real Property Tax Services is authorized and directed to forward a copy of this resolution to the officer(s) having jurisdiction of the tax roll so that the roll(s) can be corrected; and a notice of approval to the applicant(s), and be it further

RESOLVED, that the County Treasurer and/or Town Tax Collector is hereby authorized to make the tax roll corrections and forward the corrected tax bill. The County Treasurer is authorized to issue refunds and/or make the appropriate chargebacks as hereinafter set forth for the application(s).

Year, Municipality Owner(s) Parcel	Taxing Jurisdiction	Original Tax Bill	Corrected Tax Bill	Refund to Owner	Chargebacks to Taxing Jurisdictions
1. 2021 Livonia	Livingston County	\$139.22	\$0.00	\$0.00	\$139.22
Estate of Mariane Clark	Livonia Town Tax	\$88.78	\$0.00	\$0.00	\$88.78
Tax Map Number	School Relevy	\$473.53	\$0.00	\$0.00	\$473.53
66.-1-44.21	Livonia Fire 3	\$22.95	\$0.00	\$0.00	\$22.95
	<b>Total</b>	<b>\$724.48</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$724.48</b>

## 1:50 DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

### 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 DEPARTMENT OF HEALTH: AVON CENTRAL SCHOOL DISTRICT, CALEDONIA-MUMFORD CENTRAL SCHOOL DISTRICT, DANSVILLE CENTRAL SCHOOL DISTRICT, GENESEO CENTRAL SCHOOL DISTRICT, GENESEE VALLEY BOCES, HONEOYE FALLS LIMA CENTRAL SCHOOL DISTRICT, KESHEQUA CENTRAL SCHOOL DISTRICT, LIVONIA CENTRAL SCHOOL DISTRICT, MT. MORRIS CENTRAL SCHOOL DISTRICT, YORK CENTRAL SCHOOL DISTRICT

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Department of Health 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>
-------------------	-------------	---------------

cc: BOS, Administration, Amy Davies, Jason Parker, Jennifer Damon, Bill Fuller



# LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

<b>Avon Central School District</b> 191 Clinton Street Avon, NY 14414	7/1/2021-7/31/2022	\$157,760.00
<b>Caledonia-Mumford Central School District</b> 9 North Street Caledonia, NY 14423	7/1/2021-7/31/2022	\$126,430.00
<b>Dansville Central School District</b> 284 Main Street Dansville, NY 14437	7/1/2021-7/31/2022	\$222,465.00
<b>Geneseo Central School District</b> 4050 Avon Road Geneseo, NY 14454	7/1/2021-7/31/2022	\$136,770.00
<b>Genesee Valley BOCES</b> 27 Lackawanna Avenue Mt. Morris, NY 14510	7/1/2021-7/31/2022	\$87,105.00
<b>Honeoye Falls Lima Central School District</b> 20 Church Street Honeoye Falls, NY 14472	7/1/2021-7/31/2022	\$45,435.00
<b>Keshequa Central School District</b> 13 Mill Street Nunda, NY 14517	7/1/2021-7/31/2022	\$96,665.00
<b>Livonia Central School District</b> 40 Spring Street Livonia, NY 14487	7/1/2021-7/31/2022	\$235,780.00
<b>Mt. Morris Central School District</b> 30 Bonadonna Avenue Mt. Morris, NY 14510	7/1/2021-7/31/2022	\$84,445.00
<b>York Central School District</b> 2578 Genesee Street Retsof, NY 14539	7/1/2021-7/31/2022	\$112,800.00

For: COVID Testing/Screening and Response (Individual contracts with school districts will be reimbursed on actual approved expenses and may change but total amount in aggregate among all schools will not exceed \$1,305,655.)

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
ELC School re-opening grant – C D C	0%	<b>Yes X</b> No

Director's Comments: Pass through funding to Livingston County Schools for COVID screening / testing and response.

## 1:55 COUNTY ADMINISTRATOR – IAN COYLE (Attachments)

### Action Item(s) To Be Reported

- APPROVING ABSTRACT OF CLAIMS #10B-OCTOBER 27, 2021**
- AMENDING 2021 LIVINGSTON COUNTY BUDGET – MENTAL HEALTH**  
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.
- AUTHORIZING TRANSFER OF FUNDS-DEPARTMENT OF HEALTH (3), EMERGENCY MANAGEMENT SERVICES, PLANNING & SHERIFF**



# LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

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. ESTABLISHING CAPITAL PROJECT ACCOUNT FOR THE YEAR 2021 – TECHNOLOGY STRATEGIC PLANNING PROJECTS

RESOLVED, that the County Treasurer is authorized to establish Capital Project Account **H 222.8027** in the amount of \$50,000.00 to be funded from transfers A 069.1990-9000 in the amount of \$50,000.00 to Transfer to Capital Projects **A 222.9950.9000**; and it is further

RESOLVED, that the County Treasurer is hereby directed to Interfund Transfer to the Technology Strategic Planning Capital Project **H 222.8027-5031** in the amount of \$50,000.00 to establish budget Capital Outlay **H 222.8027-2900**.

## 5. DECLARING SURPLUS PROPERTY- OFFICE FOR THE AGING

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:

### Office for the Aging

Quantity	Year, Make & Model	Mileage/Hours	Serial #
1	2011/Dodge Grand Caravan	69,329	2D4RN1AGXBR795516

## 6. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY GRANTS AND PUBLIC INFORMATION DEPARTMENT: THE FERGUSON GROUP & THOMA DEVELOPMENT CONSULTANTS

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Grants and Public Information Department, 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>The Ferguson Group</b> 1901 Pennsylvania Avenue, N.W., Suite 700 Washington, D.C. 20006 For: Grant research and writing assistance as needed	11/1/21-12/31/22	Per hourly rates

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
A.069.1989	100%	Yes

### Director's Comments:

Grant writing assistance/Technical assistance/Project advocacy and positioning (infrastructure requests; earmark applications).

<b>Thoma Development Consultants</b> 34 Tompkins Street Cortland, NY 13045 For: Grant research and writing assistance as needed	1/1/22-12/31/22	Per hourly rates
--	-----------------	------------------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
A.069.1989	100%	Yes

### Director's Comments:

Grant research/writing assistance has been used sparingly in the past.



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

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

**7. REFUNDING BOND RESOLUTION OF THE COUNTY OF LIVINGSTON, NEW YORK, ADOPTED OCTOBER 27, 2021, AUTHORIZING THE ISSUANCE PURSUANT TO SECTION 90.10 OF THE LOCAL FINANCE LAW OF REFUNDING BONDS, TO BE DESIGNATED SUBSTANTIALLY "PUBLIC IMPROVEMENT REFUNDING (SERIAL) BONDS", AND PROVIDING FOR OTHER MATTERS IN RELATION THERETO AND THE PAYMENT OF THE BONDS TO BE REFUNDED THEREBY**

**8. PROVIDING FOR PUBLIC HEARING ON PROPOSED LIVINGSTON COUNTY BUDGET FOR 2022 PURSUANT TO SECTION 359 OF THE COUNTY LAW**

RESOLVED, that the Livingston County Board of Supervisors, pursuant to Section 359 of the County Law, will hold a public hearing on the proposed Livingston County Budget for the fiscal year 2022 at 1:35 p.m. on Wednesday, November 17, 2021 in the Board of Supervisors Assembly Room in the Livingston County Government Center in the Village of Geneseo, New York, and, be it further

RESOLVED, that the Clerk of the Board will cause a Notice of Public Hearing to be published in the official newspapers of the County in a manner required by Section 359 of the County Law.

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

1. Budget 2022 Update
2. ARP Funds
3. DSS Commissioner Update

**2:30 ADJOURNMENT**



**2021 Budget Request - Amendment with Instance ID of 53685 from Board of Supervisors - Awaiting Board Approval**

**lfforms** to: MRees

10/21/2021 03:08 PM

**2021 Budget Request - Amendment** from **Board of Supervisors** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 10/21/2021

**Department:** Board of Supervisors **Program:**

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

**Instance ID:** 53685

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Unassigned Fund Balance  
750000.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Mental Health  
750000.00

**Reason:** (if applicable)

**Source of Revenue:** GF (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



**2021 Budget Request - Transfer with Instance ID of 53581 from Health, Department of - Awaiting Board Approval**

**lfforms** to: MRees

10/15/2021 02:10 PM

**2021 Budget Request - Transfer from Health, Department of** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 10/15/2021

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

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

**Instance ID:** 53581

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Foster Care Nurse  
2000.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Foster Care Nurse  
2000.00

**Reason:** Transfers to cover forecasted deficits through 2021 (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



**2021 Budget Request - Transfer with Instance ID of 53562 from Health, Department of - Awaiting Board Approval**

**lforms** to: MRees

10/15/2021 11:11 AM

**2021 Budget Request - Transfer from Health, Department of** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 10/15/2021

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

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

**Instance ID:** 53562

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Lead

1450.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Lead

1450.00

**Reason:** Funds transferred to cover forecasted deficits through 2021 (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





**2021 Budget Request - Transfer with Instance ID of 53566 from Health, Department of - Awaiting Board Approval**

**lfforms** to: MRees

10/15/2021 11:11 AM

**2021 Budget Request - Transfer from Health, Department of** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 10/15/2021

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

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

**Instance ID:** 53566

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Reproductive Health Center  
45750.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Reproductive Health Center  
45750.00

**Reason:** Funds transferred to cover forecasted line item deficits through 2021 (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



**2021 Budget Request - Transfer with Instance ID of 53545 from Emergency Management - Awaiting Board Approval**

**lfforms** to: MRees

10/19/2021 09:20 AM

**2021 Budget Request - Transfer from Emergency Management** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 10/14/2021

**Department:** Emergency Management **Program:**

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

**Instance ID:** 53545

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Interfund Transfers  
63140.50

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Emergency Management Services  
63140.50

**Reason:** Tetra Tech 2021 share of Contract number 2020-408 Resolution numbers 2020-237, 2021-015

Expenses were not considered when the 2021 budget was prepared. These funds are reimbursable once spent and claimed through FY21 HMP Grant Contract C000847 9/30/19-4/1/22. (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



EOC memo authorizing transfer initiation 10.12.21.pdf



**2021 Budget Request - Transfer with Instance ID of 53637 from Planning - Awaiting Board Approval**

**lfforms** to: MRees

10/20/2021 11:32 AM

**2021 Budget Request - Transfer from Planning** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 10/20/2021

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

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

**Instance ID:** 53637

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Contingency

50000.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Transfer to Capital

50000.00

**Reason:** To create capital project for technology strategic planning projects (if applicable)

**Source of Revenue:** Per Linda Fox to establish CIP account Technology Strategic Planning Projects (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



**2021 Budget Request - Transfer with Instance ID of 53669 from Sheriffs Office - Awaiting Board Approval**

**lforms** to: MRees

10/21/2021 10:59 AM

**2021 Budget Request - Transfer** from **Sheriffs Office** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 10/21/2021

**Department:** Sheriffs Office **Program:**

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

**Instance ID:** 53669

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Sheriff

38000.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Sheriff

38000.00

**Reason:** Cover shortage and anticipated expenses (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



**2021 Budget Request - Establish Account with Instance ID of 53640 from Planning - Awaiting Board Approval**

**lfforms** to: MRees

10/20/2021 12:17 PM

**2021 Budget Request - Establish Account** from **Planning** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 10/20/2021

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

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

**Instance ID:** 53640

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Tech. Strategic Planning CIP

0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Tech. Strategic Planning CIP

100000.00

**Reason:** (if applicable)

**Source of Revenue:** Establish Technology Strategic Planning CIP for \$50,000 (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