



# LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: WAYS AND MEANS

DATE: **Tuesday, October 12, 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. DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ**

**AMENDING THE 2021 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF HEALTH**

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

**Health Department:**

- Create one (1) full-time Public Health Specialist position at Wage Grade 15, CSEA Contract effective October 13, 2021.

For: Contact tracing / COVID related duties under the Contact Tracing Grant

- Create one (1) full-time Account Clerk Typist position at Wage Grade 7, CSEA Contract effective October 13, 2021.

For: Provide administrative and fiscal support to multiple new COVID related grant programs

**2. OFFICE OF EMERGENCY MANAGEMENT – IAN COYLE**

**APPOINTING EMERGENCY MANAGEMENT SERVICES DIRECTOR FOR THE LIVINGSTON COUNTY OFFICE OF EMERGENCY MANAGEMENT-ANDREW BRODELL**

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

**Office of Emergency Management**

- Appoint Andrew Brodell of P.O. Box 299, Bemus Point, New York 14712 to the position of full-time Emergency Management Services Director at an annual salary of \$75,000.00 effective 10/18/21.

**1:40 LIVINGSTON COUNTY LANDBANK – JOE GUNTHER**

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

**1. AMENDING RESOLUTION NO. 2021-300 (PROPERTY CONVEYANCES TO THE LIVINGSTON COUNTY LAND BANK)**

WHEREAS, Resolution No. 2021-300 authorized the conveyance of 24 Stanley Street in the Village of Mt. Morris (hereinafter “Stanley Street”) and 32 Jefferson Street in the Village of Dansville (hereinafter “Jefferson Street”) to the Livingston County Land Bank Corporation. Said properties having been acquired by the County pursuant to a Tax Deed recorded in the Livingston County Clerk’s Office on September 13, 2021; and

WHEREAS, Resolution No. 2021-300 specifically authorized the sale of Stanley Street for the amount of \$4,355.12 and Jefferson Street for the amount of \$3,730.19; and

WHEREAS, despite Resolution No. 2021-300 listing the sale prices as fixed amounts, the Livingston County Land Bank Corporation agreed to pay the County the full amount of back taxes owed on each parcel in exchange for title to the properties. There is a 1% monthly penalty that will continue to be levied against the properties until the back taxes are paid at closing; now, therefore, be it

RESOLVED, that a portion of Resolution No. 2021-300 be amended to reflect the Livingston County Land Bank Corporation will purchase the above-mentioned parcels for the amount of unpaid back taxes owed at time of closing; and be it further



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RESOLVED, that Resolution No. 2021-300 is hereby amended accordingly.

**1:45 COUNTY ATTORNEY – SHANNON HILLIER**

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

**1. AUTHORIZING CONVEYANCE OF COUNTY PROPERTY ACQUIRED BY TAX DEED: BANK STREET, VILLAGE OF DANSVILLE**

WHEREAS, pursuant to a foreclosure action, the County of Livingston acquired title to Bank Street, Dansville, New York (Tax Map No. 203.11-5-70), previously owned by King Genesee Corporation; and

WHEREAS, the County recently received an offer for the purchase and development of said parcel; now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following purchase and sale contract, which the Livingston County Board of Supervisors' Ways and Means Committee has approved, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Village of Dansville</b> 14 Clara Barton Street Dansville, New York 14437	N/A	Amount of all back taxes owed at the time of closing

For: Purchase/Sale of the real estate the County acquired via the tax foreclosure process. and, be it, further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is further authorized to execute the quitclaim deed of conveyance and any and all related documents to complete the aforesaid conveyance, subject to the review by the County Attorney and County Administrator.

**2. AMENDING LIVINGSTON COUNTY AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN**

3. WHEREAS, it has been recommended that the Livingston County Americans with Disabilities Act (ADA) Trans

4. WHEREAS, due to the nature of the policy changes, it has been further recommended that the title of the Plan be

5. WHEREAS, the Ways and Means Committee has reviewed and approved the newly incorporated amendments to

RESOLVED, that the Livingston County Board of Supervisors hereby adopts the attached Livingston County Americans with Disabilities Act (ADA) Plan, effective immediately, said policy to supersede the existing Livingston County Americans with Disabilities Act (ADA) Transition Plan.

**1:50 COUNTY TREASURER – AMY DAVIES**

**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 TREASURER – PHILLIPS LYTLLE LLP**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Treasurer, 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>Phillips Lytle LLP</b> 1400 First Federal Plaza Rochester, NY 14614	2021 in rem proceeding	\$358.00/per parcel

For: Foreclosure foe 2021 – tax year

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
N/A	0	Yes X No

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

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



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1. Tax Auction Update

**2:00 REAL PROPERTY TAX SERVICES – BILL FULLER**

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

- 1. Discussion: The 2022 County-wide reassessment project.

**Informational Item(s) Written Only**

- 1. I will be in attendance at the October 13, 3021 Board of Supervisors meeting with the Special Assessment Roll for the public hearing.
- 2. Small claims hearings for assessment grievances are pending until a hearing officer is assigned.
- 3. We are printing the exemption renewal applications and associated letters for the assessors.

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

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

- 1. **APPROVING ABSTRACT OF CLAIMS #10A-OCTOBER 13, 2021**
- 2. **AMENDING 2021 LIVINGSTON COUNTY BUDGET-DEPARTMENT OF HEALTH (2) & PLANNING**  
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-CENTRAL SERVICES, DEPARTMENT OF HEALTH (2), MENTAL HEALTH & OFFICE FOR THE AGING**  
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 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.
- 5. **ESTABLISHING CAPITAL PROJECT ACCOUNT FOR THE YEAR 2021 – TECHNOLOGY STRATEGIC PLANNING PROJECT**  
RESOLVED, that the County Treasurer is authorized to establish Capital Project Account **H222.8027** in the amount of \$50,000.00 to be funded from Interfund Transfers **H4040.5031** in the amount of \$50,000.00, and is further  
  
RESOLVED, that the County Treasurer is hereby directed to transfer budgeted funds to the Technology Strategic Planning Capital Project from Transfer to Capital Account **A9950.9000** in the amount of \$50,000.00.
- 6. **DECLARING SURPLUS PROPERTY-SHERIFF'S OFFICE**  
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:

**Sheriff's Office**

Quantity	Year, Make & Model	Mileage/Hours	Serial #
1	2009 Chevrolet Suburban	162,023	1GNGK46K39R130556



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1	2011 Ford Crown Victoria	139,863	3FABP7BV8BX160370
1	2012 Chevrolet Impala	152,389	2G1WD5E30C1303375
1	2012 Chevrolet Tahoe	203,764	1GNS2E02CR302369
1	2013 Chevrolet Tahoe	204,228	1GNSK2E0XDR302248

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

1. Budget 2022 Update

**2:30 ADJOURNMENT**



**2021 Budget Request - Amendment with Instance ID of 53247 from Health, Department of - Awaiting Board Approval**

**lfforms** to: MRees

09/30/2021 09:57 AM

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

**Date of Request:** 9/30/2021

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

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

**Instance ID:** 53247

**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

120000.00

**Reason:** (if applicable)

**Source of Revenue:** Resolution 2021-290 approval. Grant revenue from Award from Center of Disease Control through HRI to purchase COVID testing kits for Livingston County Schools. (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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**2021 Budget Request - Amendment with Instance ID of 53340 from Health, Department of - Awaiting Board Approval**

**lfforms** to: MRees

10/05/2021 01:27 PM

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

**Date of Request:** 10/5/2021

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

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

**Instance ID:** 53340

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Immunization Grant

0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Immunization Grant

12060.00

**Reason:** (if applicable)

**Source of Revenue:** Grant ending Mar 21 expense + 2021 expenses in current grant over the 2021 Cty budget. Additional grant revenue to cover forecasted expense deficits through 2021 (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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**2021 Budget Request - Amendment with Instance ID of 53209 from Planning - Awaiting Board Approval**

**lforms** to: MRees

09/28/2021 12:03 PM

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

**Date of Request:** 9/28/2021

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

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

**Instance ID:** 53209

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** 2018 SICG FORMULA GRANT

0.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** 2018 SICG FORMULA GRANT

60484.10

**Reason:** (if applicable)

**Source of Revenue:** NYS DHSES - No Cost budget increase. This is Grant based and all funds reimbursed. (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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**2021 Budget Request - Transfer with Instance ID of 53158 from Central Services - Awaiting Board Approval**

**lfforms** to: MRees

09/24/2021 11:39 AM

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

**Date of Request:** 9/23/2021

**Department:** Central Services **Program:**

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

**Instance ID:** 53158

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** administration

73436.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Central Services MM site

73436.00

**Reason:** initial transfer request was for \$75K Not enough money in that line item. Changed per Deputy Treasurer request. (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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**2021 Budget Request - Transfer with Instance ID of 53307 from Health, Department of - Awaiting Board Approval**

**lfforms** to: MRees

10/04/2021 11:10 AM

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

**Date of Request:** 10/4/2021

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

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

**Instance ID:** 53307

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Children with Special Needs  
4305.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Children with Special Needs  
4305.00

**Reason:** Funds available in various lines to transfer to cover budget line deficits (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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**2021 Budget Request - Transfer with Instance ID of 53339 from Health, Department of - Awaiting Board Approval**

**lforms** to: MRees

10/05/2021 01:26 PM

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

**Date of Request:** 10/5/2021

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

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

**Instance ID:** 53339

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Immunization Grant  
1150.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Immunization Grant  
1150.00

**Reason:** Funds available in various lines 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.



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**2021 Budget Request - Transfer with Instance ID of 52963 from Mental Health - Awaiting Board Approval**

**lforms** to: MRees

09/20/2021 10:42 AM

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

**Date of Request:** 9/17/2021

**Department:** Mental Health **Program:**

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

**Instance ID:** 52963

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** Mental Health

2500.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** Mental Health

2500.00

**Reason:** Purchase of two new laptop computers for MH (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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**2021 Budget Request - Transfer with Instance ID of 52995 from Office for the Aging - Awaiting Board Approval**

**lfforms** to: MRees

09/20/2021 03:30 PM

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

**Date of Request:** 9/20/2021

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

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

**Instance ID:** 52995

**From Appropriation / Revenue**

**From Dept Code:**

**From Dept Description:** IIID

585.00

**To Appropriation**

**To Dept Code:**

**To Dept Description:** IIID

585.00

**Reason:** Move funds to pay for Powerful Tools for Caregivers class (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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**2021 Budget Request - Establish Account with Instance ID of 52999 from Health, Department of - Awaiting Board Approval**

**lfforms** to: MRees

09/21/2021 08:28 AM

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

**Date of Request:** 9/20/2021

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

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

**Instance ID:** 52999

**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

138715.00

**Reason:** (if applicable)

**Source of Revenue:** Establish New Account 4021 Public Health Corps Fellowship Program. Resolution 2021-282 approval. (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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