

PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, APRIL 5, 2017
9:00 A.M.

PRESENT: G. Deming, C. DiPasquale, B. Carman, S. Erdle, M. Schuster, E. Gott, D. LeFeber, P. Yendell, B. Donohue, I. Coyle, H. Grant

PROBATION – LYNNE MIGNEMI

Pre-approved Informational Item(s) To Be Reported

- Discussion with Public Safety Committee about new vendor IPPC Technologies. IPPC provides technology monitoring for convicted Sex Offenders to include monitoring of PC's, Smartphones, and tablets.

Mrs. Mignemi introduced Michele Jordan, senior probation officer and she has the specialized sex offender caseload and SUNY Geneseo intern. Probation has had a long term relationship with SUNY Geneseo. There have been interns since she was in college with both Lynne and Michelle interning from SUNY Geneseo.

Right now there is a zero tolerance condition for our sex offender population with technology. That means no smart phones, no cell phones that can take pictures, no computers, and no tablets, no anything that can be Wi-Fi connected like Xboxes for kids. One of the reasons they are looking at this product is that this is big brother for computes. This product goes in and searches for anything illegal that probationer can access that may violate their conditions of probation. We can do searches now but it is not really efficient. This product allows us to contract to do these searches. There is no County cost. The offender pays to participate. Probation would be paying for a user name and login for Michelle Jordan to have the ability to contact this vendor for daily reports. Electronic monitoring monitors a person and IPPC monitors a device. IPPC can shut down any device if payment is not paid by the offender. There are 40-50 convicted sex offenders at any given moment being monitored, so Ms. Mignemi does not believe there will be many probationers signing up to start. Mrs. Mignemi is recommending spending the \$450 and doing a one year trial to see how this program will work for us. She does have the funds in her budget. The cost is \$30 per month for each piece of equipment and the offender can pay for as many devices as they want including those family devices that may be accessible. Ms. Jordan explained how they manage those devices now. There was discussion on the increased monitoring that this contract will allow. While no tool is 100%, this is one more tool to help Probation be more efficient and keep the community safer. M. Jordan reviewed current practices and random searches done now. She believes compliance will be much greater with their offenders. The Committee agreed that this is a good product to utilize.

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

462 adult offenders supervised in county (34 treatment court cases being supervised in drug court)
28 offenders in other NYS counties
2 offenders in other states
15 juveniles supervised
20 new juvenile referrals
33 investigations ordered
19 active EHM cases (1 juvenile; 18 adults; 3 of which are female), 5-Global Positioning
0 adult placed on probation for willful violation of support
13 New Leandra's Law cases (8 CDs)

2. MONIES COLLECTED

\$4,569.16 – restitution
4,574.76 – fines
4,800.00 – DWI supervision fees
3,486.25 – EHM fees
213.35 – restitution surcharge

3. MEETINGS ATTENDED

2/2/2017 Quarterly meeting w/ Judge Wiggins
2/6/2017 Meeting w/Planning @ Hybrid vehicle
2/7/2017 Human Services Department Head Meeting
2/8/2017 BOS Organizational Meeting
2/8/2017 Treatment Court
2/13/2017 Healthy Communities That Care Meeting
2/21/2017 Domestic Violence Consortium
2/21/2017 Law Enforcement Consortium
2/28/2017 Suicide Task Force

4. ADMINISTRATIVE REVIEWS

Four (4) administrative reviews

5. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	2/14/17	CE Update	1.5	
	2/24/17	Border Patrol	2.0	
Doug Czyryca	2/24/17	Border Patrol	2.0	
	2/27/17	Live Stress Free	1.0	
Katie Dunn	2/14/17	CE Update	1.5	
	2/24/17	Border Patrol	2.0	
	2/27/17	Probation Guidance on Human Trafficking	0.5	
Michelle Jordan	2/14/17	CE Update	1.5	
	2/24/17	Border Patrol	2.0	
	2/24/17	CE In-Service	1.0	
Liz Laney	None			
Brian Lanpher	2/24/17	Border Patrol	2.0	
	2/24/17	CE In-Service	1.0	
Debra Mack	2/1/17	CE 6.0	1.0	
	2/24/17	Border Patrol	2.0	
Matthew McKinney	2/24/17	Border Patrol	2.0	
Rachel Merrick	2/16/17	CE 6.0	1.0	
	2/24/17	Border Patrol	2.0	
	2/24/17	CE In-Service	1.0	
Lynne Mignemi	2/24/17	Border Patrol	2.0	
	2/24/17	CE In-Service	1.0	
Courtney Sobrado	2/24/17	Border Patrol	2.0	
	2/27/17	Live Stress Free	1.0	
	2/27/17	CE 6.0	1.0	
Jason Varno	2/24/17	Border Patrol	2.0	
Leeann Pike	2/1/17	CE 6.0	1.0	
	2/24/17	CE In-Service	1.0	
Mary Van Horn	2/1/17	CE 6.0	1.0	
	2/24/17	CE In-Service	1.0	

RECORDS MANAGEMENT – KATHY MONTEMARANO

Pre-approved Informational Item(s) To Be Reported

1. Departmental Update – Mrs. Montemarano reviewed her departmental update. She has also been meeting with Hayden Dadd on the case records he is sending from the previous conflict defender. She has attended some training sessions and does feel that Laserfiche will be a good product for the County. There was discussion on the record retention schedule. Chairman Gott explained that Livonia has used Laserfiche for several years and it is working very well for them. There was discussion on using Workforce, DSS or interns

for scanning records once we are ready to move forward with digitizing records. There may be a grant available for this work. Both Livonia and Avon received grants.

Informational Item(s) Written Only

- Met with Hayden Dadd, Conflict Defender, to help him figure out what to do about old records in his office area.
- Attended local SHAPE meeting
- Attended Department Head meeting
- Attended the NYALGRO meeting to plan conference for 2017 in Geneva, NY in June.
- Sent out destroy sheets to each department and pulled and destroyed outdated records.
- Ongoing shredding and recycling for various departments.
- Rearranged room #5 to get boxes out of our hallway.
- Attended training for laser fiche in Gates.

COUNTY CLERK – MARY STRICKLAND

Action Item(s) To Be Reported

1. Ms. Strickland reviewed the state budget proposals effecting DMV and County Clerk fees. The 12.5% local increase is not part of proposed legislation. She would like to do a resolution of support and also send it to intercounty. There was discussion on the state continuing to take funds from the towns and county.

Motion: Mr. Gott moved and Mr. LeFeber seconded to approve support resolution for the local increase percentage of DMV fees..... Carried.

Pre-approved Informational Item(s) To Be Reported

1. Department Update

Clerk Office - Renovations, Surcharges, and Passport Nights - Ms. Strickland reviewed the new equipment in the office. She has spoken with Heather Grant on grant opportunities if they decide to have scanners at each desk. A passport night was done recently in Avon for students taking a school trip. She is very open to offering this service to schools or senior trips.

DMV - Post audit progress, Potential State Budget fee increase – The safe combination is changed yearly and they have posted authorized personnel only signs.

2. Happy or Not "How was your service today?" Update (w/attachment) – She feels this is a great idea and they are trying to promote it. The Clerk's office has repeat customers with attorneys and such. It may be better used with DMV clients.

Informational Item(s) Written Only

1. COUNTY CLERK OFFICE

2016 vs. 2015 Recap

Pistol Permits - 2016 vs. 2015

- 1,189 Applications Sold an increase of 315 transactions or 36% growth
- 2,500 Amendments processed (adding/disposing of pistol) an increase of 457 transactions or 22% growth
- 2,506 Purchase Stubs Sold an increase of 649 transactions or 35% growth
- 92 Transfers (Into or Out of the County) an increase of 28 transactions or 44% growth

Recordings 2016 vs. 2015

- Deeds Recorded - 1,736 an increase of 182 transactions or 12% growth
- Mortgages Recorded - 1,778 an increase of 97 transactions or 6% growth

Court Documents 2016 vs. 2015

- 17,000 Court Documents filed growth was flat to 2015

Q1 2017 vs. Q1 2016 Recap

Pistol Permits 01/01/2017 - 03/24/2017

- 214 Applications sold a decrease of 141 or - 40% growth
(August 01, 2016 - November 15, 2016 we saw a 72% growth in applications, pre Presidential Election)

- 695 Amendments processed an increase of 101 transactions or 17% growth
- 595 Purchase Stubs growth is flat to same time last year
- 25 Transfers (Into or Out of the County) growth is flat to same time last year

Recordings 01/01/2017 - 03/24/2017

- Deeds Recorded - 347 an increase of 31 or 10% growth
- Mortgages Recorded - 340 growth is flat to same time last year

Court Documents 01/01/2017 - 03/24/2017

- 4,112 Court Documents filed an increase of 545 or a 15% growth

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY DEPARTMENT OF EMERGENCY MEDICAL SERVICES: TOWN OF COHOCTON & UNIVERSITY OF ROCHESTER

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Department of Emergency Medical Services, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Town of Cohocton	1/1/17- 12/31/20	ALS \$225.00 / call
43 Maple Street		BLS \$135.00 / call
Cohocton, New York 14826		
For: ALS-BLS Joint Prehospital Billing Agreement		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
N/A	0%	N/A

Director's Comments:

This agreement is consistent with existing agreements with Livingston County EMS Agencies.

University of Rochester	7/1/17- 6/30/18	\$40,000.00
601 Elmwood Avenue		
Box 655		
Rochester, New York 14642		

For: EMS Medical Director for Livingston County EMS Programs

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
LC Budget A4013 and A4014	100%	Yes

Director's Comments:

The current contract expires 6/30/2017.

Ms. Dewar reviewed the contracts for approval. We do not go out of county very often. We do currently go to Cohocton for mutual aid.

Motion: Mr. Carman moved and Mrs. Erdle seconded to approve the foregoing resolution.....Carried.

Informational Item(s) Written Only

Weekly Medical Director & Monthly Agency Captain meetings

Delivery of ambulance to replace ambulance involved in collision

Jan. 16, 2017 MLREMS and REMAC meetings

Lima EMT class begins

Jan. 24, 2017 Hampton Corners EMT class begins

Jan. 25, 2017 Response – Lakeville train hopper accident

Feb. 10, 2017 CPR monitoring @ CNR

Feb. 16, 2017 HERO Presentation with LCSO @ Dansville High School

Feb. 25, 2017 Dansville Ambulance Awards Banquet

Mar. 8, 2017 DOH POD Drill @ Jones Hall Caledonia

Mar. 16, 2017 BEA Careers Exploration Day Presentation @ GCC Dansville Campus

Mar. 19, 2017 Reception @ Lima Ambulance honoring Norm Caccamise and Donna Lindsay
Mar. 20, 2017 MLREMS and REMAC meetings
Mar. 24, 2017 Response - MCI in Geneseo – ARC bus vs. truck with 18 patients
Chairman Gott departed.

MOTION TO CHANGE AGENDA

Mr. LeFeber moved and Mr. DiPasquale seconded to change the agenda. Carried.

ECONOMIC DEVELOPMENT – BILL BACON

Action Item(s) To Be Reported

1. PROVIDING FOR A PUBLIC HEARING TO CONSIDER PUBLIC COMMENT ON THE COUNTY'S PROPOSAL TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL

RESOLVED, that the Livingston County Board of Supervisors hereby schedules a public hearing to be held on April 26, 2017 at 1:35 PM in the Board of Supervisors Assembly Room, Livingston County Government Center, Third Floor, Geneseo, New York, with the purpose of said hearing to provide information to the public regarding the Community Development Block Grant (CDBG) program and to consider citizen comments regarding the County's proposal to submit a CDBG application to the NYS Office of Community Renewal to provide a grant in conjunction with capacity building and entrepreneurial assistance to support and foster the development of a small business project in the Village of Geneseo that involves the creation of permanent jobs, 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 newspaper of the County as provided by law.

Mr. Bacon reviewed the project seeking funding. This will schedule the public hearing on 4/26. The timeline is rolling for the small business program. The project business plan includes this funding but Mr. Bacon feels they would pursue other funding were the application not approved.

Motion: Mr. DiPasquale moved and Mr. Carman seconded to approve the foregoing resolution Carried.

2. AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL

WHEREAS, the Livingston County Development Corporation (the "LCDC") administered a business plan competition with the goal of creating at least four craft breweries in the county (the "Competition"); and

WHEREAS, Amber Lantern Brewing Company (the "LCDC") was named a winner of the competition with plans to equip and operate a brewery and restaurant in the Village of Geneseo (the "Project"); and

WHEREAS, the LCDC has requested that the County apply for and provide the OCR funding to the LCDC as a grant for the purpose of making a deferred loan to Amber Lantern Brewing Company; and

WHEREAS, the Project will result in substantial benefit to the County in the form of an estimated 10 new permanent full-time equivalent employment positions within two years of its opening, and

WHEREAS, the County has held a public hearing on April 26, 2017 to obtain citizens' views regarding the CDBG program as administered by OCR and the Competition; now therefore be it

RESOLVED, that the Chairman is hereby authorized to submit a grant application on behalf of the County in the approximate amount of \$100,000 to the OCR to support the Project, and be it further

RESOLVED, that the Chairman is hereby authorized to execute a grant agreement between the County and the OCR and all related documents associated with the OCR grant, including entering into a grant agreement with the LCDC for the implementation of the Project and administration of the OCR grant, all such documents to be subject to review and approval by the County Attorney, and be it further

RESOLVED, that the Chairman is hereby designated as the Certifying Officer responsible for all activities associated with the federal environmental review process to be completed in conjunction with the Project.

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

Informational Item(s) Written Only

Brew IN Livingston winners were announced on March 17, 2017. Lieutenant Governor Kathy Hochul was in attendance and Governor Cuomo's office issued a press release: <https://www.governor.ny.gov/news/governor-cuomo-announces-185000-grants-awarded-livingston-county-pave-way-new-craft-beverage>

The annual meetings of the Livingston County Industrial Development Agency, Livingston County Development Corporation, and Livingston County Capital Resource Corporation were held in March. All required annual reporting had been completed and submitted through the Public Authorities Reporting Information System (PARIS).

Four (4) on site visits performed last month with businesses looking to invest in Livingston County. One (1) business is classified as an attraction and the other three (3) are expansion projects. Projected job growth for all four (4) would be ~30 while the expansion projects will retain ~60. Motivation for these visits focused around proximity to current location and retention of workforce (2), proximity to rail (1) and available and accessible acreage to build (1).

An event is currently scheduled for Thursday, May 11th to rename the Avon Crossroads Commerce Park to James M. Steele Commerce Park.

BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

Both Commissioners stated that transition is going very well.

Pre-approved Informational Item(s) To Be Reported

Update on 2017 Village Elections-Mrs. Schroeder reported that there were no problems. It was a low turnout county-wide. There was a write in campaign for Dansville and it was a fairly close race. Library elections are May 2 and they will be printing the ballots for three libraries. School elections will be on May 16. They will be approaching more schools to talk about more elections at their districts. There is proposed legislation from the Election Commissioners Association to have election day as a school holiday. Caucus will be June 4-mid September for towns and June-July for the County Officials. Election inspector training starts in June. Information regarding Commissioner DiPasquale and NYS ECA – Mr. DiPasquale will be sworn in as the 2017-18 President for the Association. We have not had an association president from Livingston County since 1956. Mr. DiPasquale is the first democratic president for the association. Mr. DiPasquale reviewed his duties as president. His main goal this year as president is to get the federal and state primaries consolidated.

Informational Item(s) Written Only

Public Services Report from Board of Elections, March 28, 2017

1. 2017 General Village Elections were held on March 21, 2017 in Lima, Livonia, Mt. Morris and Dansville. Elections were certified; candidates notified; Villages billed. (Results will be reviewed at the meeting.)
2. Voter registration drives were held in Lima, Livonia, Mt. Morris and Dansville resulted in a couple party changes. We will continue as planned in remaining towns.
3. BOE 2016 Annual Report completed and submitted.
4. Hired Ray DiPasquale as backup Elections Operations Specialist.
5. Hosted Dominion Machine Tech training on March 20 – 22 at Millennium Drive complex. Dominion highly regards Livingston County operations and facility. Opening the training to participants from Niagara, Ontario and Wayne county allowed us to significantly reduce the cost of our machine techs training. Ray Sattora and Ray DiPasquale successfully completed the training.
6. Attending Campaign Finance Training on April 4, 2017 in Batavia.
7. Democratic Commissioner DiPasquale will be sworn in as president of the NYS Election Commissioners Association at the annual ECA conference on June 22, 2017. Commissioner DiPasquale will be the first commissioner from Livingston County since 1954 to hold this position. He will also be the first Livingston County Democratic Commissioner to hold this position.

8. Current Voter Enrollment stands at 39,166 – Democratic 10,499; Republican, 17,034; Conservative, 909; Green, 156; Working Families, 147; Independence 1,888; Women’s Equality, 8; Reform, 5; Blank, 8,409. Total active and inactive voters equal 40,850.

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF A 2017 3/4-TON PICKUP TRUCK THROUGH A CONTRACT AWARDED BY CHAUTAUQUA COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – VAN BORTEL FORD AND REFER THIS MATTER TO THE WAYS AND MEANS COMMITTEE FOR APPROVAL

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as piggybacking on Chautauqua County Bid Award E-11-14 PFTH 2017, Group 5, Item 3, Vehicle 3, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Van Bortel Ford 71 Marsh Road East Rochester, NY 14445	NA	\$30,709.40
For: Purchase of 2017 Ford F-250 XL Pickup Truck, to replace Co. Hwy. Truck #1 (Superintendent), 2008 Ford F250 XL, with 193,000 miles.		
<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
2017 Livingston County Highway Budget Appropriations	100%	Yes XX No

Director’s Comments: Proposed vehicle is same as existing vehicle, except that proposed has gas engine and 4WD.

Mr. Higgins reviewed the equipment for replacement. The funds were budgeted. There was discussion on a current recall for Ford F-250 vehicles and Mr. Higgins will research this.

*Motion: Mr. DiPasquale moved and Mr. Carman seconded to approve the foregoing resolution*Carried.
Chairman Gott returned.

2. AUTHORIZING THE LIVINGSTON COUNTY HIGHWAY SUPERINTENDENT TO BID ON AND PURCHASE VARIOUS USED EQUIPMENT ON MAY 13, 2017 AT TEITSWORTH MUNICIPAL EQUIPMENT AUCTION IN PALMYRA, NY FOR THE COUNTY HIGHWAY DEPARTMENT

WHEREAS, the Annual Palmyra Municipal Equipment Auction contains only equipment and vehicles owned by municipalities, and

WHEREAS, there may be an opportunity to purchase various used equipment and vehicles in good condition at considerable savings, now, therefore, be it

RESOLVED, that the Livingston County Highway Superintendent, with input and advice from the Highway Department Shop Manager, is hereby authorized to bid on and purchase appropriate and needed various used equipment and vehicles on May 13, 2017 at the Teitsworth Municipal Equipment Auction in Palmyra, NY at a total amount not to exceed One Hundred and Twenty Thousand Dollars (\$120,000.00.)

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Roy Teitsworth, Inc. 6502 Barber Hill Road Groveland, NY 14454	NA	Not to Exceed \$120,000.00
For: Bid on and purchase various used equipment and vehicles.		
<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
2017 Livingston County Highway Dept. Budget Appropriations	100%	Yes XX No

Director’s Comments: The Department did not spend any money at the 2016 Municipal Auction. We did not purchase anything last year.

*Motion: Mr. Carman moved and Mr. Schuster seconded to approve the foregoing resolution..*Carried.

Informational Item(s) Written Only

The 2016 Highway Department Annual Report has been filed, and includes the projected/preliminary 2017 Project List.

EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER

Pre-approved Informational Item(s) To Be Reported

Applying for State Accreditation for the Office of Emergency Management-Mr. Niedermaier reviewed the standards, policies and procedures to receive state accreditation. He is seeking approval for the County Administrator to sign the application. There was discussion on what happens in the accreditation review process and what work is done by staff to submit the applications. Mr. Niedermaier feels that 90% of the work is already complete and just needs to be consolidated. Oneida is the only county accredited at this time. Schoharie, Monroe, Erie and Westchester counties have submitted applications for accreditation. The Committee approved moving forward with accreditation.

Informational Item(s) Written Only

1. Overview of Standards and the Application process for Accreditation
2. County Emergency Preparedness Assessment review
3. Collected data and cost for snowstorm from Towns and Villages, submitted to DHSES for consideration for a State wide declaration

PLANNING – HEATHER FERRERO

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT: BARTON & LOGUIDICE, STONY BROOK UNIVERSITY PROCUREMENT OFFICE & SUNY RESEARCH FOUNDATION OF THE STATE OF NEW YORK

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Planning, and any future amendments to said contract for the Livingston County Planning Department, 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>
Barton & Loguidice, P.C. 11 Centre Park, Suite 203 Rochester, New York 14614	4/1/17-3/31/18	Per rate schedule, Not to exceed \$10,000.00

For: Engineering technical assistance (as needed) for the Conesus Lake Watershed Management Program and Conesus Lake Watershed Inspection Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Finger Lakes/Lake Ontario Watershed Protection Alliance (CLAWS 26)	0	Yes

Director's Comments:

This resolution authorizes the Planning Department to contract with Barton & Loguidice to provide technical and engineering assistance on an as-needed basis for addressing primarily storm water management and flooding concerns in the Conesus Lake Watershed.

Stony Brook University Procurement Office Research and Development Park Research and Support Services Bldg. 17 Stony Brook, NY 11794-6000	3/1/17-8/31/18	\$25,000.00
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For: Vitale Park Green Infrastructure and Shoreline Habitat Restoration Project

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Environmental Protection Fund/NY Ocean and Great Lakes Ecosystem Conservation Act (administered through the New York Sea Grant)	0	No (New grant. Needs budget established.)

Director's Comments:

The Livingston County Planning Department and the Town of Livonia will install a 500 square foot rain garden, two 50 gallon rain barrels, and approximately 400 feet of shoreline restoration at Vitale Park on the shore of Conesus Lake. Each will serve as a functional demonstration project and will be accompanied by an interpretive public education kiosk. A landowner how-to booklet for shoreline restoration, lake friendly landscaping, and green infrastructure will be developed to accompany the Conesus Lake Watershed Council's newly developing "Shorescaping" public education campaign.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
SUNY Research Foundation of the State of New York	4/1/17-1/15/2018	Not to exceed \$19,497.00

P.O. Box 9

Albany, NY 12201-0009

For: Summer 2017 Conesus Lake water quality monitoring

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Finger Lakes/Lake Ontario Watershed Protection Alliance (CLAWS 25)	0	Yes

Director's Comments:

This resolution authorizes a contract with SUNY Geneseo to perform water quality monitoring activities for Conesus Lake.

Ms. Ferrero reviewed each of the contracts for approval. The Stony Brook grant would need a budget prepared because it is a new grant.

Motion: Mrs. Erdle moved and Mr. Schuster seconded to approve the foregoing resolution Carried.

2. RESOLUTION URGING THE GOVERNOR AND STATE LAWMAKERS TO PROVIDE FUNDING FOR LOCAL UPDATE OF CENSUS ADDRESSES (LUCA)

WHEREAS, the U.S. Census Bureau's Local Update of Census Addresses Program (LUCA) is the only opportunity offered to tribal, state, and local governments to review and comment on the U.S. Census Bureau's residential address list that will be used to solicit 2020 Census input within their respective jurisdictions; and

WHEREAS, the U.S. Census Bureau relies on a complete and accurate address list to ensure complete distribution of 2020 Census survey material to obtain a full count of the resident population of each jurisdiction; and

WHEREAS, the Decennial Census counts are used by the Federal government to distribute more than \$400 billion in annual aid for infrastructure, programs, and services; and

WHEREAS, the Decennial Census information is used to determine eligibility for targeted funding programs and grants by the state and federal governments; and

WHEREAS, the data derived from the decennial census helps local communities plan for future needs in infrastructure and programs; and

WHEREAS, the Decennial Census population counts affect state and federal congressional representation and redistricting, and impacts County weighted voting systems; and

WHEREAS, by participating in the LUCA Program local jurisdictions can provide valuable input and help ensure that the 2020 Census reaches the maximum number of residents and provides a full and accurate accounting of the resident population in each jurisdiction, thus ensuring that the Census is accurate state wide; and

WHEREAS, the New York State Association of Counties supports the allocation of funds from the state of New York to regions and counties that wish to participate in the LUCA Program; and

WHEREAS, the members of the Genesee\Finger Lakes Regional Planning Council have banded together and collectively identified \$150,000 to be allocated to the estimated \$200,000 cost of using real property tax, master street address guides, and other address related local governmental data to update the U. S. Census Bureau residential address lists in a consistent and comprehensive manner for our entire region; now, therefore, be it

RESOLVED, the Livingston County Board of Supervisors calls on Governor Cuomo, the New York State Senate and New York State Assembly and their leadership to provide funding statewide to support local

regional, county, and municipal participation in the LUCA Program as being in the best interest of the State of New York; and further

RESOLVED, that the Livingston County Board of Supervisors calls upon the Governor and State Legislature to provide \$50,000 in funding to the Genesee/Finger Lakes Regional Planning Council to complete the funding necessary to complete a comprehensive LUCA review on behalf of the Counties of Genesee, Livingston, Monroe, Ontario, Orleans, Seneca, Wayne, Wyoming, and Yates, and the City of Rochester; and further

RESOLVED, that certified copies of this resolution be sent by the Clerk of this Board to Governor Andrew Cuomo, Senator Catherine Young, Senator Patrick Gallivan, Assemblyman Joseph Errigo, the chief elected official of each member of the Genesee/Finger Lakes Regional Planning Council, the Executive Director of the Genesee/Finger Lakes Regional Planning Council, and the New York State Association of Counties.

This is requesting funding to assist in the Census data collection for updated address lists. The Census numbers that we have matter nationally and we needed as much address information as possible.

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

3. ESTABLISHING ENERGY BENCHMARKING REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS

WHEREAS, buildings are large users of energy in the State of New York; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information Livingston County is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Livingston County Board of Supervisors desires to use Building Energy Benchmarking - a process of measuring a building's energy use, tracking that use over time, and comparing performance to similar buildings - to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the County; and

WHEREAS, the Livingston County Board of Supervisors desires to establish procedure or guideline for County staff to conduct such Building Energy Benchmarking; now therefore, be it

RESOLVED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES:

§1. DEFINITIONS

- A. "Benchmarking Information" shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.
- B. "Building Energy Benchmarking" shall mean the process of measuring a building's Energy use, tracking that use over time, and comparing performance to similar buildings.
- C. "Covered Municipal Building" shall mean a building or facility that is owned or occupied by Livingston County that is 1,000 square feet or larger in size.
- D. "Energy" shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.
- E. "Energy Performance Score" shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.
- F. "Energy Use Intensity (EUI)" shall mean the kBTUs (1,000 British Thermal Units) used per square foot of gross floor area.

- G. “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.
- H. “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.
- I. “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.
- J. “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

- A. This policy is applicable to all Covered Municipal Buildings as defined in Section 1 of this policy.
- B. The County Administrator may exempt a particular Covered Municipal Building from the benchmarking requirement if the County Administrator determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

- A. No later than May 1, 2017, and no later than May 1 every year thereafter, the County Administrator or his or her designee shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.
- B. For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the County Administrator or his or her designee shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

- A. Livingston County shall make available to the public on the internet Benchmarking Information for the previous calendar year no later than September 1, 2017, and by September 1 of each year thereafter for Covered Municipal Buildings; and
- B. Livingston County shall make available to the public on the internet and update at least annually, the following Benchmarking Information:
 - (a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and
 - (b) For each Covered Municipal Building individually:
 - 1. The status of compliance with the requirements of this Policy; and
 - 2. The building address, primary use type, and gross floor area; and
 - 3. Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and
 - 4. A comparison of the annual summary statistics (as required by Section 6 (C.) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

Livingston County shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the County for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

- A. The County Administrator, or his or her designee shall be the Chief Enforcement Officer of this Policy.
- B. The County Administrator may promulgate regulations necessary for the administration of the requirements of this Policy.

- C. Within thirty days after each anniversary date of the effective date of this Policy, the County Administrator, or his or her designee shall submit a report to the County Public Services Committee of the County Board of Supervisors including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the County Administrator determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

Mr. Coyle explained how he has been talking Planning and Central Services to seek funding if we meet four of the requirements to receive potentially \$250,000 in funding. This benchmarking resolution action is one such requirement. Mr. LeFeber explained that Avon did this and it is a long term endeavor and commitment. There are pieces of this effort that we are already doing.

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

Pre-approved Informational Item(s) To Be Reported

- 1. Environmental Management Council Annual Report & Announcement of 2017 Earth Day Award**
– Alex Pierce, Chairman – Mrs. Ferrero introduced Mr. Pierce to present the 2016 EMC Annual Report to the Committee. They are continuing to search for Council members from the Industry-Commerce field. Clean Energy Communities and The Year of Water are their themes this year. This year the Earth Day Award will go to Randy French. Randy was also a nominee last year. The FORCES recipient last year continues to follow up on their work on invasive species and the emerald ash bore. Mr. Pierce reviewed upcoming events and that information will be coming out continuously.

Informational Item(s) Written Only

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS UPGRADE PROJECT

Subscriber equipment installation is complete. Work continues on activities funded through SICG Round 4 – New World System Upgrade (being managed by the Undersheriff and Sheriff's Office), phone system upgrade project, work on improving interoperable communications with adjacent counties, and improving in-county radio gap coverage locations, such as in the Dansville area.

CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES:

Wilkins Creek Storm water Management Feasibility Study. The contract between the Town of Livonia and NYS Department of State has been executed. We are in the process of developing an RFP for the project.

EPF Grants: Streambank Restoration Program. We submitted the final payment request to the NYS Department of State. We have received reimbursement. The project was selected to receive the 2016 New York State Chapter, Small Cities/Rural Communities Environment Project of the Year Award. The Award was presented at the 2017 NY APWA Awards Dinner on March 23, 2017.

Vitale Park Green Infrastructure & Shoreline Habitat Restoration Project. We have received the draft agreement for the project. The grant award is for \$25,000. No in-kind match required. The Livingston County Planning Department and the Town of Livonia will install a 500 square foot rain garden, two 50 gallon rain barrels, and approximately 400 feet of shoreline restoration at Vitale Park on the shore of Conesus Lake. Each will serve as a functional demonstration project and will be accompanied by an interpretive public education kiosk. A landowner how-to booklet for shoreline restoration, lake friendly landscaping, and green infrastructure will be developed to accompany the Conesus Lake Watershed Council's newly developing "Shorescaping" public education campaign.

TRANSPORTATION ADVISORY COMMITTEE:

Community Development Work Group

Hamlet of Greigsville Transportation Safety and Access Improvement Plan. The first Steering Committee meeting was held on March 2, 2017.

Public Transportation Work Group

Mobility Management Website. Cambridge Systematics is in the process of designing the mobility management website. We are waiting to receive the next draft for review. The consultant firm had a change in staffing. An intern from SUNY Geneseo is helping with developing a marketing strategy. She also completed an update of the transportation resource data base.

AGRICULTURAL AND FARMLAND PROTECTION BOARD:

Purchase of Development Rights. The Genesee Valley Conservancy and partners have started the Pre-application process for the next application. Applications are due to the Planning Department no later than March 31, 2017.

ENVIRONMENTAL MANAGEMENT COUNCIL

Earth Day Award. The EMC has selected the 2017 Earth Day Award recipient. Chairman Alex Pierce will be discussing at the Public Services Committee meeting on April 5, 2017.

COUNTY PLANNING BOARD

LET'S Plan. Reminder: Evenings with the County Planning Board is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen.

E911 ADDRESSING: The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff's Office.

OTHER – IAN COYLE

Action Items:

1. APPOINTING LIVINGSTON COUNTY CODE ENFORCEMENT OFFICIAL – JAMES MONTESANO

WHEREAS, Livingston County is authorized to provide code enforcement duties pursuant to statute; now therefore be it

RESOLVED, that James Montesano, 4558 Caledonia Road, Leicester, NY is hereby appointed as the code enforcement officer for the County of Livingston.

Director's Comments:

In the interim (as he is not certified) we will use certified CEOs for our mandated work, from Clark Patterson. This "engineer firm as CEO" resolution was recommended by Supervisor Babbitt. Rick stated his firm does this type of arrangement for nearly 10 municipalities/counties.

Mr. Coyle explained that we need this appointment to certify our assembly spaces and do the annual three year inspection reports. Supervisor Babbitt approached Mr. Coyle on how Wayne County handles this appointment. Clark Patterson Lee already performs these functions for 10 municipalities. There is no additional compensation necessary. Mr. Montesano would attend training.

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

2. PROCLAIMING THE WEEK OF MAY 7-13, 2017 AS LIVINGSTON COUNTY TRAVEL AND TOURISM WEEK

WHEREAS, travel has a positive effect on New York and the nation's economic prosperity and image abroad and it also impacts business productivity and individual travelers' well-being; and

WHEREAS, travel to and within the United States provides significant economic benefits for the nation, generating more than \$2.1 Trillion in economic output in 2015, with \$947.1 Billion spent directly by travelers; and

WHEREAS, the tourism industry is among the largest private-sector employers in the United States, supporting 15.1 Million jobs in 2015, including 8.1 Million directly in tourism and 6.9 Million in other

industries; and

WHEREAS, travelers' spending directly generated tax revenues of \$147.9 Billion for federal, state and local governments, funds used to support essential services and programs; and

WHEREAS, travel to and within New York provides significant economic benefits for the state, generating \$62.5 Billion spent directly by travelers in 2015 and tax revenues of \$7.1 Billion for state and local governments, funds used to support essential services and programs; and

WHEREAS, travel in Livingston County, New York provides economic benefits for the county, employing over 1,190 people and generating \$3.04 Million in local tax revenue and \$47.7 Million in total direct travel spending in 2015; and

WHEREAS, in 2015 international travel to the United States was the nation's No. 1 services export generating \$216.9 Billion in exports and creating a \$60.9 Billion trade surplus for the United States; and

WHEREAS, meetings, events and incentive travel are core business functions that help companies strengthen business performance, educate employees and customers and reward business accomplishments- which in turn boosts the U.S. economy in 2015, domestic and international business travelers spent \$296.3 Billion; and

WHEREAS, leisure travel, which accounts for more than three-quarters of all trips taken in the United States, spurs countless benefits to travelers' health and wellness, creativity, cultural awareness, education, happiness, productivity and relationships; and

WHEREAS, travel is a pillar of economic growth, creating jobs at a faster rate than other sectors, now, therefore be it

RESOLVED, that the Livingston County Board of Supervisors proclaim the week of May 7-13, 2017 as Travel and Tourism Week in Livingston County, New York, and urge the citizens of this community to join in this special observance with appropriate events and commemorations.

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

3. Five separate bids were opened on March 23, 2017 for the Central Services Department for Department of Health Lobby and Basement Renovation Project for General Construction, Abatement, Mechanical, Plumbing & Electrical. The bids have been sent to the County Attorney for review and each bid is to be reviewed and de-scoped by Clark Patterson Lee and Central Services for recommendation.

Mr. Coyle requested approval from the Public Services Committee to award these bids at the 4/24 Ways and Means meeting depending on the descoping recommendations.

PRE-APPROVED INFORMATIONAL ITEM(S) TO BE REPORTED

1. AKZO NOBEL SETTLEMENT PROCEEDS – Logistics/Regulations/Structure-Mr. Coyle updated the Committee on the status of this situation. We have set up all of the accounts and the funds have been wired to those accounts. State has already done some monitoring. We have \$11M for water supply, repair and maintenance relating to the incident. The water supply/quality will definitely come up in the future and we will need to determine whether requests relate to the incident. There is also \$5M for surface water and to protect water sources of the communities impacted by the incident. There have been talks for Genesee County that potentially touches into York, Leicester and Mt. Morris, on big picture water talks coming down from MCWA Lake Ontario water where there is a lot of capacity. They are looking at a \$25M countywide water upgrade. They are now talking to neighboring counties, Wyoming and Livingston about any water expansion ideas we may have.
2. Mr. Coyle reviewed a request to sponsor a federal meeting with Congressman Collins at the York Town Hall by a constituent. There was discussion on what is proper. We will be declining this request.
3. Chairman Gott stated that, looking at the Conflict Defender informational items, they have opened 100 files since opening. There was discussion on the review process and the level of conflict determined. There was discussion about a future meeting between the Conflict Defender, Public Defender and the new County Attorney.

ADJOURNMENT

Mr. Gott moved and Mr. LeFeber seconded to adjourn the meeting at 10:48 a.m.

CONFLICT DEFENDER – HAYDEN DADD

Informational Item(s) Written Only

- As an office opened our 100th file on 3/17/17
- Reviewing and approving vouchers from Assigned Counsel
- Conducted in custody client consultations
- Coordinated appellate representation with newly hired part time Conflict Defender
- Cataloged 94 boxes of old GVLA/Livingston Conflict Defender files (2008-2016) and sent them off to records

COUNTY HISTORIAN – AMIE ALDEN

Informational Item(s) Written Only

Office updates and activities January – March

Office Projects for 2017:

- Update of prioritization for digitization of historical records of greatest importance and those requiring special or immediate care.
- Commemoration of the centennial of America's involvement in World War I.
- Commemoration of the centennial of passage of woman suffrage in New York State.

Exhibits:

January –February – updated *the Female Perspective: Livingston County women who changed the status quo* exhibit to be displayed at the Livingston County Historical Society museum May – October.

March – working on creation of new exhibit entitled *Expressions of World War One in photographs and letters home* to open at Livingston Arts May 5th. Plans to move to other locations TBA.

Programs:

January 14 - Presented a new program for the Mt. Morris Dam winter lecture series entitled *The Impact of World War I on Livingston County: Life on the Homefront*.

January 18 – met with Josh Williams at the Genesee Sun broadcast studio to discuss a video project to record Vietnam veterans involved in the *Blue Devils in Vietnam* book project.

February 26 – Attended a program on the Underground Railroad in Livingston County at the Livingston County Historical Society.

March 8 – Presented a new program in the Female Perspective Series on women with local ties to the state and national suffrage movement for the Nunda Historical Society.

PUBLIC DEFENDER – MARCEA TETAMORE

Informational Item(s) Written Only

1. Applications received YTD as of 3/27/17 p.m.: 437
2. Files opened YTD as of 3/27/17 p.m.: 187
3. Cases assigned to Conflict Defender YTD as of 3/27/17 p.m.: 64
4. Cases assigned to Assigned Counsel YTD: 17
5. Applications received between 1/23/17-3/27/17: 315
6. Files opened between 1/23/17-3/27/17: 117
7. Cases assigned to Conflict Defender between 1/23/17-3/27/17: 57
8. Applications pending as of 3/27/17: 90

Respectfully submitted,

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