

**WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, AUGUST 24, 2020
1:30 P.M.**

PRESENT: D. Pangrazio, D. Knapp, E. Gott, D. LeFeber, D. Mahus, M. Falk, I. Coyle, B. Mann, S. Hillier, J. Parker, J. Gunther-Intern

ABSENT: D. Fanaro, W. Wadsworth

Ways & Means Chair Dan Pangrazio asked County Administrator Ian Coyle to lead the Pledge of Allegiance.

PERSONNEL ISSUES

CENTRAL SERVICES – BILL MANN

1. AMENDING THE 2020 LIVINGSTON COUNTY SALARY SCHEDULE: CENTRAL SERVICES

RESOLVED, that the 2020 Hourly Employee Salary Schedule is amended as follows:

Central Services

- Create one full time Principal Account Clerk position effective immediately.

For: In preparation for Principal Account Clerk retirement

Director comments: Current position will be deleted upon retirement.

Mr. Mann reviewed the need to create this position in preparation for Sally MacIntyre retiring in November for training purposes.

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

HIGHWAY DEPARTMENT – JASON WOLFANGER

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 HIGHWAY DEPARTMENT: MIDLAND ASPHALT MATERIALS, INC.

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is hereby accepted as piggybacking on renewed Monroe County Bid #0102-16, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Midland Asphalt Materials, Inc.	1/13/16-2/28/21	\$14.21/Gal.

For: Polymer Modified Asphalt Joint and Crack Sealant

For: Maintenance of traffic

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2020 Liv. Co. Highway Dept. Budget Appropriations	100%	Yes x No

Director's Comments: 1. This price also includes the Maintenance of traffic provided by Midland Asphalt. 2. The low bidders price on our Livingston County bid was \$11.25/Gal. + \$4.05 for traffic control (based on 300 +Gal./day application rate) 3. This contract was bid in 2016 with the option of 4 renewals after the initial contract was up.

Mr. Wolfanger reported that the Monroe County bid is substantially lower that what we received.

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

PLANNING DEPARTMENT – BILL MANN & AMANDA SCHULTZ

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO AWARD THE FOLLOWING BID FOR LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS SYSTEM UPGRADE PROJECT PHASE 5 – EQUIPMENT PROCUREMENT CONTRACT 2 – STEEL LATTICE ANTENNA TOWERS FOR THE LIVINGSTON COUNTY SHERIFF'S OFFICE: MID-STATE CONSTRUCTION & ELECTRONICS, INC.

WHEREAS, after the proper legal advertisement seeking bids for steel lattice antenna towers for the

Livingston County Emergency Communications System Upgrade Project – Equipment Procurement Contract 2 – Steel Lattice Antenna Tower, two (2) bids were received and opened May 15, 2020, now, therefore, be it

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, which is hereby accepted as the lowest responsible bid, 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>
Mid-State Construction & Electronics, Inc.	N/A	\$140,400.00

185 Clear Rd.
Oriskany NY, 13423

For: Equipment procurement contract 2.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Grant Funding 2019 SICG	\$0	X Yes No

Director’s Comments: Two (2) steel lattice antenna towers to replace existing guyed wire towers located on Wilson Road in Groveland and Jakman Hill in Livonia. Currently the infrastructure is 20 years old and will not withstand any more enhancements or modifications. We need to replace the existing infrastructure to maintain the integrity of our radio system.

Mr. Mann asked Amanda Schultz to report on this project. Ms. Schultz explained that we are finally ready to award the bid for approval. The second bid was ~\$24,000 more than Mid-State.

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

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT: CATHOLIC CHARITIES OF LIVINGSTON COUNTY

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Planning 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>
Catholic Charities of Livingston County	8/17/2020-9/30/2020	Not to exceed \$23,736.00

34 East State Street
Mt. Morris, NY 14510

For: Professional services in support of Census 2020 outreach

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Empire State Development Corporation 2020 Complete Count Outreach Grant	0	No

Director’s Comments: This resolution engages the services of Catholic Charities of Livingston County to conduct outreach and promotion of the 2020 Census in historically undercounted populations in Livingston County to ensure a complete count for the decennial census.

Mr. Mann reviewed the contract for approval. This is to help ensure complete census count for Livingston County.

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

Mr. Coyle reported that we are still reporting slightly below the self-response count rate. That rate period ends at the end of September. We are at about 63% and the last census was about 67% at this point. We are a touch lower than we want and the goal is to outpace last time. Mr. Coyle explained that we won’t be able to spend all of this money because there are only two areas allowed; had to be a not-for-profit and meet under-reported populations. We are attempting to reach home bound seniors, immigrant/former immigrant population or possibly agricultural community workforce. These are probably some areas that are historically undercounted for us in addition to those incarcerated individuals. The prison closure will also have an impact for us.

COUNTY ATTORNEY – SHANNON HILLIER

Pre-approved Informational Item(s) To Be Reported

1. Road Use Agreement and the Morris Ridge Solar Project discussion – The County Attorney reported that the Town of Mt. Morris contacted her in regard to this project. The Town and the developer are going to enter into a road use agreement having to do with the use of town roads and they have asked whether the County wants to join in with that agreement to address the county roads that would be potentially impacted by that particular project. Previously road use agreements were brought to the Board, for example, for the fracking project, and at that the Board was not in favor of these agreements due to the concern on having them for the ag industry. Ms. Hillier is asking for the Committee’s opinion and thoughts at this point with respect to road use agreements and solar projects that are now coming to the county. There was discussion on why, if any, might there be concerns from the ag community or is it so specific that it exempts/excludes that community. Ms. Hillier explained that her perspective it that there is zero impact on the ag industry. The agreement is between the developer and the county as well as the town and has nothing to do with the ag industry. The agreement is very narrow and specific; it identifies the designated haul routes which include four particular county roads impacted by this project. The agreement sets up the rules; if you are going to you XYZ to haul your equipment, these are the rules outlined. The developer is required to have a very thorough pre-use and post-use survey so that we can see any damage to county roads and they would have to pay for or fix it; whatever needs to be done per the parameters of the agreement. Ms. Hillier explained that there is a section in highway law that addresses having to get a permit though our County Highway Department any time you do work within a county right of way but an agreement goes even farther is giving assurances if anything happens the developer has to take care of it. There was discussion on the importance of making the agreement very specific to this project. The County Attorney plans to develop a template for use with this project and any time we have projects of a similar size in the future. This will involve a bond based upon a per mile value. We will need to rank our roads in terms of per mile value. There was discussion on determining the estimated usage. This agreement will be a formal action at a later date.

ECONOMIC DEVELOPMENT – BILL BACON

Pre-approved Informational Item(s) To Be Reported

1. Solar PILOT discussion - DG New York CS, LLC and Livingston County-At the direction of this Committee, Mr. Bacon went back to Next Year Energy, who is doing a solar project on Polebridge Road, seeking an upfront lump sum payment of sum of fifteen years which began with a \$5,000 payment escalating at 2% per year; the number was just shy of \$86,500. The company responded with a counter-offer in that they discount upfront lump sum payments by 8% so their offer was a lump sum payment in the amount of \$48,000. This is just the County share. The Committee would like to get the whole amount in payments over time if we can’t get it in a lump sum now. We don’t want to set a precedent that we are willing to accept a discounted sum on these projects. A long term agreement becomes a contractual agreement that the county will be able to capture any dollars owed whether through legal means or from the assignee.

COUNTY ADMINISTRATOR – IAN COYLE (Attachment)

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #8B-AUGUST 26, 2020

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #8B dated August 26, 2020 in the total amount of \$1,708,419.50

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

2. AMENDING 2020 LIVINGSTON COUNTY BUDGET-DEPARTMENT OF HEALTH & DEPARTMENT OF SOCIAL SERVICES

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. Knapp moved and Mr. LeFeber seconded to approve the foregoing resolutionCarried.

3. AUTHORIZING TRANSFER OF FUNDS-DEPARTMENT OF HEALTH & DEPARTMENT OF

Mount Sinai Genomics, Inc.
dba Sema4

333 Ludlow Street
Stamford, CT 06902

For: COVID-19 Laboratory Services

8/28/20-8/27/21
with automatic 1-year
renewal option.

\$139.00 per test

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
CARES Relief	N/A	Yes X No

Mr. Mann explained that we are hoping that we never have to use this contract. We are very close to procuring point of care rapid testing machines. This contract is a backup plan.

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

Pre-approved Informational Item(s) To Be Reported

1. 2021 Budget Planning Update-Mr. Coyle reported that he is about halfway through department budget meetings. Everyone has done what was asked in keeping the local share at or below the 2020 amount. Mr. Coyle reviewed the expenditures and revenues. Most were within 1-1.5% of where they were last year. Mr. Coyle participated in a NYSAC meeting in Oswego last Friday.

2. Sales Tax Report- As far as percentage change, we are in the middle. We are down about 5% or \$1M from January-July 2019. The average across the state, including all towns and New York City, is about 12% reduction. The state average is around 7% reduction. The City of New York is down 16%. Mr. Coyle reviewed the AIM diversion that now comes from county sales tax and the newly state formed financially disadvantage or distressed health facilities and other ... \$50M fund that is funded by another sweep of county sales tax, which hits our budget January 15, 2021 with another hit some time in 2021. The AIM hit is in May and December 2021. It totals our sales tax downward by \$815,000. Both are straight up diversion of state tax flows. Our current percent for unemployment is 9.5%. We are a couple of percentage points better than our contiguous counties. Internet sales tax went from \$450M in May 2019 to \$3.6B; up 700%. We are up 722% and the dollar value is \$450K in new sales tax. These are new filers, people newly reporting to state tax and finance that they are now collecting tax from an Internet transaction. Our sales tax on gas sales projections are at lower gas volumes in total that has ticked up slightly. The price at the pump and how much people are buying in terms of quantity is pegged at a reduction in 2020 of \$979,000. Car sales, restaurants, bars and gasoline sales are our main drivers with an impact of \$979K alone. Taking the diversion and the gasoline sales and we are probably already behind \$1.5M, let alone the impact from Covid. State aid is another big deal. DSS got a letter last Friday that they are going to hold back 20% of our allocations pending the receipt of federal stimulus. We get \$20M across the board in state aid. Hopefully we will have a clearer picture in 30 days for the budget workshop. Departments are going to do everything we ask of them to hold the line or reduce the line. Mr. Coyle reviewed the scenarios he sees playing out whether that is enough, is it not enough, coming back to departments to shave off more dollars or the third scenario would be cuts in programs, eliminations, consolidations, lay-offs and things of that nature.

EXECUTIVE SESSION

Motion made by Mr. Knapp and seconded by Mr. Gott that the Committee adjourn and reconvene for the purpose of discussing information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
and all Supervisors and County Administrator Ian M. Coyle remain present. Carried.

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

The Ways and Means Committee having met in Executive Session, hereby reports as follows:
No action taken.

7. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR ACCOUNTING SERVICES FOR LIVINGSTON COUNTY-DRESCHER & MALECKI LLP

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to

sign the following professional services 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>
Drescher & Malecki LLP	1 Year Term	Not to exceed \$50,000.00
3083 William Street, Suite 5	-with two 1-year renewals	
Cheektowaga, NY 14227	at County's sole option.	
For: Abstract, Internal Auditing, A/P and other Accounting Services		

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

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

ADJOURNMENT

Mr. Mahus moved and Mr. Gott seconded to adjourn the meeting at 2:20 p.m.

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