

**WAYS & MEANS COMMITTEE MEETING MINUTES**  
**MONDAY, JANUARY 22, 2018**  
**1:30 P.M.**

PRESENT: D. Pangrazio, D. Knapp, D. Fanaro, E. Gott, W. Wadsworth, D. LeFeber, D. Mahus Other: M. Falk, G. Deming, B. Donohue, I. Coyle, H. Grant, S. Hillier

**COUNTY TREASURER – AMY DAVIES**

The County filed a summary judgment from the last tax auction and we now have three properties to sell. Ms. Davies asked the Committee if they would like to have an additional separate auction before July. The location was discussed; Highway Department or Government Center? The Committee felt that there would be a smaller crowd and the Government Center would have easier access. Ms. Davies will arrange the date and time and create the pamphlet. The final details will be reported at the next meeting.

**COUNTY ADMINISTRATOR – IAN COYLE**

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

**1. APPROVING ABSTRACT OF CLAIMS #1B – JANUARY 24, 2018**

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #1B dated January 24, 2018 in the total amount of \$1,611,975.57.

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

**2. RATIFYING TENTATIVE COLLECTIVE BARGAINING AGREEMENT WITH THE CSEA PART-TIME/SEASONAL EMPLOYEES UNIT AND AUTHORIZING EXECUTION OF A COLLECTIVE BARGAINING AGREEMENT**

WHEREAS, the collective bargaining agreement between the CSEA Part-time/Seasonal Employees unit and Livingston County expired on December 31, 2016; and

WHEREAS, the negotiating teams for the parties have reached a tentative agreement for a new collective bargaining agreement; and

WHEREAS, the CSEA Part-time/Seasonal Employees unit has ratified this tentative agreement; and

WHEREAS, the Ways & Means Committee recommends the ratification of this agreement by the County; now, therefore, be it

RESOLVED, that the tentative agreement for a new collective bargaining agreement having a term of January 1, 2017 through December 31, 2020, a copy of which is attached hereto, is hereby ratified; and be it further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors and the County Administrator are hereby authorized to execute a collective bargaining agreement consistent with the terms of the tentative agreement.

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

There was discussion on which departments have part-time employees.

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

1. NYS Executive Budget - Preliminary Impact – quick briefing. NYSAC summary of budget. Critiqued and eventually becomes budget. \$4 billion deficit. First blush of what we are looking at.

2. Records Management Plan

This will be brought to Public Services as well. The department currently is 1.5 person. Records Management is not always an individual department in county government – 2 scenarios: no replacement of position. Recognition of efficiency and cost. Department collaboration - mainly IT. Documenting and imaging, etc. good place to start. Laserfiche- IT central role. Less box collection/storage. Shave off \$\$\$. Keep half time and do divisional department with ITS collaboration. Work volume not there as DH level position. Looked at historian a little as well – but leaning toward IT. Both DHs FYIs

3. Sales Tax Update

Final sales tax #s. 3 year look back. Snapshot of everything. Track about 3%. 1.7 million. Last draw was

\$140,000 more than anticipated. Sometimes they come back and correct - often happens. No full stock until state #s.

4. 2018-2019 Strategic Plan and LivCo@200

Approaching in 2021 – 200th anniversary. Big celebration. Where do we want to go? Sent out note last week. Keep front and center.

5. Agenda Management Review/Local Law Codification Requirements- hold off until next meeting. Looking at agenda management systems instead of homegrown products. Different systems available that would make it better. Entities taking to next level – allow for that to happen. Streaming online if you can't make meeting. All tagged and chaptered. Trials at clerk conferences. Wave of the future – don't own. Found a good one to go with. \$10-12,000 per year. To get to a baseline we need to get to and sets up for next level.

**ADJOURNMENT**

Motion: Mr. Gott moved and Mr. Fanaro seconded to adjourn the meeting at 1:59 p.m.

Respectfully submitted,

Melissa S. Savino  
Secretary to the County Administrator