

PUBLIC SERVICES COMMITTEE MEETING MINUTES

WEDNESDAY, APRIL 2, 2014

1:30 P.M.

PRESENT: G. Deming, C. DiPasquale, D. Knapp, D. Babbitt Henry, E. Gott, D. LeFeber, P. Yendell, L. Semmel, B. Donohue, D. Mahus, M. Schuster, I. Coyle

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 BOARD OF ELECTIONS: DOMINION VOTING SYSTEMS CORP. (2)

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>
Dominion Voting Systems Corp	9/1/2013-12/31/2016	\$49,650.00

215 Spadina Avenue, Suite 200

Toronto, ON M5T 2C7

For: Software Maintenance Agreement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Board of Elections	\$49,650.00	Yes X No

Director's Comments:

This maintenance agreement covers the EMS system and voting machines software, firmware and maintenance. Payment will occur over a 3 year period.

Dominion Voting Systems Corp	9/1/2013-12/31/2016	\$20,250.00
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215 Spadina Avenue, Suite 200

Toronto, ON M5T 2C7

For: Hardware Maintenance Agreement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Board of Elections	\$20,250.00	Yes X No

Director's Comments:

This maintenance agreement covers the voting machines hardware. Payment will occur over a 3 year period. Mrs. Leven reported that the maintenance plans have covered the updates and work needed in the past. We have excellent repair technicians. We are fortunate that we are in close proximity to Monroe County and they have a large quantity of machines. Technicians go there regularly, so they are willing to stop in Livingston County and repair our machines on their way to or from Monroe County. We have a total of 51 machines covered by this contract.

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

Informational Item(s) Written Only

1. Letters were sent to the village candidates advising them of the dates of specific proceedings they or a representative could attend.
2. Commissioner Leven attended the March 5th Public Services Committee meeting, Commissioner Schoonover was out of the office.
3. Certification of Offices form was sent to the County clerk and all town clerks to complete and return by March 4th as required by EL 4-106(2) to certify each office to be on the November ballot. Second notices were sent to Mt. Morris, Nunda and Portage on March 6th. Currently only Nunda has not responded.

4. Dominion voting sent 2 technicians to make repairs on a few scanners on March 6th.
 5. Legal notices were prepared for the village elections and sent to the newspapers for publication. Machines have been pre-tested and prepared for the village elections.
 6. Machine ballots were printed. The stitcher was causing one leg of the staple legs to bend as it was too long, a service call was placed and work was completed under warranty. Ballots were then stapled into booklets.
 7. NYS Board of Elections did an on-site audit of the NYSVoter system as required every two years. Pat Campion and Greg Fiozzo completed the audit and provided grant balances in an approximately 45 minute visit. The Board was compliant in all aspects.
 8. Election supplies were finalized and packed. Those along with ballots were loaded into Commissioner Schoonover's vehicle and transported to the service center to be packed into the machines.
 9. Commissioner Schoonover attended the March 17th Board of Supervisors meeting. Commissioner Leven was out of the office. NYS Board of Election grant contracts (4) have been sent to the Chairman of the Board for signature.
 10. Commissioner Leven was out of the office most of the week of March 17th due to the death of a brother.
 11. A total of 245 absentee ballots were issued for the village elections. Most were counted on election night and if any were returned after that they needed to be postmarked by March 17th to be eligible to be counted during the final canvas of votes.
 12. Village elections were held on March 18th in 6 villages (Avon, Caledonia, Geneseo, Leicester, Mt. Morris and Nunda) for a total of 18 positions (Mayors, Justices and Trustees). After completing the re-canvass, the audit and the final canvas of voters, the results were certified on March 25th.
 13. Permanent absentee voter lists were sent to Caledonia-Mumford Central School, Honeoye-Falls CS, Mt. Morris CS and Wayland-Cohocton CS at their request for upcoming school elections.
 14. The NYS Assembly requested a voter list on CD.
 15. Commissioner Leven participated in a conference call on March 26th with the NYSBOE.
 16. The Commissioners participated in a statewide conference call with the NYSBOE on March 27th.
 17. Voter enrollment statistics were compiled on April 1st for upcoming petition signature requirements for State and Local positions.
 18. Currently petitions are being circulated for a Representative in Congress in the 27th Congressional District. These petitions will be filed with the State Board, if a Primary is needed it will be held on June 24th.
 19. Full document imaging has been completed on active voters. This has been a 3 year project. The 2009 and 2010 cancellations are now being captured and once done will complete the backlog.
 20. Year to date statistics: 279 new registrations, 35 name changes, 241 residence changes, 9 mailing addresses, 62 personal information changes, 75 duplicates, 3 incompletes, 141 pending party changes, 240 cancellations and various other changes have been processed.
- Current active voter enrollment stands at 36,881. Democratic: 9,634, Republican: 16,512, Conservative: 821, Working Families: 139, Independence: 1,786, Green: 123, Others: 337 and Blank: 7,529. Inactive enrollment is at: 3,022. Total active/inactive voter enrollment is: 39,903.

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AUTHORIZING LIVINGSTON COUNTY TO PURCHASE A SINGLE-AXLE DUMP TRUCK WITH PLOW & WING THROUGH CONTRACTS AWARDED BY ONEIDA COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – TRACY ROAD EQUIPMENT, INC. AND HENDERSON TRUCK EQUIPMENT-NY

WHEREAS, Oneida County has awarded bids for purchase of Single-Axle Cab/Chassis Trucks (Bid #1692) and Dump Body/Plow/Wing (Bid #1685) to Tracy Road Equipment, Inc. and Henderson Truck Equipment-NY, and

WHEREAS, the County of Livingston has determined that the prices will result in cost savings compared

to those if bid separately by Livingston County, and

WHEREAS, pursuant to authority granted by Section 103 of NYS General Municipal Law and the terms of the Oneida County bid, Livingston County is authorized to purchase the vehicle and equipment through contracts awarded by Oneida County, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the purchase of a single-axle cab/chassis and dump body/plow/wing for a total cost of \$150,248.00 through contracts (#1692 and #1685) awarded by Oneida County to Tracy Road Equipment, Inc. and Henderson Truck Equipment-NY, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Tracey Road Equipment, Inc.		\$82,275.00

6803 Manlius Center Road

East Syracuse, NY 13057

For: Purchase of one (1) 2015 Freightliner 108SD Single-Axle Cab/Chassis. Not to exceed the amount indicated.

Henderson Truck Equipment-NY	\$67,973.00
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22686 Fisher Road

Watertown, NY 13601

For: Purchase of Henderson Stainless Steel Dump Body, Patrol Wing System and Reversing Front Plow, fully installed on the cab/chassis noted above. Not to exceed the amount indicated.

Dated at Geneseo, New York

April 9, 2014

Public Services Committee

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Highway 2014 Budget Appropriations	100%	Yes XX No

Director's Comments:

This purchase will replace current Truck #71, 2001 single-axle IH 2674 dump truck with sander & plow, which was purchased used at auction in 2007. This is our only single-axle dump truck, and is used for snow & ice control as well as road maintenance projects. The existing stainless-steel sander will be transferred to the new truck.

Motion: Mr. DiPasquale moved and Mrs. Babbitt Henry seconded to approve the foregoing resolution. Carried.

2. AUTHORIZING THE LIVINGSTON COUNTY HIGHWAY SUPERINTENDENT TO BID ON AND PURCHASE VARIOUS USED EQUIPMENT ON MAY 10, 2014 AT TEITSWORTH MUNICIPAL EQUIPMENT AUCTION IN PALMYRA, NY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT

WHEREAS, the Annual Palmyra Municipal Equipment Auction contains only equipment and vehicles owned by municipalities, and

WHEREAS, there may be an opportunity to purchase various used equipment and vehicles in good condition at considerable savings, now, therefore, be it

RESOLVED, that the Livingston County Highway Superintendent, with input and advice from the Department Shop Manager, is hereby authorized to bid on and purchase appropriate and needed various used equipment and vehicles on May 10, 2014 at the Teitsworth Municipal Equipment Auction in Palmyra, NY, at a total amount not to exceed One Hundred and Twenty Thousand Dollars (\$120,000.00).

Dated at Geneseo, New York

April 9, 2014

Public Services Committee

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Highway 2014 Budget Appropriations	100%	Yes XX No

Director's Comment: Highway Shop Manager Dan Miller will assist the Superintendent in making good purchasing decisions through researching values. We will be focusing on replacing our older, high-mileage pickups and 1-ton plow trucks. He is also looking for a heavy duty tractor with a boom mower to do work around bridges and large culverts.

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

CENTRAL SERVICES – JOHN DRISCOLL

Mr. Deming asked that everyone introduce themselves to Mr. Driscoll. Mr. Coyle explained the presentation process for committee meetings and reviewed the resolutions for approval.

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 CENTRAL SERVICES DEPARTMENT: DAY AUTOMATION SYSTEMS, INC. (4), IMPERIAL DOOR CONTROLS, INC.

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Day Automation Systems, Inc. 7931 Rae Boulevard Victor, NY 14564 For: Energy Management/Control System Service Agreement for Livingston County Campus Buildings 1-9 & 12	5/1/14 – 4/30/15	\$16,280.00
Day Automation Systems, Inc. 7931 Rae Boulevard Victor, NY 14564 For: Energy Management/Control System Service Agreement for Livingston County Courthouse	5/1/14 – 4/30/15	\$3,763.00
Day Automation Systems, Inc. 7931 Rae Boulevard Victor, NY 14564 For: Energy Management/Control System Service Agreement for Livingston County Government Center	5/1/14 – 4/30/15	\$6,182.00
Day Automation Systems, Inc. 7931 Rae Boulevard Victor, NY 14564 For: Energy Management/Control System Service Agreement for Millennium Drive	5/1/14 – 4/30/15	\$3,012.00
Imperial Door Controls, Inc. 85 Oriskany Drive Tonawanda, NY 14150-6722 For: Maintenance Agreement for Swing Door Operators at Building #1	12/1/13 – 11/30/14	\$1,485.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Department Operating Budget	100	Yes X No

Mr. Coyle reviewed the contracts for the Committee.

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

Mr. Coyle reviewed the following projects and bids for approval:

2. AWARDING BID FOR ROOFING WORK FOR JAIL ROOF RECONSTRUCTION – SPRING SHEET METAL AND ROOFING

WHEREAS, after the proper legal advertisement seeking bids for roof work for Jail Roof Reconstruction, five bids were received and opened on February 27, 2014, now therefore, be it

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

<u>Contract</u>	<u>Amount</u>
Spring Sheet Metal and Roofing	\$738,786.00

678 Clinton Avenue South

Rochester, NY 14620

For: Roof Work for Jail Roof Reconstruction

Motion: Mr. Wadsworth moved and Mrs. Babbitt Henry seconded to approve the foregoing resolution. Carried.

3. AWARDING BID FOR MECHANICAL WORK FOR JAIL ROOF RECONSTRUCTION – PIPITONE ENTERPRISES LLC

WHEREAS, after the proper legal advertisement seeking bids for mechanical work for Jail Roof Reconstruction, four bids were received and opened on February 27, 2014, now therefore, be it

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

<u>Contract</u>	<u>Amount</u>
Pipitone Enterprises LLC.	\$140,300.00

3225 Chili Avenue

Rochester, NY 14624

For: Mechanical Work for Jail Roof Reconstruction

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

4. AWARDING BID FOR ELECTRICAL WORK FOR JAIL ROOF RECONSTRUCTION – O'CONNELL ELECTRIC CO.

WHEREAS, after the proper legal advertisement seeking bids for electrical work for Jail Roof Reconstruction, four bids were received and opened on February 27, 2014, now therefore, be it

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

<u>Contract</u>	<u>Amount</u>
O'Connell Electric Co.	\$83,856.00

830 Phillips Road

Victor, NY 14564

For: Electrical Work for Jail Roof Reconstruction

Mrs. Babbitt Henry questioned the difference between the two bids and a concern for potential for numerous change orders. Mr. Coyle explained that the specs will be honored by O'Connell. They are a reputable company.

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

Mr. Driscoll thanked the Committee for their vote of confidence and he do his best to make sure they get what they pay for.

Informational Item(s) Written Only

1. Mt. Morris – Building #1 Auditorium Wing Renovations – Central Services staff and DSS mobile work crew continues to work on the demolition phase of this project. The Phase One electrical upgrade is now in progress. The bid for opening for Phase Two electrical work is scheduled for April 22, 2014, with a pre-bid conference on April 1.

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Action Item(s) To Be Reported

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY OFFICE OF EMERGENCY MEDICAL SERVICES – TOWN OF LIVONIA AMBULANCE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Emergency Medical 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>
Town of Livonia Ambulance	01/01/2014 – 12/31/2016	\$225.00 per transport
District #1	(with automatic renewal for a like term	
4213 South Livonia Road	unless terminated by either party upon	
Livonia, New York 14487	thirty (30) days written notice at any	
	time during term of agreement.)	

For: Billing agreement for ALS or BLS services provided on a Livingston County Ambulance.

Mrs. Dewar reviewed the joint billing agreement with the Livonia Ambulance.

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

Informational Item(s) Written Only

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| 1. February 25, 2014 | Response to reported HazMat Route 390 West Sparta |
| 2. February 27, 2014 | Hot wash at Noyes for 390 Incident |
| 3. March 3, 2014 | Ketamine Training |
| 4. March 4, 2014 | Meeting with SUNY Geneseo First Response Agency Board |
| 5. March 6, 2014 | County EMS Captain meeting |
| 6. March 10, 2014 | MLREMS Executive Committee meeting |
| | Highway Department AED PAD agency application |
| 7. March 11, 2014 | Meeting with the Medical Director |
| 8. March 12, 2014 | EOC Operations for Blizzard event |
| 9. March 13, 2014 | Planning meeting with Emergency Management for CEPA |
| 10. March 17, 2014 | MLREMS Meetings: Training and Ed. Committee, MLREMS Council, |
| REMAC | |
| 11. March 18, 2014 | BOCES 10 th Grade Career Day presentations |
| 12. March 20, 2014 | Rochester RHIO Webinar |
| | DOH DRT meeting |
| 13. March 25, 2014 | Noyes Continuum of Care meeting |

Mr. LeFeber moved and Mr. Wadsworth seconded to change the order of the agenda move the planning department Item #2 at this time.

2:10 PLANNING – ANGELA ELLIS

Pre-approved Informational Item(s) To Be Reported

1. Environmental Management Council Chairman Ray Case to present the 2014 work plan and this year's Earth Day Award recipient. Mrs. Ellis introduced Council Chairman Ray Case and Vice Chair John Hassett to the Committee and explained that they will be reviewing the EMC work plan. Mr. Case reviewed the mission statement for the Environmental Management Council. Their general focus

is education. The Earth Day Award recipient this year is Davies Nagel, an educator and resident of the Town of York. Mr. Case distributed the work plan and explained that this is a volunteer group. Mr. Coyle explained that he and Mrs. Ellis have talked about using the Council as a resource when looking at energy efficiencies in the County buildings.

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A CONTRACT FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT AS FOLLOWS: NYS DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES, SUNY RESEARCH FOUNDATION OF THE STATE OF NEW YORK, OSWEGO COUNTY SOIL AND WATER CONSERVATION DISTRICT

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, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYS Division of Homeland Security Security and Emergency Services 1220 Washington Avenue Albany, New York 12242	12/3/13 – 12/2/14	\$5,994,854.00

For: NYS Statewide Interoperable Communications Grant Program (Round 3): County Emergency Communications Upgrade Project

Director's Comments: This resolution authorizes a contract with the NYS Division of Homeland Security and Emergency Services for the emergency communications upgrade project. See attached Project Summary Report.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
NYS Division of Homeland Security and Emergency Services	\$0	Yes	No	X

Mrs. Ellis distributed the Livingston County Emergency Communications upgrade project and reviewed the background and goals of the plan. There had been some recognized issues associated with technology improvement needs and outdated equipment to be replaced. There are also concerns for gaps in radio coverage and service areas. There will need to be a consultant on board to help coordinate the day to day activities. The 911 Committee will then review recommendations. There is no County match, this is 100% state funding. They are currently under RFP development. By the time a consultant is brought on board, the necessary contracts will hopefully be executed so that we can proceed. Mrs. Ellis reviewed the project schedule and explained that the schedule is very aggressive.

Mr. DiPasquale questioned whether any disruptions would occur during the project and Sgt. Bradley explained that they do not anticipate any disruptions. Sgt. Bradley stated that Mrs. Ellis has done a phenomenal job on the grant preparation.

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

Mrs. Ellis reviewed the contracts for approval.

SUNY Research Foundation of the State of New York P.O. Box 9 Albany, NY 12201-0009 For: Summer 2014 Conesus Lake water quality monitoring	5/1/14 – 4/30/15	\$18,000.00
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Finger Lakes-Lake Ontario Watershed Protection Alliance annual funding: 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 Brockport to conduct this year's water quality monitoring program in Conesus Lake.

Motion: Mrs. Babbitt Henry moved and Mr. DiPasquale seconded to approve the foregoing contract. Carried.

Oswego County Soil & Water Conservation District 4/1/13 – 3/31/16 \$49,920.00
 3105 State Route 3
 Fulton, NY 13069
 For: Finger Lakes-Lake Ontario Watershed Protection Alliance FY 2013-2014 funding for water quality projects in the Conesus Lake watershed.

Director's Comments: This resolution will authorize a contract with the Oswego County Soil and Water Conservation District for the FL-LOWPA 2013-2014 funding allocation for CLAWS 24. CLAWS 24 will be used to fund water quality projects in the Conesus Lake watershed.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Finger Lakes/Lake Ontario Watershed Protection Alliance funds (NYS Environmental Protection Fund)	\$0.00	Yes X No

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

Informational Item(s) Written Only

COUNTY PROJECTS:

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:

NYS Public Safety Answering Point (PSAP) Sustainment Grant. The County was awarded \$305,767 to support the application submitted for funding from the Public Safety Answering Point (PSAP) Sustainment Grant. This funding will be used to replace 8-10 radio consoles in the 911 Center and EOC to help implement the Plan. The contract has been executed. The Project Team met on February 27, 2014, and March 6, to review a draft RFP for consultant services for the project.

NYS Statewide Interoperable Communications Grant (SICG). The Planning Director is working with the NYS DHSES on the contract. We anticipate receiving the contract for execution in March/April.

DANVILLE TRANSPORTATION AND INDUSTRIAL AND COMMERCIAL ACCESS STUDY: The consultant team continued work on the inventory and assessment of existing conditions. The next Steering Committee meeting is planned for March 26, 2014. The first public meeting will be held on April 3, 2014.

COUNTY PLANNING BOARD:

Vacancies. **There are 4 vacancies on the Planning Board – 3 for Alternate At-large members; 1 for North Dansville; 1 for Sparta.**

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. The site plans for both projects were submitted to Ag and Markets for approval in December 2013. Both projects need to be closed out by September 30, 2014.

Agricultural District Renewal. Planning staff continued organizational work for the renewal of

Agricultural District #3. The schedule for renewal is attached to this report.

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.

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.

TRANSPORTATION:

Genesee Transportation Council Board and Planning Committee: The Planning Director attended the GTC Board meeting on March 13, 2014. The next Planning Committee meeting is scheduled for April 10, 2014.

GENESEE-FINGER LAKES REGIONAL PLANNING COUNCIL

Planning Coordination Committee. The next meeting is April 11, 2014.

Council. The Planning Director attended the Council meeting on March 13, 2014.

Executive Committee. The Planning Director attended the Executive Committee meeting on March 13, 2014.

E911 ADDRESSING:

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

ENVIRONMENTAL MANAGEMENT COUNCIL

Earth Day Award: The EMC received 3 applications for the Earth Day Award. The EMC will meet on March 26, 2014, to select the Earth Day recipient for 2014.

TECHNICAL ASSISTANCE - MUNICIPALITIES

Attended Village of Avon Planning Board meeting to discuss zoning map revisions

Conducted zoning code search for Town of Nunda

Provided Ag District parcel verification for the Town of Geneseo

Prepared zoning map updates for the Village of Avon

Resolved Zoning map issues for the Town of Lima

Training hours & opportunities provided to the Village Leicester, PB/ZBA member

Provided Dansville Village base map assistance

TECHNICAL ASSISTANCE – OTHER COUNTY DEPARTMENTS

Provided village election district maps & pdfs to Board of Elections

Provided mapping assistance to the Sheriff's Office: New World, Base roads, Letchworth State Park map updates; T/V Caledonian map pdfs

Provided Dansville Downtown Revitalization District map updates, Downtown Revitalization parcel data to Economic Development Office

Provided blizzard response assistance at the Emergency Operations Center

Prepared a Caledonia area contour map for the Dept. of Health

Provided M.A.P. assistance to the Probation Dept.

Provided census data to Emergency Management for grant application

TECHNICAL ASSISTANCE – PUBLIC AND OTHER AGENCIES

Provided Ag#1 parcel verification – Town of Leicester and Town of Livonia, public

Ag District #2 parcel verification & Ag Data Statement- Town of Avon

Ag Dist #3 parcel verification – Town of Springwater, public

Town of Lima zoning & parcel verification – Town of Lima, public

Subdivision regs request – Town of Livonia, public
Village of Dansville parcel verification- wetlands, floodplain, zoning - public
Bathymetric survey request sent to Missouri
Discussed logistics of setting up a new farm in Livonia with future resident

SHERIFF – UNDERSHERIFF MATT BEAN

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE AND RESCINDING RES. NO. 2012-347: NYS 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(s) for the Livingston County Sheriff’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 DHSES 1220 Washington Avenue Building 7A, Suite 710 Albany, NY 12242	9/1/2012 – 8/31/2014	\$38,000.00

For: Amend grant (resolution 2012-347) from purchase of 911 recorder system to 911 Center UPS (uninterrupted power supply).

The Undersheriff explained that they originally partnered with Emergency Management for a grant to purchase a new recorder for the 911 system. Mr. Niedermaier was able to modify his grant to pay for the recorder. We made a proposal to the grant so that they can purchase a new Uninterrupted Power Supply (UPS) for the Sheriff’s Office. This would house and feed everything in the 911 Center.

Motion: Mr. DiPasquale moved and Mrs. Babbitt Henry seconded to approve the foregoing resolution. Carried.

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE: MONROE COUNTY

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Sheriff’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>
Monroe County Department of Public Safety Monroe County Crime Lab 85 West Broad Street Rochester, NY 14614 For: forensic services	1/1/2014 – 12/31/2014	\$40,510.00

Motion: Mr. DiPasquale moved and Mrs. Babbitt Henry seconded to approve the foregoing resolution. Carried.

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 SERVICES – TETRA TECH

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to

sign the following contract(s) for the Livingston County Emergency Management Services Department, 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>
Tetra Tech	4/1/14-12/31/14	\$57,900.00
1000 The American Road		
Morris Plains, NJ 07950		
For: All Hazard Mitigation Plan		

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

Director's Comments: Per New York State requirements review and upgrade for the All Hazard Mitigation Plan. Plan will be brought up to current standards for mitigation. Have discussed in detail with County Administrator, selection of Tetra Tech is based on the RFP that was distributed last month. 4 submittals were received and reviewed.

Mr. Niedermaier explained that this is an annual review per the grant requirements. He is recommending Tetra Tech even though they were not the lowest bidder. The lowest bid was from a company in Raleigh, NC and Tetra Tech will give us a minimum of 120 hours of face time compared to 47 hours offered by the Raleigh company.

Motion: Mr. DiPasquale moved and Mrs. Babbitt Henry seconded to approve the foregoing resolution. Carried.

Informational Item(s) Written Only

1. RFP for All Hazard Mitigation Plan update and reviewed was released with 4 submittals returned, they were Genesee Finger Lakes Regional Planning Council, Tetra Tech, All Clear Emergency Management Group, and William J. Clark Management Services. I would like to recommend Tetra Tech for the contract.
2. Started working with the local code enforcement officials in developing a Code enforcement disaster response teams for the county. Training will include ICS 100, ICS 200 and development of an inter county mutual aid agreement, with policy and procedures. The county attorney and the local jurisdictions attorney prior to implementation will review mutual Aid agreements and policy and procedures.
3. The fire training tower material for renovation has arrived and work on the tower is schedule to begin during the first week of April.
4. Working with DHSES OEM on developing a tabletop Emergency Operations Center (EOC) tabletop exercise to further the training the department heads receive in EOC Operations.
5. Developing a Fire Chief Officers Course for the fire service in the County. The course will consist of Fire Service laws, Department structure, Role and Responsibilities of the Fire Chief, County Radio network system, Workman's Compensation and insurances.
6. Attended the New Flood Insurance Rating program that has been developed by the federal Government, training explained the new changes to the program, new maps, reporting requirements, who is required to obtain flood insurance.
7. The EOC was open during the winter storm that occurred on Wednesday march 12-13, the EOC maintain a Level 1 activation, which included staff from County Highway, Fire/EMS, Emergency Management, Back – up 911 Dispatch Center was staffed, and Planning for mapping. Coordination and Communication was maintained between the EOC and Chairman Gott, County Administrator Coyle, County Attorney Morris and Sheriff Dougherty. A progressive level of awareness for the storm was distributed to the public in a timely manner, a travel advisory was issued first, next was no unnecessary travel, then a coordinated decision was made to issue a State of Emergency and close the roads to travel

with the exceptions of emergency personnel and equipment. Communication from the EOC was also maintained with the school districts.

8. Concluded the draft development of the Functional Needs Sheltering Plan, will be submitted for review to the County Attorney and DHSES.
9. Concluded the draft development of the County Comprehensive Emergency Management Plan (CEMP) the new structure is changing from a planning document to an operational document, per FEMA, DHSES requirements. Plan will be submitted to the County Attorney for review.
10. NYS DHSES conducted a County Emergency Preparedness Assessment of the county in a pilot program, representatives from County Administration, OEM, EMS, Sheriffs Office, and Highway, along with DHSES, State DOT, DOH, State Police, State OEM, the assessment is part of a requirement by the Governors Office to measure the state of readiness for each county.

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: CHANCES AND CHANGES, LEGAL ASSISTANCE OF WESTERN NEW YORK

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 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>
Chances and Changes P.O. Box 326 Geneseo, New York 14454 For: Sub-Contractor Agreement	01/01/2014-12/31/2014	\$8,537.00
Legal Assistance of Western New York 361 South Main Street Geneva, New York 14456 For: Sub-Contractor Agreement		\$7,317.00

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted ?</u>
DCJS	0.00	Yes x No

Mr. McCaffrey explained that these are sub contract agreements for the Violence Against Women grant.

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

Pre-approved Informational Item(s) To Be Reported Approval from the County Administrator is necessary before submitting your Pre-approved Informational Item(s) to the Board office.

1. Violence Against Women Grant. This is the renewal of a grant the County has been receiving for over 10 years. DCJS has instituted a new policy in which the application for the grant funds must also include a sub-contractor agreement for non-county entities.

COUNTY ATTORNEY – IAN COYLE

1. **GRANTING EASEMENT AT HAMPTON CORNERS TO STATE OF NEW YORK** – Mr. Coyle explained that the State has accepted our revision to their original proposal for an easement. The appraisal review was a value of \$600.00 and David Morris has reviewed the proposal and agreed.

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

2. **APPROVING CHANGE ORDER(S) FOR MILLENNIUM DRIVE PROJECT – NIRAM, INC.** – Mr. Coyle explained that the transfers were approved some time ago and this is the change

order necessary to make the final payment due to unexpected asbestos removal.

Motion: Mrs. Babbitt Henry moved and Mr. Knapp seconded to approve the foregoing resolution. Carried.

COUNTY ADMINISTRATOR - IAN COYLE

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR LIVINGSTON COUNTY – PIONEER LIBRARY SYSTEM

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for Livingston County, 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>
Pioneer Library System	1/1/14 – 12/31/14	\$78,000.00
2557 State Route 21		
Canandaigua, NY 14424		
For: Library services		

Mr. Coyle explained that this is an annual contract. He has been meeting twice a year with the library directors.

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

EXECUTIVE SESSION

Mr. Gott moved and Mr. LeFeber seconded to move into Executive Session for the purpose of discussing the employment history of a particular person.

Mrs. Babbitt Henry moved and Mr. Knapp seconded to move out of Executive Session.

No action taken.

ADJOURNMENT

Mr. Gott moved and Mr. Knapp seconded to adjourn the committee meeting at 2:50 p.m.

ECONOMIC DEVELOPMENT – JULIE MARSHALL

Informational Item(s) Written Only

BUSINESS RETENTION AND EXPANSION PROGRAM

Annual confidential business surveys have been sent to the County's leading employers. Follow up appointments are now being scheduled with those that responded. The surveys are used to gauge business needs and growth plans.

The Economic Development Office hosted an Export Seminar on March 13th with presenters from the US Small Business Administration and the US Department of Commerce. The event was held to assist small businesses with international growth strategies and logistics. Unfortunately the blizzard severely impacted attendance.

The Economic Development Office will host an introductory workshop on April 2nd for businesses interested in learning how to secure state and federal contracts. A representative from the Monroe County Finger Lakes Procurement Technical Assistance Center (PTAC) will conduct the seminar. The workshop will provide steps to help businesses explore the marketplace and learn what local, state and federal governments look for in a prospective contractor, how to reach and target your market, how to find opportunities and required registrations.

Foreign Trade Zone status has been approved by the US Department of Commerce.

INDUSTRIAL DEVELOPMENT AGENCY

The Industrial Development Agency has accepted an application for assistance from Once Again Nut Butter Cooperative, Inc. and Fox & West, Inc. Once Again Nut Butter will expand their current operations with the construction of a 32,000 square foot facility in the Town of Nunda, retaining 55 jobs and creating 15 new jobs. Fox & West will purchase a 2.6 acre parcel in the Avon Crossroads Commerce Park and construct a 17,000 square foot facility for its headquarters and space for its traffic control device repair and roadside terrain maintenance business. Fox and West has relocated from Wyoming (state) and expects to create 12 new jobs. The public hearing for each project was held on March 24th.

Working with Thoma Development and Brennan Consulting Group the IDA has submitted grant applications to the Economic Development Administration and the USDA (both federal) to fund the cost of extending Tec Drive to accommodate the projected business growth in the Crossroads Commerce Park.

The IDA has released bid documents for construction of the road extension in the park. It is anticipated that work will begin in June.

Mud Creek flood control remediation, funded through a grant secured by the County Soil & Water Conservation District office, is expected to begin this spring. The work will allow the trimming, removal and disposal of vegetation within the stream to the existing water level in an effort to decrease flooding potential in the Dansville Industrial Park and surrounding properties.

The Agency's annual fiscal audit and activity compliance report have been completed and submitted to the State Comptroller's Authority Budget Office.

The Annual Meeting of the IDA was held March 7, 2014. Phil Brooks was re-elected as Chairman.

LIVINGSTON COUNTY DEVELOPMENT CORPORATION

The Development Corporation is accepting applications for the Sign & Façade Improvement Program through 4 PM March 25th. Grant awards will be made at the LCDC's April 4th meeting. A report of application numbers and awards will be provided at the May Public Services meeting.

All villages (except Leicester) are participating in the Downtown Partnership Program. Downtown Coordinator Louise Wadsworth and Director Julie Marshall met with each Mayor and/or Village Board to review the 2013 program accomplishments and seek continued participation in the program.

The Office of Community Renewal conducted a monitoring visit to review the projects completed under the Village of Geneseo New York Main Street Program. The program received a clean monitoring report and has been successfully closed out. The Villages of Nunda and Avon are expected to complete their New York Main Street projects by November.

The *Destination Downtown* Conference has been scheduled for Tuesday, October 21, 2014. (Please mark your calendar!) Nationally renowned downtown marketing expert Jon Shallert will be the keynote speaker, focusing on the theme "Making Your Business & Community a Destination."

The Corporation's annual fiscal audit and activity compliance report has been completed and submitted to the State Comptroller's Authority Budget Office.

The Annual Meeting of the LCDC was held March 7, 2014. Phil Brooks was re-elected as Chairman.

MEETINGS ATTENDED

Tour of Once Again Nut Butter with Senator Catherine Young

Chamber of Commerce Farmer Neighbor Dinner

Start Up NY with SUNY Geneseo and prospective business

State Records Management Workshop

International Business Roundtable

Congressman Chris Collins Broadband Field Hearing

Dansville Transportation Study meeting

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

630 adult offenders supervised in county (28 treatment court cases being supervised in drug court)

18 offenders in other NYS counties

13 offenders in other states

15 juveniles supervised

15 new juvenile referrals

33 investigations ordered

13 active EHM cases (0 juvenile; 13 adults; 5 of which are female), 0-Global Positioning

1 adult placed on probation for willful violation of support

12 New Leandra's Law cases (6 CDs)

2. MONIES COLLECTED

\$14,126.97 – restitution

6,987.10 – fines

2,062.00 – fees

620.88 – surcharge

3. MEETINGS ATTENDED

2/4/14	Human Services
2/9/14	COMPAK
2/11/14	COPA
2/11/14	Suicide Task Force
2/18/14	Law Enforcement Council
2/18/14	Trauma Training
2/18/14	Suicide Task Force
2/18/14	DV
2/18/14	MDT
2/19/14	Meeting with Bill McGough
2/20/14	Meeting with Xpress-pay vendor
2/21/14	ICE Training
2/24/14	Alternatives to Incarceration
2/25/14	Advocate Training

4. ADMINISTRATIVE REVIEWS

One (1) administrative review

5. TRAINING

Name	Date	Training	Hours	Misc.
Michelle Cassata	2/21/14	ICE	2.0	

Kerrin Chapman	2/21/14	ICE	2.0	
Doug Czyryca	None			
Katie Dunn	2/21/14	ICE	2.0	
Liz Laney	2/21/14	ICE	2.0	
Name	Date	Training	Hours	Misc.
Brian Lanpher	2/21/14	ICE	2.0	
Debra Mack	2/21/14	ICE	2.0	
	2/27/14	The Role of Comm. Superv. in Drug & DWI Courts	1.0	
Matthew McKinney	2/21/14	ICE	2.0	
Rachel Merrick	2/21/14	ICE	2.0	
Lynne Mignemi	2/21/14	ICE	2.0	
Courtney Sobrado	2/20/14	Best Practices for Investigations	1.0	
	2/21/14	ICE	2.0	
Jason Varno	None			

PUBLIC DEFENDER – MARCEA TETAMORE

Informational Item(s) Written Only

1. Applications received YTD as of 3/24/14 p.m.: 386
2. Files opened YTD as of 3/24/14 p.m.: 202
3. Cases assigned to GVLA YTD as of 3/24/14 p.m.: 70
4. Applications pending as of 3/24/14 p.m.: 53
5. Applications received 2/24/14 - 3/24/14 p.m.: 144
6. Files opened 2/24/14 – 3/24/14 p.m.: 59
7. GVLA assignments 2/24/14 – 3/24/14 p.m.: 18
8. No money received from collection agency in 2014.

Respectfully submitted,

Michele R. Rees
Clerk of the Board