

**PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, JULY 5, 2023
10:00 A.M.**

PRESENT: G. Deming, M. Schuster, D. Babbitt Henry, M. Falk, D. LeFeber, I. Davis, D. DiSalvo, M. Walker, D. Wester, I. Coyle, A. Ellis, B. Mann, S. Hillier
 ABSENT: D. Pangrazio, W. Devine

Public Services Chair Jerry Deming asked Andrew Brodell to lead the Pledge of Allegiance.

OFFICE OF EMERGENCY MANAGEMENT – ANDREW BRODELL

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF ONE (1) 2024 CHEVROLET SILVERADO 2500 FOR THE LIVINGSTON COUNTY OFFICE OF EMERGENCY MANAGEMENT: BARNARD CHEVROLET AND REFERRING THIS MATTER TO THE WAYS AND MEANS COMMITTEE

RESOLVED, that the Livingston County Office of Emergency Management is hereby authorized to purchase through NYS OGS Mini-Bid 13585 and NYS OGS Contract PC69143SB one (1) 2024 Chevrolet Silverado 2500 from Barnard Chevrolet, 7101 W Buffalo Rd, Churchville, NY 14428 at a cost not to exceed \$64,209.43.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
A3640	100 %	Yes

Directors Comments: OGS Mini-bid yielded three results. The two not chosen included a 2022 vehicle that did not meet the spec and a 2024 vehicle that would be sent out to order upon confirmation (Not currently in inventory or the build process). The vehicle on the docket for Public Services was the only one that currently exists and met the spec. The 2023 OEM budget was properly pre-designated for this purchase.

Mr. Brodell reviewed the planned vehicle use. The current vehicle goes to over 100 investigations per year.

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

COUNTY HISTORIAN – HOLLY WATSON

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 HISTORIAN: SIGN LANGUAGE, INC.

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Historian, 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>
Sign Language, Inc. 6491 Route 20A Perry, NY 14530	7/1/23-12/31/23	Not to exceed \$6,000.00

For: Two signs, one each for Old and New Poorhouse Cemeteries, Geneseo

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

Director's Comments:

The two county-owned poorhouse cemeteries in Geneseo have inconspicuous existing signs, and in light of continuing work on and awareness of the cemeteries, improved signage is needed.

Ms. Watson reviewed the signage updates for the poorhouse cemeteries.

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

Informational Item(s) Written Only

County Historian Holly Watson - June

- Presented brief history of Murray Hill and Al Lorenz Park at CNR managers' meeting (6/7)

- Participated in County SHAPE meeting (6/14)
- Presented “Know Your Roots: Introduction to Genealogy, Part 1” at Wadsworth Library, Geneseo (6/26)
- Attended online Digital Directions conference, presented by Northeast Document Conservation Center (NEDCC) (6/27-6/29)
- Created social media posts: Juneteenth and George Richardson stone at County Poorhouse Cemetery
- Organized digital collections, including videos
- Launched project to create comprehensive county department timelines and lists of department heads
- Significant areas of research: Nathaniel Rochester and slavery in Livingston County; Livingston County departments and department heads

Deputy Historian Madeline Friedler – June

- Attended “The Latter-day Saints in New York: How Their Experiences Illuminate New York History” symposium in Palmyra, NY (6/7)
- Attended online conference, “Digital Directions 2023” presented by Northeast Document Conservation Center (NEDCC) (6/27-6/29)
- Added dozens of entries to searchable online database
- Reprocessed and purged unneeded papers in the veterans’ files series
- Catalogued hundreds of digital items in collections
- Organized and processed physical and digital collections and new donations
- Assisted with research projects

Office-wide Projects – June

- Consulted weekly on historical significance and context of various historical records series held at Records Management
- Weekly volunteer Jane Oakes: transcribed Groveland farm diaries
- Donations: Downtown business inventories and grant files from Economic Development; several photographs related to opera houses; *Nine Generations from Dr. Thomas Wynne: a Family’s Journey from Wales to Ohio*, by Mary Ellen Wynn
- Created finding aids and uploaded them to website: C142 Downtown Partnership Collection (revised); C218 Livingston County Fire Police Association Collection
- Assisted patrons in research room and on phone/email

HIGHWAY – ZACH CRACKNELL

Action Item(s) To Be Reported

1. AUTHORIZING THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT TO PURCHASE PAVEMENT MARKING SERVICES THROUGH A CONTRACT AWARDED BY GENESEE COUNTY: SENECA PAVEMENT MARKING, INC.

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as piggybacking on extended Genesee County Bid #2023-09, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Seneca Pavement Marking, Inc. 3526 Watkins Road Horseheads, NY 14845	6/1/2023-5/31/2024	Centerline (Yellow) per CL mile: \$458.00 Edgeline (White) per CL mile: \$676.00 Railroad Markings-Each \$375.00 Stop/Yield Bar Markings- Each: \$75.00

For: Waterborne Paint Pavement Marking - Centerline (Yellow) per CL mile: \$458.00
 For: Waterborne Paint Pavement Marking - Edgeline (White) per CL mile: \$676.00
 For: Waterborne Paint Railroad Marking – Each: \$375.00

For: Stop/Yield Bar Markings-Each: \$75.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2023 Liv. Co. Highway Dept. Budget Appropriations	100%	Yes XX No

Mr. Cracknell explained that we have piggybacked off of Genesee County’s contract for a dozen years now.

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

2. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE FUEL ISLAND REPLACEMENT: C&S ENGINEERS, INC.

WHEREAS, the County of Livingston solicited a Request for Proposal for The Fuel Island Replacement, and eight (8) 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, and any future amendments to said contract, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
C&S Engineers, Inc. 499 Col. Eileen Collins Boulevard Syracuse, NY 13212	7/12/2023-12/31/2024	Not to exceed \$363,340.00

For: Engineering services for design and construction inspection of Gypsy Lane fuel station replacement

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

Mr. Cracknell reviewed the contract for approval.

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

TRAFFIC SAFETY BOARD – MICHELE REES

Action Item(s) To Be Reported

1. APPOINTING MEMBER TO THE LIVINGSTON COUNTY TRAFFIC SAFETY BOARD: TIMOTHY ARCHIBALD

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

Livingston County Traffic Safety Board			
Name	Address	Rep./Title	Term
Timothy Archibald	5192 South Street, Leicester, NY 14481	Member-Town of Leicester	7/12/23-12/31/25 (K. O’Hara term)

and be if further

RESOLVED, that the Clerk of the Board of Supervisors shall forward a certified copy of this Resolution to the Livingston County Traffic Safety Board.

This appointment is replacing an earlier appointment in which the member is unable to fulfill the appointment.

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

ECONOMIC DEVELOPMENT – BILL BACON

Action Item(s) To Be Reported

1. PROVIDING FOR A PUBLIC HEARING TO CONSIDER PUBLIC COMMENT ON THE COUNTY’S COMMUNITY DEVELOPMENT BLOCK GRANT CONTRACT WITH THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL FOR THE BACK TO BUSINESS PROGRAM SUPPORTING SMALL BUSINESSES TO PREVENT, PREPARE FOR, AND RESPOND TO COVID-19

RESOLVED, that the Livingston County Board of Supervisors hereby schedules a public hearing to be held on August 9, 2023 at 1:35 PM in the Board of Supervisors Assembly Room, Livingston County Government Center, Third Floor, Geneseo, New York, with the purpose of said hearing to provide information to the public regarding the Community Development Block Grant COVID-19 Response (CDBG-CV) Program and to consider citizen comments regarding the County’s contract with the NYS Office of Community Renewal

to provide grants to support small businesses to prevent, prepare for, and respond to COVID-19, and at least seven (7) days' notice shall be given by posting thereof on the County's municipal website and by publishing such notice at least one (1) time in the official newspaper of the County as provided by law.

Mr. Bacon explained that this is the required second public hearing. There was discussion on the federal grant public hearing requirements.

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

Informational Item(s) Written Only

- Progress has been made on transfer of title for the Livingston Correctional Facility. We have received approval from the Empire State Development Board and the Public Authorities Control Board to transition ownership of the Facility to the Livingston County IDA. We expect that a closing could take place in July.
- The NY Forward award in the amount of \$4.5million for the Village of Geneseo has officially kicked-off. Several public meetings have been held and a significant amount of information has been provided to the community. Applications for potential projects are being accepted through July 12th and will be reviewed by the Local Planning Committee. For more information on the program, feel free to go to www.GeneseoNYForward.com.
- A CFA workshop was held with attendees from both inside and outside the County attending. A presentation was given by Greg Parker from the Rochester Office of Empire State Development, with one-on-one access time being provided for attendees following the presentation. The 15 attendees were provided with insight and tips on the application process and resources available to them.
- The Back to Business program has been fully expended with 51 awards to qualifying small businesses in our County. The average award was \$41,176 and resulted in 27 retained and 87 new full-time equivalent jobs for a total of 114. Additionally, these businesses consisted of 67 owners who were already employing 254 individuals at their time of application. Overall, this program impacted 408 workers in Livingston County! Lastly, of the 51 businesses, 24 were women-owned and 16 were owned by low-moderate income individuals. The program was a great success and offered an incredible boost to our economy.

Ivan Davis entered.

PUBLIC DEFENDER – LINDSAY QUINTILONE

Action Item(s) To Be Reported

1. ESTABLISHING SALARY FOR PART-TIME ASSISTANT PUBLIC DEFENDER: CHRISTIAN A. CATALANO AND REFERRING THIS MATTER TO THE WAYS AND MEANS COMMITTEE

WHEREAS, the Public Defender is appointing Christian A. Catalano, 148 Fishermans Cove, Rochester, NY 14626 to the position of part-time Assistant Public Defender; and

WHEREAS, the Livingston County Board of Supervisors must set the salary for this appointment; now, therefore, be it

RESOLVED, that the 2023 Department Head Salary Schedule is amended as follows:

Public Defender

The annual salary for the Assistant Public Defender Christian A. Catalano is established at \$40,000.00 effective July 10, 2023.

Director comments: The part time Assistant Public Defender position was recently (June) vacated by Marshall Kelly, in part due to the increase in assigned counsel rates. We have recently recruited a replacement for this position by a seasoned public defender. In order to keep our part time salaries consistent with each other and to remain competitive in hiring/retaining part time attorneys, a salary increase is being requested for this position. The increase in salary will be included in reimbursement requests through ILS Hurrell-Harring funding.

Ms. Quintilone reviewed recent staffing changes and the need to align this salary with the other APD positions in her office. Everything over \$28,000 is covered by Hurrell-Harring funding.

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

2. AMENDING THE 2023 LIVINGSTON COUNTY SALARY SCHEDULE: PUBLIC DEFENDER AND REFERRING THIS MATTER TO THE WAYS AND MEANS COMMITTEE

RESOLVED, that the 2023 Livingston County Salary Schedule is amended as follows:

Public Defender:

- Create one full-time Sentencing Specialist position at Wage Grade 12 CSEA Contract effective 7/1/2023.

For: Assist clients and attorneys to obtain best possible outcomes for clients

Director comments: Hiring a Sentencing (Mitigation) Specialist in to assisting clients and attorneys to obtain best possible outcomes for clients include assessments, referrals, etc. This position’s salary and benefits will be covered in full by ILS Hurrell-Harring reimbursement funding.

Ms. Quintilone reviewed the new position duties. Salary and fringe for this position is covered by Hurrell-Harring reimbursement funding. There was discussion regarding position outcome success and how that will be measured. Ms. Quintilone explained that this position will take some of the non-legal work from the attorneys and better serve and improve the lives of their clients. This position will refer clients to other County departments and agencies for services. There was discussion on whether these clients are referred to pre-existing County services, i.e. DSS. There was further discussion on the duplicative nature of this position. Ms. Quintilone gave a bail application client example in which this position would have been very helpful. A request to have a social worker for Public Defender clients has been requested before without success. Under Hurrell-Harring funding it is expected that at least one mitigation or sentencing specialist be hired which is why funding is included in the budget. Ontario County contracts with multiple social workers for both criminal and family court support. There will be space included in the office expansion project for this person. Ms. Quintilone believes ~half of her cases (10) will need these services with one to two emergency situations; approximately 500 cases per year will be served by this person. Optimally, there would be two positions, one for criminal clients and one for family clients. Ms. Quintilone explained that mobility management services have now been set up on a referral basis.

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

Pre-approved Informational Item(s) To Be Reported

1. Challenges in retention and recruitment
2. Caseload challenges in times of reduced staffing

Ms. Quintilone gave a brief overview of some staffing caseload standard limitations and future staffing recruitment plans.

SHERIFF’S OFFICE – SHERIFF THOMAS DOUGHERTY

Action Item(s) To Be Reported

1. ADOPTING SEQR NEGATIVE DECLARATION FOR LEASE AGREEMENT WITH T-MOBILE NORTHEAST LLC FOR INSTALLING CELLULAR SERVICE EQUIPMENT AT COUNTY EMERGENCY COMMUNICATIONS TOWER SITE LOCATED ON SHORT TRACT ROAD, TOWN OF PORTAGE

WHEREAS, the T-Mobile Northeast LLC (“T-Mobile”) is seeking to utilize space at the County’s existing emergency communications tower site located on Short Tract Road, Town of Portage, for purposes of expanding cellular service in and around the Letchworth Park area; and

WHEREAS, the installation and usage of such equipment by T-Mobile will not significantly disturb Livingston County emergency communications; 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.

Director Schultz reviewed the resolutions for the Short Tract Road tower site.

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

2. AMENDING A PORTION OF RESOLUTION 2018-358 (PORTAGE TOWER LEASE WITH STEVENS)

WHEREAS, Resolution No. 2018-358 authorized the Chairman of the Livingston County Board of Supervisors to sign a lease agreement with Joel Stevens, John L. Stevens, and Carol J. Stevens permitting the County's to use a portion of 8818 Short Tract Road in the Town of Portage to build and operate an emergency communications tower. Said lease agreement commenced December 20, 2018 with a lease term of ninety-nine (99) years and required a onetime payment in the amount of \$20,000.00; and

WHEREAS, said lease specifies the County has the right to sublease the leased premises, in whole or in part, with the consent of the Stevens; and

WHEREAS, the County now wishes to sublease a portion of the leased premises to T-Mobile Northeast LLC ("T-Mobile) for purposes of T-Mobile collocating on the County's existing communications tower to expand cellular service in and around Letchworth State Park greatly improving emergency communications in that area; and

WHEREAS, the Stevens have been notified of the intended sublease and have consented to the same subject to the County equally sharing all monthly sublease payments received from T-Mobile; now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a consent letter with Joel Stevens, John L. Stevens, and Carol J. Stevens permitting the County to engage in a sublease with T-Mobile in exchange for the Stevens receiving half of all monthly sublease payments; be it further

RESOLVED, that Resolution No. 2018-358 is hereby amended.

Director Schultz reviewed the original lease agreement and the amended request per the Stevens requests. Undersheriff Bean reviewed that the one-time \$20,000 lease was what we did with all tower land leases. This is the first time that a sub-lease has been requested to amend a lease. The Steven's request of 50% of the T-Mobile monthly lease is large amount of money. The Steven's were paid the one-time \$20,000 and they knew it was a public safety tower for the good of the County for all of the public services to build the tower there. The County did incur the cost with some state interoperability grant money for that tower in the amount of ~\$1.2 million. Now, to try to bring some of that money in to continue to maintain those towers and continue to bring that service to the County. Where we are now is whether the County want to give Steven's that much money for their lease. Director Schultz explained that this was a verbal ask by the Stevens'. There was some communication prior to her becoming the Director on Short Tract tower site where they had a conversation and Joel Stevens said he requested half of the T-Mobile monthly payment. Director Schultz informed Mr. Stevens that she would need to take that request to the Public Service Committee. It is not designated in the original lease with the Stevens' that they would receive anything. The original lease states that we would need their permission to sublease on that tower. The County Attorney explained that the T-Mobile lease in its entirety is a 39 year lease and every time we go through cycles of renewal there are escalators that are attached to those payments. For example, the first year that this lease is in place, Stevens would benefit approximately \$18,000.00. This would continue on for a 39 year period. There is nothing in the lease agreement that mandates that we split any sublease payments with them, it simply says that we have to seek their consent as it is on their property that we are leasing. To further clarify, we do have other towers with sub-tenants, but this is the first time that we would actually be receiving revenue from those sub-tenants. Ms. Ellis explained that because the Statewide Interoperable Communication Grant Fund Program was used to build this tower, any revenue that comes in has to go towards the intent of what that grant program would be. It has to go toward emergency communication type activities. The County Attorney explained that the Stevens request was surprising; when first approached they were just happy T-Mobile was coming in and cell service was going to improve in an area that has terrible cell service. Director Schultz reviewed the negotiations with T-Mobile for the monthly lease amount. There was discussion on possible additions to other tower leases. This sub-lease is

to better communications for Nunda and Letchworth State Park. Landowner permission is standard in these types of leases and having any kind of sub-tenant revenue was not anticipated. The County Attorney does not believe that the Steven’s request meets the requirements of the tower grant funding. Mr. Coyle explained that we should explain that every dollars negotiated has to stay with the operations and anything negotiated revenue would come out of County dollars somewhere else. There was discussion on who is best to negotiate with the tower landowner.

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

3. AUTHORIZING TOWER SUBLEASE AGREEMENT WITH T-MOBILE NORTHEAST LLC FOR THE SHORT TRACT ROAD TOWER IN THE TOWN OF PORTAGE

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
T-Mobile Northeast LLC 12920 SE 38 th Street Bellevue, WA 98006	Start date to begin upon equipment installation or 9 months after sublease signed, whichever is earlier, and runs 5 years with five 5-year auto renewals. After final renewal term, there are nine 1-year auto extension periods.	\$3,000.00 per month for initial term with various escalators applied in renewal/extension periods.

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

Pre-approved Informational Item(s) To Be Reported

- AXON body worn camera discussion – grant, annual expense, etc. Sheriff Dougherty gave a brief overview of the pros and cons for body-worn cameras. At this time, we have not been mandated to purchase body-worn cameras. The Sheriff does support getting body-worn cameras for transparency reasons but this is not a push that comes from the community. Some policing agencies in the county do have body-worn cameras and the State Police now have body-worn cameras. The Sheriff believes that body-worn cameras may become part of the state accreditation process. CD Yasso explained that we have been unsuccessful with several grant applications. We were successful with a NYS DCJS grant in the amount of \$2,000 per person/camera direct depositing \$250,000 into the County bank account with no contract requirement. \$2,000 is not enough to cover the costs of the camera sustainment. AXON seems to be the only way to go with most agencies using AXON. CD Yasso reviewed the AXON 5-year plan that includes all of the technology, software and hardware (cameras, docking stations, mounts, evidence storage, redaction, etc.). This includes a refresh of cameras after 2.5 years to accommodate changing technology. The best process for roll out for us and the nationwide trend for police services is a 1-1 by issuing every full-time Deputy Sheriff at the rank of Sargent and below would be issued a camera with a small amount of cameras maintained for part-timers that work at the patrol function. For the jail model a camera would be available at each post with a mixture of 1-1 and post cameras. Total numbers were 60 cameras for police services and 35 cameras for correction services for just the hardware. Beyond that is the software licensing for the rest of the staff that would need to view/manipulate/work with these cameras. The front loading this agreement with money from NYS would be as follows
Policing – 60 cameras \$120,000 Year 1 (DCJS grant) with an annual payment thereafter for years 2-5 of \$106,027
Corrections – 35 cameras \$70,000 Year 1 (DCJS grant) with an annual payment thereafter for years 2-5 of \$56,692
Agency Total Costs – 95 cameras \$195,000 Year 1 (DCJS grant) with \$162,719 for years 2-5 and then continuing costs beyond that.
Total Project cost over 5 years - \$840,876.00

The Cameras will stay on site in a docking stations and transfer data. Docking stations will be in substations, cars and homes. Accreditation expires in 2027. Cameras are restricted in court rooms. The cameras are owned by the County but AXON will be replacing them every 2.5 years. There was discussion on available funds and the upcoming budget discussions. DCJS has already issued a model body-worn camera policy and typically these are then added to accreditation six to eight months out, we just don't know what the future requirements will be. Most counties do have body-worn cameras now. Committee consensus is to support body-worn cameras.

COUNTY CLERK – ANDREA BAILEY

Pre-approved Informational Item(s) To Be Reported

1. Clean Slate and Fiscal Impact-Ms. Bailey reviewed the clean slate bill that both houses have approved and that the Governor is expected to sign. Ms. Bailey reviewed the financial impact to Livingston County and the County Clerk's Office with the automatic sealing of certain convictions. It is anticipated that ~2 million cases will be sealed across the state when this rolls out. While County Clerk's will be notified on which files to seal, how we receive that information is uncertain at this time. Ms. Bailey reviewed how cases are listed differently from 1936-present. As old files have been requested over recent years, those files have been digitized. Ms. Bailey reviewed sealed case orders, availability and which cases will and will not be sealed. There are currently 8,000 cases in the digital system and 184 boxes of paper criminal case files at Records Management will require scanning. Ms. Bailey reviewed the legal action allowed when information is released incorrectly. Ms. Bailey reviewed different options to complete this work. There are companies to back-scan and index these records. The Cost for increased staff is ~\$800,000 and contracting to scan & index for criminal cases would be \$800,000. Authorization from OCA is required to shred court cases. There will also be an impact to towns and villages for all misdemeanor cases. The County Clerk's Association will be preparing cost information to submit for the next state budget. Both the shredding and scanning company are bonded and secured. This one-time expense will be discussed in upcoming budget meetings.

PLANNING – ANGELA ELLIS

1. APPOINTING MEMBER TO THE LIVINGSTON COUNTY PLANNING BOARD: DONALD R. WILCOX

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

Livingston County Planning Board			
Name	Address	Title/Representing	Term
Donald R. Wilcox	18 South State Street, Nunda, NY 14517	Village of Nunda	5/1//23-12/31/23

Director's Comments: This resolution appoints a new member, Donald R. Wilcox, to the Livingston County Planning Board as the Village of Nunda representative. The Board passed a resolution appointing Mr. Wilcox to the Board in June. Unfortunately, Mr. Wilcox was unable to take his oath of office within the required time requirements resulting in the need for the Board to pass another resolution.

Mr. Wilcox was unable to take his oath

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

CENTRAL SERVICES – WILLIAM CAVALIER

Action Item(s) To Be Reported

1. AWARDING BID FOR THE CENTRAL SERVICES DEPARTMENT FOR CUSTODIAL SERVICES FOR VARIOUS LIVINGSTON COUNTY BUILDINGS: CLEANTEC SERVICES

WHEREAS, after the proper legal advertisement seeking bids for Custodial Services for various Livingston County buildings, six (6) bids were received and opened on June 21, 2023, now, therefore, be it

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

Contractor Term Amount

For: Custodial Services for various Livingston County buildings

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
County Budget	100 %	Yes

Mr. Cavalier reviewed the contract.

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

Informational Item(s) Written Only

Al Lorenz Park: (CIP)

- Electrical upgrade –LaBella providing recommendations for the scope of the project. RG&E has been onsite to assist the engineers with their planning. Working on the RFP Process

Murray Hill:

- Electrical upgrade – Replacement of existing Electric Main line. LaBella has reviewed the current system and provided recommendations for the scope of the project. LaBella working on the RFP process.
- We have begun the review and schematic design process of the Bldg. 1 kitchen renovation/transformation to a fitness center for employees.
- Pole Barn construction to begin

Government Center: (CIP)

- Interior signage –Installation has been completed.
- Driveway/Parking re-paving –Anticipate early summer start. Continue working on the phasing to minimize impact. In contract phase
- Parking Lot Lights – Working with Graybar for light poles/bases. All work to be performed by our staff.
- Generator – Upgrading to maintain the whole building. CPL is currently working on specs, currently at 90% drawings.
- Public Defenders office space re-construction – We have approved the schematic design and have begun construction design documents. Second review of construction docs is underway. The “Front End” Bid Documents are being completed at this time.
- Air Purification – Materials have been ordered, installation contract is in process
- Exterior Metal Door Replacement (Govt Center/Courthouse)– We are waiting on material pricing, all labor to be performed by Projects Team
- Probation Breakroom and Lockers – Painting and re-furbish of the area is complete. We are now in the process of installing the lockers.

Sheriff’s Office: (CIP)

- Training Center – Contract with CPL is completed. CPL is completing the schematic design and is about 90% complete.
- Locker Room – Completed

EMS Facility

Hampton Corners Alternate Garage: This project has commenced and is being done by our Projects Team. Framing and metal is complete. Five (5) over head garage doors and man doors were approved, have now arrived, and currently awaiting installation.

ADJOURNMENT

Mr. Schuster moved and Mr. Falk seconded to adjourn the meeting at 11:33 a.m.

BOARD OF ELECTIONS – DAVID DIPASQUALE AND GARY NAGELDINGER

Informational Item(s) Written Only

1. School elections successfully took place May 16, with a number of contested school board races. We still await two payments from Dansville and York CSD's.
2. As of the July 5 Public Services meeting date, 14 of 17 Republican Town caucuses have taken place, along with 10 Democrat Town caucuses. BoE has attended all caucuses in the county.
3. As you may have heard, there are a number of Election related bills on the Governor's desk to potentially sign. One would move most elections, with the exception of a few county races and village elections, to even years. (Both commissioners are opposed to this proposed change). The second would institute a mail-in voting option, similar to current absentee process but a ballot could be requested by the voter for any reason. There are also some proposed changes to campaign finance and some process changes that could affect us here at BoE. We can provide a more substantial update once the Governor takes action.
4. BoE is hosting a training class on July 18 with the topic being voting machines. We have a number of other counties attending as well. Training will be held at the Millennium Drive facility and taught by a Dominion representative.
5. BoE is working through the list of inspectors, seeking to make it easier for both BoE and HR to manage all aspects dealing with inspectors. We are removing inactive or unresponsive inspectors. We have our inspector training scheduled for September.
6. NYS has extended two grants this year we have taken advantage of in the past- Technology Innovation and Election Resource (TIER) Grant Program and Absentee Ballot Pre-paid Postage. These grants are \$60,059.99 and \$20,760.80 respectively. Commissioners are planning how to best utilize these funds.
7. Current active voter enrollment stands at 39,644. Democratic: 10,104; Republican: 17,171; Conservative: 920; Working Families: 126; Oth-Green: 108; Oth-Lbt: 130; Oth-Ind: 1,562; Blank-No Party: 9,376; Oth-Blank: 132; Oth-WEP: 8; and Oth-Reform: 6. Inactive enrollment is at 2,860. Total active/inactive voter enrollment: 42,504.

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Informational Item(s) Written Only

LCEMS Dispatches May 2023 = 565

LCEMS Dispatches through June 26, 2023 = 3,141

Highlights - Meetings / Activities / Responses

1. NYS Rural Ambulance Task Force committee (Oriskany) and subcommittee meetings (virtual)
2. Monthly EMS Captain meeting
3. LEPC Meeting
4. Mass Casualty Drill Tabletop and meetings
5. Emergency Services Training Committee meeting
6. MLREMS Systems Operations Committee meeting
7. MLREMS Executive meeting
8. EOC Tower Project Management Team Progress meetings
9. Medical Director Meetings
10. Regional Emergency Medical Advisory Committee meeting
11. Regional Trauma Advisory Committee meeting
12. New 2023 Ford Type 3 Demers ambulance received
13. One full time Paramedic hired

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

284 adult offenders supervised in county

(25 treatment court cases being supervised in drug court)

34 offenders in other NYS counties

8 offenders in other states

13 juveniles supervised

7 new juvenile referrals

44 investigations ordered
 7 active EM cases (1 juveniles; 6 adults; 5 of which are female), 4-Global Positioning
 0 adult placed on probation for willful violation of support
 17 New Leandra’s Law cases (6 CDs)
 2 New Criminal Adolescent Offender Youth Part cases
 4 New Pre-Trial Services

2. MONIES COLLECTED

\$4,074.66 – restitution
 \$1,350.00 – fines
 \$1,760.00 – DWI supervision fees
 \$766.85 – EM fees
 \$285.71 – restitution surcharge

3. OUTSTANDING FEES

\$96,051.90 – DWI Supervision Fees as of 05/31/23
 \$158,905.75 – EM fees as of 05/31/23

4. MEETINGS ATTENDED

5/1/2023 Homeless and Housing Task Force
 5/2/2023 Human Services Department Head
 5/3/2023 Public Safety Committee Meeting
 5/4/2023 Meeting w/Dr. Elkington Columbia University (virtual)
 5/6/2023 Law Enforcement Torch Run for Special Olympics
 5/9/2023 COPA (Chemung County)
 5/10/2023 LivTac Threat Assessment Meeting
 5/10/2023 Firearm Discussion w/County Administrator/BOS Members
 5/10/2023 Board of Supervisor’s Meeting
 5/15/2023 Staff Meeting
 5/16/2023 Law Enforcement Council
 5/18/2023 Genesee Valley Health Partnership-General Membership
 5/23/2023 Continuum of Care Advisory Council-Presenter Lock & Talk
 5/23/2023 Suicide Prevention Task Force Meeting
 5/25/2023 OFA Wadsworth Library Open House (set up only for Lock & Talk table)

5. ADMINISTRATIVE REVIEWS

Zero (0) administrative review

6. TRAINING

Name	Date	Training	Hours	Misc.
Deb Williams	05/01/2023	SCRAM CAM Installer Fundamentals (Level 1)	1.50	
Rachel Merrick	05/01/2023	SCRAM CAM Installer Fundamentals (Level 1)	1.50	
Chris Kendall	05/02/2023	SCRAM CAM Installer Fundamentals (Level 1)	1.50	
Holly Laurie	05/15/2023	SCRAM CAM Installer Fundamentals (Level 1)	1.50	
Courtney Sobrado	05/18/2023	Yasi Caseworks Collaborative Case Work	14.00	
Kerrin Chapman	05/19/2023	SCRAM CAM Installer Fundamentals (Level 1)	1.50	
Lynne Mignemi	None			
Liz Laney	None			
Jason Varno	None			
Michelle Jordan	None			
Josh Wren	None			

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