

**WAYS & MEANS COMMITTEE MEETING MINUTES**  
**MONDAY, SEPTEMBER 28, 2015**  
**1:30 P.M.**

PRESENT: D. Pangrazio, D. Mahus, T. Baldwin, E. Gott, D. LeFeber

ABSENT: M. Schuster, D. Cosimano

**PERSONNEL ISSUES**

**1. PUBLIC DEFENDER – MARCEA TETAMORE**

**AMENDING THE DEPARTMENT HEAD SALARY SCHEDULE - PUBLIC DEFENDER**

RESOLVED, that the 2015 Department Head Salary Schedule is amended as follows:

**Public Defender's Office**

Convert the Part-Time Assistant Public Defender Position, currently held by Ann Connor, from Part-Time (3/4) to Full-Time at a salary of \$73,000.00

Mrs. Tetamore explained that she has a grant that started 1/1/15 for \$67,734 per year for three years and she would like to request that those funds be used to make a 3/4 part time position into a full time position with a salary of \$73,000. The grant would cover the 25% difference in salary and the fringe with some money left over. The person currently in the part time position does not want to work full time and so this will require advertising. She does need to get approval from indigent legal services but that has never been a problem in the past. The part time position will not be retained.

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

Mrs. Tetamore also reported that she found out current clerk typist is expecting a baby in February and will not be coming back. She has contacted Personnel about changing the title to a Sr. Account Clerk /Typist because they do have the money and she would like to have some help with the grants. She will wait to hear from Personnel about FMLA issues. A new civil service test was just announced today.

**COUNTY TREASURER – AMY MANN**

**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 LYTLE 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, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Phillips Lytle LLP</b>	<b>2014 in rem proceeding</b>	<b>\$358.00</b>

1400 First Federal Plaza  
Rochester, NY 14614

For: Foreclosure for 2014-tax year

This is the same fee as last year. We have closed on all of the tax sale properties. It is very helpful working with the same people at Phillips Lytle each year. The fee is charged on all parcels in the petition. We are not billed until the end of the auction.

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

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

1. DISCUSSION ON 1 TECHNOLOGY DRIVE, CALEDONIA - We won the hearing on this property and just need to discuss what we want to do next. The court order was emailed to her today. The county was within the law. The order will be served on the other party and they will have 30 days to file an appeal. We wouldn't want to do

anything with that parcel until the 30 days have expired. There was discussion on how we want to proceed with a sale. Mr. Pangrazio asked that we have a live auction rather than a sealed bid. The current tenant has 55 employees and he would like to give them the opportunity to increase their bid. There was discussion on the amount of property included in this parcel and any other interested parties. We will need to wait until the appeal process date has ended before advertising. While the current tenant is interested, they have been looking for a location in Monroe County. They would like to have a live auction in Room 2015 of the Government Center at 6:00 p.m. Amy will make sure the room is available before setting a date.

**COUNTY ADMINISTRATOR – COMMITTEE CHAIR DAN PANGRAZIO**

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

1. **SEPTEMBER ABSTRACT OF CLAIMS** – This will be mailed out in the next board packet.

2. **AUTHORIZING TRANSFER OF FUNDS – PROMOTION OF INDUSTRY**

This is for some equipment purchases from advertising money.

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

3. **AMENDING 2015 LIVINGSTON COUNTY BUDGET – OFFICE FOR THE AGING**

RESOLVED, that the 2015 Office for the Aging budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A6789	4772	Fed. Revenue	\$2,813.00
			<b>TOTAL</b>	<b>\$2,813.00</b>
Increase Appropriation	A6789	1000	Personal Service	\$1,526.64
		8100	FICA	\$116.79
		4055	Telephone	\$500.00
		4060	Office Supply	\$669.57
			<b>TOTAL</b>	<b>\$2,813.00</b>

And,

Account	Dept.	Code	Description	Amount
Increase Revenue	A6784	4772	Federal Revenue	\$7,441.00
			<b>TOTAL</b>	<b>\$7,441.00</b>
Increase Appropriation	A6784	1000	Personal Service	\$6,127.65
		8100	FICA	\$468.77
		4055	Telephone	\$500.00
		4060	Office Supply	344.58
			<b>TOTAL</b>	<b>\$7,441.00</b>

This is federal money being moved into the program account.

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

4. **DECLARING SURPLUS PROPERTY – PLANNING**

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:

**(Planning Department)**

<b>Quantity</b>	<b>Item</b>	<b>Model</b>	<b>Serial /VIN</b>
<b>1</b>	<b>HP 42” Plotter Manufacture Part#Q1252A#ABA</b>	<b>Designjet 5500PS</b>	<b>SSG4BH24014</b>

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

**5. APPOINTING GRANTS AND PUBLIC INFORMATION COORDINATOR FOR THE COUNTY OF INGSTON – HEATHER GRANT**

RESOLVED, that the 2015 Department Head Salary Schedule is amended as follows:

**County Administrator**

Appoint Heather Grant, 1908 Main Street, Linwood, NY 14486 to the position of full-time Grants and Public Information Coordinator effective November 1, 2015, at an annual salary of \$45,000.00. Her office will be set up into the Chairman's conference room.

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

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

1. 2016 Budget Update - The County Administrator is continuing to work on some of the costs. The Sheriff is working on adjusting some numbers for the jail staffing portion of the Sheriff’s budget. The cap is 2.2%. There was discussion on the diversion of some of the jail revenue funds. There was discussion on the deputy side and whether there are any vacancies. Maybe we can offset the corrections side with vacancies on the road patrol side.

**ADJOURNMENT**

Mr. Baldwin moved and Mr. Gott seconded to adjourn the meeting at 1:49 p.m. ....Carried.

Respectfully submitted,

Michele R. Rees  
Clerk of the Board