

3/8/21 Ways and Means Committee Meeting

Time: 1:30 PM

Due to public health and safety concerns related to the COVID-19 Pandemic the Livingston County Board of Supervisors has chosen to meet in a hybrid manner in that some Supervisors will be in person and some will be remote via Zoom. Attendance is allowed with masks and social distancing.

Per State and Federal bans on large gatherings and pursuant to Governor Cuomo's Executive Order 202.1 issued on March 12, 2020, including all subsequent extensions, "suspending law allowing the attendance of meetings telephonically or other similar service."

This meeting will follow Roberts Rules of Order, will be recorded and later transcribed.

Agendas are available per normal procedures on the County website

<https://www.livingstoncounty.us/AgendaCenter>

Zoom meeting link:

<https://zoom.us/j/99157460284?pwd=ZGN4bGprYXB1Q2NqdDFXSmJvNlppUT09>

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 991 5746 0284

Passcode: 536979

One tap mobile

+19292056099,,99157460284# US (New York)

+13017158592,,99157460284# US (Washington D.C)

Meeting ID: 991 5746 0284



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: WAYS AND MEANS

DATE: MARCH 8, 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

1. COUNTY TREASURER – AMY DAVIES

AMENDING THE 2021 LIVINGSTON COUNTY SALARY SCHEDULE: COUNTY TREASURER

RESOLVED, that the 2021 Livingston County Salary Schedule is amended as follows:

County Treasurer:

- Create one full-time Payroll Specialist position at Wage Grade 15 CSEA Contract effective March 10th, 2021.

For: ERP and job responsibility expansion and employee retirement

1:35 COUNTY TREASURER – AMY DAVIES

Pre-approved Informational Item(s) To Be Reported

1. Petition and Notice of Foreclosure filed March 2, 2021. The list of parcels has been forwarded to the office of the aging as well as copies to Town Supervisors, County Attorney and County Administrator.
2. COVID Emergency Act for Small Businesses.

1:45 LIVINGSTON COUNTY LAND BANK CORPORATION – JOE GUNTHER

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 terms designated:

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

1:50 COUNTY CLERK – ANDREA BAILEY

Action Item(s) To Be Reported

1. DETERMINATION AND CERTIFICATION OF COUNTY CLERK'S ALLOWANCE FOR ANNUAL EXPENSES FOR ADMINISTERING MORTGAGE TAX

WHEREAS, pursuant to New York State Tax Law Section 262, recording officers are entitled to receive their necessary expenses for purposes of administering, collecting and disbursing mortgage taxes in their offices on approval and allowance by the New York State Tax Commission; and



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

WHEREAS, on July 1, 1946, the State Tax Commission adopted a resolution determining that such mortgage tax expenses be approved at the amount certified to the State Tax Commission by County Board of Representatives [Livingston County Board of Supervisors], provided it is a reasonable and necessary allowance for such expenses; and

WHEREAS, the Livingston County Clerk has conducted a cost analysis and has recommended that the allowance for mortgage tax expenses be increased to \$60,037.61 per year; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby determines the sum of \$60,037.61 per annum to be a reasonable and necessary allowance of the County Clerk, as the recording officer of Livingston County, for the hire of clerks and assistants and other expenses to assist in the administration, collection and disbursement of mortgage recording tax in her office; and be it further

RESOLVED, that the County Clerk collect or withhold from her disbursements twelve (12) equal monthly installments totaling an annum amount of \$60,037.61, which this Board hereby certifies to the New York State Tax Commission and the New York State Department of Audit and Control as the reasonable and proper allowance for expenses, effective April 1, 2021, to be entered in County Clerk revenue account A1410-1259; and be it further

RESOLVED, that the Clerk of the Board is hereby directed to send a certified copy of this resolution, with her original signature thereon, to the State Tax Commission.

CLERK EXPENSE FOR 2021

Formula: Salary + 10% overhead x % of time = Mortgage Tax Expense

(Overhead includes all expenses incurred for the use of calculating, depositing, recording, collecting, disbursing, etc. of Mortgage Tax plus the fringe benefits of employees)

| | | | | |
|--------------------------------------|--------|--------------------|---------|--------------------|
| 1. Acting County Clerk (15% of time) | | | | |
| | Salary | \$89,475.00 | | |
| | +10% | \$ 8,947.50 | | |
| | | <u>\$98,422.50</u> | X 15% = | \$14,763.38 |
| 2. Senior Index Clerk (30% of time) | | | | |
| | Salary | \$44,626.40 | | |
| | +10% | \$ 4,462.64 | | |
| | | <u>\$49,089.04</u> | X 30% = | \$14,726.71 |
| 3. Senior Index Clerk (25% of time) | | | | |
| | Salary | \$45,445.40 | | |
| | +10% | \$ 4,544.54 | | |
| | | <u>\$49,989.94</u> | X 25% = | \$12,497.49 |
| 4. Index Clerk (40% of time) | | | | |
| | Salary | \$41,022.80 | | |
| | +10% | \$ 4,102.28 | | |
| | | <u>\$45,125.08</u> | X 40% = | \$18,050.03 |
| TOTAL MORTGAGE EXPENSE | | | | \$60,037.61 |

2:00 COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

- 1. APPROVING ABSTRACT OF CLAIMS #3A-MARCH 10, 2021**

Pre-approved Informational Item(s) To Be Reported

cc: BOS, Administration, Amy Davies, Jason Parker, Tish Lynn, Bill Fuller, Julie Barry



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

1. Stimulus Update
2. Administrative/Financial Report

2:10 ADJOURNMENT

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

1. Taxable Status Day was March 1st; this was also the deadline for exemption applications.
2. Final Village Assessment Rolls are printed and will be delivered to Villages by the Assessors.
3. Finalizing parcel splits, merges, subdivisions and transfers for Assessors tentative roll April deadline.