

WAYS & MEANS COMMITTEE MEETING MINUTES
TUESDAY, NOVEMBER 13, 2018
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, B. Beagle-LC News

PLEDGE OF ALLEGIANCE:

Ways & Means Chair Dan Pangrazio asked North Dansville Supervisor Dennis Mahus to lead the Pledge of Allegiance.

PERSONNEL ISSUES

SHERIFF'S OFFICE – SHERIFF THOMAS DOUGHERTY

1. AMENDING THE 2018 HOURLY EMPLOYEE SALARY SCHEDULE: SHERIFF'S OFFICE

RESOLVED, that the 2018 Hourly Employee Salary Schedule is amended at follows:

Sheriff's Office:

- Create one full-time Deputy Sheriff/Corporal (Road Patrol) position at Grade 14 LCCOPS Contract.

Director's Comments: Deletion of one full-time Deputy Sheriff Road Patrol once the Corporal position is filled and probation period met.

Undersheriff explained that they are looking to create one Deputy Sheriff/Corporal position and delete one Deputy Sheriff Road Patrol position, not add an additional FTE position. This is really just an upgrade in the Civil Division. Phyllis Applin is the deputy that runs the day to day operations of that Division. The Sheriff's Association performed an audit at our request last year to make sure everything operational is going well and that we are meeting the criteria for our accreditation standards. The Association recommended that we should have a member in charge as the go to person that is overseeing all of the income executions, stage one and stage two property executions and any papers coming in to be served. They believe that creating this Corporal position and promoting Phyllis Applin to the position would give us the member in charge and help us create what we want to do. The position is already in the LCCOPS contract as a grade 14.

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

VETERAN'S SERVICES AGENCY – JASON SKINNER/DON HIGGINS

Action Item(s) To Be Reported

1. PROPOSED LIVINGSTON COUNTY VETERAN'S APPRECIATION MONUMENT ART INSTALLATION & BUDGET DISCUSSION REFERRED FROM HUMAN SERVICES COMMITTEE

Mr. Skinner reported that he already presented this request to the Human Services Committee to create a Livingston County Veteran monument. Mr. Skinner explained how he reached out to the Arts Council who referred him to the BOCES Welding Program teacher Olie Olsen. Mr. Olsen created a design for placement on Gypsy Lane. Mr. Skinner is requesting a budget of \$10,000 to create the monument. Mr. Olsen is donating his time and Mr. Higgins explained that any extra costs for labor and equipment will be coming out of the Highway Buildings and Grounds budget. Mr. Coyle explained that there is a long standing deed restriction that will need to be addressed once approvals have been received.

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

COUNTY TREASURER – AMY DAVIES

Action Item(s) To Be Reported

1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR AUDIT SERVICES: THE BONADIO GROUP

WHEREAS, the County of Livingston solicited a Request for Proposal for audit services, and four (4) proposals were received on July 30, 2018, 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>
The Bonadio Group	FY 2019	\$77,150.00
171 Sully's Trail, Suite 201	FY 2020	\$79,000.00
Pittsford, New York 14534-4618	With option for 1 year renewal	

For: Auditing Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
County Budget	100%	Yes X No

Mrs. Davies reviewed the contract renewal. Interviews were held and consideration regarding the CNR work was key to continuing to contract with Bonadio. Mr. Coyle explained that the contract is all inclusive for the General Fund, Deferred Comp, TASC and the CNR for the two year term plus the one year renewal option.

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

2. PROVIDING FOR LEVY OF ERRONEOUS TAXES TO BE CHARGED TO TOWNS

The following is a list of items shown on the records of the County Treasurer as having been charged to the to the following Towns due to erroneous assessments, errors in the levy of the budget or similar items:

AVON	\$ 1,424.24
CALEDONIA	\$ 453.49
CONESUS	\$ 1,170.65
GENESEO	\$ 6,213.26
GROVELAND	\$ 1,263.27
LEICESTER	\$ 621.93
LIMA	\$ 1,747.42
LIVONIA	\$ 2,202.09
MT. MORRIS	\$ 423.44
NORTH DANSVILLE	\$ -.04
NUNDA	\$ 453.52
OSSIAN	\$.04
PORTAGE	\$ 385.93
SPARTA	\$.04
SPRINGWATER	\$ -1.15
WEST SPARTA	\$ 913.40
YORK	\$ 789.17
Total	\$18,060.70

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

3. APPROVING ESTIMATED 2018 SALES TAX DISTRIBUTION

RESOLVED, that the list below of 2019 estimated Sales Tax Distribution be, and the same hereby is, approved:

Town	Estimate 2018
Avon	\$ 104,000.00
Caledonia	\$ 58,000.00
Geneseo	\$138,000.00
Groveland	\$ 68,000.00
Leicester	\$ 40,000.00
Livonia	\$205,000.00

Ossian	\$ 14,000.00
Portage	\$ 15,000.00
Springwater	\$ 53,000.00
West Sparta	\$ 24,000.00
York	\$ 86,000.00
Total:	\$805,000.00

Mrs. Davies explained that some town amounts went up due to the sales tax increase and the way that NYS likes us to filter these amounts through the tax cap.

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

Pre-approved Informational Item(s) To Be Reported

1. UPDATE ON TOWN OF SPARTA – GERALD SMITH FORECLOSURE MATTER-Mrs. Davies explained that the Judge allowed this homeowner to be removed from the foreclosure list. The Judge ordered the tax payer to pay all of the legal fees.
2. ERP PROJECT / UPDATE-Ms. Davies reported that she is participating heavily along with Linda Fox and ITS on the financial side as well as the personnel side. She just wanted the Committee to know that they are finding that staff are being out of the office 2-3 weeks monthly in Mt. Morris training room.

2:00 COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. **APPROVING ABSTRACT OF CLAIMS #11A-NOVEMBER 14, 2018**

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

2. **AUTHORIZING TRANSFER OF FUNDS – CENTRAL STOREROOM, PLANNING**

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfers per the Budget Transfer Request Forms on file in the Office of the Clerk of the Board which have been approved by the Livingston County Administrator.

Mr. Coyle reviewed the transfers for approval.

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

3. **AMENDING 2018 LIVINGSTON COUNTY BUDGET – PLANNING, SHERIFF (5)**

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 explained that these are internal transfers.

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

4. **RESOLUTION AUTHORIZING THE CONSTRUCTION OF AN EXPANSION TO THE EMERGENCY OPERATION CENTER IN AND FOR THE COUNTY OF LIVINGSTON, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$2,400,000 AND AUTHORIZING THE ISSUANCE OF \$2,400,000 BONDS TO PAY COSTS THEREOF**

WHEREAS, all conditions precedent to the financing of the capital project hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act, have been performed; now, therefore be it

RESOLVED by the by the affirmative vote of not less than two-thirds of the total voting strength of the Board of Supervisors of the County of Livingston, New York, as follows:

- Section 1. The construction of an expansion to the Emergency Operation Center in and for the County of Livingston, New York, including site improvements, equipment, machinery and apparatus, as well as incidental improvements and costs, is hereby authorized at a maximum estimated cost of \$2,400,000.

- Section 2. The plan for the financing of such maximum estimated shall be by the issuance of \$2,400,000 bonds of said County hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.
- Section 3. It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is twenty-five years, pursuant to subdivision 12(a)(1) of paragraph a of Section 11.00 of the Local Finance Law.
- Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the County Treasurer, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said County Treasurer, consistent with the provisions of the Local Finance Law.
- Section 5. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the County Treasurer, the chief fiscal officer of such County. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the County Treasurer shall determine consistent with the provisions of the Local Finance Law.
- Section 6. The faith and credit of said County of Livingston, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said County, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.
- Section 7. The validity of such bonds and bond anticipation notes may be contested only if:
- 1) Such obligations are authorized for an object or purpose for which said County is not authorized to expend money, or
 - 2) The provisions of law which should be complied with as the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
 - 3) Such obligations are authorized in violation of the provisions of the Constitution.
- Section 8. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.
- Section 9. This resolution, which takes effect immediately, shall be published in summary form in the official newspapers of said County designated for such purpose, together with a notice of the Clerk of the Board of Supervisors in substantially the form set forth in paragraph a of Section 81.00 of the Local Finance Law.

Mr. Coyle reviewed the bond process for the USDA financing for the EOC expansion. We are also in receipt of two SAM grants towards the project from Senators Gallivan and Young. Preliminary work is being done now.

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

5. DECLARING SURPLUS PROPERTY – EMERGENCY MEDICAL SERVICES & HIGHWAY DEPARTMENT

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:

Emergency Medical Services

Quantity	Year, Make & Model	Mileage	Serial #
1	2009 Jeep Grand Cherokee 4x4 Laredo	112,836	1J8GR48K49C523608

Highway Department

Quantity	Item Description (Year, Make & Model)	Mileage, Hrs, etc.	Serial #
1	Unit #45, 1991 Ford LTS-9000 Tandem-Axle Truck/Tractor	156,348	1FTZY90R5MVA36309

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

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING AGREEMENT FOR LIVINGSTON COUNTY: LIVINGSTON COUNTY WATER AND SEWER AUTHORITY

WHEREAS, pursuant to Section 1199-dddd(14) of the New York Public Authorities Law, the Livingston County Water and Sewer Authority (“Authority) has the power to use municipal employees, with the consent of the municipality, and pay a portion of the compensation or costs associated with such employees; and

WHEREAS, prior to the County transferring the assets of the County’s Conesus Lake County Sewer District to the Authority, certain County personnel had been providing services to the District; and

WHEREAS, upon the transfer of the assets of the Conesus Lake County Sewer District to the Authority, the Authority and the County entered into a separate agreement dated December 28, 2001 (“Employee Lease Agreement), allowing the Authority to continue to receive the benefit of services provided by County employees; and

WHEREAS, the Authority is now desirous of terminating the Employee Lease Agreement effective December 31, 2018, as the Authority is now willing and able to independently employ these individuals for purposes of continuing to provide quality water and sewer services to its users; now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign an Agreement terminating the Employee Lease Agreement between the County and the Authority subject to review by the County Attorney and County Administrator

Mr. Coyle explained that the County Attorney drafted this resolution along with WASA Counsel. The County has always leased their employees to WASA. When Michelle Baines was hired, part of the recruitment process was that Ms. Baines be the first person employed by the Water and Sewer Authority and that the public works employees be moved under the full control of the Water and Sewer Authority. The better part of this year has been dedicated to making this happen by working on aligning all of the pieces like health insurance, retiree obligations, transfer time and union representation. This is now removed entirely from the County General Fund budget.

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

These next two resolutions are standard annual resolutions being advanced by Ways and Means to allow the County to hold the public hearing for the County Budget, which is tomorrow, adopting the budget and then making the appropriations for the budget. This is the same budget that was presented to the Board.

ADOPTING BUDGET FOR FISCAL YEAR 2019

RESOLVED, that the Proposed Budget for the County of Livingston for the year 2019 is hereby approved and adopted as the final budget for the County of Livingston for the year 2019.

Mr. Coyle explained that these are standard annual resolutions adopted after the budget public hearing. This is the same budget as first presented at the work shop.

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

AUTHORIZING APPROPRIATION OF 2019 ADOPTED BUDGET

RESOLVED, that the adopted Livingston County Budget for the year 2019 be appropriated by the

County Treasurer and classified by funds and administrative units as set forth in said budget.

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

Pre-approved Informational Item(s) To Be Reported

1. FUNDING REQUEST-Mr. Coyle reviewed the request from the Humane Society of Livingston County. The Society has approached the County periodically for funding. We are not statutorily required to support the Human Society. Mr. Coyle is looking for the committee input. The Committee discussed the feral cat population in the county and felt that this request should be approved. There will be no resolution for approval. This is simply a need for consensus from the Committee.

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

2. Contingency Budget Amendment – Mr. Coyle explained that there needs to be a budget amendment from Contingency for the BAS contract in order for Real Property to purchase the software package. This contract was previously approved by the Board and this is simply the budgetary action that needs to take place.

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

3. Mr. Coyle reported that the agreement for Ferguson Group is up on 12/31/18 and informed the Committee that this will be to a future meeting discussion.

4. We are actively engaged in discussions with GLOW Region YMCA with the community/senior center concept that we have been exploring. There is some headway that has been made between the County and a possible public/private partnership could be in the works. This is premature at this point but a very positive response from GLOW YMCA for possibly partnering with us on a physical footprint in the County where one lacks a presence. There will be more to follow.

ADJOURNMENT

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

GRANTS & PUBLIC INFORMATION – HEATHER GRANT

Informational Item(s) Written Only

Grant application update:

Grant Program	Funding Agency	Dept/ Muni	Submitted	Request	Award
BridgeNY	NYS DOT	Town/ Vill Avon	4/16/2018	\$433,295.00	pending
Preservation Assistance Grant	NEH (federal)	County Historian	4/27/2018	\$5,471.00	pending
NY Great Lakes Basin- Small Grants	NY Sea Grant Program	County	5/1/2018	\$24,800.00	0
Farmers Market Promotion Grant	USDA	County	5/7/2018	\$230,135.00	0
Aviation Capital Grant	NYS DOT	Town of N. Dansville	6/22/2018	\$369,000.00	pending
BUILD GRANT- Gateway Road	Federal DOT	Liv. Co. Dev. Corp.	7/19/2018	\$500,000.00	pending
Tree Inventory Management Plan	DEC	V of Avon	7/9/2018	\$18,500.00	\$18,500.00
Tree Planting	DEC	V of Avon	7/9/2018	\$50,000.00	\$50,000.00
Tree Inventory Management Plan	DEC	T of Geneseo	7/9/2018	\$21,124.27	\$21,124.27
Tree Inventory and Plan	DEC	V of Mt. Morris	7/12/2018	\$17,750.00	pending
CFA 2018- Al Lorenz Park Development	OPRHP	County	7/23/2018	\$413,566.00	Pending
CFA 2018 5 Arch Bridge	OPRHP	V of Avon	7/24/2018	\$290,500.00	pending
CFA 2018 Highway Collaboration	LGE	T of Gen, Cal, York	7/24/2018	\$600,000.00	pending
CFA 2018 Dansville Frontage Park Expansion	OPRHP	T of N. Dansville	7/24/2018	\$224,195.00	pending
CFA 2018 Avon Opera Block	OPRHP	Town of Avon	7/27/2018	\$391,500.00	pending
CFA 2018 W. Sparta Park Development	OPRHP	Town of W. Sparta	7/27/2018	\$63,375.00	pending
CFA 2018 W. Sparta Salt Storage	DEC WQIP- salt storage	Town of W. Sparta	7/27/2018	\$118,233.00	pending
WIIA 2018- Drinking Water Grant	EFC	Village of Livonia	9/6/2018	\$180,000.00	pending
WIIA 2018- Drinking Water Grant	EFC	Village of Leicester	9/7/2018	\$120,000.00	pending
UPWP	Genesee Transportation Coun	Village of Mt. Morris	10/19/2018	\$87,000	Pending
Assistance to Firefighters	FEMA	Village of Avon	10/24/2018	\$60,000	pending
Culture of Health Prize Contest- phase 1	RWJF	County	10/31/2018		pending

CFA funding should be announced by mid-December.

Upcoming grant deadlines:

1/14- Local Government Records Management Improvement Fund- County and Village of Lima are interested in applying- attending info session on this opportunity on Nov. 15.

1/18- Ralph Wilson Youth Sports Grant- County will reapply- will be attending informational session on this opportunity on Nov. 13.

Note: Normally RESTORE NY would be due in December- as of now the program is not funded for another cycle.

Additional updates on grant work:

Assisting with the administration of several local SAM grant awards including:

- Two for the Expansion of the EOC
- Town of Portage GAR Memorial Hall (in final stages)
- Little Lakes Community Center
- Village of Livonia Art Park
- Frontage Park Project in North Dansville

Re-evaluating past Brownfields grant- TFG is assisting with an assessment on possible re-application.

Regular meetings with local officials and organizations on grant opportunities and application processes.

Public Information:

Over the past month, all general stats for Facebook and twitter including page engagement had an overall increase.

Attended webinars on digital media and the recent changes to the Facebook platform.

Press releases sent on regular basis at least three per week. All press is copied to the social media as well.

Continued recording of board meetings.

Attended County Bicentennial Committee Meeting- pushed logo contest to media for general public participation.

Regular updates on website.

Respectfully submitted,

Michele R. Rees, IIMC-CMC

Clerk of the Board