

PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, MARCH 6, 2013
1:30 P.M.

PRESENT: G. Deming, D. Mahus, C. DiPasquale, D. Martello, D. Babbitt Henry, J. Merrick, P. Yendell, B. Donohue

GUESTS: Peggy Grayson from GLOW Region Solid Waste Committee

ABSENT: W. Wadsworth, I. Coyle

PRESENT AFTER MEETING CALLED TO ORDER: B. Beagle, D. Morris

PUBLIC WORKS – CATHY VANHORNE (attachment)

Cathy VanHorne introduced Peggy Grayson from GLOW Region Solid Waste Committee.

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC WORKS – ENVIRONMENTAL ENTERPRISES, INC. (EEI)

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract extension for the Livingston County Department of Public Works, according to the terms designated, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Environmental Enterprises, Inc. (EEI) 4650 Spring Grove Ave Cincinnati, Ohio 45232	2013 HHW EVENT	\$29,575.00

For: The 2013 Household Hazardous Waste Collection event with GLOW. This is the second one year extension of the contract. The only increase is Mercury disposal due to change in regulations. All other items are at the same cost and terms.

MOTION: Mr. Merrick moved and Mr. DiPasquale seconded to authorize the foregoing contract. Carried.

Pre-approved Informational Item(s) To Be Reported

1. PEGGY GRAYSON FROM GLOW REGION SOLID WASTE COMMITTEE - Presented the outcome of the 2012 Household hazardous waste collection. Summary attached.

Peggy Grayson reported that this is the 9th year EEI, from Cincinnati, OH has been used. This is the 17th year of program which started in 1996.

The initial contract with EEI allowed for two, one-year extensions where the first extension stayed the same price and the second was renegotiable. EEI did not raise the price except for mercury which was raised from \$4.00 to \$10.00 per pound and how much the actual cost is depends on how much is taken in.

The 2012 collection was held in Rock Glen, Wyoming County. The collection site is rotated between the funding counties. The Highway Department building works best as collection sites to be able to have different stations for different materials. Originally there was a maximum of 150 spots for this program and now EEI can handle 600 so allowable collection materials have been added over the years. This is the 4th year that pharmaceuticals have been taken. There has been a Deputy on site to facilitate this and there has been great cooperation. Last year 362 people used the collection with 73 each from Genesee and Livingston Counties and 216 from Wyoming County. The majority of the people using the collection are from the county the collection is in. This is a reason it is important to rotate the sites.

Ben Beagle entered.

Peggy Grayson discussed the procedures used at the sites. The Electronics Recycling Law has helped reduce the cost of recycling electronics due to the manufacturers picking up part of the cost and helping at the sites. Total cost for EEI in 2009 for Wyoming County was \$13,900. In 2010 for Genesee County the cost was \$21,345. In 2011 for Livingston County the cost was \$26,062. In 2012 for Wyoming County the cost was \$20,632.

Peggy Grayson stated that if there are any questions call her. If she doesn't know how to dispose of a waste she will find out.

DISTRICT ATTORNEY – GREG MCCAFFREY

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 DISTRICT ATTORNEY'S OFFICE – NYS DIVISION OF CRIMINAL JUSTICE SERVICES

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County District Attorney's Office, 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>
NYS Division of Criminal Justice Services	1/1/13-12/31/13	\$41,600.00

For: Violence Against Women Grant provides funding to the Livingston County Domestic Violence Task Force.

The task force is comprised of the District Attorney's Office, Probation, Sheriff's Department, Chances and Changes, and Legal Assistance of Western New York.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
DCJS	0.00	Yes X No

Director's Comments:

The grant provides funding for salaries for each of the agencies in the Task Force. The Grant provides partial funding for two assistant district attorney's salaries, a probation officer, a Sheriff's Investigator, a case manager at Chances and Changes, and a staff attorney at Legal Assistance of Western New York.

Greg McCaffrey introduced Justin Hill, the new Assistant District Attorney, to the committee.

Greg McCaffrey stated he is taking a more aggressive, active role in domestic violence.

MOTION: Mr. DiPasquale moved and Mrs. Babbitt-Henry seconded to authorize the foregoing contract. Carried.

CENTRAL SERVICES – DAVID ALLEN

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 DEPARTMENT OF CENTRAL SERVICES – BLUE SPRINGS ENERGY

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Blue Springs Energy	3/13/13 – 9/31/13	\$30,000.00

1050 Gravel Road
Webster, NY 14580

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
NYSERDA/Livingston County	\$15,000.00	Yes X No

Director's Comments:

This resolution will authorize the County to enter into contract with Blue Springs Energy to complete the Livingston County Flex Tech Study and Energy Assessment. The money was funded in a Special Projects fund for 2013 for energy efficiency initiatives. The work scope includes 19 facilities totaling 750,300 square feet and assessment of air conditioning, interior lighting, outside perimeter building lighting, parking lot lighting, feasibility for solar PV ground mount systems and an energy analysis at the Mt. Morris Campus. The contract is for \$30,000. \$15,000 will be reimbursed by NYSERDA.

Dave Allen reported that Blue Springs Energy is a service provider that is a go-between for the County and NYSERDA and will do an overall review of county facilities. We are looking to get money for upgrades in street lighting, outside wall packs, air conditioning systems (there are a few buildings that do not have air conditioning and some that have out-dated systems or do not have the ceiling height for duct work) and photocells – which are like solar panels to provide electricity.

MOTION: Mr. Merrick moved and Mr. Mahus seconded to authorize the foregoing contract. Carried.

2. REQUESTING TO CREATE AND FILL ONE FULL-TIME PRINCIPAL ACCOUNT CLERK POSITION AND REFER TO WAYS AND MEANS COMMITTEE

This position will allow for the elimination of an existing Administrative Secretary position. This new title is more commensurate with the continually increased and more complex financial recording and reporting requirement for purchasing, capital projects, local projects, MLR and tenant revenue accounts.

Dave Allen reported that he would like to change Sally McIntyre's position from Administrative Secretary to Principal Account Clerk. Her duties have changed to be much more financial with capital projects, reimbursement and additional tenants. The Department went from one cost center, 1610, to three cost centers: Mt. Morris, Geneseo and Millennium Drive. She is responsible for coordination and justification with state and local agencies. In the last three years, we have generated almost \$10 million dollars and all that paperwork goes through Sally.

Dave Allen explained that the pay rate request of \$25.34 is based on longevity.

MOTION: Mr. Martello moved and Mr. DiPasquale seconded to delete the Administrative Secretary position and create the Principal Account Clerk position at the pay rate of \$25.34, based on longevity, to be effective March 11, 2012 and refer it to the Ways and Means committee. Carried.

Informational Item(s) Written Only

1. Millennium Drive Abatement and Renovation Project "B" Wing – Central services staff continues working with abatement contractor, abatement monitoring contractor and future tenant on the renovation of "B" wing.
2. Millennium Drive Facility – Central Services staff began working on project to upgrade the drainage and lighting in the crawl space areas.
3. Jail Weight Room Lighting Replacement Project – Central Services staff completed the installation of new lighting for employee weight room.
4. Jail Shower Stall Modification Project – Central Services staff completed a project replacing the old Jail shower heads with new institutional heads that have adjustable spray direction and integral flow control that can be secured.

5. Building 1 Auditorium Wing Renovation Project – Central Services staff continues working on this project that will provide general restoration of the first and second floors of this wing and will include mechanical, electrical and plumbing upgrades.
6. Building 2 Renovation Project – Central Services staff has completed the first floor east wing phase of this project. The patient services division of the Department of Health will occupy this area.

HISTORIAN - AMIE ALDEN

Pre-approved Informational Item(s) To Be Reported

Office Updates and Community Outreach Activities: February 2013

Government Center Exhibit:

Five of the seven panels for timeline exhibit for the Government Center are done. This covers the time period from the Iroquois Confederacy through the Great Depression. The final three panels will be ready in some time later in March.

Amie Alden displayed and explained the first three plaques (there are four more to reach the 21st century) for the historical model for the hallway in the Government Center. It is hard to make association with a timeline where the plaques show eras that are already associated.

Amie Alden also displayed a panel of Lt. James W. Dow who was one of the 12-13 different Livingston County soldiers that was shown at the Civil War Exhibit that was at the Livingston Council on the Arts from December to March. It also included a brief bio of the soldier and original hand written letters with a transcription of the letters. This was the main project for the past year to show original hand writing and photographs to make a connection between the two. Amie Alden hopes to display it at another location in the County, possibly at a gallery at SUNY Geneseo.

Amie Alden explained the tintype photo and the process to make the photographs.

Heritage Trails in Livingston County:

This is a collaborative initiative with Tourism Director, Lisa Burns to create OnCell audio tours of the historic sites throughout Livingston County. The 1st tour is the Sullivan Campaign Trail audio tour with 5 stops went live in mid-February. A second audio tour of all the Civil War Monuments and Memorial Halls in the county is planned for April. Lisa Burns and I are also working with a graphic designer to create rack cards to promote the heritage tours.

In addition, the Tourism Office has agreed once again to devote a two-page spread in the 2013 Visitor's Guide to promote the Livingston County Heritage Museum Trail and the OnCell audio tours. We have also discussed future development of several more Heritage Trails in Livingston County as well.

Book Project:

Geneseo/Groveland Vietnam Veteran's book project – I am assisting these veterans in their efforts to write a book on soldier's experiences. More than 20 veterans from the Geneseo School District have submitted surveys and photographs for this project. The Livingston County News will be running a feature article on the book project mid-March.

Community Arts Grant project: Local History Out Loud:

The Livingston County Historian's Office received a grant to produce a documentary style DVD featuring audio community leaders and others reading short excerpts from a variety of county history books and publications. The visual component will include vintage photographs, drawings and maps related to the text. The DVD will provide an overview and expose viewers to the early history of the area.

Organizations:

The Friends of Livingston County History – I have been working with the planning committee to organize the spring meeting of this network of historical societies and other groups with museums to be held at the Nunda Historical Society on March 13, 2013.

Government Appointed Historian's of Western New York (GAHWNY) – As current Executive Chair of this organization, I am coordinating the Spring meeting and workshop to be held in Batavia on Saturday, April 20th.

Ongoing Office projects: January – March 2013

Update of the policies and procedures manual for the County Historian's Office and the ongoing arrangement and describing of archival collections.

February meetings/other:

February 2 – met with the Groveland Bicentennial Committee to plan for the opening community event at the Groveland Federated Church for the 200th anniversary of the formation of the town

February 3 – attended the lecture by SUNY Geneseo Professor Justin Behrend in conjunction with my “Expressions of the Civil War” exhibit at Livingston Arts.

February 9 – attended a lecture on the Sterling Salt Mine in Cuylerville presented by Tom Roffe, Leicester Town Historian. This lecture was part of the 2013 Discovery Series held at the Mt. Morris Dam Visitors Center.

Mr. Martello thanked Amie Alden for the tremendous job she has done in transforming the County's Historian Office. *When she started there wasn't a lot going on and today you can see the change. Thank you very, very much.*

ECONOMIC DEVELOPMENT – JULIE MARSHALL

Action Item(s) – Report(s):

1. REQUESTING TO APPOINT DEPUTY ECONOMIC DEVELOPER AND REFERRING THE MATTER TO THE WAYS & MEANS COMMITTEE

Julie Marshall reported on the process of appointing the Deputy Economic Developer. 11 applications were received for the position, 6 were deemed qualified by personnel, 3 were selected for interviews, two actually came for interviews and one was given a second interview. Carolyn Baker-Scott (Carrie) is being recommended for appointment. Julie Baker-Scott has 15 years experience in Economic Development. She worked for city of Rochester as a senior Economic Development Specialist for 11 years and has also worked for Empire State Development. She has a great deal of experience and knowledge background. Gerry Deming, Mr. Coyle, Mr. Merrick, Mr. Gott, Mr. Brooks and Julie Marshall were on the interview committee.

Mr. Merrick stated that it is a very good choice and she was unanimously chosen. He thinks she brings a lot to the table and will hit the ground running.

The offer to Carolyn Baker-Scott is contingent upon passing the civil service exam for the position so it will be a provisional appointment. She is ready to start on 3/18.

MOTION: Mr. Merrick moved and Mrs. Babbitt-Henry seconded to appoint Carolyn Baker-Scott Deputy Economic Developer and to refer it to the Ways and Means Committee. Carried.

Julie Marshall reported that there was an ad placed in the Rochester Business Journal and our Livingston County Development Corporation was listed as third in the number of projects that we did in 2012. She showed a prototype of a brochure being put together for the Industrial Parks in Livingston County that will go on the website. It can be used when we have site visits from developers and site selectors this will be available to them at the site to have a map of the property, key features about the property and a place to take notes.

Informational Item(s):

Marketing - Increased marketing awareness of the County-owned industrial parks is underway. An ad was placed in the Rochester Business Journal in the issue spotlighting Economic Development projects. Site specification sheets for the parks are being finalized. These will be used for site visits and information will be posted on the web site. A representative from Greater Rochester Enterprise met with the IDA to explain the site selection process from initial contact by a site selector to making the short list for a project site visit.

Finger Lakes Regional Development Council – The Council met in February to discuss the 2013 Round of Consolidated Funding Applications. Work groups are now meeting. Matt Cole, the county's private sector representative serves on the agriculture Committee. Julie Marshall serves on the Community Development

Committee.

Industrial Development Agency - Financial audits of the IDA and the Capital Resource Corporation for fiscal year 2012 are complete. The financial audit of the Livingston County Development Corporation commenced on February 25th. The annual meeting of the IDA, Capital Resource Corporation and Development Corporation are scheduled for March 1st.

Annual financial and activity compliance reports for each entity are due to the Authority Budget Office by March 31st. This required reporting is a significant time consuming activity.

Governor Cuomo's proposed 2013-2014 Executive Budget contains a provision to restrict the authority of IDAs to provide State sales and use tax exemptions in the following ways:

- An IDA could only grant a State sales tax exemption to an agent or project operator that has been certified as a participant in the Excelsior Jobs Program, or is a business that would be eligible to participate in the Program,
- Eligibility in the Program is limited to certain types of firms, with specific criteria for job creation and capital investment for each type of firm,
- Before and IDA could award a State sales tax exemption, it would need to receive a determination from the Commissioner of Economic Development, in consultation with the Regional Economic Development Council, that the benefit plan is consistent with regional economic development strategies,
- An IDA would be prevented from providing a State sales tax exemption greater than that approved by the Commissioner of Economic Development,
- An agent or project operator would have to submit a claim for credit or refund to obtain a State sales tax exemption,
- An IDA would be required to send notice to the Tax Department when its appointment of an agent/project operator had expired or been revoked,
- An IDA would need to remit to the State any payments from a payment in lieu of taxes (PILOT) agreement for State sales and use taxes,
- If an IDA recaptures State sales and use tax monies from its agent or project operator, it would be required to turn such monies over to the NYS Commissioner of Taxation and Finance,
- The bill would become effective immediately and apply to any IDA project benefits or PILOT agreements established or revised on or after the bill's effective date.

These proposed reforms would have a detrimental impact on local economic development and job creation efforts.

Foreign Trade Zone – The Ontario County Economic Development Office is working to secure a Foreign Trade Zone which will serve the counties of Ontario, Steuben, Yates, Seneca, Wayne and Livingston. The Economic Development Director (or their designee) from each county will have voice and vote on the FTZ board. Information sessions for Livingston County businesses will be held on April 9th. A mailing will go out to all county companies that currently import/export or have the potential to utilize the FTZ. A letter of support is requested.

New York Main Street Program – Community information meetings to kick off the New York Main Street programs in the Villages of Avon and Nunda are scheduled for March 4th and March 11th respectively. Applications from building and/or business owners will be due in mid-April.

Downtown Revitalization Program – Meetings are currently underway with the Village of Livonia steering committee in the development of their Façade Renovation Guidelines.

Staff attended a Town of Caledonia Board meeting to discuss the Downtown Revitalization Program. It is anticipated that a similar presentation will be made to the Village Board for their consideration to participate in the program. There is significant support by Caledonia businesses for the Program.

Revolving Loan Fund - A full review of the loan portfolio is underway in an effort to capture potential problem loans before any delinquency becomes unmanageable.

A foreclosure auction for the property at 155 Main Street, Dansville will be held March 8th. The LCDCC holds a mortgage on the property and has not received loan payments in more than a year.

FastTrac Intentional Entrepreneur - session will be held on Saturday, April 24th in partnership with SUNY Geneseo. The 4 hour workshop is intended for individuals that are considering going into business and is meant to be a lead-in to the 10 week FastTrac New Venture Program.

HIGHWAY – DENNIS BAREFOOT (attachment)

Action Item(s) To Be Reported

1. AWARDING BIDS & AUTHORIZING PURCHASE FOR THE COUNTY HIGHWAY DEPARTMENT – VARIOUS AGGREGATE MATERIALS THROUGH MARCH 31, 2014

WHEREAS, after the proper legal advertisement seeking bids for Various Aggregate Materials from April 1, 2013 through March 31, 2014, bids were received and publicly opened on February 11, 2013, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign various contracts, which are hereby accepted as the lowest responsible bids, subject to review by the County Attorney and County Administrator:

<u>Contract</u>	<u>Term</u>	<u>Amount</u>
Various Contractors & Suppliers	04/01/13-03/31/2014	As Required

For: Annual Bids for Various Aggregate Materials for the period 04/01/2013 – 03/31/2014.

(Full packet of Bid Results will be provided at March 13th Board Meeting)

Dated at Geneseo, New York

March 13, 2013

Public Services Committee

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway Budget Appropriations & CHIPs Funding	100%	Yes XX No

Director's Comments:

Bid Tab Packets will be distributed at March 13 BOS Meeting

MOTION: Mr. Mahus moved and Mr. Merrick seconded to authorize contracts for various aggregate materials. Carried.

Mr. Martello asked if Wilson Gravel was resolved and the answer was yes, they placed a bid this year.

2. AWARDING BIDS & AUTHORIZING RENTAL FOR THE COUNTY HIGHWAY DEPARTMENT – VARIOUS PIECES OF CONSTRUCTION EQUIPMENT THROUGH APRIL 1, 2014

WHEREAS, after the proper legal advertisement seeking bids for Rental of Various Pieces of Construction Equipment from April 2, 2013 through April 1, 2014, bids were received and publicly opened on February 11, 2013, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign various contracts, which are hereby accepted as the lowest responsible bids, subject to review by the County Attorney and County Administrator:

<u>Contract</u>	<u>Term</u>	<u>Amount</u>
Various Contractors & Suppliers	04/02/2013 to 04/01/2014	As Required

For: Annual Bids for Rental of Various Pieces of Construction Equipment for the period 04/02/2013-04/01/2014.

(Full packet of Bid Results will be provided at March 13th Board Meeting)

Dated at Geneseo, New York

March 13, 2013

Public Services Committee

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway Budget Appropriations & CHIPs Funding	100%	Yes XX No

Director's Comments:

Bid Tab Packets will be distributed at March 13 BOS Meeting

Mr. Merrick asked if the amounts were up or down from last year.

Mr. Barefoot answered that aggregates were up 7-10%, materials were all over the place and the biggest surprise was a drop of 54% for steel sheet. The supplier was called and confirmed the bid. Other structural steel dropped 6%.

MOTION: Mr. Martello moved and Mr. DiPasquale seconded to authorize contracts for various pieces of construction equipment. Carried.

3. AWARDING BIDS & AUTHORIZING PURCHASE FOR THE COUNTY HIGHWAY DEPARTMENT – CONSTRUCTION MATERIALS AND SERVICES THROUGH APRIL 1, 2014

WHEREAS, after the proper legal advertisement seeking bids for Various Construction Materials and Services from April 2, 2013 through April 1, 2014, bids were received and publicly opened on February 11, 2013, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign various contracts, which are hereby accepted as the lowest responsible bids, subject to review by the County Attorney and County Administrator:

<u>Contract</u>	<u>Term</u>	<u>Amount</u>
Various Contractors & Suppliers	04/02/2013 – 04/01/2014	As Required

For: Annual Bids for Construction Materials and Services for the period 04/02/2013 to 04/01/2014.

(Full packet of Bid Results will be provided at March 13th Board Meeting)

Dated at Geneseo, New York

March 13, 2013

Public Services Committee

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway Budget Appropriations & CHIPs Funding	100%	Yes XX No

Director's Comments:

Bid Tab Packets will be distributed at March 13 BOS Meeting

MOTION: Mr. Merrick moved and Mrs. Babbitt-Henry seconded to authorize contracts for various construction materials and services. Carried.

4. AUTHORIZING A SUPPLEMENTAL PROFESSIONAL SERVICES CONTRACT FOR ENGINEERING AND FINAL DESIGN PHASES V – VI, FEDERAL/STATE-AID BRIDGE REPLACEMENT PROJECT (PIN 475533), WALNUT STREET OVER KESHEQUA CREEK, VILLAGE OF NUNDA: RAVI ENGINEERING & LAND SURVEYING, PC

WHEREAS, Livingston County Board of Supervisors Res. No. 2012-183 authorized a professional services contract with Ravi Engineering & Land Surveying, PC for scoping and preliminary engineering Phases I – IV for the above-noted project, and

WHEREAS, Res. No. 2012-183 provided for a supplemental agreement and fee for Final Engineering/Design services (Phases V – VI) to be negotiated with Ravi at a later date, and

WHEREAS, Ravi has submitted a cost-plus-fixed-fee proposal for said supplemental services, not to exceed the amount of Eighty-Two Thousand Dollars (\$82,000), and said proposed fee and scope of services have been reviewed and approved by NYSDOT, and

WHEREAS, the Federal Share (80%) of the cost of this supplemental agreement will be approximately \$65,600 and the County Share (20%) will be approximately \$16,400, and

WHEREAS, Federal funding for the all engineering/design phases has been previously authorized, and

WHEREAS, a supplemental agreement with Ravi Engineering & Land Surveying, PC for Construction Inspection Services will be negotiated at a later date, now, therefore be it

RESOLVED, that the total sum of the original contract and the supplemental contract is \$160,500 (80% Federal share, 20% County share), and, be it further

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following supplemental contract, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Ravi Engineering & Land Surveying, PC	03/13/2013 – 12/31/2014	\$82,000.00

2110 S. Clinton Ave., Suite 1

Rochester, NY 14618

For: Supplemental Agreement for Engineering & Final Design services (Phases V-VI), Walnut Street over Keshequa Creek Bridge Replacement Project (NYSDOT PIN 475533.) Not to exceed the amount shown.

Dated at Geneseo, New York

March 13, 2013

Public Services Committee

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

Mr. Martello asked if that project has been going on for about a year. Dennis Barefoot answered yes. The original engineering was to scope it and determine if it should be replaced or repaired. This would be to finalize the design and prepare for construction bids.

MOTION: Mr. Martello moved and Mr. Mahus seconded to authorize a contract with Ravi Engineering. Carried.

Informational Item(s) Written Only

1. The LCHD “Project Goals – 2013” is attached.

Mr. Martello asked about the road paving and surface treating projects to be determined in the Spring. Mr. Barefoot stated he was in the process of reviewing the roads. There is always more projects that need to be done than there is money so they need to be prioritized.

Mr. Mahus asked if the Poags Hole bridge was the first or second bridge. Mr. Barefoot answered he would have to check with Mr. Higgins on that but yes it was the pitted concrete top that needs to be replaced. It was decided it was the second bridge.

BOARD OF ELECTIONS - NANCY LEVEN AND LAURA SCHOONOVER

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 DEPARTMENT OF BOARD OF ELECTIONS - DAY AUTOMATION, NYS BOARD OF ELECTIONS (3)**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Board of Elections, 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>
Day Automation	1/1/13-12/31/14	\$2,562.00

7931 Rae Boulevard

Victor NY 14564

For: Service contract for intrusion and camera system at BOE’s Millennium Drive location.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Board of Elections	\$2,562.00	Yes X No

Director’s Comments:

This is a renewal of an existing contract with a \$12 increase in annual cost.

NYS Board of Elections

4/1/13-3/31/14

\$36,462.00

40 N Pearl Street, Ste 5

Albany NY 12207-2729

For: T002549 Poll Worker Training/Voter Education

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Board of Elections	\$36,462.00	Yes X No

Director's Comments:

This is an extension of a current contract for poll worker training and voter education.

NYS Board of Elections

4/1/13-3/31/14

\$18,231.00

40 Steuben Street

Albany NY 12207-2108

For: T002665 NYS Accessibility Funds

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Board of Elections	\$18,231.00	Yes X No

Director's Comments:

This is an extension of a current contract for accessibility funds.

NYS Board of Elections

8/1/09-9/30/14

\$2,883.00

40 Steuben Street

Albany NY 12207-2108

For: T002979 Voting Access for Individuals with Disabilities

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Board of Elections	\$2,883.00	Yes X No

Director's Comments:

This contract was approved in 2009 (2009-442) with an expiration date of 7/31/14 which is incorrect per the State Board and requires correction to 9/30/14. Extension to correct deadline. *NOTE: The County Attorney requested that Resolution #2009-442 be amended to correct the term of this contract.*

MOTION: Mr. Mahus moved and Mrs. Babbitt-Henry seconded to authorize the foregoing contract. Carried.

Pre-approved Informational Item(s) To Be Reported

1. **BALLOT PRINTING UPDATE**

Laura Schoonover reported that in order to save money on the cost of ballots the County Administrator approved the purchase of equipment to print their own ballots. A Xerox copier for \$50,000; a Stitcher (stapler) for \$6,100, a shrink wrap machine, and shrink wrap materials were purchased. The machine is being tested now and will be printing ballots for the village elections. With only four villages, this is a great time to test this process and to get ready for fall elections. This is expected to save the County a tremendous amount of money. Currently it costs \$.57 per ballot so last November it cost \$22,000 for ballots. Making the ballots will also save money due to the fact that the inspectors can notify the office when they open their last booklet and more ballots can be printed as needed rather than having to order extra ahead of time to ensure there are enough ballots.

Mr. Martello asked about the Stitcher and Laura Schoonover explained that the booklets of ballots get stapled together. The Stitcher is needed for the booklets because the stapler on the copier is not able to staple thick enough.

Mr. Martello asked about the life of the printer. Laura Schoonover stated that millions of copies can be done and it is the same printer used by Chatauqua and Erie Counties.

Mr. DiPasquale asked about the cost per ballot and the answer was that it is expected to be under \$.20 per ballot, closer to \$.15 or less.

Nancy Leven invited the committee to stop by the Board of Elections Office to see the machines.

Mr. Mahus asked what day the polling sites would be set up and the answer was the day before Election Day because there are only four villages and five machines. The election is March 19th.

Informational Item(s) Written Only

1. Received training on the high speed copier to produce ballots.
2. Took delivery of the Stitcher (stapler) to staple booklets of ballots and received training.
3. Took delivery of the shrink wrap machine for securing the ballots to be delivered to poll sites.
4. All caucuses are complete with all paperwork filed. Petitions were also filed and one specific objection was ruled on. Absentee ballots have been sent out. Work progresses on schedule for the village elections to be held March 19th from Noon to 9 PM in the villages of Dansville, Lima, Livonia and Mount Morris.
5. The Commissioners participated in a Commissioners' Association Executive Committee conference call on February 13th.
6. The Commissioners participated in a state wide conference call with the State Board and other counties on February 28th.
7. Submitted the 2012 annual report summary.
8. The ballot software and hardware system upgrade has been successfully completed with the help of the County IT department.
9. The Operations Staff updated all voting machine software as required by the State Board and completed first quarter testing of all machines. The system will now recognize double votes and give the voter a warning. This change along with other modifications to existing screens will impose changes to our training, instructions and manuals for the Inspectors.

David Morris entered.

PLANNING – ANGELA ELLIS (attachments)

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 PLANNING DEPARTMENT - SUNY RESEARCH FOUNDATION OF THE STATE OF NEW YORK, LU ENGINEERS

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
SUNY Research Foundation of the State of New York P.O. Box 9 Albany, NY 12201-0009 For: Summer 2013 water quality monitoring	5/1/2013 – 12/1/2013	\$9,988.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Finger Lakes-Lake Ontario Watershed Protection Alliance annual funding: CLAWS 20 (NYS Environmental Protection Fund)	\$0	Yes X No

Directors Comments: This resolution will authorize a contract with the SUNY Research Foundation of the State of New York for SUNY Geneseo to conduct this year's water quality monitoring program in Conesus Lake. This year the focus will be to sample the adult zebra mussel and larval populations to evaluate the state of the species in Conesus Lake.

MOTION: Mr. DiPasquale moved and Mr. Mahus seconded to authorize the foregoing contract. Carried.

Lu Engineers 175 Sullys Trail, Suite 202 Pittsford, NY 14534 For: Wilcox Press Property Project	3/13/13 – 7/31/13	Not To Exceed \$6,000.00
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Directors Comments: This resolution will authorize a contract with Lu Engineers to assist the County with the Dansville subdivision review and approval process. Subdivision review and approval is required in order to transfer or sell portions of the property to any of the interested adjacent property owners. I will be receiving the cost proposal from Lu Engineers this week and should be able to provide the scope and cost breakdown for Committee review and approval at the Public Services meeting on March 6, 2013.

Angela Ellis reported that a proposal was received from Lu Engineers and the total is not to exceed \$6,000 and the term can be shortened to 7/31/13 because a whole year is not needed. Angela Ellis distributed a schedule for the total process that she put together and a copy of an aerial map showing the Wilcox Press properties. (on file)

The County Attorney explained that the reason for entering into this contract with Lu Engineers is because of the sale of these little lots to the adjoining landowners. If the adjoining landowners had not wanted to purchase these little parcels, then the property would not be on the market.

Mr. Deming stated that it was his understanding that the property owners want to square up their property. The County Attorney explained why that could not be seen on the aerial map.

Angela Ellis explained that the Village process requires a subdivision review. Planning will prepare the application and SEQR paperwork and follow it through the process. Lu Engineering will create the survey and the subdivision plat which needs to be created by engineers. Then, the process through which we coordinate with the landowners to determine the final boundaries for approval will be coordinated through the County. The County Attorney said that six to seven landowners are interested in purchasing these parcels and it is intended that the costs incurred from this contract be passed on to the respective purchasers of the property.

Mr. Martello asked if the sale of these portions of the property degrade the remainder of the property for selling in the future. The County Attorney answered that Lu Engineering will be giving the County recommendations for the appropriate conveyance to the adjoining landowners, while still keeping our parcel in good developmental format.

Angela Ellis stated that, while this process is taking place, we will develop RFP for future development of that parcel, targeting single family residential development which is what the Village wants.

Mrs. Babbitt-Henry asked if the zoning had been changed from industrial to residential and the answer was yes.

Mr. Deming asked if Lu would be dividing these lots up. The answer was no. Lu is only making recommendations for the adjoining landowners. When the RFP is put out then it will be the respective purchaser's responsibility to get it subdivided and the other costs associated with that. A request for a conceptual plan will be included in the RFP.

Mr. Merrick stated that we said we would offer these people a chance to straighten up their lawns and he believes that we owe them that but suppose some won't want to buy it. The County Attorney stated that the next plan is to meet with the landowners with a preliminary map that was drawn up when the grant application was done, to see which landowners are interested.

Mr. Mahus stated that there are four that have expressed interest. If there is a cost to it they might not be interested any longer. The County Attorney said that the only cost we would incur would be for the preliminary meeting with Lu to have Lu show us the appropriate parcels to convey to the landowners and then take that back to the landowners to see what they want to do.

Mr. Merrick stated that we said that we would do this so we should do it.

Mr. Martello asked that if we go with Lu Engineering, do we have to go with them to have the property surveyed. The answer was that the \$6,000 is to do the survey for the little lots and accompany Angela Ellis to the meetings at the Village for the subdivision and approval process which is anticipated to be two meetings.

Mr. Martello stated that we should move ahead with it since they are familiar with the property.

MOTION: Mr. Martello moved and Mrs. Babbitt-Henry seconded to authorize the foregoing contract, not to exceed \$6,000. Carried.

2. APPROVING THE OFFICIAL UNDERTAKING OF PUBLIC EMPLOYEES FIDELITY (BLANKET) BOND FOR GENESEE/FINGER LAKES REGIONAL PLANNING COUNCIL

WHEREAS, the County of Livingston has appropriated the sum of \$9,970.00 as its share of the Year 2013 operating funds of the Genesee/Finger Lakes Regional Planning Council; and

WHEREAS, pursuant to Section 119-00 of the General Municipal Law of the State of New York, the County is authorized to provide for the payment of such appropriations to an officer of the agency designated by the agency to receive such monies provided that such officer shall have executed an official undertaking approved by the governing body of the County; and

WHEREAS, the Genesee/Finger Lakes Regional Planning Council has designated David S. Zorn, Director of the Council, as the officer to receive payments of such monies; and

WHEREAS, the Genesee/Finger Lakes Regional Planning Council has secured a Public Employees Fidelity (Blanket) Bond, issued by National Grange Mutual Insurance Company, providing faithful performance blanket bond coverage for officers and employees of the Council in the amount of \$500,000.00; now therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby approves such bond as the official undertaking required pursuant to Section 119-00 of the General Municipal Law.

Directors Comments: This is an annual resolution approved by the Board of Supervisors. The NYS General Municipal Law requires counties participating in regional planning agencies to annually approve an “official undertaking” which can consist of a Public Employees Fidelity (Blanket) Bond for that officer of the agency designated to receive monies appropriated by member counties. This bond is to provide faithful performance blanket bond coverage for the designated officer(s) in the amount of funds being managed. In 2013, the total amount of funds being managed by the Regional Planning Council at any point during the calendar year will be approximately \$500,000.

Angela Ellis reported that this is done annually as a member of the Council. The Council did a presentation in November before the Board of Supervisors. \$9,970 is included in the 2013 budget as part of the annual membership; this amount has not changed in a long time.

MOTION: Mr. DiPasquale moved and Mr. Mahus seconded to approve the foregoing resolution. Carried.

3. APPOINTING ENVIRONMENTAL MANAGEMENT COUNCIL CHAIRPERSON – RAY CASE

WHEREAS, the bylaws of the Livingston County Environmental Management Council (EMC) provide that the EMC Chairperson be appointed by the Board of Supervisors upon the recommendation of the EMC; and

WHEREAS, on November 28, 2012, the EMC voted to recommend that the Board of Supervisors appoint Ray Case as Chairperson of the Environmental Management Council; now, therefore, be it

RESOLVED, that the following member is hereby appointed as Chairman of the Livingston County Environmental Management Council for the term designated:

Environmental Management Council

Name	Address	Title/Representing	Term
Ray Case	PO Box 567, Pebble Beach Road, Lakeville, NY 14480	Chairman	2/1/13-1/31/14

Director's Comments: The EMC members present at the November 28, 2012, meeting voted to recommend to the Board of Supervisors that Ray Case be appointed as Chairman.

MOTION: Mr. Martello moved and Mr. Mahus seconded to approve the foregoing appointment. Carried.

4. APPOINTING MEMBER TO THE LIVINGSTON COUNTY PLANNING BOARD –

STEWART LEFFLER

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

Livingston County Planning Board

Name	Address	Title/Representing	Term
Stewart Leffler	14 Rorbach Lane, Geneseo NY 14454	Village of Geneseo, filling unexpired term of David Matthews	3/13/2013-12/31/2015

Angela Ellis stated that David Matthews decided not to be reappointed and the Mayor requested this appointment to fill the position and provided Stewart Leffler's background information.

MOTION: Mr. Mahus moved and Mrs. Babbitt-Henry seconded to approve the foregoing appointment. Carried.

Pre-approved Informational Item(s) To Be Reported

1. Report on Proposed 2013 Work Plan for the Agricultural and Farmland Protection Board
Mrs. Ellis distributed a map of Agricultural District program in the county (on file).

Mrs. Ellis discussed the handouts (on file) concerning:

Agricultural and Farmland Protection Board highlights from 2012 and the work plan for 2013.
Agricultural District #2, #3 & #4 Renewal

2. Schedule for Renewal of Agricultural District #2

Mrs. Ellis reported that the Agricultural District #2 is the largest district. Renewal is on target. Districts #3 and #4 will start at the end of the year since they are not up for renewal until 2014.

Informational Item(s) Written Only

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:

Intertech Associates and the Project Steering Committee continued work on the project planning process. A 911 Committee meeting is planned for March 19, 2013, at which Intertech Associates will provide presentation on the draft Emergency Communications Plan

The NYS Division of Homeland Security came out on December 19, 2012, and conducted a progress review of the project. Sgt. Mike Bradley and the Planning Director participated in the review. We were informed that the review was complete and no deficiencies were found.

We were informed that Livingston County was not selected for funding through the Round 2 Statewide Interoperable Communications Grant Program. We submitted an application for upgrades in the amount of \$4.85M. We will be working with the State to strengthen our application for the next round of funding, which may be as soon as April 2013.

COUNTY PLANNING BOARD:

Vacancies. There is one vacancy on the Planning Board – one for an Alternate At-large member.

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.

Agricultural District Renewal. The first mailing for Agricultural District #2 is planned for Spring 2013.

303-b Petition Process. We sent the final NYS Agriculture and Markets package approved by the Board of Supervisors on November 14th to NYS Agriculture and Markets for approval. We received notice from NYS Agriculture and Markets that the parcels included in the petition were accepted for inclusion in Agricultural Districts #2 and #4.

Agricultural & Farmland Protection Plan. The AFPB approved the 2012 Highlights and 2013 work

plan to be forwarded to the Board of Supervisors for review and approval. This is a pre-approved item for discussion.

UPCOMING TRAINING OPPORTUNITIES: LET'S Plan

TRAINING REQUIREMENTS: We are working on the schedule for training for this year. The schedule should be available in March and includes presentations on green infrastructure, historic preservation for downtown buildings, transportation planning/walkable communities, and agricultural districts. 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.

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 field data collection and is now working on design of the alternatives for remediation. Conesus Lake Watershed Council. The Council held its meeting on January 11, 2013. The agenda included a presentation from EcoLogic on the Characterization Report Update and 2012 Annual Report. Planning staff is working with the CLA, Department of Health, and other interested agencies on the development of an invasive species management plan. The next Council meeting will be held on May 10, 2013.

Conesus Lake Watershed Council – Technical Committee. The Committee met on January 25 and February 22, 2013. The next meeting is scheduled for March 22, 2013.

Update of the Conesus Lake Characterization Report. Planning staff and EcoLogic continued work on the Conesus Lake Watershed Characterization Report. It is anticipated that the report will be presented for approval at the May 10, 2013, meeting of the Council.

TRANSPORTATION:

Genesee Transportation Council: The next Council meeting is March 4, 2013.

Livingston County Transportation Connectivity Plan Project. The consultant team continued work on the project. The consultant has revised the draft Existing Conditions Report. The report will be posted on the County's website soon. A Draft Needs Assessment should be provided to the County for review in March.

Other Related Transportation Projects/Meetings

2013 United Planning Work Program. The Planning Director submitted a UPWP application for a Dansville Transportation and Industrial and Commercial Access Study to GTC on October 19, 2012.

On February 14, 2013, the Planning Committee approved the list of projects to be forwarded to the GTC Council for approval for funding at its March 14, 2013 meeting. The Dansville project is included on the list. We hope to form a Project Steering Committee in March to start work on the project.

GENESEE-FINGER LAKES REGIONAL PLANNING COUNCIL:

G-FLRPC Council. The next Council meeting is scheduled for Thursday, March 14, 2013.

Executive Committee. The next Executive Committee meeting is scheduled for March 14, 2013.

Planning Coordination Committee. The Planning Director attended the PCC meeting on February 1, 2013. Livingston County hosted the meeting at the 1941 Historical Aircraft Group museum. The next meeting is scheduled for April 5, 2013.

GENESEE FINGER LAKES REGIONAL SUSTAINABILITY PLAN PROJECT:

The Planning Director attended the Planning Team meeting on

The Planning Director and Supervisor Brenda Donohue attended the Consortium meeting on...

The Planning Director and Supervisor Brenda Donohue attended a Regional Leaders Group meeting on.

The Project Planning Team is currently collecting strategies to be included in the Plan. We are

working on forms for the G&W Railroad Improvement Project between Dansville and Mt. Morris and Conesus Lake Watershed Management Plan implementation activities. Please let me know if you have any additional strategies that you think we should be working on.

E911 ADDRESSING:

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

WEATHERIZATION ASSISTANCE PROGRAM (WAP):

Planning Department staff and the NYS Office of Community Renewal continued working on the necessary steps to close out the program on March 31, 2013. Representatives from Planning, Department of Social Services, and the Office for the Aging are meeting with representatives from the Wyoming County Community Action Agency to talk about a referral process and creating visibility in Livingston County.

ENVIRONMENTAL MANAGEMENT COUNCIL:

The EMC met on January 23, 2013, to work on a work plan for 2013. They will be co-sponsoring a public educational workshop in June on green infrastructure.

Earth Day Award: The EMC issued press release announcing availability of nomination forms for the 2013 Earth Day Award. The deadline for submissions is February 27, 2013. I will be requesting permission to present the Award at the April 24, 2013 meeting.

TECHNICAL ASSISTANCE PROVIDED BY PLANNING STAFF:

Other County Departments:

Work with Board of Supervisors and County Administration on Federal/State/Local Representatives display

Revised Mount Morris County Campus map for Department of Health

Worked with the Sheriff's Office on completion and submission of the FY 2012 Public Safety Answering Points (PSAP) Sustainment Grant for \$650,100 for radio system and related support equipment upgrades.

Provided the Sheriff's Office with a map of Kidd Road location for potential radio tower

Provided Industrial Park maps, map of County Property at Exit 4 in Dansville, and map of Livingston County location in the region for Economic Development Department

Provided NY Main Street Program maps for Economic Development - Nunda and Avon

Provided updates to the Sheriff's NewWorld base map

Provided Local Emergency Planning Committee with facilities mapping - sent to facilities and Kevin Niedermaier as requested

Conducted Census data searches for County Department of Health

Participated in a Genesee Valley Greenway mapping meeting with Friends of the Greenway and the Sheriff's Office

Municipalities:

Provided technical assistance with West Sparta Subdivision Regulations

Town of Avon zoning map assistance for Avon Code Office

Completed a DAN Plan information request from Town of Lima

Conducted an informational meeting with the Village of Caledonia Planning Board to discuss Comprehensive Plans

Provided the Town of Lima and Village of Lima with maps with parcels and addresses shown Census Boundary Annexation Survey - updated Village of Avon and Village of Caledonia boundaries to show annexations

EMERGENCY MEDICAL SERVICES – KAREN DEWAR & ROMEL KIRCHOFF

Pre-approved Informational Item(s) To Be Reported

1. **ALS/BLS INTERFACILITY TRANSFER PROGRAM WITH NOYES MEMORIAL HOSPITAL.** Follow up discussion regarding Noyes Memorial Hospital request for Livingston County EMS to provide ALS/BLS coverage for 24 hours a day, seven days a week to transfer patients to other hospitals.

Karen Dewar asked if there were any questions related to the potential fulfillment of the request of Noyes Memorial Hospital for the Interfacility Transfer Program.

Mr. DiPasquale asked if it was still in the planning stages and the answer was that it was not even to the planning stage yet. It was introduced to the committee last month, and Karen Dewar wanted to know if there were any questions or feedback and would like to move forward with the program. It is a start-up program and there is an element of unknown on how it is going to perform so evaluation at intervals was discussed.

Karen Dewar discussed peak times for transfers being from 8:00am to 9:00am and late afternoons and considered starting the program slow instead of immediately going to 24/7.

Mr. Deming asked if the plan is to have a second ambulance assigned to Noyes and Karen Dewar answered yes. The second ambulance is already fully out-fitted to respond. It would need about \$3,500 worth of equipment such as a ventilator and a cell phone. Going forward additional staff will need to be hired.

Mr. Deming asked if the corps in the area were checked with and if they had any issues with this program. Karen Dewar stated the Captains of Springwater and Dansville Ambulances were spoken with. Dansville would be primarily impacted. They were told that this ambulance would be placed at the request of Noyes but would also be able to supplement the communities if desired. Springwater is down to two EMTs and have a 47% no-crew rate and that is dire in that community. Dansville and Nunda no-crew rates are relatively steady so it would be supplemental.

Mr. Martello asked if a formal contract is anticipated with Noyes and the answer was that they have not requested a formal contract but it is something that needs to be discussed with Noyes along with the procedure for covering uninsured folks; Noyes has agreed to pay a portion of the bill in the past and this needs to be understood before-hand.

Karen Dewar asked direction from the committee as to how it would like this to proceed.

Mr. Deming stated he thinks it should go forward.

Mr. Mahus asked if this would be a 3 month or 6 month trial. The answer was that it has to be evaluated at 3 months but it needs to be given a fair chance because we are dealing with insurance reimbursements and that is going to take anywhere from 2 to 6 months to realize what we are going to be seeing in that regard. Call volume was discussed.

Mr. Martello asked what Karen Dewar had in mind when the recommendation was to start slowly. Karen Dewar answered that would be putting the ambulance there, making it a full BLS/ALS ambulance and looking at an 18 hour capability from 6am to midnight (to hit the prime times for transfers and then see if there is a need other time). It should be evaluated at 3 months and 6 months and then decide if we go further.

Mr. Deming stated that it would be very beneficial to the County to have an ambulance down there.

Karen Dewar discussed that there would be some specialty transfers but not the highest level of specialty care transfers. There are strict guidelines in the region for certain drugs dripping on board or intubated patients on ventilators coming from the hospital. It would be strictly the advance life support transfers currently being done now.

Mr. Martello asked how many additional EMTs are anticipated being needed and the answer was 3 basic EMTs. We currently have EMTs in the York/Leicester Program who want a few more hours. If we can fill the 5 positions we have available then we should be in good shape.

MOTION: Mr. Martello moved and Mr. Mahus seconded that the foregoing program go forward. Carried. Mr. Deming stated that a contract is needed.

OTHER

Pre-approved Informational Item(s) To Be Reported

1. DISCUSSION OF JULY 3 PUBLIC SERVICES COMMITTEE MEETING

Committee decided to keep the July 3, 2013 meeting.

2. PUBLIC SERVICES AGENDA GOAL SETTING FOR 2013

This item is moved to next month's meeting.

ADJOURNMENT

Mr. Martello moved and Mr. Mahus seconded to adjourn the meeting at 3:22. Carried.

PUBLIC DEFENDER – MARCEA CLARK TETAMORE

Informational Item(s) Written Only

Applications received year to date as of 2/25/13 p.m.: 200

Applications received since last PSC meeting: 109

Files opened year to date as of 2/25/13 p.m.: 106

Files opened since last PSC meeting: 63

Applications pending year to date to 2/25/13 p.m.: 69

Files assigned to Genesee Valley Legal Aid year to date as of 2/25/13 p.m.: 25

Section 722-d money received year to date: \$50.00

Money from collection agency year to date: \$26.80

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

652 adult offenders supervised in county (32 treatment court cases being supervised in drug court)

40 offenders in other NYS counties

9 offenders in other states

24 juveniles supervised

21 new juvenile referrals

39 investigations ordered

16 active EHM cases (1 juvenile; 15 adults; 3 of which are female), 0-Global Positioning

0 adult placed on probation for willful violation of support

17 New Leandra's Law cases (8 CDs)

2. MONIES COLLECTED

\$2,187.52 – restitution

\$4,498.00 – fines

\$1,341.00 – fees

\$62.23 – surcharge

3. MEETINGS ATTENDED

1/2/13 Major Huff's Swearing In Ceremony

1/3/13 Human Service Department Head

1/8/13 COPA Meeting-Genesee County

1/9/13 Child Abduction Response Team Meeting

1/11/13 Kathy Montemarano-Record Management meeting

1/15/13 Domestic Violence Consortium

1/18/13 Caseload Explorer-Wyoming County

1/31/13 Meeting with Judge Wiggins

4. ADMINISTRATIVE REVIEWS

One (1) administrative review

5. TRAINING

Name	Date	Training	Hours	Misc.
Doug Czyryca	None			
Katie Dunn	1/29/13	EJustice Certification	1.5	
Debra Johnston	None			
Liz Laney	None			
Debra Mack	None			
Matthew McKinney	None			
Name	Date	Training	Hours	Misc.
Lynne Mignemi	None			
Courtney Sobrado	None			
Jason Varno	None			
Karen Weidman	None			
Michelle Wolfanger	None			

EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER**Informational Item(s) Written Only**

1. Continuity of Operations Planning moving forward with 5 departments half way through the completion process. 2 additional departments will start next week.
2. Outline of the Resource Management and Volunteer Management plan completed, will start the initial drafting of the plan
3. Completed a Public Officials Workshop, the workshop was designed for the local officials, board members, DPW/Highway, Village Mayors, and Trustees. The course was designed for situational awareness during a disaster, review of article 2b, ICS awareness and reporting information to the EOC.
4. 14 members of the County Haz Mat Team attended the NYS Haz Mat Conference at Montour Falls. The Training Conference provides an overview on a variety of subjects directly related to Haz Mat Response teams for rural areas. The conference also provides for training requirements to meet current standards established by NFPA for Haz Mat Teams.
5. Completed Training in the OEM Hospital Communication /EOC , the training provides the guidance for hospitals to establish a communication center so they can forward information and resource request to the county EOC when a disaster or the potential of a disaster impacts there facility.

Transcribed by
Tracy L. Mauro

Respectfully submitted,

Virginia O. Amico
Clerk of the Board