

**REGULAR BOARD MEETING
WEDNESDAY, JANUARY 28, 2015
1:30 P.M.**

ROLL CALL

The roll was called showing all members present.

PLEDGE OF ALLEGIANCE

Lima Supervisor J. Peter Yendell led the Pledge of Allegiance.

APPROVAL OF MINUTES

Minutes of 1/14/15 Regular Meeting were approved as presented.

COMMUNICATIONS

1. Receipt of Town of Canadice Resolution No. 5 of 2015 Request to be Included in Livingston County Highway Bid Contracts for 2015.
2. Please be reminded that the Clerk is collecting \$20 for the flower fund.
3. If you are attending the NYSAC Conference, February 2-4, 2015, please meet in the Chairman's office after the Board meeting to discuss travel arrangements.

RESOLUTION NO. 2015 -33 APPROVING ABSTRACT OF CLAIMS #1B – JANUARY 28, 2015

Mr. Pangrazio presented the following resolution and moved its adoption:

RESOLVED, that the Livingston County Board of Supervisors approves the Abstract of Claims #1B dated January 28, 2015 in the total amount of \$1,356,974.11.

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

PRIVILEGES OF THE FLOOR

1. COUNTY ADMINISTRATOR IAN COYLE – STATE OF THE COUNTY

At this time, Chairman Gott deferred to County Administrator Ian M. Coyle to present the 2015 State of the County.

County Administrator Coyle thanked Chairman Gott. He explained he sought departmental accomplishments for the year 2014 to prepare the State of the County.

The County Administrator presented a power-point presentation (on file) and offered the following remarks:

I am happy to report to you that the County's state is one that is fiscally healthy, organizationally content and economically robust. The good got better, the better became the best and the best stayed right there. I am proud to call this county home, both personally and professionally, and as a taxpayer myself I am proud to be part of this county government, with its sound governance, dedicated staff and committed leaders.

As you know, we are in the middle of three Department Head level recruitments to fill soon-to-be vacant positions of retiring directors. Upon their retirements, these three individuals will have worked nearly 95 years of combined service to Livingston County, which is truly remarkable. You see this service on display. 1) it is on display with altruistic public servants with a passion for what they do and a devotion to their profession. 2) and the service is on display and shows up in the State of the County. The stability of these positions, to guide services and programs along, in some cases to start them from scratch, has benefited this government organization greatly.

And as we recruit and sell our product as a County government – what do we highlight? I could meet for days upon end with prospective employees, relocating businesses, and facilities looking to move here and not get through a quarter of the positives of Livingston County.

Take the last year of 2014 in the rear view lens and what do you see?

- *Well, you might see Frank Bassett, Nursing Home Director, posing with Naomi Judd, which given that the Judd Sisters are his favorite musical act, would in and of itself not be a surprise. But sharpen the lens and you will see Ms Judd was the guest speaker at Lifespan's Award Ceremony and Frank was the recipient of the Carter*

Catlett Williams award for commitment to aging efforts and his work on the design and management of the Livingston County CNR. By the way, the CNR is 100% occupied.

- *You also might see a lot of #1's in and around Building #2 where Public Health is located and think perhaps the signage guy might be playing tricks. He's not; we as a County were again ranked as the #1 Healthiest County in New York State in the annual county health rankings.*
- *If you've been on Facebook over the last year, you undoubtedly saw a few perp photos of Livingston County's "not so" finest and thought – wow, what's with the criminal activity? However, I like to think, wow, nice public safety work. Good drug interdiction efforts. Good collaboration among the Sheriff, District Attorney and local law enforcement for Drug Task Force efforts. Good collaboration with DSS on welfare fraud cases. Making our county's state a safe and secure one.*
- *Sometimes lost in the shuffle are the, ahem, direct beneficiaries / recipients of this concerted public safety effort and those are the arrested and incarcerated. While charges loom and allegedly nefarious conduct, it does not mean county service stops. These individuals constitutional right to representation kicks in and our Public Defender office works on their behalf. And if jail is the answer, our Corrections Division works to professionally and humanely meet the needs of inmates, with a team of nurses and mental health professionals to provide additional service. We also take in out of county inmates - All told, last year we netted over \$1 million dollars in board-in revenue from these inmate stays.*
- *2014 saw yet another bond rating upgrade, this time from Standard and Poor's. You have to look to Westchester County, downstate and much more populous than Livingston, to find a New York County with a higher credit rating. Once you have located Westchester, look no further as you won't find another county with better bond ratings than Livingston.*
- *On the financial side of the house, we maximized Federal funding for the CNR, equating to millions of dollars in intergovernmental funding to the county's award-winning public nursing home. The 2014 and 2015 budgets are forward-looking, balanced, non-reliant on one-time revenues, and compliant with the property tax cap requirements. We continue to seek out and obtain grant funding for various initiatives, most notably the 911 Center and interoperability grants received over the last two years with the assistance of the Planning Department. Lastly, we negotiated the closure of the desalinization plant in Leicester along with securing \$17 MM in direct settlement proceeds to Livingston County from Akzo/Zurich.*
- *If you have been keeping tabs on economic development activity, you likely notice the hustle and bustle of the local business growth. The County IDA accepted and approved eight (8) applications for assistance. When completed, these projects will create over 330 new jobs, retain nearly 70 jobs, and represent an investment of \$30 million dollars into the local economy. Federal grants of over \$500K were received for the Crossroads Commerce Park in Avon. Our office continues to "pound the pavement" with regular meetings with business to hear from them on expansion and capital needs and offer our assistance where and when appropriate.*
- *We also gave back – our county employees sponsored families at Christmas, filled school backpacks for the underprivileged and directly donated over \$35,000 to the united Way for various local causes and charities. Departments helped out other counties, included Emergency Management and Highway Department staff assisting Genesee and Erie counties in their November snow-storm response.*
- *The giving back of our employee base is often recognized with external awards like that bestowed upon Frank Bassett, and the recognition from the Rochester Business Journal and Excellus for being a "Wealth of Health" finalist due to our SHAPE program and culture of wellness here in county government. 2014 also saw the County receive notice that our own Frank Hollister had been nominated to the NYS Veterans Hall of Fame in Albany, an incredible testament to his decades of work on behalf of our region's veteran population.*
- *Let's not forget Amie Alden's awesome work with our local Veterans with the publication of Blue Devils in Viet Nam. If you have not read it, borrow my copy, it's an incredible text journey through the challenges of life before, during an after Viet Nam and an emotional read for sure.*
- *When I mentioned the good getting better and the better getting to "best" levels, I am speaking of places like Workforce Development, where the local job fair saw record levels of participation, the Summer Youth Training program is better than ever, and services are being enhanced on seemingly a weekly basis. I am also speaking on areas like Mental Health. In 2014, The Mental Health Clinic has served a record number of consumers, up over 11 % from the previous year.*

- *If you have not noticed already, take a look around at the county buildings that house these departments and services I mentioned. The grounds are kept-up and the buildings are constantly undergoing improvements completed “in-house” with a team of skilled workers under the leadership of John Driscoll. In 2014, the Central Services department completed over 1,300 internal work orders.*

The County delivers true life-cycle services, from A-Z and from cradle to grave, and we sincerely value the work we perform for our residents and taxpayers.

In closing, I am proud that we again were able to get to a better state in 2014. The team that is the Livingston County government workforce and Board of Supervisors continues to innovate, to educate, to effect positive change and to make the State of the County stronger each day.

Thank you for your time today, your efforts this past year, and I look forward to a productive 2015.

The following is the 2015 State of the County in its entirety (on file):

SPECIAL DEPARTMENTAL RECOGNITIONS

Several County departments and individual employees were recognized in 2014 for their exceptional service:

Awards & Recognitions

- Livingston County has been ranked the healthiest county in New York State for two consecutive years, according to the County Health Rankings and Roadmaps, a project of The University of Wisconsin Population Health Institute and the Robert Wood Johnson Foundation.
- Livingston County Development was the recipient of two awards:
 - Awarded New York State Economic Development Council Certificate of Excellence for the Downtown Partnership Brochure.
 - Awarded New York State Economic Development Council Honorable Mention for the 2013 Annual Report.
- The Youth Board and the Board of Supervisors recognized 104 recipients at the Annual Teen Recognition Award ceremony.
- Coastal Staffing Services, LLC was honored as employer of the year in Livingston County by the GLOW Regional Workforce Investment Board.
- Frank Hollister, Veteran Service Officer, was nominated to the New York State Veterans Hall of Fame.
- Kevin Niedermaier, Emergency Management Director, was elected to a third term as President of the New York State Emergency Management Association. The Association is comprised of Emergency Managers from County, City, Town and Villages across the State.
- Franklin Bassett was awarded the Carter Catlett Williams Award for Excellence in Aging & Long Term Care Services by Lifespan of Greater Rochester, Inc. Frank was also invited to serve as a Leader-in-Residence at the LeadingAge Long Term Care Leadership Academy Program.
- Livingston County employees donated over \$35,000 to the United Way County Employee Campaign.
- County Historian Amie Alden was re-elected in November to serve another 2-year term as Executive Chair of the Government Appointed Historians of Western New York. This organization serves approximately 300 public historians in 11 counties. Alden was also appointed in November to serve on the 13-member New York State Historical Records Advisory Board, which advises the New York State Education Department on the critical needs of New York's historical records and the organizations that collect and care for them. The board also works in close cooperation with the New York State Archives and the National Historical Publications and Records Commission.
- The Sheriff's Office maintained accredited agency status in every division to include Police Services, Civil, Court Security, Communications and Corrections in 2014.
- Deputy Michael Anne was named New York State Intelligence Center (NYSIC) Officer of the Year for the State for 2014.
- Real Property Tax Director Joseph Pukos was appointed to the New York State Director's Nomination Team and continues to train Directors Statewide so they may receive certification in tax mapping.

HUMAN SERVICES

Center for Nursing & Rehabilitation

- No direct tax levy received in 2011, 2012, 2013, 2014, none budgeted for 2015.

- CNR occupancy for year ending 12/31/14 was 98.87%, a record in the history of the CNR's operation.
- CNR fund balance at end-of-year 2014 was approximately \$7,000,000 better than December 31, 2013.

Department of Health/Mental Health

- The Community Health Action Response Team (CHART) has been working in Livingston County to help create more opportunities to participate in physical activity, healthy eating and tobacco free outdoor spaces. Lima opened the new walking trails in April. Evaluation data shows that the trails have increased physical activity levels among users.
- A Health and Wellness Guide which included physical activity opportunities in the County was developed and printed. County-wide distribution will occur in 2015.
- Seven local restaurants are participating in the Healthy Restaurant initiative by labeling healthy menu items and one local grocery store has low sugar, low sodium and low fat items labeled.
- Chlamydia education and outreach campaign was implemented in three high risk zip codes resulting in an increase in the number of males seeking services at the Reproductive Health Center.
- Evaluated the Second Step program with over 450 student surveys and 135 teacher surveys as well as benchmark data from NYSED on DASA.
- The WIC Program provides peer counselors to encourage and support participants to breastfeed their infants. The number of Peer Counselor contacts with WIC participants increased by 66% in 2014, from 246 to 409 contacts. The WIC Program also received additional funding to support a performance improvement project that will run through September of 2015. The project will include program promotion through social media, increased staffing to allow time to visit health care provider's offices and other service agencies to promote the WIC program, planning and execution of waiting room activities to enhance participant satisfaction, and the purchase of computer tablets to allow participants to access eligibility documentation information on-line.
- Main Streets Go Blue – A countywide initiative during the month of March to increase awareness of the need for colon cancer screening. All villages in Livingston County displayed a banner encouraging screening & businesses decorated their windows in blue. Businesses distributed Cancer Services Program (CSP) pamphlets & colon cancer information to their customers. Statistics at Noyes Memorial Hospital showed an increase in colon cancer screening during and immediately after this initiative.
- Electronic Medical Records are currently being implemented in Reproductive Health Center clinics, which will improve efficiencies in several areas. The Avon Reproductive Health Center clinic also opened at a new location, which is more accessible to residents.
- Lead poisoning testing rates increased to 62.46%, between October 1, 2013 and September 30, 2014. This is an increase of 15.61% from NYS baseline data of 2009.
- Early Intervention had a record caseload of 140 children.
- Conesus Lake, like many similar water bodies in New York State and abroad, is susceptible to the formation of harmful blue-green algae (BGA) blooms. Blue-green algae is a harmful bacteria that can cause adverse health effects from direct contact and when encountered in the public water supply. The formation of BGA blooms was particularly problematic in Conesus Lake over the last year. The lake experienced more widespread and long lasting BGA blooms than in any other year prior. Environmental Health staff monitors the lake closely for BGA while promoting public awareness of these occurrences and what to do when encountered. Through public outreach and alliances with the community, Environmental Health staff was able to closely monitor the state of the lake and keep the public informed on safe water recreation practices in addition to closely monitoring this public water supply. The result was the protection of Public Health through key interaction and messaging with the public.
- The Mental Health Clinic has served a record number of consumers, up over 11 % from the previous year. Intake slots are needed in record numbers with 700 slots being filled in 2014.
- Our adult case management program has transitioned to a Health Home model which has allowed us to serve more than twice the clients from last year. Fiscally, the transition has also been very positive with the potential for the program to make a profit for the first time ever.
- Due to a increase in referrals, we were able to contract with CASA, the area Chemical Dependency provider, to have 2 of their staff at the Mental Health office every week, allowing us to even better meet the needs of those we serve who have both serious mental health issues along with chemical dependency problems which marries nicely to not only our county plan but to the state initiative to serve the dually diagnosed population.

- Due to increase in demand for services and the closure of regional inpatient beds, grant funding was secured to open a satellite clinic at the DSS building on Murray Hill. We believe that the convenience of this location is going to fulfill a major need in the community by providing easier access too much needed services. We're also very excited about partnering with our peers at DSS.

Office for the Aging

Program Highlights:

2,491 different individuals 60 and over received one or more of the services offered at the Office for the Aging.

Demographic data indicates that:

- 1348 were 60 to 74
- 786 were 75 to 84
- 357 were 85 years and older
- 654 were considered frail and disabled with at least 2 activities of daily living requiring assistance
- 571 lived alone
- 226 individuals assisted lived at 100% of poverty level (\$11,490 or under)
- 514 individuals assisted lived at 150% of poverty level (\$17,235 or under)
- An additional Home Delivered meal route was added, bringing to 8 the total of meal routes. These routes allow the OFA to serve 436 different homebound individuals a total of 57,480 hot noon-time meals. Home Delivered Meal couriers also delivered over 1,200 emergency food bags made possible through collaboration with FoodLink.
- Attendance increased to serve 310 different seniors 60 and over in the congregate meal programs. A total of 22,380 hot noon-time meals were served at senior nutrition sites located in Avon, Dansville and Mt. Morris.
- Foster Grandparent Program Volunteers provided 532 children with special needs with tutoring services and emotional support at 21 sites located in Livingston (8 sites), Steuben (5 sites) and Wyoming County (5 sites).
- SUNY Geneseo assisted in food drives and the packaging of backpack sized kid packs that teachers sent home with needy children. This year 600 kid packs were distributed to students at 7 Livingston County Elementary Schools and the Headstart program.

Department of Social Services

- The Department of Social Services continued to focus our energies on enhancing our working relationships with the other County departments in 2014:
 - Approximately forty Welfare Fraud cases were referred to the Sheriff's Department for investigation. 26 of these cases moved on to the District Attorney's office for prosecution.
 - The District Attorney moved forward with prosecution on 22 cases – establishing more than \$130,000 in overpayment and realizing more than \$49,000 in restitution so far this year. Thirteen cases are pending at the District Attorney currently.
 - The Office of Workforce Development and Catholic Charities works with the employable applicants and recipients of public assistance. They have increased the engagement rate for TANF families from 33.1% in January to 41.6% in October 2014. The engagement rate for SNA individuals was 19.2 in Jan 2014, and increased to 27.7 in October 2014.
 - Jemison Place opened in March this year after many years of planning with Chances and Changes. This transitional housing facility has six apartments for woman and their children.
 - The Housing Task Force for Livingston County is the collaboration of many human service organizations with a focus on affordable, stable housing for our citizens and is aligned with the 501 Continuum of Care which is the primary conduit for federal and state funding opportunities. In 2014, Arbor Development and Chances and Changes received HUD funding through the Continuum of Care. The funding provides for rental supplements and case management services to assist the homeless individuals/families that are disabled or have been victims of domestic violence. Chances and Changes also received STEHP funding. That funding is used for Rapid-rehousing and arrears payments for homeless individual/families. DSS coordinates with Arbor and Chances and Changes to expand the options for permanent housing for the homeless.
- Our Housing Unit works with individuals that have no immediate alternative housing options, the unit authorizes a stay in temporary housing, and develops a plan to find permanent housing with each client we serve. The unit goal is for individuals/families to have safe, permanent housing and a limited temporary stay in

emergency housing, thereby creating a more cost effective housing situation. In 2014, the unit diverted more clients to alternative housing arrangement than they made placements into temporary housing. This effort along with finding permanent housing quicker has continued our efforts to reduce temporary housing costs approximately 44% since 2010.

- Staff from the Child Protective Unit participated in the Child Protective Services Symposium held in Albany this year. The focus of the Symposium was to recognize the common goal of keeping children safe and identify opportunities to strengthen the partnership between both the Investigative as well as the Family Assessment Response (FAR) path. Their presentation was based on the unit's successful integration of Family Assessment Response into practice. Four CPS caseworkers and the Unit Supervisor represented our county, providing strategies, tools and information that support families and safety. Through November of 2014, approximately 43% of the CPS referrals received from the State Central Registry have been assigned to the FAR track for processing.

Workforce Development/Youth

- A career exploration program in metal trades, health care and agriculture was developed in partnership with Genesee Valley Education Partnership, Rural AHEC, BEA and Cornell Cooperative Extension.
- A public assistance diversion program was implemented by incorporating employers into work readiness assessment workshops.
- A seasonal Job Fair was held in October to connect jobseekers with employers hiring for the holidays.
- The Conesus Lake Watershed Steward Program became a summer worksite, allowing youth to learn about conservation and invasive species detection.
- Work experience sites for TA clients were established at the Highway Department, Planning Department, Lagom Landing and the Salvation Army.
- Livingston County was part of a regional grant that awarded \$5.2 million for training long-term unemployed.
- Selected performance outcomes included:
 - A record of 44 employers participated in the Livingston County Job Fair.
 - 31 county residents earned their dual certification in Nursing Assistant and Home Health Aide through a collaborative partnership between Workforce Development the CNR and FLCC.
 - 52 individuals earned certifications in high demand areas.
 - \$50,000 in combined wages and stipends was paid to 40 low-income youth.
 - 27 worksites received 4500 hours of free labor.
 - 238 applicants for public assistance received skill assessments at Workforce Development.

PUBLIC SERVICES

Board of Elections

- Conducted and certified 3 elections with saving taxpayers dollars by printing our own poll books and ballots.
- Certified 249 election inspectors in 13 sessions.
- Formed committees and conducted meetings in the towns with multiple election districts to discuss the consolidation process.
- Worked with local school districts to register students. Gave talks to two districts and supplied others with forms.
- Entered all of our assets into the new asset management system to keep track of delivery and retrieval of all assets.
- Updated our website to make it user friendly and informative for the voters.
- Purchased a central count machine that assisted us in counting our absentee ballots.

Central Services

Project Work Completed in 2014:

- **Al Lorenz Park:** replaced pavilion #3; installed 3,000 LF of water line installed; new electric services to pavilions #2, #3, #4; removed dead and decayed trees and limbs along roads and pavilions.
- **Building #1:** slate wall grouting; replaced roof on pavilion (steel); dry sprinkler system flushed and re certified: \$32,000 original quote / \$7,149 actual cost, savings \$24,851.
Auditorium wing update: Electrical removals; Stud wall installed; Water lines installed; DWV lines installed; Phase #1 electrical upgrade completed (panel upgrades, contractor; Phase #2 electrical upgrade continues – 80% completed.

- **Building #2:** Asbestos review completed waiting on results (Lu Engineers); Office painting; Brick repointing 250 sf.
- **Building #3:** Basement dry walled and painted; new door installed for bilco door into basement.
- **Building #6:** Records Management painted; concrete aprons replaced (contractor); pavement replaced by gas pumps (contractor); brick re pointing 150 sf; oil containment system built.
- **Hazmat / EMS:** New roof on fire tower; wall panels installed on fire tower; roof boots replaced on main building and garages; storage unit built in garage; main hallways painted; additional TV monitors installed.
- **Highway:** Painting; main hallway, bathrooms, break room, conference room and entry foyer.
- **Campus:** Tree trimming of dead and low hanging limbs; 600 lf of main road milled and replaced (highway, central services and contractors).
- **Jail:** New carpet installed (contractor, Sheriff staff, Central Services); new counter top
- **HVAC:** Millennium Dr. compressor w/ new air drier installed; circulation pump replaced; mini split at building #2 unit freezing up - contactor replaced; Courthouse boilers, control panel and wiring replaced; Government Center remote sump replaced; Building #8 boiler burner repair; Building #4 liebert units (2), controls repaired. Approximately 81 billable hours that we handled in house to date by HVAC employee. Does not include daily issues addressed.
- **General updates:** Most staff is reporting to Mt. Morris and being dispatched from there daily; Central Services assumed responsibility for mowing at Government center, Jail, Courthouse and Millennium Dr. in 2014. Mt Morris campus in 2012; 1300 + Work Orders completed; New camera wiring at Building #2, Millennium Dr., and Government Center.

County Clerk

- Implemented E filing in Supreme Court for all Civil Action cases except Mental Hygiene. This project was spearheaded by the Livingston County Clerk's Office with the support of its vendor Property Info. Property Info developed the software, along with the Office of Court Administration Department of Technology.
- Started a new procedure effective January 1, 2014, discarding Civil and Criminal Actions documents after digitizing, with approval from the Office of Court Administration. This results in efficiencies in the Clerks office and reduces retention storage space at Records Management.
- Designed the DMV website and created a link from the county website. A handout was created and handed out in DMV.
- Produced a Shop Local flyer stressing the 12.7% that the county receives for transactions done locally.
- The DMV staff guided Commercial Drivers License holders through the process of self-certifying their driving type in order to comply with Federal Medical Requirements.

District Attorney

- The District Attorney's Office applied for and successfully acquired grants for (1) Crime Victim Coordinator, (2) Violence against Women and (3) Aid to Prosecution.
- The Crime Victim Bureau of the office opened 181 new cases, personally met with over 200 victims and witnesses and made telephone contact with over 300 victims and witnesses.
- Continued to proactively combat the use and distribution of illegal narcotics in conjunction with the Livingston County Drug Task Force, which resulted in the seizure of multiple vehicles, money and over 20 state prison sentences for those distributing drugs.
- Aggressively pursued and investigated those who were committing welfare fraud, with \$49,000.00 recovered as restitution this year alone.
- Continued to have a high conviction rate and also high rate of cases affirmed on appeal.
- Successful prosecution of criminal cases stemming from the two state prisons in our county (Groveland and Livingston Correctional), including cases involving assault, drug possession and fraud.
- In 2014, Traffic Diversion Program generated revenue of over \$280,000.00
- 3 cases resulted in state prison sentences of over 20 years:
 1. People v. Flemke - Murder 2 and Tampering with Physical Evidence - 20 to Life
 2. People v. Machado - Robbery 1, Burglary 1, Grand Larceny 4 and Unlawful Imprisonment – 25 years (after trial)
 3. People v. Fick - Burglary 1, Grand Larceny 4 and Unlawful Imprisonment - 22 years (after trial)

- Ten-year high in number of cases handled in Livingston County Court, exceeding last years record total and far surpassing the totals from 2005-2011, with nearly 300 indictments and superior court informations and over 405 felony cases opened.

Economic Development

- Secured USDA and EDA grant award totaling \$512,000 for completion of Tec Drive in the Avon Crossroads Commerce Park.
- Secured DOT grant award to assist in the extension of rail line at American Rock Salt.
- Business Retention & Expansion Program identified 46 projects; 28 expansion projects, 12 attraction projects and 6 retention projects.
- Industrial Development Agency accepted and approved 8 applications for assistance. When completed, the projects will create 339 new jobs, retain 68 jobs, representing an investment of \$30 million.
- Gray Metal Products completed a \$2.2 million, 90,000 square foot expansion of their manufacturing facility in the Town of Avon.
- WNY Enterprise completed the construction of a \$9.1 million, 12,000 square foot milk separation facility in the Town of York.
- Fox & West, a vegetation control company from Cheyenne, WY relocated their operations to the Avon Crossroads Commerce Park.
- Administered New York Main Street Grants for Villages of Avon and Nunda. Each community received \$250,000 which assisted a total of 42 projects, leveraging \$500,000 additional private investment.
- Provided a 4th year of Sign & Façade Improvement Grants in Villages totaling \$60,000. The 23 projects leveraged \$105,000 in additional private investment.
- Hosted Destination Downtown Conference with over 180 attendees.

Emergency Medical Services (EMS)

- Continued partnership with Livingston County Office of Emergency Management for increased emergency preparedness and response and collaboration with Livingston County Sheriff's Office to provide basic medical supplies for SWAT, road patrol and AED's.
- Instituted a bariatric transport program.
- Two new van style Sprinter Type II ambulances were placed into service.
- Two employees were certified as Critical Care EMT – Paramedics.
- Further enhanced relationship with Noyes Hospital for transfers, resulting in significant praise for service response and thousands of dollars saved by the local health system in transport expenses.

Highway

- The multi-year reconstruction of Stagecoach Road (CR-71) in Conesus/Sparta was completed in 2014 with the final paving of the hot-mix asphalt top course. This major 5.8-mile-long project was funded entirely with County monies. Final out-of-pocket expenses (materials, contractors, Town assistance) totaled \$3.48 million.
- **A two-year road reconstruction project was substantially completed on:**

Kysorville-Byersville Road (CR-59, West Sparta)	3.5 miles
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- **Road reconstruction projects were started or continued on:**

Kenney Road (CR-57, West Sparta/Ossian)	2.1 miles
Stoner Hill Road (CR-34, West Sparta) (CR-59 – Goho)	1.4 miles
Main Street (CR-7, Portage)	1.3 miles
Fowlerville Road (CR-5, York)	3.0 miles
Craig Road (CR-58A, York)	0.3 miles
Long Point Road (CR-32, Geneseo) (CR-48 – SR 256)	1.6 miles
Lakeville-Groveland Rd. (CR-48, (Geneseo/Groveland)	3.0 miles
- A note of interest: As part of 2014 road reconstruction projects, **95,500 feet** of edge-drain tiling was installed along both sides of the roads. This operation is a significant effort involving County,
- Town and contractor personnel, trucks and equipment.
- *Highway maintenance/improvement activities were performed on sixty-four (64) miles of various County Roads, including: Crack-sealing, surface-treating, overlays, hot-mix asphalt wedging, ditching, shoulder work, tree trimming, guide rail and culvert work. Paid assistance was provided by all 17 Town Highway Departments during 2014.*

- *The County Highway Department performed specialized work for various Towns. This included bulldozer work, setting heavy rock, changing large culvert pipes, and installation of steel sheet-piling structures.*
- *In November the Highway Department sent snow removal crew to towns in Genesee and Erie Counties to assist with the historic snowfall event.*
- Construction of a Federal/State-Aid Bridge Replacement Project in the Village of Nunda was completed in 2014. Bridge #63 on Walnut Street over Keshequa Creek was an old single-lane truss structure built in 1895. The new two-lane bridge is composed of a steel sheet-piling substructure, and a pre-stressed concrete beam superstructure. Engineering/Design was by Ravi Engineering, and the construction contractor was C.P. Ward. Total cost of the project was \$835,000; with Federal and NYS funding, the County share was \$115,000.
- Thanks to approved County Capital Improvement Program funding, two additions to the Highway facilities were commenced in 2014. Construction of an enclosed, unheated, 100' x 80' equipment storage building was substantially completed by contract. And County Highway personnel started construction of a 3-sided 80' x 24' vehicle storage building. Both new buildings will provide much needed additional provisions to store vehicles, equipment and supplies out of the elements.

Historian

- OnCell Audio Tour: Livingston County Heritage Trails: Museum Tour. This audio tour was launched in March and is the third in the Heritage Trails series that feature historical information on a variety of cultural attractions throughout the county.
- Book released: Blue Devils in Vietnam: - published in July 2014. This book chronicles the lives of more than 30 veterans from the Genesee area before, during, and after the Vietnam War.
- Video released: Local History Out Loud: Chapter One - From the Iroquois Confederacy to pre-Civil War era. This video explores Livingston County's rich cultural heritage with narration by numerous Livingston County officials and community leaders. A link to the video is on the County Historian's web page.

Office of Emergency Management (OEM)

- The County suffered 3 major rainstorms during the months of May, July and August. The May storm was given a Presidential Declaration and FEMA/State Recovery Teams assisted all Towns and Villages with review of their damages. The disaster total was \$3.78 million dollars of damages to roads and infrastructure.
- Completed an Emergency Operations course for County Departments. The course was attended by 11 different departments. The course outlined the role and responsibility of the EOC during an incident, outlined the role and responsibility of other Agencies and Departments interacting with the EOC.
- Completed FEMA raining in Situational Awareness/Common Operating Picture, with 7 County Departments participating along with other individuals from adjoining counties. The class objective was understanding and developing Situational Awareness for incidents or events, then communicating the information to other departments and the EOC.
- Received a grant from DHSES for upgrading the All Hazard Mitigation Plan; the plan includes mitigation strategy for the County as a whole, but also looks at the mitigation strategy for each individual Town and Village. Scheduled completion of the plan is for 2015.
- OEM participated in the County Emergency Preparedness Assessment conducted by DHSES. The CEPA review looks at the state of readiness for the County in different disciplines. Participating departments in the assessment process were; Administration, OEM, EMS, Law Enforcement, 911, County Highway, and IT. The County was graded extremely well regarding its State of readiness.
- Completed 121 fire investigations, totaling 1197 man-hours.
- All 19 Fire Departments participated in the NYS State Training Program, utilizing 1017 training hours.
- Completed an upgrade to the fire training tower, updated the burn room to stainless steel liner and replaced the roof of the burn building. These upgrades will add to the longevity of the fire training tower and will enhance the fire training for the fire departments.
- Updated all emergency plans as per requirement of DHSES.

Planning

- The County Board of Supervisors approved the renewal of Agricultural District #3, with 86,017 acres.
- The Planning Department sponsored the Livingston Education and Training Series (LET'S Plan) which included 6 workshops that provided 396 hours of training credit to municipal planning and zoning officials.

- The Environmental Management Council Earth Day Award was given to Davies Nagel from the Town of York.
- The Transportation Advisory Committee and work groups were formed to implement the County Transportation Connectivity Plan.
- The County Planning Board reviewed 124 development applications.
- Collaboration-- The County secured an additional \$250,000 to support 911 Dispatch Operations.
- Collaboration -- Planning, Workforce Development, DOH, CLA, CCE, and NYS - came together and successfully created a watercraft steward program for Conesus Lake that is being heralded as a model of collaboration across the State.

Public Works

- GLOW Region Solid Waste Management Committee – The 2014 Household Hazardous Waste Collection Event held in September 2014 collected the following materials for recycling or proper disposal:
 - 11,397 lbs of paint
 - 3,271 lbs of pesticides
 - 3,527 lbs of solvents
 - 1,575 lbs of flammable resins and adhesives
 - 350 lbs of pharmaceuticals
 - 27,980 lbs of Electronic equipment
 - Served 436 residents in Genesee, Livingston, and Wyoming Counties.
 The Program was funded through a grant from the NYSDEC.

Probation

- The department completed the full transition to the Caseload Explorer program, which is poised to improve efficiency and build an extensive database of information that will improve information sharing amongst law enforcement agencies.

Records Management

- Worked with DSS Child Support Unit on improving ways to manage open and closed case files.
- Microfilmed nine years of minutes and tax rolls.
- Destroyed 1669 cubic feet of records.
- Single paper filing – 3068.

Sheriff

- 2014 Community based initiatives included TRIAD, KID ID, DARE, Neighborhood Watch, FAIR, VINE, NYS Safe Boating Program, Victim Impact Panel, New York State Sheriffs Summer Camp Program and Community Business Walks by Deputies. These provided services to the public that reflect as a priority maintaining safety, addressing needs, services and issues and disseminating pertinent information.
- Proactive grant activity resulted in acquisition of equipment and technology and funded overtime costs associated with traffic enforcement to address aggressive driving, seat belt enforcement, intoxicated and impaired driving and child safety seat education.
- Inmates sentenced to the Alternatives To Incarceration program continue to provide cost free service to County, Town, Village, School Districts and approved not-for-profit organizations.
- Boarding in of Federal and other county inmates at the Livingston County Jail proved to be a revenue generator and exceeded well over 1.1 million dollars.
- A reorganization of the command staff proved to be efficient and effective in leading the Sheriff's Office into the future.
- Civil Division reaccredited September 2014.
- \$246,400 earned in initiative grant funding in 2014 from traffic enforcement, COPS-SRO, Homeland Security and legislative grants.
- Deputy Michael Anne named New York State Intelligence Center (NYSIC) Officer of the Year for the state.
- Upgraded the main lobby of the Sheriff's Office for security of the building through grant funding.

Tourism

- The three largest hotels in the county all saw increases in occupancy and average daily rate.

- For Letchworth State Park, overall attendance was down slightly from 662,398 in 2013 to 594,803 in 2014. However, camping revenue saw a 12% increase. Mount Morris continues to be the most utilized gate at the Park.

FINANCE & MANAGEMENT/WAY & MEANS

County Administrator

- In November, the 2015 budget was approved with a property tax rate of \$7.85 per thousand. The tax levy increase was 2.91% as the budget, while continuing to fund all essential programs and services, was again fully compliant with the Property Tax Cap legislation.
- Sales tax returns were the highest in the county's history, with year-end numbers totaling over \$31 million.
- The audit of the County's December 31, 2013 financial statements was completed by an outside independent auditor with no major findings.
- The Board of Supervisors approved the County's first five-year Capital Improvement Plan, put together with the assistance of the Planning Department.
- A request for proposal (RFP) process was initiated for the external audit work of the county and Bonadio and Co. were selected to service both the County General Fund and the Nursing Home's Financial Statements.
- Thoma Development, County grant management consultant, secured 14 successful applications totaling \$2,044,262.
- In 2014, SHAPE, the Employee Wellness Program, continued to sponsor regular activities like ZUMBA, Massage Therapy, our 4th annual 5K, EAP presentations, massages, and the monthly employee newsletter. 2014 also brought new activities such as a Wellness Fair, Patriotic Door decorating contest, Stress Management Webinars, healthy vending options and more.
- The County continues to be successful in the operation and administration of the relatively new self-insured financial arrangement for medical insurance. The year-end financial review again shows the plan year performance besting premium rates for insured products.
- A landmark agreement between the County, the State and Akzo/Zurich was reached in late 2014 and supplies the County with \$17 million dollars in direct settlement proceeds.
- The full divestiture process for the sale of the County CHHA was completed in 2014.
- Livingston County was selected as a 2014 Wealth of Health Award finalist by Excellus Blue Cross Blue Shield and the Rochester Business Journal. The Wealth of Health Awards honor innovative organizations that promote workplace wellness. This nomination recognizes Livingston County's commitment to encourage and foster healthy behaviors in the workplace.
- In June of 2014, Standard and Poor's Ratings Services upgraded the rating of Livingston County's bonds from AA- to AA. As of the timing of the update, of the thirty (30) New York counties rated by Standard and Poor's, only AAA rated Westchester County is rated higher than Livingston County.
- The County's official website – livingstoncounty.us - underwent a twelve-month re-design process by CivicPlus, a leading government website provider. The new website was rolled out in early 2014 and now has additional functionality as well as a cleaner, easier layout to navigate.

Personnel

- Affordable Care Act Compliance: Revised compliance plan due to changes in the law, did training re: same, and restarted implementation activities.
- NYSNA Negotiations: Prepared for and began negotiations with the NYSNA unit. These will continue into 2015.
- Supervisor Training Program: Began work on a supervisor training program to provide new department heads and top level supervisors with a good foundation of knowledge regarding personnel, Civil Service and labor relations matters. Four training segments were developed.

Real Property

- The Office of Real Property Tax Services coordinated a revaluation project with 16 Towns and we are proud to announce they all received the Excellence in Equity award from the New York State Department of Taxation and Finance Office.

- The Office of Real Property Tax Services is looking forward to offering assessment and data collection services to various towns.

Selected 2015 Goals and Objectives

Board of Elections

- Conduct Village and General Elections (possibly September local).
- Complete full documentation of current voter's registration forms.
- Complete the consolidation process of election districts.
- Conduct more voter outreach and education.

Central Services

- Auditorium wing continued renovations
- Building #2 security upgrades
- Concrete repairs at Jail and Courthouse
- Jail evidence room remodeling
- County Clerks office upgrades
- Probation security upgrades
- Government center 2nd floor painting
- Wall pack replacements (campus)

Center for Nursing & Rehabilitation

- Collaboration with Nicholas H. Noyes Hospital medical staff to reduce CNR rates of avoidable patient/resident hospitalization and re-admission within 30 days of discharge.
- Capital projects to replace all carpets in patient/resident living areas and replacement of rooftop courtyard surfaces.
- Introduction of Medicaid Managed Long Term Care in summer 2015.
- Further implementation of electronic health record.

County Administration

- Return the former Wilcox Press property in the Village of Dansville to the tax rolls.
- Manage the 2015 budget within appropriations and revenue constraints.
- Successfully advocate for passage of Home Rule revenues through the NYS Legislature.
- Complete recruitments for Department Head positions in Aging, Real Property Tax Services, and Information and Technology Services.
- Complete and file the Government Efficiency Plan as newly required under State Law.

District Attorney

- Continue to aggressively prosecute drug and welfare cases.
- Finish revamping the Special Victims Unit of the District Attorneys Office to protect our most vulnerable victims (elderly, disabled, children).

Economic Development

- Increase business retention and expansion efforts. Six expansion projects have been identified for 2015 including the relocation and expansion of Evening Star Coffee Roasters to the Avon Crossroads Commerce Park.
- Complete the extension of Tec Drive in the Avon Crossroads Commerce Park to accommodate prospective business development opportunities.
- Implement Rural Area Revitalization Program grant for the renovation of the Historic McDonald building in Geneseo awarded through the 2013 Consolidate Funding Application process.
- Implement New York Main Street grants awarded through the 2014 Consolidated Funding Application Process in the Villages of Mt. Morris and Dansville.
- Implement New York Main Street Technical Assistance grants awarded through the 2014 Consolidated Funding Application Process in the Villages of Livonia and Caledonia.
- Continue County Sign & Façade Improvement Program grants in designated downtown districts.
- Undertake County-wide Economic Development strategic plan which was awarded funding through the 2014 Consolidated Funding Application Process.
- Expand the ItsinLivINgston campaign to a year-round program.

Office of Emergency Management

- Work with Towns and Villages and help them develop an Emergency Plan for their jurisdiction.
- Develop Job Aids for each County Department that would respond to the EOC.
- Develop Operational Guidance documents for the Command and General Staff pertaining to EOC operations.
- Develop and inventory management system for the EOC, Haz Mat, and the Fire Training Grounds.
- Work with Tetra Tech to complete the All Hazard Mitigation Plan for the County.

Emergency Medical Services

- Continued assistance to all county Advanced and Basic Life Support service agencies.
- Continued collaboration with Livingston County Sheriff's Department for tactical medical support programs.
- Continued collaboration with the Livingston County Office of Emergency Management in special operations and general preparedness.
- Implementation of an Interfacility Specialty Care Transport program.
- Field trial of transport ventilator for specialty airway management.

Department of Health/Mental Health

- Continue to work toward reaccreditation.
- Establish meaningful department wide communication processes that assure staff and stakeholders receive early and accurate information about key issues that affect their agency.
- Internally: provide consistent and responsive support to ensure all staff receives complete and timely information.
- Externally: communicate regularly about key public health issues, policies and programs to develop reasonable and equitable ways to promote, protect and prevent.
- Establish an infrastructure that assures public health competency standards are communicated and demonstrated through the department and addresses gaps in staff development.
- Continue to advance the integration of Public health, behavioral health, and primary care to better support individual health, improved health outcomes and health care cost (triple aim) to align with health care reform.
- Participate in an Anti-Bullying task force in collaboration with Livingston County Sheriff's office and school related personnel.
- Distribute radon testing kits to the public well in excess than previous years; provide additional public marketing promoting home radon testing including website posts, tear-off ads, and other methods.
- Develop a dog control seizure reporting protocol that would provide municipalities enhanced details on dog control activities.
- To achieve re-certification of New York State Office of Mental Health for the Clinic in 2015.
- To stabilize fiscal and service deliver of Care Management services for Livingston County residents as a HUNNY health home provider.

Highway

- Continuation/completion of ongoing road reconstruction projects.
- Variety of road maintenance activities.
- Replacement of Bridge No. 4, Pole Bridge Road over Conesus Outlet, Avon.
- Completion of the 3-sided vehicle storage building.
- Engineering/Design phases of 2017 Federal/State-Aid Bridge Replacement Project: Applinville (aka Everman) Road over Canaseraga Creek, Sparta/West Sparta.
- Engineering/Design phases of 2016 Federal/State-Aid Bridge Preventive Maintenance Projects on four (4) County bridges.

Office for the Aging

- Complete the assessment of programs and services that will set the direction for the community based services for the next Livingston County Office for the Aging 4 year Plan due in December 2015.
- Improve Dementia Capability of the agency and strengthen collaborative efforts to provide programs and services with the Alzheimer's Association of Greater Rochester and Livingston Wyoming ARC.
- Work with partners including, but not limited to the Finger Lakes Health Systems Agency, Noyes Continuum of Care Committee and Genesee Valley Health Partnership to promote the efficient and effective integration of

care transition service models to assist our county residents as they move from hospital/nursing/rehabilitation settings to home.

- Execute a contract for Consumer Directed Care with the Center for Disability Rights (Rochester, NY) to offer another service choice for the Expanded In-Home Services for the Elderly Program.
- Continue to investigate, through feasibility studies, alternative methods to provide quality nutrition services to senior citizens in our county. This would include, but not be limited to:
 - The development of a Diner's Choice restaurant program as a congregate meal setting.
 - Cook / Chill packing programs for both home delivered and congregate meal delivery.
- Work with the Livingston County Sheriff's Community Policing Department, senior TRIAD organization (Seniors and Lawmen Together) to develop a volunteer Senior Medicare Patrol to assist residents in identifying and reporting Medicare Fraud. NYS Office for the Aging is promoting this program as an integral part of Office for the Aging Health Insurance Counseling services.
- Increase public information sessions on Medicare 101, Advance Directives, Elder Abuse and Identity Theft.

Sheriff

- The Sheriff's Office will continue efforts to seek and apply for funding to upgrade 911 Center equipment and implement interoperable communications throughout Livingston County and with emergency services in New York State.
- Enhance efforts to address inappropriate collection and dissemination of E911 Funds by New York State and efforts to ensure proper distribution of these funds to county and community 911 service providers in New York State will remain a priority in 2015.
- Implementation of Unmanned Aerial System including camera systems and thermal imaging to assist in search and rescue efforts. The UAS will be deliver timely and efficient services to the residents and will improve public safety.
- Continue to pursue grant funding for traffic enforcement, homeland security and legislative grant opportunities.
- Achieve Corrections Division Reaccreditation in 2015 and continue to maintain compliance in all 5 divisions of the Sheriff's Office.
- Continue to improve the safety and security of our office by implementing card readers for all entry points through Homeland Security grant funding.

Social Services

- Implement an Intensive Family Treatment Program, a design that Preventive and Child Protective Services staff have worked on throughout 2014. The objective is to help identified families already involved with the child welfare system where there are either imminent safety concerns or high risk safety concerns exist in the home. The target family includes at least one child between the age of 0 and 12 as the objective is to provide intervention with families at an earlier stage to break the cycle, promote safety and well being of children within their family home, ultimately reducing the risk of out of home placements.
- Continue enhancements to our Employment Program with a focus on increased opportunities for skill development to create more opportunities for long term employment.

Workforce Development/Youth

- Transition the county job fair to a new venue (GCC) and host quarterly fairs throughout the county.
- Transition workforce services to comply with the new governing legislation (WIOA).
- Successfully compete to remain a One-Stop Center and increase the amount of partner programs.
- Upgrade resource room computers and printers.

PREFERRED AGENDA REQUIRING ONE ROLL CALL VOTE

RESOLUTION NO. 2015-34 REAPPOINTING MEMBER TO THE LIVINGSTON COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS – JON WHITE

RESOLVED, that the following member is hereby reappointed to the Livingston County Soil and Water Conservation District Board of Directors for the term designated:

<u>Livingston County Soil and Water Conservation District Board of Directors</u>			
Name	Address	Rep./Title	Term
Jon White	114 Temple Hill Street, Geneseo, NY 14454	At Large Member	1/1/15-12/31/16

Dated at Geneseo, New York

January 28, 2015

Public Services Committee

RESOLUTION NO. 2015-35 APPOINTING MEMBERS TO THE LIVINGSTON COUNTY TRAFFIC SAFETY BOARD – LARRY LEVEY, JERALD WRUBEL, RONALD STEENBLOK, BRENDA DONOHUE, ANGELA GROUSE

RESOLVED, that the following members are hereby appointed to the Livingston County Traffic Safety Board for the term designated:

Name	Address	Rep./Title	Term
Larry Levey	4630 Millennium Drive Geneseo, NY 14454	Geneseo Rep.	1/1/15-12/31/17
Jerald Wrubel	P.O. Box 202 Geneseo, NY 14454	Geneseo Alternate	1/1/15-12/31/17
Ronald Steenblok	5870 Turkey Hill Road Conesus, NY 14435	Conesus Rep.	1/1/15-12/31/17
Brenda Donohue	P.O. Box 188 Conesus, NY 14435	Conesus Alternate	1/1/15-12/31/17
Angela Grouse	3447 Poplar Hill Road Livonia, NY 14487	Livonia Alternate	1/1/15-12/31/17

Dated at Geneseo, New York

January 28, 2015

Public Services Committee

DISCUSSION OF THE RESOLUTIONS ON PREFERRED AGENDA

PREFERRED AGENDA VOTE

There being no further discussion on the foregoing resolutions, Chairman Gott asked for a motion to present the Preferred Agenda.

Motion made by Mr. Deming and seconded by Mr. Wadsworth to move the Preferred Agenda. Carried.

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

RESOLUTIONS REQUIRING A SEPARATE ROLL CALL VOTE

County Administrator/Budget Officer

RESOLUTION NO. 2015-A AMENDING RULES OF ORDER OF THE BOARD OF SUPERVISORS

Mr. Pangrazio presented the following resolution and moved its adoption:

WHEREAS, the following change was made to the Rules of Order:

- Community Services Department has been moved under the Department of Health; now therefore be it.

RESOLVED, that effective immediately, the Rules of Order of the Board of Supervisors of Livingston County be, and they hereby are, amended to read as follows:

**RULES OF ORDER
OF THE
BOARD OF SUPERVISORS**

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RULES OF ORDER

ARTICLE 1 - MEETINGS

1. ORGANIZATIONAL MEETING. The members of the Board of Supervisors shall organize the Board and elect a Chairman on or before the 8th day of January in each year. The Board shall annually, by resolution duly adopted during the month of December, fix the date, time and place of the meeting to organize the Board. The Clerk of the Board of Supervisors shall serve upon each member a notice stating the date, time and place of each meeting to organize the Board, and that a Chairman will then be elected. The notice shall be in writing, and shall be served by mail addressed to each member at his or her last known post office address at least forty-eight hours before the date of the meeting.
2. REGULAR MEETINGS. Regular meetings for the transaction of such business as may be brought before the Board, shall be held on the second and fourth Wednesday of each month in each year, at 1:30 o'clock in the afternoon, except when such days fall on a holiday, in which event the meeting shall be held on the day following; except in the month of November when the meeting shall be held on the Wednesday preceding Thanksgiving week at 1:30 o'clock in the afternoon and except in the month of December when the meeting shall be held on the third Wednesday at 1:30 o'clock in the afternoon. Furthermore, the Board of Supervisors may, by resolution approved by affirmative vote of two-thirds of the members of the Board, change the date of any meeting. Notice of any changed meeting date shall be published in the official papers of the County and mailed to each member by the Clerk of the Board at least forty-eight hours before the date fixed for holding the meeting.
3. SPECIAL MEETINGS. Special meetings shall be held at the call of the Clerk of the Board upon direction of the Chairman, or upon written request signed by a majority of the members of the Board. Notice in writing stating the time, place and purpose of the special meeting shall be served personally or by mail on each member by the Clerk of the Board at least forty-eight hours before the date fixed for holding the meeting. A member may waive the service of the notice for such meeting by a writing signed by such member. Only business specified in the notice thereof may be transacted at a special meeting.

4. PLACE OF MEETINGS. All meetings shall be held in the Livingston County Government Center, Geneseo, New York, except that any meeting can be adjourned and reconvened at another location. Special meetings may be held at any place designated in the call therefore.

ARTICLE 2 - ORDER OF BUSINESS

At each session of the Board, business shall be taken up in the following order:

1. Roll Call
2. Pledge of Allegiance
3. Approval of Minutes
4. Public Hearings
5. Communications
6. Introduction of Local Laws
7. Abstract of Claims
8. Privileges of the Floor
9. Unfinished Business
10. Preferred Agenda
11. Resolutions
12. Other Business
13. Adjournment

ARTICLE 3 - COMMITTEES

1. COMMITTEE COMPOSITION AND APPOINTMENT. All standing committees, committee chairman and committee vice chairman shall be appointed by the Chairman of the Board, and shall serve until the end of the calendar year in which such member shall have been selected, unless the Board shall have fixed a different period. No member shall serve longer than the term for which such member shall have been elected as a Supervisor. Each Board member will hold one (1) committee membership. The Chairman of the Board and Vice Chairman of the Board shall be members of all committees. Each committee shall be composed of five Board members and the Chairman and Vice Chairman of the Board. There shall be no committee meetings conducted before 1:30 p.m. on the day of a Board meeting unless authorized by the Chairman of the Board.

2. SPECIAL COMMITTEES. Special committees shall be appointed by the Chairman of the Board whenever authorized by a resolution of the Board, which resolution shall specify the powers and duties of the committee, the number of its members and the period during which they shall serve.

3. VACANCIES. Vacancies in standing and special committees shall be filled by the Chairman of the Board from the Board's membership.

4. STANDING COMMITTEES. The following standing committees shall be appointed, to each of which shall be referred all matters of business embraced by its title and the various subdivisions hereunder:

- (1) Ways and Means Committee
- (2) Public Services Committee
- (3) Human Services Committee

5. COMMITTEE CHAIRMAN. The Chairman of each committee shall be responsible for approving minutes of each committee meeting and filing them with the Clerk of the Board.

6. COMMITTEE RESPONSIBILITIES. Subject to the authority given to the County Administrator by Local Law No. 3 of the year 1988, committees shall have charge of all matters related to their respective subheadings. The designated subheadings shall not to be construed to prevent the addition and assignment of other responsibilities as the need arises.

ARTICLE 4 – WAYS AND MEANS COMMITTEE

OPERATING DEPARTMENTS: Budget Officer, Clerk of the Board, County Attorney, County Auditor, County Treasurer, Information and Technology Services, Personnel, Real Property Tax Services, including functional areas of the operating departments and agencies associated with the operating departments

ARTICLE 5 – PUBLIC SERVICES COMMITTEE

OPERATING DEPARTMENTS: Board of Elections, Central Services, County Clerk, County Historian, District Attorney, Economic Development, Emergency Management Services, Emergency Medical Services, Highway, Planning, Probation, Public Defender, Records Management, Sheriff, Solid Waste, Water & Sewer Districts, including functional areas of the operating departments and agencies associated with the operating departments

ARTICLE 6 – HUMAN SERVICES COMMITTEE

OPERATING DEPARTMENTS: Office for the Aging, Department of Health (including Community Services), Department of Social Services, Livingston County Center for Nursing & Rehabilitation, Veterans' Service Agency, Workforce Development & Youth Bureau, including functional areas of the operating departments and agencies associated with the operating departments

ARTICLE 7 - CLAIMS AND ACCOUNTS

1. COUNTY AUDITOR. The County Auditor, pursuant to Local Law No. 2 for the year 1990, shall audit all claims, accounts, and demands, which are made County charges by law. The County Auditor shall be responsible for presenting to the Ways and Means Committee the Abstract of Claims for these charges to be presented for approval by the full Board of Supervisors. The County Auditor, subject to the approval of the Board of Supervisors and the County Administrator, shall promulgate rules and policies governing the presentation of such claims, accounts and demands by County departments and agencies. Upon approval by the Board of Supervisors, the County Auditor shall present such claims to the County Treasurer for payment.

2. COUNTY ADMINISTRATOR. The County Administrator, pursuant to Local Law No. 6 for the year 2007, shall be the Chief Budget, Purchasing and Property Officer for the County. The County Administrator, subject to the approval of the Board of Supervisors, shall promulgate rules and policies governing the preparation and management of the County Budget and for the purchasing and property management function of the County.

ARTICLE 8 - SALARIES

All elective officers and all officers appointed by the Board of Supervisors at fixed salaries shall be paid by the County Treasurer in accordance with the statute or resolution fixing such salaries and upon certification of a proper payroll. All other county officials and employees authorized by statute or by a resolution of this Board shall be paid by the County Treasurer in accordance with the statute or resolution fixing their compensation and upon certification of a proper payroll. Such payrolls shall be certified as correct for the period of service and the amount due all employees by their respective department heads.

ARTICLE 9 - RESOLUTIONS

All resolutions to be presented to the Board at any regular meeting thereof shall be approved by the appropriate standing or special committee. Resolutions not approved at a meeting of such standing or special committee must be approved in writing by a majority of the committee prior to presentation to the Board. Nothing herein contained, however, shall affect the legality of any resolution duly enacted by the Board which has not been so presented.

ARTICLE 10 - RULES OF PROCEDURE – REGULAR BOARD MEETINGS

1. QUORUM. A majority of the whole number of the members of the Board of Supervisors shall constitute a quorum for the transaction of business, except in such cases where a larger number is required by law, but a less number may adjourn. The term "whole number of the members of the Board" and "whole numbers of its membership" shall be construed to mean the total number of weighted votes which the Board of Supervisors would have were there no vacancies and none of the Supervisors disqualified from acting.

2. CHAIRMAN OF THE BOARD. The Chairman shall preside over all meetings of the Board, and preserve order and decorum during its sessions, and decide all questions of order, subject to appeal to the Board from such decisions. The Chairman shall vote all questions before the Board, unless excused from so doing by the Board. A request by the Chairman to be excused from voting must be made prior to the Clerk of the Board commencing the roll call.

3. VICE CHAIRMAN OF THE BOARD. In the absence of the Chairman, the Vice-Chairman shall preside over each duly constituted meeting of the board; shall have and exercise all the powers and duties of the Chairman at any meeting over which the Vice Chairman is called to preside; and shall have and exercise those additional powers and duties authorized by resolution of the board, provided such resolution shall specify:

- i. The dates during which the Vice-Chairman may exercise those powers and duties; and
- ii. That the powers and duties authorized to the Vice-Chairman shall not be exercised by the Chairman during that designated time period.

The Vice Chairman of the Board of Supervisors shall be appointed by the Chairman of the Board of Supervisors. The appointment shall be made within fifteen (15) days of the election of the Chairman of the Board of Supervisors. The term of office of the Vice Chairman of the Board of Supervisors shall expire at the end of the calendar year in which appointed.

4. PRIVILEGES OF MEMBERS.

- a. No member rising to take part in the proceedings shall proceed until such member has addressed the Chairman and has been recognized by the Chairman.

- b. No member shall speak more than twice upon any question without consent of the Board.
- c. If any member of the Board is called to order while speaking, such member shall take their seat until the question is determined, unless permitted by the Board to explain.
- d. Every member present, when a question is stated by the Chair, shall vote thereon, unless excused by the Board. A request by a member to be excused from voting must be made prior to the Clerk of the Board commencing the roll call.

5. EXECUTIVE SESSIONS. Executive Sessions may be held during any regular or special meeting of the Board of Supervisors or during any committee meeting. Executive Sessions shall be called in accordance with Article 7 of the Public Officers Law. Prior to entering Executive Session, the members shall select by a majority vote a Chairman to preside and a Clerk to act during the Executive Session.

6. MOTIONS AND RESOLUTIONS:

- a. *No reports of committees, or resolutions or motions calling for an appropriation or the payment of bills shall be presented to the Board unless funds are available for such purposes or otherwise provided.*
- b. The title of each resolution shall be read by the Clerk of the Board before debate, and immediately before the question is put thereon. Every motion, except those specified in subdivision "f" of this rule shall be reduced to writing if the Chairman or any member so requests. Any member may request that the full text of a resolution be read prior to a vote thereon. Such request must be made prior to the Clerk of the Board commencing the roll call.
- c. After a motion has been stated by the Chair, it shall be deemed before the Board, but may be withdrawn at any time before a vote is had thereon by permission of the Board.
- d. If a question under debate contains several distinct propositions, the same shall be divided by the Chairman upon request of any member, so that a vote may be taken on each proposition; however, a motion to strike out and insert shall be indivisible.
- e. When a blank is to be filled, or different sums or times are proposed, the questions shall first be put upon the largest sum, the longest time, or the latest date.
- f. When any question is under debate, no motion shall be entertained except one of the following:
 - To fix the time to which to adjourn.
 - To adjourn.
 - For special orders of the day.
 - For the previous question.
 - To lie on the table.
 - To postpone to a definite time.
 - To commit.
 - To amend.
 - To postpone indefinitely.
 - Such motions shall have precedence in the order in which they are stated in this rule.
- g. No motion for reconsideration, except by unanimous consent, or as hereinafter provided, shall be in order, except during the same meeting, or the meeting following that on which the action which is proposed to be reconsidered took place. Such reconsideration must be moved by a member who voted with the majority upon such action. A motion for the reconsideration shall not be renewed after having been once put and lost. No action may be reconsidered a second time without the unanimous consent of the Board. If any member is absent at the time any action is taken by the Board, such member may move for reconsideration of such action at the first meeting, which such member may attend after having learned of such action, subject to the limitations on unfinished business hereinafter contained.

7. RESOLUTIONS AND REPORTS TO LIE OVER. All resolutions calling for or leading to an expenditure of money, and all reports of committees shall, after presentation to the Board, lie over without action until the next meeting of the Board, except that by unanimous consent the same may be acted upon at the time of presentation. An objection to unanimous consent must be made by a member of the Board prior to the Clerk of the Board commencing the roll call. If such matter is not brought up for action at the next meeting after it is originally presented to the Board, it may be brought up at any subsequent meeting on the request of any member of the Board, subject to the limitations on unfinished business hereinafter contained.

8. PREFERRED AGENDA. A preferred agenda may be presented at any regular session of the Board of

Supervisors. That agenda shall be limited to resolutions of a routine and non-financial nature (advisory board appointments, declaring surplus equipment, providing for public hearings, proclamations, authorizing conveyance, etc.). The Preferred Agenda, as such, shall be voted upon by a single Roll Call vote. Any Supervisor may request and must be granted in all instances, that separate consideration be given to any resolution within the Preferred Agenda; as such Agenda comes before the Board for consideration. The Clerk of the Board shall assign appropriate numbers to each resolution within the Preferred Agenda.

9. **VOTE BY ROLL CALL.** Every question, which involves an appropriation or expenditure of money by the County, shall be determined by a roll call of the members present. A roll call shall not be necessary upon questions involving an appropriation or expenditure of money by a single town when such motion is made by the member from such town. In the event any member shall demand a roll call upon any other question, the vote shall be taken accordingly. All votes upon roll call shall be entered upon the minutes.

10. **LIMITATIONS ON UNFINISHED BUSINESS.** All matters undisposed of at the termination of the calendar year shall automatically die, and must thereafter be reintroduced before the Board unless otherwise ordered by a majority vote of the Board at any regular meeting thereof held in the month of December.

ARTICLE 11 - AMENDMENT OF RULES

These rules shall not be amended except upon the affirmative vote of two-thirds of the members of the Board, after the proposed amendment has been submitted in writing and has laid over until the next meeting of the Board, but any rule may be suspended, for one meeting only, by unanimous consent.

Revised, July 14, 1993

Revised, February 22, 1995

Revised, December 18, 1996

Revised, July 9, 1997

Revised, August 11, 1999

Revised, May 24, 2000

Revised, September 13, 2000

Revised, June 27, 2001

Revised, September 28, 2005 to be effective November 1, 2005

Revised January 26, 2011

Revised January 23, 2013

Dated at Geneseo, New York

January 28, 2015 Laid Over

Ways and Means Committee

RESOLUTION NO. 2015-36 AUTHORIZING TRANSFER OF FUNDS - MEDICAL EXAMINERS/CORONERS

Mr. Pangrazio presented the following resolution and moved its adoption:

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

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

RESOLUTION NO. 2015-37 RESCINDING RES. NO. 2015-24 AMENDING 2015 COUNTY BUDGET – MEDICAL EXAMINER/CORONERS

Mr. Pangrazio presented the following resolution and moved its adoption:

WHEREAS, a budget amendment for the Medical Examiner/Coroners was adopted on January 14, 2015, and was unnecessary; now, therefore, be it

RESOLVED, that Res. No. 2015-24 is hereby rescinded.

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

RESOLUTION NO. 2015-38 AMENDING A PORTION OF RES. NO. 2015-26 AMENDING 2015 LIVINGSTON COUNTY BUDGET - SHERIFF

Mr. Pangrazio presented the following resolution and moved its adoption:

WHEREAS, a portion of Res. No. 2015-26 incorrectly described the revenue and appropriation in a Sheriff's budget amendment, now therefore be it

RESOLVED, that the incorrect portion of Res. No. 2015-26 is amended to read as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A3126	3389	State Aid	\$10,000.00
Increase Appropriation	A3126	2400	L. E. Equipment	\$10,000.00

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

RESOLUTION NO. 2015-39 AMENDING 2015 LIVINGSTON COUNTY BUDGET – SHERIFF

Mr. Pangrazio presented the following resolution and moved its adoption:

RESOLVED, that the 2015 Sheriff's Department budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	A3112	3389	State Aid	\$40,500.00
			TOTAL	\$40,500.00
Increase Appropriation	A3112	4080	OT	\$6,000.00
		4080	Prof. Services	\$34,500.00
			TOTAL	\$40,500.00

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

RESOLUTION NO. 2015-40 AMENDING 2015 LIVINGSTON COUNTY BUDGET – WORKFORCE DEVELOPMENT

Mr. Pangrazio presented the following resolution and moved its adoption:

RESOLVED, that the 2015 Workforce Development Department budget be amended as follows:

Account	Dept.	Code	Description	Amount
Increase Revenue	J6292	4790	Federal Aid	\$180,000.00
Increase Appropriation	J6292	4190	Agency Contracts	\$180,000.00

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

RESOLUTION NO. 2015-41 ESTABLISHING AN ACCOUNT - PLANNING

Mr. Pangrazio presented the following resolution and moved its adoption:

RESOLVED, that the following account be established for the Planning Department:

Account	Dept.	Code	Description	Amount
Establish Revenue	A6322	3395	Homeland Defense Grant	\$89,253.00
Establish Appropriation	A6322	2200	Data Processing, Electronics, Comm.	\$89,253.00

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

Personnel

RESOLUTION NO. 2015-42 AMENDING THE 2015 DEPARTMENT HEAD SALARY SCHEDULE: SHERIFF

Mr. Pangrazio presented the following resolution and moved its adoption:

RESOLVED, that the 2015 Department Head Salary Schedule is amended as follows:

Sheriff's Department

Setting salary for the Emergency Communications Director at \$70,000.00.

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

Real Property Tax Services

RESOLUTION NO. 2015-43 CORRECTING TAX ROLL – TOWN OF MOUNT MORRIS

Mr. Pangrazio presented the following resolution and moved its adoption:

WHEREAS, the Director of Real Property Tax Services has transmitted a written report of his investigation and recommendation with regard to one (1 parcel) application for correction of the tax roll, pursuant to the Real Property Tax Law, as prepared for the Town of Mount Morris on the tax roll for the years hereinafter set forth, and

WHEREAS, said parcel was incorrectly assessed and/or taxed for reasons set forth in the application for correction requested from the Director of Real Property Tax Services attached hereto, now, therefore, be it

RESOLVED that the Director of Real Property Tax Services is authorized and directed to forward a copy of this resolution to the officer having jurisdiction of the tax roll so that the roll can be corrected; and a notice of approval to the applicant(s), and be it further

RESOLVED, that the County Treasurer and/or Town Tax Collector is hereby authorized to make the tax roll corrections and forward the corrected tax bill. The County Treasurer is authorized to issue refunds and/or make the appropriate chargebacks as hereinafter set forth for the application.

Year, Municipality				Refund	Chargebacks to
Owner(s)	Taxing	Original	Corrected	to	Taxing
Parcel	Jurisdiction	Tax Bill	Tax Bill	Owner	Jurisdictions
1. 2015 Mt. Morris	Livingston County	\$259.01	\$259.01	\$0.00	\$0.00
McCart, Sheila	Mt. Morris Town Tax	\$114.45	\$114.45	\$0.00	\$0.00
Tax Map Number	Mt. Morris Sch. Relevy	<u>\$873.90</u>	<u>\$19.16</u>	<u>\$0.00</u>	<u>\$854.74</u>
106.14-2-5	Total	<u>\$1,247.36</u>	<u>\$392.62</u>	<u>\$0.00</u>	<u>\$854.74</u>

Dated at Geneseo, New York

January 28, 2015

Ways and Means Committee

The roll was called as follows: Ayes – 2,009; Noes - 0; Absent - 0; Adopted.

OTHER BUSINESS

1. AS A REMINDER, IF YOU ARE GOING TO NYSAC, PLEASE MEET IN THE CHAIRMAN'S OFFICE IMMEDIATELY FOLLOWING THE BOARD MEETING TO FINALIZE TRAVEL ARRANGEMENTS.

ADJOURNMENT

Motion made by Mr. Pangrazio and seconded by Mr. Mahus to adjourn until Wednesday, February 11, 2015 at 1:30 p.m. Carried.

The Board adjourned at 1:53 p.m.