

WAYS & MEANS COMMITTEE MEETING MINUTES
TUESDAY, OCTOBER 11, 2016
1:30 P.M.

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

REAL PROPERTY TAX SERVICES – BILL FULLER

ACTION ITEM(S) TO BE REPORTED

1. ESTABLISHING RATIOS FOR THE YEAR 2016

The Ways and Means Committee presents the following equalization ratios for each township of the County for the apportionment of the 2017 County Tax Levy:

AVON	98.00	NORTH DANSVILLE	100.00
CALEDONIA	97.00	NUNDA	100.00
CONESUS	100.00	OSSIAN	100.00
GENESEO	99.00	PORTAGE	100.00
GROVELAND	99.00	SPARTA	100.00
LEICESTER	97.00	SPRINGWATER	100.00
LIMA	96.00	WEST SPARTA	100.00
LIVONIA	100.00	YORK	97.00
MT. MORRIS	100.00		

Mr. Fuller explained that these ratios have been certified by the NYS Office of Real Property Tax Services.

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

2. AUTHORIZING DIRECTOR TO ADD TAXES ON 2017 VARIOUS TOWN TAX ROLLS

Mr. Fuller explained that he is requesting permission to add the prorated taxes from the various tax rolls. These are the result of formerly exempt parcels that were purchased by non-exempt owners from the previous year. Mr. Pangrazio shared the full list with the committee.

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

Pre-approved Informational Item(s) To Be Reported

1. Discuss the possibility for the County to pay or share payment with the Towns to hire a Commercial Appraiser Contractor to do work for the 2018 reval for the county. Mr. Fuller was approached at a County Assessor meeting about hiring a contractor to crunch all of the income and expense report numbers to come up with a mathematical value. The cost of such a contract would be \$4,000. The estimated cost to towns was determined by dividing that \$4,000 by 17 towns. Mr. Fuller distributed a report that he ran calculating all of the commercial assessments by town and the total in the county and then figured out the percentage per town from the county whole in commercial. Mr. Fuller also took the apportionment sheets from the county tax roll last year and took the percentage of that apportionment versus the total for commercial. That seems a little more equitable. Geneseo and Livonia are tied for the high and ~\$590. Mr. Gott explained that Livonia and Geneseo were discussing hiring an appraiser to do appraisal work in their towns and Geneseo decide not to participate, so Livonia had already budgeted funds in their 2015 budget for this. Mr. Fuller explained how the contract would work and how the town assessors will be doing their own legwork and the commercial appraiser will crunch the numbers. Mr. Fuller believes that there will be an increase in taxable value. The contractor will be attending the October 26 Assessors meeting. Mr. Fuller is recommending that the contract be with the County, who would then charge back to the towns. The committee felt that this would be fair. Mr. Fuller will prepare a contract resolution for the next Ways and Means meeting.
2. There was discussion on plans for future training for the new staff member.

Informational Item(s) Written Only

1. I have hired Leanne Holt from Hemlock to fill our vacant Real Property Tax Service Aide position. Leanne will be starting on October 11th and I am certain the she will be a great fit for our office.
2. I participated in the 2016 County Decision Makers Ag Tour, the theme this year is “Ag Assessments and how they Impact your Community”.
3. I recently attended a mandated course of ethics training given by the New York State Assessors Association.
4. I will be attending Fall Conference of the New York State Association of County Directors of Real Property Tax Services this month where I will obtain required Tax Enforcement training and attend several seminars relating to Real Property Tax.
5. Small claims hearings for assessment grievances are under way and we hope to have them wrapped up this month.

COUNTY ADMINISTRATOR – IAN COYLE

Mr. Coyle explained that the CNR action item was removed from the agenda because there is a preferred list the administrative secretary that needed to be canvassed first.

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS # 10A-OCTOBER 12, 2016

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #10A dated October 12, 2016 in the total amount of \$2,582,702.24.

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

2. AUTHORIZING TRANSFER OF FUNDS – DEPARTMENT OF HEALTH & WORKFORCE DEVELOPMENT

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 the these are equipment in Mental Health and the retirement system was put into the wrong account.

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

3. AMENDING 2016 LIVINGSTON COUNTY BUDGET – DEPARTMENT OF HEALTH

RESOLVED, that the 2016 Department of Health budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A4082	3472	St Aid Special Health	\$31,797.00
			TOTAL	\$31,797.00
Increase Appropriation	A4082	1000	Personal Services	\$23,300.00
		1950	Temp Services	\$1,200.00
		1951	Overtime	\$5,000.00
		8100	FICA	\$2,297.00
			TOTAL	\$31,797.00

This amendment to reflect incoming COLA funds for the WIC program.

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

4. DECLARING SURPLUS PROPERTY – CENTRAL SERVICE

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:

(Central Services)

Quantity	Year, Make & Model	Serial #
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1	1999 Ford F150	2FTZF1721XCA83055
1	2002 Chevrolet K2500	1GCHK24U32E128258
1	2008 Chevrolet Uplander	1GBDV13W28D195731

These will be auctioned off. There is a new vehicle in the 2017 budget. We may transition the Emergency Management Director vehicle over to Central Services. K. Niedermaier has received a grant for a new vehicle.
Motion: Mr. Fanaro moved and Mr. Gott seconded to approve the foregoing resolution Carried.

MOTION TO MOVE AGENDA

Motion: Mr. LeFeber moved and Mr. Knapp seconded to move the agenda order Carried.

Pre-approved Informational Item(s) To Be Reported

1. Budget Update-The workshop will be tomorrow following the board meeting. It is ~1.5% levy increase or less. This is 2-3 cents on the tax rate. We will be below our max. The reason for that is that our retirement numbers are lower than anticipated. The biggest impact is the IGT dollars because the match is \$5MM to put up front this year in order to get reimbursed. Year to year Mr. Coyle is leaving the sales tax flat.
2. 2016 Budget-to-Actual tracking-Mr. Coyle reviewed every small piece and effort that is helping to keep costs down throughout the departments.
3. Workers Compensation - Budget Update & Local Law Process – Mr. Coyle distributed information on the plan to convert the program to experience plus value over the next five years. This will benefit the towns. Five years makes this manageable for the County to transition. The special districts will be able to buy into the plan during a specified election period. We can all see the financial benefit to the towns and the districts should also be happy with this option. Livonia Fire Department is currently paying \$16,000.
4. IGT Update – We need to continue to take these IGT funds while they are available. Mr. Coyle is trying to find ways to recoup and recapture some of these funds back to the County.
5. We did receive the Akzo settlement money. We also received an email from the State on how they want to spend their pot of money. Their Year 1 plan is spending almost \$300,000. Mr. Coyle asked the ARS Geologist, Bill Glynn to review the state plan and he came back with some excellent comments.
6. Conflict Defender – Four applications have been received with a few more pending approval. The local law is back on the agenda for approval tomorrow.

EXECUTIVE SESSION

Motion made by Mr. LeFeber and seconded by Mr. Gott that the Board adjourn and reconvene and All Supervisors and County Administrator Ian M. Coyle remain present. Carried.
 Mr. Gott moved and Mr. LeFeber seconded that the Committee reconvened in regular session. The following report was presented.

No action taken.

5. APPOINTING DIRECTOR OF INFORMATION & TECHNOLOGY SERVICES – JASON M. PARKER

WHEREAS, the office of the Director of Information & Technology Services became vacant on October 2, 2016; and

WHEREAS, the County Administrator has recommended the appointment of a new Director of Information & Technology Services pursuant to his powers and duties as specified in Section 4 (C) of Local Law E-2007; and

WHEREAS, the Ways and Means Committee has reviewed the recommendation of the County Administrator, concurs with it, and likewise recommends to the Board of Supervisors said appointment; and

WHEREAS, the Board of Supervisors wishes to make the appointment consistent with these recommendations; now, therefore, be it

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

Information & Technology Services

Appoint Jason M. Parker of 4365 Shelly Road, Livonia, New York, 14487 to the position of full-time Director of Information & Technology Services at an annual salary of \$100,000.00 effective November 14,

2016.

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

6. RESOLUTION AUTHORIZING COMPENSATION FOR INTERIM DIRECTOR OF INFORMATION AND TECHNOLOGY SERVICES – ELAINE VAN SON

WHEREAS, the Director of Information and Technology Services became vacant on October 1, 2016; and

WHEREAS, the County Administrator has recommended compensation for the Interim Director of Information and Technology Services for the period of 10/3/16-11/12/16; now, therefore, be it

RESOLVED, the salary for Elaine Van Son, during the time that she is acting as the Interim Director of Information and Technology Services be \$95,000.00.

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

ADJOURNMENT

Mr. Gott moved and Mr. LeFeber seconded to adjourn the meeting at 2:46 p.m.

INFORMATION & TECHNOLOGY SERVICES – KEN KOPPENHAVER

The following are highlights of the accomplishments of the ITS Department over the past 16 months:

- a. Over 300 new computers have been rolled out across the county. The majority of these replaced old XP units that were unsupported by Microsoft and a security risk. Approximately 100 more computers will be rolled out before the end of the year. There will be roughly 50-75 computers running XP that need to be replaced in 2017. The majority of these are at DSS
- b. The majority of County staff now run MS Office 2010 as the standard Office suite. Those not already upgraded should be upgraded by late 2016 / early 2017. Remaining departments include Treasurer, Highway, Work Force Development, Records, and approximately half of the DSS staff.
- c. 12 MS Office Classes have been provided to train County staff on the differences between older versions of MS Office and MS Office 2010. There are currently 2 more scheduled in October and 1 in November.
- d. Both SANs utilized in the County have had capacity upgraded by 5 TB each.
- e. Email servers have been clustered to provide greater redundancy.
- f. All 8 networks switches and 24 wireless routers the CNR have been replaced.
- g. The 2nd floor of Government Center has been rewired using Cat-6 cabling and a new network closet configured on the 2nd floor. This will enable future upgrades and moves to be managed much easier.
- h. The Time Warner Internet service at Mount Morris was upgraded to be the same as that in Geneseo which results in better service at the Mount Morris site and better ability to provide failover service should it be needed.

Respectfully submitted,

Michele R. Rees, CMC
Clerk of the Board