

**PUBLIC SERVICES COMMITTEE MEETING MINUTES  
WEDNESDAY, FEBRUARY 6, 2019  
9:00 A.M.**

PRESENT: G. Deming, C. DiPasquale, B. Carman, S. Erdle, D. LeFeber, D. Mahus, B. Donohue, M. Falk, I. Coyle, H. Grant, S. Hillier, J. Gunther-Intern  
 ABSENT: M. Schuster,

Public Services Chair Jerry Deming asked North Dansville Supervisor Dennis Mahus to lead the Pledge of Allegiance.

**HIGHWAY – DON HIGGINS**

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

**1. AUTHORIZING THE PURCHASE OF ONE (1) 2020 TRI-AXLE DUMP TRUCK THROUGH A CONTRACT AWARDED BY ONONDAGA COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT-TRACEY ROAD EQUIPMENT**

RESOLVED, that the Livingston County Highway Department is hereby authorized to purchase through Onondaga County Bid Contract No. 8996 from Tracey Road Equipment of 300 Middle Road, Rochester, NY 14467 one (1) 2020 Freightliner 114SD Tri-Axle Truck with Beau-Roc Dump Body a cost not to exceed \$151,477.00.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Tracey Road Equipment 300 Middle Road Rochester, NY 14467	NA	\$151,477.00

For: Purchase of Tri-Axle Dump Truck through Onondaga County Contract #8996

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2019 Liv. Co. Highway Machinery Fund Appropriations	100 %	Yes XX No

Director's Comments: This purchase will replace existing Dump Truck #130, a 1999 Sterling LT9511 Tri-Axle, with 300,100 miles, in poor condition.

Mr. Higgins reviewed the equipment to be replaced. This is one of three 1999 Sterlings that they have.

*Motion: Mr. Carman moved and Mrs. Erdle seconded to approve the foregoing resolution..... Carried.*

**2. AUTHORIZING THE IMPLEMENTATION, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND STATE-AID ELIGIBLE COSTS, OF A FEDERAL-AID AND/OR STATE-AID TRANSPORTATION PROJECT, AND APPROPRIATING FUNDS THEREFORE - LIVONIA CENTER ROAD (CR-39) OVER KINNEY CREEK, TOWN OF LIVONIA, PIN 4BNY.34**

WHEREAS, Sponsor will design, let and construct the "Project", and

WHEREAS, a Project for the Culvert Replacement, CR-39 – Livonia Center Road over Kinney Creek, Town of Livonia, P.I.N 4BNY.34 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 0% Federal funds and 100% non-federal funds, and

WHEREAS, the County of Livingston desires to advance the Project by making a commitment of 100% of the non-federal share of costs of Preliminary Engineering, Design, Construction, Construction Inspection and Construction Support Phases, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby approves the above-subject project, and it is hereby further

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the Chairman of the Board of Supervisors to pay in the first instance 100% of the federal and non-federal share of the cost of Preliminary Engineering, Design, Construction, Construction Inspection and Construction Support work for the Project or portions thereof; and it is further

RESOLVED, that the Livingston County Board of Supervisors hereby agrees that the County of Livingston shall be responsible for all costs of the project which exceed the amount of the NY Bridge Funding

awarded to the County of Livingston, and it is further

RESOLVED, that the sum of \$801,250.00 is hereby appropriated from Livingston County Budget Appropriations and made available to cover the cost of participation in the above phases of the Project, and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Livingston County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon notification by the Livingston County Highway Superintendent thereof, and it is further

RESOLVED, that Livingston County hereby agrees that construction of the Project shall begin no later than eighteen (18) months after award, and that the Project shall be completed within THREE years of commencing construction, and it is further

RESOLVED, that the Chairman of the Board of the Livingston County Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal-Aid and/or State-Aid on behalf of the County of Livingston with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>NYS Department of Transportation</b> 50 Wolf Road Albany, NY 12232	1/14/19-3/31/24	\$801,250.00

For: State/Local Agreement for Culvert Replacement Project, CR-39, Town of Livonia, PIN 4BNY.34, Preliminary Engineering, Design, Construction, Construction Inspection, and Construction Support Phases.

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
NYS Bridge-NY Program	0%	Yes X    No

Culvert projects under this funding are 100% funded unless it goes over contract.

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

**3. AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: HIGHWAY DEPARTMENT AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE**

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

**Highway Department:**

- Delete one full-time Road Maintenance Worker position effective immediately.
- Delete one full-time Road Maintenance Worker position effective immediately.
- Create one full-time Motor Equipment Operator I at Wage Grade 9 CSEA Contract immediately.
- Create one full-time Motor Equipment Operator I at Wage Grade 9 CSEA Contract immediately.

Mr. Higgins explained that the intent is to attract more experienced applicants that already have their CDL Class B license. The difference in wage rate is \$1.28/hour. That translates into ~\$2,700 annually for each position.

*Motion: Mrs. Erdle moved and Mr. Carman seconded to approve the foregoing resolution ..... Carried.*

**4. AMENDING A PORTION OF RESOLUTION NO. 2018-375**

WHEREAS, Resolution No. 2018-375 authorized the County Highway Superintendent to contract with Ontario County for removal of snow and ice from a 0.44 mile section of County Road 36A, and

WHEREAS, the correct term start date is 10/15/18, now therefore be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Highway Department, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
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20 Ontario Street  
 Canandaigua, NY 14424

For: 2018 - 2019 Snow & Ice Control on 0.44 miles of County Road 36A, Town of Springwater.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
County Highway Budget Appropriations	100%	Yes X No

And be it further

RESOLVED, that Resolution No. 2018-375 is hereby amended.

Mr. Higgins explained that the start date in the original resolution needed to be corrected.

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

Mr. Higgins commented that construction of the parking lot for the Veterans monument has begun.

**CENTRAL SERVICES – WILLIAM MANN**

**1. AUTHORIZING THE PURCHASE OF ONE (1) GENERAC INDUSTRIAL DIESEL SD SERIES GENERATOR – 50 KW, 120/240V SINGLE PHASE FOR SICG 2017- LIVINGSTON COUNTY’S EMERGENCY COMMUNICATIONS UPGRADE PROJECT, SHORT TRACT ROAD SITE-BETTER POWER, INC.**

RESOLVED, that Livingston County is authorized to purchase through New York State OGS Contract, #PC66786 from Better Power, Inc., 508 White Spruce Blvd. Rochester, NY 14623, one (1) Generac Industrial Diesel SD Series Generator, 50 kW, 120/240V single phase at a cost of \$31,137.04.

Director Comments: No bids were received on February 4 resulting in the need to make a purchase off of state contract.

Mr. Mann thanked Don Higgins on the spirit of cooperation between Central Services and the Highway Department, who went up to the site to reshaped the driveway back to the tower site, which will help greatly with access and overall cost of construction. We did go out to bid twice and this past Monday there were no bids again. We found this company on the state OGS contract pricing. There was discussion on reasons why there have been no responses for this bid.

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

**2. AWARDING BID FOR THE LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS SYSTEM UPGRADE PROJECT: EQUIPMENT PROCUREMENT-SITE CONSTRUCTION-KAPLAN-SCHMIDT ELECTRIC, INC.**

WHEREAS, after the proper legal advertisement seeking bids for Site Construction for the Livingston County Emergency Communications System Upgrade Project-Site Construction, four (4) bids were received and opened on February 4, 2019, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract for Project-Site Construction, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Kaplan-Schmidt Electric, Inc. 50 Saginaw Drive. Rochester, NY 14623	2/1/19-12/31/19	\$290,220.00

For: The continued upgrade of the Emergency Communications System, Portage tower site, to enhance the interoperability of the Communications System. Funded through the SICG grant program.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Grant Funding / 2017 SICG	\$0	X Yes No

Mr. Mann reviewed the bid results. The next closest bid was at \$331,716.

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

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

Government Center Water Damage - Preliminary Report & Assessment and next steps – Mr.

Coyle explained that he requested an update on the damages and repairs. The County has a \$1,000 deductible. Mr. Cavalier reviewed the cause of the pipe break and the steps taken immediately by Central Services staff. Clark Patterson confirmed that this system design and the insulation were appropriate at the time of construction. Mr. Cavalier described the different sprinkler system design options under consideration. To date, we have paid \$54,000 for the EMS clean-up restoration work, \$10,000 for extra manpower for the demo work done on the first day and \$1,500 to West Fire for damaged smoke heads. A fire watch was set up on the first night because the systems needed to be shut down because the wetness kept setting off alarms. The elevators were the biggest repair costs with damages at \$34,174 to get both cars back up and running. We did consider the costs to upgrade the elevator system but the costs were \$130,000 and insurance would not cover the upgrades. One transformer in the building took a direct hit but we did not have to change any transformers. Five panels were compromised and need to be replaced with a cost of \$10,100 plus some internal electrical costs. The insurance company has agreed to pay submitted receipts. We are choosing to go to bid for the repair work to get the best price. Mark Grove is putting together the bid paperwork for us. Mr. Coyle reviewed that we have never had problems with our insurance company on paying claims in the past. There was discussion on how we prevent something like this from happening again. Clark Patterson is willing to prepare a recommendation if we want to enter into an agreement. The committee directed Mr. Cavalier to find out what the cost for Clark Patterson to prepare a redesign report would be before they will agree to order the report. There was discussion on different options available to avoid this happening again. Mr. Cavalier reported on the flow alarm system and how the flow alarm system was just tested last November and again after the water break. The system was operational both times. Mr. Coyle commended the work done by the Central Services staff.

**PROBATION – LYNNE MIGNEMI**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING USER AGREEMENTS FOR THE LIVINGSTON COUNTY PROBATION DEPARTMENT-CATHOLIC CHARITIES OF LIVINGSTON COUNTY**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following User Agreement(s) for the Livingston County Department of Probation, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Catholic Charities of Livingston County</b>	1/1/19-12/31/19	(\$5,098.00)

34 East State Street

Mount Morris, New York 14510

For: Thinking For a Change (T4C) component of Livingston Initiative for Transformation (LIFT) Program

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
New York State Division of Criminal Justice Services	0%	No

Mrs. Mignemi reviewed the LIFT Program introduced a few months ago and explained how they are ready to move forward with a user agreement. Two members of her staff, Michelle Jordan & Deb Mack will be running the program in conjunction with Catholic Charities and the Sheriff’s Office. This is a revenue for us and any expenses will come out of those monies. A meet and greet with several of the screened inmates was held yesterday.

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

**Informational Item(s) Written Only**

1. PROBATION DEPARTMENT WORKLOAD

- 415 adult offenders supervised in county (21 treatment court cases being supervised in drug court)
- 21 offenders in other NYS counties
- 4 offenders in other states
- 14 juveniles supervised
- 7 new juvenile referrals
- 34 investigations ordered
- 11 active EHM cases (0 juvenile; 11 adults; 2 of which are female), 1-Global Positioning
- 0 adult placed on probation for willful violation of support
- 13 New Leandra’s Law cases (4 CDs)

2. MONIES COLLECTED

- \$2,940.58 – restitution
- 1,682.41 – fines
- 2,125.00 – DWI supervision fees
- 466.00 – EHM fees
- 145.06 – restitution surcharge

2018 COLLECTION TOTALS

- \$ 76,872.54 – restitution
- 36,756.00 – DWI fees
- 29,015.00 – EHM fees
- 3,673.54 – restitution surcharge
- 26,783.98 – TOTAL FINES
  - STOP DWI - \$25,238.98
  - CASE SUPERVISION - \$1,000.00
  - OUT OF COUNTY FINES - \$245.00
- 38.45 – Unallocated (Overpayment returned to offender)

3. OUTSTANDING FEES

- \$78,092.00 – DWI Supervision Fees as of 12/28/18
- \$148,086.00 – EHM fees as of 12/28/18

4. MEETINGS ATTENDED

- 12/3/2018 Finger Lakes Regional Juvenile Justice Team
- 12/4/2018 Human Services Department Head
- 12/12/2019 e-Connect telephone conference
- 12/17/2018 Staff meeting
- 12/18/2018 Law Enforcement Council
- 12/19/2018 Board of Supervisor Meeting

5. ADMINISTRATIVE REVIEWS

- One (1) administrative review

6. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	12/19/18	Understanding Drug Use & Addiction today	1.25	
	12/19/18	Portal Certification		
	12/19/18	Role of the Probationer Officer	0.5	
	12/19/18	Incentives and Sanctions	1.0	
	12/20/18		0.75	
Katie Dunn	None			

Michelle Jordan	None			
Liz Laney	None			
Debra Mack	12/5/18 12/5/18	High in Plain Sight Treatment Courts Online Incentives & Sanctions	3.0 0.75	
Rachel Merrick	None			
Lynne Mignemi	12/5/18	High in Plain Sight	3.0	
Courtney Sobrado	None			
Jason Varno	December	Legal & Liability Risk Management Institute legal update reviews Public Agency Training Council legal update reviews Working with Josh	8.0 4.0 8.0	
Joshua Wren	None			

**EMERGENCY MEDICAL SERVICES – KAREN DEWAR**

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

**1. AMENDING A PORTION OF RESOLUTION 2018-432**

WHEREAS, Resolution No. 2018-432 authorized the Chairman of the Board of Supervisors to sign a contract for the Emergency Medical Services Department, and

WHEREAS, the Emergency Medical Services Department wishes to avail the agreement to other county departments; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign the contract amendment according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Commercial Acceptance Company</b> 2300 Gettysburg Road, Suite 102 Camp Hill, PA 17011 For: Collection of service fees	1/1/19-12/31/19	25% First Placement & 45% Second Placement Accounts

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Per each department budget	As above	Yes

Ms. Dewar explained that she was contacted by the Department of Health with a request to use this contract. The amendment simply takes out the specificity so that other county departments can use this service.

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

**2. AMENDING THE 2019 SALARY SCHEDULE: EMERGENCY MEDICAL SERVICES  
RESOLVED, that the 2019 Salary Schedule is amended as follows:**

**Emergency Medical Services:**

Create two (2) full-time Advanced Life Support Technician positions at Grade 12 CSEA Contract effective immediately.

Ms. Dewar explained that these are budgeted positions. There were over 4,900 calls in 2018 and they were feeling that they would need to supplement their full time staff. Subsequently, Ms. Dewar was notified last Friday at 4pm that Avon was not going to continue coverage from 7am-5pm Monday-Friday. Avon had just over 1100 calls last year with about 56% being transports. She is uncertain what the long term plan is for Avon. They are making this changes due to finances.

*Motion: Mr. LeFeber moved and Mr. Mahus seconded to approve the foregoing resolution .... Carried.*  
There was discussion on the EMS deputy residency and he now resides within the County.

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**Informational Item(s) Written Only**

January 3, 2019	County EMS Captain meeting / Medical Director meeting
January 10, 2019	EOC Expansion kick-off meeting
January 11, 2019	New AHA Instructor - CPR monitoring
January 14, 2019	NYS EMS Coordinator Association meeting
January 16, 2019	Livingston County PMT – Radio Communications Project
January 22, 2018	LCEMS Paramedic and Medical Director – medical training for LCSO SWAT class Hamptons Corners EMT class started
January 23, 2018	MLREMS Systems Operation meeting Lima EMT class started
January 28, 2019	MLREMS Council meeting
January 29, 2019	New AHA Instructor - CPR monitoring Medical Director meeting Noyes Health meeting – EMS feedback processes

**PLANNING – ANGELA ELLIS**

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

**1. APPOINTING ENVIRONMENTAL MANAGEMENT COUNCIL CHAIRPERSON-  
ALEXANDER W. PIERCE**

WHEREAS, the bylaws of the Livingston County Environmental Management Council (EMC) provide that the EMC Chairperson be appointed by the Board of Supervisors upon the recommendation of the EMC; and

WHEREAS, on January 23, 2019, the EMC voted to recommend that the Board of Supervisors appoint Alexander Pierce as Chairperson of the Environmental Management Council; now, therefore, be it

RESOLVED, that the following member is hereby appointed as Chairman of the Livingston County Environmental Management Council for the term designated:

Name	Address	Title/Representing	Term
Alexander W. Pierce	P.O. Box 19, Nunda, NY 14517	Chairman	2/1/19-1/31/20

**Director's Comments:** The EMC met on January 23, 2019. Those members present voted to recommend that Mr. Pierce continue as Chairperson of the EMC.

This is a reappointment. Mr. Pierce has been the Chair for the last four years. He is also the Vice Chair for the County Planning Board.

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

**2. APPOINTING MEMBER TO THE LIVINGSTON COUNTY PLANNING BOARD-ROBERT  
HAYES**

RESOLVED, that the following member is hereby appointed to the Livingston County Planning Board for the term designated:

Name	Address	Title/Representing	Term
Robert Hayes	154 North Avenue Avon, NY 14414	Village of Avon	2/14/19-12/31/20

**Director's Comments:** The Village is recommending that Mr. Hayes fill the vacancy.

Mr. Hayes is a member of the Village Board of Trustees, Liaison to their Planning Board, a life-long resident and business man within the community. We have had a vacancy for the Village of Avon for many years. Mrs. Ellis explained that she is working very hard on filling vacancies to the Board.

*Motion: Mr. LeFeber moved and Mrs. Erdle seconded to approve the foregoing resolution..... Carried.*

**3. APPROVING THE OFFICIAL UNDERTAKING OF PUBLIC EMPLOYEES FIDELITY (BLANKET) BOND FOR GENESEE FINGER LAKES REGIONAL PLANNING COUNCIL**

WHEREAS, the County of Livingston has appropriated the sum of \$9,970.00 as its share of the Year 2019 operating funds of the Genesee Finger Lakes Regional Planning Council; and

WHEREAS, pursuant to Section 119-00 of the General Municipal Law of the State of New York, the County is authorized to provide for the payment of such appropriations to an officer of the agency designated by the agency to receive such monies provided that such officer shall have executed an official undertaking approved by the governing body of the County; and

WHEREAS, the Genesee Finger Lakes Regional Planning Council has designated David S. Zorn, Director of the Council, as the officer to receive payments of such monies; and

WHEREAS, the Genesee Finger Lakes Regional Planning Council has secured a Public Employees Fidelity (Blanket) Bond, issued by National Grange Mutual Insurance Company, providing faithful performance blanket bond coverage for officers and employees of the Council in the amount of \$500,000.00;

now therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby approves such bond as the official undertaking required pursuant to Section 119-00 of the General Municipal Law.

**Directors Comments:** This is an annual resolution approved by the Board of Supervisors. The NYS General Municipal Law requires counties participating in regional planning agencies to annually approve an "official undertaking" which can consist of a Public Employees Fidelity (Blanket) Bond for that officer of the agency designated to receive monies appropriated by member counties. This bond is to provide faithful performance blanket bond coverage for the designated officer in the amount of funds being managed. In 2019, the total amount of funds being managed by the Regional Planning Council at any point during the calendar year will be approximately \$500,000.

This is an annual resolution as part of our membership to the GFLRPC. Brenda Donohue, Will Wadsworth and Bill Bacon represent the County on this Council.

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

**4. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY DEPARTMENT OF PLANNING: LIVINGSTON COUNTY SOIL AND WATER CONSERVATION DISTRICT**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Planning Department, 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>Livingston County Soil &amp; Water Conservation District</b>	3/1/19-12/31/19	Not to exceed \$18,000.00

11 Megan Drive, Suite 2  
Geneseo, NY 14454

For: Professional services in support of the implementation of the Conesus Lake Watershed Management Plan



funded through the Finger Lakes-Lake Ontario Watershed Protection Alliance funds (CLAWS 28).

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Environmental Protection Fund/Finger Lakes-Lake Ontario Watershed Protection Alliance annual funding (Conesus Lake Aquatic Weeds Strategy CLAWS 28)	0	Yes

This is also an annual resolution. We provide funding to them through the CLAWS to provide agricultural best management practices.

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

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

1. EMC Earth Day Award – Nominations due March 6-Mrs. Ellis distributed the Earth Day Award nomination form. The form is being sent out through social media, advertising and email to get it out to as many people as possible. The number of nominees varies from year to year.
2. 2<sup>nd</sup> Annual Community Clean Up Event – April 27-28-This is the 2<sup>nd</sup> annual clean up event. A Facebook event has already been created, the press release is ready to go and a link is set up showing what we would like to do. Any questions should be directed to the Planning Department and Shawn Rooney, who is coordinating.
3. PDR Pre-Application Workshops – February 28 & March 9-We are gearing up to do the next pre-application process for the purchase of development rights program plus and other state and federal programs that become known to us where farms could apply for some type of program that works to protect their agricultural land. We do have a joint press release drafted and under review right now with the Conservancy. We have 12 conservation easements that have been completed protecting 7,412 acres and we have 3 other applications pending. We rank at the top with number of acres protected and investment. Two mandatory workshops are scheduled. They have already received several calls from interested farmers that they then refer to the Conservancy. Pre-Applications are due March 29 with recommendations coming to the Public Services Committee on June 5 and a resolution on June 12. This list will be used mainly for PDR but also for all other opportunities that come our way.
4. Update on Water Supply Study Update Project-We are at the start of the water supply study update which was originally completed back in 1991. The kickoff informational meeting was held on January 25 which provided an overview of the project. Feedback from the meeting was very positive with an additional request for more information as to what is involved with the project and more specifics on what the tasks would be, a schedule and who will be on the steering committee. A FAQ sheet was distributed.

**Informational Item(s) Written Only**

**CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES**

1. **Conesus Lake Watershed Council.** The Council met on November 30, 2018, and reviewed 2018 accomplishments and approved the work plan for 2019. The next meeting is scheduled for March 1, 2019.
2. **Wilkins Creek Stormwater Management Study.** The final project report has been completed. A project overview was presented to the Council on November 30. A presentation was provided to the Town and Village of Livonia in December and January, respectively.
3. **Vitale Park Green Infrastructure & Shoreline Habitat Restoration Project.** Rain garden and rain barrels have been installed at the Watershed Education Center at Vitale Park. Informational kiosks and booklets on green infrastructure are designed and delivered. The kiosks will be installed in the Spring.
4. **Stormwater Management Tool Kit.** Barton & Loguidice conducted a review of watershed town regulations pertaining to stormwater management. The draft was provided to DEC for comment. Staff continued working with CC Environment & Planning on developing a distribution plan for the stormwater fact sheets.
5. **Governor Cuomo’s Initiative to Address Harmful Algal Blooms (HABS).** We received notice that

two applications were funded. Conesus Lake Outlet Reconfiguration Project and the Vitale Park Shoreline Restoration Project.

6. **Watershed Education Center at Vitale Park (WEC).** The WEC Program Development Committee continued working on the presentation schedule for 2019.
7. **Finger Lakes Institute Grant for Addressing Invasive Species.** We've been notified that we've been awarded \$6,000 towards equipment and activities to help eradicate invasive species. We are currently researching opportunities for use of drones in identifying invasive species. We plan on purchasing a drone in February.

#### **TRANSPORTATION ADVISORY COMMITTEE**

1. **Mobility Management Website.** The Public Transportation Work Group and CC Environment & Planning continued work on developing the marketing materials for the website. The Work Group is meeting on January 31<sup>st</sup> to review the draft materials and discuss the plan for distribution.
2. **Geneseo Active Transportation Plan.** The Project Committee selected Barton & Loguidice to complete the project. The project kick-off meeting took place on January 17, 2019. The consultant team has started the data collection phase.

#### **AGRICULTURAL AND FARMLAND PROTECTION BOARD**

1. **303b Petition Process.** The 303b petition package with approvals was submitted to Ag and Markets in December for approval. We were notified by Ag and Markets that the 303b petition package was approved. All required notifications have been completed. The maps and the website have been updated.
2. **Agricultural District Eight Year Renewal.** Renewal of Agricultural District #1 is planned for 2020. We've started the organizational process.
3. **NYS Ag and Markets Grant Program: Local Municipal Agricultural and Farmland Enhancement and Protection Plans:** Planning staff continued to provide support to the towns of Sparta, Geneseo, and Mt. Morris with the development and state approval of their local plans. New grant: We will also be providing assistance to the Town of Leicester for development of a local ag protection plan.
4. **NYS Ag and Markets Grant Program: Local Municipal Regulation Updates.** We are providing technical and mapping assistance to the Town of Ossian in support of its Zoning Law update project.
5. **Purchase of Development Rights (NYS Farmland Protection Implementation Grant program)** Planning staff continues to provide technical assistance to the GVC as needed. The AFPB approved the pre-application at its last meeting on January 17. Planning staff and GVC are coordinating the press release and advertisement for workshops on February 28 and March 9.

**SOLAR PROJECTS/ARTICLE X.** The County and Town of Mt. Morris will be making nominations for 2 positions on the state siting board. We expect the State will formally request nominations in early 2019. Public open houses are scheduled for February 6<sup>th</sup>, 5pm-8pm and February 7<sup>th</sup>, 2pm-5pm, at the Genesee River Hotel, Mt. Morris.

#### **ENVIRONMENTAL MANAGEMENT COUNCIL (EMC)**

1. **Next meeting.** The EMC met on January 23, 2019. Those present voted to nominate Alex Pierce to the position of Chairman. Resolution for appointment presented to Committee today.
2. **Earth Day Award.** Nominations are due to the Planning Department no later than March 6, 2019.
3. **Community Clean Up Event.** The EMC and Planning Department staff started organizing for the second annual community clean up event to take place April 27 and 28, 2019. Activities will be ramping up in February.

#### **COUNTY PLANNING BOARD**

**LET'S Plan. Reminder:** "Evenings with the County Planning Board" is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen.

#### **E911 ADDRESSING**

The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff's Office.

**LIVINGSTON COUNTY WATER SUPPLY STUDY UPDATE PROJECT.** The project kick-off meeting

was held on January 25. The data collection phase has started.

**GENESEE TRANSPORTATION COUNCIL**

1. **Council.** The next meeting is scheduled for March 7.
2. **Planning Committee.** Don Higgins attended the meeting on January 10. The next meeting is scheduled for February 14, 2019, at the Livingston County Highway Conference Room.

**GENESEE FINGER LAKES REGIONAL PLANNING COUNCIL**

1. **Council.** The Council meets quarterly. The Council met on December 13<sup>th</sup>. The next meeting is March 7.
2. **Executive Committee.** The next meeting is scheduled for January 31, 2019.
3. **Planning Coordination Committee.** The next meeting is scheduled for February 15, 2019, at the Livingston County Government Center.

**NYS SNOWMOBILE PROGRAM.**

We coordinated distribution of approximately \$18,500 (combined) to Hill and Valley Riders and Caledonia Trailblazers toward trail maintenance costs in 2018.

**LIVINGSTON COUNTY LAND BANK CORPORATION.**

Planning staff continued work on due diligence documents required for executing the grant agreement. Staff also continues working on organizational activities in anticipation of LCLBC being soon able to acquire property for either demolition or renovation.

**HOUSING NEEDS ASSESSMENT AND MARKET ANALYSIS.** The County was awarded \$47,500 to prepare a county-wide housing needs and market analysis. Staff is coordinating contract execution with the Office of Community Renewal.

**SHERIFF’S OFFICE – SHERIFF TOM DOUGHERTY**

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

**1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE FOR LIVINGSTON COUNTY PUBLIC SAFETY RADIO SYSTEM MAINTENANCE SERVICES-FINGER LAKES COMMUNICATIONS**

WHEREAS, the County of Livingston solicited a Request for Proposal for Livingston County Public Safety Radio System Maintenance Services, and two (2) 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>
<b>Finger Lakes Communications</b> 305 Clark St. Auburn, NY 13021	2/1/19-1/31/20	Not to exceed \$40,000.00

For: Finger Lakes will provide and furnish all labor, materials, tools, supplies, equipment, service and facilities, supervision an administration required by the Contract Documents for the proper and complete performance and acceptance of the services defined in the contract. They will provide will provide quarterly, annual inspections of all County owned radio equipment.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
A3020	0%	X Yes No

Director’s Comments: According to the contract, Finger Lakes shall be paid for the services per the schedule below:

- \$9,200.00 per year for Quarterly Inspection scope items
- \$8,120.00 per year for Annual Inspection scope items
- \$1,500.00 per authorized tower climb (up to 199 feet tall) (if required by Owner)
- \$2,000.00 per authorized tower climb (200-299 feet tall) (if required by Owner)
- 25% markup on authorized Material Purchases plus required Freight Charges (if required by Owner)
- \$12,840.00 per year for Optional Item #1 – Maintenance of County-Owned Subscriber Units

Sheriff Dougherty reviewed the contract for approval. This is new through operating these towers and equipment.

*Motion: Mr. Carman moved and Mr. DiPasquale seconded to approve the foregoing resolution Carried.*

**2. AMENDING THE 2019 SALARY SCHEDULE: SHERIFF'S OFFICE**

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

**Sheriff's Office:**

Create three (3) full-time Corrections Officer positions at a Grade 12 LCDSA Contract effective immediately.

**AND REFER MATTER TO WAYS AND MEANS COMMITTEE**

Sheriff Dougherty explained that these are budgeted positions. Minimum staffing is set by us but these are still mandated by the Commission of Corrections (COC). After a review done several years ago required us to increase staffing. The Sheriff negotiated back and forth with COC and a compromise was reached with additional staff being hired. The problem is that day shift requires 12 deputies, afternoons requires 11 and night shift requires 9. There are additional bodies needed on weekends for visitation, not including transports. Using the current number, we have voids in our schedule before anyone takes a holiday, vacation or sick time. On average, there are 30 opening per month that need coverage. On day shift, afternoon has 38 and evenings has 30. These cause either overtime or part time. Typically we use part time because it is more efficient and we are not paying time and a half, however our part-timers are very difficult to retain long term. We currently have 26 part timers. Over the last 5 years we have had well over 100 part timers. The training costs for a for a part time deputy = \$725 for In Service training, \$135 for Psych testing, \$1,581 for Quarter Master outfit, \$4,400 for 204 hours of field training and NYS Criminal Procedure Law mandates that they have 240 hours of instruction at \$5,200. They need all this training, which amounts to over \$10,000 each time someone comes and goes. We are putting on our own schools because we have so many, which cost \$14,000 each time to pay for our instructors, general training documents and certificates. Over the last six month Chief Deputy Yasso has continued to come forward requesting more staff because the schedule is not working. Over the last budget cycle these three positions were approved. Through the 2019 budget the net cost is \$30,000 with a swap between the full time and part time budget allotments.

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

**3. 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 #18110083 from Genesee Valley Dodge of 1695 Interstate Drive, Avon NY 14414 one (1) new 2018 Dodge Charger at a cost of \$25,007.76.

**AND REFER MATTER TO WAYS AND MEANS COMMITTEE**

Sheriff Dougherty explained that this is a general fleet car. Chargers are a great value in the price for the fleet.

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

**4. AUTHORIZING THE PURCHASE OF THREE (3) 2019 CHEVROLET TAHOES FOR THE LIVINGSTON COUNTY SHERIFF'S OFFICE-TBD**

RESOLVED, that the Livingston County Sheriff's Office is authorized to purchase through mini-bid #19010206 from TBD three (3) new 2019 Chevrolet Tahoes at a cost not to exceed \$34,191.00 each.

**AND REFER MATTER TO WAYS AND MEANS COMMITTEE**

Sheriff Dougherty reviewed the transition to the Fords three years ago and how the general costs have gone up significantly so he is looking back at the Tahoes. The price for Tahoes have stayed the same the last five years. A survey of the deputies was done and the deputies prefer the roominess of the Tahoes 3/1. The Sheriff reviewed the swap of equipment taking place between the SWAT team members and the techs. Based on information today the request is for three vehicles at a cost not to exceed \$34,191 each.

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

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

1. LCSO Training Facility Project – Mr. Mann reviewed the work done to date on a plan for the property. A packet showing the plan proposal was distributed. Sheriff Dougherty thanked the Board members again for

their support of this project and how this site will be used well into the future for training. Sheriff Dougherty reviewed the aerial photos. Phase 1 encompasses the range portion and the parking lot with an approximate costs for 100 yards of stone and concrete costing ~\$18,500, a pavilion type building to cover the bullet trap and 25 years of the range for ~\$150,000, fencing of the range costing ~\$7,500 and a 12 foot tall x 40 foot long shooting range bullet trap costing ~\$30,000 for a Phase 1 cost of \$276,000. These prices are approximate that are some items like the pavilion will need to go out for RFP. The first 25 feet of the range would be covered by a pavilion with a heavy rooftop, three open sides with the bullet trap at the end. We did talk to Kircher prior to purchasing this property when we were talking about the Hampton Corners location. This has been a collaborative effort between Highway, Mark Grove, Bill Mann, Angela Ellis, Sheriff's team, Ian Coyle and Shannon Hillier. Sheriff Dougherty reviewed the future buildouts of the project. This property has amazing opportunities. The Sheriff believes that the mounted agility course is going to be very little cost. For the canine agility course, we already have the obstacles, we just need the space. The pond for the dive team will probably happen in Phase 1 because range berm dirt will need to be dug up for safety anyway. The #2 priority is to get the classroom space set up. It's hard to have a range without the proper bathroom facilities in place and the classrooms to have the actual training that goes with firearms specifically. They have approximately \$400,000 set aside for this project. There was discussion on the planning and zoning requirements.

Mr. Coyle explained that we did receive a letter from Chuck Cottone from the Mt. Morris planning & zoning board and we did respond back to him. Mr. Coyle explained that he informed Mr. Cottone that we are not yet ready to report anything back to Mt. Morris zoning or planning board yet because nothing had been presented to this committee. If there is some consensus today then we would engage the town with whatever we need to do following the proper protocols. There was discussion on the nearest residents to the property. The Sheriff, Undersheriff Bean and Deputy Chief Yasso have met with those residents and there were no concerns expressed by the residents at that time. Sheriff Dougherty reviewed the signs posted expressing Stay Out/live munitions that resulted in some community concerns. While the range will be completely safe, we don't want people going onto the property. There was discussion on the timeframe for the project. The Sheriff is hoping to have the Phase 1 done by summer time if all goes well with the RFP process. There was discussion on Phase 2 and the utilities needed for the property. Sheriff Dougherty explained that he has no problem answering any questions from the public and/or putting something out on the plan or having a public meeting in Mt. Morris. There was discussion on the high cost for the pavilion and the specifics of the building. Undersheriff Bean explained that the cost is going by a proposal drafted to give us an cost idea. The hope is that a company familiar with this type of structure will submit a proposal. There was discussion on the pond and how that dirt will be used for creating the needed berms. There was discussion on the possibility of other agencies using the facility and the Sheriff's thought is that requests would be allowed, if possible, at no cost for that use. 25 yards of the 100 yard range will be covered by the pavilion. Mr. Coyle explained that the next step is to have the Committee provide consensus of the plan presented. Sheriff Dougherty explained that they have done all the work possible at this time. The Committee consensus is to move forward with this project.

**TRAFFIC SAFETY – IAN COYLE**

**APPOINTING MEMBERS TO THE LIVINGSTON COUNTY TRAFFIC SAFETY BOARD – GLENN KREILEY & WILLIAM SMITH**

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

**Livingston County Traffic Safety Board**

Name	Address	Rep./Title	Term Expires
Glenn Kreiley	4389 Gypsy Lane, Mt. Morris, NY 14510	Sparta Rep.	1/1/19-12/31/21
William Smith	6009 Springwater Road, Dansville, NY 14437	Sparta Alternate	1/1/19-13/31/21

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

**OTHER – DENNIS MAHUS**

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

1. **2<sup>nd</sup> Amendment discussion**-Mr. Mahus explained that he is bringing this item forward today seeking support from the County to protect our right to bear arms. Orleans, Genesee and Wyoming have passed resolutions and Steuben is working on one now. There was discussion on when the 2<sup>nd</sup> amendment was created and how we need to be careful on how we approach this and what type of arms we are talking about is acceptable and suitable in these times. The County Attorney will draft a resolution to be presented at the Board meeting.

## **ADJOURNMENT**

Mr. Carman moved and Mr. Mahus seconded to adjourn the meeting at 10:12 a.m.

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## **BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER**

### **Informational Item(s) Written Only**

1. Commissioners and deputy commissioners attended the Election Commissioners Association conference in Albany January 7 thru January 10, 2019. Some topics discussed in the presentation included voter outreach, postal issues, DMV transmittals as well as election law updates. There was a lot of conversation regarding the impending election reform bills and their impact.
2. While in Albany, Commissioner Schroeder attended the swearing in of Marjorie L. Byrnes, Assemblywoman of the 133<sup>rd</sup> District. Assemblywoman Byrnes was the only woman of the “freshman” class.
3. Village caucuses began January 22 and will run through tonight and preparation for the upcoming election are in full swing. There will be Village elections on March 19 in Caledonia, Dansville, Livonia, Mt. Morris and Nunda. Twelve positions are on the ballots collectively.
4. The Election Reform legislation has monopolized most of our time. We presented a brief synopsis at the Board of Supervisors meeting, met with the LCN, had extensive discussions with respective Parties and continue to field numerous phone calls and various inquiries. We are committed to providing as much detail as possible once all plans and procedures have been established. Rumor has it that there will be additional legislation forthcoming and we will provide you with the information when it is confirmed. Please do not hesitate to contact our office for specific questions you may have.
5. Party changes occurred this term with the Reform and Woman’s Equality Party being replaced by Libertarian and SAM parties. Modifications will be made to voter registration forms as appropriate.
6. Current active voter enrollment stands at 38,998. Democratic: 10,364; Republican: 16,850; Conservative: 904; Green: 143; Working Families: 133; Libertarian: 79; Independence: 1,901; Blank-No Party 8,568; Others-Blank 36: Oth-WEP: 12 and Oth-Reform: 8. Inactive enrollment is at 2,114. Total active/inactive voter enrollment is: 41,112

## **ECONOMIC DEVELOPMENT – BILL BACON**

### **Informational Item(s) Written Only**

“Dream-O-Vate” Business Competition:

The Livingston County Microenterprise Program will be an effort to attract new entrepreneurs to the nine downtown districts of Livingston County. Branded as “Dream-O-Vate,” this program will utilize data from a recently completed Commercial District Analysis to fill vacant ground floor retail spaces with leakage categories identified in the analysis. The program will reinforce the identity, sense of place and character of the area through downtown redevelopment, adaptive reuse of existing buildings and infrastructure, and historic preservation.

- Seeks to create 10 new retail businesses, each of which would be located in a designated Village downtown of their choice. We anticipate that this program could project as many as 15 new jobs.
- The program was developed in response to the frustrations of absence of certain goods/services, retail turnover and vacant spaces made by elected officials, merchants and merchant organizations.

- Based upon the recently completed commercial market analysis, information from leakage study data can be used to substantiate the need for businesses in certain industry sectors.
- This program addresses two major hurdles faced by small business owners today which are access to capital and the technical assistance/expertise necessary to be successful.

Steps:

1. An interested applicant attends one of the two informational sessions being held on February 6<sup>th</sup> or February 11<sup>th</sup>.
2. The interested party completes an application by February 22<sup>nd</sup> to be included in the technical assistance training classes.
3. Beginning March 6<sup>th</sup> and every Wednesday evening from 6:00 to 8:00pm for a period of 5 weeks, applicants will learn from experts in the fields of accounting, finance, marketing/branding, payroll, insurance and general business planning.
4. By the end of the “boot camp,” the applicant will have the basis for a business plan.
5. By April 15<sup>th</sup>, a completed business plan and “video pitch” is due. The purpose of the video is to tell us (in 2 minutes or less) why the applicant thinks they will be successful in the implementation of their business plan.
6. Award winners will be announced during Economic Development Week (May 6-10).

**EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER**

**Informational Item(s) Written Only**

1. Developing a Mass Gathering Planning Guide, which will help emergency responders respond to a variety of different problems they could face during a mass gathering.
2. The Emergency Operations Center monitored the storm event on 1/18-20
3. All quarterly reports and vouchers have been submitted for all grants
4. Review process has started on all of the emergency plans associated with OEM, certain plans such as CEMP, Haz Mat, Fire Mobilization are required to be updated annually and submitted to the State for review.

Meetings;

- 1/2 - County Fire Police
- 1/3 – County Chief Executive
- 1/5 – Traffic Incident Management certification
- 1/10 – EMS building
- 1/14 – NYS Police Emergency Management
- 1/15 - Western District Emergency Management
- 1/16 – 911 Project Management
- 1/19 – EOC winter storm
- 1/21 – Fit Test Sheriff Swat Team
- 1/23 – Haz mat team

Respectfully submitted,

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