



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 10, 2021

TIME: 1:30 P.M.

Committee Members

Dwight 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. CENTER FOR NURSING & REHABILITATION – STEPHEN WOODRUFF APPOINTING ASSISTANT DIRECTOR OF NURSING FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION – MIKAEL BARGE

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

Center for Nursing and Rehabilitation:

Appoint Mikael Barge of 116 E. Delavan Avenue, Buffalo New York to the position of full-time Assistant Director of Nursing at an annual salary of \$94,000.00 effective January 16, 2022.

Director's Comments:

The vacancy was advertised on Indeed, Facebook, LinkedIn, Department of Labor Jobs Website, The Penny Saver and Online Rochester Careers. One application was received. The preferred candidate participated in an interview process with Administration on December 2, 2021. The candidate has worked within the Center through a supplemental staffing agency since May 2021.

2. DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ APPOINTING INTERIM DIRECTOR OF COMMUNITY MENTAL HEALTH SERVICES – JENNIFER RODRIGUEZ

WHEREAS, Michele Anuszkiewicz, Director of Community Mental Health Services has resigned from her position effective December 31, 2021; now therefore, be it

RESOLVED, that the Jennifer Rodriguez, Public Health Director is appointed to act as Interim Director of Community Mental Health Services effective immediately.

3. EMERGENCY MANAGEMENT SERVICES – ANDREW BRODELL CREATING NEW POSITION: OFFICE OF EMERGENCY MANAGEMENT

Office of Emergency Management:

- Create one full-time Deputy Director of Emergency Management position at the salary range of \$67,000-\$70,000 on the Department Head Salary Schedule.

For: To expand departmental capabilities and allow for redundancy in the command structure (Upon Ways & Means Approval, this position will be added to the 2022 Livingston County Salary Schedule for adoption).

4. PERSONNEL – KATE HILL CREATING NEW POSITION: PERSONNEL DEPARTMENT

Personnel Department:

- Create an additional full-time Personnel Clerk (acting as a Human Resources Assistant) positions at to be hired at a wage range of \$18.00-\$21.00 based on experience effective 2/1/2022.



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For: Position will allow Personnel Department to continue its journey to functioning as a Human Resource Department. Responsibilities will include assistance to Livingston County as a Civil Service commission and to serve component jurisdictions.

(Upon Ways & Means Approval, this position will be added to the 2022 Livingston County Salary Schedule for adoption).

1:40 PERSONNEL – KATE HILL

Pre-approved Informational Item(s) To Be Reported

REORGANIZATION OF THE PERSONNEL DEPARTMENT TO A HUMAN RESOURCES DEPARTMENT: OUR 2022 GOALS

1:50 REAL PROPERTY TAX SERVICES – BILL FULLER

Action Item(s) To Be Reported

1. CORRECTING TAX ROLL-TOWN OF GROVELAND

WHEREAS, the Livingston County Real Property Tax Services Director has transmitted a written report of his investigation and recommendation with regard to one application (2 parcels) for correction of the tax roll, pursuant to the Real Property Tax Law, as prepared for the Town of Groveland on the tax roll for the years hereinafter set forth, and

WHEREAS, said parcels were 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

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. 2022 Groveland	Livingston County	\$1,540.62	\$0.00	\$0.00	\$1,540.62
Lazar, Aaron P. &	Groveland Town Tax	\$644.26	\$0.00	\$0.00	\$644.26
Dale B.	Groveland Fire 1/Amb	\$83.87	\$0.00	\$0.00	\$83.87
100.-1-29	Total	\$2,268.75	\$0.00	\$0.00	\$2,268.75
2. 2022 Groveland	Livingston County	\$1,540.62	\$1,540.62	\$0.00	\$0.00
Lazar, Aaron P. &	Groveland Town Tax	\$644.26	\$644.26	\$0.00	\$0.00
Dale B.	School Relevy	\$3,049.04	\$0.00	\$0.00	\$3,049.04
100.-1-29.1	Groveland Fire 1/Amb	\$83.87	\$83.87	\$0.00	\$0.00
	Total	\$5,317.79	\$2,268.75	\$0.00	\$3,049.04

1:55 COUNTY ATTORNEY – SHANNON HILLIER

Action Item(s) To Be Reported

1. AUTHORIZING LEASE WITH THE TOWN OF GENESEO

RESOLVED, that the Livingston County Board of Supervisors finds that approximately 7,500 square feet located in the former Geneseo Skilled Nursing Facility (4630 Millennium Drive, 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 lease with the Town of Geneseo for said space commencing January 1, 2022 and ending on December 31, 2023 at \$5,629.37 per month, increasing 3% on January 1, 2022, said lease to be subject to the approval of the County Attorney and County Administrator.



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2:00 COUNTY ADMINISTRATOR – IAN COYLE (Attachments)

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF FOUR (4) NEW 2022 CHEVROLET TAHOE PPVS FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – DENOOYER CHEVROLET, INC.

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini bid #8604 from DeNooyer Chevrolet, Inc. of 127 Wolf Road, Albany, NY 12205, four (4) new Chevrolet Tahoe PPVs at a cost of \$45,675.00 each for a total cost not to exceed \$182,700.00.

2. APPROVING ABSTRACT OF CLAIMS #12B-DECEMBER 22, 2021

3. APPROVING ABSTRACT OF CLAIMS #1A-JANUARY 12, 2022

4. AMENDING 2022 LIVINGSTON COUNTY BUDGET-DEPARTMENT OF HEALTH (4)

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.

5. INCREASING MILEAGE RATE TO 58.5¢ PER MILE EFFECTIVE JANUARY 1, 2022

RESOLVED, that the standard mileage rate for Livingston County is hereby set at 58.5¢ per mile effective January 1, 2022.

6. AUTHORIZING BLANKET UNDERTAKING

WHEREAS, Section 11 of the Public Officers Law authorizes the governing body of a municipality to procure a blanket undertaking to cover officers, clerks and employees of the municipality who would otherwise be required to post an individual undertaking; and

WHEREAS, such blanket undertaking must indemnify against losses through the failure of officers, clerks or employees to faithfully perform their duties or account for moneys or property received by virtue of their position or employment and through fraudulent or dishonest acts committed by officials, clerks or employees covered thereunder; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors consents and approves a blanket undertaking to cover all officers, clerks and employees required by law to post an undertaking which undertaking shall be provided by the following policies:

a) Public Officials Liability Policy, provided by New York Municipal Insurance Reciprocal, policy no. MPOLIVI001; and

b) Government Crime Policy provided by Fidelity Deposit Company of Maryland, Policy No. CCP 1470666-01.

7. ESTABLISHING PETTY CASH AMOUNTS FOR VARIOUS DEPARTMENTS 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>
Board of Sup./Cty. Adm.	Michele Rees	\$150.00
Center for Nursing & Rehabilitation	Stephen Woodruff	\$500.00
Central Services	Dana Henry	\$150.00
Community Services	Audrey Swarts	\$5,000.00
County Clerk	Andrea Bailey	\$750.00
County Clerk	Andrea Bailey	\$150.00
Geneseo DMV	Andrea Bailey	\$400.00



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Dansville DMV	Andrea Bailey	\$400.00
County Treasurer	Amy Davies	\$2,000.00
Department of Health	Jennifer Rodriguez	\$150.00
Economic Development	William Bacon	\$150.00
Highway	Jason Wolfanger	\$1,000.00
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	Diane Deane	\$2,000.00
Women's Health Center	Jennifer Rodriguez	\$500.00
Workforce Development	Ryan Snyder	\$300.00
Youth Bureau	Ryan Snyder	\$100.00

8. 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.

9. INTRODUCTION OF LOCAL LAW NO. A-2022 LOCAL LAW APPLYING THE ADOPTED 2022 SALARY REVISIONS TO ALL COUNTY OFFICERS SERVING FOR FIXED TERMS & PROVIDING FOR PUBLIC HEARING ON PROPOSED LOCAL LAW NO. A - 2022 LOCAL LAW APPLYING THE ADOPTED 2022 SALARY REVISIONS TO ALL COUNTY OFFICERS SERVING FOR FIXED TERMS

WHEREAS, there has been duly presented and introduced at a meeting of this Board, held on January 12, 2022, a proposed Local Law entitled Local Law No. A – 2022 Local Law Applying The Adopted 2022 Salary Revisions To All County Officers Serving For Fixed Terms, it is hereby

RESOLVED, that a public hearing shall be held on said proposed Local Law by this Board on the 26th day of January, 2022 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.

10. ADOPTING THE COUNTY OF LIVINGSTON SALARY SCHEDULE ESTABLISHING CERTAIN COMPENSATION AND BENEFITS FOR DEPARTMENT HEADS AND OTHER EMPLOYEES FOR THE YEAR 2022

Pre-approved Informational Item(s) To Be Reported

1. Consideration Of CNA Staffing RFP
2. Sales Tax Update
3. Bond Refinancing / Bond Rating Affirmation
4. Covid19 Update
5. ARPA Allocation Requests

2:45 ADJOURNMENT



2022 Budget Request - Amendment with Instance ID of 55074 from Health, Department of - Awaiting Board Approval

lfforms to: MRees

01/03/2022 11:04 AM

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

Date of Request: 1/3/2022

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

Type of Request: Budget Request - Amendment

Instance ID: 55074

From Appropriation / Revenue

From Dept Code:

From Dept Description: ELC Schools Reopening

0.00

To Appropriation

To Dept Code:

To Dept Description: ELC Schools Reopening

2885870.00

Reason: (if applicable)

Source of Revenue: ELC Schools Reopening 2022 budget. Center of Disease Control 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



2022 Budget Request - Amendment with Instance ID of 55075 from Health, Department of - Awaiting Board Approval

lfforms to: MRees

01/03/2022 11:44 AM

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

Date of Request: 1/3/2022

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

Type of Request: Budget Request - Amendment

Instance ID: 55075

From Appropriation / Revenue

From Dept Code:

From Dept Description: Public Health Corps Fellowship
0.00

To Appropriation

To Dept Code:

To Dept Description: Public Health Corps Fellowship
1175340.00

Reason: (if applicable)

Source of Revenue: Public Health Fellowships 2022 budget. HRI 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



2022 Budget Request - Amendment with Instance ID of 55076 from Health, Department of - Awaiting Board Approval

lforms to: MRees

01/03/2022 11:43 AM

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

Date of Request: 1/3/2022

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

Type of Request: Budget Request - Amendment

Instance ID: 55076

From Appropriation / Revenue

From Dept Code:

From Dept Description: Immunization

0.00

To Appropriation

To Dept Code:

To Dept Description: Immunization

358974.00

Reason: (if applicable)

Source of Revenue: COVID Vaccine Response 2022 budget. NYS Department of Health 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



2022 Budget Request - Amendment with Instance ID of 55080 from Health, Department of - Awaiting Board Approval

lfforms to: MRees

01/03/2022 11:43 AM

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

Date of Request: 1/3/2022

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

Type of Request: Budget Request - Amendment

Instance ID: 55080

From Appropriation / Revenue

From Dept Code:

From Dept Description: Community Health Worker Prgm

0.00

To Appropriation

To Dept Code:

To Dept Description: Community Health Worker Prgm

267216.00

Reason: (if applicable)

Source of Revenue: Community Health Worker 2022 budget. NYS Department of Health & Center for Medicare & Medicaid Services (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