

**WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, JANUARY 25, 2016
1:30 P.M.**

PRESENT: D. Pangrazio, D. Fanaro, D. Knapp, W. Wadsworth, E. Gott, D. LeFeber, P. Yendell, B. Donohue, I. Coyle, H. Grant, B. Beagle-LCN
ABSENT: D. Mahus

PERSONNEL ISSUES

COUNTY CLERK – MARY STRICKLAND

APPOINTING THE DEPUTY COUNTY CLERK & SETTING THE SALARY.

She has made a decision and will be appointing Andrea Bailey as the Deputy Clerk. The range was set at \$55,000-\$58,000 and she would like to set the salary at \$58,000. There will be discussion on the deputy position salaries during the 2017 salary discussions in the fall.

Ms. Strickland thanked the Committee on being patient with her making the office changes before appointing a deputy. The start date is uncertain at this time because Ms. Bailey is a district manager with traveling scheduled and will need time to determine her end date. It will be before the beginning of March.

Motion: Mr. Gott moved and Mr. LeFeber seconded to appoint Andrea Bailey as Deputy County Clerk at a salary of \$58,000 Carried

DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

AMENDING THE 2016 HOURLY EMPLOYEE SALARY SCHEDULE – DEPARTMENT OF HEALTH

RESOLVED, that the 2016 Hourly Employee Salary Schedule is amended as follows:

Department of Health

Change the hourly rate for the Mental Health Physician position to \$161.00/hour effective 1/24/16.

Ms. Rodriguez explained that this position was overlooked during salary schedule discussions and there has not been an increased since 2012. The rate would be increasing from \$154.00/hour.

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

REAL PROPERTY TAX SERVICES – BILL FULLER

Action Item(s) To Be Reported

1. CORRECTING TAX ROLL – TOWNS OF CALEDONIA, CONESUS, MOUNT MORRIS AND SPARTA

WHEREAS, the Director of the Real Property Tax Services has transmitted a written report of his recommendation with regard to eight corrections of the tax roll, pursuant to the Real Property Tax Law, for the Towns of Caledonia, Conesus, Mount Morris and Sparta on the tax roll for the years hereinafter set forth, and

WHEREAS, said parcel(s) were incorrectly assessed and/or taxed for reasons set forth in the applications for correction requested from the Director of Real Property Tax Services attached hereto,

NOW, THEREFORE, be it resolved that the Director of Real Property Tax Services is authorized and directed to forward a copy of this resolution to the officer having jurisdiction of the tax roll(s) so that the roll(s) can be corrected; and be it further

RESOLVED, that the County Treasurer and/or Town Tax Collector is hereby authorized to make the tax roll correction(s) and forward the corrected tax bill. The County Treasurer is authorized to issue refunds and/or make the appropriate chargebacks as hereinafter set forth for each application.

Year, Town & Parcel	Taxing Jurisdiction	Original Tax Bill	Corrected Tax Bill	Refund of Taxes	Chargeback to be voided by Co Treasurer
1. 2016 Caledonia	Livingston County	\$1,096.40	\$1,096.40	\$0.00	\$0.00

Tallman, Larry R.	Caledonia Town Tax	\$664.65	\$664.65	\$0.00	\$0.00
Tax Map Number	Wheat-Chili Sch. Rel.	\$2,085.79	\$1,892.56	\$0.00	\$193.23
4.-1-11.1	Caledonia Fire 1	\$166.91	\$166.91	\$0.00	\$0.00
	Total	<u>\$4,013.75</u>	<u>\$3,820.52</u>	<u>\$0.00</u>	<u>\$193.23</u>

Year, Town & Parcel	Taxing Jurisdiction	Original Tax Bill	Corrected Tax Bill	Refund of Taxes	Chargeback to Taxing Jurisdiction
2. 2016 Conesus	Livingston County	\$2,762.46	\$2,762.46	\$0.00	\$0.00
Eakin, James	Conesus Town Tax	\$2,581.80	\$2,581.80	\$0.00	\$0.00
Tax Map Number	Conesus Fire 1	\$258.58	\$258.58	\$0.00	\$0.00
110.62-1-2	CLCSD Ext.9 Imp.	\$315.00	\$0.00	\$0.00	\$315.00
	Cty. Wtr #1 Z 1 Imp.	\$479.00	\$479.00	\$0.00	\$0.00
	Total	<u>\$6,396.84</u>	<u>\$6,081.84</u>	<u>\$0.00</u>	<u>\$315.00</u>
3. 2016 Conesus	Livingston County	\$1,506.98	\$1,506.98	\$0.00	\$0.00
Hussain, Arshad	Conesus Town Tax	\$1,408.42	\$1,408.42	\$0.00	\$0.00
Tax Map Number	Conesus Fire 1	\$141.06	\$141.06	\$0.00	\$0.00
110.70-1-7	CLCSD Ext.9 Imp.	\$315.00	\$0.00	\$0.00	\$315.00
	Cty. Wtr #1 Z 1 Imp.	\$479.00	\$479.00	\$0.00	\$0.00
	Total	<u>\$3,850.46</u>	<u>\$3,535.46</u>	<u>\$0.00</u>	<u>\$315.00</u>
4. 2015 Conesus	Livingston County	\$1,933.38	\$1,933.38	\$0.00	\$0.00
Szczygiel, David P.	Conesus Town Tax	\$1,782.73	\$1,782.73	\$0.00	\$0.00
Tax Map Number	Conesus Fire 1	\$197.67	\$197.67	\$0.00	\$0.00
110.62-1-9	CLCSD Ext.9 Imp.	\$315.00	\$0.00	\$315.00	\$315.00
	Cty. Wtr #1 Z 1 Imp.	\$479.00	\$479.00	\$0.00	\$0.00
	Total	<u>\$4,707.78</u>	<u>\$4,392.78</u>	<u>\$315.00</u>	<u>\$315.00</u>
5. 2016 Conesus	Livingston County	\$1,957.02	\$1,957.02	\$0.00	\$0.00
Szczygiel, David P.	Conesus Town Tax	\$1,829.03	\$1,829.03	\$0.00	\$0.00
Tax Map Number	Conesus Fire 1	\$197.49	\$197.49	\$0.00	\$0.00
110.62-1-9	CLCSD Ext.9 Imp.	\$315.00	\$0.00	\$0.00	\$315.00
	Cty. Wtr #1 Z 1 Imp.	\$479.00	\$479.00	\$0.00	\$0.00
	Total	<u>\$4,777.54</u>	<u>\$4,462.54</u>	<u>\$0.00</u>	<u>\$315.00</u>
6. 2016 Conesus	Livingston County	\$1,200.40	\$1,200.40	\$0.00	\$0.00
Bingham, Scott	Conesus Town Tax	\$1,121.90	\$1,121.90	\$0.00	\$0.00
Tax Map Number	Conesus Fire 1	\$112.36	\$112.36	\$0.00	\$0.00
128.-1-23.5	CLCSD Ext.9 Imp.	\$315.00	\$0.00	\$0.00	\$315.00
	Unpd LCWSA WtrW14	\$5.60	\$5.60	\$0.00	\$0.00
	Cty.Wtr1 Ext1 Z5 Imp	\$395.00	\$395.00	\$0.00	\$0.00
	Total	<u>\$3,150.26</u>	<u>\$2,835.26</u>	<u>\$0.00</u>	<u>\$315.00</u>
7. 2016 Mt. Morris	Livingston County	\$711.84	\$711.84	\$0.00	\$0.00
Peabody, Morris	Mt. Morris Town Tax	\$320.38	\$320.38	\$0.00	\$0.00
Tax Map Number	Mt. Morris Sch. Rel.	\$2,452.30	\$0.00	\$0.00	\$2,452.30
115.7-1-4	Total	<u>\$3,484.52</u>	<u>\$1,032.22</u>	<u>\$0.00</u>	<u>\$2,452.30</u>
8. 2016 Sparta	Livingston County	\$0.00	\$0.00	\$0.00	\$0.00
Livingston Co. Water	Sparta Town Tax	\$0.00	\$0.00	\$0.00	\$0.00
& Sewer Authority	Grove.Sta. Sewer Dist.	\$86.31	\$0.00	\$0.00	\$86.31
Tax Map Number	Grove.Sta. Water Dist.	\$194.75	\$0.00	\$0.00	\$194.75
136.17-1-11.2	Total	<u>\$281.06</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$281.06</u>

Mr. Fuller reviewed each of the corrections for approval.

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

Mr. Fuller reported that he is working on filling the position and will keep the committee updated. Mr. Coyle reported that the 35 days have been reached from the town resolutions. Mr. Wadsworth will send an official

notice to the County.

BOARD OF ETHICS – CHAIRMAN GOTT

Action Item(s) To Be Reported

APPOINTING MEMBER TO THE LIVINGSTON COUNTY BOARD OF ETHICS – SHARON DEMING

RESOLVED, that the following member is hereby appointed to the Board of Ethics for the term designated:

Livingston County Board of Ethics			
Name	Address	Rep./Title	Term
Sharon Deming	2742 Chandler Road, Piffard, NY 14533	Member, D, Gov.	1/1/16-12/31/18

Chairman Gott explained that this was changed because we needed to appointment from a County employee.

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

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #1B-JANUARY 27, 2016

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #1B dated January 27, 2016 in the total amount of \$2,040,040.73.

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

2. AMENDING 2016 LIVINGSTON COUNTY BUDGET – DEPARTMENT OF HEALTH, HIGHWAY, SHERIFF'S OFFICE & WORKFORCE DEVELOPMENT

RESOLVED, that the 2016 Department of Health budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A4110	3472	St Aid Special Health	\$2,862.00
Increase Appropriation	A4110	4200	Print/Ads	\$2,862.00

And,

Account	Dept.	Code	Description	Amount
Increase Revenue	A4115	3472	St Aid Special Health	\$10,877.00
Increase Appropriation	A4115	4200	Print/Ads	\$10,877.00

And be it further,

RESOLVED, that the 2016 Highway budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	DM5130	2770	Other Unclassified	\$313,000.00
			TOTAL	\$313,000.00
Increase Appropriation	DM5130	4124	Gasoline	\$235,000.00
		4125	Diesel	\$78,000.00
			TOTAL	\$313,000.00

And,

Account	Dept.	Code	Description	Amount
Decrease Revenue	A1990	4000	Contingency	\$94,330.00
Increase Appropriation	A4310	1620	MH Revenue	\$94,330.00

And be it further,

RESOLVED, that the 2016 Sheriff's Office budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A3118	3389	State Aid	\$2,865.00
Increase Appropriation	A3118	2400	Law Enf. Equipment	\$2,865.00

And,

Account	Dept.	Code	Description	Amount
Increase Revenue	A3110	2680	Ins. Recovery	\$5,517.63

Increase Appropriation	A3110	4120	Motor Equip. Repair	\$5,517.63
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And,

Account	Dept.	Code	Description	Amount
Increase Revenue	A3112	3389	State Aid	\$31,740.00
			TOTAL	\$31,740.00
Increase Appropriation	A3112	1951	OT	\$7,935.00
	A3112	4080	Prof. Serv.	\$23,805.00
			TOTAL	\$31,740.00

And be it further,

RESOLVED, that the 2016 Workforce Development budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	J6292	4790	Federal Aid	\$20,000.00
			TOTAL	\$20,000.00
Increase Appropriation	J6292	4020	Travel	\$10,000.00
		4025	Conference & Seminars	\$5,000.00
		4150	Leased Equipment	\$5,000.00
			TOTAL	\$20,000.00

And,

Account	Dept.	Code	Description	Amount
Increase Revenue	J6298	4790	Federal Aid	\$147,000.00
			TOTAL	\$147,000.00
Increase Appropriation	J6298	1000	Personal Services	\$90,000.00
		1950	Temp.	\$9,000.00
		2200	Comp.	\$1,000.00
		4020	Travel	\$9,000.00
		4045	MLR	\$4,000.00
		4055	Phone	\$1,000.00
		4060	Supplies	\$1,000.00
		4075	Data	\$4,000.00
		4076	Copier	\$1,000.00
		4100	Postage	\$1,000.00
		4150	Lease	\$3,000.00
		4240	Asst. Payment	\$8,000.00
		4531	Training	\$15,000.00
			TOTAL	\$147,000.00

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

4. DECLARING SURPLUS PROPERTY – EMERGENCY MEDICAL SERVICES & SOCIAL SERVICES

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	Item	Model	Serial /VIN
1	2006 Jeep	Cherokee	1J4GR48K66C333936

(Social Services)

Quantity	Item	Model	Serial /VIN
1	2007 Chevrolet	Uplander	1GNDU23137D172748

Both vehicles are at the point of their useful life ending. Replacements are coming for both.

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

5. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A CONTRACT FOR LIVINGSTON COUNTY FOR WORKERS' COMPENSATION ADMINISTRATION – SELF FUNDING, INC.

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Self Funding, Inc.	3/1/16-2/28/17	\$15,000.00

5687 Main Street
Williamsville, NY 14221

For: Workers Compensation Consulting Services

Mr. Coyle explained that we used this firm when we did our RFP for third party administrator. Self Funding will help guide us through the revised budget scenario as discussed in the last couple committee meetings last year regarding town, village and county contributions and inclusion of those other districts. Quarterly claims reporting has now been instituted.

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

6. ESTABLISHING PETTY CASH AMOUNTS FOR VARIOUS DEPARTMENTS FOR THE YEAR 2016

RESOLVED, that the following petty cash amounts and designees be established for the year 2016:

<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
County Treasurer	Amy Mann	\$2,000.00
Department of Health	Jennifer Rodriguez	\$150.00
Economic Development	Julie Marshall	\$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

This is an annual resolution. Amounts were fixed and right-sized in 2015.

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

7. 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 12.

Mr. Coyle explained that this is an annual resolution done each year for liability coverage for individuals that work in their government capacity for Livingston County.

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

8. **MODIFYING THE COUNTY'S WORKPLACE VIOLENCE PREVENTION PLAN**-Mr. Coyle asked that this be tabled at this time. He updated the committee on the plan and explained that this will be an action item at a later date once the plan updates are finalized.

Pre-approved Informational Item(s) To Be Reported

1. **LEGISLATIVE AGENDA APPROVAL**-Mr. Coyle distributed the legislative program agenda for discussion. This will be presented to our legislators in lieu of having a legislative forum at the county this year. He reviewed each of the state and federal priority issues listed on the draft document for discussion and approval.

There was discussion on any items that should be put into the tax cap and the publication documents sent out of Albany. The committee felt that there should be a resolution showing that Livingston County is responsible and doing right by our residents, and also the wording for the takeover of the Medicaid Cap. There was discussion on the voting machines, sun setting and making sure this does not simply mean a software upgrade or that the state decides to go with a different vendor. There was discussion on the minimum wage impact and whether that should be included in the report. The committee feels that this should be added because of the potential impact of the minimum wage increase to the businesses and the County workforce. Wage increases will be passed on to the consumer. This may have more of an impact than having the legislators attend a roundtable forum event because they will have something to carry with them on our needs.

Motion: Mr. Gott moved and Mr. LeFeber seconded to approve the Legislative Agenda as edited Carried.

2. **GOVERNOR'S BUDGET - UPDATE ON AREAS OF IMPACT** - Mr. Coyle reviewed the budget impacts to Livingston County. There was discussion on local government efficiency grants, which went away entirely. Some of the agricultural grants are going away. The two parties seem to be split on the impact of early voting where counties would have to accommodate for early voting 12 days before any special, primary and general elections. The new paid family leave twelve week program is funded "supposedly", entirely through a payroll deduction on employees not to exceed \$.60/week. There was discussion on how detrimental this would be for small businesses within the County by losing an employee for twelve weeks. Chairman Gott explained how this is less about the money and more about production and the work that needs to be done. This will cripple all of us. It's about the position and covering the bay or milk the cows or work the facility. It's going to hurt the local, small people because you don't have overlap in staff, it's too expensive. The leave act requires that position to remain open. As a county government, we are not yet included in the law, but we can see the writing on the wall for us to comply at some point. This will be one of the first negotiation points on the union lists. This is only a proposal right now. Because it's not affecting us right now, Mr. Coyle did not include it in our legislative agenda. Mr. Coyle offered to put in something to the effect "while we realize it is opt in right now, the impact is extremely onerous for us if we had to comply with this" and explain why. Chairman Gott suggested that we include that we rely heavily on small business and agricultural operations and it could be crippling to some of these people in our county. There are a lot of small businesses in this county that could struggle because of this. We don't have the Kodak's and Xerox here.

3. We are having talks with the assessor candidate who is the current assessor for Geneseo and Groveland.

4. State of the County will be presented on 2/10/16.

5. **Sales Tax** – The fourth quarter 2015 draw was not good. We had a prior period adjustment again. It has been \$1.5M and \$1.7 the last two years and the actual draw was \$850,000. The 2016 projections were based upon the previous year. Mr. Coyle told the department heads that it is very important to monitor this first quarter closely. We may need to do some mid-course corrections depending on future sales tax draw amounts.

6. There was discussion on the workers compensation with the fire department/ambulance corps. This will

be the first item to be worked on by the consultant after their contract is approved on Wednesday.

ADJOURNMENT

Mr. Gott moved and Mr. LeFeber seconded to adjourn the meeting at 2:25 p.m.

Respectfully submitted,

Michele R. Rees
Clerk of the Board