

WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, JANUARY 7, 2019
1:30 P.M.

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

Ways & Means Chair Dan Pangrazio asked County Administrator Ian Coyle to lead the Pledge of Allegiance.

PERSONNEL ISSUES

1. CENTRAL SERVICES – WILLIAM MANN

AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: CENTRAL SERVICES
RESOLVED, that the 2019 Livingston County Salary Schedule is amended as follows:

Central Services:

- Delete one full-time Supervisor of Buildings and Grounds position effective immediately.
- Delete one full-time Senior Account Clerk Typist position at a Wage Grade 9 effective immediately.
- Delete one full-time Account Clerk Typist position at a Wage Grade 7 effective immediately.
- Delete one full-time Painter position at a Wage Grade 12 effective immediately.
- Delete one part-time Electrician position at a Wage Grade 13 effective immediately.
- Delete one part-time Custodial Worker position at a Wage Grade 3 effective immediately.
- Create one full-time Building Maintenance Mechanic at Wage Grade 11 CSEA Contract effective 1/1/2019.
- Create one full-time Building Maintenance Mechanic at Wage Grade 11 CSEA Contract effective 1/1/2019.
- Create one full-time Laborer at Wage Grade 7 CSEA Contract effective 1/1/2019.
- Create one full-time Laborer at Wage Grade 7 CSEA Contract effective 1/1/2019.
- Create one full-time Laborer at Wage Grade 7 CSEA Contract effective 1/1/2019.

Mr. Mann reviewed his plan to redesign the workforce at Central Services for the work done. The deleted positions are vacant. There was discussion on the plans for the grounds maintenance staffing.

Motion: Mr. LeFeber moved and Mr. Fanaro 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 DODGE CHARGER FOR THE LIVINGSTON COUNTY SHERIFF'S OFFICE-GENESEE VALLEY DODGE

RESOLVED, that the Livingston County Sheriff's Office is authorized to purchase through mini-bid #18120074 from Genesee Valley Dodge of 1695 Interstate Drive, Avon, NY 14414 one (1) new 2019 Dodge Charger at a cost of \$24,910.19.

Director's Comments: The Mini Bid was submitted to New York State on December 14, 2018. The bid is listed for a period of 10 days and results are returned after. This vehicle is to be assigned to an investigator to replace a 2009 Chevrolet Impala with 150k miles.

Sheriff Dougherty reviewed the vehicle for purchase replacing an existing criminal investigations division vehicle.

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

2. AUTHORIZING THE PURCHASE OF ONE (1) 2019 CHEVROLET TAHOE FOR THE LIVINGSTON COUNTY SHERIFF'S OFFICE-VAN BORTEL CHEVROLET

RESOLVED, that the Livingston County Sheriff's Office is authorized to purchase through mini-bid #18120073 from Van Bortel Chevrolet of 1338 Pittsford-Palmyra Road Macedon, NY 14502 one (1) new 2019 Chevrolet Tahoe at a cost of \$34,191.39.

Director's Comments: The Mini Bid was submitted to New York State on December 14, 2018. The bid is listed

for a period of 10 days and results are returned after. This vehicle is to be assigned to the Commercial Vehicle Unit. The purchase of a Tahoe is necessary as they are assigned and carry numerous pieces of equipment on a daily basis that is not normally assigned to normal patrol duties. This vehicle would replace a 2011 Chevy Tahoe with 220k miles on it.

Sheriff Dougherty reviewed the vehicle for purchase replacing a patrol vehicle that will also be used for the commercial vehicle unit.

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

Sheriff Dougherty explained that they are currently pricing out the 2019 vehicles for the patrol fleet and they just found out that Ford SUV pricing is going to increase anywhere from 15-25%. They have been a good vehicle for them. They are working with Lisa Grosse putting out SUV bids to find a product that will work for them.

REAL PROPERTY TAX SERVICES – BILL FULLER

Action Item(s) To Be Reported

1. CORRECTING TAX ROLL-TOWN OF GROVELAND

WHEREAS, the Director of Real Property Tax Services has transmitted a written report of his investigation and recommendation with regard to one (1 parcel) application 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 parcel was incorrectly assessed and/or taxed for reasons set forth in the application for correction requested from the Director of Real Property Tax Services attached hereto,

NOW, THEREFORE, be it resolved that the Director of Real Property Tax Services 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 County Treasurer and/or Town Tax Collector is hereby authorized to make the tax roll corrections and forward the corrected tax bill. The County Treasurer is authorized to issue refunds and/or make the appropriate chargebacks as hereinafter set forth for the application(s).

Year, Municipality Owner(s) Parcel	Taxing Jurisdiction	Original Tax Bill	Corrected Tax Bill	Refund to Owner	Chargebacks to Taxing Jurisdictions
1. 2019 Groveland	Livingston County	\$2,182.33	\$0.00	\$0.00	\$2,182.33
Livingston County	Groveland Town Tax	\$1,029.36	\$0.00	\$0.00	\$1,029.36
Tax Map Number	School Relevy	\$4,792.69	\$0.00	\$0.00	\$4,792.69
107.-1-3.12	Groveland Fire 1/Amb	<u>\$ 122.24</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$ 122.24</u>
	Total	<u>\$8,126.62</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$8,126.62</u>

Mr. Fuller reviewed the 101 acres bought by the County by Gypsy Lane that was never moved into the wholly exempt section of the tax roll. He has identified 8 additional County owned parcels that are still in taxable section of the tax rolls and should be moved from the taxable status at a future meeting. The law says they must be used for public use. There was discussion about the recently purchased property in Mt. Morris.

Motion: Mr. Fanaro moved and Mr. Mahus 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, 2018

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims # 12B dated December 26, 2018 in the total amount of \$2,220,008.17.

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

2. APPROVING ABSTRACT OF CLAIMS #1A –JANUARY 9, 2019

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims # 1A

dated January 9, 2019 in the total amount of \$2,547,995.06.

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

3. ESTABLISHING AN ACCOUNT - DEPARTMENT OF HEALTH & PLANNING (2)

RESOLVED, that the Livingston County Treasurer is authorized and directed to establish a new account per the electronic entries, which have been approved by the Livingston County Administrator. These are each annual actions to recognize some funding coming in.

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

4. DECLARING SURPLUS PROPERTY – EMERGENCY MEDICAL SERVICES

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:

Emergency Medical Services

Quantity	Year, Make & Model	Mileage	Serial #
1	2013 Mercedes Sprinter Ambulance	193,986	WD3PE7CC8D5806444

The County highway garage has determined that the ambulance has an electrical problem and is surplus eligible. It could fetch \$5,000-\$10,000 on the market.

Motion: Mr. Mahus moved and Mr. Knapp 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. CCP0058540 15.

This is an annual resolution.

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

6. ESTABLISHING PETTY CASH AMOUNTS FOR VARIOUS DEPARTMENTS FOR THE YEAR 2019

RESOLVED, that the following petty cash amounts and designees be established for the year 2019:

<u>Department</u>	<u>Custodian</u>	<u>Amount</u>
Board of Sup./Cty. Adm.	Terrence Donegan	\$150.00
Center for Nursing & Rehabilitation	Frank Bassett/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 Dept.	Thomas Dougherty	\$2,500.00
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

Motion: Mr. Fanaro moved and Mr. LeFeber seconded to approve the foregoing resolution as corrected with Steve Woodruff being added to CNR and correcting Amy Davis' name Carried.

7. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY WORKPLACE VIOLENCE PREVENTION COMMITTEE-ANDREA BAILEY & RACHEL MERRICK

RESOLVED, that the following members are hereby appointed to the Livingston County Workplace Violence Prevention Committee for the term designated:

Livingston County Workplace Violence Prevention Committee			
Name	Address	Rep./Title	Term Expires
Rachel Merrick	4937 Maple Beach Road, Geneseo, NY 14454	Member	12/20/20
Andrea Bailey	3424 Elm Road, Geneseo, NY 14454	Member	12/20/20

Mr. Coyle reviewed the Committee duties and some samples of external workplace violence. We had two vacancies. Andrea Bailey wishes to be reappointed and Lynne Mignemi recommended Rachel Merrick for the second vacancy.

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

8. AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: COUNTY ADMINISTRATOR

RESOLVED, that the 2019 Livingston County Salary Schedule is amended as follows:

County Administrator:

- Create one full-time Administrative Secretary position at an hourly wage range of \$21.89-\$24.63.

Mr. Coyle explained that this was under Central Services changes originally but will actually be under County Administrator and be assigned to Deputy County Administrator Mann located in Mt. Morris. Mr. Coyle reviewed the history of clerical support in the Central Services department. The administrative secretary positions in the salary survey were an annual rate of \$40,000.00-\$45,000.00 and we would bring that to an hourly range.

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

Pre-approved Informational Item(s) To Be Reported

1. Legislative Agenda Draft – Mr. Coyle explained that we hope to have a platform ready with those items that are important to us in a draft agenda for our State reps and the Governor's local rep. A resolution will be prepared for the next committee meeting.
2. Strategic Planning 2019-There is a session is scheduled this Wednesday morning at the Building 1 Conference Center in Mt. Morris.
3. Sales Tax Report-The recent draws have all been positive compared to last year between 3-7% increases. We have two draws left. This will allow Amy Davies to close out the 2018 year. He believes the sales tax year end total will be way beyond what our expectations were. Although we have not had any prior period adjustments yet, those can come out at any time.

ADJOURNMENT

Mr. Mahus moved and Mr. Fanaro seconded to adjourn the meeting at 1:49 p.m.

Respectfully submitted,

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