

**WAYS & MEANS COMMITTEE MEETING MINUTES  
MONDAY, OCTOBER 7, 2019  
1:30 P.M.**

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

Ways & Means Chair Dan Pangrazio asked Clerk of the Board Michele Rees to lead the Pledge of Allegiance.

**PERSONNEL ISSUES**

**1. DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ**

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

**AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF HEALTH**

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

**Department of Health:**

Create one full-time Mental Health Licensed Therapist position at Wage Grade 16 per the CSEA Contract effective 10/9/2019.

For: This position is necessary to meet the increasing numbers of Mental Health Clinic clientele.

Ms. Rodriguez reviewed the position for creation.

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

Ms. Rodriguez reported that the Clinics are busy. Mental Health is very busy and these positions have reduced the wait time ¼ %.

**2. COUNTY ADMINISTRATION – IAN COYLE**

**APPOINTING ADMINISTRATIVE SECRETARY FOR THE COUNTY ADMINISTRATOR’S OFFICE – MARCY SCHIRMER**

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

**County Administrator**

Appoint Marcy Schirmer, 22 Livingston Boulevard, Dansville, New York 14437 to the position of full-time Administrative Secretary position for the Deputy County Administrator effective October 27, 2019, at an hourly wage of \$24.63.

Mr. Coyle explained that this position is listed under Administration but it is a Central Services Department Division position. There will be two FTEs in the department. Marcy Schirmer is on the list, appointable and interested in the position. Marcy Schirmer presently works at the Sheriff’s Office and the Personnel Office before that.

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

**HIGHWAY – JASON WOLFANGER**

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

**1. AUTHORIZING THE PURCHASE OF ONE (1) 2020 FORD F-250 PICKUP TRUCK W/SNOW EQUIPMENT THROUGH NYS OGS MINI-BID #19080100A AND NYS OGS CONTRACT PC66676 FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT- BEYER FORD LLC**

RESOLVED, that the Livingston County Highway Department is hereby authorized to purchase through NYSOGS Mini-Bid #190801002 and NYSOGS Contract PC66676 from Beyer Ford, LLC of 170 Ridgedale Avenue, Morristown, New Jersey 07960 one (1) 2020 Ford F-250 Pickup Truck with Snow Plow Package at a cost not to exceed \$37,603.89.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2019 Liv. Co. Highway Machinery Fund Appropriations	100 %	Yes

Director’s Comments: This purchase will replace existing Truck #3 (Deputy Supt. Truck – Current mileage 71,550, forecasted mileage when new truck arrives: 80,000.)

Existing Truck #3 will be moved to the Engineering Division to replace Pickup #30 (2010 Ford F250 w/111,000

miles.) Truck #30 will be moved down for use by seasonal flaggers to replace Pickup #56 (2007 Chevy K1500 w/106,700 miles in very poor condition – to be declared surplus)

Mr. Wolfanger reviewed the vehicle for purchase.

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

## **COUNTY ADMINISTRATOR – IAN COYLE**

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

#### **1. APPROVING ABSTRACT OF CLAIMS #10A-OCTOBER 9, 2019**

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #10A dated October 9, 2019 in the total amount of \$2,970,707.79.

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

#### **2. AUTHORIZING TRANSFER OF FUNDS – DEPARTMENT OF HEALTH & SHERIFF’S OFFICE**

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfers per the Budget Amendment entries, which have been approved by the Livingston County Administrator.

Mr. Coyle reviewed the transfers for approval.

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

#### **3. AMENDING 2019 LIVINGSTON COUNTY BUDGET – SHERIFF (3)**

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

#### **4. DECLARING SURPLUS PROPERTY – CENTRAL SERVICES (3) & DEPARTMENT OF HEALTH**

WHEREAS, the County of Livingston owns personal property that is no longer necessary for public use, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby declares Livingston County property as surplus property to be disposed of as determined by the County Administrator per the Surplus Property entries on file.

Mr. Coyle reviewed the equipment to be declared surplus.

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

### **Pre-approved Informational Item(s) To Be Reported**

1. Update on Grants-Mr. Coyle reported that we received the first round for shared services funding. We now start work on the Round 2 funding. The largest of which will be the prescription portion of the health insurance program with BOCES. There has been no announcement for the Downtown grant. The Farm Market promotion program is due mid-October. The Sheriff did receive the grant for the Victim Impact position that was in the District Attorney’s office. We are waiting to hear about the CFA process grants. Mr. Coyle reviewed the grant scoring process.

2. Sales Tax Update-Reported under #4.

3. Community College Chargebacks-Mr. Coyle reviewed the process for this chargeback. This is approved in Albany. Our two largest are MCC and GCC, which went up 16-20% so there has been \$200,000 added to the Community College budget for 2020. There was discussion on what this increase is based upon. These are all local share dollars.

4. Budget 2020-Mr. Coyle reviewed handouts of budget numbers currently and items for 2020. We were top five in the State for 2018 sales tax returns as far as percentage increase at ~10% from 2017 as 2018 was 10% higher than 2017. In Retirement, the bill is ~\$1.5 off of the gross expense. It is hard to tell what we are getting from Internet sales returns. The County is now required to pay the AIM money back to the

towns and villages from the Internet sales tax revenue. We don't know if that is going to be a wash with the Aim payout. We need to come up with a budget before we know in December what the impact will be. The medical insurance increase is flat for 2020. We are looking at a new high deductible plan for next year. IGT will be coming out soon and again in April. Operationally, Mr. Coyle believes some of our departments will be under budget this year. The rolling CIP number will go down a bit because of the projects that have come off without new projects going on. Mr. Coyle reviewed the current budget versus where we need to be to be compliant with the tax cap. As of today we are ~\$600,000 off where we need to be. Mr. Coyle reviewed a variety of requests included in the 2020 Budget submissions. The Governor has not yet signed our mortgage recording tax. There is no news about the casino money. The Capital Improvement Plan will be reviewed at a future meeting. There was discussion about any tax cap benefits and how the raise the age funding is tied to the County continuing to be tax cap compliant.

5. Budget Public Hearing Notice/Board Salaries-Mr. Coyle explained that the Board salaries are published with the budget public hearing notice for the November Board meeting. There was discussion on whether to have the increase or not. The concluding consensus was to increase Supervisors' pay by 2% for 2020.

## **ADJOURNMENT**

M. Fanaro moved and Mr. Gott seconded to adjourn the meeting at 2:02 p.m.

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## **REAL PROPERTY TAX SERVICES – BILL FULLER**

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

1. I will be attending the Fall Conference of the New York State Association of County Directors of Real Property Tax Services this month. I will be teaching the Tax Mapping class to County Directors and Assessors for NYS Certification.
2. Small claims hearings for assessment grievances are under way.

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