

**PUBLIC SERVICES COMMITTEE MEETING MINUTES**  
**WEDNESDAY, APRIL 6, 2016**  
**9:00 A.M.**

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

**EXECUTIVE SESSION**

Motion made by Mr. LeFeber and seconded by Mr. Gott that the Committee adjourn and reconvene and All Supervisors, County Administrator Ian M. Coyle, Clerk of the Board remain present. Carried.

Mr. Gott moved and Mr. LeFeber seconded that the Committee reconvened in regular session. The following report was presented.

The Public Services Committee having met in Executive Session, hereby reports as follows:  
No action taken.

**PLANNING – ANGELA ELLIS**

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

**APPROVING CHANGE ORDER FOR THE LC EMERGENCY COMMUNICATION SYSTEM  
UPGRADE PROJECT – KAPLAN SCHMIDT ELECTRIC**

RESOLVED, that the Livingston County Board of Supervisors approves the change order detailed in the list attached hereto which results in a contract change and new total contract price as follows:

Contractor	For	Net Change Not to Exceed	New Contract
Kaplan Schmidt Electric	General Construction	\$18,502.00	\$635,087.00

and, it is further,

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the necessary change order, subject to review by the County Attorney and County Administrator.

**REFER TO THE WAYS AND MEANS COMMITTEE**

Mrs. Ellis distributed information justifying the need for this change order. Given the high voltage needs, RG&E has some concerns about safety and is recommending that a conduit be installed resulting in this electrical contract change. This would be covered by the grant funds and not an additional cost to the County.  
*Motion: Mr. Gott moved and Mr. Schuster seconded to approve the foregoing resolution..... Carried.*

**AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS  
TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY PLANNING  
DEPARTMENT – OSWEGO COUNTY SOIL & WATER CONSERVATION DISTRICT & GENESEE  
VALLEY CONSERVANCY**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Planning Department, and any future amendments to said contract for the Livingston County Planning Department, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Oswego County Soil &amp; Water Conservation District</b>	4/1/14 – 3/31/17	\$59,915.18

3105 State Route 3

Fulton, NY 13069

For: Conesus Lake Aquatic Weeds Strategy (CLAWS 26)

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
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New York State Department of State, Environmental Protection Fund program (Known locally as the Conesus Lake Aquatic Weeds Strategy (CLAWS) funding)	\$0	Yes X No
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**Genesee Valley Conservancy**

4/30/16 – 6/30/17

Not to exceed \$5,150.00

PO Box 73

One Main Street

Geneseo, NY 14454

For: Preparation of applications to the New York State Department of Agriculture and Markets for the 2016 Purchase of Development Rights Program.

**Director's Comments:** This resolution authorizes a contract between the County the GVC to prepare up to three FPIG proposals for State funding. The farms were selected in 2015, and include Marshall Farm, Christiano Farm, and Edgewood Farm. These farms were approved by the County Agricultural and Farmland Protection Board and County Board of Supervisors in 2015. A contract with GVC to prepare the applications for these farms was also approved; however, the Board resolution and contract expire on April 30, 2016.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County	Up to \$5,150	Yes X No

Mrs. Ellis reviewed the contracts for approval. The Oswego Soil and Water District contract is a pass through from the funding source for the next year of funding for the Conesus Lake Watershed Program and does not have a county share. She is bringing the GVC contract back to committee because the application announcement did not come out in time after the resolution done last year and needed to be done again. This is county funds. Mr. LeFeber requested approval to abstain.

*Motion: Mr. Schuster moved and Mr. Gott seconded to approve the foregoing resolution Ayes: Deming, DiPasquale, Schuster, Gott; Abstain: LeFeber ..... Carried.*

**APPOINTING MEMBERS TO THE LIVINGSTON COUNTY ENVIRONMENTAL MANAGEMENT COUNCIL: ROBERT DONNAN, BEN GAJEWSKI, DAVID W. PARISH, RAYMOND CASE**

RESOLVED, that the following members are hereby appointed to the Livingston County Environmental Management Council for the term designated:

<b>Name</b>	<b>Address</b>	<b>Title/Representing</b>	<b>Term</b>
Robert Donnan	3150 Chandler Road Piffard, NY 14533	Agriculture	1/1/16 – 12/31/17
Ben Gajewski	Genesee Valley Conservancy PO Box 73 Geneseo, NY 14454	Agriculture	1/1/16 – 12/31/17
David W. Parish	5 Crossett Road Geneseo, NY 14454	General Citizen	1/1/16 – 12/31/17
Raymond Case	P.O. Box 567, 3501 Pebble Beach Road, Lakeville, NY 14480-0567	General Citizen	1/1/16 – 12/31/17

This is a reappointment resolution because oaths were not done in time.

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

**APPOINTING ENVIRONMENTAL MANAGEMENT COUNCIL CHAIRPERSON – ALEXANDER PIERCE**

WHEREAS, the bylaws of the Livingston County Environmental Management Council (EMC) provide that

the EMC Chairperson be appointed by the Board of Supervisors upon the recommendation of the EMC; and

WHEREAS, on March 23, 2016, the EMC voted to recommend that the Board of Supervisors appoint Alexander Pierce as Chairperson of the Environmental Management Council; now, therefore, be it

RESOLVED, that the following member is hereby appointed as Chairman of the Livingston County Environmental Management Council for the term designated:

Name	Address	Title/Representing	Term
Alexander Pierce	PO Box 19, Nunda, NY 14517	Chairman	2/1/16-1/31/17

Director's Comments: The EMC met on March 23, 2016, and voted to recommend to the Board of Supervisors that Mr. Pierce be appointed as Chairman.

Mr. Pierce has been on EMC for a few years and had been serving as secretary. He is a resident of Nunda.

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

### **APPOINTING MEMBER TO THE LIVINGSTON COUNTY PLANNING BOARD: DONALD G. KANE**

RESOLVED, that the following member is hereby appointed to the Livingston County Planning Board for the term designated:

Name	Address	Title/Representing	Term
Donald G. Kane	58 Main Street, Leicester, NY 14481	Alternate Member	4/13/16-12/31/16

Mr. Kane has been attending board meetings as an interested citizen. Supervisor Fanaro does support this appointment. He has been an active community member. He has been involved in Boy Scouts, the volunteer fire department and also has been working on land use zoning type activities at the town.

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

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

1. Application to NYS for funding to update the 1991 Livingston County Water Supply Study – Mrs. Ellis is looking for guidance and direction from the Committee on a possible application to the state for funding to update the LC comprehensive water supply study. The last study was completed in 1991 for two primary reasons: 1) to ensure proper public water drinking supply for residents and 2) help promote economic development in areas of the county that would benefit from that type of development. One of the primary recommendations at that time was the creation of the Water and Sewer Authority. In reviewing the changes over that period of time that would support the need for an update, the population growth rate is relatively stable but it has increased over 3,000 people and over 3,100 new housing units throughout the county since the study was done. Nonresidential development has been relatively disbursed throughout the county, however, retaining and attracting businesses to the county is still an important priority in expanding our employment base opportunities for the residents here. There have been changes in the water resources themselves, such as the creation of the Conesus Lake Watershed Council and the state and federal drinking water regulations. An update to the plan gives those involved an opportunity to review the existing systems with a vision toward the future. Mrs. Ellis is proposing that we form a committee to do outreach to the stakeholders to determine the level of interest to seek board resolutions for the towns and villages. Applications are typically due sometime in June/July. This would take into consideration what WASA is taking out of Conesus Lake for their needs in addition to drinking water. The study would also review water resources in addition to infrastructure, the system responsible for the distribution, allocation allowed by the water resources, water quality issues, demographics and economic development goals. We would want to look at allocation; something that works well for new economic development needs. She does not expect to have any kind of contract in place until sometime next year. There was discussion on a water project request from the Village of Lima to the Town this month. One need is for system improvements, which are very expensive. The study would supply documentation that could then be used for grant justification. The committee approved proceeding with the application.

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

#### **LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS SYSTEM UPGRADE PROJECT:**

**Project Management Team Meetings.** The 911 Project Advisory Committee and Project Management Team met on February 17, 2016.

#### **Tower Site Construction:**

Phase 1 Construction is about complete for all three tower sites. We are coordinating with the utility companies

on getting power to the sites.

C&S Companies has prepared the bid documents for site construction work at the existing Groveland site. We anticipate issuing the advertisement for bids the first week of April and presenting the bid awards to the Committee at its May meeting.

Representatives from the Project Management Team will be traveling on March 28-30, to the Motorola facility in Illinois for an equipment staging test. It is anticipated that the bulk of the tower equipment and the new consoles will be arriving to Finger Lakes Communications (radio consultant with Motorola) and the County in late April/early May.

We are working with C&S Companies and the Geneseo tower site owner on possible modifications to the tower and shelter. A structural analysis will be needed to ensure tower stability and capability for modifications and placement of new antennas.

PMT members have completed the subscriber equipment inventory for local and county fire, ems, law enforcement, and highway departments. PMT members are currently reviewing the inventory numbers and working on a proposed subscriber distribution and installation plan.

We are still targeting project construction completion and radio system cut-over in late 2016.

SICG 4: We are working with adjacent counties on interoperability and connectivity improvements. We've had preliminary meetings with Allegany, Steuben and Ontario counties. A meeting with Monroe County is tentatively planned for April 5. We are also receiving funding through Round 4 of the Statewide Interoperable Communications Grant program (SICG4) to upgrade the New World Computer Aided Dispatch system and replace 911 communications telephone system. The PMT members continue work on planning activities to implement these projects.

#### **CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES:**

##### **Conesus Lake Watershed Council:**

##### **Grants.**

**Wilkins Creek Stormwater Management Feasibility Study.** The Town of Livonia and Planning Department were notified that the application to the NYS Department of State for the Wilkins Creek Stormwater Management Feasibility Study was successful. We are waiting to hear from the State about receiving a contract for execution. We will be coordinating with the Town of Livonia on next steps.

**EPF Grants: Streambank Restoration Program.** Planning staff continues working with Barton & Loguidice and the towns of Conesus, Geneseo, and Livonia, and village of Livonia on the streambank restoration work.

**New Initiative: Stream Area Assessments.** We are developing a new approach for conducting stream and site assessments in areas considered more vulnerable to storm and flooding impacts, and where property owners are interested in learning more about their streams and actions they can take to help protect their property from storm impacts. Barton & Loguidice will be assisting us with this initiative.

#### **TRANSPORTATION ADVISORY COMMITTEE:**

##### **Public Transportation Work Group**

**Mobility Management Website.** GTC received 3 proposals for consultant services for development of a mobility management website for county residents and businesses. A consultant selection committee reviewed and ranked the proposals. GTC is the contract manager for the project and is coordinating next steps with the preferred vendor.

##### **Community Devt Work Group**

We are pleased to announce that the application to the Genesee Transportation Council Unified Planning Work Program for a *Hamlet of Greigsville Transportation Safety and Access Improvement Plan* was awarded funding. The Planning Department will work with the Town and interested stakeholders on development of the Plan. Next steps: Meet with stakeholders to develop a scope of work for GTC Planning Committee approval in May; consultant selection process to begin in June 2016.

#### **AGRICULTURAL AND FARMLAND PROTECTION BOARD:**

**Agricultural Development Work Group.** The group met on February 22, to discuss FoodLink programs, farmer's market discussion, job training programs and possible internship projects.

**Transportation and Food Systems Study.** GFLRPC has provided the final draft for review and comment.

**NYS Proposal to Raise the Minimum Wage.** The Board discussed potential impacts to agricultural businesses resulting from the proposed increase in the NY minimum wage. Following review of the report from

Farm Credit East and discussion, the AFPB determined that it was appropriate to send a recommendation to the Board of Supervisors that it support opposition to the increase. A memo and copy of the report was provided to Chairman Gott.

**Planning Department Assistance to Municipal Ag Plan Development.** The Planning Department is providing assistance to the towns of Geneseo, Mt. Morris, Ossian and Sparta. Updates: 1) Geneseo - A public meeting is tentatively planned for early April on identification of ag priority areas. 2) Mt. Morris – The Draft Plan has been prepared and a public meeting was held in March. 3) Ossian – A grant application has been submitted to the State. No new update. 4) Sparta - RFPs for consultant services were due on March 21. Four proposals were received. A consultant selection committee meeting will be held on March 31.

**Purchase of Development Rights.** The NYS Ag and Markets has issued a notice of funding availability for the PDR program. The Genesee Valley Conservancy and Planning Department will work collaboratively to complete applications for three projects: Christiano Farms, Edgewood Farms, and Marshall Farm. A resolution supporting a contract with GVC for completion of the grant applications is provided for Public Services Committee consideration. We are also continuing to provide support to GVC when needed on the completion of the two current projects: Pleasant Hill Farm and Moore Farm projects.

#### **ENVIRONMENTAL MANAGEMENT COUNCIL**

**EPA Brownfield Assessment Grant.** The Planning Department coordinated with the Genesee Finger Lakes Regional Planning Council on an application to the Environmental Protection Agency for a Regional Brownfield Assessment Project. We are expecting to hear about awards sometime this summer.

**Earth Day Award.** The EMC has selected its Earth Day Award recipient – SUNY Geneseo FORCES (Friends of Recreation, Conservation, and Environmental Stewardship). The Earth Day Award will be presented at the Board of Supervisors meeting on April 27, 2016.

#### **COUNTY PLANNING BOARD EXEMPTION AGREEMENTS.**

**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.

**Municipal Agreements.** We’ve started the process for executing the agreements to exempt certain actions from County Planning Board review.

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

#### **OTHER TECHNICAL ASSISTANCE**

**Community Initiatives Council 2016 Community Needs Assessment.** The Planning Department is providing assistance to the County Workforce Development Office and the Community Initiatives Council on development of the 2016 Community Needs Assessment. We anticipate completion of the project in Spring 2016. The Demographic Profile has been drafted. The Planning Department is currently compiling public survey results. A review of existing studies and reports has been drafted. We anticipate presenting the draft document to the CIC at its next meeting on April 19.

#### **SOLID WASTE – CATHY VAN HORNE & MARK KOSAKOWSKI**

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

#### **AUTHORIZING THE CHAIRMAN TO SIGN LETTERS TO STATE LEGISLATIVE REPRESENTATIVES URGING THEM TO AMEND THE NEW YORK STATE ELECTRONIC EQUIPMENT RECYCLING AND REUSE ACT**

WHEREAS, the main reasons for the adoption of the New York State Electronic Equipment Recycling and Reuse Act (Act) were to assist local government with managing the fast growing electronics waste stream by relying on the electronics manufacturers to fund a recycling infrastructure and relieve municipalities of the recycling and end-of-life costs; and

WHEREAS, the County of Livingston believes that the Act has succeeded in significantly increasing electronics recovery and recycling in the State but that the recycling infrastructure is unstable and local governments and other collectors are faced with mounting fees in the absence of consistent manufacturer funding and limited markets for cathode ray tubes (CRTs) and;

WHEREAS, the consequence, specifically following the January 2015 Disposal Ban, is significant and a growing number of local municipal solid waste systems are, or likely will be faced with bearing more of the financial responsibility for continued e-scrap collection in their communities; and

WHEREAS, the Act requires, and the State relies on, electronics manufacturers to fund e-scrap recycling programs that are effective, continuous and reasonably convenient to all consumers across the state; and

WHEREAS, once manufacturers have met their performance standard (goal), which in a number of cases is midway through the year, they no longer provide financial support to continue their collection programs, thus shifting unexpected management costs to cash strapped local governments; and

WHEREAS, the issue is worsened by the fact that electronics sold today weigh much less than the obsolete CRT devices that make up approximately 70% of the weight of e-scrap generated, which are cost intensive to responsibly manage; and

WHEREAS, there are ever increasing quantities of unwanted electronics due to “planned obsolescence” of many consumer products by manufacturers of these items; and

WHEREAS, this has resulted in local governments across the State grappling with the burden of funding or ceasing e-scrap collection, which has been particularly difficult in rural communities that do not benefit from retail collectors or economies of scale; Now Therefore Be It

RESOLVED, that the County of Livingston does hereby call upon Governor Cuomo, the New York State Assembly, the New York State Senate and the New York State Department of Environmental Conservation to improve the current Electronic Equipment Recycling and Reuse Act intended to build toward the long term goals of creating a more stable and comprehensive, manufacturer implemented electronics recycling infrastructure by implementing actions to strengthen communication among stakeholders, clarify key statutory provisions in their present rulemaking efforts, and promote the adoption of the Proposed Statutory Changes to the Act to provide for year round, no cost collection of electronics, consistent with convenience standards for both rural and urban populations-that help alleviate the immediate financial pressures faced by local governments; and be it further

RESOLVED, that the County of Livingston shall forward copies of this resolution to Governor Cuomo, Environmental Conservation Committee Chairmen Senator Thomas O’Mara and Assemblyman Steven Englebright, and local State representatives.

Director’s Comments:

This is the resolution GLOW Region Solid Waste Committee passed regarding the Electronics disposal issue that has developed recently. The more support the better.

Mrs. VanHorne explained that this addresses the problem reported by Peggy Grayson at the last committee meeting.

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

## **2. AMENDING THE 2015 DEPARTMENT HEAD SALARY SCHEDULE: PUBLIC WORKS DEPARTMENT**

RESOLVED, that the 2016 Department Head Salary Schedule is amended as follows:

**Public Works Department**

- Create one full-time Assistant Director of Operations position.

**AND REFER THE REQUEST TO WAYS AND MEANS FOR APPROVAL**

Director’s Comments:

This position will implement and coordinate the following programs, internal plumbing inspections, FOG, RPZ, and industrial user. Position will also provide back up and assistance to the Director of Operations.

Mr. Kosakowski reviewed the anticipated duties for the new position. There was discussion on the backflow inspections and the new position will not be doing the testing because you need to be certified to do testing. This position would go into business to inspect whether they have the proper backflow prevention devices installed. There are not many in the district at this time. There was discussion on the assumption that all businesses had to have backflow prevention devices installed. Mrs. VanHorne explained that the program started in the late 80s early 90s and went forward at that point. Anyone that came into the system during that

time automatically went through the inspection process. Anyone before that time may not have a device installed. Chairman Gott questioned the change from a part time to a full time position for the internal inspections held in earlier discussions. Do we need someone added to the department head salary schedule or can we hire a part time laborer to do the internal plumbing and backflow prevention inspections plus these couple other jobs? Chairman Gott is unsure we need another department heads to perform these jobs. Mr. Kosakowski explained that the timing of the inspections needs to be considered for evening and weekend inspections. There was discussion on what the union response would be to creating a part time temporary position. Mr. Coyle explained that a part time temporary position is usually more flexible but he will need to look into it with the union. Mrs. VanHorne explained that two RFPs were sent out on this program to try and outsource this kind of work with no responders. They did attempt to include this work into other things taking place at the Authority like the industrial user program, the fog program, the RPC program and the internal plumbing program. All of those programs require personnel to do them. These programs have kind of fallen off and someone is needed to pick them back up and make sure they are functioning properly. Mr. Kosakowski described the implementation and how they would start with smoke testing. If a deficiency was noted during testing, a violation notice would be issued to the homeowner and an appointment would need to be set up. They would have 30 days from the time that the notice is sent to set up an appointment. Surcharge fees would be applied on their bill for an illegal connection violation per quarter if the appointment is not set up. Mr. Coyle questioned Mr. LeFeber on what the impetus behind creating the position was for the WASA board. Mr. LeFeber explained that the position was more for a back up to the Director of Operations and a work in a combination of different programs. One thing he did ask at the WASA board meeting was whether this employee would be required to have a license. Initially, it was felt that a license was not needed, but Mr. LeFeber feels that, if we are going to be in the water business, how can the job be done without a license? Mr. Kosakowski explained that they felt that licensing was not necessary for this type of work. It would be nice to send this person for licensing after they have gained some experience. Mr. Kosakowski reviewed the educational and experience requirements for a sewer license. Mr. Kosakowski someone coming in to the position would be able to gain the appropriate experience no matter what their education. The salary has been budgeted at \$50,000-\$55,000. Mr. LeFeber felt that it is key for this person to be licensed at the department head salary schedule level. Mr. Schuster explained that licensing should be expected for this level of supervisory position. We currently contract with Yaws Environmental Process Control at \$10,000/month for sewer testing. Mr. Deming questioned the programs and why this work has not been maintained since the 1980s. Mrs. VanHorne explained that the programs have been set up, but not maintained due to the lack of personnel. Mr. Kosakowski stated that current staff members do have the opportunity to apply for the position. There was discussion on the current maintenance contracts. There was discussion on a temporary part time position instead of full time to start getting the programs up to date. Mrs. VanHorne has concerns about the success rate in finding a temporary part time employee. Chairman Gott requested that Mr. Coyle check with the union on a potential temporary part time position. The committee did not approve the position at this time.

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

1. LCWSA Lakeville Treatment Plant improvements – Tentative meeting has been established for April 5<sup>th</sup> with the Village of Avon and Engineers. This is the meeting to further discuss consolidation of facilities and the costs associated with that consolidation.
2. DOCCS WSP – Two meetings have been conducted with the Farmers involved in the project area. Final improvements plan will be e-mailed to involved Farmers the week of April 15<sup>th</sup>.
3. Field design confirmation of the Livonia and Conesus portion of the DOCCS WSP project is under way.
4. Property negotiations are underway for the pump station and tank sites for the DOCCS WSP Project.
5. Solar City Contract – Electrical Survey completed. SEQRA process beginning.

#### **CENTRAL SERVICES – JOHN DRISCOLL**

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

1. **AMENDING THE 2016 HOURLY SALARY SCHEDULE: CENTRAL SERVICES**  
RESOLVED, that the 2016 Hourly Salary Schedule is amended as follows:

##### **Central Services:**

- Create one (1) full-time Building and Grounds Working Foreperson position  
AND REFER THE REQUEST TO WAYS AND MEANS FOR APPROVAL

Mr. Driscoll explained that this position would cover some of the HVAC needs and that this title allows for more flexibility. There was discussion on the interviews held for the last working foreman vacancy and Mr. Driscoll explained that he had a second choice candidate that he would like to approach for this position.  
*Motion: Mr. Gott moved and Mr. Schuster seconded to approve the foregoing resolution.....Carried.*

## 2. AWARDING BID FOR THE CENTRAL SERVICES DEPARTMENT FOR THE COURTHOUSE ENTRANCE VESTIBULE RENOVATION PROJECT: KIRCHER CONSTRUCTION

WHEREAS, after the proper legal advertisement seeking bids for the Courthouse Entrance Vestibule Renovation project, one (1) bid was received and opened on March 29, 2016, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

<u>Contract</u>	<u>Amount</u>
<b>Kircher Construction</b>	\$149,800.00
28 Mill Street	
Mt. Morris, NY 14510	
For: Courthouse Entrance Vestibule Renovation	

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

### Director's Comments:

This project addresses the multiple issues with the exterior doors and their declining condition, as well as addressing a much needed security upgrade through the addition of bullet-resistant material.

Mr. Driscoll reviewed the project scope and explained that this project has been sent out to bid twice. Mr. Coyle explained that we don't normally go forward when only one bid has come in, but one local company bid the project both times and the other companies receiving the bid were contacted. This is a smaller project and school projects are starting up. Mr. Coyle explained that funds are available in a capital project account. Kircher did come down \$8,000 on the second bid. The County Administrator does recommend approving the contract.

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

### Informational Item(s) Written Only

#### 1. General Departmental Updates:

- Installation of new Department of Health vaccine room monitoring and alarming completed. Day Automation included additional monitoring to cover freezer temperature and room temperature monitoring at no cost to the County.
- Real Property and Personnel renovations (CS Staff)
- Cooling tower bearing and shaft replacement at CNR , completed in-house with significant savings to County (CS Staff)
- Government Center Boiler room HVAC controls (CS Staff and Day Automation)
- Boiler room floor painted (CS Staff)
- Ceiling removed in boiler room in the Government Center (EMS Remediation)
- Ceiling replacement in Sheriff's Office (CS staff)
- Lights replaced in Probation (CS Staff)

### EMERGENCY MEDICAL SERVICES – KAREN DEWAR

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

**AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR LIVINGSTON COUNTY EMERGENCY MEDICAL SERVICES: THE UNIVERSITY OF WISCONSIN SYSTEM & NOYES MEMORIAL**



## HOSPITAL

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County 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>
<b>The University of Wisconsin System</b>	10/01/15 – 09/30/18	Not to exceed \$17,288.00

UW-Madison GAR Account

Research and Sponsored Programs

Drawer 538

Milwaukee, WI 53278-0538

For: Continued research with Manish Shah, MD in the project for Clinical Services for Older Adults Grant - "Emergency Department Care Transitions Coaching to Help Older Adults Maintain their Health"

### Director's Comments:

Funding for these services is covered entirely through Greater Rochester Health Foundation Grant.

Ms. Dewar reviewed the contracts for approval. She has received approval to continue from the University for Dr. Shah to continue to give support for his services included in the original grant contract.

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

## **Noyes Memorial Hospital**

5/1/16-5/31/18

\$0

111 Clara Barton Street

Dansville, New York 14437

For: Clinical experience for EMS students in the Emergency Department

This contract will allow the EMT students to go to Noyes for their 10 hours of clinical work.

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

Mrs. Dewar updated the Committee on the severe accident this week in Mt. Morris. She responded to the scene as did the Mt. Morris Ambulance Director, Trevor Martin. She feels that Trevor did an outstanding job at the scene. He functioned as the EMS Commander. She was there to support him. All told, there were thirteen people in the bus, one fatality in the car and a third driver that was uninjured and ended up signing off. 13 patients were transported to Strong Memorial Hospital. She appointed our Shift Supervisor, Rob Sparks, to be our transportation/accountability officer. They contacted Strong immediately because of the language barrier and the possibility that they would be able to take all of the patients. With that initial coordination, Strong agreed and was able to mobilize a team of interpreters be available when they arrived. There were three Chinese or Mandarin speaking interpreters in the Emergency Department as patients arrived. All told we had 11 ambulances, 2 fly cars with an additional 7 ALS, as well as mutual aid from Livonia and Wayland. Livonia mobilized to the center of the County and Wayland to Dansville. She is very proud of the way the scene went. It was very structured and calm aside from that apparent chaos that comes from a situation like that. Strong was very pleased on their end to the extent that they have invited her to attend a lecture on Friday talking about rural trauma and communication with hospital systems. Mr. DiPasquale viewed the whole scene and felt that they did one tremendous job. It was something to see that our system works. Mr. Dewar did a great job. Chairman Gott stated that this is the seconded bus accident in less than a year and it is not uncommon for this type of accident to have happen in a rural county. His understanding from the calls he received on both accidents is that it speaks volumes on the training, relationships and all of the things we expect from our County, is that we need those skills and we have them. Good job and thank you. There was discussion on the possible cause of the accident. Mr. DiPasquale explained that there have been several accidents in that area.

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### Informational Item(s) Written Only

1. February 23, 2016

Regional Trauma Advisory Committee meeting

2. February 24, 2016	Meeting with Wilmot Cancer Center and Noyes regarding EMS care transition
3. February 24, 2016	Medical Director meeting
4. February 25, 2016	Community Paramedicine and Grant Stakeholder meetings
5. February 27, 2016	Dansville Ambulance Awards Banquet
6. March 3, 2016	Monthly Captain meeting
7. March 5 & 6 2016	Attended HazMat IQ class with LCEMS and HazMat Team members
8. March 8, 2016	Medical Director meeting
9. March 8, 2016	Med Ex Billing audit with Jim Peraino
10. March 9, 2016	MLREMS PIER Committee meeting
11. March 10, 2016	Community Paramedicine agencies meeting
12. March 14, 2016	MLREMS Executive meeting
13. March 15, 2016	BOCES Career Day presentations (3)
14. March 16, 2016	Regional Common Source meeting
15. March 17, 2016	Meeting with June Webster of LCDOH regarding Medical Reserve Corps
16. March 17, 2016	Meeting with Joyce Kucich, Lima EMT Class Instructor
17. March 18, 2016	Greater Rochester Health Foundation Site Visit
18. March 19, 2016	Instructor monitoring at Genesee Valley EMS
19. March 21, 2016	MLREMS / REMAC meetings
20. March 23, 2016	Regional Learning Management System meeting
21. March 23, 2016	LCEMS Staff meeting

## **HIGHWAY – DON HIGGINS**

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

#### **1. AUTHORIZING THE LIVINGSTON COUNTY HIGHWAY SUPERINTENDENT TO BID ON AND PURCHASE VARIOUS USED EQUIPMENT ON MAY 14, 2016 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 Department Shop Manager, is hereby authorized to bid on and purchase appropriate and needed various used equipment and vehicles on May 14, 2016 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).

For: Ability to bid on and purchase good used Municipal vehicles and equipment for the County Highway fleet.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
2016 County Highway Machinery Fund Appropriations	100%	Yes XXX No

#### **Director's Comments:**

In 2015 the Highway Department did not make any purchases at the auction, either because of price or condition.

Mr. Higgins explained that he will not be bidding if the equipment is priced too high or not well maintained.

He is looking for a double drum vibratory roller, 1-11/2 for snow and ice control and a grade-all excavator.

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

#### **2. AUTHORIZING THE PURCHASE OF A TRI-AXLE LIVE-BOTTOM MATERIAL TRAILER THROUGH A CONTRACT AWARDED BY NJPA FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – TRAIL KING INDUSTRIES, INC. AND REFER MATTER TO THE WAYS AND MEANS COMMITTEE**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted through the National Joint Powers Alliance (NJPA) Contract

#052015-TKI, subject to review by the County Attorney and County Administrator.

Contractor

**Trail King Industries, Inc.**

300 East Norway

Mitchell, SD 57301

For: Purchase of one (1) New, 2016 Trail King Model OLB40-102 "Advantage Series" Live-Bottom Material Trailer. Not to exceed the amount indicated.

Amount  
\$83,100.11

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
2016 County Highway Machinery Fund Appropriations	100%	Yes XXX No

Director's Comments: This proposed purchase will replace the Highway Department's existing Unit #43, a 1998 Flowboy Model CB-4000 in deteriorating condition. This unit has undergone 2 major rehabs over the 18 years, and is not worth doing another one. The trailer is used year-round to haul various stone, gravel and asphalt materials.

Mr. Higgins distributed a photo of the equipment to be replaced. It has been through two major rehabs and it is not worth doing another rehab. The original price for a new trailer with Trail King was \$97,765 and the price above is about a 15% discount. The old equipment will be surplussed at a later date.

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

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

1. Discussed proposed Committee of the Whole Resolution, regarding the new bridge on Pole Bridge Road, Town of Avon. Mr. Higgins would like this to be a surprise for one of his employees if approved. Richard Paul is the current bridge construction supervisor and has been with the department for 37 years. He is retiring on April 28. For the past 20 years he has been the bridge construction supervisor, has been involved in at least 24 of their major bridge projects and the Polebridge Road bridge was the last project that he worked on. Mr. Higgins would like to do a resolution dedicating that bridge to Mr. Paul and putting up appropriate signage. His board presentation next week will revolve around this project and he is requesting a motion from floor. Mr. Schuster explained that Mr. Paul is a long-time resident from the Town of Sparta that does a lot of community oriented work and he would be happy to move this resolution. Mr. Higgins plans to invite his family and the bridge crew to the board meeting next week. Mr. Higgins plans to invite Mr. Paul's family and some of the bridge crew members.

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**Informational Item(s) Written Only**

1. The County Administrator has approved going out to bid for a used, late-model Single-Drum Vibratory Roller Compactor. This proposed purchase would replace the existing Unit #66 Roller, 1998 Vibromax Single-Drum Roller (18 years old) with 4,800 Engine Hours. This equipment is used on road and bridge reconstruction projects to achieve proper compaction of various aggregate materials. We expect the cost of a late-model, low-hour machine to be half the cost of a new one.

**COUNTY CLERK – MARY STRICKLAND**

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

**SUPPORTING NEW YORK STATE SENATE BILL NO. S4964A AND NEW YORK STATE ASSEMBLY BILL NO. A8201, WHICH WOULD INCREASE THE COUNTIES SHARE OF DEPARTMENT OF MOTOR VEHICLE REVENUE TO PROVIDE A MORE EQUITABLE SHARE FOR COUNTIES**

WHEREAS, in the New York State 51 of 62 counties are mandated to operate a local Department of Motor Vehicles Office, and

WHEREAS, local Department of Motor Vehicles Office provide customer service and process many no-fee transactions on behalf of New York State, and

WHEREAS, under current law New York State's share of all fees collected from the work performed by the county operated Department of Motor Vehicles is 87.3 percent, and

WHEREAS, the remaining 12.7 percent county share has not been increased since 1999, yet the amount

of work required by the Department of Motor Vehicles Office has increased in that the same time period, and

WHEREAS, the New York State Governor and Legislature have repeatedly stated that lowering the property tax burden on local residents is a key priority, and

WHEREAS, increasing the county share of Department of Motor Vehicles revenue sharing with New York State will not result in any increased cost or fees to local residents or taxpayers, and will provide counties with the needed revenue to continue to provide necessary local government services, and

WHEREAS, there is a clear inequity present when a county Department of Motor Vehicles provides all services, including overhead and staffing to fulfill the Department of Motor Vehicles needs for state residents yet the state takes 87.3 percent of the revenue generated from providing said services, and

WHEREAS, the New York Association of County Clerks strongly supports S4964A (Ritchie)/A8201 (Brindisi) which would increase the Department of Motor Vehicles Revenue to counties and provide a more equitable share in order to run Department of Motor Vehicles Offices and help offset county property taxes, now therefore be it

RESOLVED, that the Livingston County Board of Supervisors be and hereby support New York State Senate Bill S4964A and New York State Assembly Bill A8201, which would increase the counties' share of Department of Motor Vehicles Revenue to provide a more equitable share for counties, and directs that the Clerk of the Livingston County Board of Supervisors shall forward copies of this resolution to Governor Andrew M. Cuomo, New York State Senator Catharine M. Young, New York State Senator Patrick M. Gallivan, Assemblyman Bill Nojay, other New York counties, and the New York State Association of Counties (NYSAC).

Ms. Strickland reviewed the information received late last week regarding DMV not being included in the state budget. She is requesting this resolution increasing the funding as a stand-alone action. There was discussion on the lack of representation from our local legislators.

Both the DMV and County Clerk's office are running fabulous. The new deputy is doing great. Renovations are coming.

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

## **OTHER – IAN COYLE**

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

## **PROCLAIMING THE WEEK OF MAY 1-7, 2016 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, it also impacts business productivity and to individual travelers' well-being.

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 2014, with \$927.9 billion spent directly by travelers.

WHEREAS, the tourism industry is among the largest private-sector employers in the United States, supporting 15 million jobs in 2014, including 8 million directly in tourism and 7 million in other industries.

WHEREAS, travelers' spending directly generated tax revenues of \$141.5 billion for federal, state and local governments, funds used to support essential services and programs.

WHEREAS, travel to and within New York provides significant economic benefits for the state, generating \$62.5 billion spent directly by travelers in 2014 and tax revenues of \$7.8 billion for state and local governments in 2014, funds used to support essential services and programs.

WHEREAS, travel in Livingston County, New York provides economic benefits for the county, employing over 1,110 people and generating \$3.0M in local tax revenue and \$47.7M in total direct travel spending in 2014.

WHEREAS, international travel to the United States is the nation's No. 1 services export. In 2015, travel generated \$220.6 billion in exports, creating a \$74 billion trade surplus for the United States.

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 2014, domestic and international business travelers spent \$283 billion.

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.

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 do hereby the week of May 1-7, 2016 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. LeFeber moved and Mr. Gott seconded to approve the foregoing resolution.....Carried.*

## **RESOLUTION REQUESTING STATE LEGISLATION ALLOWING THE PERMANENT USE OF RIFLES FOR BIG GAME HUNTING IN LIVINGSTON COUNTY**

WHEREAS, pursuant to Resolution No. 2013-203 the Livingston County Board of Supervisors requested state legislation permitting the use of rifles for big game hunting in Livingston County, and

WHEREAS, rifles have been successfully used for the past three big game hunting seasons; and

WHEREAS, a new special state law must be enacted to make the legislation permanent, and the first step in the process is for this Board of Supervisor to request the legislation; and

WHEREAS, the Public Services Committee recommends that such special state enabling legislation be requested; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors requests the New York State Legislature to enact legislation that will allow the permanent use of rifles for big game hunting in all of Livingston County; and be it further

RESOLVED, that the Clerk of the Livingston County Board of Supervisors forward copies of this resolution to New York State Senator Catharine M. Young, New York State Senator Patrick M. Gallivan, Assemblyman Bill Nojay, the New York State Fish and Wildlife Management Board and the New York State Association of Counties (NYSAC).

Mr. Coyle explained that Mr. Davis reported from the Fish and Wildlife stats out say that this was safest season yet.

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

## **DISCUSSION REGARDING AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT BETWEEN ONTARIO COUNTY AND LIVINGSTON COUNTY FOR SNOW AND ICE REMOVAL THROUGH THE 2015-2016 SEASON**

WHEREAS, Pursuant to Section 135 of the Highway Law, the County Highway Superintendent may contract with a Town/County and a Town/County superintendent for the removal of snow from County roads, and

WHEREAS, Ontario County has proposed to enter into a contract with Livingston County for removal of snow from 0.44 miles section of County Road 36, which is in Livingston County, and

WHEREAS, the Public Services Committee recommends that the Livingston County Board of Supervisors approve said contract with Ontario County for snow and ice control on the 0.44 mile section of County Road 36, now, therefore be it

RESOLVED, that the Livingston County Board of Supervisors authorizes the Chairman of the Board to sign a contract with Ontario County for snow and ice control on 0.44 miles on County Road 36 for the period of October 15, 2015 through October 14, 2016 at the rate of \$5,300.00 per center-line mile, subject to the approval of the municipalities, the County Attorney and the County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Ontario County</b>	2015 – 2016 Winter Season	\$2,332.00
20 Ontario Street		
Canandaigua, NY 14424		

For: 2015-2016 Snow & Ice Contract.

Mr. Coyle explained that there is a short portion of Route 36 in Naples that was done by Naples in the past. Ontario County has agreed to contract with us for this.

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

## **DISCUSSION REGARDING APPOINTMENT RECOMMENDATION FOR ECONOMIC DEVELOPER VACANCY**

Mr. Coyle explained that 6 applications were received and 4 interviews were held. Interview Committee included himself, Eric Gott, Angela Ellis, Ryan Snyder, Matt Cole and Dan Pangrazio. Bill Bacon presented very highly. Mr. Bacon was the VP of Commercial Finance and has been an IDA member of ours for about twelve years. He comes highly recommended. Two supervisors unable to be at the interviews, met with Mr. Bacon separately and both highly recommended his appointment. Mr. Bacon has been very involved with economic development here in the county for at least a decade. Mr. Coyle feels that he would be a great fit. The Deputy Director is very excited to work with Mr. Bacon as the Director. The salary would be at the present salary schedule for that position.

*Motion: Mr. DiPasquale moved and Mr. LeFeber seconded to approve the foregoing resolutionCarried.*

Mr. Coyle explained that we have a contractor that has work for the County for 25+ years. Jon Norris will be retiring in the end of April and we would like to try and do a presentation at the next board meeting. We are not sure we will be able to get Mr. Norris here.

## **ADJOURNMENT**

Mr. Gott moved and Mr. Schuster seconded to adjourn the meeting at 10:25 a.m.

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## **BOARD OF ELECTIONS – DAVID DIPASQUALE AND NANCY LEVEN**

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

1. Village Election Day ran smoothly. Turnout including those who requested an absentee ballot was as follows: Avon-2.4%, Caledonia-5.6%, Geneseo-39.9%, Leicester-37.0%, Lima-4.3%, Nunda-37.9%. Absentee ballot requests were heavy in the village of Geneseo. A total of 820 ballots were issued for 6 villages with Geneseo leading with 723. A total of 649 ballots were counted, Geneseo again leading with 592 counted. The second Trustee seat in Leicester was decided by 2 votes.
2. The village elections were certified March 22, 2016. Certified results and certificates for the successful candidates have been sent to the village clerks.
3. Certification of the Presidential Primary Ballot from the State Board occurred on February 25th. Absentee ballots for the Presidential Primary were mailed to those Military and Special Federal voters who had requested such were sent on March 3rd. All remaining requests on file were mailed out on March 17th. The State Board revised the certification of the Republican ballot on March 23rd, eliminating those candidates who requested their names be removed from the ballot, hence changing the layout of the ballot which in turn required additional work for the Board.
4. Poll sites have been reminded for a second time that their site will be needed for the Presidential Primary and we expect heavy turnouts, Inspectors are being scheduled to work, supplies readied and legal notices have been sent to the newspapers. Testing is occurring of the ballot at the service center. One site has been chosen by Edison Research for an exit poll of the voters.
5. Last day to register to be eligible to vote for the Presidential Primary is March 25th. Interest in this election has generated many phone calls, emails and voters coming in to the Board office wishing to change their party affiliation. Most are unhappy to realize they have missed the deadline to do so.
6. Commissioners met with the Librarians from the 3 Public Libraries to assist them in their votes this year to be held on May 3rd and May 10th.
7. Schools are currently sending their draft budget information for ballot layouts to be started along with the number of board seats to be listed. Candidate information will not be available until after April 18th with absentees to be sent by the schools by April 20th for the May 17th election.
8. Designating Petitions are currently being circulated for nominations for the positions of US Senate and Congress. The Primary, if needed is scheduled to be held June 28th.
9. The State Board certified on March 8th offices to be filled at the General Election on November 8th. The positions of US President/Vice-President, US Senator, 7th JD Supreme Court Justice, Congress, NYS

Senate and Member of Assembly will be voted upon. Livingston County will also list the District Attorney and a County Coroner position along with local elections in 5 towns.

10. Notice of Certification of Offices for towns/county was mailed to town clerks and the County Clerk on February 3rd. A second notice has been sent to one town due to a vacancy required to be on the ballot.
11. The Commissioners attended the monthly Voter Engagement meeting on the SUNY Geneseo campus on February 29th. Next meeting is April 11th.
12. The Commissioners had a state-wide Conference call on March 17th.
13. The staff met with Kathy Montemarano on March 23 about reducing paper in our office.
14. Voter enrollment reports were created as required by Election Law on April 1st for petition purposes.
15. Since the first of the year: 1,111 new registrations, 76 name change, 259 residence changes, 75 mailing address change, 432 personal information changes, 197 duplicates, 45 incompletes, 276 pending party changes, 416 cancellations, 72 made inactive changes, 231 voter status changes and 328 various other changes have been processed.
16. Current active voter enrollment stands at 37,356. Democratic: 9,881; Republican: 16,372; Conservative: 879; Green: 135; Working Families: 145; Independence: 1,797; Women's Equality: 4; Reform: 1; Others: 82 and Blank: 8,142. Inactive enrollment is at 2,886. Total active/inactive voter enrollment is: 40,242.

Since last month, over 670 new voter registrations have been processed, along with over 100 address changes, 110 party changes and over 1,300 absentee ballot requests.

## **COUNTY HISTORIAN – AMIE ALDEN**

### **Pre-approved Informational Item(s) Written only**

#### **Quarterly Update**

January – March 2016 programs and meetings:

January 12 – attended a workshop on the Local Government Records Management Improvement Fund Grant (LGRMIF) program sponsored by New York State Archives at the Government Center.

January 19 – presented a power point program on *Doing Family History in Livingston County* at the Avon Free Library.

January 21<sup>st</sup> – presented a power point program on *Resources in the County Historian's Office* for the County Department Head meeting at Hampton's Corners.

January 31<sup>st</sup> – presented a new power point program for the Mt. Morris Dam Visitor's center winter lecture series entitled the *Golden Age of Capitalism*, that explored the impact of the rapid changes in the post-WWII era as Livingston County transitioned from war production to consumer goods.

February 10<sup>th</sup> – attended the Board of Supervisors meeting and the State of the County address.

February 10<sup>th</sup> – attended the lecture and exhibit opening for Nunda artist, Rose Shave (1848-1925) at the Lockhart Gallery in Geneseo.

February 17<sup>th</sup> – met with newly appointed Groveland Co-historian, David Carman, to discuss his role and possible collaborative projects.

February 23th – attended the Friends of Livingston County History meeting at the Livingston County Historical Society museum in Geneseo.

February 24 – March 10 – worked on a LGRMIF digitization grant application for the County Historian's Office. After consideration it was decided to seek funding from another source.

January - February – coordinated the upcoming full-day Spring Meeting of the Government Appointed Historians of Western New York to be held Saturday, April 23<sup>rd</sup> in Batavia.

January – March – conducted research, provided images and artifacts, and edited text for the upcoming "Our Towns" exhibit to be installed at the Livingston County Historical Society.

January – March – attended several Saturday lectures at the Mt. Morris Dam Visitor's Center.

March – submitted 2015 annual report – Clerk forwarded to Board members

## **PROBATION – LYNNE MIGNEMI**

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

#### **1. PROBATION DEPARTMENT WORKLOAD**

439 adult offenders supervised in county (25 treatment court cases being supervised in drug court)  
11 offenders in other NYS counties

6 offenders in other states

11 juveniles supervised  
18 new juvenile referrals  
33 investigations ordered  
15 active EHM cases (1 juvenile; 14 adults; 2 of which are female), 4-Global Positioning  
0 adult placed on probation for willful violation of support  
14 New Leandra's Law cases (8 CDs)

## 2. MONIES COLLECTED

\$ 9,970.02 – restitution  
9,292.76 – fines  
3,664.00 – fees  
332.25 – surcharge

## 3. MEETINGS ATTENDED

02/01/2016 Meeting with Ann Domingus, CASA  
02/04/2016 United Way Lunch and Learn  
02/04/2016 Meeting with County Administrator, Financials  
02/09/2016 COPA-Genesee County  
02/11/2016 Meeting with County Administrator, Attorney, Clerk Financials  
02/22/2016 Staff Meeting  
02/23/2016 Suicide Task Force

## 4. ADMINISTRATIVE REVIEWS

One (1) administrative review

## 5. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	2/3/16	Emotional Survival for Law Enforcement	8.0	
Doug Czyryca	None			
Katie Dunn	None			
Michelle Jordan	2/3/16	Emotional Survival for Law Enforcement	8.0	
Liz Laney	2/2/16	ICJ Rules	2.25	
	2/3/16	ICJ Rules	2.25	
Brian Lanpher	None			
Debra Mack	2/3/16	Emotional Survival for Law Enforcement	8.0	
Matthew McKinney	None			



Rachel Merrick	2/25/16	Successful Parole & Probation Practices	0.5	
Lynne Mignemi	None			
Courtney Sobrado	2/3/16	Emotional Survival for Law Enforcement	8.0	
Jason Varno	None			

**PUBLIC DEFENDER – MARCEA TETAMORE**

**Informational Item(s) Written Only**

1. Applications received YTD as of 3/22/16 p.m.: 402
2. Files opened YTD as of 3/22/16 p.m.: 179
3. Cases assigned to GVLA YTD as of 3/22/16 p.m.: 61
4. Applications pending as of 3/22/16 p.m.: 88
5. Applications received between 1/15/16-3/22/16 p.m.: 326
6. Files opened between 1/15/16-3/22/16 p.m.: 138
7. Cases assigned to GVLA between 1/15/16-3/22/16 p.m.: 44

Respectfully submitted,

Michele R. Rees  
Clerk of the Board