

WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, SEPTEMBER 25, 2017
1:30 P.M.

PRESENT: D. Mahus, D. Fanaro, D. Knapp, W. Wadsworth, E. Gott, D. LeFeber, P. Yendell, G. Deming, I. Coyle, H. Grant, S. Hillier
ABSENT: D. Pangrazio

COUNTY TREASURER – AMY MANN

Pre-approved Informational Item(s) To Be Reported

1. Results Sealed Bid - 6919 May Road, Springwater, New York. (Tax Map No. 138.-2-63)-We received not bids. We will save it until the next auction. There are more properties in litigation.
2. Phillips Lytle Update-Ms. Mann explained that she and the County Attorney discussed the new contract and the concerns with the current attorney with Richard Beers. We will still have the current attorney for preparation information but Chad Landsberg will handle any court cases. Judge Wiggins has recused himself in regards to the Stivers case.

MOTION TO MOVE THE AGENDA

Mr. LeFeber moved and Mr. Gott seconded to move the agenda....Carried.

COUNTY ATTORNEY – SHANNON HILLIER & ANGELA ELLIS

Action Item(s) To Be Reported

1. INITIATION OF SEQR PROCESS AND INTENT TO DECLARE LIVINGSTON COUNTY BOARD OF SUPERVISORS AS LEAD AGENCY FOR SEQR REVIEW OF THE MCFADDEN TRAIL E911 COMMUNICATIONS TOWER SITE PROJECT, TOWN OF NORTH DANSVILLE

WHEREAS, the Livingston County Board of Supervisors intends to implement necessary improvements to the Livingston County Emergency Communications System; and

WHEREAS, the project involves development of a new E911 communications tower site at McFadden Trail, Town of North Dansville, and related equipment and infrastructure improvements to support the County Emergency Communications System; and

WHEREAS, the proposed action is subject to review under 6 NYCRR Part 617, the New York State Environmental Quality Review (SEQR) Act; and

WHEREAS, under SEQR, a lead agency must be designated to conduct an environmental review of the proposed action known as the “McFadden Trail E911 Communications Tower Site Project”; and

WHEREAS, a preliminary classification of the proposed action as a Type I Action has been made by Livingston County Planning staff pursuant to 6 NYCRR 617.6(a)(1); and

WHEREAS, it has been determined that a Long Environmental Assessment Form (EAF) is most appropriate for the proposed action and must be completed prior to the Livingston County Board of Supervisors requesting Lead Agency status for the project; and

WHEREAS, the Livingston County Board of Supervisors, as an involved agency, intends to establish itself as Lead Agency for the purposes of fulfilling the SEQR requirements in connection with the proposed action, conduct the environmental review process, and make a Determination of Significance pursuant to 6 NYCRR 617.7; and

WHEREAS, all documentation associated with the McFadden Trail E911 Communications Tower Site Project is subject to the review and approval of the Livingston County Administrator and the Livingston County Attorney; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors determines that the proposed Emergency Communications System Upgrade Project is a Type 1 Action under SEQR; and be it further

RESOLVED, that the Livingston County Board of Supervisors hereby requests Lead Agency status for this proposed action and authorizes and directs the Livingston County Planning Director to prepare a Long Environmental Assessment Form (EAF) for the proposed action, and to notify all Involved Agencies and other concerned parties of this Lead Agency request pursuant to 6 NYCRR 617.6(b)(3).

Mrs. Ellis reviewed the project and explained the negotiation history with Crowne Castle and how we

determined moving forward with our own equipment. The emergency generator and equipment shelter were already purchased during the Crowne Castle negotiations. This project will be a 100 foot cell tower on the Town property with a 12x20 foot equipment shelter with a fence around the buildings and emergency generator. Hopefully construction will start in November with cutover taking place in February if everything stays on schedule. The bid specifications are ready to go out this week. She attended a town board meeting with Bob Duclos from C&S Engineers last week and presented the draft lease agreement. Because this is a Type 1 action it does require coordinated review. There are 30 days for agencies to get back to us. The County Attorney explained that the lease is not the typical 99 year lease that we have used with other towers. The reason for this is due to the real sense of urgency here because of the gaps in coverage for our emergency people. For that reason, she prepared a 5 year lease with four 5 year renewals covering a 25 year period. A local law would require doing a permissive referendum that requires a 45 day lag before moving forward. Mr. Mahus questioned whether he should participate in the vote or recuse himself in his capacity as Town Supervisor. *Motion: Mr. Gott moved and Mr. Fanaro seconded to approve the foregoing resolution Mr. Mahus recused himself from this vote..... Carried.*

2. AUTHORIZING TOWER LEASE WITH THE TOWN OF NORTH DANSVILLE FOR THE MCFADDEN TRAIL E911 TOWER SITE-TOWN OF NORTH DANSVILLE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a lease 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>
Town of North Dansville	5 year term	
14 Clara Barton Street	automatically renew for four (4) add'l 5year terms	
Dansville, NY 14437		

For: Tower lease for 9407 & 9253 McFadden Trail, Town of North Dansville

Motion: Mr. LeFeber moved and Mr. Wadsworth seconded to approve the foregoing resolution Mr. Mahus recused himself from this vote..... Carried.

SHERIFF’S OFFICE – TOM DOUGHERTY/CD BURGESS

Mr. Gott questioned whether the surplus vehicle listed today is appropriate for the Hemlock Fire Department. The sheriff confirmed that this vehicle is completely inoperable. CD Burgess will contact Livonia when a suitable vehicle becomes available.

Action Item(s) To Be Reported

AWARDING BID FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE FOR A 3D LASER SCANNER – FARO TECHNOLOGIES, INC.

WHEREAS, after the proper legal advertisement seeking bids for a 3D Laser Scanner, one (1) bid was received and opened on August 28, 2017, 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>Contractor</u>	<u>Term</u>	<u>Amount</u>
Faro Technologies, Inc.	N/A	\$81,245.50
250 Technology Park		
Lake Mary, FL 32746		

For: 3D digital scanning equipment and software

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
Telephone Commission Revenue Account	0%	Yes No X

Director’s Comments:

Original bid price from Faro was \$89,536. The price was too high and Sheriff Dougherty was able to negotiate the price down. This equipment is replacing the antiquated and unsupported Nikon Total Station equipment currently used at serious MVAs and crime scenes.

CD Burgess distributed information on the bid documents, an equipment brochure and the final negotiated price. All of the forensic technicians will be qualified to operate the scanner. There was discussion on the anticipated life of the equipment. The company does a recalibration yearly with a loaner scanner for our use during that time. This will be very valuable to have immediate access to equipment without having to wait for another county to bring in their equipment. Documentation and forensics is the longest timeframe during an incident investigation. Insurance companies are entitled to the investigation documents. There was discussion on the costs for any requested documentation. They plan to utilize the jail for training so we have a full floor plan in place for the jail in case of any emergency situations in the future. The plan is to keep the old total station for future use if necessary. There was discussion on reimbursement and use by local police agencies. Mr. Coyle explained that the funding is coming from the reserve account made up of various revenues.
Motion: Mr. Gott moved and Mr. Fanaro seconded to approve the foregoing resolution..... Carried.

EXECUTIVE SESSION

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

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

No action taken.

COUNTY AUDITOR – TERRY DONEGAN

Action Item(s) To Be Reported

ACCEPTING THE REPORT OF COMMITTEE ON WORKERS’ COMPENSATION INSURANCE ESTIMATE AND APPORTIONMENT OF COUNTY SELF- INSURANCE FOR THE YEAR 2018

WHEREAS, the Ways and Means Committee has submitted the following annual estimate and apportionment of expenses for the Livingston County Self-Insurance Plan for the fiscal year beginning January 1, 2018, and ending December 31, 2018, pursuant to Section 67 Paragraph 1 of the Workers’ Compensation Law, and

**LIVINGSTON COUNTY SELF INSURANCE PLAN
 ANNUAL ESTIMATE AND APPORTIONMENT OF EXPENSES
 1-Jan-18**

AWARDS:	\$1,600,000.00		
MEDICAL:	\$585,000.00		
CLAIM EXP:	\$110,000.00		
REHAB SVCS:	\$54,000.00	SUBTOTAL	\$2,349,000.00
ADMINISTRATIVE COSTS:			
Administration (POMCO/Self Funding)	\$87,500.00		
Legal Fees	\$50,000.00		
W.C. Board Assessments	\$160,000.00		
Insurance	\$230,000.00		
Public Goods Pool	\$18,000.00	SUBTOTAL	\$545,500.00
CONTRIBUTION TO RESERVE FUND		SUBTOTAL	\$300,000.00
		TOTAL	\$3,194,500.00
LESS: RECOVERIES	\$400,000.00		
LESS: INTEREST INCOME	\$10,000.00		
LESS: INTERFUND REVENUES	\$1,800,000.00		

LESS \$2,210,000.00

AMOUNT TO BE RAISED BY TAX

\$984,500.00

**APPORTIONMENT OF WORKERS' COMPENSATION
INSURANCE FOR THE YEAR 2018**

PARTICIPANTS	RATIO	ASSESSED		% OF TOTAL COST (80% Assessment 20% Experience)	2017	2018
		VALUES	FULL VALUES		SHARE OF PARTICIPANT	SHARE OF PARTICIPANT
TOWNS						
Avon	98.00%	\$445,858,451	\$454,957,603	4.24%	\$44,955	\$41,729
Caledonia	97.00%	\$284,683,427	\$293,488,069	2.71%	\$28,626	\$26,704
Conesus	100.00%	\$195,501,156	\$195,501,156	1.94%	\$20,170	\$19,070
Geneseo	99.00%	\$578,760,428	\$584,606,493	5.42%	\$58,741	\$53,374
Groveland	99.00%	\$171,631,277	\$173,364,926	1.68%	\$17,626	\$16,562
Leicester	97.00%	\$147,262,191	\$151,816,692	1.44%	\$15,076	\$14,190
Lima	96.00%	\$274,926,699	\$286,381,978	2.76%	\$27,962	\$27,203
Livonia	100.00%	\$576,991,566	\$576,991,566	5.50%	\$58,415	\$54,155
Mt. Morris	100.00%	\$195,050,479	\$195,050,479	1.91%	\$20,315	\$18,781
North Dansville	100.00%	\$233,039,711	\$233,039,711	2.21%	\$23,693	\$21,713
Nunda	100.00%	\$140,315,827	\$140,315,827	1.44%	\$14,653	\$14,191
Ossian	100.00%	\$77,914,484	\$77,914,484	0.77%	\$5,996	\$7,620
Portage	100.00%	\$52,564,846	\$52,564,846	0.55%	\$5,515	\$5,405
Sparta	100.00%	\$96,434,219	\$96,434,219	0.96%	\$9,936	\$9,434
Springwater	100.00%	\$138,383,440	\$138,383,440	1.41%	\$14,351	\$13,887
West Sparta	100.00%	\$84,878,149	\$84,878,149	0.85%	\$8,809	\$8,381
York	97.00%	\$246,929,442	\$254,566,435	2.52%	\$25,545	\$24,820
TOTALS		\$3,941,125,792	\$3,990,256,073	38.32%	\$400,384	\$377,219
COUNTY						
Livingston County		\$3,941,125,792	\$3,990,256,073	49.76%	\$463,232	\$489,872
VILLAGES						
Avon	98.00%	\$176,446,465	\$180,047,413	2.02%	\$18,966	\$19,898
Caledonia	97.00%	\$105,264,064	\$108,519,653	1.21%	\$11,381	\$11,934
Dansville	100.00%	\$175,735,436	\$175,735,436	2.12%	\$20,527	\$20,879
Geneseo	99.00%	\$246,782,431	\$249,275,182	3.00%	\$27,579	\$29,572
Leicester	97.00%	\$20,451,804	\$21,084,334	0.20%	\$2,088	\$1,983
Lima	96.00%	\$88,137,105	\$91,809,484	0.92%	\$9,555	\$9,021
Livonia	100.00%	\$67,312,636	\$67,312,636	0.68%	\$6,982	\$6,680
Mt. Morris	100.00%	\$94,669,439	\$94,669,439	1.27%	\$10,870	\$12,499
Nunda	100.00%	\$42,979,611	\$42,979,611	0.50%	\$4,736	\$4,943
TOTALS		\$1,017,778,991	\$1,031,433,188	11.93%	\$112,684	\$117,409
GRAND TOTALS		\$8,900,030,575	\$9,011,945,334	100.00%	\$976,300	\$984,500

WHEREAS, the Ways and Means Committee recommends the adoption of the report, it is hereby

RESOLVED, that the estimate and apportionment of expenses be approved as submitted, and, be it further

RESOLVED, that pursuant to Section 67, Paragraph 1, of the Workers' Compensation Law, the amount apportioned to the county and each of the participating towns as set forth in the foregoing report be levied and assessed upon the taxable property of the County, and that other participating municipalities make payment to the County Treasurer not later than thirty days after the commencement of the participants next fiscal year, and, be it further

RESOLVED, that certified copies of this report and resolution be forwarded to each participant of this

plan.

Mr. Donegan reviewed the breakdown and explained that most will show a decrease with the exception of any members that had a claim against them. This is the second year of the smoothing to 50/50.

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

REAL PROPERTY TAX SERVICES – BILL FULLER/JASON PARKER/AMY MANN

Pre-approved Informational Item(s) To Be Reported

Discussion of tax bill printing with an outside vendor-Mr. Fuller distributed information on current practices. ITS and Real Property have worked together for the last 25 years printing the tax bills with ITS chargebacks to Real Property for .21/tax bill. Mr. Fuller has received three responses requesting quotes to print our tax bills. A key component in printing is having barcodes on each bill. He is recommending ABS in Batavia. Printing tax bills is what they do all the time. ABS currently prints for Monroe, Genesee, Wyoming, Orleans, Ontario, Yates, Allegany and three of our schools. There are still some details to work out. ABS is charging .206/bill for printing, insertion, folding and mailing. There is an online portal where collectors can put their own information into certain tax bills. We are getting to the point where ITS equipment is aging out. Procedure wise, transitioning to ABS does not sound like a big change. He does want to continue printing the assessment rolls & tax rolls in house. ABS can pull anything that is coded in the system. Mr. Coyle discussed the staff time involved in the process now and how there is a reason why many counties contiguous to us have gone to this system. There was discussion of the high staff hours used now that will be eliminated. They will work on scheduling an informational meeting with the clerks and tax collectors. There will not be a chargeback to the towns. The chargeback to the schools and villages will continue. The control of the timetable will no longer be in our hands. His intent is to proceed with the upcoming Town and County tax bills.

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #9B-SEPTEMBER 27, 2017

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #9B dated September 27, 2017 in the total amount of \$2,995,704.45.

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

2. AUTHORIZING TRANSFER OF FUNDS – HIGHWAY (2), HISTORIAN

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfers per the Budget Transfer Request Forms on file in the Office of the Clerk of the Board which have been approved by the Livingston County Administrator.

Mr. Coyle explained how the new e-filing system is being utilized by some departments.

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

3. AMENDING 2017 LIVINGSTON COUNTY BUDGET – DEPARTMENT OF HEALTH

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested Budget Amendments per the Budget Amendment entries which have been approved by the Livingston County Administrator.

This amendment is for some additional state grant revenue that we received.

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

4. DECLARING SURPLUS PROPERTY – SHERIFF'S OFFICE

WHEREAS, the County of Livingston owns surplus personal property that is no longer necessary for public use, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby declares the following item(s) as surplus property to be disposed of as determined by the County Administrator:

Sheriff's Office

Quantity	Year, Make & Model	Mileage	Serial #
1	2011 Chevrolet Tahoe	180,828	1GNSK2E00BR338995

The transmission went on this vehicle.

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

Pre-approved Informational Item(s) To Be Reported

1. Update to the CIP-The final email for projects went out to department heads. Mr. Coyle reviewed the current projects on the CIP.
2. Budget 2018: First Look-Mr. Coyle reviewed the budget development presentation for the Committee. We are concerned with some of the cost trends out there like community colleges and raise the age. There is some concern on the state really reimbursing counties back 100% of the impact. Our GCC chargeback has nearly doubled in 6 years. We are in the top 5 counties in the State on fiscal stress and where we sit financially. We will have a draft budget to review in the next Ways and Means meeting. There was discussion on the raise the age affecting the Groveland Correctional Facility and other area facilities.
3. EPC, Funding Strategy and CNR Update-We are just about there to come to the committee on funding for the energy performance project.

ADJOURNMENT

Mr. Gott moved and Mr. LeFeber seconded to adjourn the meeting at 2:49 p.m.

GRANTS & PUBLIC INFORMATION – HEATHER GRANT**Informational Item(s) Written Only****Website and Social**

- Will be uploading first informational department video from DOH re: Harmful Algae Blooms to the website soon.
- First website training went OK but some participants were not happy and after filling out the Civic Plus survey, the company decided to offer an additional day of training to our team free of charge. The first training sessions were webinar based. This time there will be a Civic Plus trainer on site to lead the training session to be offered on Sept. 20- two sessions available with 15 people signed up.
- New website went live with very few complications.
- Up to 1700 (100 more than last report) Likes on Facebook
- Jobs posted to Indeed and Facebook for CNR and DOH

Grant submissions since last report:

Program	Funder	Applicant	Submitted	Request
2nd Upstate Quality Improvement & Caseload Reduction	NYS Office of Indigent Legal Services	County- Public Defender	9/5/2017	\$300,000
GRHF Opportunity Grant 18	Greater Rochester Health Foundation	Mental Health	9/14/2017	\$277,485

Upcoming Grant Deadlines

- NACO Creative Counties Place making Challenge- joint effort with Livingston Arts due 10/13
- RESTORE NY grant- Intent Due 10/13- Deadline: 12/15

Other

- 8/8- Pre launch of new website meeting with civic plus
- 8/8- Meeting with NYS Assembly rep and Ian regarding potential \$50,000 funds through Errigo
- 8/15- Website went live
- 8/18- Final Public Market meeting- presentation on findings
- 8/23- Visit to highway worksite with innovative procedure in town of Ossian- took video and photos for

Facebook and website

8/24- Department Head meeting

8/24- EPA webinar- brownfield

9/6- Development Review Committee meeting

9/13- TIGER Grant webinar

9/14- Meeting with Livingston Arts re Place making Grant

Respectfully submitted,

Michele R. Rees, IIMC-CMC

Clerk of the Board