

WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, JANUARY 6, 2020
1:30 P.M.

PRESENT: D. Pangrazio, D. Knapp, D. Fanaro, E. Gott, W. Wadsworth, D. LeFeber, D. Mahus, M. Falk, I. Coyle, A. Ellis, S. Hillier, J. Gunther-Intern

Ways & Means Chair Dan Pangrazio asked Chairman David LeFeber to lead the Pledge of Allegiance.

PERSONNEL ISSUES

**1. CENTER FOR NURSING & REHABILITATION – STEPHEN WOODRUFF
AMENDING THE 2020 LIVINGSTON COUNTY SALARY SCHEDULE: CENTER FOR NURSING
AND REHABILITATION**

RESOLVED, that the 2020 Livingston County Salary Schedule is amended as follows:

Center for Nursing and Rehabilitation:

- Create one full-time Charge Nurse at the wage grade 15 per CSEA contract effective immediately.

For: Staff education augmentation

Director's Comments:

Under CMS's Phase III, Requirements of Participation, there are a number of evidence based educational requirements all skilled nursing facilities must be in compliance with. Pursuant to recommendations received by Beacon Solutions, LLC, this position's primary function will be in the role of RN Staff Education to further ensure both regulatory compliance and to further augment the RN staffing in the Center.

Mr. Woodruff reviewed the position for approval today explaining that it is in an effort to be in compliance with DOH regulations.

Motion: Mr. Gott moved and Mr. Fanaro seconded to approve the foregoing resolution.....Carried.

**2. WORKFORCE DEVELOPMENT – RYAN SNYDER
AMENDING THE 2020 LIVINGSTON COUNTY SALARY SCHEDULE: WORKFORCE
DEVELOPMENT**

RESOLVED, that the 2020 Livingston County Salary Schedule is amended as follows:

Workforce Development:

- Create one full-time Recruitment Specialist position at Wage Grade 16 CSEA Contract effective 1/1/2020.

For: Coordinating recruitment strategies to ensure departments have an adequate applicant pool to fill openings.

Mr. Snyder reviewed the position for approval. This position closely resembles the staffing specialist recently created for the nursing facility. Mr. Snyder reviewed the changes being made to this position now that it is under Workforce Development. There will be a management agreement with the CNR to fund the position. He believes there will be the ability to help other County departments under this new structure. The position will focus on job retention and will be making sure that all County employees have access to all of the support services available. They have broadened recruitment experience to have a larger applicant pool. There will be community integration efforts when filling this position.

Motion: Mr. Gott moved and Mr. Knapp seconded to approve the foregoing resolution.....Carried.

**3. SHERIFF'S OFFICE – SHERIFF THOMAS DOUGHERTY
AMENDING THE 2020 LIVINGSTON COUNTY SALARY SCHEDULE: SHERIFF'S OFFICE**

RESOLVED, that they 2020 Livingston County Salary Schedule is amended as follows:

Sheriff's Office

- Create one full time Deputy Sheriff/Captain (Road Patrol) position effective at the retirement of the Deputy Sheriff/Major (Road Patrol), salary to be determined.
- Create one full time Deputy Sheriff/Captain (Criminal Investigation) position effective at the retirement of the Deputy Sheriff/Major (Investigations), salary to be determined.

For: Succession plan of forthcoming retirements

- Create one full time Corrections Officer position at wage grade 12 LCDSA effective immediately.
For: Court security at Livingston County Courthouse, position will be reimbursed by OCA.

Director comments: The two Majors whose positions are to be deleted upon retirement but have not actually provided any notice of their intended retirement dates. It is recommended that the department request position deletions in the future at the time they know the deletions are ready to take effect.

Undersheriff Bean reviewed the positions for succession planning. The positions need to be created in order for Personnel to request the civil service exam. The Corrections Officer position is in the Court House and funded by OCA. The Court scheduling in 2019 required a larger security demand. The Major positions will be deleted after retirement.

Motion: Mr. Wadsworth moved and Mr. Mahus seconded to approve the foregoing resolution Carried.

SHERIFF’S OFFICE – SHERIFF THOMAS DOUGHERTY

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF ONE (1) 2019 CHEVROLET TAHOE FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – JOE BASIL CHEVROLET INC.

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #2873 from Joe Basil Chevrolet Inc. of 5111 Transit Road Depew, NY 14043 one (1) new 2019 Chevrolet Tahoe at a cost of \$35,905.55.

The Undersheriff explained that this was the only vehicle found on a lot. Grant funding is available for this purchase. There was discussion on the changing Tahoe design. The Ford Interceptor price increased significantly prohibiting the purchase. There was discussion on the up-fitting for the Tahoe’s. Sheriff Dougherty gave credit to the Highway Garage on the great work being done to keep their vehicles on the road.

Motion: Mr. Gott moved and Mr. Mahus seconded to approve the foregoing resolution..... Carried.

2. 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:

Department Name

Quantity	Year, Make & Model	Mileage/Hours	Serial #
1	2012 Chevrolet Tahoe	209,000	1GNSK2E02CR303750
1	2013 Chevrolet Tahoe	217,000	1GNSK2E03DR305024

These will be sold at auction.

Motion: Mr. Fanaro moved and Mr. Gott seconded to approve the foregoing resolution Carried.

COUNTY TREASURER – LINDA FOX

Action Item(s) To Be Reported

1. AMENDING THE INVESTMENT POLICY FOR LIVINGSTON COUNTY

WHEREAS, it has been recommended that the Investment Policy for Livingston County be amended; and

WHEREAS, the Ways and Means Committee has reviewed the recommendations and has approved incorporating those amendments into the Investment Policy for Livingston County; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby adopts the attached Investment Policy for Livingston County, effective immediately, said policy to supersede the existing Investment Policy. Ms. Fox reviewed the recommendations for amending the investment policy superseding the current policy. These recommendations came from Two+One to better utilize our funds. Ms. Fox reviewed the allowable investment and cooperative investment programs.

Motion: Mr. Gott moved and Mr. LeFeber seconded to approve the foregoing resolution..... Carried.

COUNTY ATTORNEY – SHANNON HILLIER

Action Item(s) To Be Reported

1. ACCEPTING JURISDICTION OF A PORTION OF THE LAKEVILLE ROAD-NEW YORK STATE ROUTE 15 RIGHT-OF-WAY AND AUTHORIZING ABANDONMENT AND TRANSFER TO ADJOINING PROPERTY OWNER

WHEREAS, 2995 Lakeville Road LLC, owner of real property located at 2995 Lakeville Road, Avon, New York, has contacted the New York State Department of Transportation and the Livingston County Highway Department requesting the transfer of a small portion of the Lakeville Road-New York State Route 15 right-of-way, approximately 0.233 acres in area, in the Town of Avon; and

WHEREAS, the Livingston County Board of Supervisors adopted Resolution No. 2018-245 which initiated a SEQR review for the acceptance of jurisdiction of said portion of the right-of-way and the transfer thereof to the adjoining property owner, and it was determined said action would not have any significant environmental impact; and

WHEREAS, the Ways and Means Committee, having reviewed all pertinent information, recommends moving forward with the acceptance of jurisdiction of said portion of the right-of-way and the transfer thereof to the adjoining property owner; now, therefore, be it

RESOLVED, that the County of Livingston hereby requests the transfer of jurisdiction of said portion of the right-of-way from the State of New York and the County of Livingston is hereby authorized to accept the transfer of jurisdiction from the State of New York; and be it further

RESOLVED, that said portion of the right-of-way is hereby declared surplus as it is not needed for any Livingston County public purpose and thereby shall be abandoned, and be it further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized and directed to execute a Quit Claim Deed for said portion of the right-of-way, together with such other necessary recording documents, in order to transfer title to 2995 Lakeville Road LLC; and be it further

RESOLVED, that certified copies of this resolution be sent by the Clerk of the Board to the Supervisor of the Town of Avon and the Regional Director of the New York State Department of Transportation Region 4. Ms. Hillier reviewed the parking area at Fratelli’s Restaurant that is in the State DOT right of way. There will be another resolution conveying to the property owner.

Motion: Mr. Knapp moved and Mr. Gott seconded to approve the foregoing resolution..... Carried.

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS # 12B-DECEMBER 26, 2019

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #12B dated December 26, 2019 in the total amount of \$2,518,971.40.

Motion: Mr. Fanaro moved and Mr. Gott seconded to approve the foregoing resolution Carried.

2. APPROVING ABSTRACT OF CLAIMS # 1A-JANUARY 8, 2020

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #1A dated January 8, 2020, in the total amount of \$1,819,280.43.

Motion: Mr. Mahus moved and Mr. Gott seconded to approve the foregoing resolution..... Carried.

3. ESTABLISHING PETTY CASH AMOUNTS FOR VARIOUS DEPARTMENTS FOR THE YEAR 2020

RESOLVED, that the following petty cash amounts and designees be established for the year 2020:

<u>Department</u>	<u>Custodian</u>	<u>Amount</u>
Board of Sup./Cty. Adm.	Terrence Donegan	\$150.00
Center for Nursing & Rehabilitation	Stephen Woodruff	\$500.00
Central Services	Sally MacIntyre	\$150.00
Community Services	Sally Herrick	\$5,000.00
County Clerk	Mary Strickland	\$750.00

County Clerk	Mary Strickland	\$150.00
Geneseo DMV	Mary Strickland	\$400.00
Dansville DMV	Mary Strickland	\$400.00
County Treasurer	Amy Davies	\$2,000.00
Department of Health	Jennifer Rodriguez	\$150.00
Economic Development	William Bacon	\$150.00
Highway	Donald Higgins	\$1,000.00
Personnel	Tish Lynn	\$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

Mr. Coyle reviewed the list for approval.

Motion: Mr. Gott moved and Mr. Fanaro seconded to approve the foregoing resolution..... Carried.

4. DECREASING MILEAGE RATE TO 57.5¢ PER MILE EFFECTIVE JANUARY 1, 2020

RESOLVED, that the standard mileage rate for Livingston County is hereby set at 57.5¢ per mile effective January 1, 2020.

The County follows the rate recommended by the IRS.

Motion: Mr. Fanaro moved and Mr. Mahus seconded to approve the foregoing resolution..... Carried.

5. 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 1470666-00.

Mr. Coyle explained that this is an annual resolution for our liability policy and indemnification against losses.

Motion: Mr. Knapp moved and Mr. Wadsworth seconded to approve the foregoing resolution Carried.

6. 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 Senators George Borrello and Patrick Gallivan, Assemblyman Marjorie Byrnes and the New York State Association of Counties.

Mr. Coyle reviewed the action and how it used to be the 1% for Medicaid. This 1% represents a little over \$8M for the County.

Motion: Mr. Gott moved and Mr. Mahus seconded to approve the foregoing resolution..... Carried.

Pre-approved Informational Item(s) To Be Reported

1. Legislative Update-Mr. Coyle reported that the shared services checks will be mailed directly to the towns. We now need to implement the projects that we submitted and then seek reimbursement later in the year. The biggest single item is the contract with Wyoming County for dialysis. Mr. Coyle updated the Committee on the Criminal Justice Reform and how the State Attorney General is asking the State to come back to make changes. A big concern for us is the pretrial services work that we do not provide. We have no one providing this service right now when the state law assumed that everyone had a robust pretrial services program already in place. We are getting some significant pressure from OCA to set up shop and we are not equipped nor are we financially to provide pretrial services work. Push back is expected from the Administrative Judge. The Medicaid rate cut in the Governor’s State of the State will directly impact the nursing facility. The Hotel/Motel Bed Tax will be discussed in the next few weeks.
2. Budget & Finance update-On the random accounts that we chart individually, in the short time that two+one was working for us on investing, we saw over \$400,000 by year end. Sales tax is up ~\$1.5 over budget, but we do have that last draw. Year-end transfers will be done in the next few weeks. Sales tax is over \$1M. Retirement, interest and health insurance are big categories where we will have differences between budget and actual. BOE machines are on our CIP. We had hopes that the state and feds would come up with funding like they did in round 1. The machine life cycle is 8-10 years, so we are beyond that now. We need 51 machines, so price with miscellaneous charges is around \$520K. Election Commissioners proposed a plan at PS for purchase now so that the first time they are in use is not for the presidential election. We do have a present financial situation where we could do a year-end transfer for this purchase. There was discussion on the warranty costs after the five years and lease or lease purchase options. There was discussion on whether we need to purchase new machines and what exactly causes the machines to fail.
3. Strategic Planning Review-Mr. Coyle reminded the Committee on the 1/22 meeting.

ADJOURNMENT

Mr. Fanaro moved and Ms. Mahus seconded to adjourn the meeting at 2:08 p.m.

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

1. Town & County tax rolls and tax bills been processed, printed and picked up by Tax Collectors. Several collectors have chosen to have ABS mail their tax bills. This also saves the Towns on postage expense.

Respectfully submitted,
Michele R. Rees, IIMC-CMC
Clerk of the Board