

WAYS & MEANS COMMITTEE MEETING MINUTES
TUESDAY, OCTOBER 12, 2021
1:30 P.M.

PRESENT: D. Pangrazio, W. Wadsworth, D. LeFeber, D. Mahus, I. Coyle, A. Ellis, B. Mann, S. Hillier
ABSENT: D. Fanaro, M. Schuster, D. Babbitt Henry

Ways & Means Chair Dan Pangrazio led the Pledge of Allegiance.

PERSONNEL ISSUES

1. DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

AMENDING THE 2021 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF HEALTH

RESOLVED, that the 2021 Livingston County Salary Schedule is amended as follows:

Health Department:

- Create one (1) full-time Public Health Specialist position at Wage Grade 15, CSEA Contract effective October 13, 2021.

For: Contact tracing/COVID related duties under the Contact Tracing Grant

- Create one (1) full-time Account Clerk Typist position at Wage Grade 7, CSEA Contract effective October 13, 2021.

For: Provide administrative and fiscal support to multiple new COVID related grant programs

Ms. Rodriguez reviewed the positions for approval.

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

2. OFFICE OF EMERGENCY MANAGEMENT – IAN COYLE

APPOINTING THE LIVINGSTON COUNTY OFFICE OF EMERGENCY MANAGEMENT SERVICES DIRECTOR-ANDREW BRODELL

RESOLVED, that the 2021 Department Head Salary Schedule is amended as follows:

Office of Emergency Management

- Appoint Andrew Brodell of P.O. Box 299, Bemus Point, New York 14712 to the position of full-time Emergency Management Services Director at an annual salary of \$75,000.00 effective 10/18/21.

Mr. Coyle reviewed the interview process for the position and the education, training and experience for Andrew Brodell, who is in attendance today.

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

Mr. Pangrazio offered Mr. Brodell the opportunity to say a few words. Mr. Brodell, thanked the Committee and shared that he has family in the area and is very excited to be moving into the Avon area.

LIVINGSTON COUNTY LANDBANK – JOE GUNTHER

Action Item(s) To Be Reported

1. AMENDING RESOLUTION NO. 2021-300 (PROPERTY CONVEYANCES TO THE LIVINGSTON COUNTY LAND BANK)

WHEREAS, Resolution No. 2021-300 authorized the conveyance of 24 Stanley Street in the Village of Mt. Morris (hereinafter “Stanley Street”) and 32 Jefferson Street in the Village of Dansville (hereinafter “Jefferson Street) to the Livingston County Land Bank Corporation. Said properties having been acquired by the County pursuant to a Tax Deed recorded in the Livingston County Clerk’s Office on September 13, 2021; and

WHEREAS, Resolution No. 2021-300 specifically authorized the sale of Stanley Street for the amount of \$4,355.12 and Jefferson Street for the amount of \$3,730.19; and

WHEREAS, despite Resolution No. 2021-300 listing the sale prices as fixed amounts, the Livingston County Land Bank Corporation agreed to pay the County the full amount of back taxes owed on each parcel in exchange for title to the properties. There is a 1% monthly penalty that will continue to be levied against the properties until the back taxes are paid at closing; now, therefore, be it

RESOLVED, that a portion of Resolution No. 2021-300 be amended to reflect the Livingston County

Land Bank Corporation will purchase the above-mentioned parcels for the amount of unpaid back taxes owed at time of closing; and be it further

RESOLVED, that Resolution No. 2021-300 is hereby amended accordingly.

Mr. Gunther reviewed the original resolution and the amendments to address the unpaid taxes at the time of closing.

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

COUNTY ATTORNEY – SHANNON HILLIER

Action Item(s) To Be Reported

1. AUTHORIZING CONVEYANCE OF COUNTY PROPERTY ACQUIRED BY TAX DEED: BANK STREET, VILLAGE OF DANSVILLE

WHEREAS, pursuant to a foreclosure action, the County of Livingston acquired title to Bank Street, Dansville, New York (Tax Map No. 203.11-5-70), previously owned by King Genesee Corporation; and

WHEREAS, the County recently received an offer for the purchase and development of said parcel; now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following purchase and sale contract, which the Livingston County Board of Supervisors’ Ways and Means Committee has approved, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Village of Dansville	N/A	Amount of all back taxes
14 Clara Barton Street		owed at the time of closing
Dansville, New York 14437		

For: Purchase/Sale of the real estate the County acquired via the tax foreclosure process.

and, be it, further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is further authorized to execute the quitclaim deed of conveyance and any and all related documents to complete the aforesaid conveyance, subject to the review by the County Attorney and County Administrator.

Ms. Hillier reviewed the purchase offer received from the Village of Dansville to pay the unpaid taxes. The Village has water and/or sewer under that parcel to service their little league field.

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

2. AMENDING LIVINGSTON COUNTY AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN

WHEREAS, it has been recommended that the Livingston County Americans with Disabilities Act (ADA) Transition Plan be amended to incorporate some additional requirements of the ADA, to add a grievance procedure, and to identify a new ADA Coordinator; and

WHEREAS, due to the nature of the policy changes, it has been further recommended that the title of the Plan be amended to “Livingston County Americans with Disabilities Act (ADA) Plan”. Said Plan will continue to include a Transition Plan but will also serve to more broadly address ADA requirements; and

WHEREAS, the Ways and Means Committee has reviewed and approved the newly incorporated amendments to the Plan, as well as the new title; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby adopts the attached Livingston County Americans with Disabilities Act (ADA) Plan, effective immediately, said policy to supersede the existing Livingston County Americans with Disabilities Act (ADA) Transition Plan.

Ms. Hillier reviewed the changes to bring our plan into compliance with CDBG requirements.

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

COUNTY TREASURER – AMY DAVIES

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 TREASURER: PHILLIPS LYTTLE LLP

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

sign the following contract for the Livingston County Treasurer, 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>
Phillips Lytle LLP	2021 in rem proceeding	\$358.00/per parcel
1400 First Federal Plaza		
Rochester, NY 14614		
For: Foreclosure foe 2021 – tax year		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
N/A	0	Yes X No

Ms. Davies reviewed the contract for renewal. There is no change in fees.

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

Pre-approved Informational Item(s) To Be Reported

1. Tax Auction Update-Ms. Davies reported on the one Dansville property with the order to show cause and the judge ordered us to accept payment. Taxes were paid in the total amount on Friday. She is just waiting for notification that Phillips Lytle has been paid. She has auction booklets if anyone needs one.

2:00 REAL PROPERTY TAX SERVICES – BILL FULLER

Pre-approved Informational Item(s) To Be Reported

1. Discussion: The 2022 County-wide reassessment project-Mr. Fuller reviewed a presentation of stages/steps in preparation for the reassessment project next year. There is a presentation link on County’s Real Property Tax Services webpage for town assessors to use. There was discussion on what happens to the town levy when the home market sales go back to normal. Mr. Fuller has reached out to Albany for an estimate without success.

Informational Item(s) Written Only

- I will be in attendance at the October 13, 3021 Board of Supervisors meeting with the Special Assessment Roll for the public hearing.
- Small claims hearings for assessment grievances are pending until a hearing officer is assigned.
- We are printing the exemption renewal applications and associated letters for the assessors.

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #10A-OCTOBER 13, 2021

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #10A dated October 13, 2021 in the total amount of \$3,387,806.19.

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

2. AMENDING 2021 LIVINGSTON COUNTY BUDGET-CENTER FOR NURSING AND REHABILITATION, DEPARTMENT OF HEALTH (2), HIGHWAY & PLANNING

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

Mr. Coyle reviewed the budget amendments for approval. Mr. Coyle went over the CNR amendment and how that relates to the staffing ratio of CNR staff and agency contract staff budget estimate from what it used to be because of Pandemic/Staffing/Recruitment & Retention. We are using far more expenses in the agency fees than we were in personal services.

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

3. AUTHORIZING TRANSFER OF FUNDS-CENTRAL SERVICES, DEPARTMENT OF HEALTH (2), MENTAL HEALTH & OFFICE FOR THE AGING

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

Mr. Coyle reviewed the internal transfers between accounts for approval.

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

4. ESTABLISHING AN ACCOUNT-DEPARTMENT OF HEALTH

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

Mr. Coyle explained that this applies to the Fellowship Corps grant.

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

Mr. Coyle explained that Item #5 is being moved to the next meeting because we need to get the accounts corrected.

5. PULLED - ESTABLISHING CAPITAL PROJECT ACCOUNT FOR THE YEAR 2021 – TECHNOLOGY STRATEGIC PLANNING PROJECT

RESOLVED, that the County Treasurer is authorized to establish Capital Project Account **H222.8027** in the amount of \$50,000.00 to be funded from Interfund Transfers **H4040.5031** in the amount of \$50,000.00, and is further

RESOLVED, that the County Treasurer is hereby directed to transfer budgeted funds to the Technology Strategic Planning Capital Project from Transfer to Capital Account **A9950.9000** in the amount of \$50,000.00.

6. DECLARING SURPLUS PROPERTY-CENTRAL SERVICES & SHERIFF’S OFFICE

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

RESOLVED, that the Livingston County Board of Supervisors hereby declares the following item(s) as surplus property to be disposed of as determined by the County Administrator:

Central Services

Quantity	Year, Make & Model	Mileage/Hours	Serial #
1	2010 Chevy Tahoe	145842	1GNUKAE04AR282738
1	2010 Chevy Tahoe	215379	1GNUKAE06AR258201

Sheriff’s Office

Quantity	Year, Make & Model	Mileage/Hours	Serial #
1	2009 Chevrolet Suburban	162,023	1GNGK46K39R130556
1	2011 Ford Crown Victoria	139,863	3FABP7BV8BX160370
1	2012 Chevrolet Impala	152,389	2G1WD5E30C1303375
1	2012 Chevrolet Tahoe	203,764	1GNS2E02CR302369
1	2013 Chevrolet Tahoe	204,228	1GNSK2E0XDR302248

The Highway garage has deemed these vehicles to be of no further value to the County.

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

Pre-approved Informational Item(s) To Be Reported

1. Budget 2022 Update-There will be a short workshop after the board meeting tomorrow. Everything looks good with the exception of the CNR. Mr. Coyle reviewed the revenues that will affect the general fund budget and the sales tax adjustment affecting the levy. Mr. Coyle reviewed the imbalance for the nursing home occupancy and sustainability. There was discussion on how many CNA positions are needed to allow for the new resident applications.

2. Mr. Coyle reviewed the ruling on the vaccine mandate religious exemption.

ADJOURNMENT

Mr. Mahus moved and Mr. Wadsworth seconded to adjourn the meeting at 2:17 p.m.

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