

**WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, APRIL 12, 2021
1:30 P.M.**

PRESENT: D. Pangrazio, W. Wadsworth, D. Fanaro, M. Schuster, D. LeFeber, D. Mahus, M. Falk, I. Coyle, A. Ellis, B. Mann, S. Hillier
 ABSENT: D. Babbitt Henry,

Ways & Means Chair Dan Pangrazio asked North Dansville Supervisor Dennis Mahus to lead the Pledge of Allegiance.

Per State and Federal bans on large gatherings and pursuant to Governor Cuomo’s Executive Order 202.1 issued on March 12, 2020, including all subsequent extensions, “suspending law allowing the attendance of meetings telephonically or other similar service,” the meeting today will be conducted in a hybrid manner both in person and remotely using Zoom teleconferencing. The public has been provided with the ability to hear today’s Board of Supervisor meeting through Zoom and a transcript will be provided upon request. This meeting has been duly noticed by the Clerk of the Board and there is a quorum present. We have fulfilled our legal notice requirements by posting Notice on the County’s home page of its website. Those in attendance today need to speak directly into their microphones so that they can be heard by the Zoom attendees. I ask that all attendees mute their phones until such time as they are asked to respond or present.

PERSONNEL ISSUES

CENTRAL SERVICES – BILL MANN

1. AMENDING THE 2021 LIVINGSTON COUNTY SALARY SCHEDULE: CENTRAL SERVICES

RESOLVED, that the 2021 Livingston County Salary Schedule is amended as follows:

Central Services:

- Create one full-time Laborer position at Wage Grade 7 CSEA Contract effective immediately.

Director’s Comments: Upon filling this position, Central Services will ask to delete one full-time Custodian position at Wage Grade 3 CSEA Contract. The current custodial position has evolved and flexibility needed in job task assignments.

Mr. Mann reviewed the position for creation. Mr. Mann will delete the Grade 3 custodial position at a later date.

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

CLERK OF THE BOARD – MICHELE REES

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: PARTYMAN CATERING & RENTAL (2)

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for Livingston County, and any future amendments to said contracts, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Partyman Catering & Rental 1515 West Henrietta Road Avon, NY 14414 For: 2020 Employee Recognition	8/25/21 (event date)	Not to exceed \$5,000.00
Partyman Catering & Rental 1515 West Henrietta Road Avon, NY 14414 For: 2021 Employee Recognition	9/22/21 (event date)	Not to exceed \$5,000.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
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County Budget	100%	Yes
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Director's Comments:

There are 39 recipients for 2020 and 38 for 2021. The total above is a not to exceed amount as the final counts are not known until the RSVP date for each event. The quote received for 100 people per event is \$3,405.40. Ms. Rees explained that these contracts are for the employee recognition event canceled in 2020 to recognize 10 and 25 year employees as of 12/31/19 and the 2021 event to recognize 10 and 25 year employees as of 12/31/20. Ms. Rees has spoken with Jen Rodriguez and she confirmed that we will be safe to hold the event in the Board Room and lobby by August and September respectively.

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

COUNTY ATTORNEY – SHANNON HILLIER

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN AN AMENDMENT TO THE LEASE AGREEMENT WITH THE UNITED STATES GOVERNMENT FOR OFFICE SPACE – JUDGE RICHARD WESLEY

WHEREAS, Resolution No. 2013-364 authorized the Chairman of the Livingston County Board of Supervisors to sign a lease agreement with the United States Government for office space for Judge Richard Wesley for a five (5) year period commencing on or about December 1, 2013 and terminating on or about November 30, 2018 at an annual rental rate of \$44,349.92; and

WHEREAS, the lease agreement was subsequently amended to change the lease term commencement date to April 1, 2014 thereby changing the date of termination to March 31, 2019; and

WHEREAS, Resolution No. 2019-109 authorized the Chairman to sign a lease amendment extending the date of termination to March 31, 2021 and increasing the rental amount to \$50,443.84; and

WHEREAS, the United States Government is now seeking another amendment for purposes of extending the lease term a period of two (2) months; and now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign an amendment to the lease agreement with the United States Government for purposes of extending the lease term a period of two (2) months beginning April 1, 2021 and ending on May 31, 2021, at the same annual rental amount of \$50,443.84, subject to review by the County Attorney and County Administrator.

The County Attorney reviewed discussions for a new lease with the federal government for a new lease for Judge Wesley's office. There was a lengthy RFP process which required the need to extend the existing lease for two months.

Motion: Mr. Wadsworth moved and Mr. Schuster seconded to approve the foregoing resolutionCarried.

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A LEASE AGREEMENT WITH THE UNITED STATES GOVERNMENT FOR OFFICE SPACE – JUDGE RICHARD WESLEY

RESOLVED, that the Livingston County Board of Supervisors finds that approximately 2,543 square feet of space located in the Livingston County Government Center, 6 Court Street, Geneseo, New York is not necessary for Livingston County public purpose; and it is further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a lease agreement with the United States Government for said space for a five (5) year period commencing June 1, 2021, with the Government having two renewal options for a term of five (5) years each, for the annual rental amount of \$58,880.24, said lease being subject to the approval of the County Attorney and County Administrator.

The County Attorney explained that the new lease will be for five years at an annual rate of \$58,880.24.

Mr. Mann reviewed the RFP process to determine the amount to be built into the rent increase for the new lease. This lease amount does not allow for any future security expenditures.

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

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #4A-APRIL 14, 2021

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #4A dated April 14, 2021 in the total amount of \$3,023,944.87.

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

2. AMENDING 2021 LIVINGSTON COUNTY BUDGET-CENTRAL SERVICES (4), DEPARTMENT OF HEALTH & OFFICE FOR THE AGING

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 amendments for approval.

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

Pre-approved Informational Item(s) To Be Reported

1. Administration and Finance Updates-Mr. Coyle reported that the auditors met with the County Treasurer for the year-end. We are in good shape. We are in a good position to make the CIP transfers. Mr. Coyle updated the committee members on the status of the broadband grant and reviewed Empire's concerns on the subsidized broadband. We had a good reconciliation amount at the end of March for sales tax. Mr. Coyle reviewed some impacts from the state budget.

2. ARP Stimulus Discussion-Mr. Coyle reviewed information discussed in a meeting today with Chairman LeFeber, Bill Bacon and Congressman Jacobs. Congressman Jacobs was able to relay timing information on the ARP funds. Over 55,000 populations (County), the first installment (\$6.1Million) will be received May 10 and the second installment will be twelve months later. Municipalities with populations less than \$50,000, towns and villages will receive their funds from the state, which will have 30 days to provide the funding after they receive it on May 10. The state is under specific instructions that the funds need to be conveyed to the receivers without any interference or changes to the amount. The amount designated to villages seems to be unknown at this time. There have been no answers yet on what the money can be spent on. Mr. Coyle shared that all these programs at the federal level also received major infusions of cash beyond their normal appropriations that will offer funding opportunities for us. Chairman LeFeber shared that Congressman Jacobs did share that he believed the earmarks will continue. Chairman LeFeber stated that it was a very good meeting.

ADJOURNMENT

Mr. Mahus moved and Mr. Wadsworth seconded to adjourn the meeting at 1:49 p.m.

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

1. Our Office will print the Tentative Assessment Rolls for the Assessors.
2. Provided the Assessors with paperwork for filing of the Tentative Assessment Roll. Rolls are to be filed with the Town Clerk by May 1st.
3. Our Office will run Change of Assessment Notices for the Assessors
4. Board of Assessment Review members have been notified of a new on-line training course prepared by the NYS Office of Real Property Tax Services. This course satisfies the requirements necessary to hear grievances and circumvents a large group training session.

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