

**WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, FEBRUARY 10, 2020
1:30 P.M.**

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

Ways & Means Chair Dan Pangrazio asked Geneseo Supervisor Will Wadsworth to lead the Pledge of Allegiance.

PERSONNEL ISSUES

**1. DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ
AMENDING THE 2020 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF HEALTH**

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

Department of Health:

- Create one full-time Sr. Account Clerk/Typist position at Wage Grade 9 CSEA Contract effective 2/4/2020.

For: To assist in cross training in anticipation of staff retirement.

Ms. Rodriguez reviewed the position and explained that this position is being created to allow cross training with Sally Herrick before her retirement.

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

**2. BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER
AMENDING A PORTION OF RESOLUTION NO. 2019-449**

WHEREAS, Resolution No. 2019-449 adopted the 2020 County employee salaries and established certain compensation and benefits for other employees; and

WHEREAS, the pay rate for several elections inspector positions listed on the Miscellaneous Pay Rates-2020 schedule found in Section (i) need to be revised due to a recent amendment to New York State Election Law Section 8-100(2); and

WHEREAS, said statute was amended to expand the hours of primary elections in order to make the hours uniform statewide; now, therefore, be it

RESOLVED, that the pay rate for the following elections inspector positions listed on the Miscellaneous Pay Rates-2020 schedule found in Section (i) of Resolution No. 2019-449 are hereby corrected as follows:

i. **MISCELLANEOUS PAY RATES – 2020**

Title	2020
Elections Inspector: general and primary elections (e.g. 6 A – 9 P)	\$200.00/day
Elections Inspector: village elections (e.g. 12 P – 9 P)	\$150.00/day

and be it further

RESOLVED, that this portion of Resolution No. 2019-449 is hereby amended.

Ms. Schroeder reviewed the Election Law change that changes the hours for primary elections.

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

BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF 50 IMAGE CAST VOTING MACHINES THROUGH NYS OGS CONTRACT PC66393 FOR THE LIVINGSTON COUNTY BOARD OF ELECTIONS

RESOLVED, that the Livingston County Board of Elections is hereby authorized to purchase through NYSOGS Contract PC66393 from Dominion Voting, 215 Spadina Avenue, Suite 200, Toronto, Ontario, 50 Image Cast Voting Machines and related equipment at a cost not to exceed \$518,550.00.

Funding Source	Local Share	Budgeted?
Capital Reserve Budget Amendment	100%	No

Mr. DiPasquale reviewed the older machine issues that occurred at the last election. They will be keeping six of the scanner only machines as a backup without affecting the cost quote for the new machines. Mr. DiPasquale reviewed the state mandatory five year warranty for the new machines and the vendor added warranties for the EMS and ICC machines, saving us \$25,000 per year that we are now paying for our machines. We will appropriate dollars moving forward in our CIP to prepare for the next time we need to purchase new machines.

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

OTHER – JOE GUNTHER

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A MEMORANDUM OF AGREEMENT FOR USE OF SPACE IN THE NORTH DANSVILLE TOWN HALL FOR A LIVINGSTON COUNTY DMV OFFICE: TOWN OF NORTH DANSVILLE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following Memorandum of Agreement with the Town of North Dansville, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Town of North Dansville	2/1/20-1/31/23	\$6,000/yr.

For: Use of space in the North Dansville Town Hall for a Livingston County DMV Office. This is for implementation of one initiative on the 2019 Shared Services Plan approved and filed last year. This agreement formalizes an already-existing understanding with the Town that allows the County to use space in the Town Hall for a DMV Office. Regarding the cost, the County currently does not pay to use space, and would not pay under this memorandum. The cost of \$6,000-per-year is a “paper value” meant to show tax savings for the state.

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
N/A	0%	N/A

Mr. Gunther reviewed the handshake agreement the County has had with the Town of North Dansville for DMV space. As part of the share services plan approved by the Board included an MOA to formalize the agreement for County DMV space located in the North Dansville Town Hall. Mr. Gunther explained that the amount listed above is a paper value. The County does not currently pay a fee for the DMV nor would they pay the town under this agreement but to show CAP savings to the state.

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

COUNTY CLERK – ANDREA BAILEY

1. Action Items:

1. ESTABLISHING THE COUNTY CLERK FEE FOR ISSUING CONVEYANCE NOTICES EFFECTIVE MARCH 11, 2020 AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE

WHEREAS, New York State Real Property Law Section 291 was recently amended to require county clerks to mail a written notice to the property owner(s) of record when a residential real property conveyance is recorded; and

WHEREAS, the newly amended law states that county clerks are entitled to charge a reasonable fee to cover the cost of mailing the notices; and

WHEREAS, in order to keep the fee charged consistent across the State, the New York State Association of County Clerks has recommended that the reasonable fee be charged at \$10.00 per conveyance; now, therefore, be it

RESOLVED, that the Livingston County Clerk is hereby authorized to charge the party seeking to record a residential real property conveyance a fee of \$10.00 to cover the cost of mailing notice of the conveyance to the owner(s) of record.

Ms. Bailey reviewed the bill the Governor signed into effect in December for the conveyance notice fee. The NYS County Clerks Association determined \$10 as a reasonable fee.

Motion: Mr. Wadsworth 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 #2A-FEBRUARY 12, 2020

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #2A dated February 12, 2020 in the total amount of \$1,944,066.18.

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

2. AMENDING 2020 LIVINGSTON COUNTY BUDGET – CAPITAL RESERVE, HIGHWAY, SHERIFF’S OFFICE (2)

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested Budget Amendments per the Budget Amendment entries, which have been approved by the Livingston County Administrator.

Mr. Coyle reviewed the budget amendments for approval. The big Capital Reserve amendment is to pay a portion of the new voting machines.

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

3. AUTHORIZING TRANSFER OF FUNDS – DEPARTMENT OF HEALTH

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfers per the Budget Transfer entries, which have been approved by the Livingston County Administrator.

Mr. Coyle explained that this is for the Community Health Worker Program moving money between accounts.

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

4. DECLARING SURPLUS PROPERTY- CENTER FOR NURSING AND REHABILITATION

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	2007, Chevrolet Express Transport Van	185,436	1GBHG39U271205057

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

5. ESTABLISHING AN ACCOUNT – DEPARTMENT OF HEALTH

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.

This is a for Medical Reserve Corp grant receipt.

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

6. INTRODUCTION AND PROVIDING FOR PUBLIC HEARING ON PROPOSED LOCAL LAW NO. A-2020 A LOCAL LAW ADOPTING THE LIVINGSTON COUNTY GUEST ROOM OCCUPANCY TAX LAW AND RESCINDING ALL PREVIOUS HOTEL AND MOTEL OCCUPANCY TAX LOCAL LAWS AND AMENDMENTS IN LIVINGSTON COUNTY

WHEREAS, there has been duly presented and introduced at a meeting of this Board, held on February 12, 2020, a proposed Local Law entitled Local Law No. A – 2020 a local law adopting the Livingston County guest room occupancy tax law and rescinding all previous hotel and motel occupancy tax local laws and amendments in Livingston County, it is hereby

RESOLVED, that a public hearing shall be held on the said proposed Local Law by this Board on the 26th day of February, 2020 at 1:35 p.m. in the Board of Supervisors Assembly Room in the Livingston County Government Center in the Village of Geneseo, New York and at least six (6) days’ notice shall be given by posting thereof on the bulletin board of the Government Center in this County and by publishing such notice at least one (1) time in the official newspapers of the County as provided by law.

Mr. Coyle reviewed the survey of any higher rates. He is working on the break-up of tourism, where it’s going

and what it's going to. We cannot wait to move forward because of the March 31 deadline, so this would move forward with the 3% for the time being for completion before the deadline. We will still analyze the information for increasing the rate in the future.

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

Pre-approved Informational Item(s) To Be Reported

1. NYS Budget Update-First draw for Sales Tax was up ~\$200,000. Mr. Coyle discussed the broadband grant and reviewed the Reconnect Application being considered and the Broadband RFP last week that received one submission from Empire Access. There will be a meeting Wednesday morning with Empire Access. We are working with Hunt Engineers and there was a recent press release about Yates County, who is also working on the same program with the same engineer and was able to get many millions in funds for a similarly situated project. NYSAC lobby day is Wednesday which was primarily scheduled in light of the changes proposed and the severity of those changes proposed on the Medicaid funding formula. Mr. Coyle is considering a weekly report on the ~\$172,000 payment to the State for Medicaid. Mr. Coyle has reached out to Governor's office and Senator Gallivan's office and on the prison redevelopment money. It is retroactive 2011. Details are not clear right now. Mr. Coyle reviewed the Hotel/Motel collection action plan discussed on the collection of the present 3%. We are going to reach out to other companies like Expedia to obtain a similar agreement like we have with Airbnb. We collected about \$30,000 in mortgage recording tax revenues as we thought we would.

2. Budget & Finance Update- We did receive our first two lease payments from Wyoming County for the Dialysis site. Everything is in motion and they are still hoping for a September start date.

EXECUTIVE SESSION

Motion made by Mr. Gott and seconded by Mr. Wadsworth that the Committee adjourn and reconvene for the purpose of discussing information regarding proposed, pending or current litigation and all Supervisors, County Administrator Ian M. Coyle, Clerk of the Board and Ian Coyle, Shannon Hillier and Michele Rees remain present. Carried.

Mr. Mahus moved and Mr. Gott seconded that the Committee reconvened in regular session. The following report was presented.

The Ways and Means Committee having met in Executive Session, hereby reports as follows:
No action taken.

ADJOURNMENT

Mr. Fanaro moved and Mr. Mahus seconded to adjourn the meeting at 2:00 p.m.

GRANTS & PUBLIC INFORMATION – JULIE BARRY

Informational Item(s) Written Only

Grants – Since June 10, 2019, the Grants and Public Information Coordinator has assisted with and/or developed the following municipal grant submissions:

Grant Name	Submitted	Request	Awarded
<i>Federal</i>			
DOT - Livingston County: Gateway Road Project	7.15.19	\$500,000	No
DOJ - Livingston County: Victim Specialist Program	7.5.19	\$267,618	Yes
DOJ - Livingston County: Mobile Crisis Responder Program	7.11.19	\$100,000	No
USDA - Livingston County: Farmers Market Promotion Program	6.18.19	\$246,700	No
NEA - Livingston County: Inspirations Trail	8.20.19	\$75,000	TBD
NACCHO - Livingston County: Medical Reserve Corps	11.1.19	\$2,500	Yes
<i>State</i>			
CFA 2019 - Village of Mount Morris: Bellamy Park Planning Project	7.23.19	\$30,000	No
CFA 2019 - Town of Avon: Opera Block 3 rd Floor Restoration	7.25.19	\$574,999	Yes
CFA 2019 - Town of Lima: Food Retail Feasibility Study	7.17.19	\$30,000	Yes
CFA 2019 - Town of North Dansville: Frontage Road Park Expansion	7.20.19	\$357,245	No

CFA 2019 - Town of West Sparta: Town Park Improvements	7.25.19	\$74,100	No
CFA 2019 - Livingston County: Al Lorenz Park Improvements	7.26.19	\$196,925	No
UCS - Village of Mount Morris: Town/Village Court Improvements	10.10.19	\$29,566	TBD
EFC - Village of Leicester: Pleasant Street Water Main Replacement	9.13.19	\$120,000	No
BOE - Livingston County: Early Voting E-Poll Books	9.9.19	\$48,345	Yes
DAM - Livingston County: Expansion of Dog Control Facility	1.19.20	\$112,500	TBD
DEC - Village of Avon: Tree Maintenance Program	12.3.19	\$50,000	TBD
DEC - Village of Caledonia: Tree Inventory and CFMP	12.3.19	\$26,280	TBD
DEC - Town of Geneseo: Tree Maintenance Program	11.23.19	\$50,000	TBD
<i>Regional and Local</i>			
GTC - Livingston County: Mobility Management Strategy	10.15.19	\$32,500	Yes
GVCA - Livingston County: Inspirations Trail Storefront Installations	9.19.19	\$5,000	TBD

CFA awards were announced on December 19, 2019. Of the 6 CFA applications the Grants and Public Information Coordinator developed, 2 were awarded funds for a total of \$599,999. Five of the 6 applications were vying for funds from the same agency - the New York State Office of Parks, Recreation and Historic Preservation.

The Grant and Public Information Coordinator is currently working to match over 45 municipal development objectives with federal, state and local grant opportunities. In addition, a presentation that provides an overview of the grant process and tips for successfully applying is under development. The presentation, once finalized, will be available to municipal leaders and board members.

NACo Achievement Awards 2020 – Work will begin on two applications - Ride LivINgston and the Livingston County PIT Crew - for submission by March 9th (early submission).

Public Information – Since June 10, 2019, over 125 press releases have been distributed with considerable media pick up. Combined Facebook and Twitter posts average 75 per month.

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

- Completed and submitted Department Annual Report
- Form *Notice Concerning the Examination of Assessment Inventory and Valuation Data* was handed out to the Town Assessors for publishing in their official paper by March 1st or shortly thereafter.
- The Assessors have been notified of the fee increase for Soil Group Worksheets from the Soil and Water Conservation District Office
- Reappointment notifications for Town BAR Members are coming in to the Office.

Respectfully submitted,

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