

PUBLIC SERVICES COMMITTEE MEETING MINUTES
FRIDAY, JANUARY 9, 2015
1:30 P.M.

PRESENT: G. Deming, C. DiPasquale, B. Carman, D. Knapp, W. Wadsworth, D. LeFeber, D. Mahus, I. Coyle, M. Gianquinto-EF Johnson Mobile Radio, J. Williams-Genesee Sun

ABSENT: E. Gott

PRESENT AFTER MEETING CALLED TO ORDER: D. Knapp,

Mr. Deming welcomed Mr. Carman as a new member to the Public Services Committee.

ECONOMIC DEVELOPMENT – JULIE MARSHALL

Action Item(s) To Be Reported

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR LIVINGSTON COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT: NEW YORK STATE HOUSING TRUST FUND CORPORATION (2), LIVINGSTON COUNTY DEVELOPMENT CORPORATION (2)

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Department of Economic Development 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>
New York State Housing	12/11/14-12/31/15	\$47,000.00

Trust Fund Corporation

38-40 State Street

Albany, NY 12207

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Housing Trust Fund Corporation Homes & Community Renewal	\$3000.00	Yes ✓ No

Director's Comments:

The contract provides funding for development of the Gateway Road Feasibility Study. Funding was awarded under the 2014 Regional Economic Development Counsel Consolidated Funding Applications.

New York State Housing	12/11/14-12/31/15	\$75,000.00
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Trust Fund Corporation

38-40 State Street

Albany, NY 12207

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Housing Trust Fund Corporation Homes & Community Renewal	\$0.00	Yes No N/A

Director's Comments:

The contract provides funding for relocation and expansion of Evening Star Coffee Roasters. The proposed expansion will retain 3 jobs and create 2.5 new jobs. Funding was awarded under the 2014 Regional Economic Development Counsel Consolidated Funding Applications.

Mrs. Marshall reported that we received several awards under the consolidated funding applications that were submitted. Two came directly to the County and two to the Livingston County Development Corporation. The two Livingston County awards were for a feasibility study in the Gateway Road project in Livonia and a small business assistance award that will be used by Evening Star Coffee Roasters in Avon. A small company that has outgrown their space and is looking to purchase two acres in the Avon Industrial Park. They will be almost doubling their workforce. Because two of the awards came to Livingston County we need a resolution to enter

into contract with New York State Housing Trust Fund Corporation for those grants and then secondly resolutions with Livingston County Development Corporation to do all of the grant administration.

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

Livingston County Development Corporation 12/11/2014-12/31/2015

6 Court Street
Geneseo, NY 14454

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
New York State Housing Trust Fund Corporation Homes & Community Renewal	\$0.00	Yes	No	N/A

Director's Comments:

The agreement allows the LCDC to administer the Housing Trust Fund grant award for the Gateway Road Feasibility Study.

Contractor

Term

Amount

Livingston County Development Corporation 12/11/2014-12/31/2015

6 Court Street
Geneseo, NY 14454

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
New York State Housing Trust Fund Corporation Homes & Community Renewal	\$0.00	Yes	No	N/A

Director's Comments:

The agreement allows the LCDC to administer the Housing Trust Fund grant award for Evening Star Coffee Roasters.

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

Mrs. Marshall reported that she received a call the other day from a representative from Governing Magazine and they would like to profile our Community Development efforts and all of the Downtown Revitalization efforts that we are doing. It is in conjunction with a new program that Frontier Communications is doing called Americas Best Communities that she intends to submit a county-wide application. Governing received our name through Frontier because we are a potential applicant.

Informational Item(s) Written Only

ECONOMIC DEVELOPMENT

Please hold open Friday, February 6, 2015 for the Economic Development Annual Report. (Note the date change due to NYSAC Conference.) The event will take place at 4 PM in Geneseo. More details to follow.

Regional Economic Development Council Consolidated Funding Application awards were announced on December 11th. The Economic Development Office submitted applications for 10 potential projects; 2 NY Main Street applications, 2 NY Main Street Technical Assistance applications, 1 NY Main Street Anchor application, 1 small business, 2 economic development, and 2 strategic planning applications. Nine (9) of the projects were awarded funding. The Main Street Anchor Project (Geneseo) and the 2 New York Main Street applications (Dansville and Mt. Morris) were combined into a single award of \$500,000. Livingston County communities received several other awards infrastructure and planning projects. The following is a complete list of economic development projects:

Applicant	Project Title	Description	Award
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Livingston County	Livonia Gateway Road Project	Livingston County will use \$47,000 in CDBG Community Planning funds and \$3,000 in local funds to complete a Feasibility Study for the Livonia Gateway Road project.	\$47,000
Livingston County	Small Business Assistance Project	Livingston County will use \$75,000 in NYS CDBG Small Business program funds to assist in the expansion of Evening Star Coffee Roasters, LLC. The project proposes the creation of 3.5 full-time equivalent jobs, of which 2.5 full-time equivalent jobs will benefit low- and moderate-income New Yorkers.	\$75,000
Livingston County Development Corporation	Strategic Plan for Economic Development	The project is the development of an Economic Development Strategic Plan for Livingston County. The completed strategic plan will provide a “road map” as to where to allocate Economic Development resources and how to generate business expansion.	\$25,000
Livingston County Development Corporation	Village of Caledonia Downtown Feasibility Studies	The Livingston County Development Corporation will use \$20,000 in New York Main Street Technical Assistance funds to complete feasibility studies and architectural renderings for eight buildings in downtown Caledonia. The total project cost will be \$21,250 with \$1,250 committed by building owners.	\$20,000
Livingston County Development Corporation	Livingston County Main Street Revitalization	Livingston County Development Corporation will use \$500,000 in NYMS funds to implement the Livingston County Main Street Revitalization Project. The Project will assist in the renovation of mixed-use buildings in the Villages of Dansville, Geneseo, and Mt. Morris.	\$500,000
Livingston County Development Corporation	Village of Livonia Downtown Feasibility Studies	The Livingston County Development Corporation will use \$20,000 in New York Main Street Technical Assistance funds to complete feasibility studies and architectural renderings for 4 buildings in downtown Livonia. The total project cost will be \$21,500 with \$1,500 committed by building owners.	\$20,000

Additionally, the Finger Lakes Regional Planning Council (GFLRPC) received a \$3,000,000 award to establish an agricultural-economic development revolving loan fund. Funding allocations to each county are based on the agricultural census. As loans are made by GFLRPC, they are repaid to the Livingston County Development Corporation Revolving Loan Fund. The repayments will be segregated from the existing small business loan fund and will be used to fund agricultural-economic development projects.

IDA

In addition to the Consolidated Funding Application awards, \$200,000 was awarded by NYSDOT to the Livingston County IDA to assist American Rock Salt with the expansion of the rail line at the Town of Groveland facility.

The IDA has accepted a purchase offer from the Village of Mt. Morris for an approximate 2 acre parcel in the Mt. Morris Industrial Park.

The IDA has accepted an application for assistance from Coast Professional for an approximate 15,000 square foot expansion to their Geneseo facility. The project proposes an investment of \$4.8 million, creating 85 new jobs and retaining 175 jobs. The public hearing was held on December

23rd.

The IDA has also accepted an application for assistance from 5638 Tec Drive LLC (DP Tool) for an approximate 28,000 expansion to their Avon facility in the Crossroads Commerce Park. The project proposes an investment of \$4.2 million, creating 17 new jobs. The public hearing was held on December 23rd.

All Town and County PILOT billings have been prepared and sent to the County Treasurer, Town Clerks and Supervisors.

LCDC

The 2012 New York Main Street awards for the Village of Avon and the Village of Nunda expired in December and were completed on time and on budget. Both commercial and residential units renovated exceeded the grant requirements. Each community received a \$250,000 grant award which assisted a total of 42 projects, leveraging \$500,000 additional private investment.

Applications are now being accepted for the 2015 County Sign & Façade Improvement Program and will continue to be accepted throughout the year. Information has been sent to all business and building owners in the designated downtowns.

MEETINGS ATTENDED

Livingston County Chamber of Commerce Board of Directors Annual Meeting

Buy Local Committee

Pathstone Enterprise Center Loan Fund Committee

GLOW Workforce Investment Board

Livingston County Transportation Advisory Committee

Geneseo Merchants Association

Geneseo Tourism Committee

Mt. Morris Partners for Progress

Dansville Promotions Committee

International Business Roundtable

SOLID WASTE – CATHY VAN HORNE

1. REAPPOINTING MEMBERS TO THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY – W. HAROLD STEWART, DALE KRIEWALL, STEVEN BEARDSLEY

RESOLVED, that the following members are hereby reappointed to the Livingston County Water and Sewer Authority Board (LCWSA) for the term designated:

Livingston County Water and Sewer Authority Board (LCWSA)			
Name	Address	Rep./Title	Term
W. Harold Stewart	3911 Jones Bridge Road, Geneseo, NY 14454	Member	1/1/15-12/31/17
Dale Kriewall	2512 Garden Street, Avon, NY 14414	Member	1/1/15-12/31/17
Steven Beardsley	2600 Dow Road, Piffard, NY 14533	Member	1/1/15-12/31/17

Mrs. VanHorne explained that each member agreed to be reappointed.

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

Frank Miller is the newest member and is an excellent member. He is a scientist and environmental engineer and brings a lot of good ideas to the table.

PLANNING – ANGELA ELLIS

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT – NYS DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY SERVICES

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Planning Department, and any future amendments to said contract for the Livingston County Planning Department, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
New York State Division of Homeland Security and Emergency Services 1220 Washington Avenue Albany, New York 12242	1/1/15 – 12/31/15	\$169,874.00

For: FY14 Public Safety Answering Points Grant (PS14-1032-D00)

Director's Comments: This is a new grant that will be used to reimburse the County for Sheriff's Office personnel costs for operation of the 911 Center.

Mrs. Ellis explained that this is a new grant for the Sheriff's Department specifically targeted to 911 Center operations to offset personnel costs. This is true budget savings with no new spending required.

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

2. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY PLANNING BOARD – JAMES ROOT, BETTY MARBLE, KAREN ROFFE, JOANNE PALMER, HAVILAH TOLAND, SUSAN ERDLER

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

Name	Address	Title/Representing	Term
James Root	274 River Street Avon, NY 14414	Town of Avon	1/1/15-12/31/17
Betty Marble	7050 Stagecoach Road County Road 71 Conesus, NY 14435	Town of Conesus	1/1/15-12/31/17
Karen Roffe	PO Box 266 221 Main Street Leicester, NY 14481	Village of Leicester	1/1/15-12/31/17
Joanne Palmer	PO Box 127 40 Linden Street Livonia, NY 14487	Village of Livonia	1/1/15-12/31/17
Havilah Toland	PO Box 85 7841 Main Street Springwater, NY 14560	Town of Springwater	1/1/15-12/31/17
Susan Erdle	4815 Stoner Hill Road Dansville, NY 14437	Town of West Sparta	1/1/15-12/31/17

These are the annual appointments. We do have two members stepping down due to job commitments. Bonnie Taylor Davis and Bruce Dehm. She will be talking to Mayor Freeman about new recommendations. They do have more vacancies than they should and will be working on that.

Motion: Mr. Wadsworth moved and Mr. DiPasquale seconded to approve the foregoing resolutionCarried.

Mrs. Ellis reported that they have a lot going on with a lot of new projects crossing over a lot of different agencies this year. There was discussion of the three new tower site options in the county (Springwater, Nunda and Caledonia).

Informational Item(s) Written Only

COUNTY PROJECTS:

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:

The consultant team continued work on the radio system design. The 911 Committee met on December 17, 2014, to hear presentation on the system design and suggested locations for 3 new tower sites. The next Project Management Team meeting is scheduled for January 21, 2015.

COUNTY TRANSPORTATION CONNECTIVITY PLAN: The three work groups (Public Transportation, Community Development, Environmental) met the first week of December to start the Plan implementation process.

DANSVILLE TRANSPORTATION AND INDUSTRIAL AND COMMERCIAL ACCESS STUDY: The consultant team continued work revising the draft Plan document.

COUNTY PLANNING BOARD:

Vacancies. There are 3 vacancies on the Planning Board – 2 for Alternate At-large members; 1 for North Dansville.

AGRICULTURAL & FARMLAND PROTECTION BOARD (AFPB):

FY2008-2009 Farmland Protection Implementation Grant (Triple H and Sunny Knoll farms). The Genesee Valley Conservancy continued work on these projects. These projects are scheduled for close-out in 2015.

Agricultural District Renewal. The renewal package for Agricultural District #3 was sent to NYS Agriculture and Markets as approved by the Board of Supervisors. We are waiting to hear back from the State on acceptance of the submission.

303b Petition Process. Section 303-b of the New York State Agriculture and Markets Law provides for the inclusion of viable agricultural land within a certified agricultural district prior to the county established review period. The petition package was submitted to NYS Agriculture and Markets as approved by the Board of Supervisors on November 19, 2014. We are waiting to hear back from the State on acceptance of the submission.

UPCOMING TRAINING OPPORTUNITIES:

LET’S Plan. Reminder: Evenings with the County Planning Board is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen. We are currently working on the training program for 2015.

CONESUS LAKE WATERSHED MANAGEMENT PLAN (CLWMP) – CONESUS LAKE WATERSHED COUNCIL (CLWC):

Streambank Remediation Projects –Phase I (\$382,869) & Phase II (\$358,132):

The consultant team continued work on final designs, state and federal permitting, and coordination with landowners. Work on lower Long Point, Geneseo is almost complete. The remaining work for the Town of Livonia and Geneseo will commence in Spring 2015.

Conesus Lake Watershed Council.

TMDL. The Planning Department staff attended the NYS DEC public meeting on December 15th on the development of a Total Maximum Daily Load (TMDL) for Conesus Lake. Staff provided comments and presented a box of materials created through 10 years of work on the Watershed Management Plan.

E911 ADDRESSING:

The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff’s Office.

ENVIRONMENTAL MANAGEMENT COUNCIL:

The Council discussed the 2014 annual report and work plan for 2015 at its November meeting. The next meeting will be held on January 28, 2015.

DISTRICT ATTORNEY – GREG MCCAFFREY

Pre-Approved Informational Items:

1. District Attorney Investigator – Discussing need to add a part time DA investigator
Mr. McCaffrey explained that Livingston County is one of the few District Attorney offices in the state that does not have an investigator. The position has funds budgeted in 2015. The position is a supplement to the Sheriff's Department and county agencies. He plans to use the investigator due to increasing demands on his time, due to among other things the drug task force work that he currently spends many hours per week monitoring. He does have a specific person in mind, but has been approached by several people interested in the position. He is looking for someone with extensive knowledge and experience in narcotics, for example to help take the drug task force to the next level. The person he has in mind for this position has over 35 years of narcotics experience. He was the senior most narcotics investigator in the state. He would be a huge asset to the County. He sees them doing more with wire taps, warrants and possibly trying to seize a house down the line. Usually police offices draft search warrants, but that is not the case in Livingston County. They have been doing a lot of tracking cell phones during investigations. This position would do additional investigative work, could use one of their vehicles for travel, etc. He has spoken to the Sheriff and all of the Police Chiefs and they feel okay with the person he hopes to have fill this position. He anticipates 15-20 hours per week, with 30 hours per week to start, but the annual salary needs to be less than \$30K because of retirement and budget restrictions. There was discussion regarding any grant funds for this type of position. There is drug forfeiture money that he will need to check if any of those funds are available and see if it can be used to fund this position. Mr. Coyle will check into the requirements and restrictions but stated that is not part of the discussion. Steuben County did a District Attorney drug initiative, brought on a part time investigator to serve the drug task force and basically serve as a liaison to all of the police agencies to put the program together. Their drug task force is different than ours as it is set up directly through the District Attorney's office that now has three part-time investigators. Mr. McCaffrey has talked to the task force and they support the need for more manpower.

The committee felt that this is an important position. Mr. Coyle will check on if this will need to go to the Ways and Means Committee for the salary but he approves part time positions.

EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER

Action Item(s) To Be Reported

1. **AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY OFFICE OF EMERGENCY MANAGEMENT: NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract amendment, for the contract originally approved by Resolution No. 2012-383, and any future amendments to said contract for the Livingston County Office of Emergency Management, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
New York State Division of Homeland Security and Emergency Services	9/1/12 – 2/28/15	\$114,000.00

For: Extension of contract to receive equipment, inventory, and voucher New York State DHSES for repayment

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract amendment, for the contract originally approved by Resolution No. 2014-054, and any future amendments to said contract for the Livingston County Office of Emergency Management, according to the terms designated, subject to review by the County Attorney and County Administrator:

**New York State Division of
Homeland Security and Emergency Services**

9/1/12 – 3/30/15

\$28,436.00

For: Extension of contract to receive equipment, inventory, and voucher New York State DHSES for repayment

Funding Source	Local Share	Budgeted ?
New York State Division of Homeland Security and Emergency Services	-0-	Yes X No

Director's Comments: Contract extensions would allow for equipment arrival , inventory the equipment and process the voucher for reimbursement for both grants.

Mr. Niedermaier explained that these are both amending contracts previously approved. The first grant is for equipment for Emergency Medical Services equipment and supplies and the second is for a grant extension to allow for the rest of the equipment to be received.

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

Informational Item(s) Written Only

1. DHSES grant C971320 has been completed and the vouchers for reimbursement are ready for processing with the State.
2. Office of Emergency Management has completed the following grant requirements for 2014; C971320, C971310, EMPG FY 2012. All progressed reports and vouchers have been submitted for reimbursement to the County. The grants are used to purchase equipment that will benefit multiple agencies within the County.
3. All Hazard Mitigation Plan is progressing, completion of the program is March 2015
4. The Office of Fire Prevention and Control will be interviewing candidates for Fire Instructors for the County. John Ellis of the Livonia Fire Department has retired with 20 years of instructing the firefighters in the County, David Macaluso of the West Sparta Fire Department has taken a fulltime employment opportunity with Ontario County Fire Coordinators Office. I would like to wish both of these gentlemen great success and thank them for there service.
5. Fires:
 - 12/04 – House fire, T/Groveland
 - 12/05 – House fire/T/York
 - 12/08 – House fire, V/Mt. Morris
 - 12/11 – Stove fire, V/Dansville
 - 12/21 – House fire, T/Springwater

MOTION TO CHANGE THE AGENDA ORDER

Motion: Mr. DiPasquale moved and Mr. Wadsworth seconded to change the Committee agenda order...Carried.

OTHER – IAN COYLE

Action Item(s) To Be Reported

APPOINTING VOTING REPRESENTATIVES TO THE INTER-COUNTY ASSOCIATION OF WESTERN NEW YORK FOR THE YEAR 2015 – GERALD L. DEMING, MARK J. SCHUSTER, J. PETER YENDELL

RESOLVED, that the following members are hereby appointed to the Inter-County Association of Western New York for the year 2014 for the term designated:

Name	Address	Rep./Title	Term
Gerald L. Deming	2742 Chandler Rd, Piffard, NY 14533	Supervisor/T of York	1/1/15-12/31/15
Mark J. Schuster	6464 Liberty Pole Rd, Dansville, NY 14437	Supervisor/T of Sparta	1/1/15-12/31/15
J. Peter Yendell	7447 College St, Lima, NY 14485	Supervisor/T of Lima	1/1/15-12/31/15

Comments: While this is an appointment by the Chairman, a resolution is required.

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

**APPOINTING MEMBERS TO THE LIVINGSTON COUNTY TRAFFIC SAFETY BOARD –
DOMINIC MAZZA, JAMES BLYE, PETER DOLAN, PHYLLIS APPLIN, JEFFREY LOUDIN,
SANDFORD VEELAND**

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

Name	Address	Rep./Title	Term
Livingston County Traffic Safety Board			
Dominic Mazza	223 Commerce Drive, Avon, NY 14414	Avon Rep.	1/1/15-12/31/17
James Blye	1943 Dutch Hollow Road, Avon, NY 14414	Avon Alternate	1/1/15-12/31/17
Peter Dolan	6856 Groveland Hill Road, Groveland, NY 14462	Groveland Rep.	1/1/15-12/31/17
Phyllis Applin	7460 Barber Hill Road, PO Box 143, Groveland, NY 14462	Groveland Alternate	1/1/15-12/31/17
Jeffrey Loudin	51 Pleasant Street, Leicester, NY 14481	Leicester Rep.	1/1/15-12/31/17
Sanford Vreeland	2561 Kingston Road, Lot 30, Leicester, NY 14481	Leicester Alternate	1/1/15-12/31/17

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

PUBLIC DEFENDER – MARCEA TETAMORE

Pre-approved Informational Item(s) To Be Reported

1. Discussion of use of ILSF Disbursement #5 – Mrs. Tetamore reported on her year end numbers:
1,726 Applications increased 12%
1,048 Files opened increased 4%
324 Served by Conflict Office

There are a few things that have contributed to these increases. Primarily, we have a new sheriff who has been very busy with drug stops and the drug task force, numbers are increasing. Family Court continues to increase. She has received \$2,667 and has received \$519.25 from her collection agency.

She is here to report on the grant/distribution from the state. This money has been used for last five years to replace money the state used to give us. Each grant is a three year grant overlapping each grant the following year. The first grant came in four years ago and was for 25% of what the state took from us. A year later the second grant came out for 25% and the third grant for another 25% a year after that. Last years' grant came out for 25% and we now have 100% of money the state took from us. Now grant 1 has expired because it has been three years. Grant five came out a week ago and instead of being 25% is 50% so instead of \$101,000 it is \$203,000. Instead \$33,000+ per year it is \$67,734 per year just for these three years. Mrs. Tetamore explained that they are recommending that she take half of this grant and put it toward grant 2 for salary payments. This amount goes back to 25% next year. Mr. Coyle explained how we receive a straight \$150,000 check five years ago from the state to offset whatever we spent for public defense. Then they made you augment what you did, say a baseline of \$1M, they wanted you to spend another \$50,000 enhancing public defense services in your county somehow, then they would give you \$50,000. They took it away, then said to get one piece back, you need to spend more money. They are now making this more of dollar for dollar. Mrs. Tetamore has used this money for computers, desks, file cabinets, books, software, space and positions. Mrs. Tetamore explained that she has hired David Hoffman to handle night court issues under the grant fully paid for three years. Her office is staffed by three full time attorneys and three part time attorneys. She is the only criminal attorney. She needs another full time criminal attorney to help her with the felony criminal stuff. She would like to use this grant to

hire a full time criminal attorney. The grant has the potential to cover almost all of the costs for a new position if we used the entire grant. She needs someone with some felony experience. This grant started 1/1/15 and runs through 12/31/17 but she can apply for an extension if a new attorney is not hired for a few months. This money is more like state aid reimbursement than a grant. Mr. Coyle explained that he will meet with Marcea to prepare what the FTE count, staffing and fiscal parameters look like with Hoffman in the mix now to give the Committee a better picture of what the grants look like, what the cost would be for any addition for further discussion at the next Public Services Committee meeting on January 29, 2015.

Informational Item(s) Written Only

1. Applications received YTD as of 12/29/14 a.m.: 1,716
2. Files opened YTD as of 12/29/14 a.m.: 1,031
3. Cases assigned to GVLA YTD as of 12/29/14 a.m.: 318
4. Applications pending as of 12/29/14 a.m.: 58
5. Applications received 11/20/14-12/29/14: 158
6. Files opened 11/20/14-12/29/14: 78
7. Cases assigned to GVLA 11/20/14-12/29/14: 16
8. Section 722-d money received YTD: \$2,602
9. Money received from collection agency YTD: \$519.25

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR SCOPING, PRELIMINARY ENGINEERING AND ROW INCIDENTAL PHASES I - IV: FEDERAL/STATE-AID BRIDGE REPLACEMENT PROJECT (PIN 476086), APPLINVILLE (A/K/A EVERMAN) ROAD OVER CANASERAGA CREEK, TOWNS OF SPARTA/WEST SPARTA: LU ENGINEERS

WHEREAS, twelve (12) consulting firms from the NYSDOT “LDSA List” submitted engineering/design proposals for the above-noted 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 Lu Engineers, and the Selection Committee agreed that negotiations for Scope-of-Work and Fees should commence with Lu, and

WHEREAS, Lu Engineers has submitted a cost-plus-fixed-fee proposal, not to exceed the total amount of one Hundred and Forty-Five Thousand, Eighty-Two Dollars (\$145,082.00) for the Scoping, Preliminary Engineering and ROW Incidental Phases I - IV, and said proposed Fee and Scope of Services have been reviewed and approved by NYSDOT, and

WHEREAS, the Federal Share of this cost will be \$116,000.00, and the County Share will be \$29,082.00, and

WHEREAS, supplemental agreements and fees with Lu Engineers for Final Engineering and Design, ROW Acquisition and Construction Inspection Services will be negotiated at a later date, therefore be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Lu Engineers	1/14/15–12/31/16	\$145,082.00
175 Sullys Trail, Suite 202		
Corporate Crossings Office Park		
Pittsford, NY 14534		
For: Scoping, Preliminary Engineering and ROW Incidental Phases I – IV, Applinville (a/k/a Everman) Road		

over Canaseraga Creek Bridge Replacement Project (NYSDOT PIN 476086). Not to exceed the amount shown.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Highway Admin., County Highway Budget Appropriation	(20%) \$29,082.00	Yes XX No

Mr. Higgins reviewed the contract for approval. This is the first step in this project. Twelve proposals were reviewed by the selection committee. Once this process is completed by Lu Engineers, they will negotiate for the final design and scooping. Lu Engineers designed the Red Jacket Street bridge in Dansville. He is very satisfied with Lu Engineers' work.

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

Mr. Coyle described the process done in order to complete this bridge project.

There was discussion on the code enforcement training for John Driscoll. Mr. Coyle described the difficulty in getting to all of the trainings, which are in Syracuse, because John is a working foreman and there are many ongoing projects in various buildings.

PROBATION – LYNNE MIGNEMI

Mrs. Mignemi reported on the opiate reversal training they received today from the Livingston County Council on Alcohol and Substance Abuse. She described an incident where two of her officers went out to a home visit and found one of their probationers overdosed and it was incredibly traumatic. Her staff really wanted this training.

Action Item(s) To Be Reported

1. REAPPOINTING MEMBER TO THE ALTERNATIVES TO INCARCERATION (ATI) ADVISORY BOARD – LETITIA ROSENTHAL

RESOLVED, that the following member is hereby appointed to the Alternatives to Incarceration (ATI) Advisory Board for the term designated:

Name	Address	Designation	Term
Letitia Rosenthal	6 Court Street, Room 103 Geneseo, NY 14454	Private Organization	At Pleasure

Mrs. Mignemi explained that she didn't get her oath done and she is simply reappointing her.

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

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

- 459 adult offenders supervised in county (23 treatment court cases being supervised in drug court)
- 12 offenders in other NYS counties
- 12 offenders in other states
- 12 juveniles supervised
- 11 new juvenile referrals
- 27 investigations ordered
- 19 active EHM cases (0 juvenile; 19 adults; 4 of which are female), 0-Global Positioning
- 1 adult placed on probation for willful violation of support
- 12 New Leandra's Law cases (7 CDs)

2. MONIES COLLECTED

- \$ 10,545.65 – restitution
- 6,362.00 – fines
- 2,064.00 – fees
- 519.76 – surcharge

3. MEETINGS ATTENDED

11/3/2014	COMPAK
11/4/2014	Human Services Department Head
11/5/2014	Public Service
11/6/2014	Workforce Development Training
11/7/2014	Suicide Task Force Training @Noyes Mental Health (evening)
11/16/2014	Youth Court Training (Sunday afternoon)
11/19/2014	Wayland-Cohocton CS-Juvenile Meeting
11/19/2014	Board of Supervisor Meeting

4. ADMINISTRATIVE REVIEWS

One (1) administrative review

5. TRAINING

Name	Date	Training	Hours	Misc.
Michelle Jordan	None			
Kerrin Chapman	None			
Doug Czyryca	11/3/14	Criminal Justice Access Testing	1.0	
Katie Dunn	None			
Liz Laney	None			
Brian Lanpher	None			
Debra Mack	None			
Matthew McKinney	None			
Rachel Merrick	None			
Lynne Mignemi	11/14/14	NCIC Re-certification Test	0.5	
	11/16/14	Youth Court Training	2.0	
Courtney Sobrado	None			
Jason Varno	None			

CENTRAL SERVICES – JOHN DRISCOLL

Action Items

1. AWARDING BID FOR THE CENTRAL SERVICES DEPARTMENT FOR REFUSE/WASTE PICKUP AT VARIOUS LOCATIONS-WASTE MANAGEMENT OF NEW YORK, LLC

WHEREAS, after the proper legal advertisement seeking bids for Refuse/Waste pickup at various locations and opened on December 2, 2014, eight bid proposals were sent out, one proposal was received. Now, therefore, be

it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Waste Management of New York, LLC 100 Ransier Drive West Seneca, NY 14224 For: Waste/Refuse pickup	2/1/15-1/31/16	Per Rate Sheet

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

Director's Comments:

Eight proposals were sent out for bid and one was received and opened. This contract will cover the County Refuse and Waste removal at various sites for a one-year period with the option to renew for 2 one-year periods. It also contains Cardboard and Aluminum recycling dumpsters.

Mr. Driscoll explained that they weren't sure what the state was going to do, so they decide to be more proactive and get a bid out there in order to get some numbers in place now to try to say some money.

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

Pre-approved Informational Item(s) To Be Reported

1. DEPARTMENTAL UPDATE – There was discussion on the auditorium project. Mr. Driscoll explained that he had a couple of contracts for the door replacements that were pulled from today's agenda for further review before presenting them for approval. The top three bidders indicated that there was a problem with their bid, and some portion was omitted in their bids. He can not give a completion date at this time.

Informational Item(s) Written Only

Park

- Replace Pavilion #3
- 3,000 LF of water line installed
- New electric services to pavilions #2, #3, #4
- Remove dead and decayed trees and limbs along roads and pavilions

Building #1

- Slate Wall Grouting
- Replace 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 (central services staff)
- Stud wall installed (central services staff)
- Water lines installed (central service staff)
- DWV lines installed (central service staff)
- 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 (central services staff)

Building #3

- Basement dry-walled and painted (central services staff)
- New door installed for bilco door into basement (central services staff)

Building #6

- Records Management painted (central services staff)
- Concrete aprons replaced (contractor)
- Pavement replaced by gas pumps (contractor)
- Brick re pointing 150 sf (central services staff)
- Oil containment system built (central services staff)

Hazmat / EMS

- New roof on fire tower (central services staff)
- Wall panels installed on fire tower (central services staff)
- Roof boots replaced on main building and garages (central services staff)
- Storage unit built in garage (central services staff)
- Main hallways painted (central services staff)
- Additional TV monitors installed

Highway

- Painting; main hallway, bathrooms, break room, conference room and entry foyer (central service staff)

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 (central services staff)

HVAC

- * Millennium Dr. Compressor w/ new air drier installed
- * Circulation pump replaced
- * Mini Split at Building #2 unit freezing up - contractor 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 are 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

Central Services Projects 2015

- Auditorium wing continued renovations
- Building #2 security upgrades
- Concrete repairs at Jail and Courthouse
- Jail evidence remodel
- County Clerks office upgrades
- Probation security upgrades
- Government Center 2nd floor painting
- Wall pack replacements (campus)
- Preventative maintenance schedule to be implemented in 2015 (PM'S)

RECORDS MANAGEMENT – IAN COYLE

Action Item(s) To Be Reported

AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR CONSULTANT SERVICES FOR THE LIVINGSTON COUNTY RECORDS MANAGEMENT DEPARTMENT

WHEREAS, the County of Livingston solicited a Request for Proposal for consultant services for the Livingston County Records Management Department, and one proposal was received, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
LaBella Associates, DPC 300 State Street Rochester, NY 14614	N/A	\$22,000.00

For: Consultant Services

Mr. Coyle explained that Kathy Montemarano has a SARA grant coming out with a request for funding with a due date in March. We had put some special project financing away in a capital project for a consultant service agreement. There was only one response to our RFP, however, LaBella is probably the most experienced entity in the area for records management consultant services. We have had a pre-meeting with them and we intimated to them some of our records management concerns. One of which is there have been a couple of towns express interest and is there any more of a share services than we do now. The main charge is technology period; scanning microfilming, reduction of the physical inventory. We built for X and then took on Y and pieces of Z. The hope is that the grant can go toward something along these lines.

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

ADJOURNMENT

Mr. Carman moved and Mr. LeFeber seconded to adjourn the committee meeting at 10:14 a.m. *Carried.*

BOARD OF ELECTIONS – DAVID DIPASQUALE AND NANCY LEVEN

Informational Item(s) Written Only

1. Meetings were held in December in the towns of Avon, Caledonia, Conesus, Geneseo, Groveland, Leicester, Lima, Livonia, Mt. Morris, North Dansville, and York for the purpose of consolidating the election districts. Nunda, Sparta and Springwater did not want meetings but advised us of their changes, Ossian, Portage and

West Sparta did not require any changes. A second meeting has been scheduled for Conesus on January 5th.

The proposed changes are as follows:

- Avon 8 districts to 4
- Caledonia 4 districts to 3
- Conesus to be determined
- Geneseo 8 districts to 4
- Groveland 2 districts unchanged
- Leicester 2 districts to 1
- Lima 4 districts to 2
- Livonia 8 districts to 5
- Mt. Morris 5 districts to 2
- N. Dansville 6 districts to 4
- Nunda 3 districts to 2
- Sparta 2 districts to 1
- Springwater 2 districts to 1
- York 3 districts to 2

All changes are expected to be completed by February 15th to be in place by the April 1st deadline.

Planning will be advised of the changes so maps can be prepared.

2. A state wide conference call was held on December 18th with the State Board. They have certified the election results. Two new political parties will now be recognized by the State giving the voters 8 choices to be registered in a party. The 2 parties will need to organize to elect officers and confirm their official party names. All forms will need to be changed to list the 8 parties and the correct order.
3. The NVRA purge of voters allowed 1,478 voters to be cancelled in December. These voters had been in inactive status and had not voted in 2 Federal elections.
4. Year-end statistics were compiled for the report as required by the State Board of Elections and completed as requested on December 30th.
5. The NYS Election Commissioners' Association conference is January 12-15, 2015 in Albany NY. The Commissioners and Deputy Commissioners will be attending.
6. Village caucuses will be held January 20th through 27th. Elections will be held in the villages of Dansville, Livonia, Mt. Morris and Nunda on Wednesday, March 18th, 2015.

Respectfully submitted,

Michele R. Rees
Clerk of the Board