

WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, JULY 8, 2019
1:30 P.M.

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

Ways & Means Chair Dan Pangrazio asked Leicester Supervisor David Fanaro to lead the Pledge of Allegiance.

PERSONNEL ISSUES

CONFLICT DEFENDER – HAYDEN DADD

1. AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: CONFLICT DEFENDER'S OFFICE

RESOLVED, that the 2019 Livingston County Salary Schedule is amended as follows:

Conflict Defender's Office

- Create two full-time Assistant Conflict Defender positions at a salary range of \$73,000.00 each.

Director comments: In order to be in compliance with the Office of Indigent Legal Service's case load standards the Conflict Defender's office will need to hire two additional attorneys to handle indigent criminal defense cases. The first position will focus directly with handling all indigent appeals of Livingston County and the other will handle felony matters pending in Livingston County Court. One of these positions was included in the 2019 budget. The funds for second position can be reimbursed from year two of the Hurrell-Herring settlement monies which became available on April 1, 2019. Both of these salaries and benefits associated with full time employment will be reimbursed by the Office of Indigent Legal Services.

Mr. Dadd reviewed the positions for creation and the case caps for those positions.

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

PUBLIC DEFENDER – LINDSAY QUINTILONE

1. AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: PUBLIC DEFENDER

RESOLVED, that the 2019 Livingston County Department Head Salary Schedule is amended as follows:

Public Defender

- Modify the salary of Lisa P. Dugan, Confidential Secretary, to \$50,825.00 effective July 7, 2019.
- Modify the salary of Marc A. Duclos, Assistant Public Defender, to \$30,075.00 effective July 7, 2019.
- Modify the salary of Kelly J. Donohue, Assistant Public Defender, to \$39,000.00 effective July 7, 2019.

Ms. Quintilone reviewed the salary request changes that were put into her 2019 budget covered by the ILS Hurrell Herring settlement. The purpose of the salary changes was to equalize the salaries. Mr. Coyle explained that the increases were delayed until funding was received.

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

VETERANS AFFAIRS AGENCY – JASON SKINNER

1. AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: VETERANS SERVICES AGENCY

RESOLVED, that the 2019 Livingston County Salary Schedule is amended as follows:

Veteran Services Agency

- Convert one part-time Deputy Director of Veterans Services position to a full-time position at an annual salary of \$40,000.00 effective July 21, 2019.

Mr. Skinner explained that a transfer is being done from temporary services to cover the increase.

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

SHERIFF'S OFFICE – SHERIFF TOM DOUGHERTY

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY SHERIFF'S OFFICE: COUNTY OF MONROE (2)

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Sheriff's Office, 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>	<u>Local Share</u>	<u>Budgeted?</u>
County of Monroe 39 W. Main St. Rochester, NY 14614	1/1/19-12/31/19	\$69,583.00	100%	Yes
For: Forensic laboratory services				
Funding Source: Budget				

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>	<u>Local Share</u>	<u>Budgeted?</u>
County of Monroe 39 W. Main St. Rochester, NY 14614	1/1/18-12/31/18	Not To Exceed \$115,121.00	100%	Yes
For: Forensic laboratory services				
Funding Source: Budget				

Undersheriff Bean reviewed the 2019 and 2018 contracts discussed at Public Services last week. Monroe County wants Livingston County to sign the 2018 contract. Public Services referred this contract to Ways and Means today because the County Attorney would be able to contribute to the discussion today, specifically on the 2018 contract. Monroe County stopped some services in 2018 after their invoice was delivered and paid by Livingston County. The blood and urine kits for DWI defenses stopped in 2018 and we needed to contract with an outside lab for those services. At that time, Mrs. Hillier did a lot of research on the contract and spoke with the Monroe County Attorney about the services and refunds. We are satisfied with the services being provided by Monroe County. NMS Labs costs would be significantly higher if we were to do all of our testing with them. There was discussion on the new discovery laws and how every test must be presented before prosecution. The County Attorney explained that she was able to negotiate the 2018 cost and she will get the new contract amount for the resolution. The action today should state not to exceed.

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

ECONOMIC DEVELOPMENT – BILL BACON

Pre-approved Informational Item(s) To Be Reported

LIVINGSTON COUNTY PUBLIC MARKET CONSOLIDATED FUNDING APPLICATION (CFA)

DISCUSSION-Mr. Bacon reviewed the discussions held at the last Public Market Special Committee and their request that he report to all three Committee meetings. Mr. Bacon reviewed the East Avon Industrial site recommendation from the Public Market Special Committee. Mr. Bacon is seeking approval to submit a CFA application at this time. This is the first step in building a financing packet. Including a specific site may limit potential approval and Mr. Bacon feels that we have enough specifics to build an application while keeping the site vague. This would be a 20% funding ask. The Committee does support submission of the CFA application.

Director comments: Applications for the current round of funding through New York State are due on July 26th at 4PM. The Livingston County Economic Development Office is seeking approval to apply for Empire State Development (ESD) Grant Funds.

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #7A-JULY 10, 2019

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #7A July 10, 2019 in the total amount of \$1,576,206.95.

There was discussion on the new look of the abstract using the new ERP system.

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

2. AMENDING 2019 LIVINGSTON COUNTY BUDGET – HIGHWAY & VETERANS AFFAIRS AGENCY

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

3. ESTABLISHING AN ACCOUNT - PROBATION

RESOLVED, that the Livingston County Treasurer is authorized and directed to establish a new account per the electronic entries, which have been approved by the Livingston County Administrator.

Account	Dept.	Code	Description	Amount
Establish Expense Account	A3140	4120	Motor Equipment Repair & Supply	\$1,000.00
			Total:	\$1,000.00

Mr. Coyle reviewed that the establishment of this account is needed to reflect the insurance repair deductible due to an accident.

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

4. ADOPTING LIVINGSTON COUNTY STRATEGIC PLAN

WHEREAS, the Ways and Means Committee has reviewed and approved the attached Livingston County Strategic Plan; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby adopts the attached Livingston County Strategic Plan, effective immediately.

Mr. Coyle reviewed the plan developed from the feedback from the planning session earlier this year.

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

5. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR BROKER SERVICES FOR HEALTH INSURANCE – GALLAGHER BENEFIT SERVICES, INC.

WHEREAS, the County of Livingston solicited a Request for Qualifications for broker services for health insurance, and seven proposals were received, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>	<u>Local Share</u>	<u>Budgeted?</u>
Gallagher Benefit Services, Inc. 100 Meridian Centre, Suite 100 Rochester, New York, 14618	Until Severance	\$12.00 per person/month	Varies	N/A
For: Broker of Record Agreement				
Funding Source: N/A				

Mr. Coyle reviewed the RFP responses. The costs are the same as our current contract. We have been very satisfied with their assistance during the RFP process.

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

Pre-approved Informational Item(s) To Be Reported

1. UPDATES ON SPECIAL PROJECTS-Mr. Coyle reported that there are quite a few CFA projects in the works. We are still in the feedback stage for the Community Center and Mr. Coyle asked that the Supervisors get back to him with comments and consideration moving forward.
2. STATE LEGISLATION-Mr. Coyle reported that our mortgage tax has been passed by both houses and we just need to get it delivered to the Governor for signature. If signed by the Governor, we will then have the ability to proceed with the enactment.
3. PRISON CLOSURE-No update. We did follow up on our FOIL that was denied because we didn't get a response within the requisite timeframe. We then received a response after we submitted our appeal. Their response was that our request involved so many sub-requests that we can expect a response by the end of August. Mr. Coyle reviewed the letter that we wrote requesting economic transition funds. Every other time a prison has been closed in the state, the host community (town/county) is given state appropriations to recognize the fact that they are taking 327 jobs and they have also given those communities a year notice. We had 90 days' notice and no money.
4. AGENDA MANAGEMENT SYSTEM-Mr. Coyle reviewed the dry run testing Michele has done with our IT staff and iCompass and even on the iCompass end they were experiencing the same technical difficulties that we have experienced here during the vote prompt. It does appear to be a bug issue that was not our end. We are trying to get that fixed so the Supervisors can do more dry runs before we go live again.

ADJOURNMENT

Mr. LeFeber moved and Mr. Mahus seconded to adjourn the meeting at 1:58 p.m.

CLERK OF THE BOARD – MICHELE REES

Informational Item(s) Written Only

1. Journal Of Proceedings: The 2013-2017 Proceedings are completed. 2018 is being compiled and will be distributed once the 2018 mileage report comes in from NYSDOT.

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

1. The 2019 Final Assessment Rolls have been printed and picked up by the Assessors.
2. School District final rolls will be delivered to the various Schools by the Assessors.
3. Property owners that want to file a Small Claims to dispute their final assessment can do so by filing their petition by July 31st.

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