

**PUBLIC SERVICES COMMITTEE MEETING MINUTES**  
**WEDNESDAY, MAY 3, 2017**  
**9:00 A.M.**

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

**EXECUTIVE SESSION**

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

Mr. Carman moved and Mr. Gott 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.

**DISTRICT ATTORNEY – GREG MCCAFFREY**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY OFFICE OF DISTRICT ATTORNEY: NYS OFFICE OF VICTIM SERVICES**

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>NYS Office Of Victim Services</b>	10/1/17-9/30/19	\$141,545.00

80 S. Swan St.

Albany, NY 12210-8002

For: Two-year renewal option for current award for funding the Crime Victim Program via the Office of Victim Services.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Office of Victim Services		Yes X No

**Director's Comments:**

The grant provides funding for Crime Victim Program. The District Attorney's budget supplies third party support of this contract.

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

**SOLID WASTE – PEGGY GRAYSON**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE GLOW REGION SOLID WASTE MANAGEMENT COMMITTEE-ENVIRONMENTAL ENTERPRISES, INC.**

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Environmental Enterprises, Inc.</b>	9/16/17	\$29,575.00
Lab Pack Services Division	(1 day event)	

4650 Spring Grove Avenue  
Cincinnati, Ohio 45232  
For: Disposal of household hazardous waste

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
GLOW's County contributions & a NYS DEC grant	0	Yes

Ms. Grayson reviewed the contract for approval. This company has been the primary contractor for the last 12 years and they have always done a great job. Ms. Grayson is continually exploring pricing. We have applied for a grant for this program.

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

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

Report on GLOW's 2016 Household Hazardous Waste Collection-See attached Executive Summary  
2017 Household Hazardous Waste Collection Program

1. Plans are underway for a September 16<sup>th</sup> collection at the Hampton Corners Complex.
2. In January issued GLOW issued an RFP, applied to NYS DEC for funding and received three (3) proposals.
3. Appointments will begin being accepted in July 24th.

### **New/ongoing Issues**

1. Disposal of Pharmaceuticals in Nursing Homes
  - a. Nursing homes and adult care facilities have utilized DEA Drug Take Back program
  - b. GLOW surveyed the 12 facilities in the region regarding their practices and need for stakeholder focus on the problem. She will contact those that facilities that have not yet responded.
2. Disposal of Electronics-Ms. Grayson reported that there is still a lot of illegal dumping of electronics happening. Chairman Gott talked about the problem in his town that TVs are being dumped in ditches and causing flooding.
  - a. Costs have risen, especially for CRT TVs and monitors.
  - b. NYS provided supplemental grants for 2016 but to date those grants have not been extended to 2017 or beyond.
  - c. State Legislator sponsored collections have helped but more needs to be done.
3. Complaints about haulers landfilling source separated recyclables
  - a. GLOW sent letters to all municipalities asking that they enforce Source Separation Laws

Ms. Grayson distributed packets for the HHW event.

### **Financial Information**

1. GLOW continues to remain financially stable as detailed in an audit conducted by Freed Maxick in 2015 for the 2014 calendar year. Recommendations are to have another audit done in 2025.
2. Total County contributions remain at \$72,000 with Livingston County contributing \$28,088 (Genesee \$25,805, Wyoming \$18, 107).
3. At the end of 2016 GLOW's fund balance was \$268,667.15
4. GLOW programs are supplemented by two (2) NYS DEC grants. The first covers one half of the Recycling Administrator position salary and fringe benefits, along with one half of eligible program expenses. This grant expires at the end of 2018. The other grant covers eligible expenses for the household hazardous waste collection. It is a one year grant and GLOW submits a new application each year. Received, in early 2016 \$46,247 of grant revenue for 2015 expenses, offsetting program costs.

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

Accomplishments in 2016 – GLOW Region Solid Waste Management Committee

1. Administered County Waste/Recycling permit system by processing and issuing permits to all known waste haulers and recyclers operating in the County.
2. Obtained reports of waste quantities as required by New York State.

### Goals in 2017 – GLOW Region Solid Waste Management Committee

1. Modify the Mat-Ex program to include repair, rent and reuse vendors.
2. Promote new Letchworth State Park Backyard Compost Demonstration site in conjunction with advertising campaign activity.
3. Continue to be the source of information on waste, recycling and disposal issues to all sectors of the community.
4. Increase reporting of recycling and solid waste collection for the County.
5. Provide additional outreach to municipalities on recycling opportunities, laws and disposal issues.

### **MOTION TO CHANGE THE AGENDA**

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

### **COUNTY HISTORIAN – AMIE ALDEN**

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

Review of office updates and activities – Mrs. Alden reviewed the following departmental updates for the Committee.

Office Projects for 2017:

- Update of prioritization for digitization of historical records of greatest importance and those requiring special or immediate care.
- Expansion of the County Historian's web page to include more resources
- Commemoration of the centennial of America's involvement in World War I – exhibit opening at Livingston Arts on Friday, May 5<sup>th</sup> entitled *Expressions of World War One in photographs and letters home* to open at Livingston Arts May 5<sup>th</sup>. Plans to move to other locations TBA.
- Commemoration of the centennial of passage of woman suffrage in New York State - exhibit is currently at the Livingston County Historical Society museum. Plan to move to other locations TBA.
- Draft outline for Livingston County Bicentennial historical events (2021)
  - o 2017 - Form committee to include County Historian, town historians, librarians, educators, students, veterans and representatives from County Administration, departments, and agencies. Define goals, objects, choose theme and logo.
  - o 2018 - Public meetings to encourage local efforts to host events that celebrate and commemorate with a lasting impact on the county (installation of a monument, planting of oak trees, digitization of private collections with intrinsic historical value, publication of memoirs, oral interviews, movies, restoration of local cemeteries (including the County Poorhouse cemetery.)
  - o 2019-2020 – preliminary events such county-wide digitization day, interviews, lectures, etc.
  - o 2021 – kickoff event in January, birthday party on February 23, monthly events throughout the year.

### **CENTRAL SERVICES – BILL CAVALIER, BRIAN COLE & JAMES MONTESANO**

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

1. **AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR LIVINGSTON COUNTY CENTRAL SERVICES: ALLIANCE DOOR & HARDWARE, INC., COLDWATER INSULATION, INC., FINGER LAKES FLOORING, INC. & SJB SERVICES, INC.**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Central 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>Alliance Door &amp; Hardware, Inc.</b>	Per Project	\$1,950.00
55 Alliance Drive, Rochester, NY 14623		

For: Replace automated door opener at Millennium Drive

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

**Coldwater Insulation, Inc.**

Per Project

\$5,700.00

5553 Cottonwood Drive, Conesus, NY 14435

For: Insulating ductwork in Boiler Room for the Government Center damaged by water leak

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Insurance Claim	0%	Yes    No x

**Finger Lakes Flooring, Inc.**

Per Project

\$7,787.00

P.O. Box 535, 2028 Dieter Road, Wayland, NY 14572

For: Refinishing hardwood floor in Building #1 Auditorium

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
CIP	100%	Yes x    No

**SJB Services, Inc.**

Per Project

\$1,410.00

535 Summit Point Drive, Henrietta, NY 14467

For: Inspection of Spray Fireproofing Project in the Boiler Room at the Government Center

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Insurance Claim	0%	Yes    No x

Mr. Cavalier reviewed the contracts for approval.

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

There was discussion on the covered walkway project at Millennium Drive. The hospital provided ~\$17,000 toward the project from money bequeathed to them over the years that was restricted to the Dialysis Center. County personnel provided all of the labor and the roofing company is now getting started.

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**Informational Item(s) Written Only**

**Geneseo**

Covered Walkway project 90% completed

911 Center project 100% complete

Mental Health office painting project 100% complete

New HVAC unit installed in Real Property 100% complete

Spray Fireproofing Project 90% complete – under inspection for punch list

Spray pump rebuild in Jail cooling tower 100% complete

**Mt Morris**

Continuing work on Building 1 Auditorium Project

Start work on Pavilion #2 Rebuild, demolition 100% complete

Tree damage clean-up and removal Campus-wide still ongoing

**Hamptons Corners**

New parking lot lights install 100% complete for Highway Department

Overhead Radiant Heat units, rebuilt 10 of 12 that were not working 100% complete

**County-wide**

As of January 386 work orders completed from work order system

50% Handwritten work orders completed

**OTHER – IAN COYLE**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR LIVINGSTON COUNTY: PIONEER LIBRARY SYSTEM**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to

sign the following contract for Livingston County, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Pioneer Library System</b>	1/1/17-12/31/17	\$88,252.00

2557 State Route 21  
Canandaigua, NY 14424

For: Library Services

The only difference in the contract parameter this year is that a portion of the contribution is available for a capital project.

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

## **EMERGENCY MEDICAL SERVICES**

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

#### **1. PROCLAIMING THE WEEK OF MAY 15-21, 2016 AS EMERGENCY MEDICAL SERVICES WEEK**

WHEREAS, the Emergency Medical Services responders in Livingston County provide many hours to save lives and minimize the effects of injuries and illnesses; and

WHEREAS, EMS services are available 365 days a year; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim the week of May 21-27, 2017 as Emergency Medical Services Week in Livingston County to honor EMS personnel, technicians, nurses, physicians, and other healthcare providers who serve their community through EMS agencies and in the Emergency Department at Noyes Memorial Hospital.

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

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

Mar. 28, 2017	EMS presentation for Health Department personnel
Mar. 29, 2017	CPR Instructor monitoring at York FD
Mar. 30, 2017	EMS presentation for Mental Health Department personnel
Mar. 31, 2017	Director attended annual EMS S.T.E.P. Conference - Rochester
Apr. 1, 2017	Director attended annual EMS S.T.E.P. Conference - Rochester
Apr. 3, 2017	Planning meeting at York Central School for Prom Accident (FACT) simulation
Apr. 6, 2017	Monthly EMS Captain meeting / Medical Director meeting
Apr. 11, 2017	CPR monitoring Keshequa Central School
	Finger Lakes Regional Trauma Advisory Council meeting
	Meeting with Cuylerville Ambulance membership and Medical Director regarding crew rates
Apr. 14, 2017	Meeting with SUNY Geneseo Campus Safety Committee regarding the medical effects of TASER deployment
Apr. 18, 2017	Medical Director meeting
Apr. 22, 2017	CPR Instructor class held at Hampton Corners

## **HIGHWAY**

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

#### **1. AUTHORIZING THE PURCHASE OF VARIOUS SIZES OF HIGH DENSITY POLYETHYLENE DRAINAGE PIPE THROUGH A CONTRACT AWARDED BY ORANGE COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – ADVANCED DRAINAGE SYSTEMS, INC.**

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 Orange County Bid #RFB-OC119-16, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Advanced Drainage Systems, Inc.</b>	12/6/16-12/5/17	Varies

58 Wyoming Street  
Ludlow, MA 01056

For: Purchase of various sizes of HDPE pipe in cases where the Orange County bid is lower than the Annual Livingston County bid.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2017 Livingston County Highway Budget Appropriations	100%	Yes X No

Director's Comments: Various sizes of HDPE pipe on the Orange County Bid are lower than the prices on the Annual Livingston County Bid.

Mr. Coyle explained that this contract was found to be less than our bid.

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

## **2. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE SCOPING, PRELIMINARY ENGINEERING AND DESIGN PHASES I-VI: FEDERAL-AID BRIDGE-NY REPLACEMENT PROJECT (PIN 4LV001), PAPERMILL ROAD OVER CONESUS CREEK, TOWN OF AVON - BARTON & LOGUIDICE, DPC**

WHEREAS, fifteen (15) consulting firms from the NYSDOT "LDSA List" submitted engineering/design proposals for the above-noted bridge replacement project, and a 4-person Consultant Selection Committee comprised of NYSDOT and County officials reviewed and rated each submittal, and subsequent weighted scores were computed, and

WHEREAS, the highest-ranking firm resulting from this process was Barton & Loguidice, DPC, and the Selection Committee agreed that negotiations for Scope-of-Work and Fees should commence with B&L, and

WHEREAS, Barton & Loguidice has submitted a cost-plus-fixed-fee proposal, not to exceed the total amount of One Hundred and Ninety-Four Thousand Dollars (\$194,000.00), for the Scoping, Preliminary Engineering and Final Design Phases I-IV, and said Fee and Scope-of-Services have been reviewed and approved by NYSDOT, and

WHEREAS, The Federal share of this cost will be 95% (\$184,300.00) and the County share will be 5% (\$9,700.00), and

WHEREAS, a Supplemental Agreement and Fee with Barton & Loguidice for Construction Inspection Services will be negotiated at a later date, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following Professional Services Contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Barton &amp; Loguidice, DPC</b>	2/27/17-12/31/18	\$194,000.00
443 Electronics Parkway		
Liverpool, NY 13088		

For: Master Contract for Scoping, Preliminary Engineering and Final Design Phases for above-noted Bridge-NY Project. Cost has been approved by NYSDOT. Not to exceed the amount stated above.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
FHWA NYS Bridge-NY Program; Liv. Co. Highway Budget Appropriations	5% (\$9,700.00)	Yes X No

Director's Comment: Term is dated retroactive to 02/27/2017. Consultant had to perform preliminary work for NYSDOT in regards to determining the Historic status of the project, which had a bearing on which program the project would be funded under.

We get a list of consulting firms that are DOT/LDSA approved that are then ranked by the highest scores for this pin. We have had some good experience of late with Barton & Loguidice in particular.

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

## **3. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE SCOPING, PRELIMINARY ENGINEERING, DESIGN AND CONSTRUCTION INSPECTION SERVICES: BRIDGE-NY CULVERT REPLACEMENT PROJECT (PIN 4BNY.15), COUNTY ROAD 36-A, TOWN OF SPRINGWATER - CHA COMPANIES**

WHEREAS, NYSDOT has determined that Livingston County's previous selection of three firms for 3-Year Professional Services Term Agreements complied with the requirements of a quality-based process, and thus could be utilized for the Bridge-NY Program, and

WHEREAS, CHA Companies has submitted a Scope-of-Work and cost-plus-fixed-fee proposal, not to exceed the total amount of Sixty-Three Thousand Dollars (\$63,000.00), for the Scoping, Preliminary Engineering, Design and Construction Inspection Phases and said Fee and Scope-of-Services have been reviewed and approved by NYSDOT, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following Professional Services Contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>CHA Companies</b>	5/10/17-12/31/18	\$63,000.00

16 West Main Street  
Suite 830

Rochester, NY 14614

For: Professional Services Contract for Scoping, Preliminary Engineering, Design and Construction Inspection Phases for above-noted Bridge-NY Culvert Replacement Project. Cost has been approved by NYSDOT. Not to exceed the amount stated above.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Bridge-NY Program	0%	Yes X No

Director's Comment: CHA Companies will utilize Foit-Albert Associates as a sub-consultant to comply with the NYS 30% MWBE requirement.

This is some new funding that came our way in the last couple budget cycles.

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

Mr. Coyle directed the committee's attention to Economic Development and the event taking place on May 11 to rename the Avon Crossroads Park to the James M. Steele Commerce Park. The IDA and others are hosting a small event.

## **ADJOURNMENT**

Mr. Schuster moved and Mr. Gott seconded to adjourn the meeting at 9:51 a.m.

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## **BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER**

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

1. We attended the regional meeting of the Elections Commissioners Association on April 4, 2017 in Batavia. The guest speaker was Risa S. Sugarman, Chief Enforcement Counsel at the NYS Board of Elections.
2. Voter Registration Drives were held in Avon, Conesus and Geneseo. The Drive in York will take place on April 27.
3. 2017 Library Election process was completed producing Absentee and Election day ballots for three libraries.
4. Created absentee and election day ballots for 8 school districts in Livingston County; Tested and printed absentee ballots which have delivered to the schools; all Election Day ballots were tested on the machines that will be used in the school election, including 2 back-up machines; Printed and sealed 5,550 Election day ballots for the 8 districts; prepared all machines and associated equipment for the election; delivery to be done on May 12. Reminder: School Elections are May 16. Check your school district for voting hours.
5. Worked on Town Caucus packets. Reminder: First day to hold a caucus is June 6, 2017.

6. Hosted EMS training (Dominion Voting System) on April 25 and 26. This complex ballot-building and results/reporting system is specifically designed with safe guards to ensure integrity of the election making it an incredibly challenging system to navigate. We were chosen by Dominion to host this training due to Livingston BOE's experience with system.
7. Attended Laserfiche Training on April 24 at Murray Hill.
8. Current Voter Enrollment stands at 39,205 – Democratic, 10,498; Republican, 17,045; Conservative, 907; Green, 156; Working Families, 148; Independence 1,889; Women's Equality, 8; Reform, 5; Blank, 8,438. Total active and inactive voters equal 40,874.

## **CONFLICT DEFENDER – HAYDEN DADD**

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

- Maintained communication with clients both in and out of custody
- Litigated a number of trials in Family Court since April 1<sup>st</sup>
- Attended a DWI Master Class CLE (Continuing Legal Education) in Ontario County in order to better represent clients both at the County level and in Justice Court
- Resolved Preliminary hearing's with District Attorney's office
- Made various appearances in both Justice and County Court representing clients.
- Attended a meeting with other local indigent defense attorneys in Ontario County to discuss pending litigation going forward

## **ECONOMIC DEVELOPMENT – BILL BACON**

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

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

We have been notified by the Finger Lakes Regional Economic Development Council ("FLREDC") that the Consolidated Funding Application ("CFA") period will begin on May 1<sup>st</sup> and run through July 28<sup>th</sup>. This is the primary source of funding for many of the economic initiatives that are created from this office. Preparation for the application window has been ongoing for a few months and several areas have been identified as likely entries such as further Main Street and technical assistance funding for downtowns, marketing and tourism for the craft brewing trail, planning grants for the virtual building and infrastructure monies to continue with preparedness for our green field sites.

The first meeting of the public market feasibility study took place on Friday, April 21<sup>st</sup>. Several different areas and groups were represented in the various meetings which took place. As discussed by our consultant, Ted Spitzer from Market Ventures, Inc., a public market could assume a variety of forms and structures. Mr. Spitzer was able to hear thoughts, concerns and feedback from approximately 50 people throughout the day, including the steering committee, SUNY Geneseo culinary and CAS administration, current vendors and growers as well as market managers and elected officials. Next steps would include a follow-up on gathering data which surfaced during the meetings, the creation and dissemination of a public survey and additional targeted discussions.

Maureen Wheeler and Louise Wadsworth were asked by the Office of Community Renewal ("OCR") to be on a panel of presenters for a statewide discussion held in Utica regarding Main Street/Downtown/Community revitalization. The feedback from the participants on the programming and implementation for the Livingston County Villages was excellent with many seeking the step-by-step details! Much praise was given to Maureen and Louise by the folks at OCR in the course of the discussion for their accomplishments and dedication to the New York Main Street Program.

Louise Wadsworth will be attending the National Main Street Conference beginning Thursday, April 28<sup>th</sup> through Thursday, May 4<sup>th</sup> in Pittsburgh, PA.



## **EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER**

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

1. Application for Accreditation for the Emergency Management Office was sent to NYSDHSES , reviewed and accepted. Target date for accreditation review is October of this year.
2. Flood response 4/20 – Village of Avon received about 2.5 inches of rain within 1.5 hours, which created flooding within the village, resources from East Avon, and Lakeville FD's were utilized by the Avon FD to help control the flooding. 4/21 flooding occurred in Lima, Caledonia, Mt. Morris, York and Leicester. OEM assisted all departments.
3. Received 58,410.00 reimbursement for the All Hazard Mitigation Plan from NYSDHSES.
4. Was a guest speaker at the Triad meeting held on 4/6, spoke about preparedness and response to emergencies to assist the elderly.
5. Yates County toured the Emergency Operations Center, to get a better understanding of functionality, basic operations, and resource management using an EOC.
6. Held a meeting with the School Superintendents from the County, discussed sheltering process at the schools, weather reports, EOC operations, and resources that are available to them that OEM could provide.
7. Attended FBI Training on WMD matters and threats to federal, state, and local agencies so they can assess their respective levels of preparedness and identify opportunities for joint-agency initiatives in the event of a WMD incident.
8. OEM and the Haz. Mat Team attended the Pipeline safety and response course.
9. Attended the Storm water management meeting
10. Haz Mat team responded to Kraft Foods for a chemical spill that injured one employee, the building was evacuated. Haz Mat did suit entry to determine the chemicals involved, contained the leak, and spill clean-up. 17 members of the team responded.

#### **Meetings;**

Chief Executive, LEPC, Western District Emergency Managers, County Firefighters Association, Groveland FD Banquet, Caledonia FD Banquet, Fit Testing completed for : Lima, Geneseo, Conesus, Sparta, and East Avon.

#### **Fire Response:**

4/9 – Nunda, Truck fire  
4/13 – Avon, Stove fire  
4/15 – Livonia, House fire  
4/15 – Dansville, House fire  
4/16 – Livonia, House fire  
4/20 – Avon, House fire  
4/20 – Avon, Flooding  
4/21 – Leicester, Barn fire  
4/24 – Avon, Haz Mat response Kraft Foods

## **PLANNING – ANGELA ELLIS**

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

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

Subscriber equipment installation is complete. Work continues on the following activities funded through SICG Round 4 – 1. New World System Upgrade (being managed by the Sheriff's Office). 2. Phone system replacement project. A request for proposals has been developed and planned for release in May. 3. Work on improving interoperable communications with adjacent counties and improving in-county radio gap coverage locations, such as in the Dansville area. The Project Management Team is working on the feasibility of adding microwave equipment at the existing Crown Castle Tower site (Town of North Dansville owned property) on McFadden Trail. This would also include installation of an equipment shelter and emergency generator, which bid documents for both are planned for issuance in May.

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

**Wilkins Creek Stormwater Management Feasibility Study.** The contract between the Town of Livonia and

NYS Department of State has been executed. We continue work on an RFP for the project, and anticipate issuing the RFP within the next 2 months.

**Vitale Park Green Infrastructure & Shoreline Habitat Restoration Project.** We are working on executing the agreement with the NY Sea Grant Program. 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.

**Stormwater Management Tool Kit.** Barton and Loguidice continues work on developing a toolkit for addressing stormwater management concerns. The project will provide recommendations and tools for improving coordination among agencies (i.e. fact sheets, contact cards, training needs, etc.). The project also includes a review of local regulations pertaining to stormwater management and will provide organizational development review flowcharts to assist municipalities when reviewing development applications relative to stormwater and flooding concerns.

**Total Maximum Daily Load for Phosphorus.** The Planning Department and Technical Committee are working with NYS DEC on identifying possible action items to be included in an implementation strategy within the TMDL document. Potential action items will be discussed with the Conesus Lake Watershed Council on April 28.

**Conesus Lake Watershed Monitoring Program.** We are coordinating the contract with SUNY Geneseo to conduct the watershed monitoring activities this summer.

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

##### **Community Development Work Group**

**Hamlet of Greigsville Transportation Safety and Access Improvement Plan.** TY LIN continued work on the technical activities related to the inventory of conditions and needs assessment. The York Central School District has agreed to let us conduct focus groups with the students to gain their input directly. This was one of the additions to the Public Participation Plan that was suggested, discussed, and agreed to by the Steering Committee.

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

**Mobility Management Website.** Cambridge Systematics is in the process of designing the mobility management website. We received a revised application. The Public Transportation Work Group is meeting on April 27<sup>th</sup> to group review the changes and to identify remaining items to be addressed. The Group will be discussing possible marketing strategies and opportunities for public outreach as well as necessary staff training. The Planning Department will be providing on-going maintenance of the website. Katie Jaeckel, an intern from SUNY Geneseo, updated the transportation provider information, and is also helping with developing the marketing strategy.

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

**Local Municipal Agricultural and Farmland Enhancement and Protection Plans:** Planning staff continues to provide support to the towns and their consultant teams in the development of local plans: 1) Sparta - The Existing Conditions Report is about completed. Work has started on the recommendations section. 2) Ossian - The Town held a public meeting on March 6. A second public meeting/panel was held on April 12. 3) Geneseo - The Plan is currently under review by NYS Ag and Markets.

**Purchase of Development Rights.** The Genesee Valley Conservancy and partners have started the Pre-application process for the next application. Applications from interested farm operations were submitted to the Planning Department. A review committee is currently ranking the applications in anticipation of an AFPB recommendation being presented to the Public Services Committee in June.

**Other meetings:** Staff attended the 1) Genesee Valley Conservancy Land Owner Workshop which included a session on siting solar facilities and concerns for farmers; 2) Community Meeting for Farmers' Markets in Livingston County; 3) Farmer Neighbor Dinner - Livingston County; 4) Cornell University training workshop on solar installations and impacts to agricultural land.

#### **ENVIRONMENTAL MANAGEMENT COUNCIL**

**Earth Day Award.** The EMC has selected Randy French, science teacher at Geneseo Central, as the 2017 Earth Day Award recipient. Chairman Alex Pierce will present the award jointly with Chairman Gott at the April 26, 2017, Board meeting.

## **COUNTY PLANNING BOARD**

**LET’S Plan. Reminder:** The Local Government Workshop will be held on May 19, 2017. “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:**

**NYS Broadband Program: Phase 3.** The State has issued the Request for Proposals for Phase 3 funding. The Planning Department prepared GIS maps showing the eligible census blocks in Livingston County.

Representatives from Livingston, Wyoming, Genesee, Orleans, and Niagara met to discuss a possible 5-county (public)-private partnership application to the State to encourage installation of broadband in unserved areas. The next meeting is early May. Deadline for submissions is August 15, 2017.

**Livingston County Wide Resiliency Plan Project.** We partnered with the Genesee/Finger Lakes Regional Planning Council on a grant application to the NYS Department of State Office of Planning and Development Resiliency Planning Program for funding to develop a Livingston Countywide Resiliency Plan: Flood Smart Action Plan. If funded, the project will help identify actions to reduce flood risk and increase community resiliency. The County Emergency Management Office is also a project partner agency for the project.

**Great Lakes Restoration Initiative Funding Program.** Staff worked with the Town of Geneseo and Heather Grant on an application to the GLRI program for funding to assist with tree removal at Long Point Park. Development Review Committee. **Staff continued work on developing a proposed structure for a County Development Review Committee to offer a venue in which County staff and municipal officials can discuss development applications and permitting issues in an effort to foster better communications and coordination between the departments and streamline the local review process.**

**Clean Energy Communities Program. Planning staff submitted the Benchmarking Resolution approved by the Board of Supervisors on April 12<sup>th</sup> to NYSERDA. The County is now officially considered a participant in the program. Our office will work with the necessary county agencies and the Genesee Finger Lakes Regional Planning Council to get the energy data entered into Portfolio Manager. Other action items being researched include 1) purchase of an electric hybrid vehicle for the Department of Health; 2) collecting energy data to show reduction in energy usage, and; 3) possible membership in the NYS Energy Improvement Corporation. Additional opportunities will be researched as appropriate.**

**EPA Brownfield Grant. We continue to wait to hear about our application to the EPA for funding to assist with property clean up in the Village of Caledonia and to prepare an inventory of brownfield properties in the County.**

## **PROBATION – LYNNE MIGNEMI**

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

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

467 adult offenders supervised in county (30 treatment court cases being supervised in drug court)  
24 offenders in other NYS counties

2 offenders in other states

13 juveniles supervised  
10 new juvenile referrals  
39 investigations ordered  
21 active EHM cases (1 juvenile; 20 adults; 5 of which are female), 4-Global Positioning  
0 adult placed on probation for willful violation of support

15 New Leandra's Law cases (8 CDs)

## 2. MONIES COLLECTED

\$8,885.45 – restitution

2,902.01 – fines

4,788.00 – DWI supervision fees

3,305.00 – EHM fees

432.85 – restitution surcharge

## 3. MEETINGS ATTENDED

3/07/17 Human Services Department Head Meeting

3/08/17 Board of Supervisor Meeting

3/15/17 Anti-Poverty Meeting (Planning)

3/15/17 Meeting w/County Administrator

3/20/17 Staff Meeting

3/20/17 Board of Supervisor Meeting-Leeann Pike (Pledge)

3/20/17 Domestic Violence Consortium

3/28/17 Presentation at Noyes Memorial Hospital (SPTF)

3/22/17 Meeting w/Jason Parker IT

3/28/17 Suicide Task Force

3/31/17 Raise the Age Meeting (Monroe County-Finger Lakes

Regional Juvenile Justice Team)

## 4. ADMINISTRATIVE REVIEWS

Five (5) administrative reviews

## 5. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	3/17/17	CRASE	2.5	
	3/20/17	AA In-Service	0.75	
Doug Czyryca	3/17/17	CRASE	2.5	
	3/20/17	AA In-Service	0.75	
Katie Dunn	3/20/17	AA In-Service	0.75	
Michelle Jordan	3/6/17	The Enemy Within	7.0	
	3/17/17	CRASE	0.75	
Liz Laney	3/17/17	CRASE	2.5	
	3/20/17	AA In-Service	0.75	
Brian Lanpher	3/20/17	AA In-Service	0.75	
Debra Mack	3/6/17	The Enemy Within	7.0	
	3/17/17	CRASE	2.5	
	3/20/17	AA In-Service	0.75	
Matthew McKinney	3/17/17	CRASE	2.5	
	3/20/17	AA In-Service	0.75	
Rachel Merrick	3/17/17	CRASE	2.5	
	3/20/17	AA In-Service	0.75	
Lynne Mignemi	3/17/17	CRASE	2.5	
	3/20/17	AA In-Service	0.75	

Courtney Sobrado	3/17/17	CRASE AA In-Service	2.5	
	3/20/17		0.75	
Jason Varno	3/17/17	CRASE AA In-Service	2.5	
	3/20/17		0.75	
Leeann Pike	3/17/17	CRASE	2.5	
Mary Van Horn	3/17/17	CRASE AA In-Service	2.5	
	3/20/17		0.75	

Respectfully submitted,

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