

**PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, AUGUST 5, 2020
9:00 A.M.**

PRESENT: G. Deming, C. DiPasquale, B. Carman, M. Schuster, D. LeFeber, D. Mahus, M. Falk, D. Pangrazio, M. Walker, I. Coyle, B. Mann, S. Hillier, J. Barry, J. Parker, J. Gunther-Intern
 ABSENT: S. Erdle

Public Services Chair Jerry Deming asked Groveland Supervisor Bill Carman to lead the Pledge of Allegiance.

BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING GRANT AWARD CONTRACT FOR THE LIVINGSTON COUNTY BOARD OF ELECTIONS: NYS BOARD OF ELECTIONS

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYS Board of Elections 40 North Pearl Street, Suite 5 Albany, NY 12207	12/21/2019-12/31/2021	\$77,841.23

For: Enhancement of Cybersecurity as it relates to elections

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Board of Elections	0%	Yes No

Director's Comments: This grant supports the upgrades/enhancements identified in the Grant Thornton Assessment conducted last year. Jason Parker has been and continues to be the primary contact for this funding. Ms. Schroeder reviewed the grant received for cybersecurity and explained that Jason Parker is working with them on this project.

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

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

1. Receipt of ICE Voting Machines – Mr. DiPasquale reported that the new machines have all been tested and certified by the state. The machines will be deployed in September for the village elections and November. It is a much faster process getting the machines out and for the voters.
2. Quick Review of June 23, 2020 Elections-Mr. DiPasquale reported that the participation numbers were much higher than anticipated for the primary. They sent out 10,000 absentees and 42,000 absentee applications. They counted ~7,000-8,000 absentees, which is more than they've had for a presidential year. They brought in trusted inspectors to help. Mr. DiPasquale reviewed the bills introduced regarding absentee ballots and explained that they are unsure what the numbers will be for the November elections. The social distancing plans for the June primary sites worked very well. Ms. Schroeder explained that their federal grant allowed them to recoup some of the costs for the June primary and they will also use this grant toward the November election costs. They believe that they will be mailing out a lot more ballots for November.

Informational Item(s) Written Only

1. A Federal grant in the amount of \$79,656.98 was received to support additional election expenses due to COVID 19. PPE costs, printing and mailing expenses and other expenses associated with the June 23 elections will be reimbursed through this grant. Two reimbursement requests have been submitted to date.
2. When school elections were finally scheduled, schools were required to mail absentee ballots to all

voters. As usual, we supported the Livingston County schools but added two Monroe County schools for this election only. There was substantial more involvement this year due to the various mandates the schools were responsible for. Several letters of appreciation were received.

3. The June 23 elections consisted of a Local Primary Election, Presidential Primary and Special Election. As included in a previous report, BOE was required to mail absentee ballot applications to all eligible active and inactive voters which resulted in over 40K applications mailed. Voters also had the option of requesting applications electronically. Approximately 9,000 ballot requests were received. Additionally, Early Voting was conducted at the Government Center in BOE and Election Day voting took place. Poll sites were consolidated to one in each Town with the exception of Geneseo. We had to support our operations with election inspectors in order to respond to the number of absentee ballots requested.

4. The Village election has been scheduled for September 15, 2020. There is no early voting for a Village Election and the hours are noon until 9:00 p.m.

5. All caucuses for the November 3, 2020 General Election are complete.

6. The ICE machines have been received. Testing and certification by NYS BOE has been performed. Because annual inspector training has already been completed, training on use of the machines will be reduced to selected inspectors assigned to each poll site.

7. Both commissioners are strongly encouraging State BOE to pressure the Governor's office to make a decision regarding mailing absentee ballot applications for the November election and requesting additional funding for this undertaking.

8. Current active voter enrollment stands at 39,019. Democratic: 10,313; Republican: 16,969; Conservative: 906; Working Families: 118; Green: 121; Libertarian: 114; Independence: 1,889; Blank-No Party: 8,530; Oth-Blank: 44; Oth-WEP: 8; and Oth-Reform: 7. Inactive enrollment is at 2,188. Total active/inactive voter enrollment: 41,207.

CENTRAL SERVICES – WILLIAM MANN

Pre-approved Informational Item(s) To Be Reported

1. Strategic Stockpile of Personal Protective Equipment-Mr. Mann reviewed the 8 week stockpile and burn rate during Covid and reported that we now have a 16 week supply on hand for all PPE equipment with the exception of two sizes of gloves. There has been discussions on whether we want to extend that supply more. The CARES Act audit sheets are coming out on August 17 and we will find out exactly what we can spend that money on. Mr. Mann believes we will want to increase the PPE stockpile. Mr. Coyle explained that the CNR is the only County department that has a mandate of 8 weeks on hand.
2. Livingston County Sheriff's Office Training Complex-Mr. Mann shared before and present site photos of the project and reported on the site work done to date. Mr. Mann thanked the Highway Department, who has done the majority of the site work. Mark Grove at DOH was integral in the site plans. The main drainage lines have been done for the berms and where the classroom is going to sit. Local towns have also pitched in to haul the dirt donated by Spalina in Mt. Morris for the berms. The notice to bid went out last week and will be on the street tomorrow. There was a meeting yesterday to discuss the schematic for the classroom design to determine the future power needs. Sheriff Dougherty thanked the Board for their support of this project. He believes there is a need and commitment for well-trained deputies and police officers. Livingston County is special in their shared services with Towns and County departments working together with community partners like a Ramsey, working together on this project. Bill Mann and Undersheriff Bean have done exceptionally well as point contacts on the project. There has been a lot of discussion on long term planning for the future needs. The berm has been hydro seeded and the cleared areas are being seeded today.

Informational Item(s) Written Only

Please see the following list of projects, along with a brief description of their status. As you will see, some of the projects are completed, some well underway, and some are still in the planning process.

Al Lorenz Park:

- Work on the new Boardwalk/Pond has been completed and is open to pedestrian traffic. Clean up and seeding of the areas around the pond are in progress. Stocking the pond and placing a new water fountain are in progress.
- Construction of a new pavilion near the upper ponds is 95% complete. Installation of the asphalt floor is the final piece to be completed.
- The application for treating the ponds to control algae and grass growth is pending DEC approvals.
- The summer youth work crew from Workforce Development has been in the park cleaning around the trails, painting a foot bridge, and sprucing up the playground area.
- The final/finish layer of paving for the roadway and parking lot is scheduled for August.

Courthouse Roof:

Finalizing the close out and final payments with both the Roofing and Electrical company.

EOC/EMS Facility:

Construction is progressing well. Our projects team is onsite completing the interior framing of the office, storage, and training room areas. Electrical work has commenced to the point that the drywall for the interior spaces has commenced. HVAC installation is well underway and nearing completion. Garage doors are now installed. The Generator has arrived and been placed on its pad. Progress is moving along nicely.

CNR:

Cooling Tower: Construction is set for November 9, 2020.

LCSO Training Complex:

- Tiling lines, clearing vegetation and overgrowth, and re-ditching existing areas within the property have been completed. The permit for construction of the retention pond has been approved from D.E.C., with Mark Grove completing the required inspections.
- The main shooting range (Earthwork and berms) is complete. Thank you to our Highway Department for their help in the construction and locating materials from other projects.
- We anticipate an August bid package to be released for the concrete work and the pavilion.

SHERIFF’S OFFICE – SHERIFF THOMAS DOUGHERTY

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 SHERIFF’S OFFICE: NYS GOVERNOR’S TRAFFIC SAFETY COMMITTEE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Sheriff’s Office, 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>
NYS Governor’s Traffic Safety Committee 6 Empire Plaza Albany, NY 12228	10/1/2020-9/30/2021	29,025.00

For: PTS-2021, Police Traffic Services grant

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
A3118		Yes No X

Sheriff Dougherty reviewed the policing done by this grant and explained that this remains the same dollar amount as last year.

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

2. AUTHORIZING THE PURCHASE OF ONE (1) 2020 CHEVROLET TAHOE PPV FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – JOE BASIL CHEVROLET INC. AND REFER MATTER TO WAYS AND MEANS COMMITTEE

RESOLVED, that the Livingston County Sheriff's Office is authorized to purchase through mini-bid #5210 from Joe Basil Chevrolet Inc. of 5111 Transit Road Depew, NY 14043 one (1) new 2020 Chevrolet Tahoe at a cost of \$37,270,93.

Sheriff Dougherty explained that the Highway garage continues to do an incredible job maintaining their vehicles. The Sheriff explained that it is very hard to get any kind of police vehicle this year. He is hoping they will be able to make vehicle purchases by December but it is uncertain at this time. The cost difference between the Chevy Tahoe and the Ford is closer now. Chief Rittenhouse found this vehicle and they want to move forward with this purchase. This vehicle is a backup and is not replacing a vehicle at this time.

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

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

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 DEPARTMENT OF EMERGENCY MEDICAL SERVICES: MONROE COMMUNITY COLLEGE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Department of Emergency Medical Services subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Monroe Community College 1000 East Henrietta Road Rochester, New York 14623	8/1/2020 - with automatic renewal for additional one year periods unless a minimum of 90 days written notice to terminate is made by either party.	0%

For: Clinical EMS ride time for EMS students

Funding Source	Local Share	Budgeted?
N/A	N/A	N/A

Mr. Coyle explained that this is a yearly contract for student training purposes.

Motion: Mr. Mahus moved and Mr. DiPasquale seconded to approve the foregoing resolutionCarried.

ECONOMIC DEVELOPMENT – BILL BACON

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

1. Solar PILOT discussion - DG New York CS, LLC and Livingston County- Mr. Bacon reported that there is a 5 megawatt solar array proposed for 115 acres on Polebridge Road in Avon. Mr. Bacon reviewed the PILOT analysis spreadsheet for the town, school and county. They are proposing a \$5,000 PILOT to increase by 2% each year. The landowner would still be responsible for paying the "land" portion of the tax bill and the solar developer would be responsible for the "improved" portion of the tax bill. It is uncertain whether the parcel will be subdivided. If there is a portion that the farmer is still going to farm, there is potential that could still be ag exempted. Mr. Bacon explained that Town took an upfront lump sum payment for the previous solar project and is proposing to do so in this case as well. Mr. Bacon is seeking direction from the Committee on which plan he should move forward with: annual payments or a lump sum. There was discussion on what happens in year 15 if we get a lump sum payment now. This is a self-depreciating industry so the future is unknown. There was discussion on smaller acreage projects versus the larger projects. Mr. Bacon will attempt to negotiate for larger amount for the lump sum considering the 2% escalator.

Informational Item(s) Written Only

The Agency is selling additional acreage at the James Steele Park in Avon to Jim Garner at Fox and West. Jim needs additional parking for a tenant that has leased space from him and plans to employ ~5 people. The sale amounts to .5 acres and will be combined with his current parcel.

There is significant progress being made at James Steele Park with the construction of Piranha Milling and Paving at the north-end of Tec Drive. The 15,000sf building for Piranha will be accompanied by another 10,000sf building to provide mixed-use space to tenants.

Additional funding was provided by the IDA to the LCDC to implement a 50/50 grant/match program for business innovation. The idea stems from the concept that businesses who have had to change the way that they conduct business due to COVID-19 or other limitations, need assistance to provide another way to maintain revenues. Our hope is that companies will continue to find new ways to deliver on their business plan by continuously innovating themselves.

Battle Street Brewery (Dansville) and Dublin Corners Farm Brewery (York) are participating in the Peace, Love Beer and Music (virtual) Festival on August 14, 15 and 16. Battle Street Brewery plans to brew, Livingston Smash, as a tribute to life in Livingston County with proceeds being donated to a charity of their choice. Other breweries may be participating, so keep an eye out for something special happening near you!

ADJOURNMENT

Mr. Schuster moved and Mr. LeFeber seconded to adjourn the meeting at 9:40 a.m.

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

- 362 adult offenders supervised in county
- (20 treatment court cases being supervised in drug court)
- 10 offenders in other NYS counties
- 6 offenders in other states
- 20 juveniles supervised
- 3 new juvenile referrals
- 5 investigations ordered
- 2 active EHM cases (0 juveniles; 2 adults; 0 of which are female), 1-Global Positioning
- 0 adult placed on probation for willful violation of support
- 2 New Leandra’s Law cases (2 CDs)
- 2 New Criminal Adolescent Offender Youth Part cases

2. MONIES COLLECTED

- \$2,989.25 – restitution
- \$225.00 – fines
- \$1,909.00 – DWI supervision fees
- \$850.00 – EHM fees
- \$150.68 – restitution surcharge

3. OUTSTANDING FEES

- \$94,666.00 – DWI Supervision Fees as of 6/30/20
- \$153,527.75 – EHM fees as of 6/30/20

4. MEETINGS ATTENDED

- 6/9/2020 COPA Meeting (Remote meeting)
- 6/9/2020 Bail Reform Update (Remote webinar)
- 6/15/2020 e-Connect conference call with Columbia University
- 6/16/2020 Law Enforcement Council Meeting
- 6/17/2020 Treatment Court Graduation (Virtual ceremony)
- 6/18/2020 NYS Council of Probation Administrator’s Meeting (remote)
- 6/23/2020 Suicide Prevention Task Force Meeting
- 6/30/2020 Pre-Budget Meeting with Deputy County Administrator Bill Mann

5. ADMINISTRATIVE REVIEWS

Two (2) administrative reviews

6. TRAINING

Name	Date	Training	Hours	Misc.
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Lynne Mignemi	6/8/20	Violence in the Workplace	0.75
	6/8/20	Corporate Compliance	0.25
	6/9/20	Bail Reform Revisited	1.0
Michelle Jordan	None		
Deb Mack	6/5/20	Portal Certification	0.5
Courtney Sobrado	None		
Liz Laney	None		
Rachel Merrick	6/23/20	Employment with a Criminal Record	2.0
	6/25/20	Decision Points-DUI	1.0
	6/29/20	High Risk Impaired Drivers: Substance Use Disorders, Psychiatric Diagnosis, and Challenges Experienced	1.0
Kerrin Chapman	None		
Katie Dunn	None		
Jason Varno	None		
Josh Wren	6/30/20	Workplace Violence	0.75
	6/30/20	Corporate Compliance	0.25
Holly Smith	None		

7. INFORMATION FOR THE NYS DEPARTMENT OF CRIMINAL JUSTICE SERVICES (NYS DCJS) GRANT AWARD ANNUAL PLAN SUBMITTAL

<u>Grantor</u>	<u>Term</u>	<u>Amount</u>
Department of Criminal Justice Services	04/01/2020-03/31/2021	Maximum amount of State funding permitted
Alfred E. Smith State Office Building		(anticipated amount
80 South Swan St.		\$173,162.00)
Albany, New York 12210		

For: Probation State Aid Block Grant

Director's Comments:

This is the contingent approval on my yearly state annual plan that results in state aid monies to our county for mandated probation services.

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