

**REGULAR BOARD MEETING
WEDNESDAY, JANUARY 24, 2018
1:30 P.M.**

ROLL CALL

The roll was called showing all members present.

PLEDGE OF ALLEGIANCE

The County Administrator introduced Michael Backus:

Mike Backus was born at Naval Air Station Corpus Christi, Texas. He enlisted in the United States Air Force in April of 1972 and went into active duty immediately following graduation from Washington High School in Massillon, Ohio in June of 1972. Mike received an Airfield Management Certificate from Community College of the Air Force in 1991. He served in the Air Force until his retirement in July of 1992 at the rank of E-7, Master Sergeant. Throughout his career, Mike served at several locations to include Texas, Colorado, New Hampshire, Nevada, Virginia, Alaska, Thailand, and the Netherlands. His awards and decorations include the Air Force Commendation Medal with two oak leaf clusters, Air Force Outstanding Unit award with five oak leaf clusters and one Valor device, Air Force good conduct medal with five oak leaf clusters, National Defense service medal with bronze star, Air Force overseas short tour ribbon, Air Force overseas long tour ribbon with one oak leaf cluster, Air Force longevity service award ribbon with four oak leaf clusters, non-commission officer professional military education graduate ribbon with one oak leaf cluster, small arms expert marksmanship ribbon, and Air Force training ribbon.

Following his retirement with an Honorable discharge from the Air Force, Mike was employed as a maintenance mechanic for Kodak and then as an electronics technician with Kodak and Carestream. Currently, Mike is an electronic test and troubleshoot technician for Harris Corporation.

Mike and his wife, Marsha, reside in Dansville. Mike has one son, Ryan, four grandsons, Hunter, Patrick, Christian, and Alec. Mike lost a son Adam to colon cancer at age 25, in 2009.

Michael Backus led the Pledge of Allegiance.

The County Administrator and Chairman LeFeber, on behalf of the Livingston County Board of Supervisors, presented a Certificate of Appreciation to Michael Backus. The audience presented a standing ovation.

APPROVAL OF MINUTES

Minutes of 1/10/18 Regular Meeting were approved as presented.

COMMUNICATIONS

1. There is a farewell party for Kathy Montemarano on January 26, 2018 2pm-4pm at the Mt. Morris Campus Building 6.

ABSTRACT OF CLAIMS**RESOLUTION NO. 2018-20 APPROVING ABSTRACT OF CLAIMS #1B-JANUARY 24, 2018**

Mr. Pangrazio presented the following resolution and moved its adoption:

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.

Dated at Geneseo, New York

January 24, 2018

Ways and Means Committee

The roll was called as follows: Ayes-2,009; Noes-0; Absent-0; Adopted.

PRIVILEGES OF THE FLOOR

LARISA ORTIZ, LARISA ORTIZ ASSOCIATES

- COMMERCIAL DISTRICT ANALYSIS

Mr. Deming introduced Ms. Ortiz. Bill Bacon welcomed Ms. Ortiz and commended her on her work in Livingston County. The information is tremendously useful. Ms. Ortiz will present a short summary on her finding and a full

report was placed on each Supervisor’s desk. The findings will be released to the public on February 6th at the Genesee River Hotel in Mt. Morris. Mr. Bacon encouraged everyone to RSVP to attend.

Ms. Ortiz thanked the Board, and the Economic Development Department, especially Louise Wadsworth and Maureen Wheeler for the fantastic work they have done. The following is a recap of Ms. Ortiz’s presentation:

The retail market analysis conducted by Larisa Ortiz Associates had two main objectives: 1) determine where the County should encourage and/or incentivize new retail and targeted investment and 2) determine what kinds of physical improvements should be prioritized by the County. The analysis considered the county's assets - the variety of offerings that drive visitation by both residents and visitors - as well as challenges that need to be addressed to improve the downtown business environment. The findings were as follows:

Physical environment: *While the county benefits from significant natural assets that draw visitors, there are also challenges with respect to access and visibility for many downtowns which in most cases are not located adjacent to Interstate exits. Walkability is also a challenge, notably the lack of pedestrian crossings, hilly terrain and lack of sidewalk lighting creates challenges, particularly for seniors and those with disabilities. Shared parking facilities are an asset in many downtowns, but in some cases the parking is hard to find and the alleys that connect to the main street are not particularly welcoming.*

Business Environment: *Genesee, Mt. Morris and Dansville are home to the greatest concentration and diversity of anchors and destinations, which is reflected in the largest concentration of businesses in each downtown. Avon, Caledonia and Livonia have a mixed set of offerings and downtown anchors, while Nunda, Lima and Leicester are smaller business districts with limited offerings and anchors. 70% of the Livingston County workforce commutes outside of the county for jobs, making concerns about limited/inconvenient hours a major issue for 31% of survey respondents.*

Market Data: *Spending by visitors has increased by 5.8% from 2015 to 2016, with the largest categories of increase in spending in food, dining and lodging. In fact, food, beverage and grocery are the largest draw for outside spending in the county. Overall, Livingston County businesses capture 80% of all spending by residents. In individual retail categories, residents spend more of their discretionary income outside of the county, notably in clothing and accessories, health and personal care and general merchandise.*

Principles and Recommendations: *A few key trends that inform the recommendations also include the growth in the baby boomer and millennial populations - both of whom will be driving spending and visitation in the coming decade. The recommendations focus on five key principles:*

1. Create an "8-80' downtown environment that is comfortable and accessible for people ages 8 to 80
2. Increase accessibility and convenience for people driving and walking to downtown
3. Connect downtown to existing assets and destinations
4. Support omni-channel retail opportunities and social media presence
5. Improve tenant mix and retail offerings.

Recommendations focus on redevelopment of the public and private realms, support for business efforts improve sales through both selling and marketing more effectively through on-line platforms, and finally targeted efforts to improve tenant mix through retail attraction and retention and pop-up stores in vacant spaces. Additional recommendations include alley improvements and parking lot upgrades, public art on Main Street, and wayfinding/signage to existing shared parking lots. Private realm improvements include continued downtown facade/rehab improvements (one of the county's successful current programs) and sales and marketing efforts focus on creating a "Downtown Livingston Brand" that helps drive visitation to all of the county's downtown communities.

Mr. Bacon asked if there were any questions. There were none. Mr. LeFeber thanked Ms. Ortiz.

PREFERRED AGENDA REQUIRING ONE ROLL CALL VOTE

RESOLUTION NO. 2018-21 APPOINTING MEMBERS TO THE LIVINGSTON COUNTY TRAFFIC SAFETY BOARD – KELLY SLOAN, DOMINIC MAZZA, LARRY LEVEY & MATTHEW GRIFFO

RESOLVED, that the following members are hereby appointed to the Livingston County Traffic Safety Board for the terms designated:

Name	Address	Representing	Term
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Kelly Sloan	2322 Rolling Ridge Drive, Avon, NY 14414	Avon Member	1/1/18-12/31/20
Dominic Mazza	223 Commerce Drive, Avon, NY 14414	Avon Alternate	1/1/18-12/31/20
Larry Levey	4630 Millennium Drive, Geneseo, NY 14454	Geneseo Member	1/1/18-12/31/20
Matthew Griffo	4630 Millennium Drive, Geneseo, NY 14454	Geneseo Alternate	1/1/18-12/31/20

Dated at Geneseo, New York
January 24, 2018
Public Services Committee

PREFERRED AGENDA VOTE

There being no further discussion on the foregoing resolutions, Chairman LeFeber asked for a motion to present the Preferred Agenda.

Motion made by Mr. Schuster and seconded by Mr. Gott to move the Preferred Agenda. Carried.

The roll was called as follows: Ayes-2,009; Noes-0; Absent-0; Adopted.

RESOLUTIONS REQUIRING A SEPARATE ROLL CALL VOTE

Center for Nursing and Rehabilitation

RESOLUTION NO. 2018-22 AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE CENTER FOR NURSING AND REHABILITATION THERAPY GYM RENOVATION/NEW CONSTRUCTION – LABELLA ASSOCIATES, DPC

Mrs. Donohue presented the following resolution and moved its adoption:

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
LaBella Associates, DPC 300 State Street, Suite 201 Rochester, NY 14614 For: Architect & Engineering Services	N/A	\$36,250.00 +Reimbursable Expenses as outlined in AIA Document B102-2017

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

Dated at Geneseo, New York
January 24, 2018
Human Services Committee

The roll was called as follows: Ayes-2,009; Noes-0; Absent-0; Adopted.

County Administrator

RESOLUTION NO. 2018-23 AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES, NURSING HOME RENOVATION/NEW CONSTRUCTION, DIALYSIS EXTENSION AND COUNTY ENERGY PERFORMANCE – NORTHEAST PRECONSTRUCTION VENTURES, INC.

Mr. Pangrazio presented the following resolution and moved its adoption:

WHEREAS, the County of Livingston solicited a Request for Proposal for Construction Management Services for Nursing Home Renovation/New Construction, Dialysis Extension and County Energy Performance Improvements, and three proposals were received, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Northeast PreConstruction Ventures, Inc.	1/24/18 – project completion	A-\$51,000.00

P.O. Box 215
 Fairport, NY 14450
 For: Construction Management Services

B-not to exceed \$75,000.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Capital Budget; Enterprise Fund (CNR)	100%	X Yes No

Dated at Geneseo, New York
 January 24, 2018

Ways and Means Committee

The roll was called as follows: Ayes-2,009; Noes-0; Absent-0; Adopted.

Personnel

RESOLUTION NO. 2018-24 RATIFYING TENTATIVE COLLECTIVE BARGAINING AGREEMENT WITH THE CSEA PART-TIME/SEASONAL EMPLOYEES UNIT AND AUTHORIZING EXECUTION OF A COLLECTIVE BARGAINING AGREEMENT

Mr. Pangrazio presented the following resolution and moved its adoption:

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.

Dated at Geneseo, New York
 January 24, 2018

Ways and Means Committee

The roll was called as follows: Ayes-2,009; Noes-0; Absent-0; Adopted.

OTHER BUSINESS

1. RECOGNITION OF RECORDS MANAGEMENT DIRECTOR KATHERINE MONTEMARANO

Mr. Coyle's Comments:

It's my honor and pleasure to recognize a Department Head on her last Board meeting, as she retires this week and that is Kathy Montemarano, Records Management Supervisor.

Kathy quite possibly is the most unassuming, quiet, non-confrontational Department Head I have had the pleasure to work with over the last ten years. She provided steady, stable guidance of the department for over 25 years.

....there simply is not a lot of pizzazz and fanfare when it comes to records management. It's not an outward facing department that has a lot of interaction with the public. It's really an internal service operation that exists to sort of serve all of us in county government and occasionally the member of the public. The proper operation of records access has a lot of importance in our working lives as county personnel. And we're thankful for Kathy's role in making records management, a not necessarily loud, but still a well-oiled machine. I would tell Kathy to enjoy her retirement and perhaps to do something exhilarating and once-in-a-lifetime, like go skydiving. But something tells me once is enough for her.

Kathy was always good about the ABCs of Records Management

A - Keep what must be kept

B - Shred what may be shredded

C - Understand the difference between A and B.

All kidding aside, records management is heady, important stuff. This is historical data but also public information. Think of these records, in addition to buildings, infrastructure and people – as the assets of the county government organization. Hundreds of 1000s of documents, both important and unimportant, so expertly stored, organized and managed so that a request for a board policy from 1974 can arrive in paper copy form on my desk a day later.

I'll end with the top 5 excuses Kathy has heard over the years for people not complying with proper Records Management protocol

5. *Employee's toe was injured when he kicked the filing cabinet.*
4. *I don't want anyone to know what I do.*
3. *None of my files are involved in litigation.*
2. *Not part of my employee workplan.*

And the top excuse Kathy has heard over the years for people not complying with proper Records Management protocol: I don't want to remember the past.

Well Kathy, we do want to remember the past. We want to remember and recognize your tenure here and we want to thank you for your service to Livingston County government.

Mr. Coyle presented Kathy with a “gold” bank box and a clock. The audience presented a standing ovation.

ADJOURNMENT

Motion made by Mr. Pangrazio and seconded by Mr. DiPasquale to adjourn until Wednesday, February 14, 2018 at 1:30 p.m. Carried.

The Board adjourned at 2:07 p.m.