

PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, NOVEMBER 1, 2017
9:00 A.M.

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

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE SCOPING AND PRELIMINARY ENGINEERING PHASES OF A FEDERAL/STATE-AID BRIDGE REHABILITATION/REPLACEMENT PROJECT: PIN 4755.52, RIX HILL ROAD OVER HEMLOCK LAKE OUTLET, TOWN OF LIVONIA – T.Y. LIN INTERNATIONAL

WHEREAS, fourteen (14) consulting firms from the NYSDOT "LDSA List" submitted engineering/design proposals for the above-noted bridge rehabilitation 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 T.Y. Lin International, and the Selection Committee agreed that negotiations for Scope-of-Work and Fees should commence with T.Y. Lin, and

WHEREAS, T.Y. Lin has submitted a cost-plus-fixed-fee proposal, not to exceed the total amount of Seventy-Four Thousand (\$74,000.00) for the Scoping and Preliminary Engineering Services, and said Fee and Scope-of-Services have been reviewed and approved by NYSDOT, and

WHEREAS, services for the Final Design, ROW and Construction Inspection Phases will be negotiated with T.Y. Lin International at a later date and a Supplemental Resolution will be proposed, and

WHEREAS, The Federal share of this cost will be 80%, and the County share will be 20%, 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>
T.Y. Lin International 255 East Avenue Rochester, NY 14604	10/18/17 - 12/31/18	\$74,000.00

For: Contract for Scoping and Preliminary Engineering Phases for above-noted Federal/State-Aid Bridge 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; Towns of Livonia & Portage	20%	Yes .X No

Director's Comment: Term is dated retroactive to 10/18/2017 to comply with schedule deadlines.

Mr. Higgins reviewed the project that will be a rehab or replacement to be determined after the preliminary engineering and scoping.

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

2. AUTHORIZING THE PURCHASE OF A DUAL-DRUM VIBRATORY ROLLER THROUGH A NYSOGS/NJPA CONTRACT FOR THE LIVINGSTON COUNTY DEPARTMENT OF HIGHWAYS - CATERPILLAR, INC.

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is hereby accepted through NYSOGS/NJPA Heavy Equipment Contract PC66988, for the Livingston County Department of Highways, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Caterpillar, Inc.	NA	\$142,121.00

100 NE Adams Street
Peoria, IL 61629

For: Purchase of one (1) new, 2018 Caterpillar Model CB Dual-Drum Vibratory Roller. Price includes 5-Year/2,500 Extended Powertrain/Hydraulics Warranty (\$3,200.00). Not to exceed the amount indicated.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2017 Liv. Co. Highway Machinery Fund Appropriations	100%	Yes XX No

Director's Comments: This proposed purchase will replace the Department's current 1997 Ingersoll Rand DD-110 Dual-Drum Vibratory Roller with approx. 5,000 engine hours. It was purchased new in 1991 at a cost of \$90,000, and has been in need of constant repairs.

The existing roller has required continual repairs over the last few years. The old roller will be available to towns, but he is not recommending it.

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

3. AUTHORIZING THE SUPPLEMENTAL AGREEMENT #3 TO MASTER FEDERAL AID/MARCHISELLI AID AGREEMENT WITH NYS DEPARTMENT OF TRANSPORTATION FOR SCOPING, PRELIMINARY ENGINEERING, DESIGN, ROW, CONSTRUCTION, AND CONSTRUCTION INSPECTION PHASES, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND NYS MARCHISELLI PROGRAM-AID ELEGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID PROJECT (PIN 4760.86) AND APPROPRIATING FUNDS THEREFOR: REPLACEMENT OF APPLINVILLE (AKA EVERMAN) ROAD BRIDGE OVER CANASERAGA CREEK (BIN 3316760), TOWNS OF SPARTA & WEST SPARTA, FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT

WHEREAS, a project for the replacement of Applinville (aka Everman) Road Bridge over Canaseraga Creek, Towns of Sparta & West Sparta, in Livingston County (NYSDOT PIN 4760.86) (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, Livingston County Board of Supervisors Resolutions No. 2014-372 and 2016-191 authorized a total of \$206,000.00 for Scoping, Preliminary Engineering and Design phases, and

WHEREAS, the County of Livingston desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of costs of all Phases of the Project, including: Scoping, Preliminary Engineering, Design, ROW, Construction and Construction Inspection, now, therefore, be it

RESOLVED, that the Board of Supervisors, does hereby approve the above-subject Project, and, be it further

RESOLVED, that the Board of Supervisors hereby authorizes the Chairman of the Board to pay in the first instance 100% of the Federal and non-Federal share of the cost of Scoping, Preliminary Engineering, Design, ROW, Construction, and Construction Inspection phases for the Project or portions thereof, and, be it further

RESOLVED, the total sum of Two Million, One Hundred and Eighty Thousand, Nine Hundred and Sixty Dollars (\$2,180,960.00) [of which, the Federal-Aid share is \$1,828,800; the State-Aid share is \$264,120; and the County share is \$88,040] is hereby appropriated from the Board of Supervisors and made available to cover participation in the specified phases of the Project, and be it further

RESOLVED, that in the event the full Federal and non-Federal share costs of the Project exceeds the amount appropriated above, the Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon notification by the NYS Department of Transportation thereof, and, be it further

RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the Board of Supervisors with the NYS Department of Transportation in connection with the advancement or approval of the Project, and providing for the administration of the project and the Municipality's first instance funding of project costs and permanent funding of the local share of Federal-Aid

and State-Aid eligible Project costs and all Project costs within appropriations thereof that are not so eligible, and, be it further

RESOLVED, that a certified copy of this Resolution be filed with the NYS Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and, be it further

RESOLVED, that this Resolution shall take effect immediately.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYS Department of Transportation	9/17/14 – 8/19/24	\$2,180,960.00
50 Wolf Road		
Albany, NY 12232		

For: Supplemental Agreement #3 with NYSDOT covering all phases of the above-noted Federal/State-Aid Bridge Replacement Project, and capturing all sources of Federal and State funding.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
FHWA, NYS Marchiselli, NYS Other, Town of W. Sparta	4 %	Yes X No

This will hopefully be the last agreement for this project. The plan is to bid over the winter with a start date in the spring.

Motion: Mrs. Erdle moved and Mr. Schuster seconded to approve the foregoing resolution Carried.

4. APPROVING CHANGE ORDER FOR FEDERAL/STATE-AID 5-BRIDGE PM PROJECT, PIN 4LV000 – C & S COMPANIES

RESOLVED, that the Livingston County Board of Supervisors approves the change order detailed in the list attached hereto which results in a contract change and new total contract price as follows:

Contractor	Details	Net Change Not to Exceed	New Contract Amount
C & S Companies	Unanticipated additional engineering work required: 5-Bridge PM Project, Fed/State Aid PIN 4LV000: Littleville Road Bridge, BIN 3316150	\$21,000.00	\$162,000.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Highway Administration, County Highway Budget Appropriations	20 %	Yes XX No

and, it is further,

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the necessary change order(s), subject to review by the County Attorney and County Administrator.

Director's Comment: The Littleville Road Bridge over Conesus Creek in the Town of Avon was constructed on top of the Wadsworth Dam in the 1930s. In anticipation of this construction, the Livingston County BOS approved an Agreement in 1933 which made the County Highway Department responsible for the maintenance and repair of the dam. As part of the NYSDEC Dam Safety Program, the County is responsible for implementing an Inspection & Maintenance (I&M) Plan, an Emergency Action Plan (EAP), and an Engineering Assessment performed by a NYS Professional Engineer. Since this bridge is part of an existing Federal/State Aid Preventive Maintenance Project, it makes sense to engage C & S Companies (via their sub-consultant Bergmann Associates) to accomplish this required work. These additional professional services have been approved by NYSDOT, and additional Federal Aid funding will be pursued. County share is anticipated to be 20%.

Mr. Higgins explained that one of the bridges being rehabbed, the Littleville Road Bridge, is constructed on top of a dam that was built in the 1800s. An agreement was signed with the property owner in 1933 in order to build the bridge on top of the dam that the County would be responsible for repair and maintenance of the dam. Mr. Higgins explained that there are new requirements by DEC and Homeland Security for any size dam in the state requiring an inspection, maintenance plan, emergency action plan and a PE assessment.

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

Pole Bridge Road dedication monument to Richard Paul is finally ready. An unveiling event will be scheduled.

MOTION TO MOVE THE AGENDA

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

PLANNING – ANGELA ELLIS

Action Item(s) To Be Reported

1. ADOPTING SEQR NEGATIVE DECLARATION FOR ADDITIONS TO EXISTING AGRICULTURAL DISTRICTS

WHEREAS, Section 303-b of the New York State Agriculture and Markets Law provides for the inclusion of predominantly viable agricultural land within a certified agricultural district prior to the county established review period; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors does hereby determine that the addition of parcels to existing Agricultural Districts is an Unlisted Action pursuant to the State Environmental Quality Review Act; and be it further

RESOLVED, that it is hereby determined that the addition of parcels to existing Agricultural Districts will not have a significant effect on the environment, and that a Draft Environmental Impact Statement will not be prepared.

Director's Comments: This resolution will complete the SEQR process for the 2017 addition to the County's Agricultural District Program.

Mrs. Ellis explained that the first two resolutions pertain to the annual modification/addition process for agricultural districts. Mrs. Ellis reviewed the summary table for the modifications. A map showing the parcels for consideration was distributed. There was discussion on the quorum needs for the Jon White parcel and the need to hold a special AFPB meeting on 10/25.

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

2. APPROVING ADDITIONS TO EXISTING AGRICULTURAL DISTRICTS

WHEREAS, Section 303-b of the New York State Agriculture and Markets Law provides for the inclusion of predominantly viable agricultural land within a certified agricultural district prior to the county established review period; and

WHEREAS, upon recommendation of the Agricultural & Farmland Protection Board, the Livingston County Board of Supervisors established the month of September as the 30-day period in which landowners may petition Livingston County for the inclusion of parcels within existing agricultural districts; and

WHEREAS, Livingston County received seven petitions for inclusion of land within an existing agricultural district; and

WHEREAS, the Livingston County Agricultural & Farmland Protection Board determined that eight parcels proposed for inclusion in the agricultural districts consist predominately of viable agricultural land, and that the inclusion of such land would serve the public interest by assisting in maintaining a viable agricultural industry within the agricultural districts; and

WHEREAS, the Agricultural & Farmland Protection Board recommended the inclusion of eight parcels in Agricultural Districts #1, #2 and #3 as predominantly viable agricultural land, including parcel #32.-1-38.123 in the Town of York, parcel #26.-1-16 in the Town of Avon, parcels #99.-1-19.116, and #109.-1-12.1 in the Town of Groveland, parcels #157.-1-40.11, #145.-1-13.11, and #156.-1-14.1 in the Town of Mt. Morris, and parcel #224.-1-12.11 in the Town of Ossian; and

WHEREAS, the Livingston County Board of Supervisors held a public hearing on November 15, 2017; and

WHEREAS, the Livingston County Board of Supervisors has determined pursuant to the State Environmental Quality Review Act, that the proposed action will not have a significant impact on the environment; now therefore be it

RESOLVED, that the Board of Supervisors does hereby approve the inclusion of eight parcels in Agricultural Districts #1, #2 and #3 as predominantly viable agricultural land, including parcel #32.-1-38.123 in the Town of York, parcel #26.-1-16 in the Town of Avon, parcels #99.-1-19.116, and #109.-1-12.1 in the Town

of Groveland, parcels #157.-1-40.11, #145.-1-13.11, and #156.-1-14.1 in the Town of Mt. Morris, and parcel #224.-1-12.11 in the Town of Ossian.

Director's Comments: This resolution will accept the 8 additional properties to the existing Agricultural Districts #1, #2 and #3 for recommendation to New York State Department of Agriculture and Markets.

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

3. DESIGNATION OF SEQR LEAD AGENCY AND ADOPTION OF SEQR NEGATIVE DECLARATION FOR THE MCFADDEN TRAIL E911 TOWER SITE, TOWN OF NORTH DANSVILLE

WHEREAS, the Livingston County Board of Supervisors intends to implement necessary improvements to the existing 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, the action known as the McFadden Trail E911 Tower Site Project is a Type I Action under SEQR guidelines, undergoing a coordinated review; and

WHEREAS, the aforementioned statute and regulations require the designation of a Lead Agency to conduct an environmental review of the action and to make a determination of significance in connection with the action; and

WHEREAS, the Livingston County Board of Supervisors, as an involved agency, declared its intention to establish itself as Lead Agency for the purposes of fulfilling the SEQR requirements in connection with the proposed action on September 27, 2017, as per Board Resolution 2017-302; and

WHEREAS, a Full Environmental Assessment Form (EAF) has been completed for the proposed action pursuant to the requirements of the State Environmental Quality Review Act; and

WHEREAS, the other involved agencies for this action, the Town of North Dansville, New York State Department of Environmental Conservation - Region 8, and New York State Office of Parks, Recreation and Historic Preservation have been notified of the Livingston County Board of Supervisors' intention to establish itself as Lead Agency for this action, and are in concurrence; and

WHEREAS, all documentation associated with the McFadden Trail E911 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 hereby assumes the designation of Lead Agency for the action known as the McFadden Trail E911 Tower Site Project, pursuant to 6 NYCRR Part 617.6(b)(3); and be it further

RESOLVED, that upon consideration and review of the Environmental Assessment Form and associated documents, the Livingston County Board of Supervisors, as Lead Agency, determines that this Type I Action will not have a significant environmental impact as defined in 6 NYCRR Part 617.7(c), and a draft Environmental Impact Statement will not be prepared; and be it further

RESOLVED, that the Livingston County Board of Supervisors, as Lead Agency, hereby adopts a Negative Declaration for this Type I Action, and authorizes and directs the Livingston County Planning Director to file this Notice of Determination of Non-Significance pursuant to the requirements of Article 8 of the Environmental Conservation Law (SEQR) and its underlying regulations.

A general location map for the McFadden Trail parcel and the part 2 and part 3 SEQR process were distributed. Letters have been sent out for Livingston County to serve as lead agency. This resolution does three things: Declares Board of Supervisors as lead agency under SEQR, declares it as Type 1 action, and that the negative declaration will be passed by Board. Mrs. Ellis explained there we are awaiting the SHPO report and there may need to be changes to the resolution or it may need to be pulled.

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

4. **AWARDING BID FOR THE PLANNING DEPARTMENT FOR THE MCFADDEN TRAIL E911 TOWER SITE, TOWN OF NORTH DANSVILLE PROJECT, CONTRACT 10 – SITE CONSTRUCTION – KAPLAN SCHMIDT ELECTRIC, INC.**

WHEREAS, after the proper legal advertisement seeking bids for site construction and installation of one owner-procured emergency generator, one equipment shelter, and one steel lattice communications tower and related improvements, three bids were received and opened on October 13, 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>Contract</u>	<u>Amount</u>
Kaplan Schmidt Electric, Inc.	\$172,000.00
50 Saginaw Drive	
Rochester, New York 14623	
For: The McFadden Trail E911 Tower Site, Town of North Dansville Project, Contract 10 – Site Construction	

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Division of Homeland Security and Emergency Services	0%	Yes

Director's Comments: The scope of this contract includes construction of the Dansville tower site including the installation of the steel lattice communications tower, communications equipment shelter, and emergency generator which are procured by the County under separate contracts. The cost for this work was included in the overall project budget and the bid is within anticipated costs in that budget.

Mrs. Ellis reviewed the first bid for the tower bid submittal and will be reissued tomorrow. The bid opening is at the end of November so she will be looking to do the bid award on 12/20. This contract is pending the finalization of a lease agreement with the Town of North Dansville. Kaplan Schmidt was significantly lower than the other bids and they also had the contracts for our other tower sites. Time is of the essence

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

CENTRAL SERVICES – WILLIAM CAVALIER & 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 THE LIVINGSTON COUNTY DEPARTMENT OF CENTRAL SERVICES: CORPORATE FLOORS USA, INC., GARLAND/DBS INC., PITTSBURG TANK & TOWER MAINTENANCE CO., INC.**

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Corporate Floors USA, Inc.	Per Project	\$117,117.72
1330 Mt. Read Boulevard		
Rochester, New York 14606		
For: Replace all carpet and VCT tile on the First Floor of the Government Center		

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

Garland/DBS, Inc.	Per Project	\$ 57, 817.00
3800 East 91 st Street,		
Cleveland, Ohio 44105		
For: Remove and repair wet locations on Roof of Building 1		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Building Budget	100%	Yes X No

Pittsburg Tank & Tower Maintenance Co., Inc.	Per Project	24,200.00
Watertank Place P.O Box 1849		
Henderson, Kentucky 142419-1849		

For: Water tower inspection and make any repair needed

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Campus Budget	100%	Yes X No

Mr. Cavalier reviewed the contracts for approval. Mr. Coyle explained that the Garland is a US Communities contract that NYS counties are allowed to tap into now. This is one that is often national let and work is local. In this case, Garland/DBS Inc. would go into the local community for bids. Elmer Davis submitted the low bid. There was discussion on any structural review or reports done on the Murray Hill water tank.

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

Informational Item(s) Written Only

Geneseo

Modification of Break Room on first floor complete

Painting of whole first floor started 25% complete

Replacement of all exit signs in all buildings complete

Started office renovation for Conflict Defender

Removal of trees in front of Government Center completed

Site work prep started for 911 Center/ Old Jail/ Court House Electrical Project

Site work prep started for Parking Lot lighting Project at Millennium Drive Complex

Mount Morris

Continuing work on Building 1 Auditorium Project (installation of acoustical ceilings, lighting, and painting

Building 2 renovation project still ongoing

Roadway lighting project in preliminary stages for Murray Hill

SHERIFF – SHERIFF THOMAS DOUGHERTY

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 SHERIFF'S OFFICE – GOVERNOR'S TRAFFIC SAFETY COMMITTEE

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYS GTSC	1/1/18 – 12/31/18	\$470,864.00
6 Empire State Plaza, Room 410B		
Albany, NY 12228		
For: 2018 STOP DWI Plan		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
A3112-STOP DWI Budget	~70% (\$307,024)	Yes X No

Mr. Coyle reviewed the plan and explained the history of the plan and the lack of fine payments. Our plan has dedicated STOP DWI deputies as an enforcement heavy program. The funding and local share noted is included in the budget to be filed.

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

BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

Pre-approved Informational Item(s) To Be Reported

1. Election Update-Mr. DiPasquale distributed sample ballots for review. Machine delivery began today to the poll sites. 21,560 ballots have been printed saving ~\$10,000 by printing in house. They will be looking for a new machine in two years that is included in the CIP. There is a small election scheduled for the Town of Livonia in December. 767 absentee ballots have been issued and 543 have already been returned. Everyone

has three proposals on their ballots and West Sparta has six. There was discussion on difference with the two races for Geneseo Town Council.

Informational Item(s) Written Only

1. Pursuant to EL 4-114, certification of local candidates and propositions was completed.
2. Over 21,000 ballots were printed, sorted, packaged and packed. To date, we have realized a savings of over \$10,000 by printing ballots in-house.
3. Ninety-eight poll books were prepared.
4. All 45 machines were tested; 43 will be dispatched to the poll sites. It important to note that an incredible amount of planning along with educated guessing goes into staffing the poll sites, the number of ballots printed, etc. In addition to the local races, some with competition, others without, the three state propositions are adding a wild card to the process. As always, your comments are appreciated.
5. The Board of Election will be open four evenings and two Saturdays prior to the election for voters interested in voting Absentee. (10/24 and 26; 10/30 and 11/01 until 7; Sat. 10/28 and 11/04 8 a.m. until noon.
6. As planned, voter outreach in each town has been completed.
7. SUNY Geneseo submitted another influx of voter registrations increasing the total to 675.
8. It is also the time of year when high school registrations come in. So far, 143 new registrations have been filed. Laura and I presented at York Central School to 4 classes. Student feedback was priceless!
9. "ECA President" DiPasquale has been very busy with winter conference preparation.
10. Groundwork for Village Election 2018 has begun.
11. Current Voter Enrollment stands at 38,674 – Democratic, 10,301; Republican, 16,797, Conservative, 882; Green, 152; Working Families, 138; Independence, 1,848; Women's Equality, 6; Reform, 5; Blank, 8,428. Total active and inactive voters equal 41,323.

CHAMBER OF COMMERCE/TOURISM – LAURA LANE & ELISSA LEUER

Informational Items to be reported:

Tourism Update-Ms. Leuer distributed the tourism update report including 2017 activities and 2018 plans for discussion. Ms. Leuer explained how they no longer use I Love NY funding toward the production of the tourism guide due to restrictions with that funding. 90,000 copies were printed for 2017. Ms. Leuer attended three group travel marketplace events meeting with over 100 different group tour operators that resulted in 6 new motor coach company bookings. Two separate international FAM tours were hosted from Toronto and Beijing. The annual FAM tour featured outdoor/sportsman attractions this year. They worked with 31 other counties for collaborative marketing. The 2018 visitor guide development is underway. The Committee thanked Ms. Leuer for her work.

Action Items to be reported:

DESIGNATING THE LIVINGSTON COUNTY AREA CHAMBER OF COMMERCE AS THE 2018 OFFICIAL TOURISM PROMOTION AGENCY

WHEREAS, the New York State Grants Program is designed to encourage tourism promotion throughout the regions of New York State, and

WHEREAS, the Livingston County Area Chamber of Commerce qualifies as an official Tourism Promotion Agency, now, therefore, be it

RESOLVED, that the Livingston County Area Chamber of Commerce, be and hereby is designated by the Livingston County Board of Supervisors as their official Tourism Promotion Agency under this program and is authorized to make application for and receive grants on behalf of the County pursuant to the New York State Tourist Promotion Act, and be it further

RESOLVED, that a certified copy of this resolution be filed by the Clerk of this Board with the Livingston County Area Chamber of Commerce.

Motion: Mrs. Erdle moved and Mr. Schuster seconded to approve the foregoing resolutionCarried.

ADJOURNMENT

Mr. Carman moved and Mr. Gott seconded to adjourn the meeting at 9:57 a.m.

ECONOMIC DEVELOPMENT – BILL BACON

Informational Item(s) Written Only

The IDA transaction for Bristol ID Technologies in Lima has closed. The company now owns the property and will immediately begin to pursue the proposed expansion to add ~8000sf for new equipment and office space. The new equipment will increase their production capacity by slightly over 3X (from 21 cards per sheet to 72 cards per sheet). We anticipate that the drawdown for the CDBG grant of \$315,000 will occur within the next few months. The company has hired 4 new employees over the last 2 months and has projected at least another 17 over the next two years.

The process to close on the sale of land to Joyful Beginnings (lot #18 in the James Steele Commerce Park) is progressing. Anticipated closing is by the middle of November 2017.

Six (6) letters of intent were submitted for Restore NY grants. Applications for those invited to apply are due December 15, 2017 by 3PM.

Project	Applicant	Project Scope	Invited to Apply
Kings Daughters Home	Village of Dansville	Rehabilitation	Yes
The "Poor House"	Village of Geneseo	Rehabilitation	Yes
"The Mill"	Village of Caledonia	Demolition	
Cornell Cooperative Extension	Village of Mt. Morris	Demolition	
Hemlock School	Town of Livonia	Rehabilitation	
Avon Theater	Village of Avon	Rehabilitation	Yes

Four (4) public input sessions were held to discuss “What’s Next for Your Downtown.” The sessions were very well attended and a significant amount of feedback was taken away by Ms. Larisa Ortiz of Larisa Ortiz Associates. An online survey is available for those who were not able to make the in-person meetings. We were seeking 300 participants and as of now have 282 responses. We expect that a compilation of the feedback and the analysis will be completed by our January meeting.

The Livingston County Council on Alcohol and Substance Abuse (CASA) is progressing through the Village of Dansville planning and zoning boards with their proposal to move their administrative offices to the (former) West-Herr car dealership on Maple Street across from the airport. The proposal includes new construction of a 25-bed inpatient rehabilitation facility that would connect to the existing building. It is anticipated that the project will be on the November Agenda for County Planning Board.

A recent report issued by the Authorities Budget Office, *Status of Completed IDA Projects – October 23, 2017*, cited that the Livingston County IDA did not list the financial assistance on the PARIS reporting system for American Rock Salt transactions from 2004 to 2010. All of the assistance provided from 2010 forward has since been reported correctly (PARIS does not allow correcting entries on prior reports) and the job creation numbers exceeded the committed employment of 204 jobs. Currently, ARS employs 354 workers.

EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER

Informational Item(s) Written Only

Emergency Plans – Completed an upgrade to the Design Recommendations and Criteria for Emergency operations center, updating Emergency Support Functions which are an annex to the CEMP, when completed

this will satisfy the Federal and State requirements for the CEMP, Building RSF's which are Recovery Support Functions for the new Recovery plan which is being drafted.

Have completed the first class of the National Emergency Management Advance Academy (NEMAA) at the Emergency Management Institute in Emmitsburg, Maryland. The class focused on Leadership, Strategic Thinking and Planning, and Case Studies. The second class will be held in January, 2018

LEPC held a Tabletop exercise on October 30th, the exercise was designed around a multiple chemical leak with several tractor trailers involved in an accident. Objectives were communications, sheltering, identification of the chemicals, and long term residual effects on the environment and community.

Invited to lecture on Debris management at SUNY Brockport in there Emergency Management curriculum

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Informational Item(s) Written Only

September 26, 2017	Dansville EMT class started - 24 students enrolled
October 3, 2017	MLREMS Training and Education meeting
October 12, 2017	Meeting with Springwater Fire Department - transition to BLSFR agency
October 13, 2017	Medical Director meeting
October 14, 2017	Genesee Valley Hunt standby
October 17, 2017	Medical Director meeting
October 18, 2017	Cuylerville Ambulance Inspection with NYSDOH
October 19, 2017	Community Paramedicine Coaches meeting
October 23, 2017	CPR Instructor candidate monitoring at York FD

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

- 449 adult offenders supervised in county (26 treatment court cases being supervised in drug court)
- 40 offenders in other NYS counties
- 2 offenders in other states
- 14 juveniles supervised
- 4 new juvenile referrals
- 31 investigations ordered
- 21 active EHM cases (1 juvenile; 20 adults; 3 of which are female), 2-Global Positioning
- 0 adult placed on probation for willful violation of support
- 10 New Leandra's Law cases (4 CDs)

2. MONIES COLLECTED

- \$2,486.36 – restitution (includes family court restrn.)
- 1,688.00 – fines
- 3,098.00 – DWI supervision fees
- 3,995.00 – EHM fees
- 94.11 – restitution surcharge

3. OUTSTANDING FEES

- \$71,848.00 – DWI Supervision Fees as of 9/30/17
- \$149,548.00 – EHM fees as of 9/30/17

4. MEETINGS ATTENDED

9/5/2017	Human Services Department Head
9/5/2017	Budget Meeting w/County Administrator
9/6/2017	Public Safety Committee
9/7/2017	NYS OSC Audit Meeting
9/8/2017	Suicide Prevention Task Force Vigil

9/12/2017 COPA Wyoming County
 9/14/2017 Domestic Violence Consortium Training
 9/19/2017 Law Enforcement Council
 9/21/2017 GVHP General Membership
 9/26/2017 Suicide Task Force
 9/27/2017 Board of Supervisor Meeting

5. ADMINISTRATIVE REVIEWS

Zero (0) administrative reviews

6. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	None			
Katie Dunn	None			
Michelle Jordan	None			
Liz Laney	9/13/17	Role of the 1 st Line Supervisor	1.0	
Debra Mack	None			
Rachel Merrick	None			
Lynne Mignemi	None			
Tyler Platten	None			
Rebecca Salvati	None			
Courtney Sobrado	None			
Jason Varno	None			
Joshua Wren	None			

PUBLIC DEFENDER – MARCEA TETAMORE

Informational Item(s) Written Only

Applications received YTD as of 10/23/17 p.m.: 1,460

Files opened YTD as of 10/23/17 p.m.: 777

Cases assigned to LCCD as of 10/23/17 p.m.: 307

Applications pending as of 10/23/17: 88

Applications received between 8/28/17–10/23/17: 289

Files opened 8/28/17 – 10/23/17: 114

Cases assigned to LCCD 8/28/17-10/23/17: 52

Cases that would have qualified with new guidelines YTD: 74

Respectfully submitted,

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