

**WAYS & MEANS COMMITTEE MEETING MINUTES**  
**MONDAY, JANUARY 9, 2017**  
**1:30 P.M.**

PRESENT: D. Pangrazio, D. Mahus, D. Fanaro, D. Knapp, W. Wadsworth, E. Gott, D. LeFeber, P. Yendell, H. Grant, D. Morris, C. Baker-Genesee Sun

**INFORMATION & TECHNOLOGY SERVICES – JASON PARKER**

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

1. Departmental Update-Mr. Parker distributed his project report for discussion. He is in the process of evaluating workloads in the department. He has met with several department heads on their initiatives. The department as a whole is pretty solid. Mr. Parker and Elaine VanSon are working with Mental Health on a new EMR platform with a third party project manager. He has reviewed the ERP proposal and hopes to get that out in the next month. The Laserfiche contract is signed and will kick off shortly. He is working with Dell on ordering in bulk, but shipping in smaller amounts so that IT is not overloaded. The CNR cloud based system is progressing to improve that process. Mr. Parker updated the Committee on the encryption mail project. The encrypted mail program is progressing. The Board emails are being updated so the process is easier for the Board members.

**COUNTY ATTORNEY – DAVID MORRIS**

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

**REQUESTING AUTHORITY FROM THE NEW YORK STATE LEGISLATURE TO CONTINUE THE LOCAL SALES TAX SHARE AT 4%**

WHEREAS, the Livingston County Board of Supervisors recognized the increased tax burden that has been placed on property owners in Livingston County in recent years necessitated by economic factors beyond the control of County government and in 2003 obtained approval from the New York State Legislature to raise the local sales tax share from 3% to 4%; and

WHEREAS, these economic factors have not improved, and

WHEREAS, the Livingston County Board of Supervisors has decided to seek a continuance of the increase in the local sales tax share to help reduce further increases in the property tax burden, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors requests that the New York State Legislature enact legislation authorizing the County of Livingston to continue the local sales tax share at 4%, and, be it, further

RESOLVED, that certified copies of this resolution be forwarded to Senators Catharine M. Young and Patrick Gallivan, Assemblyman Joe Errigo and the New York State Association of Counties.

Mr. Morris explained that this year is our sales tax renewal so we need to pass a resolution and send it to all of our representatives letting them know that we still want them to introduce legislation to keep that 1%.

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

**INTRODUCTION & PROVIDING FOR PUBLIC HEARING ON PROPOSED LOCAL LAW NO. A-2017 A LOCAL LAW ADOPTING THE LIVINGSTON COUNTY GUEST ROOM OCCUPANCY TAX LAW AND RESCINDING ALL PREVIOUS HOTEL AND MOTEL OCCUPANCY TAX LOCAL LAWS AND AMENDMENTS IN LIVINGSTON COUNTY**

WHEREAS, there has been duly presented and introduced at a meeting of this Board, held on January 11, 2017, a proposed Local Law entitled Local Law No. A – 2017 a local law adopting the Livingston County guest room occupancy tax law and rescinding all previous hotel and motel occupancy tax local laws and amendments in Livingston County, it is hereby

RESOLVED, that a public hearing shall be held on the said proposed Local Law by this Board on the 25<sup>th</sup> day of January, 2017 at 1:35 p.m. in the Board of Supervisors Assembly Room in the Livingston County Government Center in the Village of Geneseo, New York and at least six (6) days notice shall be given by posting thereof on the bulletin board of the Government Center in this County and by publishing such notice at least one (1) time in the official newspapers of the County as provided by law.

Mr. Morris explained that there are a couple of changes to our Hotel/Motel tax. This local law provides a couple changes to the existing hotel motel occupancy tax law. The first change modifies the definition of what constitutes an establishment subject to the tax. This change was recommended by the Chamber of Commerce. It makes it clear that temporary housing for instance, individuals that may rent out their residence or a room in their residence for a week or two at a time are subject to the tax and have to collect the tax. The second change has to do with the definition of the rent that is actually subject to the tax. The new definition indicates that any money received no matter how it is designated, is subject to the tax. The reason for that change was that we are trying to get certain companies like Air BNB, Expedia and those type to start collecting the Hotel Motel Tax when those rooms are listed through those entities and they have indicated to us that in order for them to do that, they really have to have the rent as a single rental figure that is subject to the tax. It makes it more efficient for them to be able to collect in the end.

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

## **SHERIFF – SHERIFF DOUGHERTY & CD BURGESS**

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

CD Burgess reviewed each of the vehicles for approval.

#### **1. AUTHORIZING THE PURCHASE OF TWO (2) 2017 FORD INTERCEPTOR UTILITIES FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – HENDERSON FORD**

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #16120103 from Henderson Ford of 810 Ridge Road, Webster, NY 14580 two (2) new 2017 Ford Interceptor Utilities at a cost of \$27,851 each, for a total cost not to exceed \$55,702.00.

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

#### **2. AUTHORIZING THE PURCHASE OF ONE (1) 2017 CHEVROLET TAHOE SSV FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – CAPPELLINO CHEVROLET**

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #16120101 from Cappellino Chevrolet of 9000 Boston State Road, Boston, NY 14025 one (1) new 2017 Chevrolet Tahoe SSV a cost of \$32,934.79.

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

#### **3. AUTHORIZING THE PURCHASE OF ONE (1) 2017 DODGE CHARGER FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – ROB GREEN TRUCK**

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #16120105 from Rob Green Truck of Route 17 east Exit 107 PO Box 8002 Rock Hill, NY 12775 one (1) new 2017 Dodge Charger at a cost of \$24,799.67.

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

#### **4. AUTHORIZING THE PURCHASE OF ONE (1) 2017 FORD F350 FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – VAN BORTEL FORD**

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #T16120016 from Van Bortel Ford 71 Marsh Rd. East Rochester, NY 14445 (1) new 2017 Ford F350 at a cost of \$31,909.40.

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

#### **5. AUTHORIZING THE PURCHASE OF ONE (1) 2017 FORD F350 TRANSIT VAN FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE – VAN BORTEL FORD**

RESOLVED, that the Livingston County Sheriff’s Office is authorized to purchase through mini-bid #16120144 from Van Bortel Ford 71 Marsh Rd. East Rochester NY 14445 (1) new 2017 Ford F350 Transit Van at a cost of \$28,951.27.

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

CD Burgess explained that we currently have 17 vehicles in excess of 150,000 miles and 2 vehicles with over

200,000 miles. County Highway is doing a great job keeping our vehicles on the road. We currently have 4 Interceptor Utilities ready to go if there is a problem. We are running the vehicles longer, but there is an unknown when vehicles will go down with higher mileage vehicles. Vehicles are constantly being reassigned by license plate instead of the vehicle being marked by a number. The Sheriff explained that CD Burgess is doing a great job working with Dan Miller to get the most out of these vehicles.

Sheriff Dougherty distributed the 2015 Sheriff’s Annual Report for review. There was discussion on the amount of heroin arrests happening. Sheriff Dougherty talked about the process in getting help to stop the cycle. Property crimes have continued to drop over the last three years.

**COUNTY ADMINISTRATOR – IAN COYLE**

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

**1. APPROVING ABSTRACT OF CLAIMS #12B-DECEMBER 28, 2016**

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #12B dated December 28, 2016 in the total amount of \$3,698,428.77.

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

**2. APPROVING ABSTRACT OF CLAIMS #1A-JANUARY 11, 2017**

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #1A dated January 11, 2017 in the total amount of \$2,148,198.75.

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

**3. ESTABLISHING PETTY CASH AMOUNTS FOR VARIOUS DEPARTMENTS FOR THE YEAR 2017**

RESOLVED, that the following petty cash amounts and designees be established for the year 2017:

<u>Department</u>	<u>Custodian</u>	<u>Amount</u>
Board of Sup./Cty. Adm.	Terrence Donegan	\$150.00
Center for Nursing & Rehabilitation	Frank Bassett	\$500.00
Community Services	Sally Herrick	\$5,000.00
County Clerk	Mary Strickland	\$750.00
Geneseo DMV	Mary Strickland	\$400.00
Dansville DMV	Mary Strickland	\$400.00
County Treasurer	Amy Mann	\$2,000.00
Department of Health	Jennifer Rodriguez	\$150.00
Economic Development	William Bacon	\$150.00
Highway	Donald Higgins	\$1,000.00
Personnel	Tish Lynn	\$100.00
Planning	Angela Ellis	\$125.00
Probation	Lynne Mignemi	\$350.00
Sheriff’s Dept.	Thomas Dougherty	\$2,500.00
Social Services	Diane Deane	\$2,000.00
Women’s Health Center	Jennifer Rodriguez	\$500.00
Workforce Development	Ryan Snyder	\$300.00
Youth Bureau	Ryan Snyder	\$100.00

These amounts are the same as last year.

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

**4. AMENDING 2017 LIVINGSTON COUNTY BUDGET – SHERIFF’S OFFICE**

RESOLVED, that the 2017 Sheriff’s Office budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A3129	4395	Homeland Defense	\$37,500.00
Increase Appropriation	A3129	2400	LE Equipment	\$37,500.00

This is being used to buy SWAT Team equipment, night scopes, for the dog and bomb squad.  
*Motion: Mr. Knapp moved and Mr. Fanaro seconded to approve the foregoing resolution..... Carried.*

**5. DECLARING SURPLUS PROPERTY – HIGHWAY & SHERIFF**

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:

**Highway**

Quantity	Year, Make & Model	Mileage	Serial #
1	1991 International 6-WHL. Truck w/900-Gal. Water Tank	125,000	1HTSAZRM2MH310127
1	1996 Caterpillar M218 Wheeled Excavator-9,800 hours		8AL00597
1	2000 Hyundai LF25 Forklift-1,800 hours		5C71726
1	1998 Flowboy CB4000 Live Bottom Material Trailer	N/A	H9SP4236WN101082
1	1998 Brush Cutter for Gradall Excavator	N/A	Not Available
1	1998 GMC 3500 Stake Truck	83,000	1GDKC34JXWF069395
1	1991 Ford F700 Single-X Truck w/Enclosed Box	N/A	1FDNF70JMXMVA33839
1	2002 Lincoln Power MIG 255 Welder	N/A	U1010108381
1	Weatherhead T400 Coll-O-Crimp Hydraulic Hose Crimper	N/A	64171
1	1999 Lincoln Power Commander 300 Welder-1,618 hours		U1980909380

**Sheriff**

Quantity	Year, Make & Model	Mileage	Serial #
1	1992 Ford Van	11,000	1FTHE24H2NHA36670

This equipment will be offered to the towns before going to auction.

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

**6. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING GRANT AWARD CONTRACT FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE: NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following grant award contract for the Livingston County Sheriff’s Office, and any future amendments to said contract for the Livingston County Sheriff’s Office, 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>New York State Division of Homeland Security and Emergency Services</b>	1/1/17-12/31/17	\$205,512.00

For: Personnel to conduct PSAP Operations

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Public Safety Answering Points Grant	0%	Yes X No

This funding started two years ago to help out with personnel.

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

**7. ESTABLISHING STANDARD WORK DAY-** This is an annual resolution. The final list is being compared to the salary schedules.

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

**8. AMENDING 2017 DEPARTMENT HEAD SALARY SCHEDULE – DISTRICT ATTORNEY & HIGHWAY**

RESOLVED, that the 2017 Department Head Salary Schedule is amended as follows:

District Attorney

Increase the salary for Assistant District Attorney Ashley Weiss to \$65,000.00 effective January 22,

2017.

Highway Department

Correct the salary of Deputy Highway Superintendent Jason M. Wolfanger to read \$72,225.00 effective January 1, 2017.

Mr. Coyle reviewed the changes for the Committee. The DA change is for moving the senior ADA into Hayden Dadd’s vacancy. The Highway change was to correct the amount.

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

**9. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR LIVINGSTON COUNTY: THE FERGUSON GROUP**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract the Livingston County, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>The Ferguson Group</b>	1/11/17-12/31/17	Not to Exceed \$120,000.00
1130 Connecticut Avenue, Suite 300		
Washington, DC 20036		
For: Federal advocacy and grant management services.		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Grants and Administrative Services Appropriation budget	100%	Yes X No

Director’s Comments:

Per 12/23/16 Recommendation Memo

Mr. Coyle distributed his memo for discussion. He is recommending that we do this contract to extend grant opportunities through Administration and Grant Services. This will open up more doors for us. This is only for one year to be re-evaluated next year. There was discussion on the need to put the County out there to get more funding and this is a way to do that. Chairman Gott does support this contract. Mr. Coyle reviewed the types of funding we would be more eligible for. We will be able to look at this again next year to see if we want to continue. Mr. Pangrazio asked that we review the status in 6 months.

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

**10. AUTHORIZING BLANKET UNDERTAKING**

WHEREAS, Section 11 of the Public Officers Law authorizes the governing body of a municipality to procure a blanket undertaking to cover officers, clerks and employees of the municipality who would otherwise be required to post an individual undertaking; and

WHEREAS, such blanket undertaking must indemnify against losses through the failure of officers, clerks or employees to faithfully perform their duties or account for moneys or property received by virtue of their position or employment and through fraudulent or dishonest acts committed by officials, clerks or employees covered thereunder, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors consents and approves a blanket undertaking to cover all officers, clerks and employees required by law to post an undertaking which undertaking shall be provided by the following policies:

a) Public Officials Liability Policy, provided by New York Municipal Insurance Reciprocal, policy no. MPOLIVI001; and

b) Government Crime Policy provided by Fidelity Deposit Company of Maryland, policy no. CCP0058540 13.

Mr. Coyle explained that this needs to be done each year.

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

Mr. Coyle explained that we received a card from the VanAuken Family on the assistance for transportation of Chad VanAuken to Strong Memorial.

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

1. Strategic Plan-Mr. Coyle distributed his draft plan. The plan is broken down by five categories: Efficient Government, Quality of Life, Public Safety & community well-being, Poverty reduction and youth opportunity and Economic prosperity. Mr. Coyle reviewed the ideas under each of the categories. T
2. Citizen Survey-Mr. Coyle has received some comments back for the citizen survey and the survey will be going out soon. This will help us determine what the climate is in Livingston County.
3. The County Attorney position ad will be going out today. The County Attorney is appointed directly by the Board. The County Attorney must be a resident of the County at the time of appointment. Mr. Coyle is recommending that the appointment be a full time position.

## **ADJOURNMENT**

Mr. Fanaro moved and Mr. Wadsworth seconded to adjourn the meeting at 2:23 p.m.

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

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

1. Town & County Tax bills have been picked up by Towns.
2. I am preparing to attend training on the valuation of real property this month in Syracuse.
3. We are helping the Assessors begin the process of sending out data mailers and questionnaires to owners of commercial properties in the County for the upcoming 2018 revaluation project.

Respectfully submitted,

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