

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

PRESENT: D. Pangrazio, D. Mahus, D. Fanaro, D. Knapp, W. Wadsworth, E. Gott, D. LeFeber, P. Yendell, B. Donohue, I. Coyle, H. Grant, B. Beagle-LCN, C. Baker-Genesee Sun, M. Copel-Genesee Central

The County Administrator asked that everyone introduce themselves to Genesee Central Freshman Matthew Copel, who is doing a shadowing today and welcomed him to the Committee meeting.

REAL PROPERTY TAX SERVICES – BILL FULLER

Action Item(s) To Be Reported

1. CORRECTING TAX ROLL – TOWN OF NORTH DANSVILLE

WHEREAS, the Director of the Real Property Tax Services has transmitted a written report of his recommendation with regard to one (1) application for correction of the tax roll, pursuant to the Real Property Tax Law, for the Town of North Dansville on the tax roll for the years hereinafter set forth, and

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

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

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

Year, Town & Parcel	Taxing Jurisdiction	Original Tax Bill	Corrected Tax Bill	Refund of Taxes	Chargeback To Taxing Jurisdiction
2016 N. Dansville	Livingston County	\$0.00	\$0.00	\$0.00	\$0.00
Tax Map Number	N. Dansville Town Tax	\$0.00	\$0.00	\$0.00	\$0.00
203.6-1-80	Village Relevy	<u>\$3,563.20</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$3,563.20</u>
	Total	\$3,563.20	\$0.00	\$0.00	\$3,563.20

Mr. Fuller reviewed the correction for approval and explained that the tax roll contained a Village tax relevy for a parcel that was wholly exempt by virtue that it was seized by the federal government.

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

1:35 PERSONNEL – TISH LYNN

Action Item(s) To Be Reported

1. AMENDING THE HOURLY SALARY SCHEDULE: CENTER FOR NURSING AND REHABILITATION, DEPARTMENT OF HEALTH & DEPARTMENT OF SOCIAL SERVICES

RESOLVED, the hourly salary schedule is hereby amended to make the following corrections:

Dept	Title	Name	PT/FT	Incorrect information	Correct Information
CNR	Nursing Assistant	Gallagher, Carrie	FT	18.45**	18.05* 1/1/16 18.45** 1/10/16
DOH	Public Health Sanitarian	Dyke, Kevin J.	FT	27.94* step 4	26.93* step 3
DOH	Registered Professional Nurse	Farwell, Karen K	3/5	N/A	25.05** 7/10/16
DOH	Home Health Aide	Jacqueline Preston Gregor	PT	14.73***	13.73***

DSS	Telephone Operator	Westfall, Renee	PT	N/A	18.85*** 5/1/2016
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Ms. Lynn explained that this is the annual salary schedule cleanup, correcting any errors found.

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

DEPARTMENT PERSONNEL ISSUES

CENTER FOR NURSING & REHABILITATION – FRANK BASSETT

APPOINTING FINANCE SUPERVISOR FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION – KIMBERLY HUNT

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

Center for Nursing and Rehabilitation

Appoint Kimberly Hunt, 6057 Lakeview Crescent, Lakeville, NY 14480 to the position of full-time Finance Supervisor effective May 16, 2016, at an annual salary of \$47,500.

Mr. Bassett explained that there were 7 applications received and 4 interviews held. The applicant being recommended is a current employee in the Personnel Department. The salary range approved was \$42,000-\$49,000 and he is recommending the salary above. Chairman Gott questioned the big turnover with this position. Mr. Bassett explained that both previous employees left the position for personal reasons.

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

Mr. Bassett reported that there are only nine empty beds this afternoon.

1:50 GRANTS & PUBLIC INFORMATION – HEATHER GRANT

Pre-approved Informational Item(s) To Be Reported

1. SOCIAL MEDIA POLICY- Draft review (Attached) Mrs. Grant explained that this is something that she has been working on for some time now. She was thinking that it is important to have a social media policy in place however there are some ideas on how important it really is to have this policy. She wanted to get the Committee’s opinion. The policy addresses both internal and external elements of social media. Official County social media sites are Facebook and Twitter right now. She has started a trial Utube site with one video. The Board of Elections, Sheriff’s Office and Economic Development now have their own Facebook pages. There is a page for the nursing home, but they have been unable to determine who started the page and who is posting on it. She is trying to work that out with Facebook to get that down. Mr. Bassett feels that CNR should not have its own page. It is good to have one central Facebook page that has all information flow through Heather to post any information. Mrs. Grant reviewed archives and retention and explained that she had an online meeting with Archive Social and it does look like something we can work with. Archive Social is an online cloud-based records retention service that would actually date back to when the County’s Facebook page originated. This service would manage everything, including all of the rich social media data, (metadata). Moving forward, Mr. Coyle expects that they mirror the electronic requirements. There was discussion on the specificity denotation on FOIL requests. The fee for this service is \$199/month and she does have funds available in her budget. The Committee felt that Mrs. Grant should move forward with the policy and the retention service.
2. MEDIA STATS UPDATE-Mrs. Grant reviewed the press citations over the past 25 days. Likes on Facebook are up over 1,000 and Twitter followers are up to 462. Workforce Development is being featured in social media this month.

Informational Item(s) Written Only

1. Meeting with Archive Social on 4/19/16

2:00 COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #4B-APRIL 27, 2016

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

2. AUTHORIZING TRANSFER OF FUNDS – CENTRAL SERVICES

This is for computer equipment in Mt. Morris.

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

3. AMENDING 2016 LIVINGSTON COUNTY BUDGET – CENTRAL SERVICES

RESOLVED, that the 2016 Central Services budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A1620	2680	Insurance Recovery Account	\$113,639.29
Increase Appropriation	A1620	4110	Building Repair/Expense	\$113,639.29

This is the recognition of the NYMIR insurance reimbursement on the flooding at the Government Center. There was discussion on the difference what is being replaced and paid for by NYMIR.

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

4. PROCLAIMING MAY 1-7, 2016 AS MUNICIPAL CLERKS WEEK

WHEREAS, the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, the Office of the Municipal Clerk is the oldest among public servants, and

WHEREAS, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

WHEREAS, the Municipal Clerk serves as the information center on functions of local government and community, and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations, and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk, now, therefore be it

RESOLVED, that the Livingston County Board of Supervisors do recognize the week of May 1-7, 2016 as Municipal Clerks Week, and further extend appreciation to our Clerk of the Board and to all Livingston County Town and Village Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

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

Pre-approved Informational Item(s) To Be Reported

1. DRUG & ALCOHOL TESTING CONTRACT-Mr. Coyle explained that he is asking for any feedback on Safe Driver Solutions for this service. He has been approached by the company to do the testing for DOT/Sheriff purposes. We currently use a company in Wyoming County, but he is hearing go things about this company. Caledonia likes this company because they come right to the site and there is no lag time. Livonia has had good luck with this company. The total time takes ten minutes and is less money and more efficient. Mr. Coyle explained that he has concerns on employee changes happening at the company. Mr. Mahus explained that he believes a retired State Trooper living in West Sparta may be buying Mr. Bernacki’s share of the company. Mr. Mahus believes Brian Schirmer will take over the testing portion of the service. Presently the company provides this service for American Rock Salt, Arc of Livingston/Wyoming, Covered Wagons, Geneseo Central, Jimmy’s Sales and Service and Kircher. Mr. Mahus reported that they also service Gunlocks. There are other entities that don’t use Safe Driver that are tied in the County’s current service. Chairman Gott questioned what happens when there is a DOT accident, and if drug testing is done on the spot. He has had two accidents in the past year that did not have any drug testing done at all. He feels that testing should be done no matter who the driver is. He feels that 911 should have a

protocol in place to contact the drug testing service immediately. As a municipality testing is the right thing to do in the public sector. Chairman Gott will discuss this with the Sheriff to see if something can be done to set up a protocol if the State DOT and the Sheriff's unit can't get there right away.

2. **WORKERS COMPENSATION – LEGISLATION & FUNDING CHANGE CONSIDERATIONS –** Mr. Coyle reviewed the research done to try and determine how we should move forward. The questions are, how we fund it generally speaking, how should we fund it moving forward and including the districts that have been falling through the cracks. We currently look at the assessed value. Mr. Coyle reviewed another county's survey on how other counties fund their program. There are two common denominators; tends to be on claims and assessed value as a split of some sort, so for us we would have to consider including claims and it is usually a 50/50 split rolling over a few years. It warrants a change on the exposures alone for the County, we need to look at rightsizing this on what is paid by the towns and villages and what is their exposure and what the County pays and what their exposure is. The County paid \$551,000 toward the premium in 2015. All the towns together contribute \$551,000 or about 44% and the villages contribute the remainder. If we went to loss experience only, the County contributions would go up significantly and be around 78% instead of 44%. In a look at a 50/50 split, the town portions go from 44% of the total, which is the \$551,000, down to \$350,000 or 28% of the total and the County's portions goes up to 61%. The villages go from 11.5% to 10.5%. The shift would go from the towns, where the County Administrator does not feel it should be, to the County, where he thinks it should rest a little bit more. His group did a five year smoothing so the County does not get a \$300,000 hit in year one and the towns would not get their \$200,000 spread across 17 town's reduction credit relief right away. Mr. Coyle thinks we should look toward moving toward a 50/50 split formula and he will prepared some scenarios to review at the next meeting showing some kind of smoothing and a max cap year to year included. The assessed value formula is an antiquated methodology. We need to do a local law no matter what, so why not look at the non-participating entities now. Chairman Gott reviewed earlier discussions held where the town picked up the costs and then the town negotiated with the districts as there are not that many special districts. Mr. Coyle explained that there are only a couple of districts that exclude themselves from coverage because of the way they choose to compensate. Mr. Coyle explained that we are now meeting quarterly for claim reviews to manage claims better. The nursing home is doing very well with eliminating some of their out year exposures, but also in curtailing their first instance of comp with the lift assistance and the tracking mechanisms they have instituted.
3. **SALES TAX UPDATE-**Mr. Coyle distributed his sales tax report for review. The good news is that other places went down worse than we did and from a budget perspective, we left the budget flat from 2015 to 2016. The bad news is that, for the first time since the recession, we are seeing on quarterly returns year to year reduction as opposed to expansion of the sales tax returns. When we received \$30M in sales tax revenues, 1/5 of those revenues or \$6M, were when the sale of gasoline was \$3.40/gallon. If the sale of gasoline is \$2.10/gallon and that represents 20% of your returns that is down one third. So your fifth is down a third, that could mean \$1M+ difference, unless everyone saving money at the pump is then spending it in Livingston County so we retain the sales taxes. We have a good budget practice with our department heads already. We can make up differences in revenues that don't come in by curtailing decisions, putting them off of not doing them. We have a built in contingency of a solid amount, so we have some relief mechanisms already built into the budget. We are doing everything we can to make sure that the reporting is being done properly. He will be making some changes on spending if sales tax is still down by summer.

Mr. Pangrazio explained that we are not doing anything on the DA salary increase for the next month or two. Chairman Gott explained that he would like to wait until we hear what Senator Young can do resulting from a conversation with Chairman Gott and Mr. Pangrazio last week. Mr. Coyle explained that this is an example that it just goes to show that even in little Livingston County, when you stand up and say enough is enough, other counties will join the bandwagon. We were getting calls from all over the state to keep pushing and we are

behind you. We simply need the legislators to do a chapter amendment for the state to reimburse that salary increase.

Mr. Coyle explained that NYSAC is just beginning to work on the public defender resolution to fix this change.

ADJOURNMENT

Mr. Gott moved and Mr. Wadsworth seconded to adjourn the meeting at 2:22 p.m.

Respectfully submitted,

Michele R. Rees
Clerk of the Board