



# 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: JANUARY 9, 2023

TIME: 1:30 P.M.

### Committee Members

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

## PLEDGE OF ALLEGIANCE:

### 1:30 PERSONNEL ISSUES

#### 1. OFFICE FOR THE AGING – KATE HILL

#### AMENDING THE 2023 LIVINGSTON COUNTY SALARY SCHEDULE: LIVINGSTON COUNTY OFFICE FOR THE AGING

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

##### Office For The Aging:

- Convert one full-time Account/Clerk Typist position to a part-time position at a Wage Grade 7 CSEA Contract effective 1/15/23.

For: With the new ERP and Executime systems and changes in programs, the work load is less and Part-Time is sufficient to meet the need.

#### 2. DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

#### AMENDING THE 2023 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF HEALTH

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

##### Department of Health:

- Convert one part-time Assistant Dog Control Officer position to a full-time position at a Wage Grade 5 CSEA Contract effective January 11, 2023.

For: To fulfill the needs and to fill the gaps within the Dog Control Program.

### 1:35 GRANTS & PUBLIC INFORMATION – SEAN FARNSWORTH

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

#### 1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY GRANTS AND PUBLIC INFORMATION DEPARTMENT: THE FERGUSON GROUP

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Grants and Public Information Department, and any future amendments to said contract, 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>	1/1/23-12/31/23	Per hourly rates

1901 Pennsylvania Avenue, N.W., Suite 700  
Washington, D.C. 20006

For: Grant research and writing assistance as needed

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



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## 1:40 REAL PROPERTY TAX SERVICES – BILL FULLER

### Action Item(s) To Be Reported

#### 1. CORRECTING TAX ROLL – TOWN OF LIVONIA

WHEREAS, the Livingston County Real Property Tax Services Director has transmitted a written report of his investigation and recommendation with regard to one application (1 parcel) for correction of the tax rolls, 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 Livingston County Real Property Tax Services Director, now, therefore, be it

RESOLVED, that the Livingston County Real Property Tax Services Director 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

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

Year, Municipality Owner(s) Tax Map Number	Taxing Jurisdiction	Original Tax Bill	Corrected Tax Bill	Refund to Owner	Chargebacks to Taxing Jurisdictions
1. 2023 Livonia	Livingston County	\$ 1,896.47	\$1,522.14	\$0.00	\$ 374.33
Kleuber, George III	Livonia Town Tax	1,406.12	1,128.58	0.00	277.54
Tax Map Number	School Relevy	6,557.91	4,919.14	0.00	1,638.77
74.25-1-60.1	Livonia Fire 2	289.41	232.28	0.00	57.13
	Livonia light 2	25.36	20.35	0.00	5.01
	<b>Total</b>	<b><u>\$10,175.27</u></b>	<b><u>\$7,822.49</u></b>	<b><u>\$0.00</u></b>	<b><u>\$2,352.78</u></b>

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

1. Discussion: Volunteer Firefighter and Ambulance Worker Exemption

## 1:50 SHERIFF'S OFFICE – SHERIFF THOMAS DOUGHERTY

### Action Item(s) To Be Reported

#### 1. AUTHORIZING THE PURCHASE OF ONE (1) NEW 2023 DODGE CHARGER FOR THE LIVINGSTON COUNTY SHERIFF'S OFFICE –ROBERT GREEN TRUCK DIVISION

RESOLVED, that by piggybacking on Onondaga County's police and administrative vehicle bid contract awarded October 10, 2022, the Livingston County Sheriff's Office is hereby authorized to purchase from Robert Green Truck Division of PO Box 8002 Rock Hill, NY 12775, one (1) new Dodge Charger for a total cost not to exceed \$36,658.03.

#### 2. AUTHORIZING THE PURCHASE OF FIVE (5) NEW 2023 CHEVROLET TAHOES FOR THE LIVINGSTON COUNTY SHERIFF'S OFFICE –DENOYER CHEVROLET

RESOLVED, that by piggybacking on Fabius Fire District's police, fire, and administrative vehicle bid contract awarded September 7, 2022, the Livingston County Sheriff's Office is hereby authorized to purchase from DeNooyer Chevrolet of 127 Wolf Road, Albany NY 12205, five (5) new Chevrolet Tahoes for a total cost not to exceed \$262,487.50.

## 1:55 CENTER FOR NURSING AND REHABILITATION – BILL MANN

### Action Item(s) To Be Reported



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## 1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING PROFESSIONAL SERVICES CONTRACT FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION: PRONEXUS, LLC

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Central Services 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>ProNexus, LLC</b> 115 Sully's Trail Suite 11 Pittsford, NY 14534	1/1/2023-3/31/2023	Not to exceed \$10,000.00

For: To perform an assessment of the current Fiscal Department processes and system(s), identify opportunities and make recommendations for future strategic planning of the Fiscal Department

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

## 2:00 COUNTY ATTORNEY – SHANNON HILLIER

### Action Item(s) To Be Reported

#### 1. ADOPTION OF LOCAL LAW NO. G-2022 A LOCAL LAW SUPERCEDING CERTAIN PROVISIONS OF SECTION 3 OF THE NEW YORK STATE PUBLIC OFFICERS LAW

WHEREAS, proposed Local Law No. G-2022, entitled A Local Law Superceding Certain Provisions Of Section 3 Of The New York State Public Officers Law, was heretofore introduced on December 21, 2022; and

WHEREAS, in accordance with the law, a public hearing upon proposed Local Law No. G-2022 was duly held before this Board of Supervisors on January 11, 2023; and

WHEREAS, said proposed Local Law in final form has been on the desks of the members of this Board of Supervisors since December 21, 2022, constituting a period of over six (6) days; now, therefore, be it RESOLVED, that the aforesaid proposed Local Law No. G-2022, entitled A Local Law Superceding Certain Provisions Of Section 3 Of The New York State Public Officers Law, introduced on December 21, 2022, is hereby approved and adopted.

#### 2. ADOPTION OF LOCAL LAW NO. H-2022 ADOPTING THE 2023 SALARY REVISIONS FOR ALL COUNTY OFFICERS SERVING FOR FIXED TERMS

WHEREAS, proposed Local Law No. H-2022, entitled Adopting The 2023 Salary Revisions For All County Officers Serving For Fixed Terms, was heretofore introduced on December 21, 2022; and

WHEREAS, in accordance with the law, a public hearing upon proposed Local Law No. H-2022 was duly held before this Board of Supervisors on January 11, 2023; and

WHEREAS, said proposed Local Law in final form has been on the desks of the members of this Board of Supervisors since December 21, 2022, constituting a period of over six (6) days; now, therefore, be it RESOLVED, that the aforesaid proposed Local Law No. H-2022, entitled Adopting The 2023 Salary Revisions For All County Officers Serving For Fixed Terms, introduced on December 21, 2022, is hereby approved and adopted.

#### 3. AUTHORIZING A LICENSE AGREEMENT WITH NEW YORK STATE SENATOR PAMELA HELMING

RESOLVED, that the Chairman of the Livingston County Board of Supervisors finds that approximately 98 square feet of space located in the Livingston County Government Center, 6 Court Street, Room 98, Geneseo, New York is no longer necessary for Livingston County public purpose; and be it further

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the Chairman of the Board to sign a License Agreement with New York State Senator Pamela Helming for said space commencing



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January 1, 2023 and ending December 31, 2024, a two (2) year period, at \$0.00 per month, said Agreement to be subject to review by the County Attorney and County Administrator.

## **4. RESOLUTION AUTHORIZING IMPLEMENTATION OF THE EQUITABLE RETENTION MORTGAGE ASSISTANCE PROGRAM WITHIN LIVINGSTON COUNTY**

WHEREAS, established in 2008, the Center for NYC Neighborhoods, Inc. (the "Center") is a non-profit organization devoted to helping homeowners at risk of foreclosure; and

WHEREAS, the Senior Homeowner Initiative is a coordinated effort led by the Center and various other community-based organizations dedicated to serving and educating elderly homeowners. The initiative focuses on collaborating with government partners, elected officials, and mortgage lenders to address financial issues impacting seniors, including the risk of foreclosure; and

WHEREAS, the Equitable Retention Mortgage Assistance ("ERMA") program stems from the Senior Homeowner Initiative. The program offers deferred, zero-interest junior mortgages to eligible seniors (62 and over) who are at risk of foreclosure due to mortgage arrears, property taxes, utility bills, water/sewer charges, homeowner's insurance, etc. The maximum ERMA loan amount is \$25,000.00; and

WHEREAS, ERMA's eligibility criteria requires the impacted property to be located within a county that has specifically authorized the implementation of the program. ERMA is presently available in eleven (11) counties across New York State, including Monroe and Erie, and may be extended to additional counties at the discretion of the counties' legislative body; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the Center for NYC Neighborhoods, Inc. to implement and administer the Equitable Retention Mortgage Assistance program in Livingston County.

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

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

1. **APPROVING ABSTRACT OF CLAIMS #12B-DECEMBER 28, 2022**

2. **APPROVING ABSTRACT OF CLAIMS #1A-JANUARY 11, 2023**

3. **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 that have been approved by the Livingston County Administrator.

4. **RESOLUTION AUTHORIZING A TRANSFER FROM UNASSIGNED FUND BALANCE IN THE GENERAL FUND TO THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION OPERATING FUND**

WHEREAS, the Livingston County Board of Supervisors authorized funds to be transferred from the unassigned fund balance in the General Fund to the Livingston County Center for Nursing and Rehabilitation in the 2023 Adopted Budget; now therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the Livingston County Treasurer to release unassigned fund balance in the General Fund to the Livingston County Center for Nursing and Rehabilitation General Operating Budget.

5. **ESTABLISHING VARIOUS ARPA PROJECT ACCOUNTS**

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

6. **AUTHORIZING ALLOCATION OF AMERICAN RESCUE PLAN FUNDS FOR VARIOUS TOWNS**



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WHEREAS, pursuant to the Federal American Rescue Plan Act of 2021, county governments were provided fiscal recovery funds (“ARPA Funds”) to support projects that will provide for economic resiliency and enhance communities that have been negatively impacted by the COVID-19 pandemic; and

WHEREAS, Livingston County was awarded \$12,200,000.00 in fiscal recovery funds through the American Rescue Plan; and

WHEREAS, the Ways and Means Committee recently considered one-time ARPA fund requests from various towns within Livingston County as follows:

<b>Municipality</b>	<b>Project</b>	<b>Amount</b>
Town of Avon Town of Caledonia Town of Conesus Town of Geneseo Town of Groveland Town of Leicester Town of Lima Town of Livonia Town of Mt. Morris Town of North Dansville Town of Nunda Town of Ossian Town of Portage Town of Sparta Town of Springwater Town of West Sparta Town of York	Town Parks/Recreation and Trail Collaboration--Funds to support town-led parks, recreational and/or trail projects.	\$340,000.00 (\$20,000.00/Town)

WHEREAS, after ample discussion, the Committee found that the towns would greatly benefit from the disbursement of a portion of the County’s awarded ARPA Funds and the intended use of the funds meets the United States Department of Treasury’s guidelines as to how the ARPA Funds are to be spent; and

WHEREAS, the Ways and Means Committee specifically endorsed an allocation totaling \$340,000.00 of ARPA Funds to the above-mentioned towns to support the creation of or improvement to parks, trails or other forms of outdoor recreation; now, therefore, be it

RESOLVED, in support of the Ways and Means Committee’s recommendation, the Livingston County Board of Supervisors hereby authorizes the disbursement of County ARPA Funds to the towns listed above for the amount requested and for the uses indicated in this Resolution; and be it further

RESOLVED, that the towns shall be required to report all monies spent and submit backup documentation to Livingston County for purposes of mandated reporting to the Federal Government. Any funds spent that are not reported to the County and/or not utilized as specified in this Resolution shall be returned to Livingston County; and be it further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a contract with each town relative to their respective ARPA fund disbursement, subject to the review and approval of the County Administrator and County Attorney.

**7. AUTHORIZING ALLOCATION OF AMERICAN RESCUE PLAN FUNDS FOR VARIOUS LIVINGSTON COUNTY DEPARTMENTS**

WHEREAS, pursuant to the Federal American Rescue Plan Act of 2021, county governments were provided fiscal recovery funds (“ARPA funds”) to support projects that will provide for economic resiliency and enhance communities that have been negatively impacted by the COVID-19 pandemic; and



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WHEREAS, Livingston County was awarded \$12,200,000.00 in fiscal recovery funds through the American Rescue Plan; and

WHEREAS, the Ways and Means Committee recently considered one-time ARPA fund requests from various Livingston County Departments as follows:

Department	Project	Amount
Central Services	Build out of HR Department space at Murray Hill Building #1	\$100,000.00
Central Services	Wellness/Fitness Center upgrades	\$50,000.00
Department of Health	Technology upgrades (monitors, laptops, tablets, printers & scanners, as well as, conference room upgrades (TVs, projectors) etc.	\$125,000.00
Emergency Management	Burn Building Replacement at EOC campus	\$700,000.00
Mental Health	Suicide Awareness/Prevention Programming – Targeted towards youth	\$155,000.00
Probation	Locker room upgrades, as well as, one-time equipment and material purchases	\$50,000.00
Records Management	Archival large format document conservation; HVAC system replacement; Scanning services for County Departments and local towns	\$290,000.00
Sheriff's Office	Classroom for training facility complex	\$1,000,000.00
Social Services	Replacement of old staff computer equipment, worn office equipment, desks, desk chairs, interview room, tables and chairs	\$100,000.00

and;

WHEREAS, after ample discussion, the Committee found that these Departments would greatly benefit from the disbursement of a portion of the County's awarded ARPA funds and the intended use of these funds meets the United States Department of Treasury's guidelines as to how the ARPA funds are to be spent; and

WHEREAS, the Ways and Means Committee specifically endorsed an allocation totaling \$2,570,000.00 of ARPA funds to the Departments listed above to improve and strengthen important technology, community programming, and other critical infrastructure and equipment of the County; now, therefore, be it

RESOLVED, in support of the Ways and Means Committee's recommendations, the Livingston County Board of Supervisors hereby authorizes the disbursement of County ARPA Funds to the above-listed Livingston County Departments for the amounts requested and for the uses indicated in this Resolution; and be it further

RESOLVED, that each of the Livingston County Departments listed above shall be required to report all monies spent and submit backup documentation for their project to the Livingston County Treasurer for purposes of mandated reporting to the Federal Government.

## 8. INCREASING MILEAGE RATE TO 65.5¢ PER MILE EFFECTIVE JANUARY 1, 2023

Resolved, that the standard mileage rate for Livingston County is hereby set at 65.5¢ per mile effective January 1, 2023.



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**9. ESTABLISHING PETTY CASH AMOUNTS FOR VARIOUS DEPARTMENTS FOR THE YEAR 2023**

RESOLVED, that the following petty cash amounts and designees be established for the year 2023:

<u>Department</u>	<u>Custodian</u>	<u>Amount</u>
Board of Sup./Cty. Adm.	Michele Rees	\$150.00
Center for Nursing & Rehabilitation	Shari Hutchison	\$500.00
Central Services	Dana Henry	\$150.00
Community Services	Audrey Swarts	\$5,000.00
County Clerk	Andrea Bailey	\$75.00
County Clerk	Andrea Bailey	\$150.00
Geneseo DMV	Andrea Bailey	\$400.00
Dansville DMV	Andrea Bailey	\$400.00
County Treasurer	Amy Davies	\$2,000.00
Department of Health	Jennifer Rodriguez	\$150.00
Highway	Jason Wolfanger	\$1,000.00
Office for the Aging	Sue Bagley	\$200.00
Personnel	Kate Hill	\$100.00
Planning	Angela Ellis	\$125.00
Probation	Lynne Mignemi	\$350.00
Sheriff's Office	Thomas Dougherty	\$3,500.00
Social Services	Tracy McCaughey	\$2,000.00
Women's Health Center	Jennifer Rodriguez	\$500.00
Workforce Development	Ryan Snyder	\$300.00
Youth Bureau	Ryan Snyder	\$100.00

**10. REQUESTING AUTHORITY FROM THE NEW YORK STATE LEGISLATURE TO CONTINUE THE LOCAL SALES TAX SHARE AT 4%**

WHEREAS, the Livingston County Board of Supervisors recognized the increased tax burden that has been placed on property owners in Livingston County in recent years necessitated by economic factors beyond the control of County government and in 2003 obtained approval from the New York State Legislature to raise the local sales tax share from 3% to 4%; and

WHEREAS, these economic factors have not improved, and

WHEREAS, the Livingston County Board of Supervisors has decided to seek a continuance of the increase in the local sales tax share to help reduce further increases in the property tax burden, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors requests that the New York State Legislature enact legislation authorizing the County of Livingston to continue the local sales tax share at 4%, and, be it, further

RESOLVED, that certified copies of this resolution be forwarded to Senator Pam Helming and Assemblywoman Marjorie Byrnes and the New York State Association of Counties.

**11. DISCUSSION & APPROVING FIVE YEAR CAPITAL IMPROVEMENT PLAN**

RESOLVED, that the Livingston County Board of Supervisors hereby approves the Five Year Capital Improvement Plan, a copy of which is attached hereto, as presented by the County Administrator.

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

1. Strategic Plan
2. Legislative Agenda



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3. VAP Application Update / CNR
4. Earmarks

**2:45 ADJOURNMENT**





**2023 Budget Request - Establish Account with Instance ID of 64829 from Health, Department of - Awaiting Board Approval**

**lforms** to: MRees

01/04/2023 11:33 AM

**2023 Budget Request - Establish Account** from **Health, Department of** has been approved by the County Administrator. This request requires board approval.

**Date of Request:** 1/4/2023

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

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

**Instance ID:** 64829

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Medical Reserve Corp

0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Medical Reserve Corps

128200.00

**Reason:** (if applicable)

**Source of Revenue:** MRC COVID-19 RISE (Respond, Innovate, Sustain, Equip) NACCHO Funding (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