

**WAYS & MEANS COMMITTEE MEETING MINUTES  
MONDAY, FEBRUARY 26, 2018  
1:30 P.M.**

PRESENT: D. Pangrazio, D. Knapp, D. Fanaro, E. Gott, D. LeFeber, D. Mahus, J. Deming, M. Falk, B. Donohue, H. Grant, S. Hillier, B. Beagle-LCN  
 ABSENT: W. Wadsworth

**COUNTY AUDITOR – TERRY DONEGAN**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR LIVINGSTON COUNTY – BREAKING BOUNDARIES OT & PT SERVICES PLLC, NICHOLAS H. NOYES MEMORIAL HOSPITAL, PHYSICAL THERAPY PROFESSIONALS & ROOM TO BLOOM THERAPY SERVICES, LLC**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for Livingston County, 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>Breaking Boundaries OT &amp; PT Services PLLC</b> 3860 Atlantic Avenue Fairport, New York 14450	03/01/18-08/31/19	\$65.00/Thirty minute session of OT and PT services

For: Related Service Physical Therapy for our Pre-K Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2018 County Budget	40.5%	Yes No

Director's Comments:

OT and PT related service provider for our Pre-K program

<b>Noyes Memorial Hospital</b> 111 Clara Barton Street Dansville, NY 14437	3/1/18 – 8/31/19	\$75.00/Thirty Minute Session
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For: Related Service Physical Therapy for our Pre-K Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2018 Budget	40.5%	Yes

<b>Physical Therapy Professionals</b> 3506 Thomas Drive Lakeville, NY 14480	3/1/18-8/31/19	\$75.00/Thirty Minute Session
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For: Related Service Physical Therapy for our Pre-K Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2018 Budget	40.5%	Yes

<b>Room to Bloom Therapy Services, LLC</b> 44 Brimley Manor Rochester, New York 14612	3/1/18-8/31/19	\$65.00/Thirty minute session of OT, PT or Speech. SEIT rate set by NYS Education Department
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For: Pre-K Related Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2018 County Budget	40.5%	Yes

Mr. Donegan reviewed the contracts for related service providers for the PreK program for PT/OT. We are required to provide these services and we need to add providers to our list. There was discussion on the process of determination for services.

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

**CLERK OF THE BOARD – MICHELE REES/INFORMATION & TECHNOLOGY SERVICES –**

**JASON PARKER**

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

1. iCompass Demo – Ms. Rees explained that Jason Parker will be showing an iCompass agenda management demo as requested at the last Ways and Means Committee meeting. Mr. Parker reviewed the Town of Rye Brook, NY website and how the agenda, minutes and video are available for them by using the iCompass product. iCompass integrates with Civic Plus already so that would be a smooth transition with our website. Ms. Rees may be able to reach out to Rye Brook for their comments on the program.

**INFORMATION & TECHNOLOGY SERVICES – JASON PARKER**

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

**1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE ENTERPRISE RESOURCE PLANNING SOFTWARE PROJECT – TYLER TECHNOLOGIES, INC.**

WHEREAS, the County of Livingston solicited a Request for Proposal for Enterprise Resource Planning Software project, and six (6) 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>
Tyler Technologies, Inc.	1 year	\$1,038,833.00

For: Enterprise Resource Planning Software

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
CIP	100%	Yes X No

Director’s Comments:

Jason Parker will report on the final negotiations at the 2/26/18 Committee meeting.

Mr. Parker reviewed what is included in the final contract price. Mr. Parker explained some of the components for the Committee. We are saving \$266,000 by utilizing Owen Lewis Consulting to negotiate for us. We are also containing our year 2 costs in maintenance to \$160,000 and then we are locked in for year 3,4 & 5 at a 4% increase, year 6-10 at 5%. We were also able to negotiate the terms from 85% at time of delivery to more milestone delivery through the first 14 months of the implementation. We also received two passes to their conference this year and five next year at ~\$900 per pass. Working with the consultant and both attorneys allows us to now move forward. Tyler has already agreed to the contract.

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

Mr. Parker met with Toshiba today and we use 171,000 impressions per month.

**COUNTY ATTORNEY – SHANNON HILLIER**

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

**1. ADOPTING REVISIONS TO THE LIVINGSTON COUNTY PURCHASING POLICY (with LISA GROSSE)**

WHEREAS, pursuant to section 104-b of the General Municipal Law, the Board of Supervisors is required to review its purchasing policy on an annual basis; and

WHEREAS, that review has been completed and certain revisions have been recommended; and

WHEREAS, the Ways and Means Committee has reviewed these recommendations and has approved incorporating those revisions into the Livingston County Purchasing Policy; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby adopts the attached Livingston County Purchasing Policy, effective March 1, 2018, said policy to supersede the existing purchasing policy.

Mrs. Hillier reviewed the revisions and explained that she is reporting today because the changes related to contracts. Mrs. Grosse reported that we did not have to make any changes per law this year.

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

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

1. 3/7 Tax Auction Update & Discussion –Mrs. Hillier reviewed the May Road property and explained that several interested buyers asking that the County forgive the 2018 taxes. Mrs. Davies explained that we do not

want to set a precedent without having any condemnation paperwork. There was discussion on the value of the property and how that inhibits interested buyers. The fear is that we will continue to hold this property. The Committee feels that something needs to be done with the taxes and how it is unfair that everyone is made whole except the County. The County Attorney explained that she has been unable to get any paperwork. There was discussion on the condemnation signage being on the outbuilding only. It is imperative that towns have their zoning officer and their assessor work together when there is a property like this to correct the assessment. There was discussion on the announcement made at the 2017 tax auction. The County Treasurer asked that the Supervisors review the tax foreclosure list to determine if there are any potential problem parcels well before the tax auction so that any research can be done.

**OTHER – DAN PANGRAZIO**

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

**1. APPROVING ABSTRACT OF CLAIMS #2B-FEBRUARY 28, 2018**

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #2B dated February 28, 2018 in the total amount of \$2,008,450.74.

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

**2. 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 Request Forms on file in the Office of the Clerk of the Board which have been approved by the Livingston County Administrator.

This transfer is for the rabies clinic.

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

**3. AMENDING 2018 LIVINGSTON COUNTY BUDGET – DEPARTMENT OF HEALTH**

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.

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

**4. DECLARING SURPLUS PROPERTY – OFFICE FOR THE AGING**

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:

**Office for the Aging**

Quantity	Item Description (Year, Make & Model)	Mileage, Hrs, etc.	Serial #
1	2009 Ford Escape	93,674	1FMCU03G79KC84864

Director Comments: Based on recommendation from Highway Department regarding condition of the vehicle, cost of repair versus vehicle worth.

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

**ADJOURNMENT**

Mr. Mahus moved and Mr. Knapp seconded to adjourn the meeting at 1:59 p.m.

Respectfully submitted,

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