

**PUBLIC SERVICES COMMITTEE MEETING MINUTES  
WEDNESDAY, MAY 4, 2022  
10:00 A.M.**

PRESENT: G. Deming, M. Schuster, D. DiSalvo, W. Devine, M. Falk, D. LeFeber, D. Pangrazio, D. Wester, I. Coyle, S. Hillier

Public Services Chair Jerry Deming asked Lima Supervisor Mike Falk to lead the Pledge of Allegiance.

**PROBATION – LYNNE MIGNEMI**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY PROBATION DEPARTMENT: AGUIRRE LANGUAGE SERVICES, LLC**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Probation 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>Aguirre Language Services, LLC</b>	1/1/2022-12/31/2022	\$2,000.00

286 Pine Hill Road  
Spencerport, New York 14559

For: Interpreter Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Livingston County Probation Department	100%	Yes

Director's Comments: This service has already been accounted for in our budget.

Ms. Mignemi reviewed the contract for approval.

*Motion: Mr. Pangrazio moved and Mr. Falk seconded to approve the foregoing resolution..... Carried.*

**Informational Item(s) Written Only**

**1. PROBATION DEPARTMENT WORKLOAD**

- 293 adult offenders supervised in county
- (31 treatment court cases being supervised in drug court)
- 27 offenders in other NYS counties
- 7 offenders in other states
- 9 juveniles supervised
- 5 new juvenile referrals
- 38 investigations ordered
- 6 active EHM cases (0 juveniles; 6 adults; 1 of which are female), 1-Global Positioning
- 0 adult placed on probation for willful violation of support
- 17 New Leandra's Law cases (9 CDs)
- 1 New Criminal Adolescent Offender Youth Part cases
- 2 New Pre-Trial Services

**2. MONIES COLLECTED**

- \$4,751.41 – restitution
- \$2,565.00 – fines
- \$1,756.00 – DWI supervision fees
- \$410.00 – EHM fees
- \$238.66 – restitution surcharge

**3. OUTSTANDING FEES**

- \$93,476.40 – DWI Supervision Fees as of 3/31/22
- \$154,503.90 – EHM fees as of 3/31/22

**4. MEETINGS ATTENDED**

- 3/1/2022 Human Services Department Head Meeting
- 3/2/2022 OPCA Probation Financial Obligation Work Group
- 3/8/2022 COPA (Virtual)
- 3/8/2022 e-Connect w/Columbia University (Virtual)
- 3/8/2022 Work Order Training
- 3/9/2022 Treatment Court Graduation
- 3/10/2022 Transportation Committee
- 3/10/2022 NYS COPA Meeting (Virtual)
- 3/14/2022 OPCA Probation Financial Obligation Work Group
- 3/15/2022 Law Enforcement Council
- 3/18/2022 Hillside Advisory Council
- 3/21/2022 Staff Meeting
- 3/22/2022 Suicide Prevention Task Force Meeting
- 3/22/2022 Lock & Talk Community Presentation (Avon Rotary)
- 3/23/2022 Board of Supervisor Meeting
- 3/31/2022 Magistrate' Meeting (Presenter)

**5. ADMINISTRATIVE REVIEWS**

One (1) administrative review

**6. TRAINING**

Name	Date	Training	Hours	Misc.
<b>Lynne Mignemi</b>	3/3/22	Probation Employment Liaison	1.0	
<b>Michelle Jordan</b>	3/9/22	Static-99R	7.0	
	3/16/22	Stable-2007	7.0	
	3/23/22	Acute-2007	4.0	
<b>Deb Williams</b>	None			
<b>Courtney Sobrado</b>	3/10/22	Officer Safety and Wellness in Rapidly Changing Times	1.25	
	3/16/22	Situational Awareness: Closing the Gap Between Stimulus And Response		1.25
	3/28/22	Reaching Systems Involved Youth	1.5	
<b>Liz Laney</b>	3/3/22	LASO	1.5	
<b>Rachel Merrick</b>	None			
<b>Kerrin Chapman</b>	None			
<b>Katie Dunn</b>	3/15/22	Portal	1.5	
<b>Jason Varno</b>	None			
<b>Josh Wren</b>	None			
<b>Holly Laurie</b>	None			
<b>Christopher Kendall</b>	None			

**EMERGENCY MEDICAL SERVICES – KAREN DEWAR**

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

**1. PROCLAIMING THE WEEK OF MAY 15-21, 2022 AS EMERGENCY MEDICAL SERVICES WEEK**

WHEREAS, in 1974, President Gerald Ford authorized EMS Week to celebrate EMS practitioners and the important work they do in our nation's communities; and

WHEREAS, Livingston County Emergency Medical Services responders are frontline heroes dedicated to providing emergency medicine and countless hours to save lives and minimize the effects of injuries and illnesses; and

WHEREAS, the 2022 theme for EMS Week is " EMS: Rising to the Challenge," reminding people that every day EMS is responding, supporting, and caring for the needs of our communities; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim the week of May 15-21, 2022 as Emergency Medical Services Week in Livingston County to honor all EMS responders and their frontline partners.

Ms. Dewar reviewed the proclamation recognizing the providers every year. They are hosting the Monroe/Livingston EMS region meeting again in May. This is the meeting where the annual awards are given to providers throughout the region who have been nominated by peers for recognition in EMS work.

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

**Informational Item(s) Written Only**

**Dispatch Statistics**

1. LCEMS Dispatches March 2022 = 488
2. LCEMS Dispatches through 4/26/2022 = 1820

**Highlights - Meetings / Activities / Responses**

1. Phone call from Westchester County representative regarding countywide EMS
2. County EMS Captain meeting
3. NYSDOH Bureau of EMS registration update assistance to BLS First Response agencies
4. MLREMS Executive Meeting
5. Livingston County EMS presentation to Geneseo Rotary
6. Regional EMS Advisory Council meeting
7. Medical Director meetings
8. Three full-time EMT's hired

**HIGHWAY – JASON WOLFANGER**

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

**1. AUTHORIZING THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT TO PURCHASE MATERIALS AND SERVICES THROUGH CONTRACTS AWARDED BY GENESEE COUNTY - EQUIPMENT RENTAL, CRACK SEALING AND SIGN MATERIALS**

WHEREAS, pursuant to Genesee County Legislature’s Resolution No. 244-2014, Genesee County awarded contracts for the purchase of services and materials related to equipment rentals, crack sealing, and sign materials; and

WHEREAS, the Livingston County Highway Superintendent has determined that the pricing obtained through these contract awards will result in significant cost savings to Livingston County; and

WHEREAS, pursuant to the authority granted by Section 103 of New York State General Municipal Law and the terms of the above-mentioned Genesee County bid awards, Livingston County is authorized to purchase these services and materials by piggybacking on the contracts awarded by Genesee County; now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract related to equipment rentals, crack sealing, and sign materials, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Various Vendors</b>	5/1/2022-4/30/2023	Varies

For: Equipment rental, crack sealing, and sign materials.

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

Mr. Wolfanger reviewed the contract for approval.

*Motion: Mr. Falk moved and Mr. DiSalvo seconded to approve the foregoing resolution ..... Carried.*

**2. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE ENGINEERING, DESIGN, RIGHT-OF-WAY, CONSTRUCTION SUPPORT AND CONSTRUCTION INSPECTION PHASES OF A BRIDGENY CULVERT REPLACEMENT PROJECT, NYSDOT PIN 4BNY43, PRESBYTERIAN ROAD OVER TRIBUTARY TO KESHEQUA CREEK, TOWN OF MOUNT MORRIS – FISHER ASSOCIATES, P.E., L.S., L.A., D.P.C.**

WHEREAS, thirteen (13) consulting firms from the NYSDOT Region 4 "LDSA List" submitted engineering/design proposals for the above-noted culvert replacement project, and a 4-person Consultant

Selection Committee comprised of County officials reviewed and rated each submittal, and subsequent weighted scores were computed, and

WHEREAS, the highest-ranking firm resulting from this process was Fisher Associates, P.E., L.S., L.A., D.P.C. (Fisher) and the Selection Committee agreed that negotiations for Scope-of-Work and Fees should commence with Fisher, and

WHEREAS, Fisher has submitted a cost-plus-fixed-fee proposal, not to exceed the total amount of Three Hundred and One Thousand Dollars (\$301,000.00) for the engineering, design, right-of-way, construction support and construction inspection phases, and said fee and scope-of-services have been reviewed and approved by NYSDOT, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following professional services 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>Fisher Associates, P.E., L.S., L.A., D.P.C.</b>	5/11/22-12/31/24	Not to Exceed \$301,000.00

180 Charlotte St  
Penfield, N.Y. 14607

For: Engineering Services for Presbyterian Rd Culvert Replacement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYSDOT BridgeNY Program	0%	Yes

Mr. Wolfanger reviewed the contract for approval.

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

**3. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A QUIT CLAIM DEED AND RELATED DOCUMENTS TO TRANSFER A PARCEL ON WEST LAKE ROAD, TOWN OF GENESEO – MCCORD**

WHEREAS, the State of New York has previously discontinued maintenance of certain portions of West Lake Road; and

WHEREAS, the Livingston County Highway Superintendent has determined that the following parcel of property is of no further use for highway purposes for the County of Livingston; and

WHEREAS, the Highway Superintendent has recommended that the following parcel be abandoned to the adjoining landowner; and now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a quit claim deed and related documents to transfer the following parcel to the party listed upon payment to the County of Livingston of \$100.00:

**Douglas C. McCord and Deborah E. McCord**

ALL THAT TRACT OR PARCEL OF LAND, situate in the part of the Town of Geneseo, County of Livingston and State of New York, being part of Town Lot 146 of Saxton’s Survey and further described as follows:

Beginning at the intersection of the centerline of Old West Lake Road with the north line of Town Lot 146, being the northwest corner of lands conveyed to Douglas C. McCord and Deborah E. McCord, as recorded in liber 1285 of deeds at page 2317; thence

- 1) S 06°-27’-39” W along the centerline of Old West Lake Road, a distance of 141.42 feet to the southwest corner of said lands of McCord; thence
- 2) S 88°-20’-25” W along a line being the westerly extension of the south bounds of said lands of McCord, a distance of 7.02 feet to the west line of Parcel 7E, being the retention line and new highway boundary line of West Lake Road as shown on filed Map BO2135F; thence
- 3) N 03°-53’-27” E along the west line of Parcel 7E, being the new highway boundary line of West Lake Road, a distance of 140.66 feet to its intersection with the westerly extension of the north bounds of said lands of McCord; thence
- 4) N 88°-20’-25” E along said line being the westerly extension of the north bounds of said lands of McCord, a distance of 13.39 feet to the point of beginning.

This conveyance is made and accepted subject to such grants, easements, reservations, covenants, agreements, leases and restrictions of record in the Livingston County Clerk's Office, as may pertain to or affect the above-described premises.

Being and intending to convey a portion of lands designated as Discontinuance Parcel 7E on a set of Discontinuance Maps prepared by the New York State Department of Transportation dated April 11, 1990 and approved April 13, 1990. Said parcels are also part of an Official Order No. H2342 dated October 7, 1994 wherein the New York State Department of Transportation released their jurisdiction of lands that were no longer needed for highway purposes by document entitled "Abandonment of Portions of Scottsburg-Upper Lakeville, Part 2, S.H. No. 8397, Towns of Conesus, Groveland, and Geneseo, Livingston County".

All as shown on a map entitled "Map of a Survey of Land Belonging To Douglas C. McCord & Deborah E. McCord" prepared by Kevin M. O'Donoghue, Land Surveyor, dated November 23, 2021, as revised April 3, 2022, and designated as Job No. L89-3004W, to be filed in the Livingston County Clerk's Office simultaneously herewith.

Mr. Wolfanger reviewed the transfer request for West Lake Road.

*Motion: Mr. DiSalvo moved and Mr. Falk seconded to approve the foregoing resolution ..... Carried.*

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

- Completed tree trimming/removal with the help of many Towns on East Lake Rd., Newville Rd., Parker Hill Rd. and Sliker Hill Rd.
- Completed a 10' Diameter Culvert Pipe project on CR #15 Creek Rd.
- Ditch cleaning on various roads throughout the County with Town help
- Set to resume work on Liberty Pole Rd. starting May 2, 2022 with a grinding process
- Removed dirt berm at EOC for Radio Tower Project
- Ramsey Constructors are continuing work on Bronson Hill with project set to be complete by late May
- Crane-Hogan has begun work on the Dow Rd. Bridge in the T/O York

### **PLANNING – HEATHER FERRERO & JOE GUNTHER**

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

#### **1. DECLARATION OF LEAD AGENCY, CLASSIFICATION OF SEQR ACTION, AND ADOPTING SEQR NEGATIVE DECLARATION FOR 2022-2023 NYS OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION SNOWMOBILE TRAILS GRANT PROGRAM**

WHEREAS, the Caledonia Trailblazers and the Hill and Valley Riders are seeking to utilize and maintain an approximately 72-mile snowmobile trail system; and

WHEREAS, Livingston County is applying to fund these proposed trails through the NYS Office of Parks, Recreation and Historic Preservation Snowmobile Grant-In-Aid and Trail Approval Program; and

WHEREAS, the maintenance activities and seasonal usage of the proposed trails will not significantly disturb the acreage along the trail route; and

WHEREAS, potential impacts on the environment have been identified and will not result in any large and important impacts; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors does hereby declare itself Lead Agency in accordance with the provisions of the State Environmental Quality Review Act; and be it further

RESOLVED, that the Livingston County Board of Supervisors, as Lead Agency, hereby classifies this project as an Unlisted Action pursuant to the State Environmental Quality Review Act; and be it further

RESOLVED, that the Livingston County Board of Supervisors does hereby determine that the proposed project will not have a significant effect on the environment, a draft Environmental Impact Statement will not be prepared, and the Livingston County Board of Supervisors does hereby adopt the Negative Declaration for the project and authorizes the Chairman to sign the Environmental Assessment Form prepared for the project and file it according to law.

**Directors Comments:** This resolution adopts a negative declaration for SEQR to apply to the 2022-2023 NYS Snowmobile Grant Program on behalf of the Caledonia Trailblazers and the Hill and Valley Riders. SEQR paperwork is attached to this report.

Ms. Ferrero reviewed the snowmobile resolutions for approval. These requests are usually done in August but the Caledonia Trailblazers Snowmobile Club is requesting an additional six miles of trails requiring a June 1 submission with SEQR review included.

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

**2. AUTHORIZING SUBMISSION OF TRAIL PLAN & TRAIL SYSTEM APPROVAL AND APPLICATION TO NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION FOR SNOWMOBILE TRAILS GRANT PROGRAMS**

WHEREAS, the Caledonia Trailblazers and Hill and Valley Riders have requested that Livingston County apply on behalf of the Caledonia Trailblazers and the Hill and Valley Riders to the New York State Office of Parks, Recreation and Historic Preservation for a Snowmobile Trail Grant now therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to submit a snowmobile trail plan and trail system to the New York State Office of Parks, Recreation and Historic Preservation, and any amendments hereto; and be it, further

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to submit an application to the New York State Office of Parks, Recreation and Historic Preservation for the Snowmobile Trails Grant Program.

<b>Snowmobile Trail Mileage</b>			
<b>Livingston County</b>			
<b>Proposed 2022-2023 Mileage</b>			
<u>Trail</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>Responsible Club</u>
C3	21 miles	21 miles	Caledonia Trailblazers
C4F	3 miles	3 miles	Caledonia Trailblazers
S30	10 miles	10 miles	Caledonia Trailblazers
S40	5 miles	5 miles	Caledonia Trailblazers
S48	0 miles	5 miles	Caledonia Trailblazers
New Trail	0 miles	1 mile	Caledonia Trailblazers
C4	7 miles	7 miles	Hill & Valley Riders
C4A	8 miles	8 miles	Hill & Valley Riders
S49	3 miles	3 miles	Hill & Valley Riders
S49A	9 miles	9 miles	Hill & Valley Riders
<hr/>			
<b>Total</b>	<b>66 miles</b>	<b>72 miles</b>	

**Director Comments:** This resolution authorizes application to the NYS Program on behalf of the Caledonia Trailblazers and the Hill and Valley Riders. Proposed 2022-2023 mileage is shown in the chart below. Caledonia Trailblazers Snowmobile Club is submitting Trail S48 for reinstatement - the State removed funding two years ago because the connecting trail in Monroe County was not included in the State-funded snowmobile trail system. Caledonia Trailblazers is also including new trail mileage for funding that would connect the Greenway to the Village of Avon using the existing Erie-Attica trail.

*Motion: Mr. Pangrazio moved and Mr. DiSalvo seconded to approve the foregoing resolution Carried.*

**3. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT: CALEDONIA TRAILBLAZERS & HILL AND VALLEY RIDERS**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Planning Department, 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>
Caledonia Trailblazers	4/1/2022-3/31/2023	Per NYS Reimbursement

P.O. Box 161  
 Caledonia, NY 14423  
 For: 2022-2023 NYS Snowmobile Grant Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Office of Parks, Recreation and Historic Resources	0%	Yes

Director's Comments:

This resolution authorizes the Planning Department to contract with Caledonia Trailblazers for the pass-thru funds from the State. The Planning Department will help coordinate administrative activities with the State and Caledonia Trailblazers.

**Hill and Valley Riders** 4/1/2022-3/31/2023 Per NYS Reimbursement

P.O. Box 61  
 Honeoye, NY 14471  
 For: 2022-2023 NYS Snowmobile Grant Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Office of Parks, Recreation and Historic Resources	0	Yes

Director's Comments:

This resolution authorizes the Planning Department to contract with Hill and Valley Riders for the pass-thru funds from the NYS Office of Parks, Recreation and Historic Preservation. The Planning Department helps coordinate administrative activities with the State and Hill and Valley Riders.

*Motion: Mr. Pangrazio moved and Mr. Falk seconded to approve the foregoing resolution..... Carried.*

**4. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A SUB-RECIPIENT AGREEMENT WITH CATTARAUGUS COMMUNITY ACTION, INC. (CCA) TO PARTNER ON DEVELOPMENT OF A MOBILE AND MANUFACTURED HOME REPLACEMENT PROGRAM FOR THE COUNTY**

WHEREAS, the County desires to submit an application for Community Development Block Grant (CDBG) to the New York State Office of Community Renewal (OCR) for a Mobile and Manufactured Home Replacement Program (MHRP) to replace older owner-occupied mobile and manufactured homes with newer ones, and

WHEREAS, the County's strategic planning goals align with the mission of the MHRP, and

WHEREAS, the County wants to partner with an organization with experience in CDBG application development and management of MHRP program deliverables, and

WHEREAS, CCA is a not-for-profit Community Action Agency with existing partnerships to develop CDBG applications and manage MHRP program deliverables for other NYS Counties, and

WHEREAS, CCA currently provides weatherization assistance for eligible residential properties in Livingston County through the Federal Weatherization Assistance Program, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a Sub-Recipient Agreement for a Mobile and Manufactured Home Replacement Program for the Livingston County Planning Department, 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>Cattaraugus Community Action, Inc.</b> 25 Jefferson Street Salamanca, New York 14779	According to CDBG Program timeline	TBD According to CDBG Grant Award

For: Partnership on a CDBG funding application to OCR for a Mobile and Manufactured Home Replacement Program and management and oversight of program deliverables.

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

Director's Comments: This resolution authorizes the partnership with Cattaraugus Community Action (CCA) for the Mobile Home Replacement Program (MHRP). This program helps by assisting in replacing older

owner-occupied mobile homes with newer ones. The program aligns with the mission of the Land Bank and the County’s strategic planning goals to address housing needs in the County. Planning staff will be providing an overview on the program at the Committee meeting.

Mr. Gunther gave a brief presentation on the mobile home replacement program. Mr. Gunther introduced Jeff Hamsher and Bridget Sanford of the Cattaraugus Community Action, Inc. (CCA) here today and explained that the actions today will be for sub-recipient agreements with CCA and the Livingston County Land Bank Corporation. Mr. Gunther reviewed the proposed property projects and how the property selection process will work. Mr. Gunther explained Livingston County’s desired to work with CCA and reviewed CCA’s experience and existing relationships. There is no match from Livingston for CDBG. The program will run through Livingston County. Mr. Coyle questioned the CDBG cap and whether that was relevant to this program. Mr. Bacon believes that this program runs outside of CARES funding and will not fall under the CDBG cap. Mr. Hamsher reviewed the selection criteria that CCA uses to determine an eligible mobile home. CCA is currently over twenty units in excess of \$4M. Mr. Hamsher explained that there is an extensive wait list in both Allegany and Cattaraugus County. CCA pays all invoices until reimbursement by CDBG. Livingston County does not hold any debt.

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

**5. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A CO-DEVELOPMENT AGREEMENT WITH THE LIVINGSTON COUNTY LAND BANK CORPORATION (LAND BANK) FOR A MOBILE AND MANUFACTURED HOME REPLACEMENT PROGRAM (MHRP)**

WHEREAS, Livingston County will enter into a sub-recipient agreement with Cattaraugus Community Action, Inc. (CCA) to prepare an application for Community Development Block Grant funding and for management and oversight of MHRP program deliverables, and

WHEREAS, according to the terms of the Sub-Recipient Agreement, the County will be responsible for various pre-application and administrative grant management tasks, including compilation of survey demographic data and filing of required reports, and

WHEREAS, the County and Land Bank desire to work together as co-developers on the MHRP, and

WHEREAS, the Land Bank will utilize its prior project and grant management experience to complete pre-application and grant administrative tasks as set forth in the Sub-Recipient Agreement with CCA, and

WHEREAS, the County and Land Bank desire to enter into agreement setting forth their respective rights and obligations with respect to the MHRP, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a Co-Development Agreement with the Land Bank, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Livingston County Land Bank Corporation</b> 6 Court Street, Room 305 Geneseo, New York 14454	According to CDBG Program timeline & Sub- Recipient Agreement b/w County and CCA	TBD According to CDGB Grant Award & Sub- Recipient Agreement b/w County and CCA

For: A Co-Development Agreement between the County and Land Bank to complete the pre-application and grant administrative tasks as set forth in the Sub-Recipient Agreement with CCA.

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
CDBG MHRP	0%	Yes No X

Director’s Comments: This resolution authorizes a co-development agreement between the County and the Land Bank Corporation for coordinating the delivery of a mobile and manufactured home replacement program for eligible Livingston County residents.

*Motion: Mr. DiSalvo moved and Mr. Falk seconded to approve the foregoing resolution ..... Carried.*

**Informational Item(s) Written Only**

1. Update on the E911 Tower project at the EOC.



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

### **CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES**

**Conesus Lake Watershed Council.** The Council met on February 18, 2022. The next meeting will be on May 20, 2022. This meeting will include presentations on Conesus Lake Watershed Inspection Program 2021 activities and on the 2021 Conesus Lake Watershed Management Plan Annual Report.

**Watershed Education Center at Vitale Park (WEC).** There is a presentation scheduled for April 27<sup>th</sup> about the American Chestnut Tree. See link for schedule of future presentations: <https://conesuslake.org/lake-community/wec>

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

**Agricultural District #3 Renewal.** The County has contracted with Cornell Cooperative Extension of Livingston County for assistance with the renewal of Agricultural District #3. First mailing to landowners is scheduled for July 2022. Anticipated completion is end of year 2022. Agricultural District #3 covers the southern part of the County – 7 towns from Mt. Morris to Springwater.

**Purchase of Development Rights (PDR) Program/Partnership with Genesee Valley Conservancy.** The PDR pre-application selection process began with a mandatory workshop for interested landowners being held on February 23<sup>rd</sup>. Seven pre-applications have been received and will be reviewed at the May 19, 2022, AFPB meeting.

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

**Earth Day Award.** The EMC will present the 2022 Earth Day Award at the Board of Supervisors meeting on April 27<sup>th</sup>.

**Community Clean Up Events.** In recognition of the 52<sup>nd</sup> anniversary of Earth Day, the 4<sup>th</sup> Annual Livingston County Community Cleanup was held between April 23 and April 30. A list of activities can be found here: <http://www.livingstoncounty.us/cleanuplivco> Planning staff is compiling results as they are reported.

### **COUNTY PLANNING BOARD**

The Planning Board now has a dedicated email: [LCPlanningBoard@co.livingston.ny.us](mailto:LCPlanningBoard@co.livingston.ny.us). Referrals can be submitted to this email.

**Next meeting.** The next meeting is scheduled for May 12, 2022.

**LET'S Plan.** A free, 3-credit, in-person land use training workshop with the NYS Department of State is being held on April 26, 2022, on two topics: Affordable Housing and Regulating Short Term Rentals. The Genesee/Finger Lakes Regional Planning Council's 2022 Spring Regional Local Government Workshop will be held on Friday, May 13, at the Genesee Community College campus in Batavia. Registration is all digital this year and can be accessed here:

[https://gflrpc.org/program\\_areas/local\\_government\\_assistance\\_and\\_training/spring\\_2022lgw.php](https://gflrpc.org/program_areas/local_government_assistance_and_training/spring_2022lgw.php).

**Reminder:** "Evenings with the County Planning Board" is also 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 they do happen.

**SOLAR.** The Solar Coordinator has been meeting with Code Enforcement Officers and visiting solar sites and coordinating with the Planning Department on technical assistance to municipalities on solar/BESS projects. The Planning Department has launched an Alternative/Renewable Energy website, <https://www.livingstoncounty.us/938/Renewable-Alternative-Energy>, with sections on solar and Battery Energy Storage Systems to be a technical and informational resource for municipalities and the public. Wind energy and anaerobic digesters will be added to the website in the future.

### **GENESEE TRANSPORTATION COUNCIL**

**2022-2023 Unified Planning Work Program:** Planning staff is working with GTC and Livonia reps on the *Lakeville Corridor Strategic Plan* scope of work scheduled to be presented to the GTC Planning Committee in May.

### **SPECIAL PROJECTS**

1) Leak Detection Survey. This project has been on hold while we continue to wait for grant extension approval from the NYS Department of State.

2) Akzo Settlement Committee. The Committee is meeting on May 3 to discuss the Northern Border Regional Commission grant application for a regional water project and to review recommendations for the 2022-2023 budget period.

**BROADBAND PROJECT:** Meetings with the towns interested in the town-level analysis of service gap areas is almost complete. The County has published an App for the public to check on the status of grant activity. Empire Access, USDA and Hunt Engineers continue coordination and USDA grant implementation efforts.

**RADIO COMMUNICATIONS UPGRADE PROJECT.** The PMT worked on developing the site construction bid docs for the new EOC tower. A sub-group met to discuss the traffic circulation plan at the EOC during the construction phase. We are finalizing the contract on the purchase of the tower and shelter. The PMT has decided to go out to bid for the radio antennas and related equipment.

**TECHNOLOGY STRATEGIC PLANNING.** GeoCove, GIS consultant, completed work associated with upgrading the servers and assisted with creation of the broadband app. Planning staff will be arranging meetings with departments for Spring 2022 to discuss app development.

## **SHERIFF’S OFFICE – SHERIFF THOMAS DOUGHERTY**

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

#### **1. AMENDING THE 2022 LIVINGSTON COUNTY SALARY SCHEDULE: SHERIFF’S OFFICE AND REFERRING THIS MATTER TO THE WAYS AND MEANS COMMITTEE**

RESOLVED, that the 2022 Livingston County Salary Schedule is amended as follows:

#### **Sheriff’s Office**

- Create seven (7) full-time Deputy Sheriff/Corrections Officer positions at Wage Grade 12 LCDSC contract effective immediately.
- Delete fourteen (14) part-time Deputy Sheriff/Corrections Officer positions. Upon filling one full time position, two part time positions will be deleted up to a total of fourteen (14).

For: Improved shift coverage

Sheriff Dougherty reviewed the positions for creation. There are currently 38 full time and 33 part time positions assigned to the Jail. Over the last 8+ years, our part time pool continues to reduce. With troubles in recruiting the Sheriff’s Office is have trouble coving the schedule, relying on part timers. Sheriff Dougherty reviewed an example schedule before time off for vacation/sick/personal/holiday days is even considered and how there are 75 the holes in the schedule of 8.5 hour shifts. Sheriff Dougherty reviewed increasing from 38 full time to 44 full time positions and reducing part time position from 33 to 19 positions. Sheriff Dougherty believes this move will be able to stay budget neutral at this time, but will need to be reviewed at budget time later this year. Mr. Coyle reviewed the COC directions during the Sheriff York to Sheriff Dougherty transition to rely more heavily on part time positions instead of full time. Sheriff Dougherty expressed his concerns on staff burnout so that shifts can be covered. Sheriff Dougherty believes the best option is to keep the jail open fully and continue to take in federal inmates so that we continue receiving that revenue. The hope is to move our part timers to full time. Upon filling one full time position, two part time positions will be deleted. The CO civil service exam just released today. There are currently 24 part time positions filled.

*Motion: Mr. Pangrazio moved and Mr. DiSalvo seconded to approve the foregoing resolution Carried.*

## **ECONOMIC DEVELOPMENT – BILL BACON**

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

#### **AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL**

WHEREAS, the New York State Office of Community Renewal (the “OCR”) has announced availability of funding under the NYS CDBG Microenterprise Program (the “Project”) to provide resources to support and foster the development of microbusinesses by providing grants in conjunction with capacity building and entrepreneurial assistance; and

WHEREAS, the Livingston County Development Corporation (the “LCDC”) has requested that the County apply for and provide the OCR funding to the LCDC as a grant for the purpose of making deferred loans to microbusinesses; and

WHEREAS, the Project will result in substantial benefit to the County in the form of the creation or expansion of small businesses and the creation of jobs; and

WHEREAS, the County has held a public hearing on May 11, 2022 to obtain citizens’ views regarding the CDBG program as administered by OCR; now, therefore, be it

RESOLVED, that the Chairman is hereby authorized to submit a grant application on behalf of the County in the approximate amount of \$300,000 to the OCR to support a Microenterprise Program; and be it further

RESOLVED, that the Chairman is hereby authorized to execute a grant agreement between the County and the OCR and all related documents associated with the OCR grant, including entering into a grant agreement with the LCDC for the implementation of the Project and administration of the OCR grant, all such documents to be subject to review and approval by the County Attorney; and be it further

RESOLVED, that the Chairman is hereby designated as the Certifying Officer responsible for all activities associated with the federal environmental review process to be completed in conjunction with the Microenterprise Program.

Mr. Bacon explained that the public hearing is scheduled next week and he would like to add this resolution at the close of the public hearing.

*Motion: Mr. Falk moved and Mr. DiSalvo seconded to approve the foregoing resolution ..... Carried.*

Mr. Bacon reviewed the request to add Mary Ellen Merle for the IDA, LCDC and LCCRC boards. Mr. Bacon reviewed her experience and company successes.

**APPOINTING MEMBER TO THE LIVINGSTON COUNTY INDUSTRIAL DEVELOPMENT AGENCY, LIVINGSTON COUNTY DEVELOPMENT CORPORATION AND THE LIVINGSTON COUNTY CAPITAL RESOURCE CORPORATION – MARY ELLYN MERLE**

RESOLVED, that the following member is hereby appointed to the Livingston County Industrial Development Agency, Livingston County Development Corporation, and the Livingston County Capital Resource Corporation Community Services Board for the term designated:

**Livingston County Industrial Development Agency Board**

Name	Address	Rep./Title	Term
Mary Ellyn Merle	5449 Barber Rd., Dansville, NY 14437	Member	At Pleasure

**Livingston County Development Corporation**

Name	Address	Rep./Title	Term
Mary Ellyn Merle	5449 Barber Rd., Dansville, NY 14437	Member	At Pleasure

**Livingston County Capital Resource Corporation**

Name	Address	Rep./Title	Term
Mary Ellyn Merle	5449 Barber Rd., Dansville, NY 14437	Member	At Pleasure

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

**Informational Item(s) Written Only**

Some general economic updates as it pertains to the overall landscape:

- It appears that the supply chain bottlenecks have peaked and have begun to decline, resulting in improved lead times. Note that today’s levels are still considerably higher than average, albeit improving.
- Nationally, housing affordability is becoming a concern. The typical household is spending 31% of their income on mortgage payments. That’s the highest percentage since 2007 as prices since then have been increasing faster than median income levels.
- The US Bureau of Labor Statistics reports that employee productivity levels have increase 127% since 1975, however, compensation levels have only increased 63%. For the period 1947-1975, those two numbers moved almost in lockstep.
- As the workforce continues to evolve, Gen Z and Millennials find the hours of 6PM to 3AM to be their most productive, exactly the opposite of Gen X and Boomers who find the hours of 3AM to 9AM to be their most lucrative.

- The World Bank has predicted that energy prices will increase 50% from last year, after nearly doubling in 2021. Food prices are projected to increase over 20% this year after rising 31% in 2021.
- Inflation is changing the way vacationers will spend their summer. According to surveys, the majority will be traveling shorter distances, driving instead of flying and seeking less expensive activities while away.
- Locally, sales tax collections through the 1<sup>st</sup> quarter are up almost 10%.

The Back-to-Business program administered by the LCDC which sourced funds through CDBG and CARES Act monies to assist those businesses impacted by COVID-19 has been fully allocated. The total allocation of \$1,750,000 provided an average award of ~\$40,700 per business and assisted 43 businesses throughout Livingston County.

The Visit LivCo Spring Guide has been released and has had a great reception! A copy will be provided to each of the Supervisors at the next Board meeting and copies will be distributed throughout the County footprint where visitors and residents can use it to identify the amazing assets and things to do here in Livingston County!

**DISTRICT ATTORNEY – GREG MCCAFFREY**

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

**1. AMENDING THE 2022 LIVINGSTON COUNTY SALARY SCHEDULE: DISTRICT ATTORNEY AND REFERRING THIS MATTER TO THE WAYS AND MEANS COMMITTEE**

RESOLVED, that the 2022 Livingston County Salary Schedule is amended as follows:

**District Attorney:**

- Create one full-time Legal Assistant (District Attorney) position at Wage Grade 11 CSEA Contract effective immediately.
- Delete one full-time Senior Legal Typist at Wage Grade 11 effective immediately.

For: Meet the changing demands of 2020 criminal justice reform and to address the changing demands of the position.

Mr. McCaffrey reviewed the position to be created and explained that he is looking to move away from the clerical to more legal work duties. He anticipates the grade will be close to wage grade 11 once Human Resources makes the final determination.

*Motion: Mr. Falk moved and Mr. DiSalvo seconded to approve the foregoing resolution ..... Carried.*

**EXECUTIVE SESSION**

Motion made by Mr. Pangrazio and seconded by Mr. DiSalvo that the Committee adjourn and reconvene for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and all Supervisors and County Administrator Ian M. Coyle remain present. Carried.

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

The Public Services Committee having met in Executive Session, hereby reports as follows:  
No action taken.

**ADJOURNMENT**

Mr. Pangrazio moved and Mr. Falk seconded to adjourn the meeting at 11:12 a.m.

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

1. Support of Livingston County school elections has begun. School elections will be held in all school districts on May 17, 2022. Absentee ballots have been prepared and distributed to all school districts.
2. Inspector bill backs have been received by all but one Village. Totally amount reimbursed will be \$4,800.
3. Ballots were printed and distributed to Bell, Wadsworth and Dansville Public Library.
4. Annual mail check cards were dropped on Friday, April 22, 2022. All registered voters in Livingston County will receive a yellow card listing pertinent voting information. Undelivered yellow cards are returned to BOE and used for updating our registration rolls.
5. A mailing was sent to all our Permanent and Civilian Absentee voters advising them of a change to the current election law. Effective for any election after April 1, any voter who requests an absentee ballot will not be able to vote on the machine on Election Day. A written cancellation of permanent status is required.
6. A visit to Cal-Mum government class was made to discuss the Election process and register qualified voters. Hopefully, we will be able to resurrect this role now that restrictions have been eased.
7. Current active voter enrollment stands at 39,405. Democratic: 10,199; Republican: 16,997; Conservative: 922; Working Families: 126; Oth-Green: 111; Oth-Lbt: 138; Oth-Ind: 1,683; Blank-No Party: 9,121; Oth-Blank: 94; Oth-WEP: 8; and Oth-Reform: 6. Inactive enrollment is at 2,600. Total active/inactive voter enrollment: 42,005.

### **CENTRAL SERVICES – WILLIAM MANN**

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

##### **Al Lorenz Park: (CIP)**

- 1) Mark your calendar. May 14<sup>th</sup> we will be having a festival in the park. Flyers and Advertising are now public. Final preparations are in progress.
- 2) On April 30<sup>th</sup> at 9:00am we will have a park clean-up to coincide with Earth Day events in April. The press release was distributed on 3/23/22.
- 3) Storm related damage to Pavilion #2. We are currently in the re-build process. The structure and roof are now up, the final trim work is being completed, and pending good weather, will be completed in approximately 2 weeks. Final completion will coincide with the opening of the asphalt plant in May.

##### **Murray Hill:**

- 1) Building #1 – Upgrades to the conference center A/V system are being reviewed. A meeting is set with the vendor to explore alternatives.
- 2) Building # 2 – Elevator modernization - the contract process is complete. We are scheduling a “kick off” meeting to discuss the construction schedule.
- 3) Multiple Buildings – Spring Sheet Metal continues on-site completing the repair/replacement of the Slate Roof tiles on multiple buildings at Murray Hill.
- 4) The wall along the roadway and parking lot of Building 6 has been re-constructed. Future Mural opportunity. We will repave a small section of the roadway once the asphalt plant is open for the season - May.

##### **DOH - Dog Control expansion: (Grant)**

- 1) Completed. - Additional work - Met with fencing contractors to obtain quotes. Awaiting their submission.

##### **Government Center: (CIP)**

- 1) Door locks - Day Automation – Nearing completion. Final programming of the system is underway.
- 2) Probation – We will be converting/adding storage/lockers to the existing break room. This area has been repainted, additional security installed and we are working with Probation on the locker installs.
- 3) Interior signage. Evaluating quotes that have been received. Awaiting samples of the product to further evaluate.
- 4) Obtaining quotes for interior stair well - fix drywall, paint walls and hand rails, with new stair treads and landings. We are in the contract phase with GP flooring. Once complete, and we know deliver times, we can commence construction.

- 5) Driveway/Parking re-paving - We are obtaining quotes, scheduling (based on least amount of interruption) for the main entrance, and all of the east parking areas for the Court House, Sheriff's Office, and Gov't Center.

**Sheriff's Office: (CIP)**

- 1) Training Center – Retention Pond is next, waiting on the weather to break and the ground to dry out. Still on hold.
- 2) Stairs from the upper to lower parking lots – Completed
- 3) Domestic Hot Water - Old Jail - 75% complete - new system to be installed. Tentative complete date is 4/11-15. The system is in and we are working with Day Automation to finalize wiring and controls. Supply chain issue for our final completion. A pump that has been on order is now expected to arrive the second week of May.
- 4) Office Renovation - Materials were ordered and originally scheduled for 6 weeks out. There was an issue with the windows order/install - delivery time is now a minimum of 12 weeks. We continue to await delivery of windows.

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