

**WAYS & MEANS COMMITTEE MEETING MINUTES**  
**MONDAY, OCTOBER 24, 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

**PERSONNEL ISSUES – TISH LYNN**

**CENTER FOR NURSING & REHABILITATION – FRANK BASSETT**

**AMENDING THE 2016 DEPARTMENT HEAD SALARY SCHEDULE: CENTER FOR NURSING AND REHABILITATION**

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

**Center for Nursing and Rehabilitation**

Create one full-time Administrative Secretary position, effective immediately at a rate of \$17.97 per hour.  
Delete one full-time Administrative Secretary position, upon retirement of Lorri Pearson effective 11/28/16.  
Mr. Bassett explained that he is still exploring how to fill the retirement vacancy pending. He is requesting to create a parallel position. Historically, this is a position on the salary schedule as salaried instead of hourly. There has been, after review by the bargaining unit agreement, an appreciation for the difference between a grade 10 administrative secretary and the annual compensation associated with that position and there is some disparity. He is presenting a rate of \$17.97 today for the administrative secretary filling this vacancy.

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

**AMENDING THE 2016 HOURLY EMPLOYEE SALARY SCHEDULE: SHERIFF'S OFFICE**

RESOLVED, that the 2016 Hourly Employee Salary Schedule is amended as follows:

**Sheriff's Office**

Delete one full time Clerk Typist position effective immediately.

Mr. Coyle explained that there is a vacant front office position at the Sheriff's Office and that they would like to delete basically going from four to three full time positions in the front office. There is a redirection of dollars to a vacant Sergeants position in the road patrol that they would like to fill. In between the overtime and the clerk/typist pay, we already have the budget funds for the vacancy.

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

**COUNTY ATTORNEY – DAVID MORRIS**

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

**1. WORKERS COMPENSATION LOCAL LAW INTRODUCTION & PROVIDING FOR PUBLIC HEARING ON PROPOSED LOCAL LAW NO. C-2016 A LOCAL LAW AMENDING LOCAL LAW NUMBER 1 OF THE YEAR 1956 RELATIVE TO THE LIVINGSTON COUNTY SELF-INSURANCE PLAN FOR WORKERS' COMPENSATION**

WHEREAS, there has been duly presented and introduced at a meeting of this Board, held on October 26, 2016, a proposed Local Law entitled Local Law No. C – 2016 a local law amending local law number 1 of the year 1956 relative to the Livingston County Self-Insurance Plan for Workers' Compensation, it is hereby

RESOLVED, that a public hearing shall be held on the said proposed Local Law by this Board on the 26<sup>th</sup> day of November, 2016 at 1:35 p.m. in the Board of Supervisors Assembly Room in the Livingston County Government Center in the Village of Geneseo, New York and at least six (6) days notice shall be given by posting thereof on the bulletin board of the Government Center in this County and by publishing such notice at least one (1) time in the official newspapers of the County as provided by law.

The County Attorney explained that this local law reorganizes our existing workers compensation self-insurance plan. It makes several significant changes to the plan. The first changes is that our workers comp self-insurance will now allow town fire and ambulance districts to be participants in the plan. That has not been the case in the past. It has just been the County, the towns and the villages. This will now allow those districts to come in and cover those districts that are paying employees. Those employees now would not be eligible to be covered in the plan. If the districts elect to come into the plan, those people would now be covered. The

change does not really affect the volunteers because they are covered in any event. The second change would be the allocation of costs formula is being changed. Currently costs of the plan are allocated strictly on assessed value and the new allocation of costs will now bring in an experience rating to determine the cost. That experience rating will be put in over a five year period starting next year. Next year's plan will be based upon 90% assessed valuation and 10% on experience rating. That 10% will increase 10% per year every year until it becomes 50/50. The new plan also sets up a claims committee comprised of the County Administrator, County Auditor and County Treasurer. It allows them to assign a plan secretary that would essentially do the work that the County Auditor does now. He believes that plan is to make the County Auditor the secretary and continue the work he does now. The new plan will also set up a labor management safety committee. Anytime a workers comp self-insurance plan uses experience rating as one of its factors in determining costs, a labor management safety committee is required to be appointed. Mr. Coyle explained that, of those special districts, the vast majority are already covered and need not do anything. If supervisors get inquiries from those districts, if they are all volunteers or if they are paid by the municipality, they are already covered. This change is for those gaps discovered where a district pays someone out of the district funds. The County Administrator will do a "Frequently Asked Questions Q&A" statement and send it out this week to those special districts.

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

## **PLANNING DEPARTMENT – ANGELA ELLIS**

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

#### **1. RESOLUTION AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN AGREEMENTS WITH VARIOUS AGENCIES FOR DISTRIBUTION OF EMERGENCY COMMUNICATIONS SUBSCRIBER EQUIPMENT**

WHEREAS, Livingston County was granted funding through the New York Statewide Interoperable Communications Grants (SICG) program to complete an upgrade to the E911 emergency communications system within Livingston County and to improve interoperable communications with the Finger Lakes Consortium counties, and

WHEREAS, the County's upgrade project is now at implementation stage, which requires the integration of the law enforcement, fire, emergency medical services and highway radio and related communications equipment in order for the upgrade project to be operational, and

WHEREAS, using the SICG funds, the County has now purchased the emergency communications subscriber equipment which will be assigned to various agencies in order to complete the emergency upgrade project, now therefore be it,

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the agreements and any future amendments to such agreements subject to review by the County Attorney, County Administrator, and the New York State Division of Homeland Security and Emergency Services.

Mrs. Ellis explained that this resolution will authorize the County to enter into agreements with the various agencies that will be accepting the subscriber equipment. We are in the process of programming the equipment that we received that is in excess of \$2.25 MM so we have a pretty tremendous responsibility with the State of New York to ensure compliance with the requirements of the funding that allowed us to move ahead. The draft agreement was distributed. It has also been distributed to EMS, fire and highway agencies for review and comment. This resolution will allow us to continue with this work. I am here today because the Board of Supervisors does not meet again until mid-November, so we needed to get this before you for consideration so the process could proceed. Undersheriff Bean explained that all of the subscriber equipment purchased by the grant needs to stay in the Livingston County inventory. At some point, the subscriber may say that they want the equipment to update their equipment and return their equipment back to the County. At some point, New York State may say they want the equipment back and we would need to comply. We did receive a lot of feedback from the various agencies and those concerns were considered in the draft document. There was discussion on who will maintain the inventory. Each user agreement will have an attached appendix detailing what equipment that agency has assigned to them. We are required to confirm what equipment is being used on the system. At any time, the Sheriff's Office can be contacted and equipment can be turned in. There is a 60 day layout on either side to terminate the contract. There was discussion on the coordination of equipment between agencies. There was discussion on the pager methodology. The County is responsible for any user site

equipment maintenance. There was discussion on the insurance requirements to the individual agencies.  
*Motion: Mr. Fanaro moved and Mr. Mahus seconded to approve the foregoing resolution Carried.*

**COUNTY ADMINISTRATOR – IAN COYLE**

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

**1. APPROVING ABSTRACT OF CLAIMS #10B-OCTOBER 26, 2016**

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #10B dated October 26, 2016 in the total amount of \$3,121,449.67.

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

**2. AUTHORIZING TRANSFER OF FUNDS – PERSONNEL**

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.

This is an internal transfer for overages.

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

**3. AMENDING 2016 LIVINGSTON COUNTY BUDGET-VETERAN SERVICES**

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

Account	Dept.	Code	Description	Amount
Increase Revenue	A6510	2705	Donations	\$3,295.00
Increase Appropriation	A6510	4080	Prof. Services	\$3,295.00

This is from the dance fundraiser for veteran’s transportation.

*Motion: Mr. Fanaro moved and Mr. Knapp 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	Serial #
1	2012 Chevy Tahoe	1GNSK2E01CR303612

These vehicles are being run to well over 200,000 miles instead of running them to 150,000 and then trading in. We do still consider other municipalities with any interest in a surplussed vehicle prior to taking them to auction.

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

**5. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR LIVINGSTON COUNTY - MCCABE ASSOCIATES INC.**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following 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> <b>McCabe Associates, Inc.</b> 4424 Lyell Road Rochester, NY 14606-4315	<u>Term</u> 11/1/16-1/31/17	<u>Amount</u> Not to Exceed \$5,500.00
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For: Safety and Security Analysis at County Government Center

Funding Source	Local Share	Budgeted?
Special Projects	100%	Yes X No

Mr. Coyle explained that this is contract for building safety and security. Recently, McCabe did assessment for Orleans County. Mr. Coyle has spoken with their County Administrator and they were very satisfied with the service. This is a more thorough detailed look at our system and access. Funds were set up in the 2017 budget. There will probably be some implementation costs.

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

**6. APPOINTING DIRECTOR OF INFORMATION & TECHNOLOGY SERVICES – JASON M. PARKER & RESCINDING RESOLUTION NO. 2016-324**

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 October 26, 2016, and, be it further

RESOLVED, that Res. No. 2016-324 is hereby rescinded.

Mr. Coyle explained that Jason Parker is starting sooner than anticipated so we need to do a new resolution.

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

**7. PROVIDING FOR PUBLIC HEARING ON PROPOSED LIVINGSTON COUNTY BUDGET FOR 2017 PURSUANT TO SECTION 359 OF THE COUNTY LAW**

RESOLVED, that the Livingston County Board of Supervisors, pursuant to Section 359 of the County Law, will hold a public hearing on the proposed Livingston County Budget for the fiscal year 2017 at 1:35 p.m. in the afternoon and also at 7:00 p.m. in the evening on Wednesday, November 16, 2016 in the Board of Supervisors Assembly Room in the Livingston County Government Center in the Village of Geneseo, New York, and, be it further

RESOLVED, that the Clerk of the Board will cause a Notice of Public Hearing to be published in the official newspapers of the County in a manner required by Section 359 of the County Law.

The budget will be filed with the Clerk this week. We are sitting at 1.5% on the levy.

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

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

1. AKZO SETTLEMENT UPDATE-This is a \$20MM settlement of which \$17MM went to Livingston County and \$3MM went to the state. If we want to expend any money out of our accounts, the State has 30 days to comment and we have the same opportunity for comment on their spending plans. We had the geologist at American Rock Salt review their plan and comment.
2. 2017 BUDGET UPDATE-Mr. Coyle is working on the fine tuning of the Capital Plan and what money needs to be reserved. 911 grants are changing, but we have not received any confirmation yet. The Governor has not signed the public defense legislation yet. We have budgeted for it.
3. SALES TAX PERFORMANCE-We received the second to last draw, which was up 37% and then they adjusted it and took it all, plus some, back. Mr. Coyle did not budget any increase in 2017.
4. QUARTERLY BUDGET REVIEW-We are tracking right at \$1MM operational surplus General Fund. The CNR is tracking very, very, well. Central Services is also down in terms of budgeted to actual. DOH & Highway are tracking well. Jail revenues will probably show a banner year. Retirement bill and insurance are going well and we have some unspent contingency.
5. Senator Gallivan has shown some interest in our FIT chargeback that we have since sent them a bill for

\$12,000. Reimbursement has not been received for 20 years. Senator Gallivan is interested in fixing this for us.

6. We received 8 conflict defender applications. There are several strong candidates. There are 2 present County employees, 3 out of county and 1 working in an out of county conflict defenders office.
7. Millennium Drive is ready for dedication. Greg O'Connell will be dedicating it back to the Village of Geneseo as a reconstructed road. There will be some sort of ribbon cutting. Once dedication is done, we will affect the local law for property transfer.

## **OTHER – CHAIRMAN PANGRAZIO**

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

#### **1. APPOINTING THE LIVINGSTON COUNTY ADMINISTRATOR AND AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN AN AGREEMENT WITH LIVINGSTON COUNTY ADMINISTRATOR IAN M. COYLE**

Mr. Pangrazio explained that it is time to renew the County Administrator contract. The contract shows a 2% increase to \$142,800 for 2017.

*Motion: Mr. Mahus 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. LeFeber seconded that the Committee reconvened in regular session. The following report was presented.

No action taken.

### **ADJOURNMENT**

Mr. Fanaro moved and Mr. Wadsworth seconded to adjourn the meeting at 2:23 p.m.

Respectfully submitted,

Michele R. Rees, CMC  
Clerk of the Board